

UNITED STATES DEPARTMENT OF AGRICULTURE  
FOOD SAFETY AND INSPECTION SERVICE  
WASHINGTON, DC

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<b>FSIS NOTICE</b>	81-05	12/5/05
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**PENDING DESIGN UPDATE AND REVISED SUBMISSION INSTRUCTIONS FOR  
FSIS FORM 10,240-1, PRODUCTION INFORMATION ON POST-LETHALITY  
EXPOSED READY-TO-EAT (RTE) PRODUCTS**

**I. PURPOSE**

Early in 2006, the Food Safety and Inspection Service (FSIS) plans to make a revised Form 10,240-1, *Production Information on Post-Lethality Exposed Ready-to-Eat Products*, available for online submission. This notice instructs inspection program personnel to meet with establishments that produce products that are regulated under 9 CFR part 430 and provide them with information regarding the forthcoming web-based application for submitting the new Form. Additionally, this notice instructs inspection program personnel to inform establishments that they may postpone the 2005 annual submission until the revised form is available, provided there have been no changes to the information provided since an establishment's last submission of the Form.

**II. BACKGROUND**

A. The regulations at 9 CFR 430.4(d) state that "...an establishment that produces post-lethality exposed RTE product shall provide FSIS ... with estimates of annual production volume and related information for the types of meat and poultry products processed...." FSIS Form 10,240-1 was developed for this purpose and is available on the FSIS web site at [www.fsis.usda.gov/Forms/index.asp](http://www.fsis.usda.gov/Forms/index.asp). Inspection program personnel can access it via the FAIM forms library.

B. FSIS is developing an electronic version of Form 10,240-1 which will be available on the web. Any establishment required to complete this Form will be able to complete and submit the Form entirely online when it becomes available. FSIS anticipates that the new electronic version of the Form will be available in early 2006.

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**DISTRIBUTION:** Inspection Offices;  
T/A Inspectors; Plant Mgt; TRA;  
ABB; TSC; Import Offices

**NOTICE EXPIRES:** 12/1/06

**OPI:** OPPED

C. In addition to making the Form fillable and submittable online, FSIS is revising the content of the Form. Because these revisions are still under development, inspection program personnel are to advise the establishments that it may not be necessary for the establishments to comply with the annual filing requirement set out in 9 CFR 430.4(d) for 2005 if the establishment previously filed a Form with FSIS in 2004 and is satisfied that the information remains current and accurate. It will not be necessary for establishments to file their annual FSIS Form 10,240-1 for 2005 until the revised Form is available. However, establishments are still required to file Form 10,240-1 when a significant change in the alternative category or volume of production occurs at any time.

### **III. INSPECTION PROGRAM PERSONNEL'S RESPONSIBILITIES AT AN ESTABLISHMENT PRODUCING PRODUCT APPLICABLE TO 9 CFR PART 430.**

A. At the first weekly meeting held after receipt of this FSIS notice, inspection program personnel are to inform plant management:

1. about the upcoming revisions of Form 10,240-1,
2. that the requirement for annual submission of the Form per 9 CFR 430.4(d) will be suspended for this reporting period. The annual estimates of production volume will not be collected until the new Form becomes available. A subsequent Notice will be issued when the revised Form and web-based application are available.
3. that in the interim, the establishment will be expected to submit updates when changes to their production volume or selected alternative occur.

B. In a memorandum of interview, inspection program personnel are to document who was present at the meeting, the date and time of the meeting, what was discussed, and any documents that were shared with management. Inspection program personnel are to maintain a copy of the memorandum in the official government file and provide a copy to the plant management.

C. Further details on completing the revised Form will be provided when the new web-based version of Form 10,240-1 is available. Establishments required to file the Form prior to issuance of the web-based version should send the Form to:

USDA/FSIS/OPPED/TSC/PAS  
Suite 300 Landmark Center  
1299 Farnam Street  
Omaha, NE 68102.  
FAX number is (402) 221-7421

Refer questions through supervisory channels to the Technical Service Center at 1-800-233-3935.

A handwritten signature in black ink, appearing to read "K. S. Duffin".

Assistant Administrator  
Office of Policy, Program, and Employee Development