

## Personnel Security

- Know the background (*e.g.*, criminal history, legal status) of all of your employees
- Identify employees, visitors, and contractors (*e.g.*, construction workers, cleaning crews, and truck drivers) in some manner (*e.g.*, colored ID tags or smocks) at all times while on the premises
- Control entry of employees and contractors into the plant during working and non-working hours (*e.g.*, coded locks on doors, receptionist on duty, key cards, etc.)

## Step 2 – Develop a Food Defense Plan

Now that you have checked the measures that your facility has in place, take a look at the measures that you were not able to check. Are there practical improvements you could do to make your building and food products more secure? If so, you may want to make these improvements. Keep in mind that not all measures are necessary for all slaughter and processing facilities. For example, let's imagine you are not able to check the measure "Visitors/guests are asked to sign in and provide identification." Perhaps you don't need this measure because you currently do not allow visitors and guests beyond a front desk and they are not allowed in any other area of the building. **Not checking a box does not necessarily mean there is a serious problem with security at your facility.** However, it should cause you to think about whether certain food defense measures are needed.

Once you have identified both the food defense measures you have in place and those that you need to add, write them down. This will become your food defense plan. FSIS offers a variety of materials on food defense and food defense plans on its Web site. To view these materials, simply go to [www.fsis.usda.gov](http://www.fsis.usda.gov) and type "food defense" in the search box.

## Step 3- Implement Your Food Defense Plan

Now that you have developed a food defense plan, test it and use it. Remember to review your plan regularly to make necessary changes or improvements.

For questions you may have on developing your food defense plan:

Contact the Small Plant Help Desk at 1-877-FSISHELP (877) 374-7435 or email [InfoSource@fsis.usda.gov](mailto:InfoSource@fsis.usda.gov).

OR

AskFSIS at <http://www.fsis.usda.gov> and click on "ask FSIS" at the top of the page.

Additionally, you may contact an industry trade association such as:

- American Meat Institute at <http://www.meatami.com>
- North American Meat Association at <http://nmaonline.org>
- American Association of Meat Processors at <http://www.aamp.com>
- National Turkey Federation at <http://www.eatturkey.com>
- National Chicken Council at <http://nationalchickencouncil.com>
- United Egg Producers (UEP) <http://www.unitedegg.org>

What should you do if there is an emergency or if I think that a food product has been tampered with?

In an emergency, your first step should always be to contact local law enforcement – dial 911. Then contact the following:

**FSIS** 24-hour emergency number (866) 395-9701 for meat, poultry, or egg products.



United States  
Department of  
Agriculture

Food Safety and Inspection Service

## Guide to Food Defense in Slaughter and Processing Facilities

Protect your customers,  
your employees,  
and your business.



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# What Is Food Defense and What Can You Do?



Food defense is putting measures in place that reduce the chances of someone intentionally contaminating the food supply in order to harm people, disrupt our economy, or ruin your business. Unfortunately, the things you do to keep food safe may not be adequate to defend against malicious acts. This brochure outlines measures you can take to protect your customers and your livelihood.

## Who Might Tamper With Food Products?

As a business owner, you must be alert to a potential attack against your business. Anyone is capable of hurting or disrupting your business. An attack can originate from within or from outside your facility. An attacker could even pose as one of the following:

- ✓ Customer or potential customer
- ✓ Truck driver making deliveries
- ✓ Salesperson visiting your business
- ✓ Utility representative
- ✓ Contractor doing repairs or performing services

Keep in mind that a current or former employee who has a grudge against you or your business could also pose a danger.

## Why Develop a Food Defense Plan?

A Food Defense Plan Will Help You:

- ✓ Identify steps to keep food in your facility safe and secure
- ✓ More quickly respond to and recover from an emergency



- ✓ Provide a safe product to your customers, maintain a secure working environment for your employees, and protect your business

In today's environment, many customers want their suppliers to have a food defense plan. USDA's Food Safety and Inspection Service (FSIS) has created this brochure to give owners and operators of slaughter and food processing facilities a practical approach to developing their own food defense plan.

## Step 1 – Conduct a Self-Assessment

Take some time to review the food defense measures suggested below. Check (✓) those that you currently have in place in your operation.

### Food defense measures for OUTSIDE your building

- Measures are taken to identify people/vehicles entering the plants premises
- Doors and other openings are secured during non-operating times
- Emergency exits have self-locking doors and/or alarms to prevent unwanted entry
- Access to water wells and water storage areas are restricted

### Food defense measures for INSIDE your building

- The building has working security cameras, if applicable
- The building has an alarm system that is tested regularly
- Visitors/customers are asked to sign in, provide identification, and are escorted



- Visitors, guests, and other non-employees (e.g., contractors, salespeople, truck drivers) are restricted to non-product areas unless they are escorted
- Storage areas for dangerous products/chemicals such as pesticides, industrial chemicals, and cleaning materials are restricted or locked
- Restricted areas are clearly marked

## Slaughter and Processing Security

Slaughter/Processing areas are restricted to designated employees

- Supplies and ingredients are examined for tampering before use
- Trace-back and trace-forward records are maintained in case of product recall

## Storage Security

Access to ingredient and finished product storage is limited to designated employees

- Security inspections of storage areas are conducted regularly
- Inventory records are checked for unexplained additions or withdrawals

## Food defense measures for SHIPPING and RECEIVING

Trailers are locked and/or sealed when not being loaded or unloaded

- Loading and unloading of trucks are monitored by a company employee
- Products are checked for signs of tampering
- Advance notification from suppliers (by phone, e-mail, or fax) is required for all incoming deliveries



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