

Standard Sanitary Operating Procedure (SSOP)

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SSOP's are written protocols that are specified in a food safety plan that define the procedures to be followed to achieve a specific goal or process. An SSOP may define temperatures, type of cleaning chemical, various steps or other practices to be used, and in what order to achieve a clean bottle or bottle cap.

Milking Conditions

1. Assure that Jewel Hill Farms Milking Procedures are followed.
2. Assure that milking equipment is clean and well maintained.
 - All milking equipment is cleaned according to SSOP practice as described.
 - Flush machine with potable tepid water to break down calcium deposit buildup.
 - Flush machine with a full sink of Dairy Chlorinated General Cleaner in hot water. Bucket lid & gasket are removed and thoroughly scrubbed by hand. Inside of inflations are washed using a rotary scrub brush. Inside of bucket is scrubbed.
 - Flush machine with hot water.
3. Machine is allowed to hang and drip dry in a protected area.
4. One time per week, machine is "deep cleaned". Claw is disassembled and washed in all hard-to-reach places.
5. Any hoses, inflations and other parts that are worn are replaced as needed.

6. The machine repairman performs annual maintenance checks and tune-ups.

Bottling Conditions

- Assure that glass bottles are clean and sanitary prior to filling with milk.
- All glass bottles are initially cleaned by herd-share members and then inspected and washed again by hand using the Dairy Chlorinated General Cleaner.
- Glass jars are kept sanitary by being stored in a protected room, and the application of a clean lid immediately after being washed and dried.
- All personnel who handle glass jars wash their hands first. The dishwasher wears rubber gloves and uses Dairy Chlorinated Cleaner in hot water to clean glass jars.
- On Herd-Share member pickup days we pour milk into jars – smell and visually inspect each jar and lid prior to filling.
- Place jar immediately into refrigerator. Jars remain in the refrigerator for that morning until member arrives to pick up their share of the milk produced for that week. Any milk not picked up that day is disposed of.
- Jars are labeled with the date and put in refrigerator. Assure thermometer is at 37 degrees Fahrenheit when you open the fridge.

Processing Room Set-Up:

- Enter the milk processing room, close the door behind to keep out flies, and wash hands before handling any equipment.

- Assemble the bucket and claw and connect to the CIP system
- Flush milk bucket and claw with cool bleach water using the Clean In Place system (CIP). Un-hook the claw from the CIP system and use a clean rag to dry the bucket & Claw.

Cow Preparation and Staging:

- Prior to setting up milking machine, bring cows into holding stall. Inspect cows for cleanliness and general health. Use currycomb to clean dry debris from cows' flanks, legs, and udders prior to entering the milking parlor. Cows will usually pass manure/urine in the holding stall prior to entering the milking stall.
- Floor of holding stall is kept free of manure and bedded with fresh straw prior to cows entering.

Milking Parlor:

- Prepare feed in 2 feed pans: Current grain and supplement ration will be posted in feed preparation room.
- Retrieve milk bucket, lid, and claw from Processing Room and attach bucket to pump.

Udder Preparation

- Bring cow into the milking parlor. If cow's hooves track in debris, gently sweep away to make sure that the floor under the udder is clear of bedding, mud, or manure.
- Inspect udder for visible presence of manure. Using water and "Basic H organic cleaner" mixed together in a spray bottle use minimal amount of spray as necessary, clean each teat using a corner of the wet rag for each teat. If necessary, use another wet clean rag to wash the udder starting in the middle of the bag and

wipe working outward without touching teat. Use this rag to wipe the insides of the legs if needed. Soiled rag is then placed in soiled-rag bucket.

- Clean teats with “Teat Check Wipes” and throw away in trash.
- Dip dry teats with iodine-based teat dip. Wipe teat dip off with a clean “Teat Check Wipe”, using a clean side for each teat or a new “Teat Check Wipe”.
- Squeeze out first 5 squirts from teats into container and inspect for problems. Perform CMT if mastitis signs are present.
- Start vacuum, attach claw taking care the inflations do not touch ground.
- Stay attentive during entire milking process to ensure that claw does not fall off.

When cow is done:

- Turn off vacuum and machine switch and release suction; remove claw, taking care that inflations do not touch ground. Hang claw on the hook that is specially & adapted to a 7 gallon Stainless Steel bucket.
- Strip each quarter by hand to ensure total emptying.
- Dip each teat in post dip solution to disinfect and seal teat orifice.
- Release cow back to pasture and bring in next cow following the above process.
- Re-attach bucket to milker for next cow and complete process with all cows.
- Roll milk into milk processing room. Wash hands.

- Using a FDA complaint dairy filter to pour milk thru and into the bulk tank that is set to bring the milk to a temperature of 38°F within 30 min.
- Record volume of milk.

Clean Machine:

- Remove Bulk Tank Filter and inspect for abnormalities. Dispose of filter after use.
- Fill claw-washing sink with **TEPID** water (not hot/not cold) to break down calcium deposit buildup. Rinse bucket lid and gasket. Attach claw to CIP system and turn on vacuum system to flush the water through the inflations and stainless steel bucket. Drain sink.
- Rinse bucket with **TEPID** water to break down calcium deposit buildup.
- Refill claw-washing sink with **HOT** water and add 2 oz. liquid Chlorinated Dairy Cleaner. Turn on vacuum system to flush the inflations and stainless steel bucket with hot chlorinated water. Clean and scrub the bucket, lid and gasket with **HOT** liquid chlorinated dairy cleaner.
- Rinse bucket, lid, gasket and claw with clean hot water.
- Refill claw-washing sink with hot water and flush entire CIP system with clean **HOT** water.
- Rinse bucket lid and gasket with clean **HOT** water.
- Clean exterior of hoses and bucket with rags and **HOT** soapy water.
- Hang claw and bucket to dry.

- One time per week, machine is “deep cleaned” by disassembling the entire system and washed in all hard-to-reach places. The lid and pulsator are disassembled and washed in all hard to reach places.
- Dirty rags are placed in bucket with bleach water to soak prior to being brought to house for washing.

Cleaning Milk Processing Room & Milking Parlor

- Sanitize counters/filter/sinks in milk room using bleach solution spray.
- Sweep and mop floor with bleach solution.
- Milk processing room door is to remain closed.
- Cleaning milking parlor –Sweep to remove manure and wash down with water if needed.