



United States Department of Agriculture

Marketing and
Regulatory
Programs

Agricultural
Marketing
Service

Specialty
Crops
Program

Specialty
Crops
Inspection
Division

Natural Condition (Incoming) Raisins

Inspection Instructions

July 2021

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These instructions contain information and guidelines to help personnel of the U.S. Department of Agriculture's (USDA) Specialty Crops Inspection (SCI) Division uniformly apply and interpret U.S. grade standards, other similar specifications, and special procedures.

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Comments may be submitted to:

Director, Specialty Crops Inspection Division
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These instructions replace the Handbook for Inspecting and Receiving of Natural Condition Raisins, Lab Procedures for Natural Condition (Incoming) Raisins Grading Manual, and Paperwork Instructions for Natural Condition (Incoming) Raisins Grading Manual dated August 2005, and include, but not limited to, all previous correspondence, memos, inspection instructions, or procedures.

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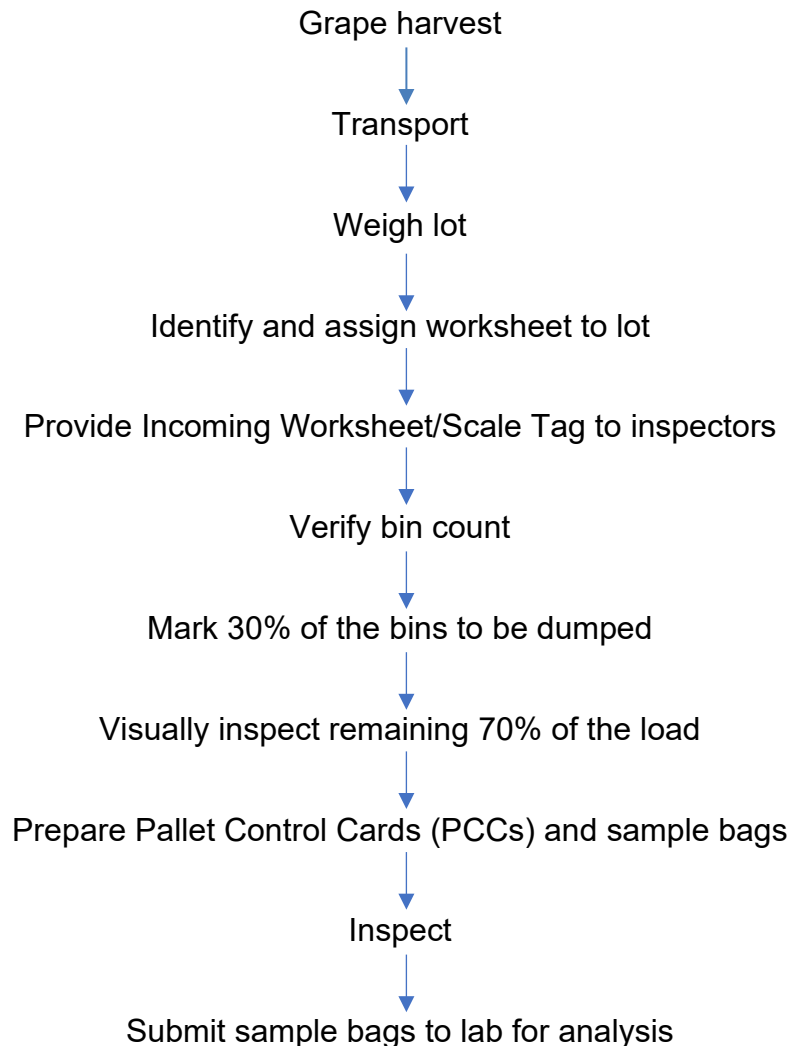
PART I – INSPECTING AND RECEIVING

GENERAL

These instructions outline inspection policies and procedures for natural condition raisins delivered by producers to handlers pursuant to the [Raisin Marketing Order No. 989](#) (MO).

Inspection must be made at recognized handlers' receiving points, or such other points designated by the handler and approved by the Raisin Administrative Committee (RAC), at the time of delivery.

INCOMING INSPECTION FLOW



BIN SAMPLING PROCEDURES

From each lot delivered, the inspector will select bins in pairs (top and bottom) to be dumped for sampling and inspection. In making bin selections, ensure to vary the pattern of selecting pairs. Mark selected bins with chalk. Dump a minimum of 30% of the bins taking 8 or more handfuls from each bin depending on the size of the lot. A minimum gross sample of 20 pounds will be taken from each lot.

Number of Bins	Minimum to be Dumped	Number of Bins	Minimum to be Dumped
3 or less	all	33 - 36	11
12 or less	4	37 - 40	12
13 - 16	5	41 - 44	13
17 - 20	6	45 - 48	14
21 - 24	7	49 - 52	16
25 - 28	8	53 - 56	17
29 - 32	10	57 - 60	18

All handlers will dump the raisins onto a shaker providing a steady flow of raisins from which the inspector can sample and observe for inspection purposes.

All bins not dumped, will be visually examined. The inspector will visually examine (tops of bins) of the remaining 70% of the load. During the visual examination, if there are any defect indicators seen, the inspector will have that bin brought to the shaker for dumping. If the inspector does in fact find a defect within the bin being dumped, the inspector will continue to bring bins to the shaker until five consecutive bins are cleared with no defects/defect indicators.

INSPECTION AND GRADING

PRELIMINARY – REQUEST FOR INSPECTION

When a load of raisins is delivered to a receiving station, the inspector will receive a “Request for USDA Inspection.” This request can be a copy of the lot weight certificate, Scale Tag, or some similar acceptable company form. The information on an acceptable company form must include the date, bin count, weight certification number, and varietal type. Other information such as grower's name, lot number, weights, etc. may also be included.

EQUIPMENT, INSPECTION AIDS, AND INSTRUCTIONS

- [U.S. Standards for Grades of Processed Raisins](#)
- [Inspection Aid No. 115 – Identification of Defects in Raisins](#)
- AIM Inspection Series Manuals
 - [Foreign Material Manual](#)
 - [General Procedures Manual](#)
 - [Sampling Manual](#)
 - [Technical Procedures Manual](#)
- [FDA Food Defect Action Level](#) *Please refer to the [FDA Macro-Analytical Procedures Manual for MPM-V76](#).*
- [Score Sheet SC-364-167](#) (intranet link)

DETERMINATION OF GRADE AND CONDITION

The pertinent requirements for grade and condition are:

- Must have been prepared from sound, wholesome mature grapes properly dried and cured.
- Must be free from active infestation.
- Must be fairly free from damage by sugaring, mechanical injury, sunburn or other similar injury.
- Must be fairly free from immature raisins.
- Must have a normal characteristic color, flavor and odor of properly prepared raisins for the varietal type.
- Must not exceed the maximum moisture for the respective varietal types as specified in the minimum grade and condition standards.
- Must be of such quality and condition as can be expected to withstand storage as provided in the [MO](#) and that when processed in accordance with good commercial practices will meet U.S. Grade C or Better as defined in the [United States Standards for Grades of Processed Raisins](#) except for Zante Currants and Layer Muscat raisins, which when so handled and processed, must meet U.S. Grade B or Better.

During the container-by-container inspection, inspectors must determine whether the raisins are questionable or obviously failing quality in the bottoms, corners, and ends of containers. The inspector must judge the entire container by these findings and sample

the obviously affected areas. In practically all cases, the inspector must rely upon evidence which is detected in the raisins examined.

VARIETAL TYPES

- **Dipped Seedless:** includes all raisins produced by artificial dehydration of seedless grapes that possess the characteristics like Thompson Seedless grapes. To expedite drying, these grapes have been dipped in or sprayed with water only after grapes have been removed from the vine.
- **Golden Seedless:** includes all Thompson Seedless raisins artificially dehydrated, treated with sulfur, whose color generally varies from golden yellow to dark amber.
- **Monukka:** includes all raisins that possess characteristics like those produced from Monukka grapes.
- **Muscat (including other raisins with seeds):** include all raisins which usually contain seeds and possess characteristics like Muscat raisins.
- **Natural (sun-dried) Seedless:** includes all sun-dried seedless raisins that possess characteristics similar to Natural Thompson Seedless raisins which, for the purpose of expediting drying, have not been dipped in or sprayed with water with or without soda, oil, or other chemicals prior to, or during, the drying process. For other varieties included, see [Appendix III – Incoming Raisin Lab Guide](#).
- **Oleate and Related Seedless:** includes all raisins produced by sun-drying or artificial dehydration of seedless grapes which, in order to expedite drying, are dipped in or sprayed with water with soda, oil, Ethyl Oleate, Methyl Oleate or any other chemicals either while such grapes are on the vine or after they have been removed from the vine.
- **Other Seedless:** See [Appendix III – Incoming Raisin Lab Guide](#).
- **Other Seedless Sulfured:** other seedless grapes which have been artificially dehydrated and sulfured.
- **Sultana:** includes all raisins which usually contain an underdeveloped (vestigial) seed and possess characteristics like Sultana raisins.
- **Zante Currant:** includes all raisins that possess characteristics like those produced from Black Corinth or White Corinth grapes.

COLOR, FLAVOR, AND ODOR

The inspector should evaluate the product to determine that it has normal characteristic color, flavor, and odor for the varietal type. If the raisins do not possess these normal characteristics, they must be certified as failing to meet requirements, indicating the specific reasons for failure. If this situation occurs, consult the Inspector-in-Charge (IIC) or supervisor for final disposition.

MIXED VARIETIES

Occasionally, mixed varieties of raisins commingled within their containers, all of which are covered by the [MO](#), will be submitted for inspection.

In making the inspection, the inspector must:

- Carefully examine each container, separating those containers which have a mixture of raisin variety.
- Indicate if the mixed varieties comply with the grade requirements or if the raisins should be held for a detailed laboratory analysis (such as mold, moisture, etc.).
- Draw separate samples of the mixed varieties.
- Determine whether the raisins are of similar or dissimilar varietal types and the approximate percentage of each.

If any lot contains 2 percent or less of a similar varietal type, no exception needs to be taken and the lot must be certified as the variety presented for inspection. Enter approximate percentage of each variety on the worksheet.

If any lot contains more than 2 percent of a similar varietal type, the lot must be certified as “Mixed Variety” and an approximate percentage of each reported on the worksheet.

Example: Mixed (Approx. ___% Thompson and Approx. ___% Flames)

If the inspector is unable to recognize one of varietal types, report it as “Seedless” or “Seed type” whichever is applicable.

Example: Mixed (Approx. ___% Thompson and Approx. ___% unknown - Seed type)

Raisins commingled and certified as “Mixed Varieties,” must meet the most restrictive grade of the varietals in the container.

Varieties	--	Designation
Thompson – Sultana or Flames	Similar but less than or equal to 2%	Thompson
Thompson – Sultana or Flames	Similar but exceeds 2%	Mixed
Thompson – Golden Seedless	Dissimilar*	Mixed
Thompson – Muscats	Dissimilar*	Mixed

*No tolerance.

BIN SAMPLING PROCEDURES

PROCEDURE FOR OBVIOUS OR QUESTIONABLE DEFECTS

At any time during dumping or visual examination, if a failing defect or questionable condition is observed, the inspector will request that all bins be dumped until such time that five (5) bins are found in succession with no defects. In any case, the inspector must dump all the pre-selected bins.

If a different defect is observed during dumping or by visual observation, the inspector will request that all bins be dumped until five (5) bins are found in succession with no defects. When a different defect is found, always contact the handler. If the handler elects to keep the lot intact, then the entire lot will be held for all defects found. If the handler elects to have the lot segregated, then the inspector will dump the entire lot. Any bins that are dumped that do not contain any defects will be added to the composite sample.

The inspector may dump the entire lot if they feel it is necessary.

- Minimum number of handfuls per bin = 8

CONTAINER BY CONTAINER EXAMINATION

The inspector must be familiar with each factor that affects the quality and condition of raisins. The inspector should be informed of those factors and conditions which may be reconditioned by the producer on the packer's premises. During the inspection, the individual containers are carefully examined for compliance with grade requirements. Containers with similar grade and condition characteristics are segregated into separate lots. The inspector must use caution in volunteering information concerning the quality and condition of lots being inspected. The inspector must advise any interested party of inspection procedures pertinent to grade factors in the lot creating questionable or failing conditions. Containers of questionable quality are segregated by defect and a separate composite sample from each segregated portion is kept for detailed examination and testing before certification.

FERMENTATION

Raisins affected by fermentation may possess abnormally colored skins, light or dark. Such areas may cover only portions of the raisins or may cover the entire raisin. If the raisin is affected, it is considered serious since the flavor and odor is also affected. Fermentation damage accompanied by high moisture may be so serious that it is close to mold development, decay, and complete disintegration. If active fermentation is present, stirring up the raisins in the container while dumping the bin will cause them to give off a sharp, wine like odor. Containers of raisins exhibiting these characteristics are segregated into a separate lot and are to be considered as off-grade.

UNCURED BERRIES

Generally, this condition can be found at the beginning of each receiving season. It is brought about by improper drying conditions or boxing prior to the grapes drying out properly. To determine when a grape-like berry is “uncured,” a good test is to break the skin and gently squeeze. If juice runs out the berry is uncured. A total of 5 percent by weight is allowed and is determined by a lab sample breakdown. All boxes suspected of containing more than 5 percent should be segregated and held for laboratory analysis.

MOLD

Moldy raisins are also an index of the degree of wholesomeness and soundness of the product. Allow not more than 5 percent, by count, (as determined by boil mold test) of this defect in lots that are considered as meeting grade and condition standards.

There are three types of mold generally found in raisins:

- Putrid Mold

Putrid mold is usually amber or grayish in color, sticky, dirty and generally has a white web-like structure on its surface.

Score the putrid type units when 1/2 or more of the raisin is affected. A lot can be considered seriously affected by putrid mold when the putrid mold is found in clumps of two or three raisins stuck together.

- Split Mold

Split mold is very difficult to detect. As its name implies, split mold is a skin crack containing black mold.

Mildew itself is not to be considered as a defect. However, the gray discoloration of raisins and white discoloration of capstems and stems caused by mildew tends

to serve as an excellent indicator of split mold presence. Raisins seriously affected by mildew will be held for mold and contamination.

Score the black mold in split or cracked raisins when 1/2 or more of the length of the raisin shows black discoloration in the split or cracked portion.

- Nodular Mold

Nodular mold usually occurs after a heavy rainfall and damp weather. Raisins appear to have a slight greenish appearance and are usually very sticky. The mold grows on the raisin skin surface.

Score the nodular type mold when an aggregate of 1/8 or more of the surface is affected.

Raisins suspected of containing more than 5 percent of any of the mold types or a combination of these types must be held for lab analysis.

ACTIVE (LIVE) INFESTATION

The [Raisin Marketing Order No. 989](#) requires that raisins be free from active infestation.

The handler has two options relative to the live infestation:

- The handler may request every lot be checked to determine which lots if any, contain active (live) infestation or
- Advise that all lots will be fumigated.

Without written notice that all lots will be fumigated, each lot will be checked for active (live) infestation pursuant to §989.158 (a)(8) of the MO.

Handlers must submit a letter to SCI at the beginning of each season to request inspection for active (live) infestation or advise that all non-organic lots be fumigated and organic lots be put in cold storage. Each handler must provide a copy of their fumigation records to SCI each month or other reports as requested.

PROCEDURE WHEN CHECKING FOR ACTIVE INFESTATION

When a lot of raisins is offered by the producer for inspection, the sand and chaff is caught in a container and weighed by the handler or representative. At this point the USDA inspector is given the residual and dumps approximately 1 pound into a large pan which is warmed by placing on top of a "Bug Box" (with two 100-watt lamps) provided for this purpose. Live insects become active when warmed. The inspector or an aide will state on the inspection request form "Meets or Fails Active Infestation."

There are no Bug Boxes being used in the field, therefore all incoming worksheets and Pallet Control Cards (PCC) are marked as infested.

DAMAGE (MECHANICAL OR INSECT, SUGARING, SUNBURN AND/OR CAMELIZATION AND OTHER SIMILAR INJURIES)

Raisins presented for incoming inspection must be fairly free from damage in order to comply with [MO](#) regulations. Limits have been established to help ensure processors meet minimum grades for processed raisin. Not more than a total of 10 percent, by weight, of any combination of damage will be allowed, with a further limitation of 5 percent for any one type of damage.

MECHANICAL OR INSECT DAMAGE

Mechanical damaged raisins are raisins that show broken skins, raisins mashed to the extent that the skin is broken, or raisins that have been cut, broken, or chopped, to the extent that flesh is exposed, and sugar is released. Do not include raisins that are freshly cut in the sample. Damage may also be caused by insect and rodent chewing.

SUGARING

“Sugared raisins” are raisins with crystalline sugar on the surface or internally. Sugaring does not normally develop until the product has been stored and is dependent on the moisture content, temperature, etc. Therefore, this defect may not be a serious problem during the fall, but may be serious in lots delivered during the spring and summer. Sugaring may also show up in occasional lots held over from the previous year and delivered in the fall. Sugared raisins are very difficult to process without being “damage.” Sugar may be visible or detectable by feel.

FOREIGN MATERIAL

The inspectors should acquaint themselves with those conditions regarded as “Foreign Material” in Natural Condition Raisins. Please note that the following examples are those most commonly found. The inspector must be particularly alert when any foreign material is encountered in the raisins.

- **Sandburs and/or Puncture Vine Seeds**

Sandburs or puncture vine seeds in raisins are very difficult to remove in processing. Their thorn-like structure enables them to fasten themselves to raisins and can be harmful if inadvertently consumed. There is no tolerance allowed and containers with any amounts must be separated into off-grade lots.

