



United States Department of Agriculture
Marketing and Regulatory Programs
Agricultural Marketing Service
Livestock and Seed Program

MGC Instruction 631
February 25, 2008
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Meat Grading & Certification Branch

**Procedures for Monitoring the Destruction
of Recalled Federal Purchase Meat Items**

Purpose

The purpose of this Instruction is to provide monitoring procedures for Agricultural Marketing Service (AMS) agents to use when assigned to oversee the destruction of Federal Purchase red meat items that have been recalled by the Food Safety and Inspection Service (FSIS) and declared ineligible for human consumption.

Policy

It is AMS policy to help ensure that Federal Purchase red meat items affected by an FSIS recall do not enter the human food chain or be sold commercially. The approved methods of destruction of recalled meat items include incineration, landfill burial, or inedible rendering.

Responsibilities

It is the responsibility of the production plants, warehouses, further processors, states, schools, Federal feeding programs, etc., in possession of unconsumed Federal Purchase red meat items subjected to an FSIS recall, to immediately put a hold on the meat. This includes raw, further processed, cooked, preplated, etc., meat items. Responsible authorities will make arrangements for destruction by one of the three approved methods in accordance with the Food and Nutrition Service (FNS) guidelines contained in Exhibit A. In the event that a State/local health inspector, food service director, etc., is not available to witness the destruction, the responsible authority will call the AMS Meat Grading and Certification (MGC) Branch Office in Denver, Colorado, at 720-497-2531 to request service for monitoring the destruction of recalled meat items.

AMS agents or cross-utilized Federal and State employees will be assigned by the MGC Branch to inventory the recalled products and monitor the physical destruction at the landfill, incinerator, or inedible renderer. Employees shall document box counts, weight, product name, CN label, product codes, contract numbers, establishment numbers, etc., utilizing the Product Destruction Inventory form (Exhibit B). Both the employee and a responsible representative from the incinerator, landfill, or inedible renderer shall sign the Product Destruction Inventory form verifying destruction.

No charges for destruction will be assessed by AMS to production plants, warehouses, further processors, States, schools, etc. Employees shall document the time and

related travel and per diem expenses associated with the destruction on the Product Destruction Time form (Exhibit C).

The Product Destruction Inventory form and the Product Destruction Time form shall be forwarded to the AMS, MGC Branch Office in Colorado immediately following the completion of destruction. Originals and faxed copies with signatures are acceptable.

MGC Branch Office
13952 Denver West Parkway
Suite 350
Golden, CO 80401
FAX: 720-497-0571

Contacts

If further information is needed, contact the following individuals as appropriate.

MGC Branch Information	720-497-2550	Larry Meadows
MGC Branch Service	720-497-2531	Willard Goad
FNS	703-305-2668	Dave Brothers
FSIS Information	202-720-8803	Dr. Ken Peterson
AMS Information	202-720-5705	Bill Sessions

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Hallmark/Westland Meat Company Recall/Destruction/Reimbursement Information

I. Recall Scope

All beef products from the Hallmark/Westland Meat Company produced between February 1, 2006 and February 2008 have been recalled.

A Class II recall has been announced by the Food Safety and Inspection Service (FSIS) on all Hallmark/Westland Meat Company products dating back to February 1, 2006. A Class II recall is a health hazard situation where there is a remote probability of adverse health consequences from the use of the product.

The recall is in two stages:

- **Stage I covers for product on hold since January 30, 2008.**
- **Stage II covers product produced between February 1, 2006 and September 30, 2006.**
- Stage II expanded the recalled products so you should contact your processors to determine if you have received additional recalled product from them.

What products are affected?

- Fine grind ground beef purchased by USDA from Hallmark/Westland.
- Fine grind product may be identified by the Establishment Number (Est. 336)
- Further processed products produced from Hallmark/Westland meat provided by USDA.
- Further processed products will **not** contain either the Hallmark/Westland name or its establishment number. You will need to contact your further processor for this information.

II. Reporting Inventory on Hand and Served:

DUE DATES:

All recalled commodity products should have inventory data submitted at the **same time** for both Stage I and Stage II.

Complete, or as complete as possible, data on product received, served and on-hold should be submitted in ECOS by **February 28, 2008**.

We do not need all of the associated paperwork by that date.

DATA:

What if I cannot easily submit further processed product into the ECOS system?

You may submit spread sheets, tables, charts, or equivalent information on further processed products held in your State to your respective FNS Regional Office. Your data will be accounted for through a separate system.

Destruction verification data can be submitted later, along with reimbursement vouchers and all associated receipts. Send destruction verification and voucher forms to your FNS Regional Office.

III. FSIS Recall Effectiveness Check Location Reports:

Please submit to your respective Regional Office any spread sheets, tables, charts, or equivalent information that you used to locate recalled product in school districts/schools/food banks/etc. in your State. Information should be listed by name, street address, and type and quantity of product in inventory. We will take location information available at any level. This information will assist the FSIS with its required recall effectiveness checks. As distributors of food, we all are bound by federal regulations to provide this information to FSIS.

