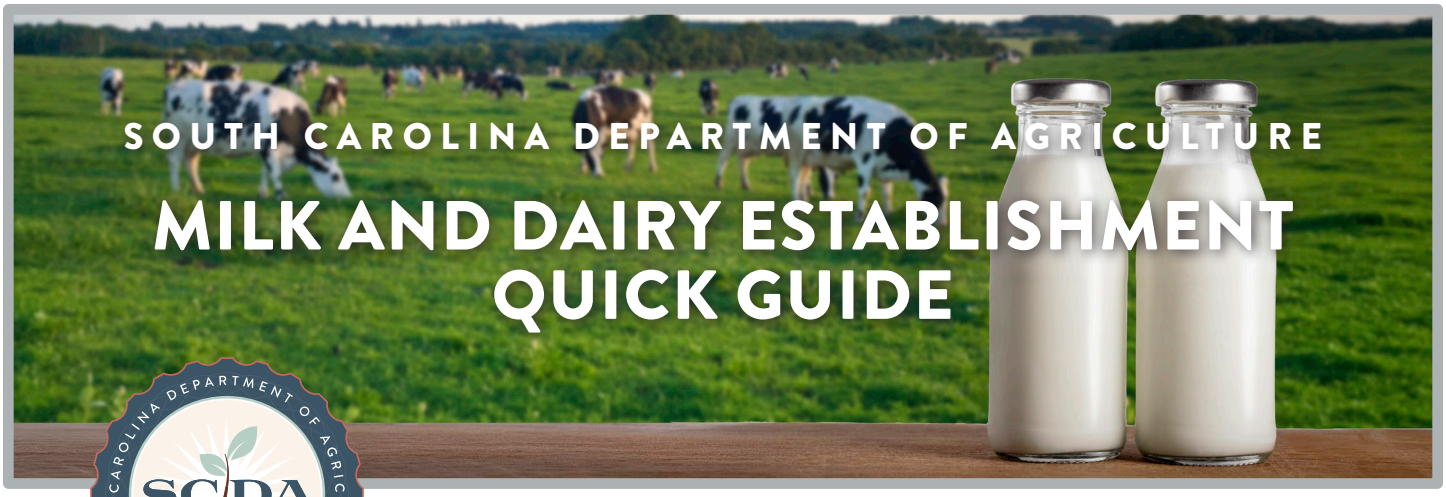


SOUTH CAROLINA DEPARTMENT OF AGRICULTURE

MILK AND DAIRY ESTABLISHMENT QUICK GUIDE

SC Department of Agriculture (SCDA) regulates Milk and Dairy products. A permit is required by state law, and milk and dairy products must be produced and/or processed in a permitted and approved facility. A domestic kitchen is not an acceptable facility.

Your facility **may or may not** be subject to the Food Safety Modernization Act (FSMA) Preventive Controls for Human Food Rule. FSMA requires businesses to have a Preventive Controls Qualified Individual (PCQI) who prepares and implements a written Food Safety Plan. For more information, contact the FDA Technical Assistance Network (TAN). If you believe that your business may not be subject to the PC rule requirements, you can complete Form FDA 3942a (for Human Food), which is an attestation form for a food facility meeting the definition of a "Qualified Facility."

