



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

Recall and Complaint Procedures

To prevent the use and/or distribution of a product within a facility until further determination.

Hold Procedure

Objective:

To discontinue or prevent the use of an ingredient or product.

Person Responsible:

Plant Manager or Designated Employee

Procedure:

In the event that an ingredient or finished feed is suspected of adulteration the material will be held in inventory until an investigation/follow-up is completed and a resolution is documented.

The material must be labeled with a "Hold Tag".

Sampling and testing or a review of related documents must be done to determine the status of the material.

Product is not to be used or distributed until problem is resolved.

If the held material is declared safe for use in animal feed, it may be sold or reworked into another product.

In the event that the held material is deemed adulterated it must be disposed of.

Corrective Action:

Use of a "Held" ingredient or product will result in a recall of any product that contained the "Held" ingredient/finished feed. A corrective action will be documented and the employee will be subject to disciplinary action.

Related Documents:

Hold Tag