

ANIMAL CARE PROGRAM

GUIDANCE: DISTRIBUTOR REGISTRATION



Purpose

This guidance explains the process of how a distributor¹ registers with the California Department of Food and Agriculture (CDFA) to engage in the commercial sale² or distribution of covered product³ to an end-user⁴ into or within California.

Scope

A distributor registration⁵ will verify a person or a facility is selling or distributing covered product from farms that are certified operations⁶ and in compliance with the [Animal Confinement regulations](#) verified through a records audit trail⁷.

Who must register?

- Distributors: Any person or facility engaged in the business of commercial sale or distribution of covered product to an end-user into or within California must register with CDFA.

Registration timelines

- Registration is required by January 1, 2023.
- Registration expires 12 months from the date of issue.
- An application for renewal must be received prior to expiration of current registration. A registration will remain in effect pending review and approval by CDFA, provided the application for renewal is received prior to expiration of current registration.

Registration and Renewal Process

- Submit an application
 - Submit one Distributor Registration Application for each facility location selling, distributing, or supplying one or more covered product to an end-user in California. For example, a business which has five physical locations of facilities distributing covered product must submit five separate applications; each application may include more than one covered product distributed, if applicable.
- Submit Certificate of Compliance⁸
 - Submit one Certificate of Compliance for each facility location requiring registration. For example, a business having five physical locations of facilities distributing covered product must submit five separate Certificates of Compliance.
 - A Certificate of Compliance issued by an accredited certifying agent, CDFA, or another governmental entity⁹ verifies that each distributor facility location has complied with Animal Confinement regulations.
 - Prior to January 1, 2024, a self-certification of compliance with the Animal Confinement regulations will also be accepted in lieu of the Certificate of Compliance.

¹Egg distributor, veal distributor, and pork distributor as defined in [3 CCR §§ 1320\(k\), 1321\(cc\), 1322\(t\)](#).

²Commercial sale as defined in [3 CCR §§ 1320\(e\), 1321\(f\), 1322\(f\)](#).

³Covered product as defined in [3 CCR § 1326\(i\)](#).

⁴End-user as defined in [3 CCR §§ 1320\(o\), 1321\(o\), 1322\(o\)](#).

⁵Distributor registration as described in [3 CCR §§ 1320.2, 1321.2, 1322.2](#).

⁶Certified operation as defined in [3 CCR § 1326\(e\)](#).

⁷Audit trail as defined in [3 CCR §§ 1320\(b\), 1321\(b\), 1322\(b\)](#).

⁸Certificate of Compliance as described in [3 CCR § 1326\(d\)](#) and used throughout Animal Confinement regulations.

⁹Governmental entity as defined in [3 CCR § 1326\(n\)](#).

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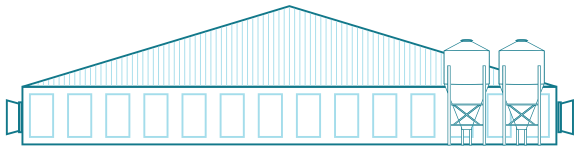
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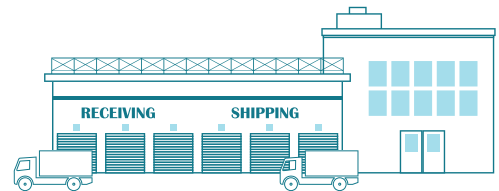
- Any change in ownership, change of business name, change in business location, closure of business, or change of name, address, phone number or email of person authorized to act on behalf of the registered distributor must be reported to CDFA within 30 calendar days of such change by submitting an updated Distributor Registration Application.
- A distributor registration is not transferable to another person or facility location.
- Fee for registration is not required.

Review and approval

- CDFA will review the submitted application and Certificate of Compliance for completeness and accuracy before approving a distributor registration.
- CDFA will notify distributors of the approved registration.
- Registration will remain in effect pending review and approval by CDFA, provided the application for renewal is received prior to expiration of current registration.



CERTIFIED PRODUCER



REGISTERED DISTRIBUTOR

- Certified by one of the following: (1) CDFA, (2) an accredited certifying agent, or (3) other governmental entity.
 - Required by January 1, 2024.
 - Provides registered distributor with covered product in compliance with animal confinement regulations.
 - Annual on-site inspection is required for certification renewal.
- A person or facility selling or distributing covered product to an end-user into or within California.
 - Distributor can show through an audit trail that the covered product originated from a certified producer.
 - Registration is required by January 1, 2023.
 - Application for distributor registration required for each facility location selling, distributing, or supplying a covered product.
 - Registration expires 12 months from the date of issue.