



## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1101 Drug Premixes – *Feeds Regulations*  
 Task Frequency: Once per year for all facilities manufacturing livestock feeds  
 Date Task Revised: 2009-04-07

*Feeds Regulations* Sections 5 and 14(b)

**Commercial feed mill meets the regulatory requirements related to drug premixes used in the manufacture of feed in the facility.**

**File Review:**

Select labels for drug premixes based on the number of drug premixes used in the manufacture of feeds at the facility as follows:

1-5 drug premixes = 1 label  
 6-15 drug premixes = 3 labels  
 >15 drug premixes = 5 labels

**Go on-site:**  
**Review labels for drug premixes used in the manufacture of feed at the facility and verify that:**

- labels for drug premixes contain a Drug Identification Number (DIN) or the drug premix is authorized by an emergency drug release
- drug premixes at the facility have not passed their expiry date

*Note: Where concerns with a drug premix are identified, product control actions should be taken on feeds containing the drug premix.*

**Inspection comments to include:**

**Activities Used to Assess Compliance**

- information which clearly identifies the specific drug premix labels reviewed
  - name/code of drug premix
  - expiration date, if applicable
  - Drug Identification Number, if applicable
- on-site observations

**Non-compliant Objective Evidence**

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
- select the specific category of deviation observed from the list below (select all that apply):

1101.1. Use of unapproved drug premixes  
 1101.2. Use of expired drug premixes







## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1102 Ingredient Compliance – Domestic and Imported Rendered Products  
 Task Frequency: Once per year for all facilities manufacturing livestock feeds  
 Date Task Revised: 2009-06-19

*Feeds Regulations* Sections 5,14(a),19(1)(d.3) and 26(8)  
*Health of Animals Regulations* Sections 165(4) and 167

**Commercial feed mill meets the regulatory requirements related to domestic and imported rendered products intended for use as ingredients in the manufacture of feed in the facility.**

**Review labels\* for ALL incoming rendered products.**

**Includes but is not limited to:**

- **Meat and Bone meal (various types – ruminant, prohibited)**
- **Meat Meal (various types – ruminant, prohibited)**
- **Bone Meal (various)**
- **Feather Meal**
- **Fish Meal**
- **Poultry Meal**
- **Porcine Meal**
- **Hog Hair**
- **Hog Hair and Feather Meal Blend**
- **Blood Meal**
- **Animal Fat (can be prohibited and not)**
- **Tallow**
- **Animal Vegetable Fat Blend (also known as Yellow Grease)**
- **Fish Oil**
- **Blood Plasma**

**\*Note: The invoice or bill of sale may be the *de facto* label for rendered products shipped in bulk**

**Go on-site:  
Review labels for domestic and imported rendered products and verify that:**

- where the manufacturer of a rendered product is a Canadian rendering plant, the rendering plant has a Permit to Operate (Check approved list of rendering facilities posted on Merlin and [www.inspection.gc.ca](http://www.inspection.gc.ca)) (*product control actions required*)
- where the rendered product is imported, the import is supported by a valid import permit (may only be available when the facility was the importer of record – inspector would need to ask facility to request evidence from their supplier that the importation was authorized when purchased through a third-party, e.g., copy of the import permit or permit number) (*product control actions required*)
- all rendered products used in the facility are listed in Schedule IV of the *Feeds Regulations* and labels for rendered products conform with the requirements of the ingredient definitions
- labels for animal fat derived from ruminants do not have a guarantee for insoluble impurities in excess of 0.15% (*product control actions required*)
- labels for prohibited material include the prescribed statement (*product control actions required*)

**Complete the Report of Feed Label Inspection (CFIA 3777) for each label reviewed.**

All Type A violations require product control actions to be initiated



## Commercial Feed Mill Verification Task Procedures

### Inspection comments to include:

#### Activities Used to Assess Compliance

- list of domestic rendered products assessed
- list of imported rendered products assessed and corresponding import permit numbers
- information which clearly identifies the specific labels reviewed
  - name/code of ingredient
  - country of origin, if applicable
  - expiration date, if applicable
  - registration number, if applicable
- on-site observations

#### Non-compliant Objective Evidence

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
- select the specific category of deviation observed from the list below (select all that apply):

- 1102.1. Use of unapproved domestic rendered product
- 1102.2. Use of unapproved imported rendered product
- 1102.3. Use of animal fat derived from ruminants with label guarantee > 0.15% insoluble impurities
- 1102.4. Labels reviewed have at least one Type A Violation
- 1102.5. Labels reviewed have at least one Type B Violation
- 1102.6. Labels reviewed have at least one Type A Violation and one Type B Violation





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1103 Incoming Ingredient Compliance – *Feeds Regulations*  
 Task Frequency: Once per year for all facilities manufacturing livestock feeds  
 Date Task Revised: 2009-06-19

*Feeds Regulations* Sections 5, 14(a) & (b), 19 and 26  
*Health of Animals Regulations* Section 169

**Commercial feed mill meets the regulatory requirements related to incoming single ingredient feeds and mixed feeds used in the manufacture of feed in the facility.**

**File Review:**

Select labels for **imported mixed feeds (including medicated premixes and supplements)** based on the tonnage of the facility as follows:

0-10,000 tonnes = 1 label  
 10,001 – 70,000 tonnes = 2 labels  
 >70,000 tonnes = 3 labels

In addition, select labels for **additional incoming (domestic and imported) single ingredient feeds and domestic mixed feeds (including medicated premixes and supplements)** based on the tonnage of the facility as follows:

0-10,000 tonnes = 1 label  
 10,001 – 70,000 tonnes = 2 labels  
 >70,000 tonnes = 3 labels

**Review labels for incoming single ingredient feeds and mixed feeds (e.g., supplements, premixes) used in the manufacture of feed at the facility and verify that:**

- incoming single ingredient feeds are approved and listed in Part I of Schedule IV or V and the label conforms with the requirements of the ingredient definition in Schedule IV or V

OR

- incoming single ingredient feeds are approved and listed in Part II of Schedule IV or V have a valid registration number as verified by CFIA's Product Registration System and the label conforms with the approved label on file (*product control actions required*)
- labels for imported mixed feeds contain a valid registration number as verified by CFIA's Product Registration System (*product control actions required*)
- labels for imported mixed feeds conform with the approved label on file
- labels for imported or domestic mixed feeds containing medicating ingredients that are used as ingredients in feeds manufactured in the facility are labelled as prescribed (*product control actions required for Type A*)
- labels for imported or domestic mixed feeds that contain prohibited material include the prescribed statement (*product control actions required*)
- domestic mixed feeds used as ingredients in feeds manufactured in the facility are exempt from registration or have a valid registration number as verified by CFIA's Product Registration System and are labelled as prescribed

**Complete the Report of Feed Label Inspection (CFIA 3777) for each label reviewed.**

All Type A violations require product control actions to be initiated



## Commercial Feed Mill Verification Task Procedures

### Inspection comments to include:

#### Activities Used to Assess Compliance

- information which clearly identifies the specific ingredient labels reviewed
  - name/code of ingredient
  - country of origin, if applicable
  - expiration date, if applicable
  - registration number, if applicable
- on-site observations

#### Non-compliant Objective Evidence

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
- select the specific category of deviation observed from the list below (select all that apply):
  - 1103.1. Use of unapproved single ingredient feeds (not in Schedule IV or V)
  - 1103.2. Feed not registered as required (mixed feed or single ingredient feed)
  - 1103.3. Required warning and/or caution statements related to medicating ingredients not on the label for a mixed feed
  - 1103.4. Prescribed statement not on label for incoming mixed feed (used as an ingredient) containing prohibited material
  - 1103.5. Labels reviewed have at least one Type A Violation
  - 1103.6. Labels reviewed have at least one Type B Violation
  - 1103.7. Labels reviewed have at least one Type A Violation and one Type B Violation





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1104 Feeds for Further Manufacturing Containing Prohibited Material  
 Task Frequency: Once per year for all facilities manufacturing animal food  
 Date Task Revised: 2009-06-19

*Health of Animals Regulations Sections 164, 168, 169, 170(1), 170(2)(a) and 171(1)*

**Commercial feed mill meets the regulatory requirements related to the use of feeds for further manufacturing that contain prohibited material (includes but not exclusive to spillage, flush, dust collector material, returned feed and rework).**

**Obtain written procedures and verify that they include:**

- a policy stating that returned and recalled feeds of unknown origin are not accepted
- a policy stating that returned or recalled feed, spillage, flush and dust collector material containing prohibited material that are deemed not suitable for further manufacturing are disposed of in a manner that prevents exposure of ruminants to the feed
- a policy stating that feeds suitable for further manufacturing that contain prohibited material are properly identified in the facility
- procedures are in place to prevent cross-contamination of ruminant feeds or other feed ingredients by feeds for further manufacturing that contain prohibited material when stored
- procedures are in place to ensure that feeds for further manufacturing that contain prohibited material are only used as ingredients in non-ruminant feeds that contain prohibited materials and are labelled with the prescribed statement

**Review records to verify that:**

**File Review:**

**Review production records to verify that procedures are followed regarding the storage, handling and use of**

- returned feeds
- rework
- spillage
- flush material and
- dust collection material

*Note:*

1. *Select mixing formulae, mixing sheets, labels and production logs for equipment used in the manufacture and transportation of feeds containing the feed for further manufacture (with PM) as an ingredient (one feed including a lot of returned or reworked feed plus one feed containing flush material, spillage or dust collection material if available) for review under Tasks 1108, 1109, 1110, 1111, 1113, 1115 and 1117. Verify that feeds for further manufacturing that contain PM are ONLY used as ingredients in feeds intended to contain prohibited material.*

