



Consumer Health Services

EQUAL OPPORTUNITY IN EMPLOYMENT AND SERVICES

List of Requirements For State Inspected and Custom Exempt Slaughter and Processing Facilities

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Glossary

Amenable Species – This refers to any species regulated in the Federal Meat Inspection Act (FMIA) or the Poultry Products Inspection Act (PPIA), which includes, but is not exclusive, beef, pork, goat, sheep, chicken, turkey, ratites, etc. Federal inspection is required for interstate sales. State or federal inspection is required for intrastate sales.

Bison – This species is classified as “exotic” and is considered a non-amenable species. For interstate or intrastate sales, either USDA or State inspection may be utilized. This species may also fall into the wild game category with the “free roaming” herd around northwest Wyoming.

Custom – This type of operation is “exempt” from inspection with limitations. An operation may provide a service of slaughtering and/or processing for the owner of that animal or product, without the benefit of inspection. This is allowed providing it is for the exclusive use of the owner in his/her household-by-household members or nonpaying guests. All custom products must be identified as “Not For Sale”.

Federal – This type of operation slaughters and/or processes meat or poultry products under the inspectional supervision of the United States Department of Agriculture (USDA) employee. These products may be sold wholesale between any State, Territory or District of Columbia. These products may also be exported to other countries.

Food Animals – This term includes domesticated food animals such as cattle, swine, sheep, goats, rabbits, farm-raised deer, poultry (chickens, ducks, geese, turkeys, guineas, squab) and ratites. It also includes captive game animals, such as bison, whitetail deer and other animals of a normally wild type that are produced in captivity for slaughter and consumption and it includes captive game birds, which are farm-raised game birds, such as pheasants, quail, wild turkeys, waterfowl and exotic birds, which are produced in captivity for slaughter and consumption.

Interstate Meat & Poultry Sales – Amenable species must have federal inspection to be sold or shipped across state lines. Non-amenable species must have federal or state inspection to be sold or shipped across state lines. State or federal inspection is permitted with intrastate sales and shipping. As it stands, meat products may be posted on a web page to be sold, providing the product has been inspected. If a person orders a meat product from outside of Wyoming, and the product is an amenable species of the Federal Meat Inspection Act (FMIA), then the product must bear the **Federal** mark of inspection to be shipped. If the product is from a non-amenable species of the FMIA (ie: exotic species such as buffalo), then only **State** inspection is required for shipping. If the product is going to be shipped through the postal system, then the product must bear the **Federal** legend to cross the Wyoming State line. If the product is not going to cross the Wyoming State line, then **State** inspection is allowed.

Meat – Is the edible muscle and other edible parts of a food animal.

Meat Establishment – Is an establishment that is used to slaughter food animals for human consumption, or to process the meat of food animals for human consumption.

Mobile Custom Slaughter – Or mobile custom processing means custom slaughter or processing services provided at the recipient’s premises, rather than at a meat establishment.

Non-Amenable Species – This refers to any species that is not regulated in the FMIA or PPIA, but falls under a voluntary inspection program. These species may include, but is not limited to, bison, rabbits, reindeer, etc. Non-amenable species may be sold interstate commerce with State inspection, whereas, USDA inspection is required for amenable species.

Retail Exempt – (Refer to pg 28 for further detail). This type of operation is “exempt” from inspection with limitations. An operation may obtain inspected meat and poultry products for further processing. When this processing occurs, the inspection is lost. However, the product may be sold retail from the establishment to home consumers. Single ingredient meat and poultry products may also be sold to HRI (Hotels, Restaurants and Institutions) provided they meet the retail exemption requirements.

Voluntary Inspection – In Wyoming, amenable and non-amenable species are treated the same. Therefore, inspection is required for the sale of any species of animal.

Wild Game Establishments – This type of operation is “exempt” from inspection with limitations. An operation may provide the service of processing wild game animals for the owner of that animal, without the benefit of inspection. The products produced from the wild game animal is for the exclusive use in the owner’s household, members or nonpaying guests. Wild game is defined as any wild animal taken by means of hunting during a designated game season, such as deer, elk, mountain sheep, wild goat, antelope, moose or bear. This does not refer to operations that raise game animals on a farm or in confinement. Wild game products must be labeled with the name of species or identified as “Not For Sale”.

Wyoming Intrastate Sales – The sale of any product within the State of Wyoming.

Wyoming State Inspected Establishments – This type of operation slaughters and/or processes meat or poultry products under the inspectional supervision of Wyoming Department of Agriculture Consumer Health Services employee. These products may be sold retail and/or wholesale within the boundaries of Wyoming.

Application Process

Approval

1. Approval from the department needs to be granted prior to opening for business (9 CFR 304.1). State plants must meet all of the following requirements and custom plants must meet the a.-i. requirements. These requirements include:
 - a. Label Approval
 - b. Floor plan and specifications
 - c. Letters of guarantee
 - d. Apply for food establishment license
 - e. Inedible permit
 - f. BSE/SRM SOP's
 - g. Water & Sewage approval if on municipal supply
 - h. Septic Approved
 - i. Well approved and sampled
 - j. Slaughter and/or processing days
 - k. Grant of inspection
 - l. Hours of operation
 - m. SSOP Pre-requisite Plan
 - n. HACCP Plan
2. Once all of the previous requirements have been met, approval from Consumer Health Services will be granted within a minimum of two weeks.

Design of Establishment

Layout

1. Determining the layout of the building, the placement of rooms and equipment, product flow and people traffic patterns are very important factors in designing an establishment.
2. A poorly designed establishment will affect your productivity, and result in congested operations that can lead to unsanitary conditions.

Flow of Operations

1. The flow or direction in which product moves within the plant is an important factor that can have an enormous influence on sanitation and the safety of finished products.
2. All raw meat and poultry products should be considered as potentially microbiologically contaminated and handled accordingly.
3. The flow of air and people should be just the opposite, moving from the cleanest areas progressively toward less clean areas.

Separation of Raw and Ready-to-Eat Product

1. Cross contamination of ready-to-eat product by raw products may occur if the layout does not provide for separation of these products.

2. Moving product from raw to final cooked product areas will reduce the risk of contamination along the way.
3. To prevent cross contamination in the preparation of products, the following are guidelines to consider:
 - a. Exposed cooked product areas should be physically separated from other areas of the establishment.
 - b. A ventilation system should be used to direct airflow away from exposed cooked product areas.
 - c. Environmental control equipment such as fans and evaporator condensation pans should not be located above the product.
 - d. Break rooms, dry storage, and maintenance areas should be separate, but adjacent to, the exposed cooked product rooms.
 - e. Cooked product should be covered in rigid containers to protect it from contamination while in storage.
 - f. Separate coolers and/or freezers should be available to use for exposed cooked product.