- Eucalyptus Material

Eucalyptus material such as leaves or pods contain eucalyptus oil. Raisins will absorb the odor and flavor of this oil if stored together. This is considered objectionable by consumers, therefore no tolerance is allowed. Containers with any amount must be separated into off-grade lots.

- Embedded Sand

Embedded sand, by its very nature, suggests a condition that is very difficult to remove in normal processing. The word “embedded” is the key and loose sand is not to be considered as an issue in natural condition raisins. Raisins with skin damage or that have been rained on (sticky) are more susceptible to developing an embedded sand condition. When this situation presents itself, the lot must be held for laboratory analysis regardless of moisture content.

- Rocks or Hardpan Material

Rocks or hardpan material are not a failing defect. Any rock or hardpan material 1/8 inch or larger is considered a rock. While inspecting each bin, finding one rock in the container will determine the presence of rocks in that container. Each container will be examined for rocks as stated above unless the handler and grower agree after the inspector starts finding rocks that the whole lot will be considered a rock lot. Mark bins in chalk “ROCKS” and notify plant management.

This does not apply to dirt clods that dissolve in water.

BUNCH ROT

Bunch rot in grapes is caused by grapes splitting inside of bunches while they are on the vines. The grapes which have split cause the grapes they are in contact with to decay, rot, and ferment. Grapes in this condition attract vinegar flies, thereby creating a potential contamination problem. Bunch rot in a container or pieces of bunch rot scattered throughout a container is an indicator of a potential contamination problem of the good raisins in the container. These containers must be separated, held for microanalysis, a grade breakdown, and may require a boil mold test. Bunch rot may be either wet or dry.

CONTAMINATION

Contamination of product is to be considered a serious condition. Inspectors must not treat casually such contamination factors as insects and rodents. In order to assure consumers that raisins are wholesome, it is necessary to take action when raisins contain offensive foreign material.

Visual observation will detect large insects and similar objectionable material, but certain types of contamination such as *Drosophila* egg, larvae infestation, and rodent contamination cannot be detected in this manner. Any condition which suggests this kind of contamination makes it necessary to use the microscope for verification.

- Insect Contamination

Insect contamination must be verified by a microscopic examination. Evidence of its presence is usually determined by visual indicators such as insect damage (portions of insects, web material, etc.), bunch rot, and raisins seriously affected by mildew. Hold the lot for microanalysis when evidence of insect contamination is observed. Raisins seriously affected by mildew will be held for both contamination and mold.

- Rodent Contamination

Rodent contamination must be verified by a microscopic examination, except those containers containing visual evidence. Containers showing such visual evidence as live rodents, dead rodents, rodent nests, rodent runs, or excreta, etc., fail to meet grade without sampling or running microanalysis and must be separated in a separate lot, and held for disposition to non-food channels or returned to the producer.

All other containers on the load which show no visual evidence of rodent contamination must be held in a separate lot and sampled for microanalysis. If live rodents are found or seen leaving the truck (or any of the above examples are found), hold the balance of the load and any portion inspected that is still in the immediate vicinity of the truck, for microanalysis.

Anytime evidence of rodent contamination is observed and a portion of the load has already been inspected, passed, and moved to a stack, these must remain as meeting raisins. A handler may request that the meeting portion of such a load be held for micro. Such a request can only be acted upon if the raisins can be identified as a part of the original lot.

Samples for rodent contamination may be drawn from tops of containers provided that the entire container is uniform in content. Lots being held for rodent contamination that contain other defects not being sampled in the top sampling effort must have a separate sample drawn for rodent contamination from the affected area and kept in a separate sampling container.

- Feather Contamination

When performing container-by-container inspection, the inspector must watch closely for feathers. Count all feathers, domestic or wild, when examining

containers for feather contamination. Individual bins containing five or more feathers will fail. Containers failing the tolerance can be returned to the producer or held by the handler for reconditioning. The containers will need to be presented for inspection again.

SAMPLING INSTRUCTIONS FOR LOTS SUSPECTED OF BEING CONTAMINATED

Questionable lots must be set aside in portions of approximately 12,000 pounds and identified with red and white PCCs. Each 12,000-pound portion must be represented by a sample.

Draw eight (8) handfuls from the top of each suspected contaminated bin to make up the micro sample bag from the bins that are not dumped over the shaker.

Example: One entire large load might contain four 12,000-pound portions with a sub-sample representing each portion. The sub-sample will be identified with PCCs and recorded on the worksheet. After properly splitting all four sub-samples and properly identifying samples that are to be sent to the lab, the remainder of the sub-samples will be recombined into one gross sample which will represent the entire load. Split the gross sample, identify, and send to lab.

SPECIAL INSTRUCTIONS FOR SPLITTING CONTAMINATION SAMPLES

Dump 1 of 4 sub-samples through the Triple Splitter. Recombine and dump again. Obtain a contamination sample for the lab from bottom containers and identify. Recombine balance of sub-sample and save. Repeat with samples 2 of 4, 3 of 4, and 4 of 4 as described above. Then combine the remainder of all four sub-samples. This produces a composite gross sample representing the entire lot. This gross is then dumped through the splitter to obtain a composite sample necessary for lab analysis other than the contamination defect.

DELETERIOUS DEFECTS

When the presence of glass, excrement, animal carcasses larger than a mouse, etc. is found, the inspector will do the following:

- Do not sample containers(s)
- State defect on red and white PCC and attach to the container. Write with chalk on container(s) "Not for Human Consumption."

- Container(s) cannot be returned-to-producer. DO NOT let the grower or handler remove the container(s) from the receiving location. Container should be placed under USDA [surveillance](#) until proper disposal.
- Notify the IIC or supervisor of all deleterious defects.

MOISTURE

Inspectors are cautioned to note if there are different maximum moisture allowances for different varietal type raisins.

The maximum moisture allowed for sun-dried raisins is 16.0 percent. Varieties included are Thompson Seedless, Monukka, Black Imperials, Other Black Seedless, Sultanas, Zante Currants and Muscats, etc., or raisins that are treated on the vine or in the field to expedite drying.

The maximum moisture allowance for all Thompson variety raisins that are produced by artificial dehydration or any variety sulfured and dehydrated is 14.0 percent.

The maximum moisture allowance for all other varieties of non-sulfured raisins that are produced by artificial dehydration or raisins that are treated on the vine or the field to expedite drying 16.0 percent.

Official moisture determination will be made using the Moisture Meter (also called Dried Fruit Moisture Meter).

For Muscats and other varieties with seeds, subtract 1-1/2 percent from the moisture reading.

CONTAINER-BY-CONTAINER INSPECTION

It is not necessary to make a moisture determination with the moisture meter on raisins which are obviously well below the maximum moisture limitation as determined by the “feel” method. However, the inspector should periodically verify the “feel” method with the moisture meter. If either the grower or handler should request the moisture test be made with the moisture meter on a certain container, the inspector must comply, within reason, with the request.

Raisins that “feel” to be more than the tolerance must be segregated into a separate lot from those that are obviously meeting. The inspector must make a moisture determination with the moisture meter on raisins when uncertain by the “feel” method.

During inspection of lots on which moisture is running close to the tolerance, a sufficient number (3 to 5 moisture tests) should be run to assure the inspector that containers

which are exceeding the moisture limit by a small percentage of moisture are not being accepted as meeting grade.

On lots where moisture content is obviously high, it will not be necessary to run as many moisture tests. A minimum of 1 or 2 tests should be run, to ensure that the containers being separated contain excess moisture. In any case, all moistures taken will be recorded in the Inspector's Notes section. The certification of the lots failing for moisture will be determined by the recorded moisture test of the inspector.

HIGH MOISTURE ACCEPTANCE RULE

When performing the inspection on a container-by-container basis, those containers that are above the moisture tolerance are to be set aside.

If the moisture of the set aside containers appears to be uniform, does not exceed the moisture limitation by more than 0.5 percent by testing a composite sample from these containers with the moisture machine, and the number of containers does not exceed 3 percent by count of the entire load, the load will be accepted.

In arriving at 3 percent by count of the entire load, use the next whole number if such computation results in a fraction. For example, 3 percent of a load consisting of 48 bins is 1.4 containers, since fractions are always rounded up to the next whole number, 2 bins would be considered 3 percent of this load.

LOTS FAILING ACCOUNT MOISTURE

If the raisins in the set aside containers do not appear uniform in moisture or if the moisture exceeds the maximum moisture limitation by more than 0.5 by the moisture meter, or if the number of containers in the set aside portion exceeds 3 percent by count the total load, the set aside portion must be treated as a separate failing lot.

VARIABLE MOISTURES IN A SINGLE CONTAINER

Raisins that are encountered within the same container that are extremely variable in moisture content must be sampled from the wettest portion when dumped over the shaker. Lots of this type may contain improperly cured raisins which are a little more than withered grapes. Such berries are readily damaged during processing.

CONDITION OF CONTAINERS

During a rainy season, some raisins may be presented for inspection which have not been properly covered. The containers in such lots may have absorbed an abnormal amount of moisture which may have soaked through the ends and sometimes down the sides and across the bottoms of containers. When containers are in this condition, they may affect the storability of the raisins.

The condition must be severe enough to go through the bin and affect the raisins. In containers which have excessive moisture in ends and corners, adjacent raisins may have excessive moisture and, the raisins may be fermented or moldy where they touch the containers.

Containers affected in this manner must be segregated and failed for “Wet Containers” or if the raisins are also wet, “Wet Containers” and excessive moisture in corners and ends of container, or whichever is applicable.

SAMPLING FOR EXCESSIVE MOISTURE

Draw sample from bins seeking the wettest raisins in the container as they are being dumped over the shaker. Use this composite only to determine moisture on that lot.

Draw a separate sample (eight handfuls per bin) at random of dry and wet raisins for the official composite sample. This sample will be used to perform all laboratory analysis and maturity testing.

SAMPLE MIXING OR SPLITTING INSTRUCTIONS

All gross samples must be properly mixed using the triple splitter before samples are submitted for laboratory analysis. This action is an important function in assuring interested parties of our intent to submit samples that are truly representative of the inspected lot. Samples not mixed in accordance with instructions as outlined suggest the possibility of incorrect laboratory results.

SMALL GROSS SAMPLES (ONE CONTAINER)

Dump sample into top unit of splitter. Recombine entire sample and dump into top unit of splitter again for a total of two times. Remove middle container in framework of splitter, replace with an empty container, and re-dump it through splitter. Combine raisins in bottom two containers for minimum 8-pound sub-sample. If more raisins are needed to complete the sub-sample, dump the middle container through the splitter. This procedure can be continued until sufficient raisins can be drawn from the bottom two containers for minimum 8-pound sub-sample.

LARGE GROSS SAMPLES (MORE THAN ONE CONTAINER)

After first splitting and totally recombining, each container containing gross sample will be dumped into top unit of splitter again. Upon dumping the second time, set aside the middle container (located in framework). Recombine bottom two containers and re-dump through splitter. Sub-sample will be drawn from only bottom two containers. If more sample is needed dump middle container through splitter until there is sufficient sample for lab.

DISCONTINUING AN INSPECTION

The handler, producer, or truck driver acting on behalf of the grower, has the option to stop the inspection of a load at any time.

If more than 10 percent of the load has been inspected, inspection fees will be charged for the entire lot. Enter the number inspected in the INSPECTOR NOTES/REMARKS section. Enter the date and the scale ticket number in the space provided; also ask the party who stopped the inspection to sign on the designated line.

If the party involved refuses to sign, state the reason why in the INSPECTOR NOTES/REMARKS section.

If 10 percent or less of the load is inspected, the worksheet can be voided and no inspection fee will be charged. Inform the handler of your actions. File the voided worksheet in "General" file. In the space provided, enter the date and Scale Tag number if available. In the space provided also ask the person who stopped the inspection to sign on the designated line. If the party involved refuses to sign, state the reason why in INSPECTOR NOTES/REMARKS.

Keep surveillance of the load until the truck leaves the inspection point.

RETURNED-TO-PRODUCER

The inspector must be aware of the [returned-to-producer \(RTP\)](#) requirements. It will be the inspector's responsibility to observe raisin lots to determine if the lot(s) need to be examined in the laboratory for capstem count. Advance notification to the laboratory personnel of lots requiring examination to determine whether they are stemmed or unstemmed will be extremely helpful in applying the procedure.

If by visual observation, the capstems obviously exceed 150 per pound, a lab sample is not required. Lots that do not clearly exceed 150 capstems per pound must be counted.

Stemmed off-grade raisins cannot be returned-to-producer.

Occasionally, the handler will inform the inspector that a particular lot will be returned-to-producer.

Before the inspector takes any action, the inspector or inspector's aide must go into the lab and remove the worksheet involved and transfer the data to a [surveillance record](#). Then the inspector can remove the PCCs checking them against the numbers listed on the surveillance record. Lots returned-to-producer must be clearly identified.

List disposition of raisins, bundle, initial and date the back of the last PCC, and return PCCs and the surveillance record to the lab.

Raisins which have been stemmed, partially processed, or completely processed cannot be returned-to-producer.

RECONDITIONING AT THE INSPECTION POINT

Small portions of lots which will not meet grade and condition requirements for Natural Condition raisins at time of delivery may be reconditioned on packer premises prior to completion of inspection under the following conditions:

- Permission (if raisins can be reconditioned) for this procedure in each case must be granted by the handler. This procedure may conflict with normal operations during peak work periods. Write the name of plant personnel authorizing the reconditioning in INSPECTOR NOTES/REMARKS section.
- The number of containers (bins) in the original lot on which the above-mentioned actions may be performed must not exceed 10 containers or 5 percent of the lot, whichever is less. Where the percentage computation results in a fraction of a container less than 5 containers, it must be rounded to the next higher number.

Keep surveillance of the load until the truck leaves the inspection point.

The entire lot of raisins must remain under surveillance of the inspector during such process. The action of the tenderer must be done without delay, take place at the unloading dock, or within the inspection point, and be under observation of the inspector.

The procedure outlined in these instructions must be limited to certain grade factors or defects as follows:

- **Moisture:** Containers with high moisture raisins in some areas such as wet ends, sides and bottoms which, after mixing will meet the moisture requirements.
- **Wet Containers:** Containers which have become wet, but raisins are still within the required moisture limit.
- **Foreign Material:** Foreign material that may be removed: sandburs, puncture vine seeds, eucalyptus pods and leaves, and feathers.

When the offending grade factors(s) have been removed, the raisins may be certified as meeting grade along with the original lot. Place a notation on the worksheet, in INSPECTOR NOTES/REMARKS section as follows: "3 containers (or whatever the number) meet grade, after reconditioning for wet ends (or applicable defect)."

PALLET CONTROL CARDS – TYPES AND USES

A Pallet Control Card (PCC) is used to clearly and specifically identify individual lots of raisins.

Listed below are three types of cards and instruction for their use. In all cases, record the PCC numbers correctly in the spaces provided. Be sure the cards used run consecutively. This is very important for the identification of the lot at a later date.

A PCC will be attached to a container on each pallet of raisins and to each bin of raisins for identification. Staple all PCCs used with a minimum of two staples.

See [Appendix V – Pallet Control Cards](#) for examples of each of the cards listed below.

RED AND WHITE CARDS (RAC-11) PRE-NUMBERED

An all-purpose card. Fill in the date, worksheet number, and number of containers. Record PCC numbers used in the PALLET CARD NUMBERS space on the worksheet.

Check the appropriate space if the lot is:

- Infested, or
- Received on memo storage.

The card is perforated between the red and the white portions. On all obviously failing lots, lots held for laboratory analysis, or uninspected lots (held overnight), leave the entire red and white card attached. If the lot meets following laboratory analysis, remove the red portion of the cards and turn them into the USDA lab.

YELLOW CARDS (RAC-11-B) UN-NUMBERED

Used at dehydrators to identify lots or raisins such as Golden Seedless, Water Dipped, Valencia, Muscats, etc. Fill in the date, the dehydrator number, and the tray or bin number.

SOLID RED CARDS (RAC-11) PRE-NUMBERED

Used for uninspected delivery, surveillance, residual, and failing dehydrated raisins. Fill in the date, worksheet number, and number of containers.

UNINSPECTED LOADS (SET OFF OVERNIGHT)

Under the [MO](#), a handler may have one load or a portion of a load of uninspected raisins set off on the ground overnight.

The inspector must identify the lot(s) with red and white or solid red PCCs attached to a container on each pallet or each bin. The PCC numbers must be listed on a pre-numbered worksheet.

The following morning the lot held overnight must be the first one presented by the handler for inspection. The complete lot must be accounted for. As each pallet of containers or each bin is presented, remove the “overnight” cards and replace with new cards following inspection.

PROCEDURE FOR UNINSPECTED DELIVERY

As defined in the MO, it is permissible for a producer who knows that the raisins contain a failing defect or defects to deliver uninspected raisins to a handler, for reconditioning or disposal into non-food channels. No laboratory analysis is necessary until the lot is presented for a full inspection or after an attempt to recondition is completed.

REQUEST FOR UNINSPECTED DELIVERY

Upon delivery to an inspection point, the handler will fill out [a Request for Uninspected Delivery \(RAC-10-A\)](#) (original and one copy). This must be signed by both the handler and producer or the producer’s representative and presented to the inspector.

SURVEILLANCE OF UNINSPECTED DELIVERY LOTS

The inspector will attach a red and white or a solid red PCC to a container on each pallet or on each bin of raisins and record these PCC numbers in the proper space on the worksheet. Do not sample these lots.

