

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

<h1 style="margin:0;">MPI NOTICE</h1>	603 Rev. 1	9/20/12
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**USE OF SAMPLE SEALS FOR LABORATORY SAMPLES AND OTHER
APPLICATIONS**

I. PURPOSE

This notice provides updated instructions for the use of sample seals on all samples which includes new instructions for water samples submitted to ODAFF Laboratories for analysis and agar plates held for incubation in the establishment during the performance of Fast Anti-microbial Screen Test (FAST). It cancels OK MPI Notice 603 and it contains updated references.

II. CANCELLATION

OK MPI Notice 603

III. REFERENCES

FSIS Directive 7355.1, Revision 2
OK MPI Notices 601, Revision 1; 602, Revision 1; 604 Revision 1; and 605, Revision 1

IV. BACKGROUND

A. Why must laboratory samples be sealed?

ODAFF MPI must be sure that samples submitted for laboratory analysis and agar plates used for in-plant screening tests are secure from the time samples are collected until the appropriate ODAFF MPI employee receives 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 direct control of ODAFF. The sealing of laboratory samples and agar plates used for in-plant screening tests provides a measure of security whenever these items are not under direct ODAFF control. Appropriate sealing of laboratory samples and agar plates 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)

B. To which samples does this notice apply?

This notice applies to samples submitted by inspection program personnel to ODAFF laboratories (this includes all meat and poultry samples, specific instructions for microbiological samples are provided in OK MPI Notice 602, Revision 1 and water samples) for analysis and agar plates held for incubation in the establishment during the performance of FAST tests.

V. SEALING PROCEDURES

A. With what are laboratory samples sealed?

All samples which are required to be secured must be sealed with a tamper proof seal supplied by ODAFF MPI.

B. Where do inspectors get sample seals?

All samples are to be sealed using tamper evident seals which may be obtained from supervisory personnel.

C. How are the laboratory samples sealed?

All inspector-generated non-food safety consumer protection samples are to be prepared and sealed using the following procedures:

1. The product sample is placed in a sample bag and closed.
2. The tear strip from the white copy of Form FSD-MIS 222 LABORATORY ANALYSIS is placed in a separate plastic bag.
3. The bags containing the product sample and the tear strip are placed inside another plastic bag.
4. The plastic bag is closed, secured with a rubber band and sealed using a tamper proof seal.
5. Samples of all non-shelf stable products must be frozen after being sealed and prior to shipment to the laboratory.
6. The completed Form FSD-MIS 222 is placed in a separate plastic bag.
7. The shipping container will be closed with tape only and will not have a tamper proof seal attached.

NOTE: The procedure for sealing these samples is identical to the procedure for sealing microbiological samples that is described in MPI Notice 602, Revision 1 which also has photographs of the steps in Attachment 2.

All directed samples are to be prepared and sealed following the directions which accompany the request. Additional information is provided in OK MPI Notices 601, Revision 1; 602, Revision 1; 604, Revision 1; and 605, Revision 1.

D. How should water samples be sealed?

All water samples collected by MPI personnel are to be collected and sealed using the following procedures:

1. Fill the EPA approved water sampling bottle to the 100 ml line.
2. The bottle top must be securely snapped shut.
3. Turn the bottle upside down to ensure that the top has been securely snapped shut and that it is not leaking water.
4. Place the hasp from the lid over the tab on the side of the water sampling bottle.
5. Pull the plastic seal through the hole in the tab and lock it in place.

Once these procedures have been followed the sample is considered to be sealed and no additional seals are required.

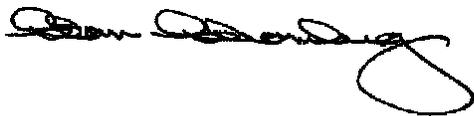
E. How should seals be placed to secure agar plates?

When incubators cannot be secured, seals may be placed on agar plates to detect tampering (FAST tests or swab tests require the use of agar plates). Apply the sample seal to individual agar plates very carefully to avoid tipping or dislodging the disk or swab. Place a seal across the agar plate cover and fold each end down over the plate bottom. Avoid placing the seal across the bottom of the plate.

To avoid handling the test plates, incubator doors or other enclosed areas where the plates are being incubated may be locked or secured **instead** of sealing plates as long as **only appropriate ODAFF inspection personnel** have access.

NOTE: The information provided in this notice does not change the system and procedures currently in effect for the completion of form FSD-MIS 222.

Refer questions about this procedure through normal supervisory channels.



Stan Stromberg
Director, Food Safety Division

DISTRIBUTION:
ALL MPI Personnel
ODAFF Laboratory

SUBJECT CATEGORY:
Laboratory