

**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>	<p>602 Rev. 1</p>	
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## **COLLECTION AND PREPARATION OF MICROBIOLOGICAL SAMPLES**

### **I. PURPOSE**

This notice provides instructions to ODAFF MPI personnel on the procedures for the collection and preparation of microbiological samples. It cancels OK MPI Notice 602. It also contains updated references.

### **II. CANCELLATION**

OK MPI Notice 602

### **III. REFERENCES**

2 O.S. § 6-182(j) and § 6-254(11)

9 CFR 310.25(b)

FSIS Directives 7355.1, Revision 2; 10,010.1, Revision 3; 10,230.2; and 10,230.5

OK MPI Notice 601, Revision 1

### **IV. BACKGROUND**

ODAFF MPI personnel routinely collect and submit samples from inspected establishments for microbiological analysis. Regulatory control actions, including recalls, can be taken on the basis of the results of these analyses. In order to use the results for regulatory control actions, the ODAFF must be able to demonstrate that the samples were maintained under a chain of custody from the time the samples were collected until the appropriate ODAFF MPI employee received the results. When handled properly, samples should remain under direct ODAFF control while in the establishment and while in ODAFF laboratories. During transport, however, samples and products are not under the direct control of ODAFF. The sealing of laboratory microbiological samples provides a measure of security whenever these items are not under direct ODAFF control. Appropriate sealing of laboratory samples should:

- Maintain the security of samples during shipment
- Identify samples where identity or integrity may have been compromised (such as in cases of suspected tampering)

This notice applies to samples submitted by inspection program personnel to ODAFF laboratories (this includes all meat and poultry samples) for microbiological analysis.

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## V. PRE-COLLECTION PROCEDURES

Prior to the collection of any microbiological sample for laboratory analysis, the in-plant inspection personnel should:

- Ensure that a frozen gel refrigerant pack is available before continuing with the sampling procedures.
- Notify plant management that you will be collecting a sample to submit to the laboratory for microbiological analysis. This should be done far enough in advance to allow plant management the opportunity to retain the production lot, but not far enough to allow them the opportunity to alter the product or process. Inform plant management of the specific lot of product that will be sampled and the microbiological analysis to be performed. Recommend that the plant retain the entire sampled lot, pending receipt of the laboratory analysis results, if the analysis is for a micro-organism that has been designated as an adulterant in the product being sampled.
- Provide plant management with a copy of the “**Notice to Give Establishment Management When Certain Regulatory Samples are Taken**”, (see Attachment 1) before the sample is collected.

NOTE: There is no need for establishment management to retain lots of product from which microbiological samples have been collected and submitted to the laboratory for the *Salmonella* Performance Standards program, as described in OK MPI Notice 604, Revision 1.

## VI. COLLECTION PROCEDURES

During the collection of any microbiological sample for laboratory analysis, the in-plant inspection personnel should:

- Select a sample of the product in its final intact packaging, when available.
- In most cases the product will not be available in the final intact packaging due to the small amount required for microbiological sampling. Following aseptic procedures collect either the required amount of product for the laboratory analysis **or in the case of carcasses, sponging the appropriate areas.** *Are we going to continue carcass swabs for salmonella perf std?* Aseptic sample collection procedures can be found in FSIS Directive 10,230.5, or an electronic version can be viewed on the FSIS website at:

[http://www.fsis.usda.gov/OPPDE/rdad/FSISDirectives/Salmonella\\_Analysis.pdf](http://www.fsis.usda.gov/OPPDE/rdad/FSISDirectives/Salmonella_Analysis.pdf)

- Close the Whirl-Pak bag securely, using the tabs (see Attachment 2, photograph 1).