COMPLETING WORKSHEET FOR UNINSPECTED DELIVERIES

When the Request for Uninspected Delivery (RAC-10-A) is received by the Inspector, make the following entries on a pre-numbered Raisin Incoming Worksheet (SC-R22), letters below correspond with the letters on the example in [Appendix XIII – SC-R22 – Lettered Example 1](#):

Above the worksheet number (a)

- Write “Uninspected” above the worksheet number

DATE SAMPLED (b)

- Enter date received

SCALE TAG NO. (c)

- Enter the Scale Tag number, if applicable or when available

USDA INSPECTOR (d)

- The inspector must sign in this section

NO. OF BINS (e)

- Enter the total number of bins

PALLET CARD NUMBERS (f)

- Enter the PCC numbers

DEFECTS (g)

- Enter “Uninspected” in this section

NO. OF BINS (h)

- Enter the total number of bins

Until the lot is reconditioned or sent to non-food channels, keep the worksheet in “Held by Handler” file for that variety. When the final disposition of the lot is made, file worksheet in the “General” file.

MEMORANDUM STORAGE

Occasionally, producers will deliver raisins to a handler for memorandum (memo) storage. The usual reason being a price agreement between the handler and producer has not been reached. It is imperative that these memorandum storage lots be properly identified. These lots may be acquired by the handler or transferred to another handler for storage or acquisition. The handler must indicate each lot intended for memorandum storage on the request for inspection or scale ticket.

INSTRUCTIONS

Inspection procedures on memorandum storage lots are identical to inspection of any other lot. Only meeting lots may be placed on memo storage. Failing lots of raisins

cannot be put on memorandum storage. They may be returned to the producer or held by the handler as off-grade raisins. Raisins that are reconditioned and meet grade may be placed on memorandum storage.

RAISINS HELD ON MEMORANDUM STORAGE OVER 120 DAYS

These lots must have a completely new inspection prior to acquisition by the handler. Use a [surveillance sheet](#) to record the new inspection. Record the original worksheet number on the surveillance sheet. Write “Memorandum Storage” in the upper right-hand corner. Inspection must be container by container.

INSPECTION PROCEDURES FOR LAYER MUSCATS AND LAYER SEEDLESS

A careful examination of layers is made on a container-by-container basis limited to those raisins readily visible without disturbing the entire contents. In addition to this limited examination, thoroughly and completely examine a minimum of three containers. Be extremely cautious and alert to compliance or non-compliance with such factors as uniformity of curing, infestation, mold, embedded sand, immaturity, broken berries, fermentation, or other similar damage.

The inspector should become thoroughly familiar with the factors regarding incoming or natural condition standards for Layer Muscats and Layer Seedless.

It is necessary that complete detailed examination be made on all lots that are questionable or obviously fail to meet grade. This is necessary to determine the extent of defects in excess of tolerance permitted. All results must be recorded on the worksheets.

DETERMINATION OF GRADE AND CONDITION

Each inspector must be provided with a copy of the minimum grade and condition standards for natural condition raisins as outlined in the [MO](#). The pertinent requirements for the grade and condition are:

- Must be similar varietal characteristics.
- Must have been prepared from sound, wholesome mature grapes properly dried and cured.
- Must be free from live or active infestation.
- Must be fairly free from damage by sugaring, mechanical injury, sunburn or other similar injury.

- Must be fairly free from immature (skinny) raisins.
- Must have a normal characteristic color, flavor, and odor of properly prepared raisins for the varietal type.
- Must not exceed the maximum moisture as specified in the minimum grade and condition standards.

SAMPLING AND INSPECTION PROCEDURES

The minimum sampling rate for Layer Muscats and Layer Seedless is as follows:

Up to 10,000 lbs.	3 Bins
10,001 to 15,000 lbs.	4 Bins
15,001 to 20,000 lbs.	5 Bins
20,001 to 25,000 lbs.	6 Bins
One additional bin per 5,000 lbs.	

These are minimum sampling rates and additional containers for a complete examination must be drawn whenever it is considered necessary to establish the grade from an entire lot. With the help of plant personnel, 3/4 of the bin needs to be removed and placed into another bin, layer by layer. Examine all such layers individually and draw random clusters from them for detailed examination. In addition, it is advisable to turn back the top tray on as many containers as possible, so the second tray can be observed. In doing this, care must be taken not to shatter the clusters since shattered or loose individual raisins are a factor of the grade.

MOISTURE CONTENT

The maximum moisture allowed for Layer Muscats and Layer Seedless is 23 percent. Official moisture determination will be made using the Dried Fruit Moisture Meter.

For Seeded Layer Muscats, subtract 1-1/2 percent from the moisture reading.

UNIFORMLY CURED

The standards require that the product be uniformly cured and of such quality and condition as can be expected to withstand storage. Uniformly cured means there may not be present on the same cluster properly cured or dried raisins and raisins that are very high in moisture content or slightly withered grapes.

SHATTERED OR LOOSE RAISINS

Layer Muscats and Layer Seedless must be fairly free from shattered or loose individual raisins and small clusters of 2 or 3 raisins each. Fairly free means that the raisins may contain not more than 20 percent by weight of such raisins.

SIZE DETERMINATION

Size will be determined on Layer Muscats and Layer Seedless raisins with the use of hand size plates.

Type	Size
Layer Muscat	30 percent or more by weight, exclusive of stems and branches, are 3 Crown size or larger ¹ .
Layer Seedless	30 percent or more by weight, exclusive of stems and branches are 2 Crown size or larger ² .

¹3 Crown size means that the raisins will not pass through a round perforation 34/64 inch in diameter.

²2 Crown size means that the raisins will not pass through a round perforation 24/64 inch in diameter.

SOUNDNESS AND WHOLESOMENESS

INFESTATION

Lift several clusters at various points and tap or jar them sharply over bare paper. If any insects are present, they will drop to the paper and there be readily visible. In addition, examine such clusters under a good light for visible infestation.

If live or dead infestation is found in the lot, the lot is to be failed. Reconditioning of such lots would require removal of infestation if intended for use as layers. Any raisins from such lots offered for inspection as loose Muscats must meet requirements of the Loose Muscat grade. Any raisins containing live infestation should be fumigated immediately.

FERMENTATION

This has usually started from a high moisture condition wherein the raisins are undergoing a chemical change caused by the action of yeast. Upon first exposure, fermented raisins give off a sharp winery odor. Containers with fermentation are to be set aside as failing. Fermentation maybe accompanied by a very high insect count including vinegar flies and dried fruit beetles.

SAND AND DUST

Since this product is not washed for packing, loose sand, dust, cobwebs, and other foreign material may become serious defects. Consult your supervisor.

Reconditioning of any natural condition layers “Failing” to meet grade may be done by the handler and would mean sorting out a portion that would meet the outgoing grade for layer raisins. It is to be emphasized that any residual raisins either meet the incoming grade or the outgoing processed grade or are otherwise legally disposed of.

PART II – LAB PROCEDURES

GENERAL

The inspector must use equipment, methods of tests, and reporting forms as directed by the supervisor and which are adequate for determining and reporting compliance with the minimum grade and condition established under the [Raisin Marketing Order No. 989](#) (MO).

The methods and procedures outlined in these inspection instructions are standardized for use in the inspection of all raisins.

It is necessary that a detailed examination be made for any defect or defects that are questionable or obviously fail to meet grade to determine the extent of defects in excess of the allowance permitted. It may not be necessary to make a detailed examination for grade factors obviously within grade unless requested to do so by the producer, handler, or supervisor.

All results must be recorded on the [Lab Tag](#). (Airstream and Lab Result Record or equivalent).

DETAILED VISUAL EXAMINATION

EQUIPMENT NEEDED

- 1/8 inch mesh screen approximately 8x13 inches
- Tray or pan to nest screen in
- White grading tray
- Scale
- 16-ounce (1-pound) gram conversion chart
- Square scoop

PROCEDURE

The procedure for a detailed visual examination is as follows:

Dump the entire contents of the sample bag into a large plastic pan and mix thoroughly.

Caution: Do not mix samples for Capstem count. See [Special Instructions for Capstem Count for Returned-to-Producer](#).

Use a square scoop to collect raisins along the bottom of the pan and weigh out approximately 1,100 grams (g). Place the 1,100 g of raisins in a 1/8 inch mesh screen nested within a tray.

Agitate the sample to remove dirt and chaff. Remove large stems. Weigh a 454 g (1 pound) sample.

Put any remaining raisins back into the sample bag.

Place sample on grading tray and segregate the various defects for which percentage tolerances must be determined by weight. These defects include Damage, Sunburn, Caramelization and Uncured Berries. See [Special Instructions for Determining Sugaring](#), [Special Instructions for Mixed Variety](#), and [Special Instructions for Capstem Count for Returned-to-Producer](#).

For varieties not graded by the airstream sorter, Substandard and B or Better will also be determined visual examination. Substandard berries will be scored as substandard only.

Visual examination for defects on varieties that are subject to airstream sorter separation will be done on the drops from the substandard airstream sample.

The [boil mold test](#) will be used on all sun-dried raisins.

Weigh each separated defect. Look up the weight in grams on the conversion chart to find the percent by weight and record on the [Lab Tag](#).

MOISTURE DETERMINATION

EQUIPMENT NEEDED

- Grinder
- Moisture meter and cylinder
- Wax paper
- Thermometer

- Timer
- Temperature adjustment chart for moisture

PROCEDURE

Set up equipment according to the instructions detailed in the sections titled: [Use and Care of the Moisture Meter](#) and [Use and Care of the Grinder](#). Place a wax paper liner in moisture meter cylinder. Turn on the moisture meter.

Remove the large stems from approximately one pound of raisins. Stems may interfere with the moisture reading.

Grind enough sample through the grinder to eliminate the residual of the previously ground sample. Discard all residual.

Knead ground sample by hand until it is thoroughly mixed. Roll sample between hands to form it into a cylindrical shape.

Place the ground sample into the cylinder of the moisture meter, completely covering the bottom electrode. Fill the cylinder with paste until level with the top.

Press the top electrode into the sample until the arm touches the post. Insert thermometer through the hole in the arm to about halfway into the sample. The thermometer should not touch the bottom surface. Use gentle pressure when inserting electrode and thermometer into very dry samples to avoid breaking the arm or thermometer.

Start the timer for two minutes. Allow the thermometer to correctly adjust to the sample temperature. Discard the remainder of the ground sample and wash raisin paste from hands.

Adjust the voltmeter to read 10 volts or less.

Set the Tap indicator on the correct tap setting for raisins.

- Tap 6 – Low moisture – 9 to 15%
- Tap 3 – Medium moisture – 13 to 20%
- Tap 2 – High moisture – 19 to 24%

If the sample seems moist, turn the dial setting to about 80. If the sample seems dry, turn the dial to about 40. This will prevent the micrometer pointer from jumping to the maximum.

When the timer sounds, press the button and watch the micro-ammeter. If the dial setting is in the correct range the pointer will read on the scale. If the pointer jumps to 100, release the button immediately. Adjust the dial setting and try again. The operator will learn to judge by the feel of the raisin grindings where to set the dial.

When the pointer stays on the scale, keep the button down while turning the dial to move the meter pointer toward zero. Continue past the zero point until the pointer starts back up. Reverse and adjust the dial as near the zero point as possible.

Turn the voltmeter control completely to the right. Press the button down and make a fine adjustment of the micrometer to the zero point. Read the dial setting.

Read the temperature while the thermometer is still in the sample.

Find the correct temperature column on the corresponding Tap setting on the moisture correction chart. Scroll down the column to the number nearest the dial setting. Read the moisture percentage at either side of the chart.

Record the exact moisture percentage.

Remove the thermometer from the sample and wipe or rinse clean. Store thermometer properly.

Lift the electrode arm and remove the sample. Thoroughly clean and dry the parts which come in contact with the sample. Place a clean wax paper liner inside the cylinder.

MOISTURE PROCEDURES FOR SPECIAL CIRCUMSTANCES

Very dry or very wet raisins may exceed the parameters of the moisture meter or correction charts. If it is necessary to determine Substandard or B or Better percentages, special moisturizing or drying procedures will be required to increase or decrease the moisture percentage of the raisins before conducting further analysis.

If the moisture reading cannot be determined on very dry raisins using Tap 6, record the moisture as -9.0% (less than 9.0%). Use the [oven moisturizing](#) or [towel moisturizing](#) procedures if necessary to conduct further analysis.

If the moisture reading cannot be determined on very wet raisins using Tap 2, record the moisture as 24.0+% (more than 24.0%). Incoming raisin samples above 16.0% moisture may not be run through the airstream sorter. Use the [oven drying method](#) to dry samples to 14.0% or lower moisture if necessary to conduct further analysis.

OVEN MOISTURIZING

EQUIPMENT NEEDED

- Moisturizing oven
- Boiling water

PROCEDURE

Plug in the power cord for oven.

Pre-heat oven to 105°F to 115°F. Check temperature using thermometer on the side of the oven. Adjust the thermostat to maintain this temperature.

Fill the tray in the bottom of the oven with approximately 1½ quarts of boiling water.

Prepare approximately 1,300 g of raisins for the airstream sorter according to the instructions in [Substandard and B or Better Determination](#). Spread the sample evenly over a mesh screen tray. Place the screen tray on an oven rack and label the sample to maintain identity.

Close the oven door and the sliding vent at the top of the oven. Allow raisins to moisturize for about one hour. If the raisins are extremely dry, allow an additional 15 minutes.

Remove the tray and let the raisins cool to room temperature and mix thoroughly before conducting further analysis.

TOWEL MOISTURIZING

EQUIPMENT NEEDED

- Plastic sample pan
- Terry cloth towel
- Paper towels
- Large plastic bag
- Warm water

PROCEDURE

Prepare approximately 1,300 g of raisins for the airstream sorter according to the instructions in [Substandard and B or Better Determination](#).

Put the raisins into a plastic sample pan.

Wet a terry towel with warm water and wring out almost dry. Lay the towel over raisins.

Wet several layers of paper towels and place on top of the terry towel.

Place the pan in a plastic bag and fasten to close. Set in warm place (in the sun or under a lamp) for one to two hours to allow raisins to moisturize.

Mix sample thoroughly before conducting further analysis.

OVEN DRYING METHOD

EQUIPMENT NEEDED

- Moisturizing oven

PROCEDURE

Remove any water from the bottom tray in oven.

Plug in the power cord for oven.

Pre-heat oven to 105°F to 115°F. Check temperature using thermometer on the side of the oven. Adjust the thermostat to maintain this temperature. The raisins may caramelize if the oven is hotter than 115°F.

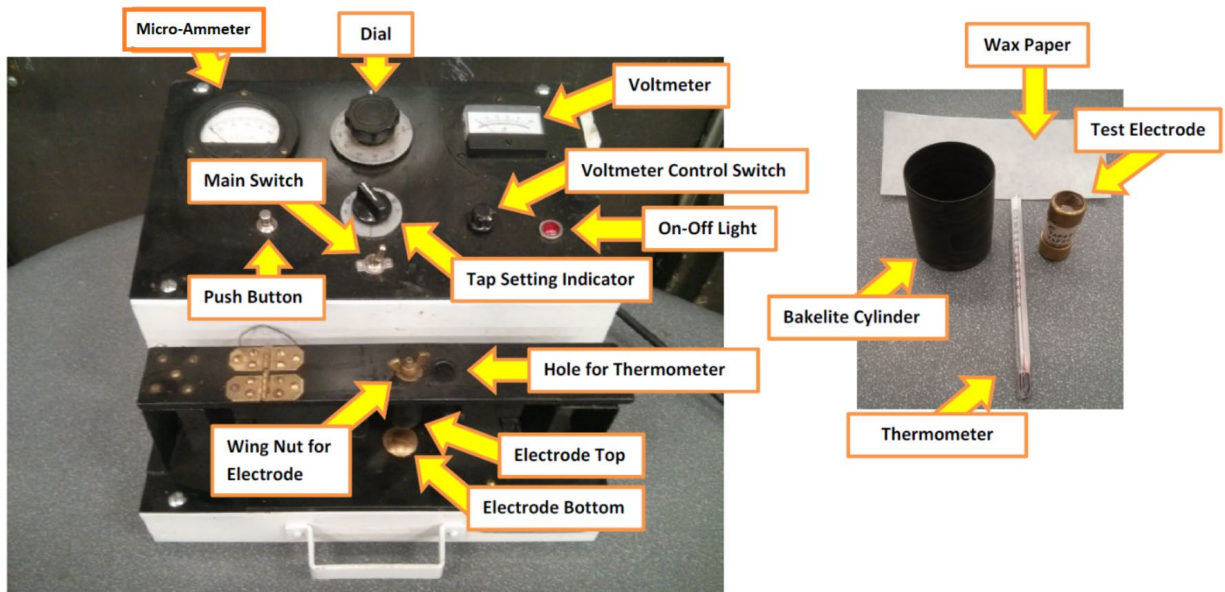
Prepare approximately 1,300 g of raisins for the airstream sorter according to the instructions in [Substandard and B or Better Determination](#). Spread the sample evenly over a mesh screen tray. Place the screen tray on an oven rack and label the sample to maintain identity.

Open the sliding vent at the top of the oven and close the oven door. Raisins will dry at a rate of about 2.0% every three hours.

Remove the tray and let the raisins cool to room temperature. Mix thoroughly before conducting further analysis.

Other methods for drying samples may be used with supervisor's approval.

MOISTURE METER



USE AND CARE OF THE MOISTURE METER

The moisture meter measures the resistance to an electrical current through a sample of ground raisins. The meter reading and the temperature are used to determine the moisture percentage on the moisture charts. The moisture meter must be set-up and maintained properly. Operators are responsible for knowing and following proper procedures for the use and care of the moisture meter. Only qualified instrument workers may repair or make adjustments to the workings of the moisture meter.

SET-UP AND PREPARATION FOR USE OF THE MOISTURE METER

The calibration of the moisture meter must be verified daily before use. Check calibration on Tap 3 and Tap 6.

Plug the power cord into outlet.

