

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

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<b>FSIS DIRECTIVE</b>	4735.6	3/25/85
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**SAFEGUARDING CONFIDENTIAL INDUSTRY INFORMATION**

**I. PURPOSE**

This directive describes FSIS policy regarding access to and use by Agency personnel of certain industry information which may be considered confidential.

**II. (RESERVED)**

**III. (RESERVED)**

**IV. REFERENCES**

Title 18, United States Code, Section 1905 FSIS Directive 4735.3, Employee Responsibilities and Conduct

**V. POLICY**

It is FSIS policy to protect the confidentiality of certain industry information to which Agency personnel are afforded privileged access while carrying out their responsibilities. This information may include product formulas, processing procedures, equipment types and designs, laboratory findings, and background information which may be provided during the label approval process. Such information should be presumed to be confidential. Under 18 U.S.C. 1905, dissemination of product formulations or other trade secrets may be a criminal offense.

**VI. SAFEGUARDING INFORMATION**

A. Agency personnel are to take the following steps to safeguard confidential industry information. This information should be given to employees when they receive their training on FSIS Directive 4735.3.

1. Limit access to confidential industry information to the inspection personnel assigned to that particular plant, including relief personnel.

2. Do not discuss or share such information with persons other than authorized plant or FSIS program personnel.

3. When necessary, inspectors may carry pertinent plant information with them while in the plant or keep it in a readily accessible but secure location, such as under lock in the inspection office.

4. Never reproduce or remove this information from the involved plant without authorization from the appropriate inspection program supervisor or unless directed to do so by an FSIS regulation or issuance.

B. Questions concerning confidential industry information or the security thereof should be directed to your supervisor.

A handwritten signature in black ink, appearing to read "A. H. Hester", written in a cursive style.

Administrator