**Go on-site:**

**Observe the receipt, storage, handling and use of feeds for further manufacturing that contain prohibited material and interview as necessary to verify that:**

- written procedures for accepting returned and recalled feeds that contain prohibited material are followed (*product control actions required*)
- written procedures for the disposal of returned or recalled feed, spillage, flush and dust collector material containing prohibited material that are deemed not suitable for further manufacturing are followed
- written procedures for preventing the cross-contamination of ruminant feeds or ingredients by feeds for further manufacturing containing prohibited material (during receiving, storage, handling and use) are followed (*product control actions required*)
- feeds suitable for further manufacturing that contain prohibited material are used only in non-ruminant feeds that are intended to contain prohibited materials and labelled with the prescribed statement (*product control actions required*)
- when feeds suitable for further manufacturing that contain prohibited material are used in the manufacture of non-ruminant feeds that contain prohibited materials they are labelled with the prescribed statement (*product control actions required*)
- feeds suitable for further manufacturing that contain prohibited material are properly identified (*product control actions required*)



## Commercial Feed Mill Verification Task Procedures

<b>Inspection comments to include:</b>
<b>Activities Used to Assess Compliance</b> <ul style="list-style-type: none"><li>• information which clearly identifies the specific written procedures reviewed. For example:<ul style="list-style-type: none"><li>○ name/reference code of the relevant procedure(s)</li><li>○ effective date</li></ul></li><li>• information which clearly identifies the specific production records reviewed<ul style="list-style-type: none"><li>○ days for which production records were reviewed</li><li>○ name/code of feed to which the mixing formula/mixing sheets/labels correspond</li><li>○ effective date/date of manufacture</li></ul></li><li>• information from staff interviews (include names and titles of staff interviewed)</li><li>• on-site observations</li></ul>
<b>Non-compliant Objective Evidence</b> <ul style="list-style-type: none"><li>• identification of copies of documents obtained as evidence of a deviation</li><li>• any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility</li><li>• select the specific category of deviation observed from the list below (select all that apply):<ul style="list-style-type: none"><li>1104.1. Evidence of cross-contamination of ruminant feeds with prohibited material</li><li>1104.2. Evidence of cross-contamination with prohibited material of non-ruminant feeds not identified as containing prohibited material</li><li>1104.3. Required written procedures related to <i>Health of Animals Regulations</i> not available</li><li>1104.4. Required written procedures related to <i>Health of Animals Regulations</i> inadequate</li><li>1104.5. Required records related to <i>Health of Animals Regulations</i> not available</li><li>1104.6. Required records related to <i>Health of Animals Regulations</i> inadequate</li><li>1104.7. Evidence that written procedures <i>related to Health of Animals Regulations</i> are not being followed</li><li>1104.8. Evidence that returned or recalled feed, spillage, flush and dust collector material containing prohibited material that are deemed not suitable for further manufacturing are not disposed of in a manner that prevents exposure of ruminants to the feed</li></ul></li></ul>





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1105 Feeds for Further Manufacturing containing Medications  
 Task Frequency: Once per year for all facilities manufacturing livestock feeds  
 Date Task Revised: 2009-06-19

*Feeds Regulations Sections 14(b), 19(j) and (k)*

**Commercial feed mill meets the regulatory requirements related to the use of feeds suitable for further manufacturing and disposal of feeds not suitable for further manufacturing that contain medications (includes but not exclusive to spillage, flush, dust collector material, returned feed and rework).**

**Go on-site:**

**Review procedures and records (if available). Interview and observe as necessary to verify that:**

- returned feeds, rework, spillage, flush material and dust collection material that contain medication(s) are received, handled, stored and used so that medications are not present at levels other than those authorized by the CMIB or veterinary prescriptions to prevent cross contamination of medicated feed or non-medicated feed with medicating ingredients.
  - feeds for further manufacturing that contain medications are ONLY used as ingredients in feeds intended to contain the same medication (*product control actions required*)
  - cross-contamination of feed and feed ingredients by feeds for further manufacturing that contain medications is prevented during receiving, storage and use (*product control actions required*)
- returned or recalled feed, spillage, flush and dust collector material containing medicating ingredients that are deemed not suitable for further manufacturing are disposed of in a manner that prevents exposure of livestock to the feed

**Note:**

*Select mixing formulae, mixing sheets, labels and production logs for equipment used in the manufacture of feeds containing the medicated feed for further manufacture as an ingredient (one feed including a lot of returned or reworked feed plus one feed containing flush material, spillage or dust collection material if available) for review under Tasks 1108, 1109, 1110, 1111 and 1114. Verify that feeds for further manufacturing that contain medications are ONLY used as ingredients in feeds intended to contain the same medication*

**Inspection comments to include:**

**Activities Used to Assess Compliance**

- information which clearly identifies the specific written procedures reviewed, if available
  - name/reference code of the relevant procedure(s)
  - effective date
- information which clearly identifies the specific production records reviewed, if available
  - days for which production records were reviewed
  - name/code of feed to which the mixing formula/mixing sheets/labels correspond
  - effective date/date of manufacture
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

**Non-compliant Objective Evidence**

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
- select the specific category of deviation observed from the list below (select all that apply):
  - 1105.1. Use of feeds containing medicating ingredients in feeds not intended to contain the same medicating ingredients
  - 1105.2. Suspicion of cross-contamination of feed and feed ingredients with medicating ingredients
  - 1105.3. Evidence that returned or damaged feed, spillage and flush, containing medications that are deemed not suitable for further manufacturing are disposed of in a manner that does not prevent exposure of livestock to the feed





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1106 Customer Formula Feeds  
 Task Frequency: Once per year for all facilities manufacturing livestock feeds  
 Date Task Revised: 2009-11-06

*Feeds Regulations* Sections 2, 14, 15(3) and 15(4)  
*Health of Animals Regulations* Section 168

### Commercial feed mill meets the regulatory requirements related to the manufacturing of customer formula feeds.

#### File Review:

Obtain the required number of written orders for the manufacture of customer formula feeds based on the number of written orders for the manufacture of customer formula received by the facility annually as follows:

1-25 written orders for the manufacture of customer formula feed = 4  
 26-50 written orders for the manufacture of customer formula feed = 6  
 >50 written orders for the manufacture of customer formula feed = 8

The written orders for the manufacture of customer formula feeds selected for review must include a minimum of one for each feed type of customer formula feed manufactured or distributed by this facility (e.g., complete feed, supplement, macro premix, micro premix). The written orders for the manufacture of customer formula reviewed should reflect the range of species for which customer formula feeds are manufactured.

In addition, select mixing formulae, mixing sheets and labels corresponding to the written customer formulae requests reviewed in this task for review in Tasks 1108, 1109, 1110 and 1111 based on the number of different customer formula feeds manufactured by the facility annually as follows:

1-25 customer formula feeds = 1 mixing formula/mixing sheet and 1 label  
 26-50 customer formula feeds = 2 mixing formulae/mixing sheets and 2 labels  
 >50 customer formula feeds = 3 mixing formulae/mixing sheets and 3 labels

#### Review the written orders for the manufacture of customer formula feeds to verify that:

- Customer formulae feeds manufactured in the facility conform to the definition of a customer formula feed:
  - A feed that is manufactured by a manufacturer for feeding to his own livestock
  - A feed that is manufactured by a manufacturer pursuant to a written order that is signed by a purchaser and that states the kind and amount of each single ingredient feed to be used in the manufacture of that feed
  - A feed that is manufactured by a manufacturer pursuant to a written order that is signed by a purchaser and that states the kind and amount of each single ingredient feed to be added to other mixed feeds that would be acceptable for registration, as a service to the purchaser
- Customer formula feeds are not used as ingredients in other customer formula feeds and are not resold
- Consultant formula feeds are not used as ingredients in customer formula feeds intended for resale
- Copies of signed customer formula, together with a list of each date on which the feed was manufactured are kept for a period of at least six months from the last date of manufacture of that feed

AND

- Signed customer formulae:
  - contain all information required to develop the mixing formula/mixing sheet and is at the facility before the feed is manufactured
  - include levels of medicating ingredients authorized by the CMIB or by veterinary prescription
  - list only single ingredient feeds found in Schedule IV or V of the *Feeds Regulations*
  - any mixed feed listed is in compliance with the *Feeds Regulations* and not a customer formula feed
  - do not list prohibited material or feeds containing prohibited material as ingredients in customer formula feeds destined for ruminants



## Commercial Feed Mill Verification Task Procedures

### Inspection comments to include:

#### Activities Used to Assess Compliance

- information which clearly identifies the specific written orders for the manufacture of customer formula reviewed
  - name/code of feed to which the written orders for the manufacture of customer formula correspond
  - effective date
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

#### Non-compliant Objective Evidence

- identification of copies of records (written orders for the manufacture of customer formula) obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
- select the specific category of deviation observed from the list below (select all that apply):
  - 1106.1. Required records related to Feeds Regulations (signed written orders for the manufacture of customer formula feed) not available
  - 1106.2. Required records related to Feeds Regulations (signed written orders for the manufacture of customer formula feed) inadequate
  - 1106.3. Use of prohibited material or feeds containing prohibited material as an ingredient in customer formula feed destined for ruminants
  - 1106.4. Use of unapproved single ingredient feeds or mixed feeds not acceptable for registration in customer formula feed
  - 1106.5. Use of unapproved medicating ingredients in customer formula feed
  - 1106.6. Use of unapproved level/combination of medicating ingredients in customer formula feed
  - 1106.7. Use of customer formula feed as an ingredient in customer formula feed intended for resale
  - 1106.8. Use of consultant formula feed as an ingredient in customer formula feed intended for resale
  - 1106.9. Sale of customer formula feed, including customer formula feeds manufactured for the facility, to an individual other than the customer for whom the feed was manufactured
  - 1106.10. Required records related to Feeds Regulations (signed written orders for the manufacture of customer formula feed) are not maintained for the required time period





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
Subsection: 1 Commercial Feed Mill  
Task: 1107 Veterinary Prescription Feeds  
Task Frequency: Once per year for all facilities manufacturing livestock feeds  
Date Task Revised: 2009-12-17

*Feeds Regulations Sections 2, 5(2)(g), 15(1)(b) and 15(4)*

### Commercial feed mill meets the regulatory requirements related to the manufacturing of veterinary prescription feeds.

