



South Carolina
DEPARTMENT OF AGRICULTURE
RETAIL FOOD SAFETY DEPARTMENT
350 Ballard Court, West Columbia, SC 29172

Hugh E. Weathers, Commissioner

SC REGULATION 61-25, RETAIL FOOD ESTABLISHMENTS REQUEST FOR A SPECIAL PROCESS

Date _____ Permit Number *If applicable* _____

Retail Food Establishment/Organization Name _____

Physical Address _____

City _____ State _____ Zip _____

Are you applying for multiple locations? ☐ Yes ☐ No If yes, please attach a list of facilities to this application.

Person in Charge (Owner) _____

Phone _____ Email _____

Special Process Requested:

- | | |
|--|--|
| ☐ Smoking Food for Preservation | ☐ Reduced Oxygen Packaging (ROP) |
| ☐ Custom Processing of Animals for Personal Use | ☐ Reduced Oxygen Packaging – Sous Vide |
| ☐ Curing Food | ☐ Reduced Oxygen Packaging – Cook / Chill |
| ☐ Sprouting Seeds or Beans | ☐ Acidification of Sushi Rice |
| ☐ Preparing Food by Other Methods (provide details below) | ☐ Acidification / Pickling / Canning |

Specify Other Request _____

Per Regulation 61-25, Section 8-103.10 – Modifications and Waivers

1. The Department may grant a variance by modifying or waiving the requirements of this regulation if, in the opinion of the Department, a health hazard or nuisance will not result from the variance. If a variance is granted, the Department shall retain the information specified under 8-103.11 in its records for the retail food establishment.
2. Before a variance from a requirement of this regulation is approved, the following information provided by the retail food establishment requesting the variance shall be submitted to the Department.
 - A statement of the proposed variance being requested.
 - A rationale for how the potential public health hazards will be addressed according to the appropriate sections of Regulation 61-25. Laboratory analysis may also be necessary for certain food processes. The Central Office food safety team may assist you with more information as needed.
 - A HACCP plan, if required as specified under 8-201.13(A), must include information specified under 8-201.14 relevant to the variance requested.

8-103.12 CONFORMANCE WITH APPROVED PROCEDURES

If the Department grants a variance as specified in 8-103.10, the permit holder shall comply with the procedures that are submitted and approved as a basis for the modification or waiver and demonstrate the effectiveness of the operation.

Owner/Person in Charge

Name (print)

Submittal Date

RETURN BY EMAIL OR MAIL TO

SCDA Retail Food Safety
food-variances@scda.sc.gov

350 Ballard Court
West Columbia, SC 29172

SCDA USE ONLY

The Department has reviewed the request and it is: ☐ Authorized ☐ Not Authorized Date _____

SCDA Representative _____ Comments _____

Personal information provided on this document is subject to public scrutiny or release.