Vehicular Areas Outside the Building

1. Special care should be given in the design of vehicular areas outside your building, to prevent unsanitary conditions that might contaminate product in your establishment.
2. The following should be considered:
 - a. Areas outside the building where vehicles are loaded or unloaded should be paved with concrete or a similar hard surface. Hard surface areas allow these areas to be kept clean and reduce the potential for water puddles or dust.

Construction

Materials

1. Care should be taken when selecting construction materials for the establishment.
2. The following are considerations that should be taken when selecting materials.
 - a. Production and storage areas need to be constructed with materials that are readily and thoroughly cleanable.
 - b. In order to be readily and thoroughly cleaned, building construction materials in production and storage areas must be:
 - i. Rigid and durable
 - ii. Non-toxic and non-corrosive
 - iii. Impervious to moisture
 - iv. A light, solid color such as white
 - v. Smooth or textured with an easily cleaned, open pattern
3. Consider the following guidelines for selecting construction materials:
 - a. In non-production and non-storage areas, building construction materials should be easy to thoroughly clean.

- b. Special consideration should be given before using wood as a construction material.
- c. Wood surfaces must not be exposed in areas where there is high moisture.
- d. All wood surfaces in other areas must be sealed so they are resistant to staining, easily cleanable, and non-absorbent.

Floors

1. Floors in areas where product is handled or stored should be constructed of durable, easily cleanable materials, and be impervious to moisture. Commonly used materials are concrete, quarry tile, brick, and synthetic material.
2. Floors should be installed and maintained to reduce the likelihood of cracks, depressions, or other low areas that would accumulate moisture.
3. Floors where operations are conducted should have a slip-resistant surface. Good results are obtained by using brick or concrete floors with abrasive particles embedded in the surface. Concrete floors should have a rough finish.
4. Floors should be sloped to avoid puddles or depressions within the slope where water will stand.

Coving/Curbs

1. Coving is used at the wall-floor juncture, column (post) floor juncture, and equipment support-floor juncture to provide a smooth transition for ease of cleaning and inspection.
2. Consider the following guidelines when using coving or curbs:
 - a. Coving in production and storage areas should include the following criteria:
 - i. All seams should be tight-fitting and sealed to eliminate all cracks and crevices, which may shelter insects, vermin and microorganisms.
 - ii. The coving should eliminate any sharp angles that allow the accumulation of materials.
 - b. Curbs should be provided to protect walls and wall finishes.
 - c. Curbs should be high enough to protect the walls from pallets, trucks, or containers used in the establishment.
 - d. Coving should be provided at the base of the curb.

Interior Walls Including Posts and Partitions

1. To prevent product from becoming contaminated by contact with interior walls, care needs to be taken in selection of materials for the finished surface of walls.
2. Consider the following guidelines when selecting a finish:

- a. Interior walls in areas where product is stored or handled should be finished with materials that can be thoroughly cleaned and is impervious to moisture.
- b. Examples are glazed brick, glazed tile, smooth concrete, and fiberglass reinforced plastic.
- c. Walls should have a smooth texture, not one that is rough or uneven.
- d. Fasteners for wall-covering material should be solid, smooth headed, and not have recesses, which allow the collection of foreign materials.

Ceilings

1. Ceilings in areas where product is stored or handled should be constructed to prevent the collection of dirt or dust that might sift through from the areas above or fall from overhead collecting surfaces onto equipment or exposed products.
2. It is recommended that ceilings and overhead structures be maintained free of sealing paint or plaster, dust, condensate, leaks, and other materials or defects.
3. Ceilings in areas where product is stored or handled should be constructed and finished with materials that can be thoroughly cleaned and are moisture resistant.
4. Examples of such materials are smooth concrete and fiberglass reinforced plastic.

Doorways and Types of Doors

1. Doors are barriers that allow the movement of product and people, but also present a barrier to contamination such as dirt, insects, and other vermin as well as the microbiological hazards that they carry.
2. The door type, construction materials and room in which the door is located are all important considerations when doors are installed in the establishment.
3. Doors are important in maintaining sanitary conditions especially in production and storage areas.
4. Consider the following guidelines for the most effective doors:
 - a. They are impervious to moisture.
 - b. They are high and wide enough to allow the movement of exposed product through the doorways without it coming into contact with the door or jamb.
 - c. They are rigid and durable, and the junctions at jambs, walls, and floors are sealed to eliminate all cracks and crevices for debris, insects, and dirt to collect.
5. In selecting a type of door for your establishment, you need to consider the location of the door and whether or not product will be traveling through it.
6. Exterior doors used as exits need not be self-closing if they are:

- a. Solid and tight-fitting;
- b. Designated by the appropriate fire protection authority for use only when an emergency exists; and
- c. Restricted so they are not used for entrance or exit from the building for purposes other than designated emergency exit use.

Ventilation

1. There should be enough ventilation for all areas of the establishment including workrooms, processing, smokehouse, packaging, and welfare rooms to ensure sanitary conditions.
2. A good ventilation system is important to the production of wholesome meat and poultry products.
3. Without controlling the quality of the air coming into the establishment, products may become contaminated with dust, insects, odors, or condensation.
4. The following should be considered when designing your ventilation system:
 - a. The ventilation system should be designed so that turbulence is avoided. The longer the distance the air has to flow, the greater the resistance the air encounters not only from static air, but also from solid objects such as walls, equipment, people, and product.
 - b. Heating, ventilating, and air conditioning systems shall be designed and installed so that make-up air intake and exhaust vents do not cause contamination of food, food-contact surfaces, equipment, or utensils.
 - c. Exhaust ventilation hood systems, which include hoods, fans, guards, and ducts, in food preparation and warewashing areas shall be designed to prevent grease or condensation from draining or dripping onto food, equipment, utensils, linens, and single-service and single-use articles.
 - d. To keep rooms free of excessive heat, steam, condensation, vapors, obnoxious odors, smoke, and fumes, mechanical ventilation should be used to bring in fresh air to areas where natural ventilation is inadequate.
 - e. A good ventilation system should direct air flow away from exposed cooked product areas.
 - f. Filters or other grease extracting equipment shall be designed to be readily removable for cleaning and replacement if not designed to be cleaned in place.

Plumbing

Water System

1. If a private well is used to supply water to the facility, the information on the well and sample results (the state engineers office should have the information) shall remain on file.
2. If the facility is on a public water system, then a letter of verification from the city is needed.
3. The facility must meet the requirements of the Wyoming Food Safety Rule Chapter 8 and 9 CFR 416.
 - a. Water must be distributed throughout the plant under adequate pressure and in quantities sufficient for all operating needs.
 - b. Vacuum breakers (or a device in a water supply line, which opens when there is loss of pressure allowing air to enter to prevent back-siphonage or back flow) of an acceptable type shall be installed on all water or steam lines connected to various pieces of equipment throughout the plant.
 - c. Municipal systems are sampled once per year and private systems are sampled twice per year by CHS staff.

