



Michigan Department of Agriculture & Rural Development Risk Based Sanitation Checklist

A score of 75% or more is passing
Leave the "score" box blank if the question does not apply to the firm

Firm Name: _____

Date: _____

1: Personnel Section

**Score: 0-5
(0=poor; 5=excellent)**

1.1) Personnel properly trained for the duties they are performing.
(Multiplier: 3)

1.1)

1.2) Personnel practicing proper hygiene (clothing and washing) and not using tobacco products in manufacturing areas.
(Multiplier: 1)

1.2)

2: Buildings and Grounds

2.1) Pest harborage eliminated by removing unused machinery, hardware, piles of spilled grain, excessive vegetation, etc. (Multiplier: 3)

2.1)

2.2) All grain/feed products protected from broken glass.
(Multiplier: 3)

2.2)

2.3) All outdoor areas adequately drained.
(Multiplier: 2)

2.3)

2.4) Structures are sound and sealed to prevent precipitation and pests.
(Multiplier: 3)

2.4)

2.5) Basements, tunnels and pits are dry. Sump pumps operational.
(Multiplier: 2)

2.5)

2.6)* Separate grain/feed processing areas from other areas (seed treating, pesticide storage, lubricants, fertilizers, etc). (Multiplier: 3)

2.6)*

2.7) Adequate spacing of equipment and storage of grain/feed products to allow for proper cleaning and inspection for pest problems.
(Multiplier: 2)

2.7)

3: Sanitary Operations

3.1)* Entire facility kept clean including walls, ceilings, bins and floors.
(Multiplier: 3)

3.1)*

3.2)* Pest control measures are in place. When rodenticides and/or other pesticides are in use, the facility follows label directions and federal/state policies.
(Multiplier: 3)

3.2)*

3.3) Scales used for mixing feeds are clean, maintained and calibrated.
(Multiplier: 3)

3.3)

Score: 0-5

3.4)* Non-feed products, such as lubricants and pesticides or other toxic substances stored in appropriate areas and not next to grain/feed products.
(Multiplier: 3)

3.4)*

3.5)* Mixers and other feed processing equipment are routinely cleaned and maintained. (Multiplier: 3)

3.5)*

3.6) Dump pits are clean and completely covered when not in use.
(Multiplier: 3)

3.6)

3.7) No evidence of birds, vermin or other pest activity.
(Multiplier: 3)

3.7)

3.8) Firm has adequate rest rooms and handwashing areas.
(Multiplier: 2)

3.8)

3.9) Covers are in place on all conveyors and processing equipment.
(Multiplier: 3)

3.9)

3.10) Temporary grain storage areas are properly constructed, covered, and ventilated to prevent contamination and pest harborage.
(Multiplier: 3)

3.10)

4: Process and Controls

4.1) Only approved feed ingredients are used.
(Multiplier: 3)

4.1)

4.2) Feed ingredients and containers, unless exempt, are labeled correctly and licensed. (Multiplier: 3)

4.2)

4.3) Manufactured feed products and containers are properly labeled, including bulk feed and customer formulated feeds.
(Multiplier: 3)

4.3)

4.4) Firm has documents that allows for traceability (trace forward/trace back) of all feed products, unless exempt.
(Multiplier: 3)

4.4)

4.5) Finished manufactured feed products are stored to prevent contamination.
(Multiplier: 3)

4.5)

* Critical factor. A score of 2 or below for one of these factors is an automatic failed inspection.

Sanitation Inspection Authority:
Michigan Commercial Feed Law, Act 120, Public Acts of 1975

9/16/15