

New York State
Department of Agriculture and Markets
Division of Milk Control and Dairy Services
10B Airline Drive
Albany, New York 12235

SUPPLEMENTAL QUESTIONNAIRE

FOR WHOLESALE FROZEN DESSERT MANUFACTURERS/HANDLERS LICENSE APPLICANTS
WHEN IMPORTING FROM SOURCES LOCATED OUTSIDE OF THE UNITED STATES
(References in parentheses, unless otherwise noted, are to Part 2, Requirements for the Production,
Processing, Manufacturing and Distribution of Milk and Milk Products.)

A. PROCESSING PLANT [§2.2(bb); 2.3(a)] INFORMATION

NAME: _____

ADDRESS: _____

COUNTRY: _____

PHONE: _____ FAX: _____

WEBSITE: _____

B. PLANT PERSONNEL CONTACTS [with decision making authority] (§2.6(b))

	<u>NAME</u>	<u>TITLE</u>	<u>EMAIL</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

C. NAME AND ADDRESS OF GOVERNMENTAL AGENCY RESPONSIBLE FOR PLANT: _____

- IF AGENCY ABOVE ISSUES A PERMIT OR LICENSE, PLEASE ATTACH A COPY.
- ARE ROUTINE HYGIENE AUDITS OR SANITARY INSPECTIONS CONDUCTED? NO _____
IF YES, LIST FREQUENCY OF INSPECTIONS AND PROVIDE A COPY OF THE MOST RECENT AUDIT OR INSPECTION REPORT

- LIST PRODUCTS THAT ARE INTENDED TO BE IMPORTED INTO NEW YORK STATE.
IDENTIFY THE FREQUENCY OF PRODUCT SAMPLING (§2.7).
LIST WHO EMPLOYS THE PERSON TAKING THE SAMPLES
LIST NAME OF THE TESTING LABORATORY WHERE SAMPLES ARE ANALYZED
LIST REGULATORY AGENCY THAT OVERSEES THE LABORATORY: (ATTACH SEPARATE SHEET IF NECESSARY)

D. ANIMAL HEALTH & SAFETY OF RAW MILK SUPPLY (PRE-PASTEURIZED MILK) (§§2.9 – 2.28)

NAME AND ADDRESS OF GOVERNMENTAL AGENCY RESPONSIBLE FOR FARM INSPECTIONS AND ANIMAL HEALTH: _____

1. RAW MILK SUPPLY FROM HERDS THAT ARE TESTED ANNUALLY FOR (§2.58):

TUBERCULOSIS? YES ___ NO ___

BRUCellosIS? YES ___ NO ___

2. RAW MILK SUPPLY FROM HERDS THAT ARE CERTIFIED (§2.58):

FOOT AND MOUTH FREE? YES ___ NO ___

RINDERPEST FREE? YES ___ NO ___

3. IF YES, FOR ANY RESPONSE IN 1 OR 2 ABOVE, PLEASE ATTACH RECORDS CERTIFYING COMPLIANCE.

4. ARE BOVINE BASED PROTEINS SUCH AS BONE, MEAT OR BLOOD MEAL FED TO DAIRY CATTLE FROM WHICH RAW MILK IS DERIVED? (Part 257, § 257.25) YES ___ NO ___

5. IS ANIMAL FEED REQUIRED TO BE LABELED? (Ag&Markets Law, Article 8) YES ___ NO ___

6. ANIMAL DRUG RESIDUE REGULATIONS (§2.2kk; 2.3(a)(2)(iv); 2.3(a)(4); 2.3(a)(7); 2.7(b); 2.8)

ARE DRUG RESIDUE TESTS RUN ON ALL INCOMING LOADS OF PREPASTEURIZED MILK?

YES ___ NO ___

LIST SPECIFIC DRUGS, TOLERANCES, AND TEST METHODS USED: _____

IS THE TESTING LABORATORY CERTIFIED BY A REGULATORY AGENCY? YES ___ NO ___

WHAT IS THE PRODUCER TRACE-BACK PROCEDURE AND PENALTY WHEN SAMPLES ARE FOUND TO BE POSITIVE FOR DRUG RESIDUE? _____

E. PRODUCT INFORMATION (Part 17; 21CFR Part 101)

1. NAME & DESCRIPTION OF EACH PRODUCT TO BE IMPORTED: _____

2. LIST INGREDIENTS IN DESCENDING ORDER: _____

3. LIST ALL DAIRY INGREDIENTS (MILK, NONFAT MILK POWDER, WHEY, ETC)

PRODUCT	MANUFACTURER	ADDRESS OF MANUFACTURER	COUNTRY OF MILK SOURCE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

F. PROCESS DESCRIPTION (§§2.44 – 2.48)

1. TYPE OF HEAT TREATMENT: _____ (HTST, VAT, ASEPTIC, UHT, OTHER)
2. PROCESS TIME / TEMPERATURE (MINIMUM) _____ °F or °C _____ SECONDS or MINUTES
3. MANUFACTURER OF PASTEURIZATION EQUIPMENT: _____
4. MANUFACTURER & DESCRIPTION OF FLOW DIVERSION SYSTEM: _____