Water Supply

1. Potable water shall be obtained from an approved source that is a public water system or a nonpublic water system that is constructed, maintained, and operated according to law (Wyoming Food Rule Chapter 8 Section 1-10).
2. Approved water systems shall be received from the source through the use of an approved public water main or one or more of the following that shall be constructed, maintained, and operated according to law:
 - a. Nonpublic water main, water pumps, pipes, hoses, connections, and other appurtenances.
 - b. Water transport vehicles.
 - c. Water containers.
3. A drinking water system that has had a seasonal shutdown or an extended period of disuse shall be flushed and disinfected before being placed in service after construction, repair, or modification and after an emergency situation, such as a flood, that may introduce contaminants to the system.
4. Water from a public water system shall meet 40 CFR 141 National Primary Drinking Water Regulations and water from a nonpublic water system shall meet the standards set by the Wyoming Food Rule.
5. Water from a nonpublic water system shall be sampled and tested at least semi-annually.
6. The most recent sample report for the nonpublic water system shall be retained on file in the establishment or processing plant.
7. Water under pressure shall be provided to all fixtures, equipment, and nonfood equipment that are required to use water except that water in

response to a temporary interruption of a water supply need not be under pressure.

8. Cross-connections are PROHIBITED and they may appear in many forms and in unsuspected places. Reversal of pressure and flow in the water system may be unpredictable. Plumbing cross-connections between a potable and non-potable water supply may constitute a serious public health hazard.
9. Once a cross-connection exists, any situation that causes a pressure differential with the potable line having the lower pressure can result in contamination of the entire water distribution system and potable water supply.
10. Some areas that you should consider providing some form of protection from backflow and back siphonage include the following:
 - a. Water supply to pens for wash down or livestock watering.
 - b. Water supply to compressor cooling systems, cooling towers, and boiler rooms.
 - c. Water supply to cleanup systems, clean in place systems, etc.
 - d. Water supply to hose connections.
11. Various mechanical anti-backflow devices are available to prevent backflow into a potable water supply system.
12. There are six basic types of approved devices that can be used to correct cross-connections, and they are:
 - a. Air gap
 - b. Barometric loops
 - c. Vacuum breakers-both atmospheric and pressure type
 - d. Double check valves with intermediate atmosphere vent
 - e. Double check valve assemblies
 - f. Reduced pressure principal backflow preventers
 - g. Specific requirements concerning backflow can be found in local building and board of health codes.

Hose Connections and Hoses

1. There should be enough conveniently located hose connections with steam and water mixing valves or hot water connections provided throughout the establishment for cleaning purposes.
2. Hose connections are important in promoting routine cleaning of the establishment.
3. Consider the following guidelines when determining how many hose connections, location of hose connections, and storage of hoses:
 - a. The number of hose connections depends on the number of drains.
 - b. If a shut-off nozzle is provided on the hose after the hot and cold water-mixing valve, the vacuum breaker at the hose connection to the mixing valve will not work.
 - c. Vacuum breakers should be installed on the hot and cold water supplies prior to the mixing valve to prevent such problems.

- d. Hose connections should be provided with vacuum breakers to prevent back siphonage.

Floor Drains

1. All parts of floors where operations are conducted should be well drained.
2. There are two basic types of drains, point drains and trench drains.
 - a. Point drains (most commonly used) are located in strategic points in the room with the floor sloped toward the drain. The wastewater flows over the surface of the floor until it reaches the drain.
 - b. Trench drains involve a trough or trench that collects the waste from a larger area and directs the flow to a drain opening. The flooring is sloped toward the trench.
3. The location of floor drains depends upon many factors such as the type of task conducted in the space, the geometric shape of the area drained and equipment locations.
4. Floor drains should not be located under equipment because it makes them inaccessible to cleaning
5. Each floor drain should be equipped with a deep seal trap and vented properly to the outside.
6. All drainage lines must comply with local code requirements. They should be installed and maintained to be leak proof.
7. Secure drain covers, in addition to keeping out pests, also serve to prevent blockage of the traps and drainage lines with product scraps or other material too large to flow freely.
8. Cleanouts should be installed in the drainage system to prevent sewer blockages.
9. The following guidelines should be considered when installing cleanouts:
 - a. Cleanouts should be located so they are readily accessible, and can be used without constituting a threat of contamination to edible products.
 - b. To help avoid water puddling, cleanouts should be located on the “high lines” of floor slopes and away from traffic patterns.

Slaughter and Processing Establishment Requirements

Hazard Analysis Critical Control Point (HACCP) plan

1. For each process and/or product produced in the plant a HACCP plan needs to be in place before opening. Refer to the Wyoming Food Safety Rule Chapter 10, 9 CFR 416.11-17 and 9 CFR 417. This includes:
 - a. Sanitation Standard Operating Procedures (SSOP's)
 - b. Standard Operating Procedures (SOP's)

- c. Good Manufacturing Practices (GMP's)
 - d. Record logs
 - e. Record charts
2. HACCP Training is required for anyone that is developing and implementing their HACCP plan (9 CFR 417.7).

Floor Plans

1. The floor plans must be drawn to scale/dimension and include blueprints and specifications (9 CFR 416.1 – 416.6)
 - a. They must show equipment location including
 - i. Truck-ways and any overhead railing
 - ii. Material used on the floors, walls and ceilings
 - iii. Slope of floors to floor drains
 - iv. Plumbing detail including back flow prevention devices and cleanup hose connection shall be provided.

Equipment

1. Equipment and materials should comply with the Wyoming Food Safety Rule for direct food contact.
2. Equipment and utensils used for handling and preparing edible product or ingredients in any official establishment should be easily cleanable so that it will not be a source of contamination.
3. The following guidelines should be considered when selecting equipment:
 - a. All direct product contact surfaces should be smooth and maintained free of pits, cracks, crevices, scale and rust, they should be corrosion and abrasion resistant, non-absorbent, shatterproof, nontoxic, and not capable of migrating into food products.
 - b. Equipment should not be painted on areas in or above the direct product contact area.
 - c. Construction materials that are sources of contamination and are prohibited include cadmium, antimony or lead as plating or the plated base material. Lead exceeding five percent in an alloy, enamelware or porcelain used for handling and processing product is prohibited.
 - d. Equipment should be designed and installed in such a way that foreign materials, such as lubricants, heat exchanger media, condensate, cleaning solutions, sanitizers and other nonfood materials, do not contaminate food products.
 - e. Equipment is self-draining or designed to be evacuated of water.
 - f. Clean-in-place equipment should have sanitation procedures that are as complete and effective as those for cleaning and sanitizing disassembled equipment.