Place brass plated test plug between the electrodes on arm and base and hold the arm gently in place to ensure a good connection.

If no reading is apparent, clean the metal ends of the plug with an abrasive scrub pad until shiny.

Set Tap indicator on the Tap setting to be verified.

Set the dial at the correct test setting for the Tap and the voltmeter at maximum.

Tap 3 at 35.5 ± 0.5

Tap 6 at 83.5 ± 0.5

Turn on the moisture meter and press activation button. The micrometer should read at or near zero.

Fine tune the micrometer to the zero point and check the dial reading.

Record calibration check on the appropriate log.

If the moisture meter reading is incorrect, discontinue use and contact an instrument worker for repair or replacement.

MAINTENANCE OF THE MOISTURE METER

The moisture meter and thermometer must be kept clean and must be dry before use. They are delicate pieces of lab equipment and should be handled gently. Wash raisin paste from hands before handling dials.

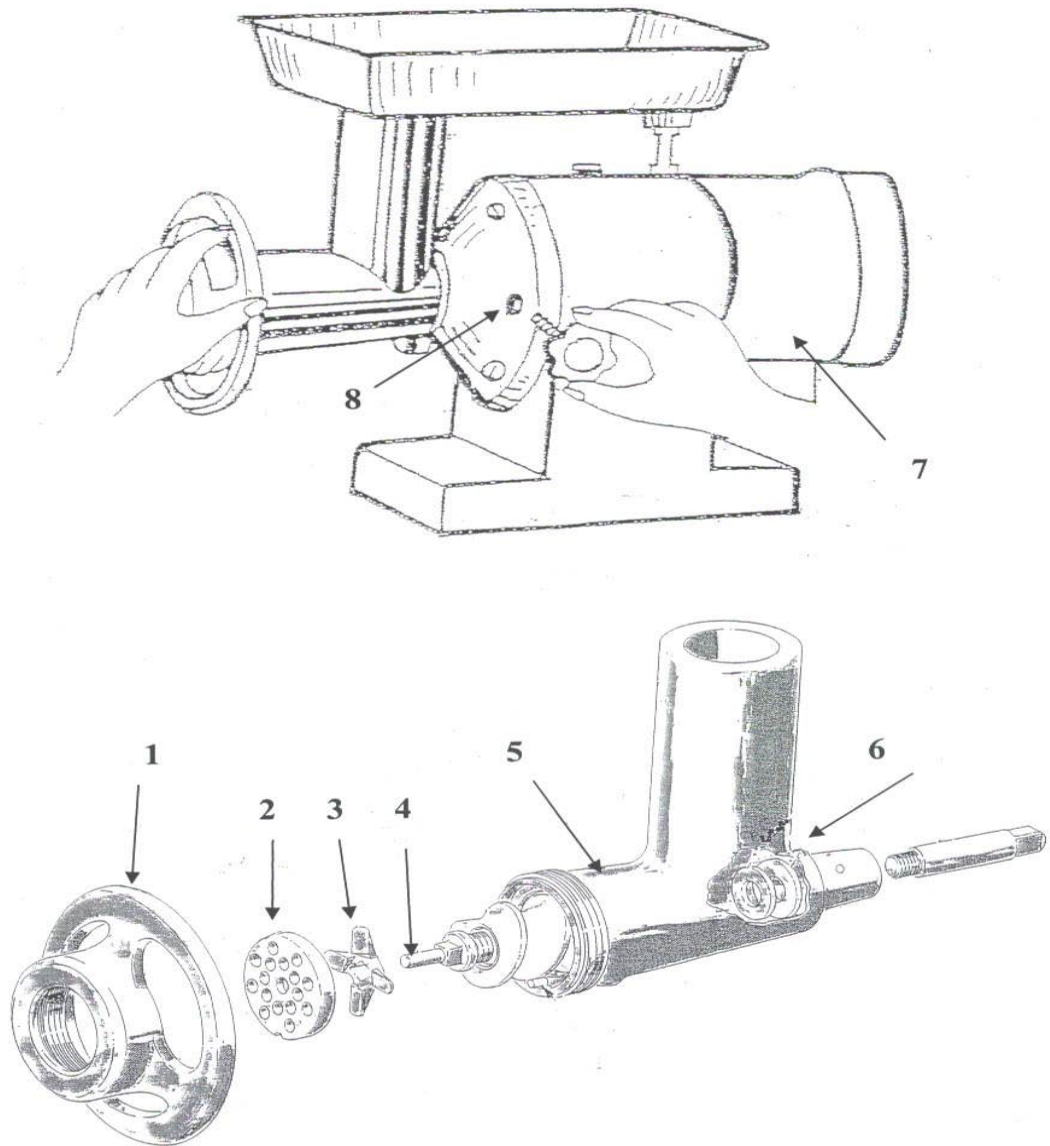
Wipe the raisin paste from the moisture meter and thermometer after each use. Most paste can be removed with warm water and a paper towel or sponge. Use an abrasive scrub pad only if necessary. Be careful not to obliterate markings on the meter. Never use an abrasive scrub pad or cleanser on the thermometer.

Dry the moisture meter and the thermometer giving special attention to the electrodes, cylinder, thermometer, and areas that come in contact with the sample. Store the thermometer in the designated holder.

At the end of each day, thoroughly clean and dry the exterior of meter, cylinder, test plug, power cord, and surrounding area.

The test plug should be kept clean and the brass ends should be shiny. If they are dull, polish lightly with an abrasive scrubber. Dry the test plug completely before use.

GRINDER



Grinder Assembly

- | | | |
|-----------------|-------------------|-----------|
| (1) Ring Collar | (2) Grinder Plate | (3) Blade |
| (4) Auger | (5) Auger housing | (6) Pin |
| (7) Motor | (8) Thumbscrew | |

Inspection Instructions for Natural Condition (Incoming) Raisins (July 2021)

USE AND CARE OF THE GRINDER

The grinder or food chopper is used to prepare raisins for moisture determination. The raisins must be ground into paste for use with the moisture meter. The grinder must be set-up and maintained properly. Operators are responsible for knowing and following all proper procedures for use and care of the grinder including all safety precautions.

SAFETY PRECAUTIONS

There are several important safety precautions that must be followed when handling or using the grinder. Failure to practice safety procedures may result in bodily injury or damage to the machine.

- NEVER put hands or fingers in grinder.
- ALWAYS position grinder with “WARNING!” placard facing user.
- ALWAYS tighten the thumbscrew before each use.
- ALWAYS unplug the grinder before assembly or disassembly.

PRIOR TO ASSEMBLY FOR USE

Check the brass bushing inside auger housing. If the bushing shows noticeable wear or is missing, do not use the grinder. Notify an instrument worker of the problem.

Check the pin **(6)** that extends from the auger housing into the motor. If the pin is loose or missing, do not use the grinder. Notify an instrument worker of the problem.

ASSEMBLY FOR USE

The grinder must be properly assembled before use. Proper assembly can prevent injury to the operator and damage to the grinder. All the parts including the auger housing, auger, blade, plate, ring collar, and motor should be clean and dry prior to assembly.

- Unplug the power cord before assembling the grinder.
- Insert auger **(4)** into the auger housing **(5)**. The shaft should extend through the back side of the housing.
- Place the blade **(3)** at the front of the auger with the flat side of the blade facing out. Align the sides of the hole with the nut on the auger.

- Place grinder plate **(2)** in front of the blade. The grinder plate should fit easily against the flat side of the blade. Use only a plate with 3/16-inch perforations.
- Attach the ring collar **(1)** loosely on the end of the auger housing. Tighten enough to prevent plate and blade from shifting while still allowing the auger to turn.
- Attach assembled grinder to the motor **(7)**. Align pin and auger shaft properly. Secure with thumbscrew **(8)** making sure that screw is properly aligned with the notch on grinder assembly.
- Tighten ring collar to secure auger assembly.
- Plug power cord into outlet.

MAINTENANCE

The grinder assembly should be dismantled and thoroughly washed and dried at the end of each day. Always unplug the grinder before dismantling. It may be necessary to do this at the end of each shift or periodically during the day depending on the samples. It is not necessary to wash and dry the grinder in between each sample if moisture determinations are being performed throughout the day. The grinder should not be left overnight without being cleaned.

- Turn off the grinder motor and unplug the power cord.
- Disassemble the ring collar, plate, blade, and auger. Remove the auger housing from the motor.
- Wash the grinder parts using hot water and a brush to remove all residual paste. It may be necessary to use a nail or similar object to remove the paste from the plate holes. If the paste is very sticky or dry, it may be necessary to soak the grinder parts for a short time. Do not soak grinder parts overnight.
- Rinse all the parts with clean water.
- Clean any paste from the grinder switch, motor exterior, power cord, and surrounding area.
- Dry all the grinder parts with a paper towel.

JAMMING OR EXCESSIVE LIQUID

The most common problems with the grinder are the auger becoming clogged with raisins or excess liquid remaining in the auger housing. Both can be remedied by cleaning the grinder. Other mechanical problems may occur. Turn the grinder off and notify a qualified instrument worker of the needed repair.

- If the auger becomes clogged or there is excess liquid remaining in the auger housing, complete the following steps:
- Turn the grinder off and unplug the power cord.
- Disassemble the ring collar, plate, knife, and auger. It may be necessary to remove the auger housing from the motor.
- Clear all raisins from the auger, drain excess liquid, dry parts, and reassemble.

OTHER PROBLEMS

If any other problems occur, turn the grinder off, discontinue use, and notify an instrument worker for repair.

MOLD DETERMINATION

BOIL MOLD TEST

The boil mold test is used for all sun-dried and dried on the vine (DOV) raisins.

EQUIPMENT NEEDED

- Saucepan with lid
- Stove
- Colander
- Large white grading tray
- Lamp
- Small white tray

- Tweezers
- Potholders

PROCEDURE

- Use approximately two pounds of drops from the substandard airstream sample. Pour onto a flat surface and mix well, separating any clusters. Form one long ridge.
- Rake a handful of approximately 100 raisins from along one side of the ridge. Count the raisins by fives and set aside in groups of 100. If the sample is from a variety of raisins that cannot be run in the airstream, do not count substandard raisins.
- Count all raisins before getting more from the ridge.
- Take a handful from the opposite side of the ridge and count. Repeat until 800 raisins are counted.
- Place the 800 raisins in a colander and rinse to remove surface dirt and debris.
- Place the raisins in a saucepan and add water to cover raisins about 1 inch above the raisins.
- Place saucepan on stove and bring to a boil. Reduce heat and simmer for approximately 20 minutes or until raisins are reconstituted. Do not simmer longer than 30 minutes.
- Strain sample into a colander. The sample may be rinsed gently with cold water to remove sand and dirt. Place raisins in a large white sample tray and cover with cold water. Place the sample tray under a lamp.
- Beginning at one end, use tweezers to move raisins a few at a time to the other end of the sample pan. Roll the raisins to examine all sides. Remove all raisins affected with mold or rot from the sample pan and place on a white tray.
- Do not use place fingers in mold samples. Fungus infections can occur.
- Rotate the sample pan around and repeat from the opposite end. Stir sample gently with tweezers to examine all the raisins.

- Segregate the moldy raisins that meet the criteria for scoring from those that are not sufficiently affected by mold to be scored. See the following section for the three types of mold that are scored.

TYPES OF MOLD

PUTRID

Boiled raisins affected by putrid looking mold appear white or grey and typically do not have any substance when pressure is applied.

Score putrid mold if one-half or more of the berry is affected.

SPLIT

This mold appears as a black split in the skin of the raisin. The black mold may or may not extend into the flesh of the berry.

Score the black mold in split raisins if the black discoloration extends the equivalent of one-half the length of the berry.

NODULAR

Nodular mold is usually green or black and appears as small dark spots or nodes on the surface of the raisin.

Score nodular mold if the appearance of the raisin is seriously affected. This is usually if an aggregate of one-eighth or more of the surface of the berry is affected.

Occasionally, the appearance of a berry may be seriously affected but less than one-eighth of the surface is affected. Such berries may be scored.

- Group the units to be scored for each type in groups of eight. Determine the percentage of each type of mold and record on the [Lab Tag](#).

Number of Raisins	Percentage	Number of Raisins	Percentage
1 Raisin	0.1%	5 Raisins	0.6%
2 Raisins	0.3%	6 Raisins	0.8%
3 Raisins	0.4%	7 Raisins	0.9%
4 Raisins	0.5%	8 Raisins	1.0%

- Add the percentages for putrid, split and nodular type mold together and enter the total for all types of mold on the Lab Tag. Initial next to the results.

VISUAL MOLD EXAMINATION

Dehydrated raisins i.e. Golden or Dipped are examined visually to determine mold percentage.

- Use one pound of drops from the substandard airstream sample.
- Place on a white grading tray under a lamp and examine each raisin for mold.
- Separate mold by putrid, split, or nodular type and record the percentage for each.
- Record the total mold percentage.

VERIFICATION OF MOLD SAMPLES

The scoring of mold samples is subjective by nature. Therefore, if any sample is scored from 4.7% to 6.0% total mold by a lab aide, the sample will be reviewed by a lead aide, IIC, or supervisor. All units in the sample will be reviewed to determine the actual total mold score.

MOLD DETERMINATION FOR SPECIAL CIRCUMSTANCES

Samples of raisins seriously affected by mold may not meet the criteria for scoring individual units sufficient to fail the sample. Such samples would be characterized by more than 50 percent of the units in the sample being affected by mold and less than 5 percent of the units in the sample meeting the criteria for scoring as moldy units. Contact a supervisor if this situation occurs.

SPECIAL INSTRUCTIONS FOR DETERMINING SUGARING

Sugared raisins are raisins with sugar crystals that are visible externally or internally. The raisins may look and feel gritty on the surface due to sugar crystals. Perform an organoleptic examination of the raisins to determine if crystallized sugar is apparent.

- Examine raisins visually for external and internal sugar crystals. Sugar crystals in the flesh or on the surface of the raisins must be obvious to be scored.
- Raisins may be squeezed but not rolled between fingertips to determine if internal sugar crystals are present.
- Do not add water to the sample to enhance visibility of sugar crystals.

- Do not moisturize samples of raisins to be examined for sugaring. If the moisture is below 9.0%, determine the percentage of sugared raisins before further analysis.
- Weigh the sugared raisins. Look up the weight in grams on the conversion chart to find the percent by weight and record on the [Lab Tag](#).

SPECIAL INSTRUCTIONS FOR MIXED VARIETY

Samples of mixed varieties must be visually segregated to determine the percentage by weight of each variety, and as applicable, for other defects. When determining minimum grade standard, use the most restrictive grade of the two or more varieties commingled within their containers.

Dump the entire contents of the sample bag into a large plastic pan and mix thoroughly. Weigh a representative sample of 454 g (1 pound).

Place sample on grading tray and segregate the varieties.

Weigh each separated variety. Look up the weight in g on the conversion chart to find the percentage by weight for each variety and record on the [Lab Tag](#). The total percentages for all varieties should equal 100.

SPECIAL INSTRUCTIONS FOR CAPSTEM COUNT FOR RETURNED-TO-PRODUCER

Lots of off-grade raisins that are “Stemmed” may not be returned-to-Producer (RTP). Samples of raisins that do not obviously exceed 150 capstems per pound must be examined to determine an exact count. Lots that may not be returned-to-producer must be reconditioned by the handler or disposed of in eligible non-normal outlets.

Capstems are small woody stems exceeding 1/8 inch in length which attach the raisins to the branches of the bunch.

“Un-stemmed” means lots of raisins which contain 150 or more capstems per pound.

“Stemmed” means lots of raisins which contain less than 150 capstems per pound.

Weigh a representative sample of 454 g (1 pound) directly from the sample bag. Do not use a screen to remove sand or chaff; this may detach capstems from raisins.

Place sample on grading tray and observe the capstems.

If by visual observation, the number of capstems obviously exceeds 200 per pound, record “Capstems M” for meeting on [Lab Tag](#) under Other.

Samples that do not clearly exceed 200 capstems per pound must be counted. Do not count loose capstems. Record the exact number on the Lab Tag under Other. Example: “Capstems 140.”

EMBEDDED SAND ANALYSIS

Natural condition raisins must be washed in a manner similar to typical processing before analysis. Use of the mechanical sand washer is the preferred method. See detailed instructions in the [Use and Care of the Mechanical Sand Washer](#) section.

EQUIPMENT NEEDED

- Sand washing machine
- No. 8 sieve
- No. 150 sieve
- Calibrated sand measuring tube
- Spray hose
- Wash bottle
- Saucepan with lid
- Stove
- Small white tray
- Potholder

SAMPLE PREPARATION FOR SAND WASHER

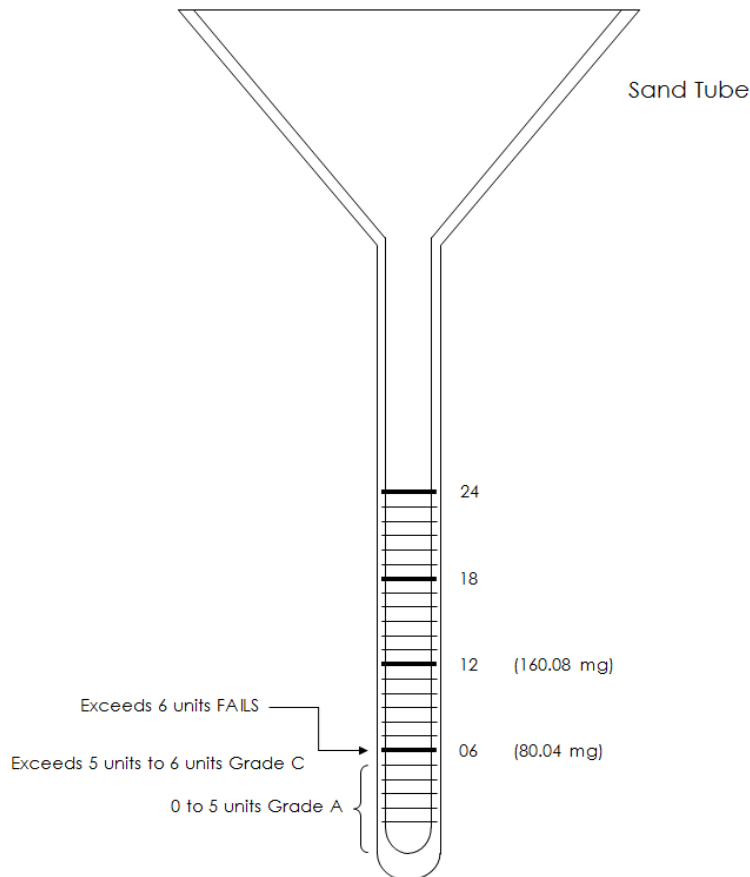
- Check interior for sand, raisins or debris left over from previous samples. Remove any residual and place basket squarely in tank.
- Check drain hose placement. Hose must be in a sink or other drain outlet.
- Weigh 454 g of drops from the substandard airstream sample.

