

Pre-Licensing Worksheet for Acidified Foods in Hermetically Sealed Containers

A. Processor Data:

Processor Name:	
License Number (if licensed):	
Physical Address:	Mailing Address:
Home Phone:	Business Phone:
Email Address:	

B. Product Data:

Common Name of Product:		
Ingredient (in decreasing order or predominance)	Amount in Recipe	pH
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Describe the process:

Where is this recipe derived from? (Give source and publication date, as appropriate.) Has the recipe been reviewed by a processing authority? **A letter from a Process Authority must be on file unless the recipe meets all of the following criteria:**

1. It is from 1994 or later; and
2. It is a research tested recipe (examples: Ball Co., USDA, University, ect) and;
3. It is used exactly as written with no modifications

How will you monitor pH?

Will the product be labeled "Keep Refrigerated at 41°F or less?" Yes ____ No ____ (if yes, skip to section E)

C. Supporting Documentation

Attach Supporting Data for Water Activity (a_w) if it was determined to be a critical factor and Equilibrium pH for more than one batch of product, produced on different production dates. The data must come from a commercial laboratory.

Is the food: (check one)

- Acid Food (has a natural pH of 4.6 or below)
- Acidified Food (Low-acid foods to which acid or acid food are added and which have $a_w > 0.85$ and a finished equilibrium pH of 4.6 or below.)
- Low Acid Food (has a finished equilibrium pH > 4.6 and $a_w > 0.85$.)

**** Acidified and Low Acid Food Processors are required to file the process with FDA.**

D. Training:

Have you, or are you scheduled to attend either of the following courses of study?

- **Better Process Control School** date attended: _____

- **Wisconsin Acidified Canned Foods Training** date attended: _____

- **Other Approved Training (describe):** date attended: _____

E. Labeling

- Label Proof for principal display panel attached
- Nutritional Facts Information proof attached (or small business exemption)?

F. Type of Container and Closure:

G. Records/ HACCP Plan

- Acidified Foods: The Finished equilibrium pH is to be tested and recorded using the potentiometric method (or a pH meter) unless the pH is < 4.0
- Maintain production/ process records by lot (for at least 1 year)
- HACCP plan on file?
- HACCP Plan for scheduled process deviations

H. Lot or Batch Code:

Explain and give an example of how you will identify each lot of product:

I: Where will the product be sold?

Will it be sold out of state?

This form must be submitted with the Food Processing Plant license application. Operator must retain a copy on file in their establishment.