

	Bureau of Environmental Health Services Manufactured Food Program	Page 1 of 3
	Compliance and Enforcement Process	Effective Date: 06/01/2013
	Approved By: <u>Russell Lilly</u> Manufactured Food Program Manager	Date: <u>5-30-13</u>
	Approved By: <u>[Signature]</u> Bureau Chief	Date: <u>05/30/13</u>

I. Purpose

The purpose of this procedure is to outline the Manufactured Food Program's strategies, procedures and actions to enforce the laws and regulations to achieve compliance and to evaluate the effectiveness of its compliance and enforcement program.

II. Enforcement Guidelines

The Manufactured Food Program follows the enforcement guidelines in the Environmental Health Operational Guidelines (EHOG) with the following exceptions:

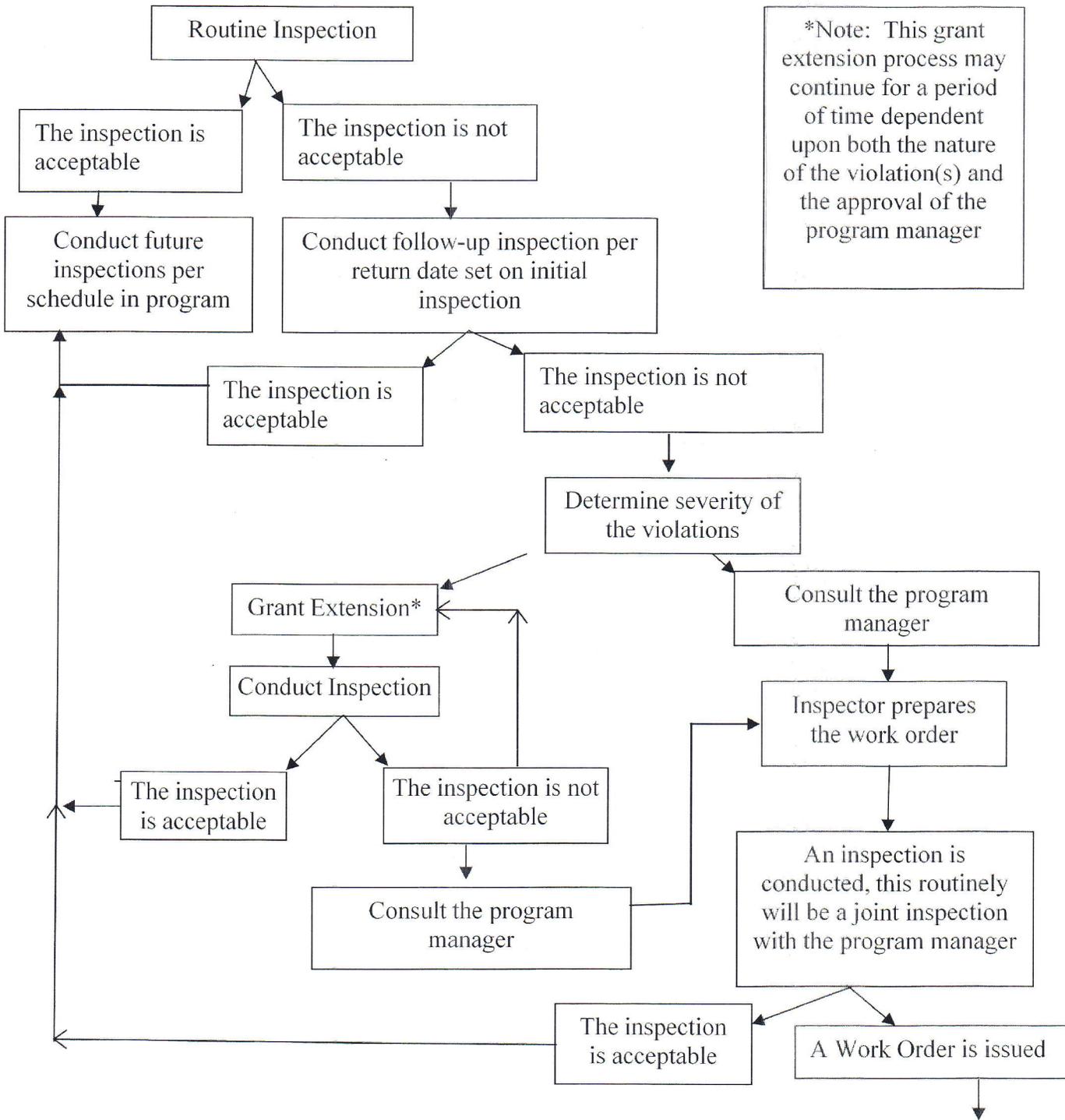
- EPHSV in the EHOG equates to the Manufactured Food Program Manager
- LPHA in the EHOG equates to Manufacture Food Program Inspector
- To provide for clarity and ease of use, modified flow charts for the Work Order and Closing Order Processes are included in this document.

The EHOG can be found at: <http://health.mo.gov/atoz/ehog/pdf/ehogmanual.pdf>

III. Performance Review of Enforcement Actions

A performance review of enforcement actions will be conducted during the first quarter for the previous year. Enforcement actions are recorded in the Manufactured Foods Database. Results of the review are used to identify improvements, modify procedures, and develop enforcement strategies. An overall rating is calculated to determine if internal procedures for enforcement and compliance actions are followed. Performance ratings that fall below 80 percent will require a corrective action plan.

Initial Inspection to Work Order



Work Order to Closing Order to Resolution