Slaughter

1. Any commercial equipment that is intended for use in an inspected facility shall meet the requirements of the Wyoming Food Safety Rule, Chapter 4 and Chapter 6, 9 CFR 317.20-21 and 9 CFR 416.1 – 416.6.
 - a. All equipment must be smooth and easily cleanable as well as maintained in good working order.
 - b. An approved head wash and head inspection rack will be made available for inspection purposes (9 CFR 307.2c-d).
 - c. An approved hand-washing sink equipped with hot and cold running water and stocked with soap and paper towels shall be available (9 CFR 307.2m3). More information in the Sink section.
 - d. An approved knife sterilizer, which is large enough to sterilize the entire food contact surface of the largest knife or saw being used, shall be available (9 CFR 307.2f).
 - e. Other equipment
 - i. Cradle
 - ii. Splitting saws
 - iii. Hoist and chains
 - iv. Rail height
 1. Top of rails must be 11 feet from the floor for beef halves
 2. Hoists must be 16 feet from the floor
 3. Rails must be at least 2 feet from the walls
 - v. Viscera cart with examination table
 - vi. Elevated stands with handrails

Processing

1. Any commercial equipment that is intended for use in an inspected facility shall meet the requirements of the Wyoming Food Safety Rule, Chapter 4 and Chapter 6, 9 CFR 317.20-21 and CFR 416.1 – 416.6.
 - a. All equipment must be smooth and easily cleanable as well as maintained in good working order.
 - b. A certified scale must be used for all products sold by weight (9 CFR 317.20). Contact the Wyoming Department of Agriculture, Technical Services Division for details and a license.
 - c. An approved hand-washing sink equipped with hot and cold running water and stocked with soap and paper towels shall be available and conveniently located (9 CFR 307.2m3). More information in the Sink section.
 - d. An approved knife-sanitizer, which is large enough to sanitize the entire food contact surface of the largest knife or saw being used, shall be available (9 CFR 307.2f).
 - e. Rail height

- i. Top of rails must be 11 feet from the floor for beef halves
- ii. Rails must be at least 2 feet from the walls

Coolers and Freezers

1. The facility must meet the requirements found in the Wyoming Food Safety Rule, Chapter 9.
 - a. The floors, walls, and ceiling within the coolers/freezers shall be made of a smooth easily cleanable surface.
 - b. They shall be constructed to accommodate the needs of the facility while maintaining sanitary conditions.
2. Coolers and freezers shall be large enough to meet the needs of the operation.
3. Coolers shall have an adequate number of floor drains.
4. Product should be stored in a manner that will eliminate conditions that may lead to contamination of product.
5. The following guidelines will help in preventing contamination:
 - a. Coolers and freezers, including doors, should be constructed of materials that can readily and thoroughly cleaned, durable, rigid, impervious to moisture, non-toxic, and non-corrosive.
 - b. Freezer doors should be constructed and installed to seal tightly to prevent accumulation of frost.
 - c. Coolers and freezers should be equipped with floor racks, pallets or other means to ensure protection of product from contamination on the floor.

Restrooms

1. The facility must meet the requirements of the Wyoming Food Safety Rule Chapter 8 section 47-61.
 - a. At least one toilet and not fewer than the toilets required by the Uniform Plumbing Code, as amended, shall be provided.
 - b. They shall be completely enclosed and provided with a tight fitting, self-closing door.

Sinks

1. The facility must meet the requirements in the Wyoming Food Safety Rule Chapter 8 and 9 section 15.
 - a. All prep and clean up sinks must be plumbed with an indirect drain.
 - b. A three-compartment sink with drain boards, utensil racks, or tables on each end shall be provided for utensil/equipment cleaning and sanitizing.
 - c. A separate sink is required for any food preparation.
 - d. Hand washing sinks shall be installed to allow convenient use by employees in food preparation, food dispensing and ware washing areas and in bathrooms.

- e. Hand sinks in establishments shall be provided with hot and cold water tempered by means of a mixing valve or combination faucet, have soap, and single use towels and must be foot or knee operated.
- f. A utility or service sink must be installed in facilities not equipped with adequate floor drains.

Sewage Disposal

1. Use of a septic system requires a letter of approval from the Department of Environmental Quality or local authority that the system will handle the intended use.
2. There needs to be efficient drainage and plumbing systems that are appropriately sized, installed and maintained for the prompt removal of liquid and suspended solid wastes from the processing environment.
3. Drainage lines should be located so that if leakage occurs, it will not affect product or equipment.
4. If connected to a city sanitary sewer system, a letter from the city stating disposal of this kind of waste is approved.
5. The facility must meet the requirements of the Wyoming Food Safety Rule Chapter 8 and 9 CFR 416.1 – 416.6.
 - a. Soil lines from the toilet bowls or urinals may not be connected with other drainage lines in the plant and may not discharge into a grease trap.
 - b. All parts of floors where wet operations are conducted should be well drained.
 - c. One drainage inlet should be provided for each 400 square feet of floor area and the required slope is $\frac{1}{4}$ inch per foot.
 - d. Floor drains must be installed in carcass or drip coolers for easy clean up.
6. Sewage, one of the most dangerous sources of human pathogens, should never be allowed to come into contact with products, equipment, utensils or any food contact surfaces.
7. When installing an establishment sewage treatment facility, consider the following guidelines:
 - a. The system should be large enough to handle the amount of sewage that the establishment produces and accommodate future increases.
 - b. If a private septic tank, pretreatment, or treatment system is used it should be designed and operated to prevent contamination of products.

Rail Arrangement

1. To prevent contamination of carcasses, rails should be arranged to provide enough room for carcasses to move without touching equipment, walls, columns, other fixed parts of the building, and other carcasses.

2. The following guidelines should be considered when arranging rails in your establishment:
 - a. Consideration should be given to the type of rail and the rail speed when determining how rails are to be arranged.
 - b. Trim rails should be located prior to the carcass inspection station.
 - c. To prevent the carcass from becoming contaminated by debris on the floor and from splashes during cleanups, the cooler rails should provide for clearance from the lowest part of the carcass to the highest point of the floor.
 - d. A room or area for washing gambrels, hooks, and trolleys should be provided.

Lighting

1. Adequate, well-distributed artificial lighting is required in all places where natural lighting is insufficient (9 CFR 307.2m2).
 - a. The overall intensity of artificial illumination should be no less than 30 foot-candles.
 - b. In all areas where inspections are made, the intensity shall be no less than 50 foot-candles.
2. Light fixtures in all food preparation, storage, and utensil washing areas shall be shielded or utilize shatterproof type bulbs (Wyoming Food Safety Rule Chapter 9 section 16 & 17 and 9 CFR 307.2m2).
3. Lighting is critical to maintaining a sanitary environment for slaughter and processing operations. Without adequate lighting, unsanitary conditions are often difficult to see and correct.
4. When selecting and installing lighting systems, consider the following requirements:
 - a. Light fixtures in rooms where exposed meat or poultry is handled must be shielded or utilize shatterproof bulbs to preclude contamination of products with broken glass. Light fixtures should be designed to prevent the collection of dirt, product, and debris on lamp surfaces.
 - b. Lighting must be intense enough to allow both the establishment and inspection personnel to see unsanitary conditions and product contamination.

