
USDA CHILD NUTRITION LABELING PROGRAM

- Providing Standardized Food Crediting Statements on Product Labels -



FNS/AMS CN Label Program Expeditor Meeting



AMS Contacts

Staff Telephone Number

202-720-9939

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202-690-3824

Program Email

CNLabeling@ams.usda.gov



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AMS Contacts

CN Technical Review Staff

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Program Administration

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Program Leader

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Time Table

Service Transition Period – *Key Dates*

- December 1, 2009
 - ✓ Fee Notice
 - ✓ Account set up and contract documents become available

- December 21, 2009
 - ✓ Final expeditor appointment

- December 31, 2009
 - ✓ Label applications received after December 31 shall be assessed a review fee
 - ✓ Review of these labels will not begin until January 19, 2010

Time Table

Service Transition Period – *Key Dates*

- January 4 - 7, 2010
 - ✓ Physical move of CN Label records from FNS to AMS

- January 4 – 15, 2010
 - ✓ FNS and AMS will label review backlogged applications

- January 19, 2010
 - ✓ First day of AMS label review with fee assessment.



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AMS Label Review Process

Label Review Becomes a Fee-Based Service on January 19, 2010

- Labels will be reviewed as they are received – first in, first out.
 - ✓ Labels received in bulk will be reviewed in the order received.
 - ✓ AMS customer service goal – labels shall be reviewed in 10 business days of arrival.

AMS Label Review Process

Label Review Prerequisites

- All applicants must establish a billing account with the AMS Processed Products Branch (PPB).
- All applicants must sign a “Service Agreement” with AMS PPB.
 - ✓ The “Service Agreement” states that the applicant understands that a fee will be applied for the label review service, and the applicant agrees to pay for the service.
- Applicant plants must have an approved Quality Control (QC) Program. New applicants to the program may have a letter of intent as evidence that the QC program is under review.

AMS Label Review Process

Label Review Prerequisites

- Products must be produced under federal inspection (FSIS, AMS, or NMFS)
- Applicants must remain in good standing in the CN program

AMS Label Review Process

Fee Schedule

- Labels reviewed first in, first out will be assessed a fee of \$92.00 per hour, with a minimum charge of one hour per label.
- “Rush” or emergency label reviews will be assessed a service fee of \$184.00 for the first hour, and \$92.00 for each additional hour.
- For all reviews, service shall be assessed in increments of 15 minutes after the first hour.



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Label Submission Process:

Applications for label review may be submitted using the following methods:

1. Email – Submissions may be by PDF, or other electronic file, to:
CNLabeling@ams.usda.gov
 - ✓ Only one label application attachment per email
 - ✓ Subject heading should contain “Label Application” and the CN number.

Label Submission Process:

2. Mail – Private Carrier Delivery service and U.S. Postal Service

Notice for U.S. Postal Service Mail: Please be advised that U.S. Postal Service mail delivery to the USDA South Building in Washington, D.C. is screened as a security measure. This process may cause the contents to be scorched, burned, and/or become brittle, resulting in damage of contents beyond use.

U.S. Postal Service Address:

Child Nutrition Labeling Program Operations Office
C/O USDA, AMS, FV, PPB
Stop 0247
1400 Independence Ave., SW
Washington, DC 20250-0247



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Label Submission Process:

3. Hand Delivered - “Industry Expeditor,” or other representative

Private Carrier Delivery Services and Expediter Drop Address:

Child Nutrition Labeling Program Operations Office

C/O USDA, AMS, FV, PPB

Room 0719 - S

1400 Independence Ave., SW

Washington, DC 20250-0247

Telephone: 202-720-9939



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Label Submission Process:

Rush or Emergency Label Reviews

- Applicant or applicant's representative may request an emergency label review - **How**
 - ✓ Email, fax, letter, or by Appointment by the applicant or applicant's representative
 - ✓ Request must include
 - ❖ CN number(s) in need of review.
 - ❖ Statement that applicant has authorized request for emergency review.

Questions



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