- Pour raisins into the sand washer basket, distributing the sample evenly among the sections.
- Close and latch the lid. Turn the power switch to “On.”
- Press and hold the activation button for 5 to 10 seconds to begin the wash cycle.
- When the wash cycle is complete, open the lid and remove the basket with raisins.
- Pour the raisins onto a tray. Remove any raisins caught in the mesh basket and return to the sample.
- Scoop up raisins with fingers to avoid including excess water and weigh 250 g.
- Pour the 250 g raisins into a saucepan. Add water to cover raisins about 2 inches.
- Place saucepan on stove and bring to a boil. Reduce heat and simmer for approximately 20 minutes or until raisins are reconstituted.

EMBEDDED SAND EXTRACTION

- Nest a No. 8 large mesh sieve on top of a No. 150 fine mesh sieve in a sink.
- Pour one-third of the sample obtained from the previous section into the top sieve and rinse with a spray hose. Caution: Use a potholder when handling hot pans and lids.
- Roll raisins with fingers to thoroughly rinse all sides. Press moldy or rotten raisins through the mesh while rinsing to remove embedded sand and dirt. Use enough water pressure to wash well without splashing sand or dirt out of the sieve.
- Raisins may be hot enough to burn fingers. Cold water spray may be used to cool sample.
- Remove top sieve and discard washed portion of the sample.
- Replace top sieve and repeat wash process two more times until the entire sample is washed.
- Rinse any remaining raisins, sand or debris from the saucepan into the top sieve and set the saucepan aside.

- Rinse down the sides of the top sieve into the bottom one. Remove top sieve and set aside.
- Rinse down the sides of the bottom sieve being careful not to wash any sand or debris out of the sieve. Place the saucerpan in the sink and rinse all debris and sand in the bottom sieve into the saucerpan.
- Place a white tray in the sink under the saucerpan to catch any sand that may be inadvertently washed out of the saucerpan during decanting.
- Decant debris from the saucerpan using gentle water pressure to create a centrifugal motion while tilting pan slightly. Sand should collect at the bottom of saucerpan as debris floats over the edge.
- Use a wash bottle to rinse sand into the calibrated sand measuring tube.



Each calibration mark represents 1 unit of sand. A unit of sand equals the volume of **13.34 mg** of **mercury**.

Revised 5/11

- Check the white tray for any sand. If sand is present, rinse tray into the saucepan and repeat decanting process. Wash sand into the sand measuring tube and tap funnel gently. A natural bristle may be used to gently tamp sand if spaces or air bubbles are present.
- Record the number of units of sand on the [Lab Tag](#) and initial.
- Clean all sand from the tube and funnel of the sand measuring tube.
- Place a finger snugly in the funnel and invert measuring tube to allow sand to flow out of the tube. While inverted, spray water across funnel to wash sand from tube and funnel.
- Fill sand measuring tube with water for next use or store inverted.
- Scour and rinse saucepan before storing or next use.

SCORING EMBEDDED SAND TEST RESULTS

Embedded sand is measured in units as calibrated on the measuring tube. Record the results in whole units, counting any fraction of a unit as a whole. Indicate on the [Lab Tag](#) if the sample Meets or Fails.

6 units or less = Meets

More than 6 units = Fails

MECHANICAL SAND WASHER

USE AND CARE OF THE MECHANICAL SAND WASHER

The mechanical sand washer is used to wash natural condition raisins prior to analysis for embedded sand and contamination. The washer must be set up and maintained properly. Operators are responsible for knowing and following proper procedures for use and care of the washer. Only qualified instrument workers may repair or adjust the sand washer.

SET-UP AND PREPARATION FOR USE

Extra preparation is required if the washer is not used for seven days or more. If the washer has been in use, skip the first and last steps.

- Pour three ounces of bleach into the wash tank. Let stand for thirty minutes to an hour. The basket may be left in the tank during preparation.

- Place the drain hose in a sink or other drain outlet.
- Connect the hose to a water faucet and turn on the cold water until open to the maximum. Use cold water only in the sand washer.
- Plug the power cord into an electrical outlet.
- Run one complete cycle before use.

MAINTENANCE

- Remove any residual raisins and stems from basket and wash tank after each use.
- Periodically check drain hose and power cord for wear. Notify the IIC or Sub-Area Supervisor if repair is needed.
- Check pressure gauge daily before use. The gauge should register from 27 to 33 pounds. Do not attempt to make an adjustment. Notify the IIC or Sub-Area Supervisor if the reading is not correct.
- The operator should be familiar with the wash cycle and observant while using the sand washer. The water should fill to a depth of about two inches. The wash cycle runs approximately three minutes. If a problem occurs while the machine is in use, unplug the washer immediately. Notify the IIC or Sub-Area Supervisor of the malfunction. Do not attempt to repair the washer.

DAILY STORAGE

- Turn off the power switch.
- Turn off the water.
- Unplug the power cord.
- Dry the outside of the machine.

END OF SEASON STORAGE

- Clean any residual raisins and stems from the basket, wash tank and drain strainer in bottom of wash tank.
- Pour eight ounces of HOT water and two ounces of liquid detergent into the wash tank. Allow detergent mixture to stand for one to two hours.

- Run one complete cycle.
- Unplug the power cord and turn off the water supply. Disconnect the water hose from the faucet and drain it.
- Drain the water from the drain hose and place the drain hose in the wash tank. The lid must be partly open to avoid crushing the drain hose.
- Dry the inside and outside of the washer.

SUBSTANDARD AND B OR BETTER DETERMINATION

EQUIPMENT NEEDED

- Airstream sorter
- 1/8-inch mesh screen approximately 8x13 inches
- Tray or pan to nest screen in
- Scale
- Airstream adjustable tables
- Square scoop
- Triangular scale tray

SAMPLE PREPARATION FOR AIRSTREAM SORTING

The airstream sorter machine is used for Substandard and B or Better determination for all Thompson varieties. Zante Currants only have Substandard run. Both the raisins and the machine must be properly prepared before samples are run. The raisins must be free from excess debris and free flowing. The airstream sorter must be properly standardized and checked, see [Use and Care of the Airstream Sorter](#).

Other varieties are subject to visual determination for Substandard and B or Better. See [Detailed Visual Examination](#) section for instructions. See [Appendix III – Incoming Lab Guide](#) for varieties subject to visual Substandard and B or Better.

- Dump the entire contents of the sample bag into a large plastic pan and mix thoroughly.

- Use a square scoop to collect raisins along the bottom of the pan and weigh approximately 1,100 g. Place the 1,100 g of raisins in a 1/8-inch mesh screen nested within a tray.
- Agitate the sample to remove dirt and chaff. Remove large stems that may impede raisin flow. It is not necessary to remove capstems or other small stems. Break apart any clusters to separate individual raisins. Raisins must be free flowing to run through the airstream.
- Weigh out exactly 1,000 g for the airstream sorter sample and label to maintain identity.
- Put any remaining raisins back into the sample bag.

SAMPLE PREPARATION FOR SPECIAL CIRCUMSTANCES

Golden, Dipped, other Dehydrated, damaged, or very sticky raisins may require additional preparation to be free flowing. If many raisins remain in clusters or stuck together after removing chaff and stems, vegetable oil spray may be used sparingly to keep individual raisins separate. Avoid excessive use of oil.

- Dump the entire contents of the sample bag into a large plastic pan and mix thoroughly.
- Spray vegetable oil over the sample lightly, mix thoroughly, and separate all raisins still stuck together.
- Weigh out exactly 1,000 g for airstream sorter sample.
- Discard any raisins remaining of the 1,100 g. Do not return raisins to the sample bag.

AIRSTREAM SORTER RUN

Check upper hopper, airstream column and lower chamber drawers for any raisins or debris from previous samples. Remove any residual, then close and latch the hopper and chamber drawers.

Check the thermometer for the correct temperature. Temperature should be 90°F ±1°F.

Check manometer for correct setting. Do not attempt to adjust the manometer. The manometer should be at one of these settings:

- 67 – B or Better
- 48 – Substandard for Thompson varieties
- 33 – Substandard for Zante Currants (See the following section, Special Instructions for Zante Currants)

Open the upper hopper door and slowly pour in the 1,000 g sample, filling the hopper from back to front. Any raisins that fall outside the hopper or into the airstream column must be returned to the hopper. Close and latch the hopper, making sure no raisins are in the door seal.

Write the machine number on the [Lab Tag](#) and clip the tag onto the machine.

Check the temperature and manometer setting. If both are correct, turn on the feed belt. If either is incorrect, follow instructions in the [Use and Care of the Airstream Sorter](#) section. The hopper must remain closed anytime the feed belt is on or raisins are in the airstream column.

While the sample is being separated, occasionally check the temperature to assure it is within the limits of 89°F to 91°F. Follow instructions in the Use and Care of the Airstream Sorter section if the temperature is not within acceptable limits.

SPECIAL INSTRUCTIONS FOR ZANTE CURRANTS

Zante Currant raisins are very small and require a special baffle setting on the airstream sorter. The front baffle in the hopper must be set to vertical (straight up and down) before placing sample in the hopper. The baffle must be returned to the marked angle before using the machine for Thompson varieties. If required, the operator can turn the crank to adjust the air pressure to 33. When finished with the Zante Currants, adjust pressure setting back to desired air pressure setting.

DETERMINING RESULTS FOR SUBSTANDARD

- Remove raisins from left drawer, weigh, and record weight to the nearest gram on the Lab Tag as “Blows.” Return drawer to chamber and close the latches.
- Weigh the raisins from the right drawer and record the weight on the Lab Tag as “Drops.” Return drawer to chamber and close the latches. The sum of the blows and drops should equal 1,000 g ±2 g.

- Find the percentage of Substandard in the pink pages of the airstream moisture adjustment tables. The tables can be found in loose leaf binders labeled “Airstream Tables.”
 - Find the nearest moisture percentage in the right column.
 - Find the grams of blows in that row.
 - Read the adjusted substandard percentage at the top or bottom of that column.
- Record the substandard percentage on the Lab Tag.
- Dispose of the separated raisins. Do not return raisins to the sample bag.

DETERMINING SUBSTANDARD RESULTS FOR SPECIAL CIRCUMSTANCES

Samples with a very high percentage of substandard raisins may exceed the maximum listed on the Airstream Tables. Use the following procedure if this occurs.

- Find the number of grams at 46.0% substandard on the Airstream Table for the correct moisture.
- Subtract that number of grams from the total weight of the blows.
- Find the percent for the remaining grams and add the two percentages together. Record the total on the Lab Tag.

Example: 563 g of blows @ 12.0% moisture

@ 12.0% moisture 485 g = 46.0%

$563 \text{ g} - 485 \text{ g} = 78 \text{ g}$

@ 12.0% moisture 78 g = 6.8%

$46.0\% + 6.8\% = 52.8\%$ substandard

DETERMINING RESULTS FOR B OR BETTER

- Weigh the raisins from right drawer and record the weight on the [Lab Tag](#) as “Drops.”

- Weigh the raisins from the left drawer and record the weight on the Lab Tag as “Blows.” Record weights to the nearest gram. The sum of the drops and blows should equal 1,000 g \pm 2 g.
- Use the white pages of the airstream moisture adjustment tables to find the percent of B or Better for the sample. The tables are kept in loose leaf binders labeled “Airstream Tables.”
 - Find the nearest moisture percentage in the right column.
 - Find the grams of drops in that row.
 - Read the adjusted B or Better percent at the top or bottom of that column and record the B or Better percentage on the Lab Tag.

DETERMINING B OR BETTER RESULTS FOR SPECIAL CIRCUMSTANCES

Samples with a very high or very low percentage of B or Better raisins may exceed the parameters of the Airstream Tables. For very high percentages the following procedure will be used.

- Find the number of grams at 22.0% B or Better on the Airstream Table for the nearest moisture.
- Subtract that number of grams from the total weight of the drops.
- Find the percent for the remaining grams and add the two percentages together. Record the total on the Lab Tag. The recorded percentage may not exceed 100%.

Example: 915 g of drops @ 11.0% moisture

@ 11.0% moisture 200 g = 22.0%

915 g - 200 g = 715 g

@ 11.0% moisture 715 g = 74.1%

22.0% + 74.1% = 96.1% B or Better

For very low percentages the following procedure will be used:

- Double the number of grams of drops.
- Look up the percentage of B or Better

Inspection Instructions for Natural Condition (Incoming) Raisins (July 2021)

- Divide the percentage by 2 and record the result as the official B or Better percentage.

Example: 150 g of drops @ 11.0% moisture

150 g x 2 = 300 g

300 g @ 11.0% moisture = 32.0 %

32.0 divided by 2 = 16.0% B or Better

DETERMINING AIRSTREAM RESULTS ON FAILING LOTS

Run Substandard and B or Better on failing portions except in the following cases:

- There is a condition which would gum the airstream sorter.
- If failing portion or the held portion that is later found to be meeting totals 10% or less of the number of containers in the load, then apply the same airstream sorter results obtained for the meeting portion.
- If the failing portion is for sandburs, eucalyptus pods, or a combination of both, then include this sample with other portion of the load that has other like defects. Do not take a separate sample on the dock for these defects.

For example, if an inspector is passing a portion of the lot and holding another portion for mold and a sandbur is found in a bin that is being held for mold, on the worksheet, record the three portions: a meeting portion, a mold portion, and sandbur and mold portion. Use the same substandard and B or Better for the mold and sandbur and mold portions.

- Raisins held by an inspector and later found to be meeting and is more than 10% of the load, the sample will be air sorted for substandard and B or Better. If the packer wants to weigh and report each load separately do not average the samples. Report each portion separately using P1 and P2. If the packer wants to report one result, use the formula below to report one substandard and one B or Better result for all meeting portions. The formula is the same for Substandard and B or Better.
- If one portion is failing for substandard or B or Better, then the readings cannot be combined, each portion must be recorded separately. If one portion is in dockage and one is not, the readings may be averaged per the packer.

Substandard

Meeting # of bins x sub reading = a

Inspection Instructions for Natural Condition (Incoming) Raisins (July 2021)

Held # of bins x sub reading = b

Total # of bins = a+b

Sub reading = $\frac{\text{total \# of bins}}{(a+b)}$

Example: Load of 34 bins (23 bins not held and 11 bins held for mold). The 11 bins passed mold.

23 bins: sub 4.8

11 bins: sub 7.8

23 bins x 4.8 = 110.4

11 bins x 7.8 = 85.8

34 196.2

Sub = 196.2 divided by 34 = 5.7705882 = 5.8

To average the B or Better, replace the substandard readings above with B or Better readings.

AIRSTREAM SORTER

USE AND CARE OF THE AIRSTREAM SORTER

At no time should anyone attempt to adjust the arch settings or unplug the holes covered with sealant. Any changes of this type, accidental or otherwise, must be immediately reported to the IIC or Sub-Area Supervisor. Changes of this nature will affect the results of the separation.

END OF DAY

At the end of the day's operations, turn off all switches, disconnect the power cord and open the chamber drawers approximately one inch. Close the hopper and secure with lock.

CLEANING THE AIRSTREAM

The airstream must be cleaned daily or more often if necessary.

FEED BELT

Place a damp sponge on the feed belt behind the first baffle and turn on the feed belt. If the sponge becomes dirty before the feed belt is clean, rinse and replace the sponge as necessary.

Remove the drawers and clean the chambers with a damp sponge or wash with mild liquid detergent. Dry the drawers completely before returning to the chambers.

PLEXIGLASS AND COLUMN

Turn off the main switch.

Remove the clips of the front plexiglass one at a time and set aside. Gently lift off plexiglass cover. Clean the cover with a damp sponge or wash with mild liquid detergent. Do not use abrasive cleanser or scouring pad.

Clean the open column and as far up the enclosed column as can be easily reached with a damp sponge. Do not touch the arch plate.

Dry all parts and reinstall the plexiglass. Check for air leaks by moving a lighted match slowly along the seams.

TEMPERATURE

The temperature should remain within the range of 89°F to 91°F using only the automatic heater under normal circumstances. In very cold labs it may be necessary to use the auxiliary heater to help the automatic heater maintain 90° F.

The temperature is stable when the thermometer stays within the limits of 89°F to 91°F. This takes about 20 minutes after a machine is turned on. The thermometer must remain in place at all times.

If the temperature will not stabilize within these limits, contact the IIC or Sub-Area Supervisor before continuing. Do not adjust the thermostat.

If the machine temperature exceeds 91°F degrees or falls below 89°F degrees, the results cannot be used, and a new sample must be prepared.

Use a new 1,000 g sample from the original composite, if available.