Meat Storage

1. The facility must meet the requirements found in the Wyoming Food Safety Rule Chapter 3.
 - a. Adequate refrigeration facilities are required for all meat/food products. A temperature of 41°F is required for product storage.
 - b. Plastic strip doors are NOT approved in exposed product areas.
 - c. All products must be stored to prevent cross contamination.

- d. A working thermometer must be placed in each cold storage unit.

Non-Meat Storage

1. Packaging materials and ingredients should be stored in a sanitary environment to eliminate or reduce conditions that may lead to contamination of product.
2. Adequate storage facilities are required for all non-meat storage items including spices, paper products, utensils, etc.
3. All items must be properly labeled and protected from contamination and should not be stored on the floor.
4. The following are guidelines that will help in designing a dry storage area:
 - a. Dry storage materials should be stored in a room dedicated to dry storage only.
 - b. All meat or poultry ingredients and/or packaging materials must be stored in closed containers on racks or pallets and should not be stored on the floor.

Packaging and Label Approval

1. The facility must follow all label requirements that are found in the Wyoming Food Safety Rule Chapter 7 and 9 CFR 317.
 - a. All labels with the inspection legend must have a completed and signed WDA label approval form on file.
 - b. The safe handling statement is required on all raw meat products regardless of the inspection legend.
 - c. Packaging materials, non-meat ingredients, and chemicals must have letters of guarantee on file.
 - d. A “custom, not for sale” label shall be applied to each package of custom and wild game meat.

Inedibles

1. The facility must meet the requirements of 9 CFR 314.1 – 314.11.
 - a. All condemned materials must be denatured.
 - b. A separate and distinct area with sufficient ventilation shall be provided to house all inedible products before disposal or before being picked up for rendering.
 - c. The area must be completely closed off to all edible product areas.
 - d. Inedible barrels must be properly labeled, leakproof, and maintained in a sanitary manner. They must not be used for any other purpose

Denaturant

1. Condemned carcasses, parts or other products must be destroyed in the presence of an inspector.

2. Approved methods are incineration or a commercial denaturant may be used (9 CFR 314.3).

Sampling

Slaughter Facilities

1. Based on the types of animals slaughtered in the plant the operator should consult with their inspector for more information on the required sampling procedures.
2. Facility Responsibility
 - a. *E. coli* carcass swabs (9 CFR 310.25a)
 - i. A total of 13 samples are collected each year starting in June and ending in August.

Processing Facilities

1. Based on the processes in the plant, the following is a basic list of samples collected for product analysis per 9 CFR 318.9 and Directive 10,230.2.
2. Facility Responsibility
 - a. *Listeria monocytogenes* swab (9 CFR 430 and Directives 10,240.2 and 10,240.4)
 - i. The facility will collect swabs of the food contact surface (FCS) and non-food contact surface.
 - ii. Samples will be taken on ready-to-eat product equipment according to *Listeria* compliance guidelines.

Chemicals

1. The facility must meet the requirements of the Wyoming Food Safety Rule, Chapter 7, section 17, and Chapter 9, section 27.
 - a. All chemicals must be approved.
 - b. Toxic items such as insecticides, rodenticides, caustics, cleaning items, and medicines shall be stored separately from any food or food contact utensils.
 - c. An approved chemical list shall remain on file to be reviewed annually.
 - d. If 180°F water is not available in the processing portion of the plant, approved chemical sanitizer must be used on all equipment and utensils.

Rodent and Insect Control

1. The facility must meet the requirements of the Wyoming Food Safety Rule Chapter 8 and 9 CFR 416.2a.
 - a. Effective means should be provided to exclude rodents and insects.
 - b. Only approved rodent and insects controls shall be utilized.

- c. A diagram of the facility with locations of traps or glue boards shall remain on file.
 - d. Surveys shall be conducted on a routine basis.
- 2. To prevent drainage lines from becoming entrances into the plant for pests, including rats and mice, all lines must be equipped with effective rodent screens.
- 3. If windows and doors are kept open for ventilation they must be screened to protect against the entry of insects and rodents by:
 - d. Sixteen (16) mesh to one (1) inch (16 mesh to 25.4 mm) screen.
 - e. Properly designed and installed air curtains to control flying insects.
 - f. Or other effective means.

Outside Premises

- 1. The facility must meet the requirements of the Wyoming Food Safety Rule Chapter 8 section 63-86 and 9 CFR 416.2a.
 - a. The outside premises shall be maintained free of litter and unnecessary material.
 - b. All rodent harborage including weeds and bushes shall be removed and maintained throughout the year.
 - c. The garbage area shall be properly located and maintained in a sanitary manner.

Transportation Vehicles

- 1. Delivery vehicles must be clean and maintained in a sanitary manner.
- 2. All transportation or delivery vehicles must meet temperature guidelines for the product being transported.

Employee Health

- 1. The facility shall follow the personal hygiene required according to 9 CFR 416.5, the HACCP plan, and the Wyoming Food Safety Rule.
- 2. Occupational Safety and Health Administration requirements can be obtained from the Occupational Safety and Health Administration office at 307-777-7786.

Wyoming Food Safety Rule

- 1. In addition to federal meat plant requirements, equipment and food safety need to meet the requirements of the Wyoming Food Safety Rule.
- 2. A copy of the Wyoming Food Safety Rule can be obtained from:
 - Consumer Health Services
 - 2219 Carey Ave.
 - Cheyenne, WY 82002
 - (307) 777-7211

3. It can also be viewed online at
<http://wyagric.state.wy.us/chs/contact.htm>
4. A copy of the Code of Federal Regulations, Title 9 Parts 200-end can be purchased from:
Superintendent of Documents
US Government Printing Office
Washington D.C. 20402
5. It can also be viewed online at
<http://www.fsis.usda.gov/OPPDE/rdad/publications.htm>

Slaughter Establishments

Slaughter Area

1. The slaughter area is one of the most difficult areas to keep sanitary because of the nature of slaughter operations.
2. The following guidelines should be considered when designing and constructing slaughter areas to minimize contamination of carcasses:
 - a. The slaughter area should be separated from the outside by a full height partition or wall made of impervious material.
 - b. Any doors to the outside of the slaughter area should be self-closing to minimize the risk of contamination, including contamination by vermin.
 - c. Slaughter areas should have floor space arranged to facilitate the sanitary conduct of operations and efficient inspection. For example, to prevent contamination of carcasses, sections through which products are moved from the slaughter area to rooms such as the offal cooler, should be located so that the material is not moved beneath rails from which dressed carcasses and products are suspended.

