

## Information Requirements for Facility Food Processors

In addition to the plans and specifications required by The Idaho Food Code, the following information pertaining to food processing activities is needed to evaluate your proposed operation.

1. **Type of ingredients** of the food product(s) to be manufactured or processed.
2. **Name and address of suppliers of ingredients.**
3. **Proposed label** showing display panels with all mandatory label information.
4. **Container information** including the type of construction and source of containers and lids or closures.
5. **Production and processing operations:**
  - a. Source, condition, and handling of raw products and ingredients.
  - b. Product preparation procedure -- cleaning, peeling, chopping, blanching, blending, etc
  - c. Packing procedure -- mechanical, or by hand.
  - d. Processing -- thermal, pressure, freeing, etc.
  - e. Cooling.
  - f. Labeling procedure.
  - g. Quality control:
    - (1) Tests -- bacteriological, chemical, water activity, pH, etc.
    - (2) Methodology for tests.
  - h. Coding
  - i. Storage and distribution.
  - j. Record keeping - shipping receipts, processing, quality control, coding, etc
6. **General maintenance procedure:**
  - a. Cleaning operations:
    - (1) Facilities.
    - (2) Equipment and utensils - manual, clean-in-place.
  - b. Sanitation of equipment and utensils.
  - c. Storage and handling of cleaned portable equipment and utensils.
  - d. Animal and vermin control.
7. **Projected quantity of food** to be manufactured or processed - initial production and long-range goal.
  - a. Interstate commerce - quantity to be shipped out-of-state.
  - b. Estimated gross sales.
8. **Square footage of facility.** Complete separation from private living quarters.
9. **Water source, sewage disposal, and garbage removal facilities.**

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