

[Home](#) [Food](#) [Guidance & Regulation](#) [Retail Food Protection](#)

## Food

### Voluntary National Retail Food Regulatory Program Standards\* - November 2013

#### "Standards of Excellence for Continual Improvement"

*Developed and recommended by the U.S. Food and Drug Administration with input from federal, state, and local Regulatory officials, Industry, trade associations, academia, and consumers.*

OMB Control No. 0910-0621

Expiration Date: 05-31-2014

See additional PRA statement

[Paperwork Reduction Act of 1995 \(PDF - 100KB\)](#)<sup>1</sup>

---

#### Table of Contents

##### Overview of the Retail Program Standards

[Introduction to the Standards \(PDF - 104KB\)](#)<sup>2</sup>

[Program Standards Definitions \(PDF - 27KB\)](#)<sup>3</sup>

##### Information about Enrolling and Participating in the Retail Program Standards

- [Administrative Procedures \(PDF - 137KB\)](#)<sup>4</sup>
- [FDA National Registry Report \(FDA Form 3519\) \(PDF - 1.22MB\)](#)<sup>5</sup>
- [Permission to Publish in National Registry \(FDA Form 3520\) \(PDF - 1.20MB\)](#)<sup>6</sup>

##### Standard 1: Regulatory Foundation

[Standard 1 \(PDF - 230KB\)](#)<sup>7</sup>

[Standard 1 – Self-Assessment and Verification Audit Form \(PDF - 411KB\)](#)<sup>8</sup>

[Standard 1 – Self-Assessment Instructions and Worksheet for Part I \(PDF - 331KB\)](#)<sup>9</sup>

[Standard 1 – Self-Assessment Instructions and Worksheet for Part II \(PDF - 1.46MB\)](#)<sup>10</sup>

[Standard 1 – Self-Assessment Instructions and Worksheet for Part III \(PDF - 131KB\)](#)<sup>11</sup>

[Standard 1 – Verification Audit Instructions and Worksheet for Part I \(PDF - 389KB\)](#)<sup>12</sup>

[Standard 1 – Verification Audit Instructions and Worksheet for Part II \(PDF - 319KB\)](#)<sup>13</sup>

[Standard 1 – Verification Audit Instructions and Worksheet for Part III \(PDF - 301KB\)](#)<sup>14</sup>

##### Standard 2: Trained Regulatory Staff

[Standard 2 \(PDF - 197KB\)](#)<sup>15</sup>

[Standard 2 – Self-Assessment and Verification Audit Form \(PDF - 416KB\)](#)<sup>16</sup>

[Standard 2 – Self-Assessment Instructions and Worksheet \(PDF - 312KB\)](#)<sup>17</sup>

[Standard 2 – Verification Audit Instructions and Worksheet \(PDF - 337KB\)](#)<sup>18</sup>

[Standard 2 – Appendix B-1: Curriculum for Retail Food Safety Inspection Officers \(PDF - 1MB\)](#)<sup>19</sup>

[Standard 2 – Appendix B-2: CFP Field Training Manual](#)<sup>20</sup> <sup>21</sup>

[Standard 2 – Appendix B-3: Establishment Categories \(PDF - 36KB\)](#)<sup>22</sup>

##### Standard 3: Inspection Program Based on HACCP Principles

[Standard 3 \(PDF - 78KB\)](#)<sup>23</sup>

[Standard 3 – Self-Assessment and Verification Audit Form \(PDF - 334KB\)](#)<sup>24</sup>

##### Standard 4: Uniform Inspection Program

[Standard 4 \(PDF - 79KB\)](#)<sup>25</sup>

[Standard 4 – Self-Assessment and Verification Audit Form \(PDF - 477KB\)](#)<sup>26</sup>

[Standard 4 – Self-Assessment Instructions and Worksheet \(PDF - 488KB\)](#)<sup>27</sup>

##### Standard 5: Foodborne Illness and Food Defense Preparedness and Response

[Standard 5 \(PDF - 141KB\)](#)<sup>28</sup>

[Standard 5 – Self-Assessment and Verification Audit Form \(PDF - 473KB\)](#)<sup>29</sup>

##### Standard 6: Compliance and Enforcement

[Standard 6 \(PDF - 67KB\)](#)<sup>30</sup>

[Standard 6 – Self-Assessment and Verification Audit Form \(PDF - 289KB\)](#)<sup>31</sup>

[Standard 6 – Self-Assessment Instructions and Worksheet \(PDF - 343KB\)](#)<sup>32</sup>

[Standard 6 – Explanation of Statistical Model \(PDF - 25KB\)](#)<sup>33</sup>

#### **Standard 7: Industry and Community Relations**

[Standard 7 \(PDF - 63KB\)](#)<sup>34</sup>

[Standard 7 – Self-Assessment and Verification Audit Form \(PDF - 314KB\)](#)<sup>35</sup>

