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**Sample Ground**

**Meat Record for**

**Retail Stores**

December 2015

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Sample Ground Meat Record for Retail Stores

Consistent with FSIS Final Rule

USDA Food Safety Inspection Service (FSIS) has completed the rulemaking process to regulate practices for recordkeeping in retail stores related to meat grinding. USDA requires that retailers maintain records to identify each lot of ground meat prepared at the store. Records of all source materials used in grinding, including trim, is expected by the agency.

FMI has prepared a simple chart on the following page that contains the required information for USDA. Feel free to use this chart if you have not implemented recordkeeping procedures or would like to modify your existing chart.

Along with recordkeeping, proper sanitation, employee training and hygiene, and control of product carry-over are all essential management tools.

Contact the FMI Department of Food Safety Programs at 202-220-0661 for assistance or questions.

**Store Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Store Production Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- | --- | --- |
| **Date and Time of Grind** | **Supplier lot #s, Product Code and/or pack date of Source Material (from supplier label)** | **Establishment Number of Supplier (providing source material)** | **Retail Label****(name of product on retail label)** | **Date and Time Equipment Cleaned & Sanitized**  | **Comments** |
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**Employee:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Supervisor:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Maintain records at the store for one year past the grind date*