If a new sample is not available, mix the sample with the remainder of the composite thoroughly by pouring the sample from one wash basin to another 20 times.

MANOMETER

The airstream sorter must be allowed to warm up for at least 20 minutes before checking manometer reading.

FEED HOPPER BAFFLE ADJUSTMENT

Both baffles should be set parallel to the orange lines on the hopper Plexiglas for all varieties except Zante Currants. The rear baffle is stationary. The front baffle must be vertical for Zante Currants. See the [Special Instructions for Zante Currants](#) section.

NON-STANDARD PROCEDURE

If an airstream sorter machine is not working properly i.e. the temperature ranges beyond 89°F to 91°F, the manometer reading is unsteady or there is another mechanical problem, it is considered non-standard. Discontinue use immediately and notify the IIC or Sub-Area Supervisor for repair.

Hold all composite samples that were sorted by the machine after the last satisfactory check. The Sub-Area Supervisor or IIC will determine if the samples must be re-run.

If corrective action is necessary and samples must be re-run, the original results must be voided and the new results recorded on all appropriate forms.

PART III—PAPERWORK INSTRUCTIONS

OVERVIEW OF RAISIN INSPECTION PROGRAM

The raisin inspection program is authorized by the [Raisin Marketing Order No. 989](#) (MO). The MO only covers raisins made from grapes grown in California and covers various issues pertaining to the raisin industry in California. It describes the nomination procedures for the Raisin Administrative Committee (RAC) members, outlines the research and development projects, defines the marketing policy, describes the trade practices and outlines the volume regulations.

The Specialty Crops Inspection (SCI) Division of the USDA is named in §989.58 (d)(1) of the MO as the agency to carry out the inspection and certification requirements. The areas of the MO that SCI is concerned with the regulations. All actions taken by the RAC, including proposed changes in the MO, are subject to approval by the United States Secretary of Agriculture.

The MO is administered by the RAC. The RAC is made up of industry representatives that are nominated by the growers and packers and selected by the Secretary of Agriculture. The RAC also has fulltime employees that perform the day-to-day operations of the program.

It is important to understand the RAC involvement with the reports generated by the USDA. It tracks the tonnage delivered by each grower and the tonnage received by each packer. The RAC verifies that each load delivered was inspected. It also verifies and tracks the weight of off-grade raisins and their disposition. The RAC is able to complete their duties by collecting information from the USDA and the packers and handlers in the industry.

The acquiring handlers send a Scale Tag to the RAC for each meeting load of raisins acquired. All handlers send the RAC a report of all off-grade loads held by handler. Handlers also give the USDA a copy of the Scale Tags for each load.

The USDA sends a computer report to the RAC for all lots of raisins inspected. The reports certify the inspection. Lots that meet minimum grade requirements are reported and certified on the Meeting Lots Ledger (RAC-16). Lots that fail minimum grade requirements are certified and reported on the Meeting and Failing Lots Ledger (RAC-17). Both ledgers are completed and sent in on a weekly basis.

The RAC compares the information from the handlers with the USDA information, making it imperative that the information be correct.

The USDA also uses the information to bill the handlers for the inspection. The inspection for the meeting lots is billed from the total weight acquired by each handler. The inspection for the failing lots is billed from the total weight reported on the RAC-17.

The USDA is responsible for documenting the movement and disposition of all raisin lots on a handler's premises until the lots are acquired, returned-to-producer, or disposed of to a non-food outlet.

PAPERWORK RESPONSIBILITIES

The Inspector-in-Charge (IIC), lead lab aide, or lab aide is responsible for the review, completion, and filing of all records pertaining to the inspection of natural condition raisins. Some of the records are used for billing the plants for the inspection while others provide the RAC with certification of inspection results. Inspection results are also provided to the grower.

The price a grower receives is partially based on the inspection results. The main purpose of inspection records is to document a complete history of any lot from the time it is first presented for inspection through final disposition. Any interested party may review the records. If unsure of how to properly complete any of the records or reports, please contact your supervisor.

Responsibilities include:

- Review worksheets for completeness and accuracy.
- Enter the lab results on the worksheet.
- Attach Scale Tag and [Lab Tag](#) to the worksheet.
- Enter the inspection results into the Incoming Raisin Database.
- Generate reference number for meeting or failing lots.
- Prepare reconditioning worksheets for failing lots.
- Prepare surveillance sheets for lots to be reconditioned.
- Prepare surveillance sheets and reconditioning worksheets for lot to be shipped.
- Report the inspection results to the plant.
- Review surveillance sheets after reconditioning and record the action taken on the reconditioning worksheet.
- Record all changes in the disposition of a lot.

- File all paperwork correctly in properly labeled files using the standard filing procedures.
- Keep computer entries current and accurate.
- Review the inspection results printed on the Scale Tag.

INSPECTION

WEIGHT DETERMINATION

WITH A SCALE TAG

When a Scale Tag is provided for any meeting or failing lot, use this information to record the net weight. This will be the net weight of the fruit before any dockage and after truck, container, and sand tare. A Scale Tag must be provided for all lots meeting the [U.S. Standards for Grades of Processed Raisins](#).

WITHOUT A SCALE TAG

When a Scale Tag is not provided for a failing lot, use one of the methods below to determine an estimated weight.

If a portion of the load was issued a Scale Tag, an average net weight per container can be determined and applied as an estimate to the other portion. For example, a total of 40 bins is delivered. Four bins have been returned-to-producer and were weighed back with the truck. The net weight of those bins returned cannot be determined. The Scale Tag shows the actual net weight of the meeting portion (36 bins) as 36,000 pounds. By dividing 36 into 36,000 we find the net weight per bin is 1,000 pounds. We can estimate the weight of the returned-to-producer portion as 4,000 pounds. If the above example cannot be applied, the following list of weights, by variety, must be used in making estimated weight determinations.

Variety	Bins
Golden Seedless	1,050 lbs.
Dipped Seedless	1,050 lbs.
Zante Currants	1,050 lbs.
Muscats (loose)	1,000 lbs.
Thompson Seedless	1,050 lbs.
All Others	1,050 lbs.

RAISIN INCOMING WORKSHEET (SC-R22)

A [Raisin Incoming Worksheet \(SC-R22\)](#) is the only complete record of the inspection. Worksheets are controlled documents and must be protected from loss or being misplaced. They are pre-numbered at the beginning of each crop year with the plant inspection point number as a prefix. If a need arises for a numbered worksheet not on file, you may print one using the computer—always notify the Fresno, CA Area Office if you take this action. If a block of worksheet numbers will be needed, order them through the Fresno, CA Area Office. The crop year starts August 1st of each year and ends July 31st of the following year.

The following tasks will be completed by the IIC, lead aide, or aide:

- Review the inspector's entries on the worksheet.
- Review the [Lab Tag](#), cross check with the worksheet and verify all test are performed and the results.
- Record the Date Complete, Moisture, Substandard, and B or Better at the bottom of the worksheet.
- Enter results in the Incoming Raisin Database.
- Attach the Lab Tag to the back of the worksheet and place in a "Pending" file awaiting a Scale Tag.

WHEN FINAL SCALE TAG IS OBTAINED

- Review the Scale Tag to see that entries such as lab results and bin counts are correct.
- Complete the entry within the Incoming Raisin Database.
- Attach the Scale Tag to the back of the worksheet and file into the "General" file.
- For returned-to-producer lots, complete all work as outlined above and file in the "General" file.
- Failing lots, held by handler, require a surveillance sheet and reconditioning worksheet to be printed. All papers relating to that lot should be placed in the "Held by Handler" file while awaiting reconditioning.
- Deleterious lots cannot be reconditioned or returned-to-producer.

FILING OF WORKSHEETS

General File

The incoming worksheets must be filed in numerical order, back to front with the worksheet number at the top. Worksheets must be placed in folders with the most recent filed to the front. Place 50 worksheets in each folder. Write the first and last worksheet number on each folder for easy reference.

Held by Handler File

The off-grade worksheets should be placed in file folders in numerical order, regardless of defect, with the most recent filed to the front. Write the first failing worksheet number and the last failing worksheet number on each folder used. Attach completed airstream and lab result record to the worksheet. Remember to record the worksheet number on a blank sheet of paper with a note, indicating where the worksheet can be found, and file in the appropriate area in the “General” file.

BIN COUNT – GAIN OR LOSS

When there is a gain or loss in the number of bins during the course of inspection, record the bin count for the meeting and failing portions on the [Lab Tags](#) and on the entry into the Incoming Raisin Database.

CONDITION IDENTIFICATION CODES

The following Condition Identification (CI) codes are used by the RAC to determine the conversion factors based on how or if a lot was reconditioned:

- **Natural Condition (NC):** Field run raisins with the bloom evident on the raisins. This could include some reconditioning such as drying in half containers, reconditioning for sandburs over a shaker, etc.
- **Dry Reconditioning (DR):** Raisins which have been vacuumed or blown, removing some of the normal field run product, without water being added.¹
- **Wash and Dried (WD):** Raisins to which water has been added by auger or spray.¹
- **Full Processing (FP):** Normal process through the stemmer, resulting in finished product ready for market.

¹ If water has been added, use WD. Adding water takes precedence over using a vacuum and/or drying. Once a lot is WD, it cannot go back to being DR or NC.

VARIETY IDENTIFICATION CODES

The two-letter variety identification (ID) codes may change from year to year. Always verify variety ID codes to be used for each crop year. Refer to [Appendix III – Incoming Raisin Lab Guide](#) for the variety ID codes.

SPLIT LOTS

All meeting portions and any returned-to-producer portions from the original inspection will be completed on the original worksheet.

When the entire lot fails and one portion is held by the handler and one portion returned-to-producer, the original worksheet will be completed.

If the entire lot is segregated into two or more portions and held by handler, use the original worksheet for one portion. Make a duplicate (D-Sheet), triplicate (T-Sheet), or quadruplicate (Q-Sheet) reconditioned worksheet for all other failing portions. When doing this, just add the “D,” “T,” or “Q” to the worksheet number.

EXAMPLE: A grower delivers 48 bins; 24 fail sandburs, 12 fail mold, and 12 fail moisture.

- On the original worksheet record 24 bins failing sandburs. e.g. 21-400
- On a D-Sheet ([SC-R23-E – Reconditioning Worksheet](#)) record the 12 bins failing mold, e.g. 21-400D
- On a T-Sheet (SC-R23-E – Reconditioning Worksheet) record the 12 bins failing moisture, e.g. 21-400T

MEETING LOTS LEDGER (RAC-16)

This ledger serves as an Official Certification on all meeting lots acquired by the handler. It is not used for billing purposes but instead as a check against handler’s acquisition reports to make sure all acquired lots have been reported. The Incoming Raisin Database will keep track of the meeting lots in a database by weekending. Print two weekending ledgers and have them signed by the IIC. Keep one in the USDA file labeled “Ledgers Completed, RAC-16” and give one to the plant.

While making lab entries in the Incoming Raisin Database, remember that if a lot is in dockage for Substandard or B or Better, the dockage may be declined by the grower and be entered as Failing.

UNINSPECTED DELIVERY (RAC-10-A)

As defined in the [MO](#), a producer may deliver uninspected raisins to a handler for reconditioning or disposal into non-food channels.

Upon delivery to an inspection point, the handler will fill out a Request for Uninspected Delivery ([RAC-10-A](#)). This must be signed by the handler and the producer or producer representative and presented to the inspector. The RAC-10-A must be attached to the back of the pre-numbered worksheet.

SC-R22 INSTRUCTIONS

When the Request for Uninspected Delivery (RAC-10-A) is received by the inspector, make the following entries on a pre-numbered Raisin Incoming Worksheet (SC-R22). The letters below correspond with the letters on the example in [Appendix XIV – SC-R22 – Lettered Example 2](#).

Above the worksheet number (a)

- Write “Uninspected” above the worksheet number

DATE SAMPLED (b)

- Enter the date received

SCALE TAG NO. (c)

- Enter the Scale Tag number

USDA INSPECTOR (d)

- The inspector must sign in this section

NO. OF BINS (e)

- Enter the number of bins

INFESTED (f)

- Dash this section

DUMPED _____ BINS INTO _____ BINS (g)

- Enter the number of bins

FINAL BIN TOTAL (h)

- Enter the total number of bins

PALLET CARD NUMBERS (i)

- Enter the PCC numbers

DEFECTS (j)

- Enter “Uninspected” in this section

NO. OF BINS (k)

- Enter the total number of bins

Record the delivery information in the Incoming Raisin Database as an uninspected delivery. Record the reference number and weekending (W/E) in the remarks box of worksheet. Print a surveillance sheet and reconditioning worksheet to put with the original worksheet.

FILING WORKSHEETS

Until the lot is reconditioned or sent to non-food channels, keep the worksheet in the “Held by Handler” file. When the disposition of the lot is final, file the worksheet in the “General” file.

RETURNED-TO-PRODUCER

If the inspection is stopped by the handler, producer, or truck driver and 10% or less of the load has been inspected, the worksheet can be voided and placed in the “General” file. If 10% or more of the load was inspected, indicate the reason for such stoppage as follows:

“Inspection halted at the request of (name of person and indicate handler, producer, or truck driver), based on the examination of _____ containers.”

See [Appendix IV – Returned-to-Producer Flowchart](#).

EXAMPLE 1: Lot returned-to-producer at handler’s or producer’s request. This situation occurs when the raisins meet minimum [MO](#) requirements, but do not meet the handler’s grade or the producer is not satisfied with the grade.

Make a returned-to-producer entry into the Incoming Raisin Database.

EXAMPLE 2: A similar situation would be if a lot has been returned-to-producer prior to the report of the laboratory test determining that the lot meets grade. The “Remarks” statement should reflect this action.

The above situation requires a returned-to-producer entry into the Incoming Raisin Database.

MEETING AND FAILING LOTS LEDGER (RAC-17)

This ledger is used to record all lots that fail incoming inspection, returned-to-producer, uninspected delivery, distillery shipments, etc. This is the official certification of these lots and is used for inspection billing purposes. The Incoming Raisin Database will generate this ledger. Print two copies for each weekending. Have them signed by the IIC. Keep one in the USDA file labeled “Ledgers Completed, RAC-17” and give one to the plant.

OFF-GRADE RAISINS

RECONDITIONING WORKSHEET (SC-R23-E)

Reconditioned raisins (natural condition or processed) must be certified meeting or failing by incoming inspection personnel. The incoming inspector must maintain a complete record of all surveillance action and reconditioning attempts on the reconditioning worksheet. Following reconditioning by process, the outgoing inspector must deliver a copy of the line check sheet to the incoming inspector for their records.

Following each reconditioning attempt and after lab results are completed, entries must be made on the [reconditioning worksheet](#) pertaining to each reconditioned lot. This worksheet serves as a complete record of each reconditioning attempt or surveillance action. Information for these entries is obtained from the surveillance record, lab report and Scale Tag. Make a separate entry each time there is an inspection or surveillance action.

The letters in the next two sections correspond with the letters on the example in [Appendix XVI – SC-R23-E – Lettered Example](#).

PROCEDURES

Prepare an original and one copy (if lot will be returned to another handler). Print a reconditioning worksheet from the Incoming Raisin Database and fill in as follows.

Date (a)

- Enter sampling, surveillance, or transfer date.
- Enter date all inspection and/or laboratory test results are completed.

Ref. No.(b)

- Identity Preserved Lots – Enter original Reference number.
- Commingled Lots – Enter “Various.”
- Uninspected Delivery – Enter original Reference number.

Containers IN/OUT

- IN (c)
 - Enter number and type of containers involved at the beginning of surveillance, transfer, or reconditioning.
- OUT (d)
 - Enter number and type of containers involved at the end of surveillance, transfer, or reconditioning.

Grade M/F (e)

- Enter M for meeting or F for failing.

Recond. S/T (f)

- Enter Scale Tag number issued by handler.
- If Scale Tag is not available, enter “From” and original Scale Tag number (failing lots only).

Recond. WT (g)

- Enter net weight issued by handler.
- Enter “est.” if weight is estimated (failing lots only).

Ref. No. (h)

- Enter the reference number pertaining to the lot.
- If there is no reference number, draw a line through this space.

W/E Ledger (i)

- Enter the weekending.

C.I. (j)

- Enter one of the following [CI codes](#):
 - **NC:** Natural Condition
 - **WD:** Wash and Dried
 - **DR:** Dry Reconditioning
 - **FP:** Full Processing

Insp. (k)

- Enter the initials of the inspector or aide performing inspection or surveillance.

Remarks (l)

- Enter pertinent information pertaining to the lot, such as: PCC number, results, or lab test (mold, moisture, etc.)
- Enter reconditioning status, “Recond. Partial” or “Recond. Completed.” Show “Partial or Final” for disposition of lot.
- Action Taken – Describe what you are doing such as “Surveillance Only”, “Raisins Dumped onto Trays into Dryer,” “Full Inspection Out of Dryer,” “Reconditioned by Process,” etc.
- Draw a line through any empty spaces that are not used to indicate a complete entry.

RECORDING RESIDUAL

The bottom section of the reconditioning worksheet is used for the accountability of residual from reconditioning. Follow instructions as they relate to the steps.

Recond. Date (m)

- Enter date of reconditioning.

Pallet Card Nos. (n)

- Enter PCC numbers attached to containers of residual.

No. Cont. (o)

- Enter number of containers.

Weight Est. or Actual (p)

- Enter the actual net weight or estimated weight. For information on estimating weight of residual, contact your supervisor. If the residual weight was not tagged, then declare the untagged residual weight on the next line. Below that record "Above Weight Loss due to Reconditioning".

Disposition (q)

- Show purchaser of residual. Residual cannot be returned-to-producer unless the whole lot is returned.