#### File Review:

Obtain the required number of veterinary prescriptions based on the number of veterinary prescriptions received by the facility annually as follows:

1-25 veterinary prescription feeds = 4  
26-50 veterinary prescription feeds = 6  
>50 veterinary prescription feeds = 8

The veterinary prescriptions selected for review must include a minimum of one for each type of veterinary prescription feed manufactured or distributed by this facility (e.g., complete feed, supplement, macro premix, micro premix). The veterinary prescriptions reviewed should reflect the range of species for which medicated feeds are manufactured.

In addition, select mixing formulae, mixing sheets and labels corresponding to the veterinary prescriptions reviewed in this task for review in Tasks 1108, 1109, 1110 and 1111 based on the number of veterinary prescription feeds manufactured by the facility annually as follows:

1-25 veterinary prescription feeds = 1 mixing formula/mixing sheet and 1 label  
26-50 veterinary prescription feeds = 2 mixing formulae/mixing sheets and 2 labels  
>50 veterinary prescription feeds = 3 mixing formulae/mixing sheets and 3 labels

#### Review the selected veterinary prescriptions to verify that:

- The sale of such feed is authorized under section C.08.012 of the *Food and Drug Regulations*
- The amount of feed manufactured does not exceed the amount that would be normally consumed by the number of animals prescribed to receive the feed during the prescribed period of medication
- The veterinary prescription pursuant to which the feed is manufactured is signed by the veterinarian who issued it and the prescription contains the following information:
  - The date on which the prescription is written
  - The name and address of the person for whom the feed is to be manufactured and by whom it is intended to be used
  - The name and level of inclusion in the feed of the medicating ingredient prescribed by the veterinarian
  - The type and amount of feed to be manufactured
  - The number, kind, class and age or weight of the livestock intended to be fed the feed
  - Special manufacturing instructions including necessary mill clean up warnings, if any
  - Feeding instructions or directions for use of the feed including the period of time during which the feed is to be fed to the livestock and
  - Warning statements and caution statements where applicable
- A copy of the veterinary prescription is in the possession of the manufacturer of the feed prior to the manufacture of the feed except in the case of an emergency (product control actions required).
  - Where an emergency existed that precludes following normal procedures, the veterinary prescription must be in the possession of the manufacturer of the feed **prior to the delivery** of the feed along with a brief written description of the emergency which is signed by the veterinarian who issued the prescription.
- Copies of veterinary prescriptions (along with written description of emergency situation where applicable) and the formula for the manufacture of veterinary prescription feed, together with a list of each date on which the feed was manufactured are kept for a period of at least one year from the last date of manufacture of that feed.



## Commercial Feed Mill Verification Task Procedures

<b>Inspection comments to include:</b>
<b>Activities Used to Assess Compliance</b> <ul style="list-style-type: none"><li>• information which clearly identifies the specific veterinary prescriptions and records reviewed<ul style="list-style-type: none"><li>○ name/code of feed to which the veterinary prescriptions and record(s) correspond</li><li>○ effective date</li></ul></li><li>• information from staff interviews (include names and titles of staff interviewed)</li><li>• on-site observations</li></ul>
<b>Non-compliant Objective Evidence</b> <ul style="list-style-type: none"><li>• identification of copies of records (veterinary prescription) obtained as evidence of a deviation</li><li>• any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility</li><li>• select the specific category of deviation observed from the list below (select all that apply):<ul style="list-style-type: none"><li>1107.1. Required records (veterinary prescription including written description of emergency situation where applicable) related to Feeds Regulations not available</li><li>1107.2. Required records (veterinary prescription) related to Feeds Regulations inadequate</li><li>1107.3. Required records (veterinary prescription) related to Feeds Regulations are not maintained for the required time period</li><li>1107.4. Sale of veterinary prescription feed to an individual other than the customer for whom the feed was manufactured</li></ul></li></ul>





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1108 Mixing Formulae/Mixing Sheets for animal food (**feeds that contain animal products/by-products**)  
 Task Frequency: Per inspection for all facilities manufacturing feed intended for feeding to ruminants, equines, porcines, chickens, turkeys, ducks, geese, ratites or game birds  
 Date Task Revised: 2009-12-17

*Health of Animals Regulations Section 171(1)*

**Commercial feed mill meets the regulatory requirements related to mixing formulae and mixing sheets.**

**File Review:**

For facilities manufacturing customer formula and/or veterinary prescription feeds, the mixing formulae and mixing sheets selected in Task 1106 and/or Task 1107 must be reviewed.

For facilities manufacturing feeds from rework, returns, spillage, flush or dust collection material etc, the mixing formulae and mixing sheets selected in Task 1104 and/or Task 1105 must be reviewed.

In addition, obtain the required number of mixing formulae and mixing sheets for other animal food based on the number of feed formulae manufactured by the facility (in the last year) as follows:

- 1-50 feed formulae = 4 mixing formulae and corresponding mixing sheets
- 51-100 feed formulae = 6 mixing formulae and corresponding mixing sheets
- > 100 feed formulae = 8 mixing formulae and corresponding mixing sheets

The mixing formulae and mixing sheets selected for review must include a minimum of one mixing formula and associated mixing sheet for each feed type manufactured by this facility (e.g., complete feed, supplement, macro premix, micro premix). Where the facility has more than one mixer, the records selected should include records for feeds made in each mixer. For facilities manufacturing ruminant and non-ruminant feeds, the mixing formulae and mixing sheets reviewed should include an even number of each. For facilities manufacturing medicated feeds, the mixing formulae and mixing sheets reviewed should include medicated feeds.

In addition, select distribution records corresponding to the mixing formulae and mixing sheets assessed for this task for review in Task 1112 based on the number of feed formulae manufactured by the facility (in the last year) as follows:

- 1-50 feed formulae = 1 distribution record
- 51-100 feed formulae = 2 distribution records
- > 100 feed formulae = 3 distribution records

*Notes:*

1. *Mixing formulae and mixing sheets (for livestock feeds) assessed for Task 1108 must also be reviewed for Task 1109.*
2. *Labels corresponding to mixing formulae and mixing sheets reviewed for Task 1108 must be reviewed for Task 1110.*

**Review mixing formulae and mixing sheets to verify that they:**

Include:

- The name and weight of each ingredient used in the manufacture of each lot of animal food
- The date of preparation of the animal food (mixing sheets only)
- The lot number **and** any other information used to identify each lot of animal food (mixing sheets only)
- Information that clearly identifies whether an animal food contains prohibited material
- The prescribed statement **OR** terms such as "prohibited material", "bovine MBM", or "mixed MBM", other words, abbreviations, symbols can be used in lieu of the prescribed statement to identify that a product contains prohibited material, providing that:
  - the means of identification is explained in the facility's written procedures;
  - the written procedures are understood and consistently applied by employees involved in the manufacture of feed; and
  - records reflect the means described and applied in the manufacture of feed containing prohibited material

AND

- Do not list prohibited material or feed containing prohibited material as an ingredient in ruminant feeds



## Commercial Feed Mill Verification Task Procedures

<b>Review mixing sheets to verify that the composition of the lot reflects the mixing formula.</b>
<ul style="list-style-type: none"> <li>• Mixing sheets show that each batch of feed has been produced in accordance with the mixing formula               <ul style="list-style-type: none"> <li>○ Mixing sheets indicate the name and actual weight of each ingredient used in the manufacture of the feed</li> </ul> </li> </ul> <p style="text-align: center; margin: 10px 0;">OR</p> <ul style="list-style-type: none"> <li>○ The facility has written procedures that clearly describes the system (e.g., initials, check marks) used to determine whether the amount of each ingredient in a specific batch of feed is within acceptable tolerances               <ul style="list-style-type: none"> <li>▪ Acceptable tolerance for medicating ingredients and/or feeds containing medicating ingredients does not exceed <math>\pm 5\%</math> of the intended amounts per batch (<i>product control actions required</i>)</li> <li>▪ Acceptable tolerance for non-medicating ingredients does not exceed <math>\pm 10\%</math> of the intended amounts per lot</li> <li>▪ Acceptable tolerance for actual batch sizes does not exceed <math>\pm 5\%</math> of the intended or theoretical batch sizes for medicated feeds (<i>product control action required</i>)</li> </ul> </li> </ul>
<b>File Review:</b>
<b>Review records and interview as necessary to verify that:</b>
<ul style="list-style-type: none"> <li>• Mixing formulae and mixing sheets have been maintained for the minimum time required by the <i>Health of Animals Regulations</i> (ten years or at least since February 1, 2005).</li> </ul>
<b>Go on-site:</b>
<b>Observe the mixing process and interview as necessary to verify that:</b>
<ul style="list-style-type: none"> <li>• The ingredients added to one lot of feed are those indicated on the mixing sheet (mixing formula)</li> <li>• The employee understands and applies written procedures used by the facility related to the identification of mixing formulae and mixing sheets for feeds containing prohibited material</li> <li>•</li> </ul>

