

Valparaiso Office

155 Indiana Ave., Suite 104 Valparaiso, IN 46383

Portage Office

3590 Willowcreek Rd., Suite C Portage, IN 46368

porterhealth@porterco.org

219-465-3525 (Valparaiso)

219-759-8239 (Portage)

HACCP REQUEST FORM FOR ROP OF RAW MEAT

Establishment requesting approval for ROP of raw meat:
Name of Person in Charge of HACCP Plan and ROP Process:
Signature of Person in Charge: Initials:
Please read the statements below and initial for understanding:
: I understand that I must maintain a list of products covered by this plan and post them in the processing area.
: I understand that I must maintain a copy of the HACCP flow diagram for this plan and post it in the processing area.
: I understand that any employee participating in the process covered by this plan must be properly trained and this training recorded and posted in the processing area.
: I understand that refrigerated storage and proper labeling are critical control points in this process and must be monitored and recorded according to the plan.
: I understand that temperature and labeling logs should be maintained and kept on-file in the processing area for 90 days.
: I understand that I am responsible for reviewing records at least weekly to confirm that all data is being recorded and that corrective actions are being taken where needed.
: I understand that any product found to be stored above 41F will be segregated for evaluation by the regulatory authority.
: I understand that only foods covered by this plan should be vacuum packed.
: I understand that only food-grade materials should be used for vacuum packing.
: I understand that equipment must be washed, rinsed, and sanitized after each use or every four hours if the equipment is in use for more than four hours.

Storage:
Refrigerated
Raw Meat and Poultry HACCP Process Flow (* indicates a CCP):
Receiving-Products are from an approved, USDA inspected source and are inspected for quality and possible
temperature abuse upon receipt. If products are not at the proper temperature for receipt or if quality or holding temperature are in question, products will be rejected.
Storage-Products are moved immediately to approved, refrigerated storage (holding temperature of unit 35-38F).
Packaging-Products are vacuum packaged and seal using the following unit: (please
provide product specifications) and the following food-grade packaging: (please provide specifications).
Labeling -Products must be labeled to indicate "Must maintain refrigerated storage of 41F or below" and "Use By (14 days from packaging)"
Cooling- Products are placed into ice bath or freezer unitto cool quickly (please indicate which process will be used).
*Refrigerated storage-Products are moved to an approved, refrigerated storage unit and maintained at 41F or below and sold or cooked/served within 14 days or discarded.
Sale or Cook/Serve-Products are sold or cooked and served (please indicate which process will be used) within 14 days of packaging or discarded.

The following foods are covered by this plan:

Raw meats Raw poultry

^{*}Approved, refrigerated storage unit is monitored twice per day and temperature of product recorded. If temperature is found above critical limit, products must be segregated for regulatory authority evaluation.

^{*}All ROP products in approved, refrigeration unit must be labeled to be maintained at 41F or below and sold or cooked/served within 14 days or discarded.

Refrigerated Storage Log

- All temperatures must be taken with a properly calibrated thermometer
- Critical limits: Product temperature must be 41 F or lower
- Approved, refrigerated unit operating limit = 38 F, notify supervisor if cooler is above 38 F.
- All ROP products must be labeled with a warning statement "Maintain at 41 F or lower" and must have a "Use by date" of 14 days from the date of packaging.
- All ROP products that are not labeled or that are beyond their "use by" date must be discarded

	Date:	Time 1:	Temp 1:	Any Temp above 41F (Y/N)	Proper Labeling (Y/N)	Out of Date Product (Y/N)	Corrective Action Taken	Time 2:	Temp 2:	Initials
Company										
Company										
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Reviewed By/On: