

# Meat Processing News

Department of Animal Sciences and Industry

Kansas State University Agricultural Experiment Station and Cooperative Extension Service

## GMP's and SOP's

Before implementing HACCP in your facility, it is recommended that you have your company policies and procedures for Good Manufacturing Practices (GMP's) and Standard Operating Procedures (SOP's) in place. GMP's are an essential foundation for the development and implementation of successful HACCP plans.

GMP's are procedures and measures taken to ensure that food is manufactured under sanitary conditions. These address personnel and personal hygiene, plant grounds, plant construction and design, general maintenance, use and storage of cleaning and sanitizing compounds, pest control, sanitation of food contact surfaces, equipment and utensils, water supply, plumbing sewage disposal, toilet facilities, hand washing facilities, rubbish and offal disposal, production and process controls, warehousing and distribution, and defect action levels.

SOP's describe specific steps plant personnel use when conducting routine tasks or jobs. For example, a facility may have an SOP describing procedures used to make sausage or operate a smokehouse. The SOP should address the purpose of doing a task, how often the task is done, who will do the task, a description of the procedure to be performed outlining the steps involved, and corrective actions to be taken in the event that the task was not done properly.

K-State Research and Extension is developing examples of GMP's and SOP's that will be available this summer. If you would like to receive more information on GMP's and SOP's, contact Kelly Getty at (785) 532-0191.

## USDA/FSIS HACCP Resources Available

If you would like additional information on HACCP check out the FSIS home page at <http://www.usda.gov/agency/fsis/imhaccp.htm>. There is a section dedicated to HACCP implementation. The section includes general information about the regulation, issue papers on *Salmonella* testing and the next steps to Zero Tolerance, HACCP-based meat and poultry inspection concepts, and additional guidebooks and HACCP resources. Other sections on the home page include: What's New, Publications, News and Information, and Consumer Education and Information.

## Getting Started on Your HACCP Plans—Part II

In the fall issue of *Meat Processing News*, several steps and suggestions were provided to help you prepare your HACCP plans. These included implementing GMP's and SOP's, developing a list of products, categorizing or grouping similar products, recording a description of each product, and developing a list of ingredients and raw materials for each product or process. Once these steps have been completed, the next step in preparing for HACCP is to develop flow charts that outline the processing steps for each product or category of products. It is also important to verify your flow charts for accuracy and completeness through on-site review of the process. Changes should be made to your flow diagram if you observe differences between actual production practices and your flow chart during the on-site review. The flow diagram is a dynamic document which will need to be revised and updated if product and production practices change.

### Upcoming Events

University of Nebraska, HACCP Workshop  
March 23 to 25, 1998  
Lincoln, NE  
Contact Dennis Burson (402) 472-6457

K-State HACCP Workshop  
March 27 to 29, 1998  
Dodge City  
Contact Liz Boyle (785) 532-1247 or  
Kelly Getty (785) 532-0191

Pork—101, NPPC and K-State  
March 25 to 27, 1998  
Manhattan  
Contact Dave Schafer (785) 532-1253

Kansas Meat Processors Association Convention  
April 3 to 5, 1998  
Salina  
Contact Tom Pyle (785) 542-2151

American Association of Meat Processors Convention  
July 7 to 9, 1998  
Minneapolis, MN  
Contact AAMP (717) 367-1168

## HACCP Material Available Through K-State

USDA/FSIS will be providing K-State Research and Extension with a variety of HACCP educational materials in the near future, including introductory and advanced HACCP software programs, videos and written guidance information. DoHACCP (Software), HACCP Documentation (Software), Food Safety-The HACCP Way (VHS tape), The Heart of HACCP: In-Plant Application (VHS Tape - English and Spanish), and Developing and Implementing HACCP (Workbook) are some of the materials that will be available. These materials will be incorporated into future HACCP training workshops. Upon request, we will make these materials available to processors for training and educational purposes. If you are interested in receiving a list of these training and support materials, please contact Liz Boyle (785) 532-1247 or Kelly Getty (785) 532-0191.

## FSIS HACCP Hotline

On January 20, 1998, FSIS Technical Service Center began operating a HACCP hotline with live coverage from 6:00 a.m. to 6:00 p.m. central time, Monday through Friday, and an electronic message and paging service 24 hours a day, seven days a week. The HACCP hotline number is: 800-233-3935 (Press 2 to connect to the HACCP hotline). A team trained specifically to address HACCP technical and implementation questions and concerns will answer inquiries. The HACCP hotline will remain in operation as long as a need exists. Please note the HACCP hotline is not for the purpose of industry appeals of inspection-related decisions. Inquiries also can be sent by FAX to 402-221-7438.

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KANSAS STATE UNIVERSITY  
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## HACCP Training Workshop

The next K-State Research and Extension HACCP training workshop will be held March 27 to 29, 1998, in Dodge City. You will learn about the USDA FSIS HACCP regulation, the seven principles of HACCP and how to develop a HACCP plan. This workshop meets the HACCP training requirements established by USDA FSIS and is accredited by the International Meat and Poultry HACCP Alliance. If you are interested in attending and have not received the bright yellow registration form, or if you would like additional information about the workshop contact Liz Boyle (785) 532-1247 or Kelly Getty (785) 532-0191.



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Meat Processing News is published for Kansas meat processors by the Department of Animal Sciences and Industry, Kansas State University Agricultural Experiment Station and Cooperative Extension Service.

For more information or questions, please contact K-State Research and Extension, Animal Sciences and Industry at (785) 532-1247.

A handwritten signature in cursive script that reads 'Liz Boyle'.

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