Date Shipping (r)

- Enter date residual shipped.

Reference Number (s)

- Enter reference number from the RAC-17 entry.
- Enter disposition of lot "Partial" or "Final."

TRANSFERRING OFF-GRADE

The handler will notify the USDA inspector of their intent to transfer a lot of raisins to another handler for reconditioning. When the lot is loaded, the USDA inspector will

check the [Pallet Control Cards](#) (PCCs) attached to each pallet of containers or each bin against the PCC number list on a surveillance sheet.

Make an entry on the reconditioned worksheet showing transfer of raisins: e.g., “Raisins Transferred Under Surveillance to plant no. 102, Happy Raisins.”

Show the date transferred, the reference number covering lot shipped if applicable, number of containers shipped, PCCs identifying the pallets or bins, and any other necessary information.

Send the following papers in a sealed envelope addressed to the USDA inspector at the receiving plant:

- If the lot can be shipped as one load, send a copy of the reconditioned worksheet, and two copies of the surveillance record, and show “Shipment Complete” in remarks of reconditioned worksheet and also on surveillance record. If the first load does not complete the lot show “Shipment Partial.”
- With each failing shipment of that lot send a surveillance record.

Contact the inspector at the receiving plant when each load is shipped. Contact the Fresno, CA Area Office if the inspector cannot be reached.

After the raisins are shipped, file papers in “Off-Grade Transferred to Various Handlers” folder. These lots may or may not be returned to the original plant.

RECEIVING OFF-GRADE RAISINS UNDER SURVEILLANCE

The receiving inspector will check the PCCs listed on the copy of the surveillance record against PCCs attached to each pallet or bin of raisins. If a discrepancy occurs, contact the shipping inspector immediately. Keep the surveillance sheet in a file marked “Failing Lots Received from Various Handlers.” Maintain one folder for each handler.

SURVEILLANCE RECORDS

Surveillance records are to be used anytime action is taken on a lot. An accurate surveillance record will have proper documentation of changes in a lot.

See [Appendix XIX](#) for an example of a blank surveillance record that is produced by the Incoming Raisin Database.

See [Appendix XVII](#) for an example of a surveillance record that is filled out by hand if no computer is available.

GENERAL INSTRUCTIONS

Prior to each reconditioning attempt or surveillance action, print a surveillance record from the Incoming Raisin Database. The inspector or aide will fill out the surveillance sheet during reconditioning. The letters below correspond with the letters on the example in [Appendix XVIII – SC-R43 – Lettered Example](#).

Aide/Inspector (a)

- Aide or inspector observing action taken signs surveillance sheet.

Date Reconditioning/Shipping (b)

- Date Reconditioning Starts – Enter sampling date or surveillance action date.

Pallet Card Numbers (c)

- Record all PCCs. Inspector or aide must circle numbers when removed.

Action Taken (d)

- Describe any action taken, such as:
 - Bins or raisins dumped onto shaker through vacuum.
 - Washed (cold or hot water) and dried.
 - Bins dumped onto shaker vacuum only.
 - Bins dumped onto shaker washed (cold or hot water) and dried.
 - Bins dumped into half bins.
 - Bins dumped onto shaker sandburs only.
 - Bins dumped onto shaker through augers.
 - Bins dumped onto shaker over mold belts.

Conversion Factor (e)

- Enter the appropriate [CI code](#).

Attached Pallet Card (f)

- A new PCC is filled out and attached to a container on each pallet, bin, or pallet of cases, also if grading out smalls attach and record PCCs. This card number and number of containers it represents will be recorded for identification purposes.

Residual (g)

- Record PCC numbers for residual. State $\frac{1}{4}$, $\frac{1}{2}$, $\frac{3}{4}$ or full containers and identify type of residual such as stems, blows, etc.

Held For (h)

- Check or write in defects.

Date Completed (i)

- Enter date action is completed.

Lab Results (j)

- Enter lab results and initial.

ADVANCE NOTICE OF RECONDITIONING

The handler must provide a notice of intent to attempt reconditioning 24 hours in advance unless a shorter period of time is acceptable to the SCI. This notice is required by §989.158(C)(4) of the Administrative Requirements and must be submitted to the USDA inspector. It is acceptable for the handler to use their own form.

RECONDITIONING

Reconditioning is a term used in the raisin industry for attempting to bring off-grade raisins into meeting grade. This can be accomplished by sorting, dumping, washing, and using belts, augers, blowers, vacuums, drying, etc. Off-grade raisins must be kept separate and apart from any meeting raisins on the premises and marked as to identity using PCCs. Reconditioning of the raisins and any other action taken must be done under surveillance by a USDA inspector.

GENERAL INSTRUCTIONS

All lots of incoming raisins that are off-grade must be kept under surveillance until they have been disposed of in one of the following ways:

- Returned to the producer. Raisins which have been partially stemmed or completely processed cannot be returned-to-producer. Raisins must have 150 or more capstems per pound to be returned. Should this occur, notify your supervisor.
- Shipped under surveillance as off-grade raisins to another inspection point for reconditioning or into non-food channels
- Reconditioned and certified as meeting the minimum grade requirements under the [MO](#).

TYPES OF RECONDITIONING

Identity Preserved

The identity of a particular lot of off-grade raisins must be preserved throughout the reconditioning.

Commingled (One Producer)

Several off-grade lots with the same defect(s) and belonging to one grower may be reconditioned, inspected, and certified as a single lot. The handler may add to or withdraw from the commingled lot provided the lot added or withdrawn is identifiable. The handler must notify SCI and the RAC in writing when a lot is withdrawn or added.

Commingled (Various Producers)

A number of off-grade lots belonging to different growers but off-grade for the same defect(s) may be reconditioned, inspected and certified as a single lot. The handler may add to or withdraw a lot from the commingled lot provided the lot to be added or withdrawn is identifiable. The handler must notify SCI and the RAC in writing when a lot is to be withdrawn or added.

Reconditioned by Process

Raisins that are reconditioned by process and graded by processing standards are considered to be incoming raisins until they are successfully reconditioned for the original defect. Therefore, all reconditioning of failing incoming raisins will be met or failed on incoming paperwork. This includes raisins in sealed and coded cases.

The grading of these raisins must be in accordance with outgoing processing standards, not incoming lab procedures.

Most lots reconditioned by process will have multiple inspections on the line, with slightly different results from each sample. Each inspection stands alone, however,

they can be recorded as one entry in the Incoming Raisin Database. Utilize the most restrictive results from the line: use the lowest B or Better result, and the highest number for all other categories. Fill out a [Lab Tag](#) with this information to share with the packer.

Reconditioning, Discovery of Deleterious Defects

Deleterious defects involve product that includes excrement, dead animals, glass, and other items not fit for human consumption. If during reconditioning a deleterious defect is found, all containers are to be handled as follows:

- Segregate and tag both the deleterious and non-deleterious portions of the lot. The non-deleterious portion retains the original worksheet number (including any D- or T-sheet designations).
- The bins “failing deleterious” also keep the original worksheet number, just like the non-deleterious bins. However, they entered into the Incoming Raisin Database separately and fee is charged “Regular” (R). This entry receives a new reference number.
- Partial lots (P1, P2, etc.) are only for meeting entries, so do not add P1 to the deleterious bins.
- Do not create new Duplicate or Triplicate (D- or T-sheets) designations during reconditioning either; they can only be created during the initial inspection.
- When the deleterious bins are dumped or shipped, change the status from “Held by handler” (H) to “non-food” (N).
- If the non-deleterious bins are not yet meeting, continue to recondition as normal until the lot is meeting or returned-to-producer.
- In the remarks box of the original incoming worksheet, show date and place of shipment plus “Final.” Complete all remarks on surveillance and reconditioning worksheet.
- File in “General” file.

PARTIAL MEETING

Sometimes only a portion of the lot meets after reconditioning. Every failing inspection during reconditioning is entered into the Incoming Raisin Database under the original lot number. The first group of meeting bins will also be entered into the Incoming Raisin Database under the original lot. When the failing bins are reconditioned and meet, append P1 to the lot number before entering into the Incoming Raisin Database. This

should be reflected on the Lab Tag and any other paperwork as well. If there is another meeting portion after further reconditioning, append P2 to the lot number, and so on until all bins have been successfully reconditioned.

RESIDUAL

Surveillance must be maintained on any residual raisins separated out during reconditioning. A new PCC must be filled out, attached to a container on each pallet or on each bin of residual.

The PCC and number of containers it represents will be recorded on surveillance record for identification purposes. State $\frac{1}{4}$, $\frac{1}{2}$, $\frac{3}{4}$, or full container and identify type of residual such as stems, blows, etc.

MIXED VARIETY

MEETING LOTS

- If the plant is going to recondition the lot for Mixed Variety before they acquire it, enter the lot on the [AMS-183](#) and include the weight. After reconditioning, enter the lot as meeting in the Incoming Raisin Database and put “reconditioned for mixed variety” in remarks.
- Lots to be acquired by the handler as Mixed Variety will be entered in the Incoming Raisin Database as meeting. Record the approximate percentage of each variety in the remarks area.

FAILING LOTS

Mixed varietal lots that are failing because of defects are to be entered in the Incoming Raisin Database as Failing. Record the approximate percentage of each variety in the remarks area. Mixed Varietal lots are not a failing defect.

MEMORANDUM STORAGE

Only meeting lots are held under memorandum (memo) storage. The handler will designate which lots are to be on memorandum storage. Failing lots must be reconditioned. When meeting, the handler can put the lot(s) on memorandum storage.

All lots to be on memo storage will be entered in the Incoming Raisin Database. Do not enter a weight until the lots are acquired or returned-to-producer.

All worksheets covering raisins held on memo storage, will be filed in the “Memo Storage” folder until acquired. After acquisition, the worksheet is to be filed in “General” file.

Lots held on memo storage by handler may be acquired at any time up to 120 days without another inspection.

Should the handler choose to acquire memorandum storage lots held over 120 days, these lots must have a completely new inspection prior to acquisition.

Mark the original inspection in the Incoming Raisin Database as RTP and finalize it by entering a weight. If no Scale Tag is available, an estimated weight can be used. Treat the lot being reinspected like an incoming lot and give it a new number.

- **Meeting lots** – Following the new inspection, enter in the Incoming Raisin Database remarks field, “Raisins previously certified as (original WSN), reference number _____.”
- **Failing Lots** – Following the new inspection lots that fail will be entered in the Incoming Raisin Database and held like any other failing lot with one additional statement in remarks: “Raisins previously certified as (original WSN), reference number _____.”

The inspector must be notified if a handler chooses to acquire raisins previously held under memorandum storage. This notice must be in writing, designating each lot acquired and the acquisition date. A blanket notice stating that all lots on memorandum storage are to be acquired is acceptable.

REPORTING AND CERTIFICATION OF GOLDENS AND DIPPED SEEDLESS SHIPMENT FROM A DEHYDRATOR

RECEIVING

The receiving inspector will obtain the original and first copy of the dehydrator shipping report from the truck driver. The inspector will then check all PCC numbers on dehydrator shipping report against all PCC numbers on the truck prior to unloading. Any discrepancy must be reported to the shipping inspector immediately. If PCC numbers and the box count correspond with the dehydrator shipping report, allow the shipment to be unloaded and proceed with the following paperwork instructions.

- Meeting or failing lots – The person checking in the load at the receiving plant must sign and date the dehydrator shipping report. Enter net weight and scale ticket number issued at receiving handler. Each meeting lot must be weighed separately.
- For meeting lots, make an entry in the Incoming Raisin Database.

- Distribution of dehydrator shipping report.
 - Original — Receiving handler
 - First Copy — Receiving inspector

RECEIVING FAILING GOLDENS OR DIPPED SEEDLESS FROM A DEHYDRATOR

The receiving inspector will record each off-grade lot received from a contract dehydrator in the Incoming Raisin Database, with an “N” in the fee block. These entries will serve as a reference point. Then follow all incoming reconditioning instruction from that point forward.

MANAGEMENT OF PAPERWORK

CORRECTIONS

The following method is to be used to correct all handwritten forms, such as worksheets, reconditioning worksheets, and surveillance sheets. Draw a line through the incorrect figures or words, insert the correction, then initial and date the change.

If it becomes necessary to void a pre-numbered worksheet, write “VOID” across the front and file in the “General” file. If a pre-numbered worksheet is lost prior to use, put the same number in ink on an un-numbered worksheet to use in its place or print a replacement worksheet from the computer.

For corrections in the Incoming Raisin Database, follow the instructions provided.

FILES

FILE DRAWERS

The following is a list showing how the files are to be organized in the plant.

Incoming File Index (Top Drawer)

- Pre-numbered Raisin Incoming Worksheets ([SC-R22](#))
 - Natural Thompson Seedless (NA)
 - Zante Currants (ZC)
 - Sultanas (SU)

- Muscats (MU)
- Monukkas (MK)
- Other Seedless (BK)
- Oleate & Related Seedless (OL)
- Golden Seedless (GO)
- Dipped Seedless (DP)
- Other Seedless Sulfured (SS)
- Surveillance Records ([SC-R43](#) and [SC-R43-E](#))
- PCC Accountability Form or Surveillance Shipping Report ([SC-R65](#))
- Advance Notice of Reconditioning (FR-16)
- Residual Reporting Forms (FR-11)
- Request for Uninspected Delivery ([RAC-10-A](#))
- Request for Courtesy Inspection (RAC-12)
- Time and Attendance Sheet
- Accident Report Form (CA-1)
- Request for Treatment & Injury (CA-16)
- Performance Evaluation (Blank)
- Supervisory Report Form (Completed)
- Unemployment Compensation Notice (SF-8)
- Miscellaneous

Incoming File Index (Second Drawer)

- Plant Information
- Distribution to Fresno Office
- Supply Computer Program
- Incomplete Worksheets
- Appeal Inspection (Pending)
- Held by Handler
 - Natural Thompson Seedless (NA)
 - Zante Currants (ZC)
 - Sultanas (SU)
 - Muscats (MU)
 - Monukkas (MK)
 - Other Seedless (BK)
 - Oleate & Related Seedless (OL)
 - Golden Seedless (GO)
 - Dipped Seedless (DP)
 - Mixed (MX)
 - Other Seedless Sulfured (SS)
- Off-Grade Received from Various Handlers
- Off-Grade Transferred to Various Handlers
- Ledgers (Completed)
 - RAC-16 – Meeting
 - RAC-16 – Corrections

Inspection Instructions for Natural Condition (Incoming) Raisins (July 2021)

- RAC-17 – Meeting & Failing
- RAC-17 – Corrections
- AMS-183 – Billing Form (Completed)
- Advance Notice (Completed) – Identity
- Advance Notice (Completed) – Commingled
- Incoming Lab Reports (Completed)
- Courtesy Inspection (RAC-12) (Completed)
- [SC-356](#) Application for Inspection and Certificate of Sampling (intranet link)
- Fumigation Report ([SC-R12](#)) (completed)
- Plant Audit
- Property Record (Inventory – Completed)
- Non-Expendable Property Record (Book)
- RAC Reserve Shipped to Various Handlers
- RAC Reserve Received from Various Handlers
- Miscellaneous Lot Inspections
- Dehydrator Shipping Reports Received from Various Dehydrators
- Meeting Lots Received from Various Handlers
- Memorandum Storage Lots
- Completed Comingled Lots
- General file (Meeting and Returned-to-Producer)
- Power of Attorney

Inspection Instructions for Natural Condition (Incoming) Raisins (July 2021)

FILE MANAGEMENT

- Always file material behind the labeled tab.
- If un-used worksheets are given to the plant or are kept other than in the file, place a sheet of paper in the file explaining where they are located.
- If blank forms that are found to be outdated, order new ones and throw out the old ones.
- File the most recent work in front within any file.

STORAGE OF FILES

The following is a list of records to be boxed and stored for 3 years. All materials are to be placed in the box in an orderly manner. The boxes are to be labeled properly, signed by the supervisor, and sent to the Fresno, CA Area Office for storage. The following items are to be stored:

- Worksheets for off-grade lots transferred to various handlers if the lot never was returned.
- All completed ledgers and billing forms.
- Incoming lab reports.
- Courtesy Inspection forms.
- Copies of SC-356 with results.
- Fumigation Reports.
- Surveillance Sheets from reserve shipments.
- Surveillance Sheets from reserve received.
- Miscellaneous lot inspection reports.
- Dehydrator shipping reports received.
- Reports from meeting lots received from various handlers.
- Completed commingled lots records.
- All lot and worksheet records in the General file.

Inspection Instructions for Natural Condition (Incoming) Raisins (July 2021)

- Sign in and out records.
- Moisture check charts. See the Standard Operating Procedures for Equipment, Maintenance, Standardization, and Check Procedures – [Appendix D](#) (intranet link).
- Airstream sorter check charts. See the Standard Operating Procedures for Equipment, Maintenance, Standardization, and Check Procedures – [Appendix H](#) (intranet link).

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APPENDIX I – DEFINITIONS

Acquire: To have or obtain physical possession of raisins by a handler at their packing or processing plant. Only meeting fruit may be acquired.

Appeal Inspection: Re-inspection of a load requested by a grower, packer or any financially interested party following the procedures outlined in the Appeal Inspection instructions pursuant to the authority in §989.158 (a)(5) of the Administrative Requirements.

Capstems: The small woody stems exceeding 1/8 inch in length which attach the raisin to the branches of the bunch. Loose capstems will not be counted.

Certify: To attest officially in writing to the results of an inspection relative to the quality and condition or any part thereof of the product and may include a description of the condition under which the product is stored.

Condition Identity (CI) Codes: Codes used by the RAC to determine the conversion factors based on how or if the lot was reconditioned.

Commingled: Two or more lots of like defects combined into one lot.

Containers: The boxes that the raisins are delivered in, such as bins.