<b>Inspection comments to include:</b>
<p><b>Activities Used to Assess Compliance</b></p> <ul style="list-style-type: none"> <li>• information which clearly identifies the specific mixing formulae and mixing sheets reviewed and the location where they are stored           <ul style="list-style-type: none"> <li>○ name/code of feed to which the mixing formulae and mixing sheets correspond</li> <li>○ effective date/date of manufacture</li> </ul> </li> <li>• information from staff interviews (include name and title of staff interviewed)</li> <li>• on-site observations</li> </ul>
<p><b>Non-compliant Objective Evidence</b></p> <ul style="list-style-type: none"> <li>• identification of copies of records obtained as evidence of a deviation</li> <li>• any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility</li> <li>• select the specific category of deviation observed from the list below (select all that apply):</li> </ul> <ul style="list-style-type: none"> <li>1108.1. Required records (mixing formulae/mixing sheets) related to <i>Health of Animals Regulations</i> not available</li> <li>1108.2. Required records (mixing formulae/mixing sheets) related to <i>Health of Animals Regulations</i> inadequate</li> <li>1108.3. Required records (mixing formulae/mixing sheets) related to <i>Health of Animals Regulations</i> are not maintained for the required time period</li> <li>1108.4. Required written procedures related to <i>Health of Animals Regulations</i> not available</li> <li>1108.5. Required written procedures related to <i>Health of Animals Regulations</i> inadequate</li> <li>1108.6. Evidence that written procedures related to <i>Health of Animals Regulations</i> are not being followed</li> <li>1108.7. Use of prohibited material or feed containing prohibited material as an ingredient in ruminant feeds</li> <li>1108.8. Records (mixing formulae/mixing sheets) reviewed at facility do not have prescribed statement or alternative when PM is present</li> <li>1108.9. Records (mixing formulae/mixing sheets) reviewed at facility have prescribed statement or alternative when PM is not present</li> <li>1108.10. Mixing sheet does not accurately reflect mixing formula</li> </ul>





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1109 Mixing Formulae and Mixing Sheets – *Feeds Regulations*  
 Task Frequency: Per inspection for all facilities manufacturing livestock feeds  
 Date Task Revised: 2009-11-06

*Feeds Regulations* Sections 14(a), 14(b), 15(1), 19(1)(j) and (k), 20 and 26(1)(g)

### Commercial feed mill meets the regulatory requirements related to mixing formulae and mixing sheets.

#### File Review:

For facilities manufacturing customer formula and/or veterinary prescription feeds, the mixing formulae and mixing sheets selected in Task 1106 and 1107 must be reviewed.

For facilities manufacturing feeds from rework, returns, spillage, flush or dust collection material etc, the mixing formulae and mixing sheets selected in Task 1104 and/or Task 1105 must be reviewed.

In addition, obtain the required number of mixing formulae and mixing sheets for other feeds based on the number of feed formulae manufactured by the facility (in the last year) taking into consideration the records already selected in Task 1108 as follows:

- 1-50 feed formulae = 4 mixing formulae and corresponding mixing sheets
- 51-100 feed formulae = 6 mixing formulae and corresponding mixing sheets
- >100 feed formulae = 8 mixing formulae and corresponding mixing sheets

The mixing formulae and mixing sheets selected for review must include a minimum of one mixing formula and associated mixing sheet for each feed type manufactured or distributed by this facility (e.g., complete feed, supplement, macro premix, micro premix). Where the facility has more than one mixer, the records selected should include records for feeds made in each mixer. For facilities manufacturing ruminant and non-ruminant feeds, the mixing formulae and mixing sheets reviewed should include an even number of each. For facilities manufacturing medicated feeds, the mixing formulae and mixing sheets reviewed should include medicated feeds.

#### Notes:

1. *Mixing formulae and mixing sheets (for animal food) assessed for Task 1109 must also be reviewed for Task 1108.*
2. *Labels corresponding to mixing formulae and mixing sheets reviewed for Task 1109 must be reviewed for Task 1111.*

#### Review mixing formulae and mixing sheets to verify that they:

- List only non-medicating ingredients that are approved, authorized and/or registered as required
- List only medicating ingredients of a type or brand authorized by the CMIB or veterinary prescription (identified with a Drug Identification Number (DIN)) for the intended purpose and species (*product control actions required on any feed containing an unapproved medicating ingredient*)
- Include all medicating ingredients at the level authorized by the CMIB or veterinary prescription (*product control actions required on any feed containing an unapproved level of a medicating ingredient*)
- Provide medicating ingredients at levels guaranteed on the product label (*product control actions required on any feed containing an unapproved level of a medicating ingredient*)

#### Review mixing sheets (if available) to verify that the composition of the batch reflects the mixing formula.

- Mixing sheets shows that each batch of medicated feed has been produced in accordance with the mixing formula
  - Acceptable tolerance for medicating ingredients and/or feeds containing medicating ingredients is  $\pm 5\%$  of the intended amounts per batch (*product control action required*)
  - Actual batch sizes are within  $\pm 5\%$  of the intended or theoretical batch sizes for medicated feeds (*product control action required*)



## Commercial Feed Mill Verification Task Procedures

### Go on-site:

Observe the mixing process for a batch of customer formula feed and a batch of veterinary prescription feed if possible and interview as necessary to verify that:

#### Customer Formula Feed

- The composition of the customer formula feed is as stipulated by the signed customer formula
  - The ingredients added to one batch of customer formula feed are those indicated on the written customer formulae request (and mixing record)
  - The amounts of each ingredient added to one batch of customer formula feed are those indicated on the written customer formulae request (and mixing record) taking into consideration the acceptable tolerances of  $\pm 5\%$  of the intended amounts for medicating ingredients and/or feeds containing medicating ingredients (*product control action required*)
  - Mixing records provide evidence that actual batch sizes are within  $\pm 5\%$  of the intended or theoretical batch sizes for medicated feeds (*product control action required*)

#### Veterinary Prescription Feed

- The composition of the feed is as stipulated by the veterinary prescription
  - The medicating ingredients added to one batch of veterinary prescription feed are those indicated on the veterinary prescription (and mixing formulae) (*product control actions required*)
  - The amounts of medicating ingredient added to one batch of veterinary prescription feed are those indicated on the veterinary prescription (and mixing formulae) (*product control actions required*) taking into consideration the acceptable tolerances of  $\pm 5\%$  of the intended amounts for medicating ingredients and/or feeds containing medicating ingredients (*product control action required*)
  - Mixing records provide evidence that actual batch sizes are within  $\pm 5\%$  of the intended or theoretical batch sizes (*product control action required*)
  - The medicating ingredients added to one batch of veterinary prescription feed has a Drug Identification Number (DIN) (*product control actions required*)

### File Review:

Review records and interview as necessary to verify that:

- Mixing formulae have been maintained for the minimum time required by the *Feeds Regulations* as follows:
  - for Veterinary Prescription Feeds (one year from the last date of manufacture)
  - for Customer Formula Feeds (6 months from the last date of manufacture)
  - for Consultant Formula Feeds (6 months from the last date of manufacture)
  - for Feeds exempt from registration (6 months from the last date of manufacture)



## Commercial Feed Mill Verification Task Procedures

### Inspection comments to include:

#### Activities Used to Assess Compliance

- facility standards for acceptable deviations from theoretical weights (formulae) to actual weights for medicating ingredients and non-medicating ingredients
- facility standard for acceptable deviation from theoretical batch weights
- information as to whether the mixing sheet identifies actual ingredient weights or a check-off system is used
- information which clearly identifies the specific mixing formulae and mixing sheets reviewed and the location where they are stored
  - name/code of feed to which the mixing formulae and mixing sheets correspond
  - effective date/date of manufacture
- information from staff interviews (include name and title of staff interviewed)
- on-site observations

#### Non-compliant Objective Evidence

- identification of copies of records obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
- select the specific category of deviation observed from the list below (select all that apply):

- 1109.1. Mixing formula does not accurately reflect label guarantees for medicating ingredients
- 1109.2. Mixing sheet does not accurately reflect label guarantees for medicating ingredients
- 1109.3.
- 1109.4. Mixing formulae/sheet does not accurately reflect customer formula request
- 1109.5. Mixing formulae/sheet does not accurately reflect veterinary prescription order
- 1109.6. Use of unapproved medicating ingredients
- 1109.7. Use of unapproved source of medicating ingredients (no DIN)
- 1109.8. Use of unapproved level/combination of medicating ingredients
- 1109.9. Use of feeds containing medicating ingredients in feeds not intended to contain the same medicating ingredients
- 1109.10. Use of unapproved ingredients other than medicating ingredients
- 1109.11. Required records (mixing formulae) related to Feeds Regulations not available
- 1109.12. Required records (mixing formulae) related to Feeds Regulations inadequate
- 1109.13. Required records (mixing formulae) related to *Feeds Regulations* are not maintained for the required time period





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1110 Labels for Feeds Manufactured in the Facility – Prohibited material  
*Health of Animals Regulations*  
 Task Frequency: Per inspection for all facilities manufacturing feed intended for feeding to ruminants, equines, porcines, chickens, turkeys, ducks, geese, ratites or game birds  
 Date Task Revised: 2009-06-19

*Health of Animals Regulations* Sections 167 and 169  
*Feeds Regulations* Sections 19(1)(d) & (f), 26 (1)(i) and 28(b)