Ante-mortem Inspection Areas

1. Ante-mortem inspection areas should be designed and constructed to facilitate inspection and to prevent animals from being injured.
2. The following guidelines should be considered when designing and constructing these areas:
 - a. To avoid delays in slaughter operations, pens for ante-mortem inspection should have the capacity for holding the maximum number of animals of the various species that will be slaughtered in a single day.
 - b. To facilitate the ante-mortem inspection of animals, a separate suspect pen with a squeeze chute should be provided, where the temperature of the animals may be taken.
 - c. At least 50 percent of the livestock pen, including the area where the suspect pen and squeeze chute are located, should be under a weather tight roof to provide an area for proper ante-mortem inspection in inclement weather.

Bovine Spongiform Encephalopathy(BSE)/ Specified Risk Material (SRM)

1. Plant's BSE/SRM Standard Operating Procedure (SOP) forbids the slaughter of non-ambulatory disabled cattle based on the Federal Register and the Interim Final Rule.
2. Plant's BSE/SRM Standard Operating Procedure addresses the control of SRM of beef animals during stunning. The use of penetrative captive bolt stunning devices that deliberately inject air into the cranial cavity of cattle is prohibited.
3. Plant's BSE/SRM Standard Operating Procedures addresses the control of SRM of beef cattle by the identification and age classification of the animal through producer records OR dental examination according to FSIS Notice 5-04.
4. Cattle \geq 30 months of age will follow slaughter procedures and proper carcass handling procedures according to plant's BSE/SRM Standard Operating Procedures, FSIS Notice 4-04 and 5-04, and 9 CFR 310.22.
5. Each plant that receives boxed beef from an outside source shall receive a "Letter of Guarantee" from the supplier. The letter must state that the beef is \geq 30 months or $<$ 30 months of age or state the Specified Risk Materials (SRMs) have been removed. The "Letter of Guarantee" shall be kept on file in the plant. Each supplier shall provide a "Letter of Guarantee" containing the above information.

Livestock Pens

1. In addition to preventing contamination of the slaughter area and minimizing contaminates on the hides of the animals, proper design and construction of livestock pens prevent injury to the animals. The facility must meet the requirements of 9 CFR 313.1 a, b
2. Consider the following facility guidelines when designing and constructing livestock pens:
 - a. Livestock pens should be located outside the slaughter room to prevent contamination of products from dust, odors and other contaminates.
 - b. If possible, the livestock pens should be separated from the slaughter room by full height partitions that are high and sturdy enough to prevent livestock from escaping.
 - c. Gates, fences, and chutes should have smooth surfaces that are easily cleaned.
 - d. Construction of livestock pens, unloading chutes, alleyways and ramps shall be paved (9 CFR 307.2a) and made so that they are easily maintained and kept in good repair.
 - e. Pens shall be free of sharp or protruding objects, which could cause injury or pain to the animals and they must provide good footing for livestock. Waffled floor surfaces and cleated ramps are effective construction designs.
 - f. Hose connections should be provided for cleanups.

- g. Floors of the pens, ramps, unloading chutes, and runways should be sloped for drainage and cleaning.
- h. To help prevent livestock from slipping and falling on floors covered with excess water, thereby further contaminating their hides, water troughs should be provided with overflows located above or adjacent to pen floor drains.
- i. Driving of livestock shall be done with a minimum of excitement and discomfort to the animal. Livestock shall not be forced to move faster than a normal walking speed and prods and slappers shall be used as little as possible.
- j. The pens should be large enough so that the animal can lie down and they shall have access to water at all times and if they are kept longer than 24 hours, they shall have access to feed (9 CFR 313.2).
- k. All animals presented for slaughter in an official establishment shall undergo an ante-mortem inspection where the animal is examined and inspected the day of slaughter (9 CFR 309.1 and 9 CFR 309.18).

Stunning Area

- 1. Stunning areas, chutes and alleys, should be designed to prevent congestion, injury to animals, and minimize contamination of hides, which can lead to contamination of the carcasses.
- 2. The facility must meet the requirements and details that are listed in 9 CFR 313.15-16 and 9 CFR 313.10.
 - a. Approved methods of stunning include:
 - i. Mechanical
 - 1. Captive bolt
 - 2. Gunshot
 - ii. Electric Current
- 3. The following guidelines should be considered when designing these facilities:
 - a. The stunning area shall be designed and constructed to limit the free movement of animals sufficiently to allow the operator to locate the stunning blow with a high degree of accuracy.
 - b. The stunning area shall also be designed to comfortably accommodate the kinds of animals to be stunned and must be free from pain producing features (9 CFR 313.1 and 9 CFR 313.15biii) such as restraining devices, sharp projections such as loose boards, exposed bolt ends, splintered or broken planking, protruding metal, and exposed wheels or gears.
 - c. All pathways, chutes and alleys leading to stunning areas and the stunning area, should be free of unnecessary holes and openings where the animal's feet or legs may be injured.
 - d. Overhead gates should be covered at the bottom edge to prevent injury to the animals.

- e. Flooring should be constructed of roughened or cleated cement to reduce falls.
- f. Stunning area should be provided for confining animals for stunning before bleeding.
- g. If ritualistic slaughter operations are conducted in the stunning area, shackles to confine the animals also should be provided.
- h. When captive bolt stunners are used, the stunning areas should be designed and constructed to limit the free movements of animals so that the operator can locate the stunning blow with a high degree of accuracy.

Dry Landing Area

- 1. A dry landing area large enough to accommodate stunned animals removed from the stunning pen should be provided adjacent to the stunning pen.
- 2. The following guidelines should be considered in designing and constructing this area:
 - a. The area should allow enough room for the livestock.
 - b. The dry landing area should be located and drained separately from the bleeding area.

Bleeding Area

- 1. To contain blood and prevent it from contaminating carcasses, a curbed bleeding area should be provided.
- 2. The following guidelines should be considered in designing and constructing this area:
 - a. The bleeding area should be located so that the blood will not be splashed on stunned animals lying in the dry landing area or on carcasses being skinned on the cradle beds, if they are used.
 - b. The curb around the bleeding area should be located far enough from the dressing bed or cradle to allow room for the carcasses to be maneuvered into the bed or cradle.

Facilities for Head Removal

- 1. To avoid contamination of the carcasses from rumen contents, facilities for head removal need to be carefully designed.
- 2. Head wash station should be provided for flushing and washing of heads.
- 3. A head inspection rack should be provided for inspection of heads.

Scalding

- 1. If a scalding tank is used to remove hair and other contaminants the following guidelines should be considered when installing a scalding tank:
 - a. A mechanical exhaust fan above the scalding tank will disperse steam

Shaving, Singeing, and Carcass Washing

1. Singeing is done to remove hair.
2. If a polisher is used, water sprays to clean the carcass of hair should be provided.
3. To remove hair from the hide that was missed by the scalding and dehairing process, a carcass washer should be located at a point after completion of shaving operations and before the head dropper's station.

