

OKLAHOMA DEPARTMENT OF AGRICULTURE,  
FOOD, AND FORESTRY  
MEAT AND POULTRY INSPECTION SERVICE  
OKLAHOMA CITY, OK

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<h1 style="margin:0">MPI NOTICE</h1>	100	2/16/11
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**REVISION OF MPI NOTICE SYSTEM**

**I. PURPOSE**

To advise Meat and Poultry Inspection (MPI) Program personnel that the current MPI Notice system will be revised to make the system more user friendly. The intent of this change is to make the system one that will be more logical and will eliminate confusion for field personnel.

**II. BACKGROUND**

The numbering system for MPI Notices to this point has been based on a sequential system by calendar year. The numbers of the notices had no logical association with the subject of the notice. In addition when a notice was updated or revised the number of the new notice had no correlation to the original notice. The new system will be based on a method where all notices that begin with the same number will pertain to certain processes or procedures that are related. When the policy is revised the number will remain the same with a revision or amendment number added to the original policy number. All current MPI Notices will be renumbered and revised or updated as necessary.

**III. NUMBERING SYSTEM**

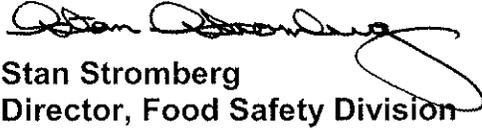
The numbering system that will be used in the new system will be as follows:

- 100 series – Administration
- 200 series – Compliance
- 300 series – Custom Exempt
- 400 series – HACCP/SSOP
- 500 series – Humane Handling
- 600 series – Laboratory
- 700 series – Processing
- 800 series – Recalls
- 900 series – Reviews
- 1000 series – Slaughter

In addition FSD (Food Safety Division) Notices will be issued that apply to all Food Safety Division Employees. All MPI Program personnel are to continue to use the current MPI Notices until the revised notices are renumbered and released. There will

be an index of MPI Notices and FSD Notices issued each Quarter that will list all the active Notices.

Please refer all questions through normal supervisory channels.



**Stan Stromberg**  
**Director, Food Safety Division**

**DISTRIBUTION:**  
**All MPI Personnel**

**SUBJECT CATEGORY:**  
**Administration**