**Commercial feed mill meets the regulatory requirements related to compliance of labels for feeds they manufacture.**

**File Review:**  
 Review the labels (for animal food) selected in Tasks 1104, 1105, 1106, 1107, 1108 and 1109.

*Note:*

**1. Labels (for livestock feeds) assessed for Task 1110 must also be reviewed for Task 1111.**

**Conduct label reviews and verify that:**

- where the feed intentionally contains prohibited material, the label includes the prescribed statement (*product control actions required*)
- where the feed contains prohibited material because no procedures were used to prevent contamination from a preceding batch that contained prohibited material, the label includes the prescribed statement (*product control actions required*)
- where the facility handles prohibited material without procedures in place to prevent cross contamination (e.g., ingredient receiving), and does not manufacture or handle feeds for ruminants, all feeds must be labelled with the prescribed statement (*product control actions required*)
- where the feed does not contain prohibited material, the label does not include the prescribed statement

**Go on-site:**  
 Observe procedures for the use of labels, review records (if available) and interview as necessary to verify that:

- the correct feed label is affixed to packaged products as required (*product control actions required where the feed contains prohibited material*)
- the correct feed label accompanies bulk shipments (*product control actions required where the feed contains prohibited material*)

**Enter your findings for each label reviewed on the Report of Feed Label Inspection (CFIA 3777).**

All Type A violations require product control actions to be initiated

<b>Inspection comments to include:</b>
<p><b>Activities Used to Assess Compliance</b></p> <ul style="list-style-type: none"> <li>• information which clearly identifies the specific labels reviewed               <ul style="list-style-type: none"> <li>○ name/code of feed for which the label corresponds</li> <li>○ registration number, if applicable</li> </ul> </li> <li>• information from staff interviews (include names and titles of staff interviewed)</li> <li>• on-site observations</li> </ul>
<p><b>Non-compliant Objective Evidence</b></p> <ul style="list-style-type: none"> <li>• identification of copies of labels obtained as evidence of a deviation</li> <li>• any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility</li> <li>• select the specific category of deviation observed from the list below (select all that apply):</li> </ul> <ul style="list-style-type: none"> <li>1110.1. Labels reviewed at facility do not have prescribed statement when PM is present (Type A Violation)</li> <li>1110.2. Labels reviewed at facility have prescribed statement when PM is not present (Type B Violation)</li> <li>1110.3. Correct feed labels are not provided with every bulk shipment of feed</li> <li>1110.4. Packaged feeds are not labelled as required</li> <li>1110.5. Labels reviewed have at least one Type A Violation and one Type B Violation</li> </ul>





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1111 Labels for Feeds Manufactured in the Facility – *Feeds Regulations*  
 Task Frequency: Per inspection for all facilities manufacturing livestock feeds  
 Date Task Revised: 2009-12-17

*Feeds Regulations* Sections 5, 14, 24 and 26-34

<b>Commercial feed mill meets the regulatory requirements related to compliance of labels for feeds they manufacture.</b>
<b>File Review:</b> Review the labels selected in Tasks 1104, 1105, 1106, 1107, 1108 and 1109.  <p style="text-align: center;"><i>Note:</i></p> <p style="text-align: center;"><i>1. Labels (for animal food) assessed for Task 1111 must also be reviewed for Task 1110.</i></p>
<b>Conduct label reviews and verify that:</b>
<ul style="list-style-type: none"> <li>• feed labels are in compliance with the <i>Feed Regulations</i></li> <li>• where the feed intentionally contains prohibited material, the label includes the prescribed statement (<i>product control actions required</i>)</li> <li>• where the feed contains prohibited material because no procedures were used to prevent contamination (from a preceding batch that contained prohibited material, the label includes the prescribed statement (<i>product control actions required</i>))</li> <li>• where the facility handles prohibited material without procedures in place to prevent cross contamination (e.g., ingredient receiving), and does not manufacture or handle feeds for ruminants, all feeds must be labelled with the prescribed statement (<i>product control actions required</i>)</li> <li>• where the livestock feed does not contain prohibited material, the label does not include the prescribed statement</li> </ul>
<b>Go on-site:</b>
<b>Observe procedures for the use of labels, review records (if available) and interview as necessary to verify that:</b> <ul style="list-style-type: none"> <li>• the correct feed label is affixed to packaged products as required (<i>product control actions required where the feed contains prohibited material or medications</i>)</li> <li>• the correct feed label accompanies bulk shipments (<i>product control actions required where the feed contains prohibited material or medications</i>)</li> </ul>
<b>Complete the Report of Feed Label Inspection (CFIA 3777) for each label review started in Task 1110.</b>
All Type A violations require product control actions to be initiated.

<b>Inspection comments to include:</b>
<b>Activities Used to Assess Compliance</b> <ul style="list-style-type: none"> <li>• information which clearly identifies the specific labels reviewed               <ul style="list-style-type: none"> <li>○ name/code of feed for which the label corresponds</li> <li>○ registration number, if applicable</li> </ul> </li> <li>• information from staff interviews (include names and titles of staff interviewed)</li> <li>• on-site observations</li> </ul>
<b>Non-compliant Objective Evidence</b> <ul style="list-style-type: none"> <li>• identification of copies of labels obtained as evidence of a deviation</li> <li>• any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility</li> <li>• select the specific category of deviation observed from the list below (select all that apply):           <ul style="list-style-type: none"> <li>1111.1. Labels reviewed have at least one Type A Violation</li> <li>1111.2. Labels reviewed at the facility do not contain required warning or caution statements related to medicating ingredients</li> <li>1111.3. Labels reviewed at facility do not have prescribed statement when PM is present</li> <li>1111.4. Labels reviewed have at least one Type B Violation</li> <li>1111.5. Labels reviewed at facility have prescribed statement when PM is not present</li> <li>1111.6. Labels reviewed have at least one Type A Violation and one Type B Violation</li> <li>1111.7. Correct feed labels are not provided with every bulk shipment of feed</li> <li>1111.8. Packaged feeds are not labelled as required</li> </ul> </li> </ul>





## Commercial Feed Mill Verification Task Procedures

Section:	1	Feed Facility Inspection
Subsection:	1	Commercial Feed Mill
Task:	1112	Distribution Records – ruminants, equines, porcines, chickens, turkeys, ducks, geese, ratites or game birds
Task Frequency:		Per inspection for all facilities manufacturing feed intended for feeding to ruminants, equines, porcines, chickens, turkeys, ducks, geese, ratites or game birds
Date Task Revised:	2009-06-19	

*Health of Animals Regulations Sections 168, 170(1) and 171*

**Commercial feed mill meets the regulatory requirements related to distribution records (documents that identify the name and address of the person to whom the feed was distributed or sold and provide a description of the feed and quantity purchased).**

**File Review:**

**Review the distribution records selected in Task 1108. In addition, select distribution records for cash sales based on the number of feed formulae manufactured by the facility (in the last year) as follows:**

- 1-50 feed formulae = 1 distribution record**
- 51-100 feed formulae = 2 distribution records**
- > 100 feed formulae = 3 distribution records**

**Review the distribution records including those for cash sales to verify that they include or are linked to other records that include:**

- the name, the lot number and any other information used to identify the animal food
- the name and address of the person to whom the animal food is distributed or sold and a description of the animal food, including the name and quantity
- information as to whether or not the animal food contains any prohibited material

**File Review:**

**Review records and interview as necessary to verify that:**

Distribution records have been maintained for the minimum time required by the *Health of Animals Regulations* (ten years or at least since February 1, 2005).

**Go on-site:**

**Observe the shipping of feeds and interview as necessary to verify:**

- complete distribution records are available for bulk shipments (*product control actions required where the feed contains prohibited material*)
- complete feed distribution records are available for shipments of packaged feeds (*product control actions required where the feed contains prohibited material*)
- complete feed distribution records are available for cash sales of animal food (*product control actions required where the feed contains prohibited material*)
- distribution records accurately identify whether the feed is or contains any prohibited material (*product control actions required where the feed contains prohibited material and the prescribed statement or acceptable alternative is not on the records*)

**Inspection comments to include:**

**Activities Used to Assess Compliance**

- information which clearly identifies the specific distribution records reviewed
  - name/code of feed to which the distribution record(s) correspond
  - date of shipping/manufacture
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

**Non-compliant Objective Evidence**

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
- select the specific category of deviation observed from the list below (select all that apply):

- 1112.1. Required records related to *Health of Animals Regulations* not available
- 1112.2. Required records related to *Health of Animals Regulations* inadequate
- 1112.3. Required records related to *Health of Animals Regulations* are not maintained for the required time period





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1113 Cross contamination of manufacturing equipment with Prohibited Material  
 Task Frequency: Per inspection for all facilities manufacturing animal food  
 Date Task Revised: 2009-12-17

*Health of Animals Regulations Sections 168, 170(1), 170(2), 170(3) and 171*

**Commercial feed mill meets the regulatory requirements related to preventing cross-contamination of ruminant feeds with prohibited material during the manufacture of feeds.**

**File Review - Obtain written procedures intended to prevent the contamination of ruminant feeds or feeds not identified as containing prohibited material with prohibited material where equipment is cross-utilized and verify that:**

Written procedures indicate that:

- Prohibited material is identified during receiving, storage, handling and manufacturing
- Precautions are taken to prevent cross-contamination of ruminant feeds with prohibited material during receiving, storage, handling and manufacturing (including written procedures related to returned feeds for facilities not handling prohibited material)
- Controls are in place that prevent contamination of ruminant feed or feeds not identified as containing prohibited material with prohibited material for any cross-utilized equipment used for receiving, ingredient storage and handling, ingredient processing, mixing, pelleting, packaging, finished feed storage and handling including:
  - Equipment to prevent the unintended introduction of prohibited material is maintained
- For all facilities identified as high risk for TSEs (e.g., manufacture ruminant feeds and feeds containing prohibited material using the same equipment), written procedures that confirm that the flushing or physical cleanout procedures used to prevent cross-contamination were validated for effectiveness.