Viscera Trucks

1. In establishments with a limited rate of slaughter, viscera are usually placed in a specially designed hand truck for inspection.
2. The following guidelines should be considered for use of viscera trucks:
 - a. For ease of cleaning, viscera trucks should be constructed of stainless or galvanized steel
 - b. Viscera trucks should have an inspection pan and lower viscera compartment.
 - c. When viscera trucks are used, a separately drained area should be available for washing and sterilizing such equipment.
 - d. To prevent contamination of products, the washing facilities should be located at or near the point where inedible products are discharged from the trucks.
 - e. When placed where splash might contaminate edible products, the truck washing area should have walls high enough to contain any splash.

Viscera Separation and Edible Byproduct Refrigeration

1. Because edible organs and parts (offal) originate at temperatures conducive to bacterial growth, care must be taken in providing facilities for separation of viscera and for refrigeration of edible byproducts to prevent them from becoming contaminated.
2. The following guidelines should be considered for holding edible byproducts:
 - a. To prevent cross contamination, a separate cooler or separately drained part of a carcass cooler should be provided for holding edible organs and parts (offal) under refrigeration.
 - b. To convey the edible byproducts to a cooler, a truck with removable metal drip pans should be provided.
 - c. To prevent cross contamination, establishment and inspection personnel from the slaughter department should be able to access the edible byproduct cooler without passing through a line of carcasses or through a congested carcass cooler.

Foot Platforms

1. Foot platforms installed for establishment employees performing various carcass-dressing operations need to be carefully designed and installed to prevent contamination of carcasses.
2. The following guidelines should be considered:
 - a. If elevated foot platforms are used, they should be located so they do not touch skinned portions of the carcass
 - b. If stationary platforms are used, they should be set far enough away from the dressing rail to prevent contact with the forelegs of cattle.
 - c. To provide space for operations and to prevent cross contamination by carcasses, rail stops on gravity flow rails should be spaced far enough apart to prevent contact between carcasses.

Carcass Washing

1. Special facilities for washing inspected carcasses are needed to remove bone dust and other contamination from the carcass.
2. The following guidelines should be considered when designing and constructing this area:
 - a. A separately drained area or an area that is sloped to a floor drain should be provided where inspected carcasses are washed.
 - b. If the carcasses are washed manually by establishment personnel, a platform should be provided to allow establishment personnel to be able to reach all parts of the carcass.

Marking and Branding

1. The facility must meet the requirements of the Wyoming Food Safety Rule Chapter 4 section 4 & 5 and 9 CFR 312 and 316.16.
 - a. Only approved, food grade ink is to be used on carcasses.
 - b. A stamp bearing, "Custom, not for sale," is to be used on all non-inspected domestic carcasses.

Retain Room/Compartment

1. A retain room or compartment, or receptacle may be required by inspection.
2. Depending on the needs of inspection, consider the following guidelines for designing and constructing this room:
 - a. The retain room or compartment must be equipped for locking or sealing.
 - b. The room or compartment needs to be marked conspicuously "US Retained".
 - c. If the retain compartment is located in the cooler, the compartment should be separated from the remainder of the

cooler to prevent cross-contamination of inspected and passed carcasses.

- d. The separation can be accomplished by creating a compartment constructed of partitions of corrosion resistant wire screen or flat expanded metal.

Office

1. State inspected plants should discuss with Consumer Health Service personnel the availability of space for the inspector and plant files.

Retail and Custom Meat Exemptions

Approval

1. All establishments that are retail exempt or custom processing shall follow and abide by Wyoming Food Safety Rule.
2. They shall follow the Rule on
 - a. Construction
 - b. Sanitation
 - c. Labeling
 - d. Humane Treatment of Animals
 - e. Food Handling
 - f. Personal Hygiene

Buffalo and Game Meat (Non-amenable Species):

1. The incoming product must possess the mark of inspection from an inspected meat processing/slaughter plant. Plants operating under federal inspection, Wyoming inspection, or another state's inspection program are acceptable.
2. There are no dollar limitations on the amount of buffalo and game meat that can be sold under retail exemption.
3. All other rules for retail exemption (listed above) also apply to non-amenable species.

Custom-exempt Slaughter and Processing

1. Slaughtering and processing services are provided for the animal's owner and the meat is for the owner's personal use only.
2. All sales transactions must be on a live-animal basis and must take place between the buyer and the seller prior to slaughter. The custom meat plant operator and the animal's owner cannot be involved in the sale of retail cuts, primals, or carcasses from animals slaughtered under custom exemption.
3. All carcasses, quarters, primals, and packaged products from the animals slaughtered under custom exemption must be labeled "not for

sale”. Packaged meat must also display the custom processor’s business name and address or town.

4. Slaughtering must take place in a licensed meat plant or on the animal owner’s premises.
5. State-inspected slaughter plants may operate under custom exemption.
6. Custom-exempt processing plants may sell meat received from a federal plant or state inspected plant under retail exemption.
6. Plant’s BSE/SRM Standard Operating Procedure (SOP) forbids the slaughter of non-ambulatory disabled cattle based on the Federal Register and the Interim Final Rule.
7. Plant’s BSE/SRM Standard Operating Procedure addresses the control of SRM of beef animals during stunning. The use of penetrative captive bolt stunning devices that deliberately inject air into the cranial cavity of cattle is prohibited.
8. Plant’s BSE/SRM Standard Operating Procedures addresses the control of SRM of beef cattle by the identification and age classification of the animal through producer records OR dental examination according to FSIS Notice 5-04.
9. Cattle \geq 30 months of age will follow slaughter procedures and proper carcass handling procedures according to plant’s BSE/SRM Standard Operating Procedures, FSIS Notice 4-04 and 5-04, and the Code of Federal Regulations 310.22.

Labeling Requirements:

1. Product name
2. Net weight. Unit cost (price/lb) if it is a random weight package
3. Safe Handling Statement (raw product)
4. Ingredients on label or placard if product is pre-packaged
5. Business name/address
6. “Imported From (country of origin)” if the meat came from another country. Ground meat products are exempt from this rule.

Note: retail-exempt labels on single or multi-ingredient pre-packaged products do not require formal label approval and should be reviewed and approved in-house by the plant’s Consumer Health Specialist. The Wyoming Food Safety Rule, Chapter 4, should be referred to for complete labeling requirements of meat products.

