

Pilako Empanadas Inc Meat and Poultry Product Recall Plan

February 27, 2024

Introduction

Pilako Empanadas Inc Meat and Poultry Product Recall Plan will be reviewed annually and revised by Pilako Empanadas Inc, as necessary, when personnel, procedures, processes, or other factors change.

We will notify the local FSIS District Office within 24 hours of learning or determining that an adulterated or misbranded meat, meat food, poultry, or poultry product received by or originating from the establishment has entered commerce, if the establishment believes or has reason to believe that this has happened. The establishment must inform the District Office of the type, amount, origin, and destination of the adulterated or misbranded product.

**Lot Definition: One Products Day's Production
(Item # / Lot #)**

Identification of Recall Personnel (Recall Committee)

Jean Luis Valdez
President

Determining Whether a Recall is Necessary

Pilako Empanadas Inc will collect and analyze all information and data it has regarding product that may be recalled. It will take into account the following factors:

- Has adulterated or misbranded product been produced?
- Has adulterated or misbranded product been shipped?
- Where has the product been shipped?
- Is the product in commerce?
- Is the product available to consumers?

Scope of Recall

Pilako Empanadas Inc will assess the amount and type of product that is implicated in a recall. When the problem involves contamination with microbial pathogens, the recall should include all products produced under a single Hazard Analysis and Critical Control Point (HACCP) plan between performance of complete cleaning and sanitizing procedures. However, the act of sanitation does not necessarily define the scope of all product removal actions. For instance, with *E. coli* O157:H7, the company will also consider the use of source materials.

Some examples of how to define the scope of product removal actions include:

- Contamination of a vat of product with a foreign material;
- Use of an incorrect label; or
- Use of the same source of raw materials, in other lots, on other days of production.

In addition, Pilako Empanadas Inc will consider such factors as:

- Coding of product;
- Pathogen of concern;
- Processing and packaging;
- Equipment;

Our HACCP plan monitoring and verification activities (including microbiological testing);

Our Sanitation Standard Operating Procedure (SSOP) records; and

Whether some or all of the products controlled by the same or substantially similar HACCP plans have been affected.

The plan will specify how the company will determine the scope of the implicated product for various scenarios and contingencies.

Records

Pilako Empanadas Inc records are maintained in our office at 272 Riverdale Ave Yonkers NY. They are kept for a period of time that exceeds the shelf-life and expected use of our products and in accordance with FSIS regulations 9 CFR 320 and 9 CFR 381.175, and contain the following information:

- Positive identification of products;

- Distribution records (e.g., bills of sale, invoices, shipping papers, etc.); and

- Production records that facilitate traceback of products and product ingredients.

All of our records include the names and addresses of consignees, shipment methods, and dates of shipment. In addition, we maintain records of all of our suppliers of ground beef (e.g., names and lot numbers of suppliers, and production dates) in accordance with FSIS Directive 10,010.1.

Depth of Recall

The Pilako Empanadas Inc Recall Committee has developed a number of scenarios to determine the depth of the recall. Since they are proprietary designs, they are maintained in our office at 272 Riverdale Ave Yonkers NY. In the event of a recall, they will be made available to regulatory agencies upon request. The depth of a recall depends on the degree of hazard, the extent of distribution, and the level to which the recalled product was distributed. Levels of recall depth are categorized as:

- Wholesale level: Product has been distributed to a warehouse or distribution center where it is not under the direct control of the producing company.

- Retail level: Product has been received by retailers for sale to household consumers.

- HRI level: Product has been received by hotels, restaurants, and institutional (HRI) customers.

- Consumer level: Product has been sold to consumers.

Recall Communications

We, at Pilako Empanadas Inc, consider the health and safety of our employees and the public our highest priority. As such, we have developed various communication methods to inform suppliers, consignees, and consumers about any product recalls we may be involved in. All of our communications will convey the following information:

If the product is subject to recall;

If further distribution or use of any remaining product should cease immediately;

If the direct consignee should, in turn, notify its consignees that received the product about the recall;

Instructions on what to do with the product; and

Our contact information (point of contact and telephone number).

Recall Communication Implementation

Pilako Empanadas Inc will attempt to contact all consignees or customers via the following methods (in this particular order) until a point of contact receives and acknowledges our communication:

Telephone;

E-mail; and

Fax.

In addition, all consignees or customers shall be contacted via special delivery letters conspicuously marked (on the letter or envelope) "URGENT – FOOD RECALL." Follow-up communications shall be sent to consignees or customers who fail to respond to initial recall communications within 24 hours.

Recall Communication Content

All recall communications will be written in accordance with the following guidelines:

Be brief and to the point;

Clearly identify the product and any other pertinent, descriptive information including:

- Product/brand name;
- Product code;
- Package/case size;
- Package/case date code;

- Lot number/expiration date; and
- Universal Product Code (UPC).

Describe the risk involved in consuming the product;

Concisely explain the reason for the recall and the hazard involved;

Provide specific instructions on what should be done with the recalled product;

Request an official, written statement from consignees;

Provide a means for consignees (and other communication recipients) to report whether or not they have any of the product under their control; and

Include our company's contact information and a point of contact.

Responsibility of Recipient

Consignees or customers who receive a recall communication should immediately carry out all instructions provided and, where necessary, extend the recall to their consignees or customers.

Public Notification

The class of a recall and the extent to which the product was distributed in commerce will determine the distribution of public notification by FSIS. Pilako Empanadas Inc will decide if the company will issue its own press release in addition to the Recall Release or Recall Notification Report issued by FSIS and how it will be issued.

Returned Product Control and Disposition

Pilako Empanadas Inc will specify how the recalled product will be disposed of and how it will be controlled pending disposition. FSIS should be notified prior to disposition actions, which may include destruction or relabeling of product that is returned. If the product is destroyed, it will be rendered inedible for humans and animals. All labeling will be made unusable for trade.

RECALL COMMUNICATION TEMPLATE

Letter to Customers

DATE

CUSTOMER FIRM NAME & ADDRESS

ATTN: **CONTACT PERSON NAME & TITLE**

Re: RECALL OF **TYPE OF PRODUCT**

Dear Sir or Madam:

This letter is to confirm our telephone conversation that Pilako Empanadas Inc is recalling the following product because ***Specify Recall Reason:***

Describe the product, including name, brand, code, package size and type, establishment number, etc.

We request that you review your inventory records and segregate and hold the above product. If you have shipped any of this product, then we request that you contact your customers and ask them to retrieve the product and return it to you. Once you have retrieved all of the product, please contact us. We will arrange to have the product shipped to our facility. Please do not destroy the product. We will credit your account for returned products.

We are undertaking this action in cooperation with the U.S. Department of Agriculture, Food Safety and Inspection Service (FSIS). FSIS officials may contact you to confirm that you have received this notice and are cooperating in this action.

Your prompt action will greatly assist Pilako Empanadas Inc in this recall. If you have any questions, please do not hesitate to contact Jean Luis Valdez at

Thank you for your cooperation.

Sincerely,

Jean Luis Valdez, President