Validation procedures must meet the following standards:

- **Be conducted for every piece of cross-utilized equipment used in the manufacture of feed where these additional cleanout procedures are used to prevent cross-contamination of ruminant feeds with prohibited material.**
- Be conducted once initially and repeated when there are changes in equipment, manufacturing procedures or equipment clean out procedures.
- Verify that there are no detectable levels of the selected tracer in the first 50 to 100 kg of the batch immediately following the feed for which the cleanout is being validated.

Note that use of soft packaging materials such as totes and bags are assessed and subject to the standards prescribed under Task 1115

**For facilities manufacturing feeds from rework, returns, spillage, flush or dust collection material etc, that may contain prohibited material, the production records selected in Task 1104 must be reviewed.**

**In addition, select additional production records to verify that ruminant feeds or feeds not identified as containing prohibited material have not been cross-contaminated with prohibited material.**

**Production records for each piece of cross-utilized equipment since the date of the previous inspection feeds based on the number of feed formulae manufactured by the facility (in the last year) as follows:**

- 1-50 feed formulae = 1 production record/piece of cross-utilized equipment**
- 51-100 feed formulae = 2 production records/piece of cross-utilized equipment**
- >100 feed formulae = 3 production records/piece of cross-utilized equipment**

**Review production records to verify that:**

- written procedures are being followed (*product control actions required*)
- records are complete and contain the following information:
  - name or other information used to identify each batch of feed in the order which they pass through the equipment (*product control actions required*)
  - amount of each feed
  - whether feed is or contains prohibited material
  - details of feed safety precautions taken between batches of feed (e.g., flushing, physical clean out) (*product control actions required*)
  - name of the piece of equipment
  - production date

**If any non-compliance is identified on a production record for any piece of cross-utilized equipment, two additional records for that piece of equipment must be selected and reviewed.**



## Commercial Feed Mill Verification Task Procedures

<b>File Review:</b>
<b>Review production records and interview as necessary to verify that:</b>
Production records have been maintained for the minimum time required by the <i>Health of Animals Regulations</i> (ten years or at least since February 1, 2005).
<b>Go on-site:</b>
<b>Observe and interview as necessary to verify:</b>
<ul style="list-style-type: none"> <li>Written procedures are being followed for all equipment (receiving, ingredient storage and handling, ingredient processing, mixing, pelleting and extruding, packaging, bulk finished feed storage and handling. (<i>product control required</i>))</li> </ul>

<b>Inspection comments to include:</b>
<p><b>Activities Used to Assess Compliance</b></p> <ul style="list-style-type: none"> <li>information which clearly identifies the specific written procedures reviewed and the specific types of cross-utilized equipment to which they apply (e.g., receiving equipment, ingredient storage and handling equipment, ingredient processing equipment, mixing equipment, pelleting and extruding equipment, packaging equipment, bulk finished feed storage and handling equipment) <ul style="list-style-type: none"> <li>name/reference code of the relevant procedure(s)</li> <li>effective date</li> </ul> </li> <li>information which clearly identifies the specific production records reviewed and the specific types of cross-utilized equipment to which they apply <ul style="list-style-type: none"> <li>dates for which production records were reviewed</li> </ul> </li> <li>information from staff interviews (include names and titles of staff interviewed)</li> <li>on-site observations</li> </ul>
<p><b>Non-compliant Objective Evidence</b></p> <ul style="list-style-type: none"> <li>any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility</li> <li>identification of copies of documents obtained as evidence of a deviation</li> <li>select the specific category of deviation observed from the list below (select all that apply):</li> </ul> <p>1113.1. Evidence of cross-contamination of ruminant feeds with prohibited material</p> <p>1113.2. Evidence of cross-contamination of non-ruminant feeds not identified as containing prohibited material with prohibited material</p> <p>1113.3. Required written procedures related to <i>Health of Animals Regulations</i> not available</p> <p>1113.4. Required written procedures related to <i>Health of Animals Regulations</i> inadequate</p> <p>1113.5. Required records related to <i>Health of Animals Regulations</i> not available</p> <p>1113.6. Required records related to <i>Health of Animals Regulations</i> inadequate</p> <p>1113.7. Required records related to <i>Health of Animals Regulations</i> are not maintained for the required time period</p> <p>1113.8. Evidence that required written procedures related to <i>Health of Animals Regulations</i> are not being followed</p> <p>1113.9. Evidence that equipment cleanout procedures other than sequencing have not been validated for each cross-utilized piece of equipment using appropriate sampling methodology in a facility identified as high risk for TSEs</p>





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1114 Cross contamination of manufacturing equipment within the facility with Medications  
 Task Frequency: Per inspection for facilities manufacturing livestock feeds  
 Date Task Revised: 2009-12-17

*Feeds Regulations Sections 14(b), 19(1)(j) and (k)*

**Commercial feed mill meets the regulatory requirements related to preventing cross-contamination of livestock feeds with medications that could negatively impact on animal or human health during the manufacture of feeds.**

**For facilities manufacturing feeds from rework, returns, spillage, flush or dust collection material etc, that may contain medicating ingredients, the production records selected in Task 1105 must be reviewed.**

**In addition, select additional production records to verify that livestock feeds have not been cross-contaminated with medications (such that animal or human health will be negatively impacted) as follows: Production records for each piece of cross-utilized equipment since the date of the previous inspection feeds based on the number of feed formulae manufactured by the facility (in the last year) as follows:**

**1-50 feed formulae = 1 production record/piece of cross-utilized equipment  
 51-100 feed formulae = 2 production records/piece of cross-utilized equipment  
 >100 feed formulae = 3 production records/piece of cross-utilized equipment**

**If any deviations are identified on a production record for any piece of cross-utilized equipment, two additional records for that piece of equipment must be selected and reviewed.**

**Go on-site:**

**Review written procedures and records (if available). Interview and observe as necessary to verify that:**

- Controls are in place that prevent the carryover of drugs that may negatively impact on animal or human health required for all cross-utilized equipment used for receiving, ingredient storage and handling, ingredient processing, medication storage and handling (including scoops, pails, tubs, etc.), mixing, pelleting, packaging, finished feed storage and handling and the reuse of packaging for storage of ingredient and finished feed including:
  - Prevention of carryover of drugs that have a withdrawal requirement at any use level in feeds for market-ready animals
  - Prevention of the carryover of drugs not approved for a particular species or class of animals in feeds intended for their consumption
  - Prevention of the carryover of drugs from returned feeds for facilities not manufacturing medicated feeds

*Verify using the current version of the Medication Sequencing Guide published by the CFIA. Companies wishing to use other sequences should consult the policy entitled "Validation Studies for Modification of Sequencing Guidelines Verification Task 1114" for details of the scientific support required in their validation studies.*

**Note: If the above requirements are not being met, product control actions are required.**

- The facility's sequencing and flushing procedures for medicating ingredients include:
  - A written or verbal indication that when they cannot sequence after medicated feed, the facility flushes or physically cleans out equipment prior to manufacturing the next feed. This flush may follow the feed manufactured and be included as part of the batch it was used to flush, be reworked (e.g. added to batch intended to contain the same medication) or be disposed of in an appropriate manner.
  - A written or verbal indication that the medication level and dilution rates of feeds are taken into consideration when developing sequencing, cleanout and validation procedures (e.g., facility appropriately addresses the risks related to manufacturing different types of feeds (micro-premixes, macro-premixes, supplements and complete feeds) using the same equipment.
  - A written or verbal indication that the flushing or physical cleanout procedures were validated for effectiveness
    - For all facilities identified as low risk for TSEs (e.g., do not manufacture ruminant feeds and feeds containing prohibited material using the same equipment), validation of equipment cleanout procedures at the exit of each processing stream (e.g., processing stream 1 = mixer → pellet mill → bagger, processing stream 2 = mixer → bagger, processing stream 3 = mixer → loadout, processing stream 4 = mixer → pellet mill → loadout) is necessary. In addition, ingredient receiving equipment should be validated as close to the discharge as possible where medicated feeds or feed ingredients (including returned feeds) are received in bulk at the facility.



## Commercial Feed Mill Verification Task Procedures

- Validation to be conducted once initially and repeated when there are changes in equipment, manufacturing procedures or equipment clean out procedures by verifying that there are no detectable levels of medication carryover in the batch immediately following the feed for which the cleanout is being validated. Note: Validation of the equipment cleanout procedures does not have to be completed for each medication used in a facility. Where possible, a “higher risk” scenario typical for the facility should be evaluated to ensure that drug carryover is adequately controlled. Additionally, consideration needs to be given to the detection level of medications used in the facility or the use of tracers.
  - Facilities identified as low risk for TSEs may choose to use the validation procedures identified in Task 1113 in lieu of the validation procedure identified above.
- Details of how medicated feed is identified during receiving, storage, handling and manufacturing and precautions taken to prevent cross-contamination.
- Equipment is maintained such that the unintended introduction of medicated feed is prevented.

Note that use of soft packaging materials such as totes and bags are assessed and subject to the standards prescribed under Task 1116.

