

	<b>West Virginia Department of Health and Human Resources</b>				
	<b>MANUAL OF ENVIRONMENTAL HEALTH PROCEDURES</b>				
Section	Milk	Date	July 5, 1979	Procedure #	M-2
Subject	Finished Milk and Milk Product Samples: Sample Collection Points, Sample Receipt Forms and Laboratory History Forms			Page	1 of 1

The enforcement program as presently being implemented by the General Environmental Health Division on finished milk product samples is a composite effort of all local health departments that participate in this program. Representatives of other state agencies and of milk processing plants have petitioned us to provide them with the specific sampling collection point.

In order that we may provide industry this service within the guidelines of our bacteriological sampling and product removal enforcement program, we are establishing the following procedures:

1. To provide this additional data and for the sake of uniformity, the [SM-100 Milk Receipt Form](#), should be used by the local Sanitarian. Provide the manager or driver/routeman with the original copy, retain a file copy and mail a copy direct to the milk processing plant.
2. The receipt history form should show where the samples were collected. Samples must not be taken from the store sales display case. The sampling location is to be identified in the following manner.
  - a. Truck (delivery vehicle)
  - b. Plant
  - c. Distribution/transfer station
  - d. Store – refrigerated milk storage cooler  
(Only in milk distributor owned and operated grocery and dairy retail stores.)
3. The milk product temperature must be taken and this recorded as the official temperature.
4. List the product shelf-life codes and also the plant code identity.
5. Transfer this information to the laboratory case history form HL-12P.
  - a. Should these samples be collected at a store, list the identification and location of the sales outlet.

## References

## History

## Attachments

[SM-100, Dairy Product Sample Receipt Form](#)