

CUSTOM ANIMAL PROCESSING AT RETAIL INDUSTRY GUIDANCE

Section 5K-4.0050, Florida Administrative Code (F.A.C.)

Custom animal processing is the cutting, portioning and packaging of an animal brought in by the owner of the animal for their personal use only. It cannot be sold to the public or to other businesses per FDA Food Code section 3-201.17. **No slaughtering takes place at the custom animal processor.** Custom animal processing includes a variety of animals such as: deer; goats; pigs; fowl, etc.

Custom animal processing at retail is considered a high-risk process and therefore requires additional controls to be conducted in the retail setting. Per FDA Food Code, Section 3-502.11, the regulatory authority requires a formal request from the establishment to obtain permission to conduct Custom Animal Processing prior to operating. The Department requires:

- **SPA application**
- **HACCP plan:** Provide an adequate HACCP plan with copies of potential monitoring records.
- **Food Process Flow Diagram:** This will illustrate the flow of food throughout the process. It must include the food ingredients and their amounts as well as their CCP points.
- **Standard Operating Procedures (SOPs):** Step-by-step description of the entire process from start to the finished food product. Include preparation, method(s) of storage (cannot be with food items for sale to the public), and labels/tags are required on carcass and any portion/section of the carcass and any package (distinctly marked, “**NOT FOR SALE**”). Records must have at a minimum: Client name/contact information; Carcass Tag #; date carcass received; type of animal; date processed; dressed weight; date delivered to customer
- **Sanitation Standard Operating Procedures (SSOP):** These are the cross-contamination strategies and sanitation practices for your operation. State how things will be cleaned before, during and after custom animal processing; how often; with what sanitizer and concentration, etc. Careful to include all surfaces (tables, cutting boards), as well as all pieces of equipment and utensils required for custom processing.
- **Food employee and supervisory training plan:** This is a document which outlines how those involved in this special process will be trained in all procedures and plans associated with this process.
- **Floorplan:** Layout of the processing area; include equipment placement involved in the process. Does not have to be professionally created but should be as accurate as possible.
- **Any other pertinent, applicable documentation to ensure the safety of the finished product.**

Please submit all required materials along with a completed Special Process Approval application to: RetailHACCPspa@FDACS.gov

Once the proper documents required are submitted and found acceptable to the Department, the establishment will receive notification, in writing, that they have been granted permission to conduct Custom Animal Processing. A visit by a Department inspector may be required before processing can begin to ensure the acceptable plans/procedures/contingencies can be carried out at the location. Additionally, all other applicable laws and rules must be adhered to at the establishment.

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