### Inspection comments to include:

#### Activities Used to Assess Compliance

- information which clearly identifies the specific written procedures reviewed and the specific types of cross-utilized equipment to which they apply (e.g., receiving equipment, ingredient storage and handling equipment, ingredient processing equipment, mixing equipment, pelleting and extruding equipment, packaging equipment, bulk finished feed storage and handling equipment)
  - name/reference code of the relevant procedure(s)
  - effective date
- information which clearly identifies the specific production records reviewed and the specific types of cross-utilized equipment to which they apply
  - dates for which production records were reviewed
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

#### Non-compliant Objective Evidence

- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
- identification of copies of documents obtained as evidence of a deviation
- select the specific category of deviation observed from the list below (select all that apply):

- 1114.1. Evidence of cross-contamination with medicating ingredients
- 1114.2. Suspicion of cross-contamination with medicating ingredients





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1115 Reuse of Packaging – Prohibited Material  
 Task Frequency: Per inspection for all facilities manufacturing animal food  
 Date Task Revised: 2010-01-04

*Health of Animals Regulations Sections 168, 170(1), 170(2), 170(3) and 171(1)*

**Commercial feed mill meets the regulatory requirements to prevent the contamination of ruminant feeds with prohibited material during packaging.**

**File Review:**

**Obtain written procedures that prevent the contamination of packaging for ruminant feeds with prohibited material. Review written procedures to verify that:**

- a program is described which prevents the reuse of packaging of unknown origin (e.g., no label available for the feed) or stipulates no reuse of packaging
- a program is described which permits reuse of packaging that contained prohibited material only for packing non-ruminant feeds that contain prohibited material

**For facilities manufacturing feeds from rework, returns, spillage, flush or dust collection material etc, that may contain prohibited material, the production records selected in Task 1104 must be reviewed.**

**In addition, select the required number of production records based on the number of feed formulae manufactured by the facility (in the last year) as follows:**

**1-50 feed formulae = 1 production record  
 51-100 feed formulae = 2 production records  
 >100 feed formulae = 3 production records**

**Review production records (if available) to verify that they include:**

- the origin of the used packaging (*product control actions required*)
- where the packaging had previously contained prohibited material, it has only been used for packing non-ruminant feeds that contain prohibited material (*product control actions required*)
- the name or other information used to identify previous batch of feed packed in used packaging (*product control actions required*)
- the amount of each feed packed in used packaging

**File Review:**

**Review records and interview as necessary to verify that:**

Records have been maintained for the minimum time required by the *Health of Animals Regulations* (ten years or at least since February 1, 2005).

**Go on-site:**

**Observe and interview as necessary to verify:**

- written procedures are being followed (*product control actions required*)
- records are complete and contain the following information:
  - verification of the origin of the used packaging (*product control actions required*)
  - verification of whether the previous feed contained prohibited material (*product control actions required*)
  - name or other information used to identify each batch of feed packed in used packaging (*product control actions required*)
  - amount of each feed packed in used packaging
  - packaging date



## Commercial Feed Mill Verification Task Procedures

### Inspection comments to include:

#### Activities Used to Assess Compliance

- information which clearly identifies the specific written procedures reviewed
  - name/reference code of the relevant procedure(s)
  - effective date
- information which clearly identifies the specific production records reviewed
  - dates for which production records were reviewed
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

#### Non-compliant Objective Evidence

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
- select the specific category of deviation observed from the list below (select all that apply):
  - 1115.1. Reuse of packaging materials of unknown origin
  - 1115.2. Evidence of cross-contamination with prohibited material
  - 1115.3. Required written procedures related to *Health of Animals Regulations* not available
  - 1115.4. Required written procedures related to *Health of Animals Regulations* inadequate
  - 1115.5. Required records related to *Health of Animals Regulations* not available
  - 1115.6. Required records related to *Health of Animals Regulations* inadequate
  - 1115.7. Required records related to *Health of Animals Regulations* are not maintained for the required time period





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1116 Reuse of Packaging – Medications/Chemical Contaminants  
 Task Frequency: Once per year for all facilities manufacturing livestock feeds  
 Date Task Revised: 2009-06-19

*Feeds Regulations Sections 14(b), 19 (1)(j) and (k)*

**Commercial feed mill meets the regulatory requirements to prevent the contamination of livestock feeds with medications or other chemical contaminants that could negatively impact animal or human health when reusing packaging for feeds.**

**Go on-site:  
 Review written procedures and records (if available). Interview and observe as necessary to verify that:**

- the facility provides a verbal or written indication that they have appropriate controls in place to ensure that cross-contamination of feed with medications that could negatively impact on animal or human health include:
  - procedures that prevent the reuse of packaging of unknown origin (e.g., no label available for the feed) (*product control actions required*)
  - packaging that previously contained a medicated feed is used only for feeds containing the same medication (*product control actions required*)
  - if packaging that previously contained a medicated feed is used to package feeds not containing the same medication, an effective cleanout procedure was used (*product control actions required*)
  - packaging that previously contained pesticides, fertilizers or other chemical hazards are not used to repackage feeds (*product control actions required*)

**Inspection comments to include:**

- Activities Used to Assess Compliance**
- information which clearly identifies the specific written procedures reviewed, if available
    - name/reference code of the relevant procedure(s)
    - effective date
  - information which clearly identifies the specific production records reviewed, if applicable
    - dates for which production records were reviewed
  - information from staff interviews (include names and titles of staff interviewed)
  - on-site observations

- Non-compliant Objective Evidence**
- identification of copies of documents obtained as evidence of a deviation
  - any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
  - select the specific category of deviation observed from the list below (select all that apply):
    - 1116.1. Evidence of cross-contamination of feed by a medication or other chemical hazard from used packaging
    - 1116.2. Suspect cross-contamination with medicating ingredients or other chemical hazard from used packaging (e.g., reuse of packaging materials of unknown origin)





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1117 Conveyances Distributing Feed Manufactured in the Facility – Prohibited Material  
 Task Frequency: Per inspection for all facilities manufacturing animal food and using company-owned conveyances to distribute feed  
 Date Task Revised: 2009-12-17

*Health of Animals Regulations Sections 170(1), 170(2) and 171*

**Commercial feed mill meets the regulatory requirements related to preventing cross-contamination of ruminant feeds with prohibited material during the distribution of feed.**

**File Review - Obtain written procedures for conveyances distributing feed containing prohibited material and verify that:**

- a program is described for prohibited material and feeds containing prohibited material during transportation which fully describes the precautions taken to prevent cross-contamination of ruminant feeds with prohibited material. (*product control actions required*)
- a program describes the controls in place that prevent contamination of ruminant feed with prohibited material in any cross-utilized equipment (including compartment and on-board transfer equipment) used during transportation and loading/unloading of feed. (*product control actions required.*)
- Controls must include procedures to ensure that:
  - the material previously transported by the conveyance has not resulted in contamination of feed
  - the correct feed is loaded on truck (*product control actions required*)
  - product overflow is prevented in multi-compartment trucks when a truck is loaded (*product control actions required*)
- a regular maintenance program is described for equipment which prevents the unintended introduction of prohibited material.
- A program describes how prohibited material and feeds containing prohibited material will not be transported on the same conveyances as ruminant feeds. (*product control actions required*)

**For facilities manufacturing feeds from rework, returns, spillage, flush or dust collection material etc, that may contain prohibited material, the production records selected in Task 1104 must be reviewed.**

**In addition, select additional production records to verify that ruminant feed or feeds not identified as containing prohibited material have not been cross-contaminated with prohibited material as follows:**

- **Production records for cross-utilized and dedicated conveyances since the date of the previous inspection based on the number of conveyances used by the facility to deliver feed as follows:**

**1-5 conveyances = 2 production records**  
**6-10 conveyances = 4 production records**  
**>10 conveyances = 6 production records**

**Note:**

**Where the company operates different types of conveyances (e.g., trucks with delivery auger, trucks with pneumatic unloading (blower trucks)), the records selected should reflect the range of company-owned conveyances used.**

**Review records to verify that:**

- written procedures are being followed (*product control actions required*)
- records are complete and contain the following information:
  - name or other information used to identify each batch of feed in the order which they pass through the conveyance (truck/compartment & or loading/unloading equipment) (*product control actions required*)
  - amount of each feed
  - whether feed is or contains prohibited material
  - details of feed safety precautions taken between batches of feed (e.g., flushing, physical clean out) (*product control actions required*)
  - name of the piece of equipment
  - transportation date

**File Review:**

**Review records and interview as necessary to verify that:**

Records have been maintained for the minimum time required by the *Health of Animals Regulations* (ten years or at least since February 1, 2005).



