



POULTRY PRE-BID SAMPLE CERTIFICATION

Policy

This procedure defines the guidelines for certifying a pre-bid sample.

Procedure

Prior to awarding contracts, volume food buyers frequently solicit product samples from one or more vendors for evaluation. After selecting the most acceptable product, contracts are awarded and production begins.

Whenever institutional purchasers, State agencies, or commercial users of processed products request pre-bid sample certification, graders shall conform to the following guidelines.

1. Plant management shall provide the grader with written product fabrication, processing procedures, and detailed product formulation. This could be in the form of USDA-approved specifications in lieu of, or in addition to, the above-described information. Each product will be identified by a number or code assigned by the processor.
2. Graders will then supervise the production of the sample according to the above criteria and will maintain detailed product information on file for subsequent production.
3. No deviations from the written fabrication, processing procedures, or detailed product formulation may be permitted.
4. After manufacture, the grader shall place the product in USDA-sealed packages according to QAD 647. Copies of the detailed formulation, processing, and fabrication procedures shall be held in the files. Graders must maintain positive control of this product throughout the entire production process.
5. Graders shall issue a LP-210P grading certificate listing all applicable products and identification numbers. The following statement and a list of seal numbers shall be shown in the remarks section:

“This certificate covers processing of the above listed products which were manufactured in accordance with formulation and fabrication procedures on file with the resident USDA grader.”
6. When product has been handled in this manner, it may be turned over to management who will deliver the product to the appropriate volume food buyer.



7. After the volume food buyer identifies the products that will meet their requirements, a specification will be developed, approved, and circulated to all applicable personnel. Production of all subsequent contract deliveries will be according to the approved specification.

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