[Standard 7 – Self-Assessment Instructions and Worksheet \(PDF - 871KB\)](#)<sup>36</sup>

#### **Standard 8: Program Support and Resources**

[Standard 8 \(PDF - 124KB\)](#)<sup>37</sup>

[Standard 8 – Self-Assessment and Verification Audit Form \(PDF - 349KB\)](#)<sup>38</sup>

[Standard 8 – Self-Assessment Instructions and Worksheet \(PDF - 197KB\)](#)<sup>39</sup>

[Standard 8 – Staffing Level \(FTE to Inspection Ratio\) Assessment Workbook Instruction Guide](#)<sup>40</sup> <sup>41</sup>

[Standard 8 – Staffing Level \(FTE to Inspection Ratio\) Assessment Workbook](#)<sup>42</sup> <sup>43</sup>

#### **Standard 9: Program Assessment**

[Standard 9 \(PDF - 23KB\)](#)<sup>44</sup>

[Standard 9 – Self-Assessment and Verification Audit Form \(PDF - 176KB\)](#)<sup>45</sup>

#### **Other Important Documents**

[Summary of Changes \(PDF - 39KB\)](#)<sup>46</sup>

---

\* Under the Paperwork Reduction Act (PRA), FDA must renew OMB approval for the "information collection" provisions of the Retail Program Standards every three years. The current OMB approval for the Retail Program Standards under control number 0910-0621 has an expiration date of 5/31/2014. The 2013 version of the Retail Program Standards is being submitted to OMB as part of the next Information Collection Request (ICR). Thus, the 2013 version will be considered a draft until OMB completes its review of the ICR. While OMB reviews the ICR, the expiration date for control number 0910-0621 will be extended each month until OMB approves the collection for another three-year cycle (e.g., on June 1, 2014 the expiration date for 0910-0621 will become 06/30/2014).

Page Last Updated: 03/27/2014

Note: If you need help accessing information in different file formats, see [Instructions for Downloading Viewers and Players](#).

[Accessibility](#) [Contact](#) [FDA Careers](#) [FDA Basics](#) [FOIA](#) [No Fear Act](#) [Site Map](#) [Transparency](#) [Website Policies](#)

U.S. Food and Drug Administration  
10903 New Hampshire Avenue  
Silver Spring, MD 20993  
Ph. 1-888-INFO-FDA (1-888-463-6332)  
[Email FDA](#)



[For Government](#) [For Press](#)

[Combination Products](#) [Advisory Committees](#) [Science & Research](#) [Regulatory Information](#) [Safety](#) [Emergency Preparedness](#) [International Programs](#) [News & Events](#) [Training and Continuing Education](#) [Inspections/Compliance](#) [State & Local Officials](#) [Consumers](#) [Industry](#) [Health Professionals](#) [FDA Archive](#)



U.S. Department of **Health & Human Services**

---

#### **Links on this page:**

1. <http://www.reginfo.gov/public/reginfo/pr.a.pdf>
2. </downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372399.pdf>
3. </downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372411.pdf>
4. </downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM379596.pdf>
5. </downloads/AboutFDA/ReportsManualsForms/Forms/UCM250348.pdf>
6. </downloads/AboutFDA/ReportsManualsForms/Forms/UCM250355.pdf>

7. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372416.pdf
8. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372426.pdf
9. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372428.pdf
10. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372607.pdf
11. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372458.pdf
12. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372477.pdf
13. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372584.pdf
14. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372590.pdf
15. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372482.pdf
16. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372483.pdf
17. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372489.pdf
18. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372490.pdf
19. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372492.pdf
20. <http://www.foodprotect.org/guides/>
21. <http://www.fda.gov/AboutFDA/AboutThisWebsite/WebsitePolicies/Disclaimers/default.htm>
22. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372493.pdf
23. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372495.pdf
24. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372496.pdf
25. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372499.pdf
26. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372500.pdf
27. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372502.pdf
28. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372504.pdf
29. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372507.pdf
30. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372511.pdf
31. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372515.pdf
32. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372596.pdf
33. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372521.pdf
34. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372523.pdf
35. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372599.pdf
36. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372527.pdf
37. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372528.pdf
38. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372529.pdf
39. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372530.pdf
40. <http://www.foodprotect.org/guides/>
41. <http://www.fda.gov/AboutFDA/AboutThisWebsite/WebsitePolicies/Disclaimers/default.htm>
42. <http://www.foodprotect.org/guides/>
43. <http://www.fda.gov/AboutFDA/AboutThisWebsite/WebsitePolicies/Disclaimers/default.htm>
44. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372531.pdf
45. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM372534.pdf
46. /downloads/Food/GuidanceRegulation/RetailFoodProtection/ProgramStandards/UCM373951.pdf