## Commercial Feed Mill Verification Task Procedures

**Go on-site:**

**Observe and interview as necessary to verify:**

- Written procedures are being followed for all conveyances. (*product control actions required*)

**Inspection comments to include:**

**Activities Used to Assess Compliance**

- information which clearly identifies the specific written procedures reviewed and the specific types of cross-utilized conveyances to which they apply
  - name/reference code of the relevant procedure(s)
  - effective date
- information which clearly identifies the specific production records reviewed and the specific types of cross-utilized conveyances to which they apply
  - dates for which production records were reviewed
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

**Non-compliant Objective Evidence**

- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
- identification of copies of documents obtained as evidence of a deviation
- select the specific category of deviation observed from the list below (select all that apply):

- 1117.1. Evidence of cross-contamination of ruminant feeds with prohibited material
- 1117.2. Required written procedures *related to Health of Animals Regulations* not available
- 1117.3. Required written procedures *related to Health of Animals Regulations* inadequate
- 1117.4. Required records related to *Health of Animals Regulations* not available
- 1117.5. Required records related to *Health of Animals Regulations* inadequate
- 1117.6. Required records related to *Health of Animals Regulations* are not maintained for the required time period
- 1117.7. Evidence that required written procedures related to *Health of Animals Regulations* are not being followed





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1118 Uniformity of Mix – *Feeds Regulations*  
 Task Frequency: Once per year for all facilities manufacturing livestock feeds  
 Date Task Revised: 2009-06-19

*Feeds Regulations Section 20*

**Feeds manufactured in the commercial feed mill meet the regulatory requirements for uniformity of mix. Every feed shall have the uniformity of mix, the chemical composition and the physical composition necessary for it to be efficacious for the purpose for which it is manufactured, sold or represented.**

**Go on-site:  
Review written procedures and records (if available). Interview as necessary to verify that:**

- The facility can demonstrate that all feed manufactured in the facility is of a uniform mix
  - If the facility uses mixer performance testing to demonstrate the capability of equipment to achieve the desired outcome, **testing should be conducted at least once every three years**, mixing time and fill should reflect standard operating procedures and test results should meet the critical limits for uniformity with coefficients of variation (CV) as follows:
    - 5% for dilute drug premixes
    - 10% for micro or macro premixes and supplements
    - 15% for complete feeds and total mixed rations
  - If the facility uses other methodologies to achieve the desired outcome, this should be brought to the attention of Feed Program Staff for a decision on acceptability and next steps. As additional acceptable procedures are identified, these will be communicated to inspection staff and industry on a National basis.

**Inspection comments to include:**

- Activities Used to Assess Compliance**
- information which clearly identifies the specific written procedures reviewed if available
    - name/reference code of the relevant procedure(s) if available
    - effective date
  - information which clearly identifies the specific records reviewed
    - dates for which records were reviewed
  - information from staff interviews (include names and titles of staff interviewed)
  - on-site observations

- Non-compliant Objective Evidence**
- identification of copies of documents obtained as evidence of a deviation
  - any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
  - select the specific category of deviation observed from the list below (select all that apply):
- 1118.1. Suspect lack of uniformity of mix for the feed types manufactured.





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1119 Chemical Composition/Accurate Statement of Analysis (Scales)  
 Task Frequency: Once per year for all facilities manufacturing livestock feeds  
 Date Task Revised: 2009-06-19

*Feeds Regulations Sections 20 and 26(g)*

**Feeds manufactured in the commercial feed mill meet the regulatory requirements for chemical composition and an accurate statement of analysis. Every feed has the uniformity of mix, the chemical composition and the physical composition necessary for it to be efficacious for the purpose for which it is manufactured, sold or represented. Feed labels contain an accurate statement of guaranteed analysis.**

**Go on-site:  
Review written procedures and records (if available). Interview and observe as necessary to verify that:**

- The facility can demonstrate that feed manufactured in the facility has an acceptable chemical composition/meets label guarantees
  - Facility ensures that equipment has a suitable capacity and graduation for the feeds manufactured (review mixing sheets)
  - **Facility tests scales and metering devices at least once every year** to achieve the desired outcome in terms of chemical composition/meeting label guarantees **OR** the facility tests a statistical sample of feed manufactured in the facility to achieve a 95% confidence interval that guarantees for medication are met
  - If the facility uses other methodologies to achieve the desired outcome, this should be brought to the attention of Feed Program Staff for a decision on acceptability and next steps. As additional acceptable procedures are identified, these will be communicated to inspection staff and industry on a National basis.

<b>Inspection comments to include:</b>
<p><b>Activities Used to Assess Compliance</b></p> <ul style="list-style-type: none"> <li>• information which clearly identifies the specific written procedures reviewed, if available               <ul style="list-style-type: none"> <li>○ name/reference code of the relevant procedure(s)</li> <li>○ effective date</li> </ul> </li> <li>• information which clearly identifies the specific records reviewed               <ul style="list-style-type: none"> <li>○ dates for which records were reviewed</li> </ul> </li> <li>• information from staff interviews (include names and titles of staff interviewed)</li> <li>• on-site observations</li> </ul>
<p><b>Non-compliant Objective Evidence</b></p> <ul style="list-style-type: none"> <li>• identification of copies of documents obtained as evidence of a deviation</li> <li>• any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility</li> <li>• select the specific category of deviation observed from the list below (select all that apply):</li> </ul> <p>1119.1. Suspect feeds do not meet label guarantees            1119.2. Scales are used to weigh amounts in excess of the rated capacity            1119.3. Scales and metering devices are used to weigh/meter amounts of ingredients that are more precise than the graduations of the equipment permits</p>





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1120 Water Treatment Chemicals and Pest Control Products  
 Task Frequency: Once per year for all facilities manufacturing livestock feeds  
 Date Task Revised: 2009-11-06

*Feeds Regulations Sections 14(a), 19(1) (j) and (k)*

**Feeds manufactured in the commercial feed mill meet the regulatory requirements for freedom from chemical contaminants that can negatively impact on animal or human health.**

**Go on-site:**

**Review written procedures and records (if available). Interview and observe as necessary to verify that:**

- treatment compounds that are used in water **that comes into direct contact with feeds** (e.g., conditioning, pelleting, steam flaking, etc.) are approved (e.g., listed on the [Reference Listing of Accepted Construction Materials, Packaging Materials and Non-Food Chemical Products – Category Water Treatment Compound, Sub-Category: May come in contact with food products\(w1\)](http://active.inspection.gc.ca/scripts/fssa/reference/refresults.asp?lang=e&cmd=4&cat=24&subcat=103&pnb=2) <http://active.inspection.gc.ca/scripts/fssa/reference/refresults.asp?lang=e&cmd=4&cat=24&subcat=103&pnb=2> , are listed in Schedule IV, Part I or have a valid feed registration number).
- pesticides are stored and used in a manner which prevents the cross-contamination of feed and feed ingredients

**Inspection comments to include:**

**Activities Used to Assess Compliance**

- information which clearly identifies the specific written procedures reviewed, if available
  - name/reference code of the relevant procedure(s)
  - effective date
- information which clearly identifies the specific records reviewed, if available
  - dates for which records were reviewed
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

**Non-compliant Objective Evidence**

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
- select the specific category of deviation observed from the list below (select all that apply):

- 1120.1. Use of unapproved ingredients (e.g., water treatment compounds)
- 1120.2. Suspect contamination of feeds with pesticides due to improper storage
- 1120.3. Suspect contamination of feeds with pesticides due to misuse





## Commercial Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection  
 Subsection: 1 Commercial Feed Mill  
 Task: 1121 Recall Procedures – *Health of Animals Regulations*  
 Task Frequency: Once a year for all facilities manufacturing animal food intended for feeding to ruminants, equines, porcines, chickens, turkeys, ducks, geese, ratites or game birds  
 Date Task Revised: 2009-11-06

*Health of Animals Regulations* Sections 170.1, 171(1) and 171(2)

### Commercial feed mill meets the regulatory requirements related to recall procedures.

#### File Review:

#### Obtain written feed recall procedures. Review written procedures to verify that they include:

- identification of the error and corrective action including implementation of preventative measure to reduce likelihood of future occurrences
- food safety/animal health assessment process to be used to identify whether a recall is required
  - the establishment and maintenance of a complaint file related to contamination of ruminant feeds with prohibited material
  - the criteria for a recall to be implemented
  - the criteria for contacting the CFIA and/or other competent authority
- method to identify, locate and control recalled product
  - a system of records and procedures that ensure that lots of feed ingredients can be linked to their supplier
  - details of the amount of feed produced, in inventory and distributed; name and lot identification of recalled feed; reason for the recall; area of distribution of the affected feed – local, national, international
  - handling procedures for affected feed
  - a requirement to investigate other products that may be affected and that should be included in the recall
- records to be maintained in the event that a feed is recalled
- procedures to verify and document the effectiveness of recalls conducted, e.g., capability to rapidly identify and control a lot of potentially affected product and reconcile the amount of product produced, in inventory and in distribution, e.g.:
  - Notification efficiency % of customers notified
  - Traceability efficiency % of product traced
  - Recovery efficiency % of product recovered, time based

#### File Review:

#### Review records and interview as necessary to verify that:

- If a recall was conducted, the following actions should have been taken:
  - manufacturing errors were assessed to determine whether the recall was required
  - complaints were assessed to determine whether the recall was required
  - written recall procedures were followed and were effective
- If a mock recall was performed, records indicate that written procedures were followed and any deficiencies in the recall procedures identified were corrected
- Records have been maintained for the minimum time required by the *Health of Animals Regulations* (two years or at least since July 12, 2007).



## Commercial Feed Mill Verification Task Procedures

### Inspection comments to include:

#### Activities Used to Assess Compliance

- information which clearly identifies the specific written procedures reviewed
  - name/reference code of the relevant procedure(s)
  - effective date
- information which clearly identifies the specific recall or mock recall records reviewed
  - dates for which recall or mock recall records were reviewed
- information from staff interviews (include names and titles of staff interviewed)

#### Non-compliant Objective Evidence

- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or facility
- identification of copies of documents obtained as evidence of a deviation
- select the specific category of deviation observed from the list below (select all that apply):
  - 1121.1. Written procedures for recall not available
  - 1121.2. Written procedures for recall inadequate
  - 1121.3. Recall records not available
  - 1121.4. Recall records inadequate
  - 1121.5. Required records related to *Health of Animals Regulations* are not maintained for the required time period
  - 1121.6. Evidence that recall procedures were not followed (if a recall was conducted)
  - 1121.7. Recall procedures were not effective (if a recall was conducted)
  - 1121.8. Deficiencies identified in mock recall not corrected (if a mock recall was conducted)

