As discussed in the May Executive Board Meeting – the Meat and Poultry Committee has revised their charge and submit it for Executive Board Approval. Sections a) and c) provide more clarification and actionable items.

The Conference recommends that a committee be established to:

(a) develop a series of ready-to-use, variance-based model Hazard Analysis Critical Control Point (HACCP) plans with template SOPs for those specialty meat products which may require a variance or HACCP plan at retail as guidance for both industry and regulators; guidance materials must:

1) consider all possible hazards in accordance with "Part 417-Hazard Analysis and Critical Control Point (HACCP) Systems" to address pathogens of public health concern;
2) include Critical Control Points (CCPs), significant hazard(s), prewritten acceptable Critical Limits (CLs), monitoring, Corrective Actions (CAs), verification, and records
3) cover those specialty meat products which may require a variance or HACCP plan (examples may be but not limited i.e., smoked, cured, fermented, jerky- additional types below):

- Not heat treated-shelf stable
- Heat treated-shelf stable
- Fully cooked-not shelf stable
- Heat treated but not fully cooked-not shelf stable
- Product with secondary inhibitors-not shelf stable

(b) assist in providing a uniform standard available for all regulatory jurisdictions in the evaluation of variance requests involving the processing of meat and poultry at retail food establishments, and

(c) work with AFDO and FSIS in development of guidance documents to better control those specialty meat products which may require a variance or HACCP plan, utilizing the attached guidance materials, *Model HACCP Plans for Retail Processing,* and *A Retail Food Establishment Guide for Developing a HACCP Plan - Meeting the Requirements of the FDA Food Code Variance in the Relation to Specialized Meat and Poultry Processing Methods,*

(d) report back to the 2014 Biennial Meeting with the recommendations that:

1) a letter be sent to FDA asking that they consider if, where and how these guidance materials can best be used and placed for guidance:

2) that FDA work with FSIS to determine if these documents can be posted on the USDA/FSIS website

3) the timeframe for providing input on the attached guidance materials that are being further developed by FSIS and AFDO be extended to the 2016 Biennial Meeting to allow time to ensure that the documents are acceptable, ready-to-use, and science-based.