

UNITED STATES DEPARTMENT OF AGRICULTURE  
FOOD SAFETY AND INSPECTION SERVICE  
WASHINGTON, DC

# FSIS NOTICE

5/17/04

27-04

## REGISTRATION OF MEAT AND POULTRY HANDLERS

### I. PURPOSE

This notice announces the availability of a new [FSIS Form 5020-1](#), Registration of Meat and Poultry Program Handlers as announced in the Federal Register ([68 FR 37730](#), 6/25/03) and [69 FR 21047](#), 4/20/04. The notice informs program personnel where to direct parties inquiring about the new form and provides guidance on the type of information that should be available in the records meat and poultry program handlers are required to maintain.

### II. BACKGROUND

Because of changes to the FSIS Form 5020-1, all non-federally inspected parties, including those already registered, are required to submit a new form to FSIS. Under the Federal Meat Inspection Act, Sec. 202 and 203 and the Poultry Products Inspection Act, section 11(b)&(c); and 9 CFR part 320 and 381, Subpart Q, the following parties are required to register with FSIS and maintain records that fully and correctly disclose all transactions:

1. meat brokers;
2. poultry products brokers;
3. renderers;
4. animal food manufacturers;
5. wholesalers;
6. public warehousemen; and

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7. persons that engage in the business of buying, selling, transporting in commerce, or importing any dead, dying, disabled, or diseased livestock or poultry, or parts of the carcasses of livestock or poultry that have died otherwise than by slaughter (and are not federally-inspected establishments).

### III. OBTAINING FORMS

Forms can be obtained from:

1. The Internet at <http://www.fsis.usda.gov/forms/index.asp>;
2. USDA, FSIS, Office of Program Evaluation, Enforcement and Review (OPEER), Evaluation and Enforcement Division (EED), 14<sup>th</sup> & Independence Ave, SW, Room 300, Congressional Quarterly Building, Washington, DC 20250-3700; or
3. Program personnel that visit businesses.

**NOTE:** Program personnel can print the form off of the FAIM form load.

When on an official visit at a firm that is required to register with the Agency, program personnel should inquire whether the firm has recently registered or re-registered. If the firm has not, program employees are to request that the firm complete the form and mail it to OPEER/EED at the address listed above. Program personnel are not to complete any part of the form. An OPEER headquarters' official will assign a registration number, sign the form, and then notify the firm of its registration number by return mail.

**NOTE:** An electronic registration system is being developed. FSIS will issue public notification with instructions at the time electronic registration is implemented.

When FSIS determines that a meat or poultry handler that is required to register or maintain records has not done so, program personnel will remind the handler to register immediately and to maintain current and accurate records as required in the Acts and regulations.

If the handler fails to comply with the registration or recordkeeping requirements, FSIS may issue a notice of warning. If after receiving the notice of warning, the handler fails to comply with the registration or recordkeeping requirements, FSIS will consider pursuing legal action.

### IV. RECORDS

As required by the Acts and regulations the above, entities required to register as well as retail operations that are not required to register, are required to maintain records that fully and correctly disclose all transactions.

The records should provide information that can be used to identify specific production lots and suppliers. For example, at distribution centers the records should indicate the distribution of specific production lots (i.e., the records provide information that is more than a list of customers) Also, as an example at a retail facility, the

grocery store owner that grinds ground beef should have information (e.g., grinding logs) that indicate the origin of all beef in the product that is ground (e.g., supplier, specific lot numbers, production date, or other identifying information). Note, even for ground beef produced from aged cuts from the grocery store's shelves or in-house trim, FSIS expects records to provide information that indicate the origin of the cuts or trim. The records are important in situations where FSIS needs information about the source and distribution of product (e.g., during recalls).

*Philip S. Derfler /s/*

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