IV. Destruction and Disposal Instructions:

All Hallmark/Westland product, including further processed products containing any amount of Hallmark/Westland meat must be destroyed and cannot be used or reconditioned for human consumption.

How to dispose of 50 cases or less:

You may immediately destroy on-site 50 or fewer cases of USDA-purchased Hallmark/Westland fine grind ground beef or finished end products delivered from a further processor/distributor. This product must be rendered unfit for human consumption according to destruction guidance from your State or local health authority.

- Destruction must be witnessed by 2 people: a person of authority (such as a food service director) and one other person.
- Both witnesses must sign a destruction verification document.
- The type of product, quantity, and destruction method must be noted.
- Cases may be consolidated for destruction if preferable.
- **Optional forms are found on the ECOS “recall/hold instructions page.”**

How to dispose of more than 50 cases:

More than 50 cases (but less than a truckload i.e. 1000 cases) of product must be taken to a landfill, incinerated, or sent for inedible rendering.

- Destruction of these larger quantities must be witnessed by 2 people: a representative of the landfill, incineration plant, or rendering plant: AND a government official i.e. a State/local health inspector, a food service director, or someone of authority from the SDA’s office or their designee.
- Both witnesses must sign a destruction verification document.
- The type of product, quantity, and destruction method must be noted.
- **Optional forms are found on the ECOS “recall/hold instructions page.”**

How to dispose of truckload quantities:

Very large quantities (1000 cases+) held at cold storage facilities or warehouses will require special arrangements with landfills or other disposal sites, incinerators, or rendering facilities.

A594, A608, A609 February 21, 2008 Stages I and II

- The destruction verification document must be signed by two witnesses: a representative of the landfill, incineration plant, or rendering plant: AND a government official, i.e. a State/local health inspector, food service director, or someone of authority from the SDA's office or their designee.
- If none of these officials is available the SDAs may coordinate with Federal officials (FSIS or AMS) to witness the destruction. They are a backup resource. Call Ken Harnett of AMS Grading @ 720-497-2536 or Leonard Woody @720-497-2551.
- **Optional forms are found on the ECOS "recall/hold instructions page."**

V. Reimbursement Issues: All commodities have the same reimbursable and non-reimbursable expense guidance.

One public voucher (FSA-21) is allowed per State. States must roll-up all expenses for raw and finished product held in the State and submit the claim on a Public Voucher, with all supporting destruction verification documents and receipts attached.

Reimbursable Expenses

The following are reimbursable expenses:

- Transportation
- Storage at the State level since the hold was announced January 30, 2008
- Destruction
- Processing, ingredients, etc.

All reimbursable expenses MUST have accompanying receipts.

Non-reimbursable Expenses

The following are examples of, but not limited to, non-reimbursable expenses

- Storage at school level
- Overtime compensation for employees
- Long-distance phone calls and other associated administrative expenses
- Reimbursement for commercially-purchased food used in place of the recalled product
- Value of commercial products that were produced from commercial Westland beef are subject to commercial recall and restitution should not be included in reimbursable expense submissions.

VI. Specific Reimbursement Information:

Fine grind and finished products held at the State:

- Public vouchers should be sent to your respective FNS Regional Office.
- If State/school districts have paid a further processor and now destroy product, the paid invoice must be attached to the claim for reimbursement.

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Processors holding raw and finished product:

We are working to resolve the payment issues. We have asked further processors to hold off on additional billing to a State or RA for a little while so that we can find a way to streamline the payments. We will provide additional guidance.

VII. Replacement Questions:

USDA will pursue every avenue available to provide replacement raw commodity. You will receive further information on this question from your FNS Regional Office.

REMEMBER: Document all of your costs associated with this recall.



PRODUCT DESTRUCTION INVENTORY

Serial Number

(MMDDYYZIP-XXX
where XXX is a 3-digit
consecutive number)

Document one transport unit (trailer, dumpster, truck, etc.) per form

Shipping Destination

Name

Address

City, State Zip Code

Name of Destruction Facility

Address

Address

City, State Zip Code

Method of Destruction

☐ Incinerate

☐ Inedible Rendering

☐ Landfill

Original Product

Contract Number	Date of Production	Product Code	Lot Number	Number of Boxes	Total Weight

Further Processed Item

FSIS Establishment Number	Product Code	CN Label	Product Name (No Abbreviations)	Number of Boxes	Total Weight

We certify that the product identified above has either been loaded for transportation to an approved disposal site or has been destroyed in an approved method.

USDA Representative at Shipping

Facility Representative at Destruction

USDA Representative at Destruction

Printed Name and Title

Printed Name and Title

Printed Name and Title

Signature

Signature

Signature

Date

Date

Date

Agency and Contact Number

Agency and Contact Number

Agency and Contact Number

02/27/08

PRODUCT DESTRUCTION TIME

	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Subtotal	Rate	Total
Base (Non-Commitment)									71.00	
Premium									78.00	
Holiday									122.00	
Lab										
Per Diem										
Miles									0.49	
Other Expenses										
Total										

Employee Name

Facility Information

Name

Address

City, State, Zip Code

Week Beginning:
