

APPENDIX 6
OTHER SURVEY MATERIALS

Pre-notice Letter: Egg Products Plants

[FSIS letterhead]

Month Day, Year

Plant Manager/Owner Name
Plant Name
Street Address
City, State Zip

Dear (Plant Manager/Owner Name):

The Food Safety and Inspection Service (FSIS) is conducting a survey, and we are asking for your help.

The purpose of the survey is to add to our understanding of the current processing practices and technologies used in the egg products industries to control pathogens and promote food safety. The enclosed brochure provides additional information on the survey. You may recall receiving a similar survey a few years ago. This survey contains similar questions that will be used to assess food safety and technology adoption trends over time.

All egg products plants were selected to participate in the survey. Without your response, the survey results will not properly reflect industry practices. Therefore, your help is crucial. I am requesting that you—or someone that you designate at your plant—complete the survey.

FSIS has contracted with RTI International to develop and conduct this nationwide survey. A representative from RTI will call you soon to identify the person at your plant who should complete the survey. RTI will then send this individual the survey to complete (the survey is not enclosed).

As RTI International has done with other surveys it has conducted for Federal agencies, they will report unidentified individual responses of this survey to FSIS. They will perform data masking techniques so that individual plants cannot be identified. The results of the survey will be reported to the public only in summary form so that individual responses or respondents cannot be identified. Those who respond to the survey will receive a summary report of the survey results.

If you have questions about the survey, please do not hesitate to contact Dr. Harry Marks with FSIS at (202) 690-1081 or at Harry.Marks@fsis.usda.gov.

FSIS appreciates your help in this important endeavor.

Sincerely,

Administrator

Enclosure

Q. What is this study about?

A. This survey, sponsored by USDA's Food Safety and Inspection Service (FSIS), is designed to collect accurate, up-to-date information about current practices and technologies used by egg products establishments to control pathogens in their production processes. The survey also asks about microbiological testing practices, food safety training for employees, and establishment characteristics.

This study is a follow-up to a survey conducted in 2004. The second round of the survey will provide FSIS with the most accurate up-to-date information on food safety practices and technologies and allow FSIS to track adoption of these technologies and practices over time.

FSIS has contracted with RTI International to develop and conduct this nationwide survey. RTI International conducted the previous survey for FSIS, and has experience working with the egg products industry.

Q. Why should I complete this survey?

A. To assist FSIS in meeting its strategic goal to protect public health by significantly reducing the prevalence of foodborne hazards from egg products, FSIS needs accurate and up-to-date information about current practices and technologies.

Your participation is voluntary, but to ensure that the survey results are statistically representative for the whole industry, we cannot substitute another establishment in your place if you decide not to participate.

It is important that all selected establishments, including those that are state-inspected and those that are very small, complete the survey.

All establishments that respond to the survey will receive a summary report of survey results. By participating in the survey, you will have an opportunity to be one of the first in your industry to review summary information about current pathogen control practices and technologies used in your industry.

Q. When should I return my completed survey?

A. We ask that you complete the survey within 5 business days via the web. If you prefer to fill out the hard copy survey, please return it by mail in the envelope provided within 5 business days.

Q. How was my establishment selected to participate?

A. Because of the small number of establishments, all egg products establishments in the United States are being asked to complete the survey. Without your response, the survey could fail to produce information that accurately represents the industry, so your participation is very important.

Q. Is the survey confidential?

A. Individual data collected by RTI International in this study will be kept strictly confidential. Only anonymous data (no identifying information on your firm) will be provided to FSIS. RTI is a respected leader in survey research, and we will not jeopardize our reputation by compromising our pledge of confidentiality.

Q. How long will it take for me to complete the survey?

A. The average length of time to complete the survey is 30 minutes.

Q. Who is RTI International?

A. RTI International is a non-profit research firm located in North Carolina's Research Triangle Park. With an established history of conducting scientific research for many government agencies, RTI is a proven leader in statistically valid survey research. RTI will conduct the survey, tabulate data collected, and summarize survey results in a report to FSIS.

Q. How can I find out more about this survey?

A. For further information about this survey, please contact one of the following individuals:

Dr. Harry Marks
U.S. Department of Agriculture
Food Safety and Inspection Service
Office of Policy and Program Development
Phone: (202) 690-1081
E-mail: Harry.Marks@fsis.usda.gov

Catherine Viator
RTI International
Phone: (877) xxx-xxxx (a toll-free number)
E-mail: SurveyFSIS@rti.org

*Survey of Egg Products
Establishments:
Current Practices
and Technology for
Controlling Pathogens in
Manufacturing Processes*



Reminder Postcard: Egg Products Plants



(Date)

Dear [Respondent Name]:

Recently, you received a survey on current practices and technologies used in the egg products industry for controlling pathogens. RTI International is conducting this survey for FSIS. If you have already returned the survey, we would like to thank you. Your assistance is very much appreciated.

If you have not yet returned the survey, please complete the survey and mail it back to us within the next week. The information that you provide will help ensure that FSIS develops regulations that are science based and efficient and that minimize the potential economic burden on plants such as yours.

If you have any questions, please contact me toll-free at 1-xxx-xxx-xxxx or SurveyFSIS@rti.org. Thank you again.

Sincerely,

[signature]

RTI International

Reminder E-mail: Egg Products Plants

Recently, you received a survey by e-mail on current practices and technologies used in the egg products industry for controlling pathogens. RTI International is conducting this survey for FSIS. If you have already completed the survey, we would like to thank you. Your assistance is very much appreciated.

If you have not yet completed the survey, we ask that you do so within the next week. The information that you provide will help ensure that FSIS develops regulations that are science based and efficient and that minimize the potential economic burden on plants such as yours. The log-on information for the survey is provided at the end of this e-mail.

If you have any questions, please contact me toll-free at 1-xxx-xxx-xxxx or SurveyFSIS@rti.org. Thank you again.

[Insert log-on information]

Sincerely,

RTI International