(NOTE: IF MORE THAN 1 PASTEURIZATION SYSTEM, PLEASE ATTACH SUPPLEMENTAL PAGES)

G. PACKAGING MACHINES (§2.50; 2.51)

MANUFACTURER	TYPE OF CONTAINER	MFG. OF CONTAINER/CLOSURE
_____	_____	_____
_____	_____	_____
_____	_____	_____

H. PLANT WATER SUPPLY (§2.35)

PUBLIC: ____ PRIVATE DRILLED WELL: ____ OTHER: ____ DESCRIBE: _____

IS PLANT WATER TESTED?: YES ____ NO ____

IF YES, LIST FREQUENCY OF TESTING AND LABORATORY CONDUCTING TESTS: _____

DESCRIBE TEST METHOD: _____

I. SUPPLEMENTAL INFORMATION

PLEASE INCLUDE THE FOLLOWING ITEMS WITH THIS QUESTIONNAIRE:

1. PLANT BLUEPRINT (§2.64)
2. PROCESS FLOW DIAGRAM [HACCP (Hazard Analysis Critical Control Point) -TYPE BLOCK DIAGRAM]
3. PIPING SCHEMATIC FOR PROCESSING AREA THAT INCLUDES GRADE-A PRODUCT (§2.38; 2.43(b); 2.44)
4. PASTEURIZER DIAGRAM (PROCESS & INSTRUMENTATION DIAGRAM) MUST INCLUDE A DESCRIPTION OF PASTEURIZER ELEVATION RELATIVE TO BALANCE TANK, FLOW DIVERSION RETURN LINE, AND OTHER EQUIPMENT (§§2.44 – 2.48).
5. PHOTOGRAPHS OF KEY PROCESSING EQUIPMENT (STORAGE TANKS, PASTEURIZER, FILLERS, BLENDING SYSTEM, AND ANY OTHER CRITICAL PROCESSING EQUIPMENT)
6. IF USING DRY WHOLE MILK, NONFAT DRY MILK, DRY WHEY AND/OR DRY BUTTERMILK AS AN INGREDIENT, IT SHALL BE OF U.S.D.A. EXTRA GRADE STATUS. IN THE EVENT THAT THE ABOVE LISTED POWDER IS NOT OF U.S.D.A. EXTRA GRADE STATUS, THE POWDER(S) WILL BE REQUIRED TO BE SUBMITTED TO A LABORATORY RECOGNIZED BY NEW YORK STATE FOR ANALYSIS TO OBTAIN EQUIVALENCY PURSUANT TO NYS REGULATION 2.8 (SEE SECTION 2.8 BELOW).

(§ 2.8) DRY WHOLE MILK, WHEN USED AS AN INGREDIENT IN FROZEN DESSERT OR A GRADE A NON-STORABLE MILK PRODUCT, SHALL BE U.S.D.A. EXTRA GRADE OR ITS EQUIVALENT. NONFAT DRY MILK, DRY WHEY AND DRY BUTTERMILK, WHEN USED AS AN INGREDIENT IN A FROZEN DESSERT OR GRADE A NON-STORABLE MILK PRODUCT SHALL MEET THE REQUIREMENTS OF U.S.D.A. EXTRA GRADE OR ITS EQUIVALENT. FATS AND OILS, OTHER THAN FROM MILK, SHALL CONFORM TO THE APPLICABLE PROVISIONS OF THE UNITED STATES FOOD, DRUG AND COSMETIC ACT AS AMENDED OR THOSE OF ANY APPLICABLE STATE REGULATION FOR FATS AND OILS OF FOOD GRADE STANDARD.

7. HACCP PLAN (IF AVAILABLE)
8. PRODUCT LABEL (PROVIDE COMPLETE LABEL FOR EACH PRODUCT) (Part 17, 21 CFR Part 101)
9. PROVIDE A COMPLETE ENGLISH LANGUAGE COPY OF ALL LAWS AND REGULATIONS ADMINISTERED BY THE RESPONSIBLE GOVERNMENTAL AGENCY FOR THE FOLLOWING SUBJECT AREAS:
 - A. MILK PLANT HYGIENIC OR SANITATION
 - B. DAIRY FARM HYGIENIC OR SANITATION
 - C. ANIMAL HEALTH
 - D. MILK AND MILK PRODUCTS STANDARDS OF IDENTITY
 - E. LABELING FOR ANIMAL FEED