



Michigan Department of Agriculture & Rural Development

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Food Digest

Food and Dairy Division

MDA Adds Rural Development to Mission

In January, Governor Rick Snyder signed an executive order adding rural development to the department's mission and changing its name to the Michigan Department of Agriculture & Rural Development (MDARD), effective March 13, 2011. The executive order charges MDARD with integrating resources across government in order to make infrastructure improvements and expand educational opportunities that will make producers of food and other agricultural products anchors in rural communities, providing sustainable, long-term jobs. The department will focus on expanding agriculture's role in Michigan's economy by making sure regulations are based on sound science. It will also work to improve customer service by providing technical assistance to food processors and farmers that need help solving permit and regulation issues.



Manager Certification Deadline Approaching

Is your food establishment required to have a certified manager? If so, your **deadline is October 2, 2011**. Michigan implemented a requirement that certain food establishments have a certified manager by June 30, 2009. To allow existing establishments time to get their managers certified, enforcement was delayed. After October 2, 2011, the grace period expires and MDARD inspectors will begin enforcing the certified manager requirement.

MDARD-inspected establishments affected by this deadline include:

- A food service establishment within a retail grocery.
- Extended retail food establishments. These are typically grocery stores with a deli and seating.

For more information, visit the Manager Certification website at: www.michigan.gov/foodsafety and click on "manager certification".

New Forms Added to Inspection Reports

In the coming year, the Food and Dairy Division will incorporate new inspection report forms into its inspection process. These forms will help identify food safety activities associated with the five foodborne illness risk factors identified by the Centers for Disease Control and Prevention (CDC) and the U.S. Food and Drug Administration (FDA). Those risk factors are:

- Improper holding temperatures
- Inadequate cooking temperatures
- Contaminated equipment
- Food from unsafe sources
- Poor personal hygiene

The new forms will provide food processors and retail food establishments with an easy-to-read synopsis of which risk factors they are in compliance with, where applicable, and those where compliance has not been met. The forms will provide a way to identify those violations that the inspector has observed and link them to specific areas that food processors or retail food establishments may need to focus on in order to reduce the risk of foodborne illness.

As always, you will receive your normal inspection report detailing violations, if applicable. Additionally, you will receive the risk-based form with the violations noted as *In Compliance, Out of Compliance, Not Applicable, or Not Observed*. Please feel free to discuss the new forms and your inspection results with your inspector. Our goal is to help you improve your food handling processes. For more information or for a copy of the new forms, please visit www.michigan.gov/foodinspections or call 1-800-292-3939.

MDARD Contact Information

Phone:
1-800-292-3939

After Hours Emergencies:
517-373-0440

Email:
mda-info@michigan.gov

Fax:
517-373-3333

Web:
www.michigan.gov/mda

Electronic Complaints Submission:
www.michigan.gov/complaints

Licensing/Business Start-up Information:
www.michigan.gov/business

Marketing Information:
www.michigan.gov/mdamarketingguide

Update of Michigan's Food Law Planned

Michigan completed a major update of its food laws in 2000. Since that time, MDARD has worked with its partners to keep our food law current. A stakeholder steering committee has been reviewing possible updates to the law since mid-2010 and is expected to recommend changes for the legislature to consider in the spring of 2011. Changes being considered include:

- Adoption of the FDA 2009 Food Code
- Repeal of Michigan's 1963 egg law with updated egg regulations being included in the food law.
- Several changes to clarify and simplify licensing requirements for small food businesses.

A change to allow cottage food operations in homes was put into law in 2010.

Food Establishment Renewals Online

Would you like to have your food establishment renewal license in your hands within a few days? Renew online through the Michigan Business One Stop at www.michigan.gov/business. Representatives from the Michigan Business One Stop portal are on duty Monday through Friday, 7 a.m. to 6 p.m., to assist you.

Review the information in SECTION A of your renewal notice. If there are no changes to the information in SECTION A, you can renew online. After you pay for the items in your shopping cart, your renewal application is immediately forwarded to MDARD where it will receive expedited processing. Most applicants will be able to print their eCredententials from their One Stop accounts within five business days.

If you have changes to any information in SECTION A, you can still mail your application with the required fee. If you need to apply for a new license because of ownership or address changes, you can also do that online through the One Stop portal.

Marketing Guide Available for Michigan Food and Agriculture Businesses

A new tool designed to assist those interested in starting or expanding a food and agriculture business in Michigan is now available. "*Growing Michigan's Future -- A Guide to Marketing Your Michigan Food and Agriculture Products*" aims to serve as a one-stop resource guide to help expand and strengthen agri-businesses in the state.

The guide includes advice and resources for identifying marketing opportunities, selecting a market, creating a business plan and budget, and meeting regulatory requirements. The guide is available online at www.michigan.gov/mdamarketingguide.

Late License Submittals

Please remember to submit your license application on time this year. Each year, a small percentage of businesses place themselves in the unfortunate position of having to pay late fees and fines, or even receive closure orders, because their food establishment licenses were not renewed on time. All food establishment licenses expire on April 30 each year.

Late fees and fines are progressive and may include:

- \$100 late fee (\$10/day)
- \$400 fine (1st year late)
- \$800 fine (2nd year late)
- Closure order and legal action

Tips for avoiding late penalties:

- Place a reminder on your calendar ahead of April 30 to give yourself time to mail the renewal application and fee.
- MDARD sends license renewals for current licensed establishments early in the year. If you have not received a renewal application in the mail by March 30, call the MDARD Central Licensing Unit at 517-241-6666 to ensure the correct address is listed and request another application be sent.
- Be sure to mail the renewal so it is postmarked before April 30.
- When notified, promptly submit any late fee in order to avoid additional fines and penalties.

Your food establishment license must be conspicuously posted. For additional information or questions, contact the MDARD Licensing Unit at 517-241-6666.

Consumer Complaint Hotline



If you see a food-related problem, please report it to the MDARD Food and Dairy Division at **800-292-3939** or through the MDARD website:

www.michigan.gov/mda