BUILDING & INSPECTION REQUIREMENTS

1. All employees must be **properly trained** to perform their assigned duties.
2. Employees must be trained on **food hygiene** and **food safety**.
3. **Records** must be kept of all trainings.
4. **Building/facilities** must be designed and constructed in a way that is **easily cleanable**.
5. **Grounds** must be kept clean by removing litter and waste.
6. **Grass** must be cut so that it does not attract or provide **harborage for pests**.
7. Facilities must be maintained in a **clean and sanitary condition** and kept in **good repair.**
8. Facilities must be **free of pests**. A pest control program and records of pest control treatment are required.
9. **Pesticides** must be used and stored properly as to not contaminate food.
10. **Walls, floors, and ceilings** must be made of solid **cleanable material** and kept in **good repair**.
11. **Drains** must be installed where needed and kept in good repair.
12. Facilities must be **well-lit**. **Light bulbs/fixtures** must be **shatterproof**.
13. **Ventilation** must be adequate to **prevent condensation** and odors.
14. All **openings to the outside** must be adequately **screened** to protect against pests. Doors must be self-closing.
15. **Proper hand-washing practices** and sanitary restroom practices must be used.
16. Sinks must have **hot water, suitable pressure, and be adequate** for the operations of the facility.
17. **Hand-washing sinks** and restrooms must have **soap, paper towels, toilet paper**, and **be convenient** to all employees.
18. At a minimum, **two separate sinks are required**: a hand washing sink and a mop sink or a combination hand and mop sink and a separate utensil sink. A three compartment sink will allow utensils to be washed, rinsed, and sanitized.
19. **Utensils and equipment** must be **cleaned and sanitized frequently** to protect against allergen contact and cross-contamination.
20. **Non-food contact surfaces** must be **cleaned as frequently** as necessary to protect against allergen contact and cross-contamination.
21. **Equipment, materials, and ingredients** must be stored properly and safely.



MILK AND DAIRY ESTABLISHMENT QUICK GUIDE

A permit is required by SC state law to produce and/or manufacture milk and milk products. You will need to apply for a permit. A permit will be issued after your first compliant inspection. Our Milk & Dairy Officers perform food safety inspections under authority of Regulation 61-34 (Raw Milk for Human Consumption) and Regulation 61-34.1 (Pasteurized Milk and Milk Products). For more information, visit agriculture.sc.gov/milk-dairy.

Regulation 61-43 references the 2019 Grade "A" Pasteurized Milk Ordinance (PMO).

All food product labels must be in compliance with the **Fair Packaging and Labeling Act** and the **Food Allergen Labeling and Consumer Protection Act**. Labels will be reviewed by SCDA Milk & Dairy at time of permitting and prior to use.

Clemson Extension's **Food2Market** program is designed to help food entrepreneurs with food safety regulations that are necessary to prepare food products for sale. Their staff has extensive knowledge in federal and state regulations. The **Food2Market** program can assist food entrepreneurs with training certification and with product testing. For more information, go to Clemson Extension's **Food2Market** website: clemson.edu/extension/food/food2market

22. **Cold storage units** used to store milk and milk products must have accurate temperature devices installed.
23. **Cleaning supplies and sanitizing agents** must be safe, adequate, and used properly.
24. **Chemicals** must be identified, held, and stored in a manner that protects against contamination.
25. You must have a safe **water supply**. SCDA will accept the use of either a SC Department of Environmental Services (SCDES) approved public water system or well or a private well. If connected to a private well, you must have a Bacterial Analysis performed by an approved lab.
26. For **sewage disposa**l, you must either be connected to a public sewage disposal system or have an onsite wastewater disposal system (septic system). Onsite disposal systems must have been approved by SCDES and you must provide a copy of your permit or approval of the system to SCDA. If you intend to milk animals, you will need to check with SCDES to see if you need an animal waste plan.
27. **Thermometers, pH meters, metal detectors, and food production instruments and controls** must be calibrated, be adequate in number, and be properly maintained.
28. **Compressed gases** must be approved for food use.
29. **Proper sanitation principles** must be used to prevent allergen contact and/or cross-contamination.
30. **Plant sanitation** must be under the supervision of a competent individual.
31. **Growth of microorganisms, allergen cross-contact, contamination and deterioration of food** must be controlled by cooking, freezing, pasteurizing, pH and/or other controls.
32. **Quality control operations** must be used to ensure that **milk and milk products and food packaging materials** are suitable for human consumption.
33. Sanitation failures, possible allergen cross-contact, and food contamination must be identified by using **testing procedures** (examples: swabbing of equipment, finished product samples, metal detection).
34. **Raw materials and ingredients** must be inspected, stored, and handled, to ensure they are suitable for food processing.
35. **Raw materials or other ingredients must be thawed** in a manner to prevent them from becoming adulterated.
36. **Human food by-products** for use as animal food must be labeled and stored properly.
37. **Adulterated food** must not be mixed with unadulterated food.

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