

## Application for Virginia Rabbit Program

Date of Application:		County:		
Business Name:				
Business Address:				
Operator Name:			Title:	
Email Address:			Phone:	
Water Supply:	Public	Private	Type:	
Sewage Disposal:	Public	Private		
<b>Type of Application</b>				
New	Change Operator	Change Location	Renewal	Other (specify):
<b>Nature of Business</b>				
Slaughtering		Slaughtering/Processing		
Estimated date when the establishment will be ready to operate:				
Percentage of products to be sold out of state:		Percentage of products to be sold wholesale:		
Provide a diagram, schematic or written narrative of the establishment premises. Use continuation sheet or attachment if necessary.				
Hours of operation:				
Number of employees, including owner:				
<b>Employee Training and Records</b>				
On a separate sheet, attach a copy of any food safety training certificates, and a copy of your employee training record.				
<b>Preventing Allergen Cross-Contact</b>				
On a separate sheet, provide your written plan for preventing allergen cross-contact.				
<b>If subject to Subparts C and G, Additional Required Documentation</b>				
On a separate sheet, attach a copy the additional required documentation (see details on next page).				
<b>Agreement and Certification</b>				
If a permit is granted under this application, I (We) expressly agree to conform strictly to the Virginia Food Laws and all regulations promulgated there under. I CERTIFY that all statement made herein are true to the best of my knowledge and belief.				
Name and Title of Person Signing Application:				
Signature:				

## Requirements of Subparts C & G and Exemptions

### Who is not subject to the requirements of Subparts C and G?

- Very small businesses that have attested to FDA. A very small business is one that averages less than \$1,000,000 in sales of human food per year for 3 years. Use the instructions and form 3942a at this website to submit your attestation: <https://www.fda.gov/regulatory-information/search-fda-guidance-documents/guidance-industry-determination-status-qualified-facility>
- Business conducted inside a private residence

*If you do not meet either of the above exemptions, you must comply with and submit the following:*

### Subpart C: Hazard Analysis and Risk-Based Preventive Controls

This subpart applies to all businesses not in the list above, which is the vast majority of food manufacturers. Facilities that are subject to this subpart must have a written and implemented Food Safety Plan (FSP). If you are familiar with Hazard Analysis Critical Control Point (HACCP), then this will sound familiar. The FSP must be overseen by a Preventive Controls Qualified Individual (PCQI). The FSP must include the following:

- Hazard analysis
- Preventive controls
- Supply chain program
- Recall plan
- Monitoring procedures
- Corrective action procedures
- Verification procedures

### Preventive Controls Qualified Individuals (PCQI)

Preventive Controls Qualified Individual means a qualified individual who has successfully completed training in the development and application of risk-based preventive controls at least equivalent to that received under a standardized curriculum recognized as adequate by FDA or is otherwise qualified through job experience to develop and apply a food safety system.

For additional information visit: <https://www.ifsh.iit.edu/fspca>

### Subpart G: Supply-Chain Program

This subpart outlines the requirements for a supply chain program. The safety of the product you manufacture not only depends on the controls you put in place, but the controls applied by your suppliers or your customers. If a known hazard exists in your product or ingredients, it needs to be controlled, whether that be at your supplier's facility, at your facility, or by the next facility in the supply chain. If you decide that the hazard will not be controlled at your facility, then you should identify a supply chain control in your hazard analysis. If you do so, you will need to implement supply-chain control which may include using approved suppliers and conducting verification of these suppliers.

## Resources for Creating Your Food Safety Plan

Food Safety Preventive Controls Alliance: <https://www.ifsh.iit.edu/fspca>

FDA: <https://www.fda.gov/food/food-safety-modernization-act-fsma/fsma-final-rule-preventive-controls-human-food>

Virginia Tech Food Innovations Program: Joell Eifert, Director [foodbiz@vt.edu](mailto:foodbiz@vt.edu) or (540) 231-5770

Provide the information requested in this application and return the completed application to the Food Safety Program at the following email address: [foodsafety@vdacs.virginia.gov](mailto:foodsafety@vdacs.virginia.gov)