



**Agriculture  
and Markets**

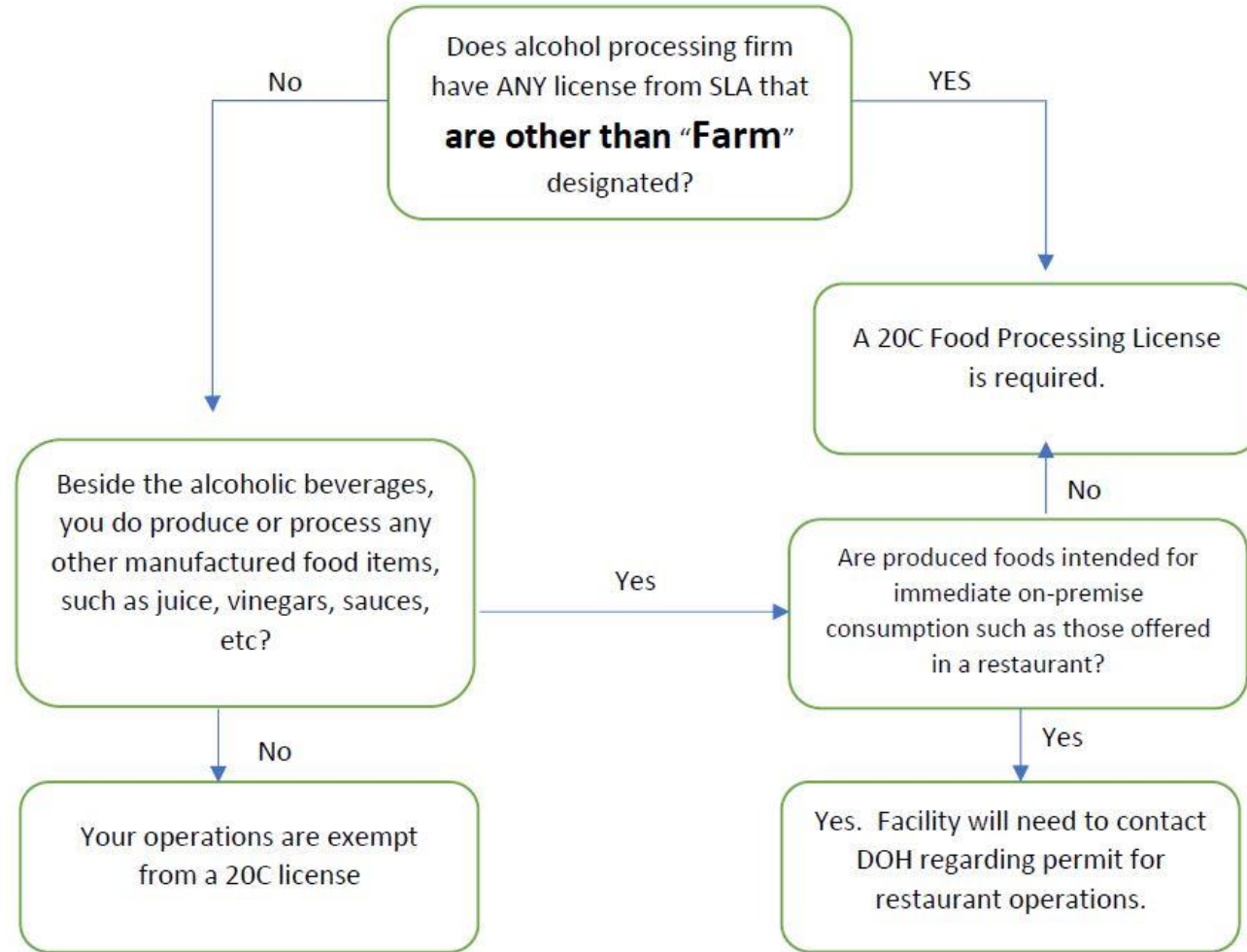
# New York State Food Processor Licenses

(Agriculture and Markets Law - Article 20C)

# What is an Article 20C License & Why do I need one?

- This is a Manufactured Food Processing License.
- Article 20-C Food Processing Establishment licenses apply to food and beverage manufactures.
- Alcohol is considered a ‘food or beverage’ within NYS.
- If you **ONLY** have a “Farm” type license from the State Liquor Authority, you are exempted from the Food Processing Licensing requirement, however you must comply with Good Manufacturing Practices (GMP) and may be subject to a sanitary inspection from the this Department.

# Do You Need a Food Processor License?



# If You Need an Article 20c License - Apply Now

- At this time, we are not going to penalize you for operating without a license, but we do want you to promptly apply for this license.
  - Why?
    - It's the Law, and
    - If you operate in NYC - NYCDOT requires an article 20C license number or NYCDOH food service permit for all establishments who want to apply for their side-walk café permit

**APPLICATION AVAILABLE HERE:** <https://agriculture.ny.gov/food-business-licensing>

# Things to Know about the 20C License Application

- **Fee:**

- IF you are not part of a Chain or Franchise, AND you have less than 10 Full Time Employees, then the fee is **\$175 for a two-year license.**
- If you do not qualify under the above threshold, then the fee is **\$400 for a two-year license.**
- Note: If you are have a “farm only” type license from SLA, the fee is waived **(\$0).**

**Don't leave any question unanswered, this WILL delay processing.**

# Things to Know about the 20C License Application

- Certain firms might also need to have a manager with a Food Safety Education Program (FSEP) Certificate.
- This does not apply if you are a family business with two or less full time employees or if your annual gross sales last year were under \$3 million.
- Our web site has a list of vendors you can use to obtain a Food Safety Education Program (FSEP) Certificate from:  
<https://agriculture.ny.gov/food-safety/food-safety-training>

# Things to Know about the 20C License Application

- New Applicants will need an initial food safety inspection PRIOR to granting of a license.
- Your cooperation with this step is greatly appreciated so that the inspection can be scheduled quickly.
- You will not receive a license without passing this inspection.

# Food Safety Inspections

AGM Inspectors will look for general cleanliness of your operations that includes a check of the following items:

- Water is potable for both cleaning and food processing purposes.
- Equipment is properly cleaned and maintained
- Food is protected from contamination including foreign material
- Handwashing facilities are available and accessible



# Food Safety Inspections (Continued)

- Employees are not ill and are practicing good hygiene including proper handwashing and wearing clean garments.
- Transfer lines are properly stored (not on the floor).
- Control of pests (rodents, roaches, birds, etc).
- Standing water is not noted under equipment or on floor.
- Ingredients are received from approved sources.

- **More detailed information is available at:**

<https://www.accessdata.fda.gov/scripts/cdrh/cfdocs/cfcfr/CFRSearch.cfm?CFRPart=117>

# Food Safety Inspections - COVID-19 Related Compliance Checks

- During the food safety inspection AGM inspectors will also check the following:
  - COVID-19 Compliance
    - Employees are properly wearing masks/ face coverings
    - Signage or other notification for social distancing is in place
    - Breaks/ shifts are staggered
    - Frequently touched contact areas are cleaned as sufficient intervals.
    - Firm has process in place for monitoring employee health.
    - Firm has a process to notify the LHD if an employee tests positive
    - Firm has a process to prohibit employees who are sick from working
    - Firm has a process to track those who are in contact with positive cases
    - Firm has a process to clean and sanitize after an employee tests positive

# Thank You