



State of California
Department of Food and Agriculture
Safe Animal Feed Education Program

Prerequisite Program: Outreach and Education

1. Prerequisite Program Guidance
2. Purchasing and Receiving Feed Ingredients
Standard Operating Procedures:
 - A. Approved Supplier
 - B. Bulk Receiving and Related Documents
 - C. Bag Ingredient Receiving and Related Documents
3. Drug Room and/or Concentrated Hand-Add Area
Standard Operating Procedures:
 - A. Concentrated Ingredients/Drug Room and Related Documents
 - B. Concentrated Ingredients/Medicated Hand-adds and Cleanout
4. Maintenance
Standard Operating Procedures:
 - A. Maintenance
 - B. Scale Calibration and Related Documents
5. Equipment
Standard Operating Procedures: Mixer Efficiency
6. Clean Out Procedures
Standard Operating Procedures:
 - A. Routine Cleaning Schedule and Related Documents
 - B. Flushing and Scheduling Sequence
 - C. Flush Verification
7. Bulk and Sacked Feed Ingredient Storage
Standard Operating Procedures: Storage
8. Formulas
Standard Operating Procedures: Formulation



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9. Production Records
Standard Operating Procedures:
 - A. Significant Discrepancies
 - B. Manufacturing Documents
 - C. Record Maintenance and Retention Policy

10. Labels
Standard Operating Procedures: Labeling

11. Shipment/Distribution Packaging
Standard Operating Procedures:
 - A. Load-out Procedures
 - B. Returned/Reworded Feed and Related Documents

12. Recall and Complaint Procedures
Standard Operating Procedures:
 - A. Complaints and Related Documents
 - B. Hold Procedures and Related Documents
 - C. Mock Recall and Related Documents
 - D. Recall and Related Documents

13. Bio-security/Grounds
Standard Operating Procedures:
 - A. Bio-Security
 - B. Pest Control

14. Personnel and Supervision
Standard Operating Procedures:
 - A. Personnel Hygiene
 - B. Personal Training and Related Documents

15. Quality control and Laboratory Analysis
Standard Operating Procedures: Quality Control Sampling Schedule and Related Documents