Selling meat under retail exemption:

1. The incoming product must come from a federal or Wyoming-inspected meat plant and is delivered to the retailer in packages, boxes, or carcasses with an inspection legend.
2. The finished product is sold to the final household consumer (single & multi-ingredient products). Mailing/shipping and sales to distributors or other retailers are not allowed.
3. The single-ingredient product is sold wholesale (HRI only) AND:

- a. HRI meat sales (beef, pork and lamb) do not exceed 25% of total retail meat annual sales or \$54,500 (this amount changes annually).
 - b. HRI poultry sales do not exceed 25% of total annual retail poultry sales or \$45,800 (this amount changes annually).
 - c. HRI products must be properly labeled on the box and also each package
4. “Pass-through” HRI sales of any federally or state-inspected meat product in unopened boxes or packages with the mark of inspection are allowed. Dollar limitations do not apply to these products.
 5. If the retailer is also a Wyoming state-inspected meat processing plant, all products made in this plant AND sold under retail exemption must NOT bear the Wyoming inspection legend.
 6. If the retailer is also a Wyoming state-inspected slaughter plant, meat from inspected carcasses may be sold under retail exemption.

Out of State Products

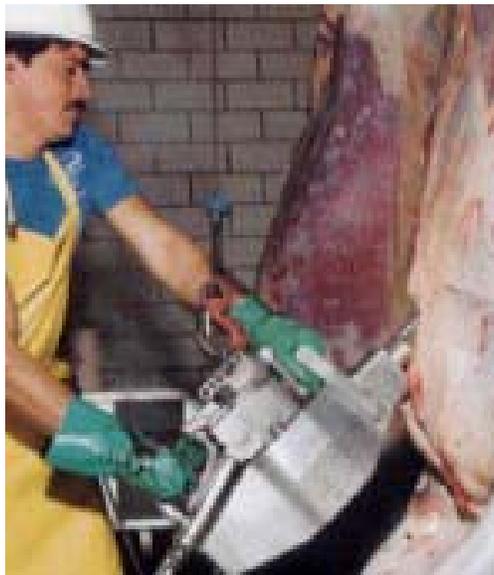
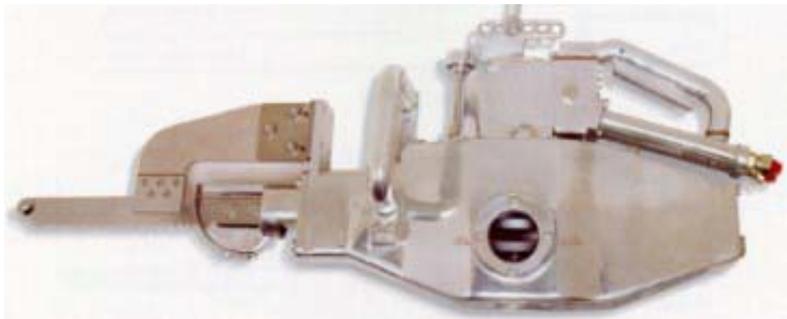
1. If a person orders a meat product from outside of Wyoming, and the product is an amenable species of the Federal Meat Inspection Act (FMIA), then the product must bear the **Federal** mark of inspection to be shipped. If the product is from a non-amenable species of the FMIA (ie: exotic species such as buffalo), then only **State** inspection is required for shipping.
2. If the product is going to be shipped through the postal system, then the product must bear the **Federal** legend to cross the Wyoming State line.
3. If the product is not going to cross the Wyoming State line, then **State** inspection is allowed.

Equipment Pictures

1. Blood Trap

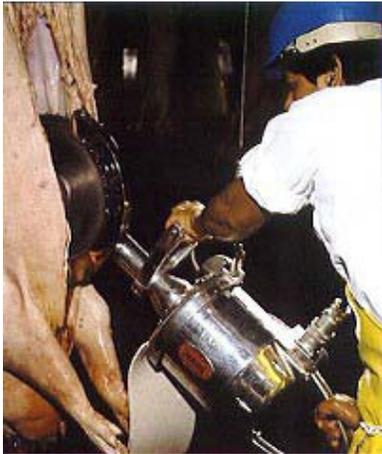


2. Brisket Saw



3. Carcass Splitting Saw

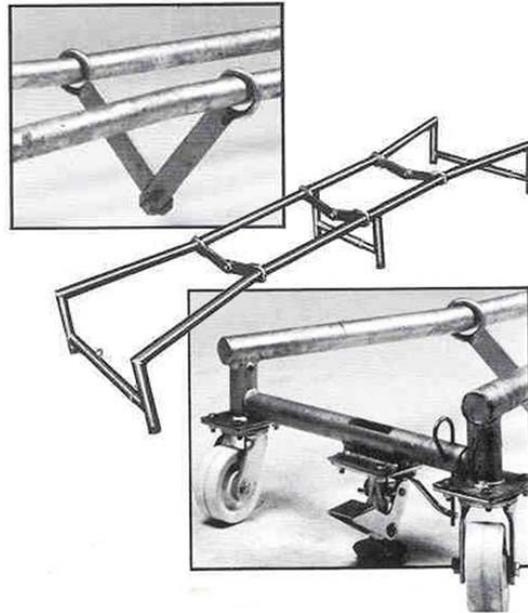
a. Pork Splitting Saw



b. Beef Splitting Saw



4. Cradle



5. Dehider



6. Gambrel Table



7. Hand Washing Sink (Foot Operated)



8. Head Inspection Truck



9. Head Washing Station



10. Hide Puller



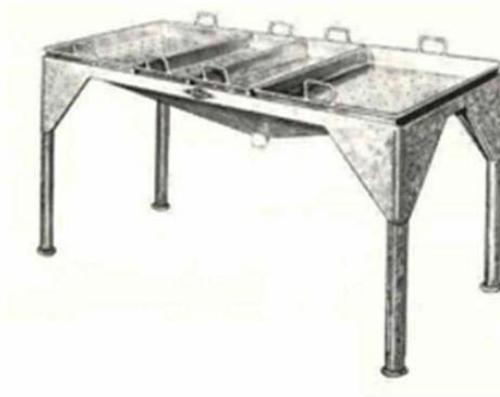
11. Hind Leg Transfer Station



12. Hoist and Chains



13. Inspection Tables



14. Offal Cart



15. Platforms

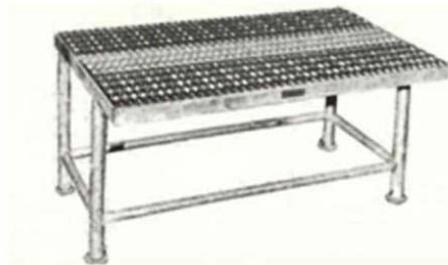
a. Elevated Platform



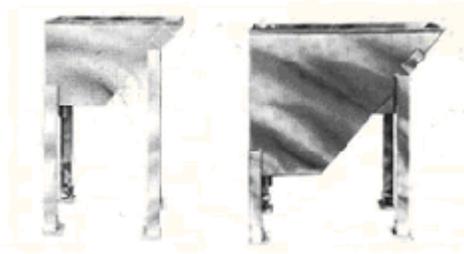
b. Platform with Handrail



c. Low Platform



16. Saw Sterilizer



17. Three Compartment Sink (Indirect Drain)



18. Variety Meat Chilling Rack

