



STATE OF MICHIGAN  
DEPARTMENT OF AGRICULTURE  
LANSING

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GOVERNOR

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**DATE:** June 14, 2005

**TO:** All Local Health Departments (LHD's)  
Attn: Health Officer/Director of Environmental Health/Chief Sanitarian  
Michigan Department of Agriculture (MDA)  
Attn: Food and Dairy Division Managers

**FROM:** Kevin Besey, Supervisor  
Food Service Sanitation Section  
Food and Dairy Division

A handwritten signature in black ink, appearing to read "K. Besey".

**SUBJECT:** Processing / Packaging in Food Service Establishments

With the implementation of the Michigan Food Law of 2000 and the 1999 FDA Food Code, local health departments (LHD's) became responsible for inspecting processing / packaging operations conducted within food service establishments. Since MDA regional staff routinely work with processors, LHD's have historically been directed to contact regional staff with processing related questions.

To better assist LHD staff in evaluating processing / packaging operations, some MDA Food Service Sanitation Section Consultants have received processing training and a processing guidance manual has been developed.

Effective immediately, local health departments should discontinue contacting MDA regional staff regarding processing / packaging operations in food service establishments, and instead use the following process:

1. Review the enclosed processing guidance document.
2. Contact MDA Food Service Sanitation Section Consultants Becky Ouellette or Barb Coy for additional information and assistance, as needed. MDA consultants will involve other MDA staff, when appropriate.

The guidance document is designed to be used by both regulators and industry. The guide contains general information and specific sheets that cover the most common foods processed. The guide is mainly intended to assist in evaluating proposed processing operations, and not act as an inspectional guide for existing operations. Feel free to distribute as needed.