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**COMMITTEE NAME:** Evaluation of Intended Use Hazards during Retail Meat Grinding Committee

**DATE OF REPORT:** ☒ Initial fall progress report ☐ Spring progress report ☐ Second fall progress report

Date submitted: 10/7/2021

Date amended (if applicable): [Click here to enter a date.](#)

Date accepted by Executive Board: [Click here to enter a date.](#)

**COMMITTEE ASSIGNMENT:** ☐ Council I ☐ Council II ☒ Council III ☐ Executive Board

**REPORT SUBMITTED BY:** Hilary Thesmar, Chair and Ellen Shumaker, Co-Chair

**COMMITTEE CHARGE(S):**

**Issue # 2020 III-015**

The Conference recommends that a Committee for the Evaluation of Intended Use Hazards during Retail Meat Grinding be created. This committee should include members from all constituencies in the CFP, including USDA personnel as a consultant.

1. Evaluate prior developed 'CFP Beef Grinding Log Template Guidance Document' to consider inclusion of information for the prevention of common hazards known to be associated with grinding processes:
  - A.) "Intended Use" policy, purpose, and control measures including supply chain communication.
  - B.) Examples of common control measures, such as supplier guarantees or certificates of analysis and ongoing verification;
  - C.) Reference to FSIS guideline for minimizing STEC in Raw Beef Processing Operations (<https://www.fsis.usda.gov/guidelines/2021-0007>)
2. Consider developing educational materials (e.g., handout(s) to support grinding log assessment by regulatory authorities, industry personnel, and the public. Examples may include:
  - A.) Educational fact sheets detailing hazards represented by the non-intact handling of beef intended for whole intact use;
  - B.) Plain language explanations of "Intended Use" policy purpose.
3. Evaluating potential changes to the Food Code to address the hazards associated with establishments grinding of beef that is manufactured as "Intended for Intact Use".
4. Determining appropriate mechanisms for sharing the committee's work, and
5. Reporting progress back to the next Biennial Meeting in 2023 and the committee's findings and recommendations may be presented at the subsequent Biennial Meeting if necessary.

**COMMITTEE WORK PLAN AND TIMELINE:**

Committee chair and co-chair met to discuss plan of work, processes and scheduling.

1. First committee meeting will be held as soon as the roster is confirmed and meeting can be scheduled, likely in early November 2021.
2. Monthly meeting will be held via zoom or teams to complete committee work. For the first few months, we will hold two meetings per month to complete the first charge and then we can address charges 2 and 3 at the same time.
3. Given the technical nature of the committee, we plan to invite guests to present to the committee on specific topics.

**COMMITTEE ACTIVITIES:**

1. **Dates of committee meetings or conference calls:**

TBD

2. **Overview of committee activities:**

Planning is progressing and committee will be commencing work as soon as possible.

3. **Charges COMPLETED and the rationale for each specific recommendation:**

- a. None

4. **Status of charges still PENDING and activities yet to be completed:**

- a. All

**COMMITTEE REQUESTED ACTION FOR EXECUTIVE BOARD:**

Approval of submitted Committee roster

- ☒ **Board Action is NOT required and therefore the report can be placed on the consent calendar for Board review and acceptance.**  
☐ **Board Action is required for some provision(s) of this report and therefore a verbal report needs to be presented at the Board Meeting.**

**ATTACHMENTS:**

1. **Content Documents:**

- a. **Committee Member Roster:** ☒ See changes noted above under "requested action" ☐ No changes to previously approved roster  
"Committee Members Template" (Excel) available at: [www.foodprotect.org/work/](http://www.foodprotect.org/work/) Committee roster to be submitted as a PDF attachment to this report.
- b. **Committee Generated Content Documents (OPTIONAL):** ☒ No draft content documents submitted at this time

2. **Supporting Attachments (OPTIONAL):** ☒ Not applicable