## **VII. POST-COLLECTION PROCEDURES**

After the collection of any microbiological sample for laboratory analysis, the in-plant inspection personnel should:

- Complete Form FSD-MIS 222, Request for Laboratory Analysis, and remove the bottom tear strip from the bottom of the form.
- Place the right hand portion of the tear strip which is marked “Attach to Sample” inside the bottom of an unused plastic sample bag. Starting at the bottom of the bag, fold over several times until the top of the bag is reached. The IIC should retain the left hand portion of the tear strip with all required information completed including the FedEx Tracking Number in the plant files until the laboratory results are received.
- Place the secured Whirl-Pak bag which contains the sample into an unused sample bag. Place the prepared white tear strip into the bag with the sample (see Attachment 2, photograph 2). Expel excess air, twist the top of the bag several times, fold over the twisted portion of the bag and secure with a rubber band and seal using a security seal (see Attachment 2, photograph 3).
- Fold the completed FSD-MIS 222 in half and place in an unused plastic sample bag. The form should be flat inside the plastic bag. Fold the top portion of the bag over and set it aside.

## **VIII. PREPARATION OF SAMPLES FOR DELIVERY TO THE LABORATORY**

After the microbiological sample has been collected and the documentation has been completed, the in-plant inspection personnel should follow the steps below:

- Place a frozen gel refrigerant pack in the bottom of the insulated shipping container.
- Place a folded paper towel on top of the gel pack.
- Place the sealed sample bag in the shipping container
- Place the FSD-MIS 222 in the shipping container.
- Close the shipping container and secure with tape (do not use seals on the shipping container).
- Attach shipping label and ship to the ODAFF laboratory as described in OK MPI Notice 601, Revision 1.

Any questions about this notice should be referred through normal supervisory channels.

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

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

**SUBJECT CATEGORY:**  
**Laboratory**

**Notice to Give Establishment Management When Certain Regulatory Samples are Taken**

To Establishment Manager:

The inspector will be taking a sample of your ready-to-eat meat or poultry product or raw ground beef product to be tested for microbial hazards. Sampling is one component of verifying your food safety system.

To protect the public health and to avoid the negative impact of a recall, ODAFF MPI Services strongly recommends that you hold all product represented by the sample until results are obtained.

Most negative results are available within 2-6 days; confirmed positive results may take up to 8 days. Results will be provided to you by the inspector or the supervisor. If you have provided an e-mail address to the ODAFF Oklahoma City Office and requested that you be notified electronically, you will be notified in this manner.

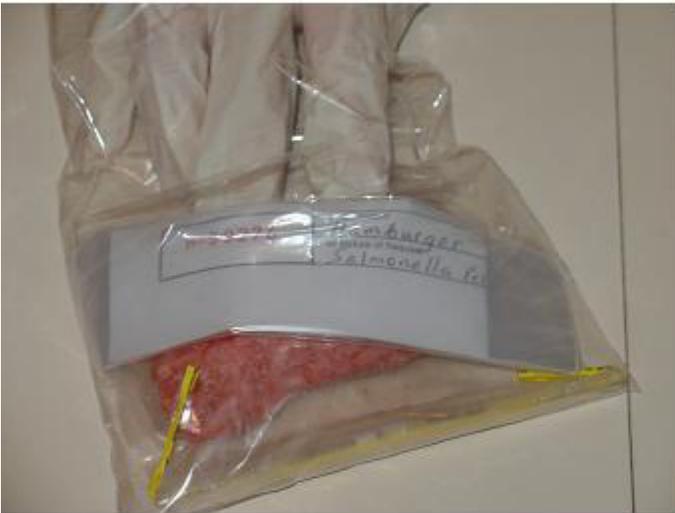
If a test result is positive for the microbial contaminant, and you have distributed the product, ODAFF MPI Services will request that you conduct a recall. If a recall is needed ODAFF MPI Services expects you to initiate the recall in a timely fashion, usually the same day.

It is your responsibility to determine the amount of product represented by the sample.

ODAFF MPI Services may determine that more product or less product than that product produced in the establishment-defined lot is represented by the sample based on a review of the support rationale for how the production lot was defined. In making this determination ODAFF MPI Services will consider such factors as the establishment's coding of product; the pathogen of concern; the processing and packaging; the equipment; the establishment's testing under its food safety system; the establishment's HACCP plan monitoring and verification activities performed in accordance with 417.2 and 417.4; Sanitation SOP records as required in 416.16; and whether some or all of the products controlled by the same or substantially similar HACCP plans have been affected.



Photograph 1



Photograph 2



Photograph 3