



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

MICHAEL P. FLANAGAN
STATE SUPERINTENDENT

FOOD SERVICE

**ADMINISTRATIVE POLICY NO. 8
SCHOOL YEAR 2012-2013**

SUBJECT: School Food Safety Inspections

DATE: January 31, 2013

October 1, 2012, the Michigan Department of Agriculture and Rural Development (MDARD) adopted a new Food Law and Food Code for the State of Michigan. As a result of the new Food Law, the Michigan Department of Education (MDE) would like to help schools understand their obligations, as outlined by the United States Department of Agriculture (USDA). These requirements apply to all institutions participating in the National School Lunch Program (NSLP) or School Breakfast Program and all other Food and Nutrition Service (FNS) programs operated in a school such as Special Milk, the Fresh Fruit and Vegetable Program, and afterschool snack or supper programs.

Food safety programs must be reviewed to ensure that standard operating procedures for safe food handling are updated to include any facility or part of a facility where food is stored, prepared, or served, such as on school busses, in hallways, school courtyards, kiosks, classrooms, or other locations outside the cafeteria.

School Responsibility

- Obtain two foodservice establishment inspections each school year.
 - If the local public health department declines to perform the second inspection upon request, ask the county to provide, in writing, the reason for declining to perform the second inspection and maintain this documentation in your files.
- Post most recent food safety inspection report in a publicly visible location.
- Provide copies of food safety inspection reports to the public, as requested.
- Implement a Hazard Analysis and Critical Control Point (HACCP) plan (Food Service Administrative Policy #10, SY 2004-05).
- Comply with the Michigan Food Law and the currently adopted Food Code.

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MDE Responsibility

- Collect information about the food safety inspections and submit an annual report to USDA.
- Monitor schools to determine if inspection reports are posted and copies are provided to the public when requested.
- Assist schools in the development of a HACCP plan as necessary.

Local Health Department (LHD) Responsibility under the Michigan Food Law

- Conduct one inspection of each school foodservice establishment that operates nine months or less per year. The inspection must be conducted during the period of operation.
- Conduct one inspection every six months for those foodservice establishments that operate more than nine months per year. In the event the LHD is utilizing a risk based evaluation schedule and a specific facility is identified with the "Y" designation, inspections may occur every 12 months in accordance with the risk based evaluation schedule.

The second inspection, as required by the Child Nutrition and Women, Infants & Children (WIC) Reauthorization Act of 2004 for school foodservice establishments that operate nine months or less per year is considered to be beyond the scope of the Food Law. A local health department is encouraged to conduct the second inspection, but is not obligated by law to do so. The second inspection may be conducted as a courtesy, on a fee basis, or under a contractual or other similar arrangement.

Under the Michigan Food Law, schools are not exempt from paying state and local fees unless the county specifically exempts the school facility from fees associated with these activities.

Please contact the School Meals Program at 517-373-3347 or through email at MDE-SchoolNutrition@michigan.gov if you have any questions regarding this memo.