Crop Year: A 12-month period of time beginning with August 1 and ending with July 31 of the following year.

Defects: The deficiencies in the raisins identified as grade factors in the [MO](#).

Disposition: The status of the lot.

Distillery: Place where alcohol is made. Considered a non-food outlet.

Entire quantity failing: When the entire quantity of raisins submitted for inspection fails to meet quality standards, then it will be one or more lots.

Estimated Weight: Weight used when a Scale Tag is not provided.

Failing: Raisin lots that do not meet minimum grade standards.

Final: Referring to the disposition, no more action will take place. The complete lot has been acquired, returned-to-producer or shipped to a non-food outlet.

Grade: Meets or fails minimum incoming standards.

Handler, Non-Acquiring: Establishment that receives raisins for inspection, reconditioning, and/or storage purposes.

Handler, Acquiring: Establishment that receives raisins for inspection, reconditioning and/or storage purposes, and purchases the raisins for packaging.

Held by Handler: Handler is retaining the lot on the premises.

Identification of the lot: During inspection of each tendered lot of raisins, identification must be maintained for proper storage and certification. The inspector, in drawing samples from a given lot for detailed analysis, must make certain of:

- The identification of the lot with the use of PCCs, and
- The size of the lot (count and type of container, etc.).

Incoming Raisin Database: Computer program used to log lots and inspections. Completed entries are registered on either the RAC-16 or RAC-17.

Inspection point off-limits: Handlers may designate, with the approval of the RAC, an area of their premises as off-limits for the entire season or for a minimum of one full day at a time. Specialty Crops Inspection (SCI) Division is to be given notification at least the day prior to the time at which they intend to declare the area off-limits, and the area is to be defined for SCI.

Lab Ledger: Computer generated form used to report all lab results.

Lab Tag: Form that lab personnel use to record all lab results.

Load: One load of raisins, which can be anything from one bin to a full truck.

Lot: For the purpose of incoming inspection of natural condition raisins, “lot” means the quantity of such raisins of the same varietal type or of differing varietal types when commingled within their container. The “lot” cannot exceed a railcar, truck, or truck trailer load when submitted for inspection and must all be presented at the same time.

Meeting: The lot has met minimum grade standards.

Meeting or failing portions: When a portion of a lot submitted for inspection meets minimum standards and has been separated from the remainder of the raisins failing to meet such standards, then:

- The meeting portion must be one lot; and

- The remainder must be one or more lots as necessary to cause each lot to contain either:
 - A single defect in excess of tolerance; or
 - Two or more of the same defects in excess of individual containers.

Memorandum Storage: The storage of meeting lots by a handler that has not agreed to the purchase conditions of that lot.

MO: Refers to the [Raisin Marketing Order No. 989](#).

Net Weight: The weight of the lot minus the weight of the truck, the containers and the sand.

Non-Food: Outlet for raisins and raisin material not meant for human consumption.

Off-Grade: Raisins that do not meet minimum grade requirements.

Original: Referring to the origin or first occurrence; also refers to a document that is not a photo or carbon copy.

Packer: Any entity who, within the area, stems, sorts, cleans or seeds raisins, grades stemmed raisins or packages raisins for market.

Partial: Term used to indicate that there is more action to be taken on a lot.

PCC: Pallet Control Cards, cards that are attached to raisin containers for identification purposes.

Processed: Raisins that have been stemmed and cleaned so they can be sold for human consumption.

Producer: Term used interchangeably with the term grower and refers to the person delivering the raisins to a handler.

RAC: Raisin Administrative Committee

RAC-10-A: Request for Uninspected Delivery Form

RAC-16: Meeting Lots Ledger, generated by the Incoming Raisin Database.

RAC-17: Meeting and Failing Lots Ledger, generated by the Incoming Raisin Database.

Receiving: Term used to refer to the delivering of raisins to a handler.

Reference Number: Computer generated identification number for each lot.

Recondition: The removal of defects from the raisins with the intent to meet minimum grade requirements.

Reconditioning, Advance Notice of: Form to be filled out by the handler listing the lots they intend to recondition.

Reconditioning Worksheet: Form used to record all action taken during reconditioning.

Residual: Raisin residual material means defective raisins, stemmer waste, sweepings and other residual accumulated by a handler from reconditioning raisins or from processing standard raisins and other failing raisins.

RTP: Returned-to-producer

Scale Tag: Document issued by the handler certifying the net weight of a lot. Sometimes called the scale ticket or weight certificate.

Separation of large units: If a quantity of raisins in excess of a railcar, truck, or truck trailer load is submitted for inspection, the total quantity may, at the discretion of the inspector, be separated into such readily identifiable portions, either prior to or in the course of inspection, as can be convenient and properly inspected, and each such portion must constitute a lot.

Special conditions: Any quantity of raisins failing to meet such standards and which are not to be reconditioned, may be a single lot.

Stemmed: Lots of raisins which contain less than 150 capstems per pound may not be returned-to-producer(s). Instead, these raisins must be reconditioned by the handler or disposed of in eligible non-normal outlets.

Surveillance: The observation and documentation of the movement and recondition attempts of lots.

Tendering lot for inspection: A load (or lot) is considered to have been tendered after it has reached the point normally considered to be a receiving point, and a "Request for USDA Inspection" (or similar document approved by the RAC) has been given to the inspector. Once this lot is tendered, the inspector must make the minimum grade determination without interference until inspection is completed.

Transfer: Movement of a lot from one handler to another usually under surveillance.

Transfer, Inter-Packer: Movement of meeting, acquired lots from one acquiring handler to another.

Unstemmed: Lots of raisins which contain 150 or more capstems per pound, may be returned-to-producer(s).

Variety: The types of raisins with similar characteristics as outlined in §989.10 of the Order and §989.110 of the Administrative Requirements.

Weekending: The seven consecutive days ending on Saturday of each week.

Worksheet, Original: Document recording the first inspection of a lot.

Worksheet, D-Sheet (Duplicate): Document recording the second portion of a lot, if the lot has been split.

Worksheet, T-Sheet (Triplicate): Document recording the third portion of a lot, if the lot has been split.

Worksheet, Q-Sheet (Quadruplicate): Document recording the fourth portion of a lot, if the lot has been split.

APPENDIX II – INCOMING INSPECTION GUIDE

USDA Incoming Inspection Guide

Grade Defects (Limiting Percentages)		Limit
Damage	Mechanical incl. Chewed	5% by weight
	Sunburn	5% by weight
	Caramelization	5% by weight
	Sugaring	5% by weight
	Other	5% by weight
	Total Damage	10% by weight
Uncured Berries		5% by weight
Mold		5% by count
Moisture	Natural Condition	16.0%
	Dehydrated (Thompson)	14.0%
Foreign Material (Visible)	Embedded Sand	0
	Sandburs/ Puncture Vine	0
	Eucalyptus Pods or Leaves	0
Fermentation		0
Deleterious	Glass, Excrement, etc. Mark Containers: "NOT FOR HUMAN CONSUMPTION"	0
Feathers	Per Bin	4
Rocks (Not a Failing Defect)	Flagg PCCs with "ROCKS" stamp	N/A
Contamination	Hold for microanalysis 1 sub-sample per 12,000 pounds	NA

Minimum Number of Bins to Be Dumped			
No. of Bins	Dump	No. of Bins	Dump
3 or less	All	33-36	11
12 or Less	4	37-40	12
13-16	5	41-44	13
17-20	6	45-48	14
21-24	7	49-52	16
25-28	8	53-56	17
29-32	10	57-60	18
Inspector must mark all bins to be dumped.			

APPENDIX III – INCOMING RAISIN LAB GUIDE

Variety	% Max Moisture	Method	Substandard %			B or Better%		
			Meet	Dockage ³	Fail	Meet	Dockage ³	Fail
Natural Seedless	16.0	A/S ¹	≤5.0	5.1 – 17.0	17.1+	50.0+	49.9 – 35.0	≤34.9
Oleate								
Golden Seedless								
Dipped Seedless								
Seedless Sulfured	14.0	Visual ²	≤5.0	5.1 – 17.0	17.1+	50.0+	49.9 – 35.0	≤34.9
Other Seedless								
Monukka	16.0	A/S ¹	≤12.0	12.1 – 20.0	20.1+	N/A		
Zante Currant								
Sultana								
Muscat Seeded	16.0 (-1.5)	Visual ²	≤12.0	12.1 – 20.0	20.1+	N/A		
ID Code	Description		Varieties					
NA	Natural Seedless		Thompson, Delight, Diamond Muscat, Dried on the Vine (DOV), Emerald, Fiesta, Perlette, Princess, Superior Seedless, Summer Muscat, Selma Pete					
GO	Golden Seedless							
DP	Dipped Seedless							
OL	Oleate & Related Seedless							
SS	Other Seedless Sulfured		Flame, Ruby Seedless, Black Imperial, Beauty, Blush Seedless, Crimson, Summer Royal, Sweet Scarlett, Rosa, Prima Black					
BK	Other Seedless (Sun-dried or Dipped)							
MK	Monukka							
ZC	Zante Currant							
SU	Sultana							
MU	Muscat Seeded or Unseeded							
MX	Mixed Variety (use most restrictive standard)							

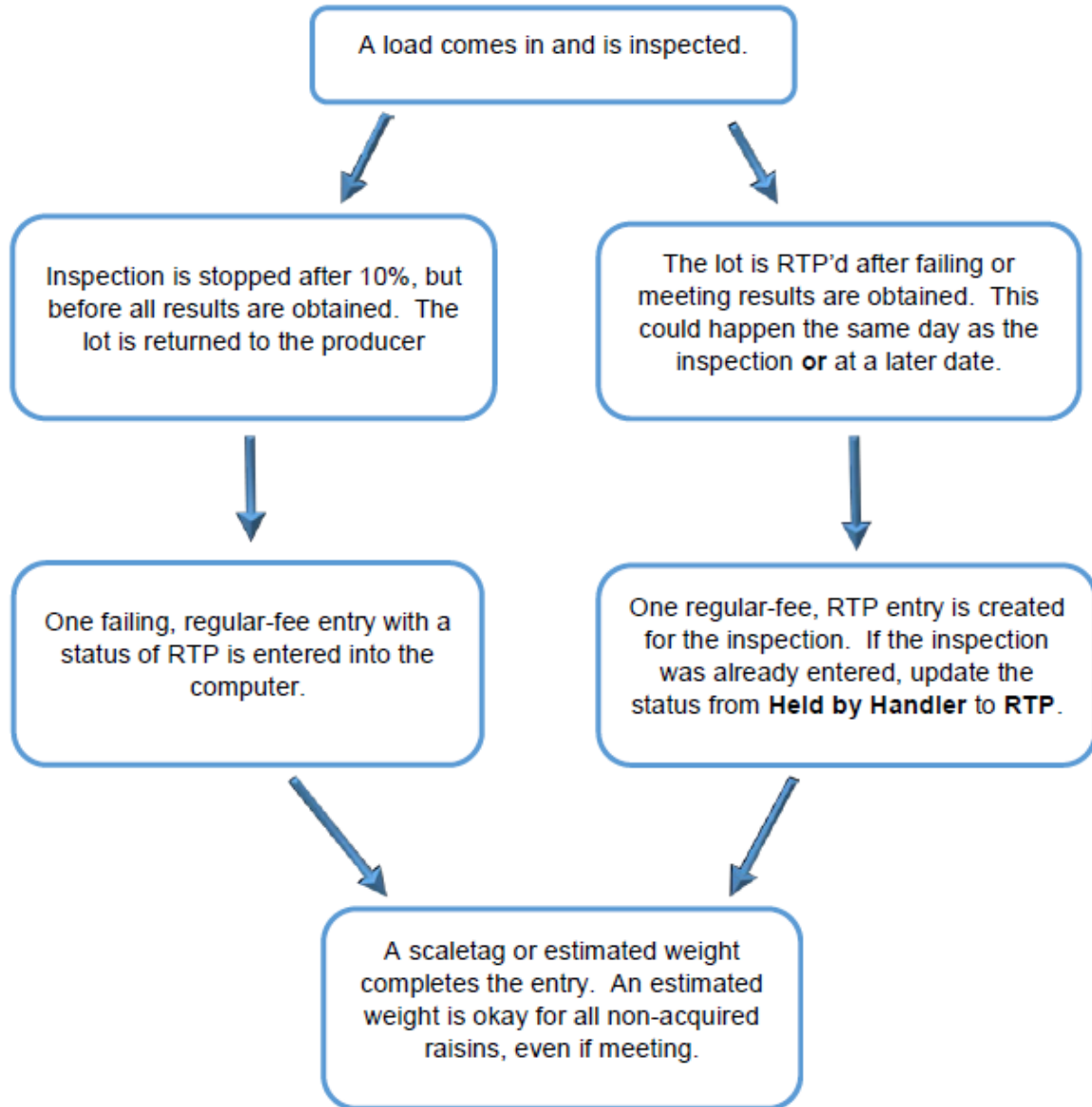
¹A/S = Airstream Sorter.

²Use 454 g (1 pound) for visual maturity.

³Dockage may be declared as failing by grower.

APPENDIX IV – RETURNED-TO-PRODUCER FLOWCHART

Failing or Stop Inspection RTP Flowchart




APPENDIX V – PALLET CONTROL CARD EXAMPLES

Red and White PCC

Form RAC11
RAISIN ADMINISTRATIVE COMMITTEE
PALLET CONTROL CARD IDENTIFICATION

DATE _____
 WORKSHEET NO. _____
 NO. CONTAINERS _____


U060265



INFESTED
Memo Storage

Card may be removed by plant employee at stemmer-hopper.

PALLET CONTROL CARD
OFF-GRADE RAISINS or UNINSPECTED RAISINS



U060265

Worksheet No. _____
 To be removed by U.S.D.A. personnel only

Yellow PCC

Form RAC 11-B
RAISIN ADMINISTRATIVE COMMITTEE
PALLET CONTROL CARD
 Dehydrator

Date _____
 Dehydrator No. _____
 Pallet No. _____

Red PCC

Form RAC 11-A
RAISIN ADMINISTRATIVE COMMITTEE
PALLET CONTROL CARD
 OFF-GRADE RAISINS or UNINSPECTED RAISINS

G 82501

DATE _____
 WORKSHEET NO. _____

NO. BOXES SWT
 BINS

TO BE REMOVED BY USDA PERSONNEL ONLY

APPENDIX VI – LAB TAG



Appendix C – Lab Tag

WORKSHEET NO. _____ ST _____

P.C.C. NOS. _____ NO. BOX _____

MOIST _____ DEHY/REHYD _____

SUB _____ BLOWS _____ DROPS _____

MACHINE NO. _____ OPERATOR _____

B OR BETTER _____ DROPS _____ BLOWS _____

MACHINE NO. _____ OPERATOR _____

LAB RESULTS: (PLEASE INITIAL)

SAND UNITS _____ DAMAGE % _____

MOLD: _____ OTHER _____

PUTRID: _____ % _____

SPLIT: _____ % MICRO NUMBER MOR F

NODULAR: _____ % 1 OF _____

TOTAL: _____ % 2 OF _____

DATE COMPLETED: _____ 3 OF _____

_____ 4 OF _____

CONDITION ID _____

VARIETY _____

GRADE _____

REFERENCE NO. _____

REMARKS:

APPENDIX VIII – RAC-10-A: REQUEST FOR UNINSPECTED DELIVERIES

RAC-10-A

Date _____

RAISIN ADMINISTRATIVE COMMITTEE
P.O. BOX 231, FRESNO, CA 93708

REQUEST FOR UNINSPECTED DELIVERY

THE UNDERSIGNED HANDLER AND PRODUCER HEREBY AGREE THAT THE _____ POUNDS NET WEIGHT OF RAISINS, DELIVERED IN (NUMBER) _____ (TYPE OF CONTAINER) _____ AND IDENTIFIED BY WEIGHT CERTIFICATE NO. _____ ARE RECEIVED FOR:

RECONDITIONING AS PROVIDED IN SECTION 989.58 OF RAISIN ORDER NO. 989.

THE HANDLER WILL ACT AS AGENT OF THE EQUITY HOLDER IN DISPOSING OF THEM FOR DISTILLATION, ANIMAL FEED, OR USES OTHER THAN FOR HUMAN CONSUMPTION, AS REQUIRED BY SECTION 989.62 OF RAISIN ORDER NO. 989.

APPLICANT STATED DEFECT(S) _____

GROWER: _____

HANDLER: _____

APPENDIX IX – RAC-10-A – EXAMPLE

RAC-10-A

Date October 13, 2013

RAISIN ADMINISTRATIVE COMMITTEE
P.O. BOX 231, FRESNO, CA 93708

REQUEST FOR UNINSPECTED DELIVERY

THE UNDERSIGNED HANDLER AND PRODUCER HEREBY AGREE THAT THE 39,800 POUNDS NET WEIGHT OF RAISINS, DELIVERED IN (NUMBER) 40 (TYPE OF CONTAINER) BINS AND IDENTIFIED BY WEIGHT CERTIFICATE NO. 12345 ARE RECEIVED FOR:

RECONDITIONING AS PROVIDED IN SECTION 989.58 OF RAISIN ORDER NO. 989.

THE HANDLER WILL ACT AS AGENT OF THE EQUITY HOLDER IN DISPOSING OF THEM FOR DISTILLATION, ANIMAL FEED, OR USES OTHER THAN FOR HUMAN CONSUMPTION, AS REQUIRED BY SECTION 989.62 OF RAISIN ORDER NO. 989.

APPLICANT STATED DEFECT(S) _____

GROWER: Mr. Farmer

HANDLER: Best Raisin Packing

APPENDIX XI – SC-R12: FUMIGATION IN ACCORDANCE WITH USDA CRITERIA

The SC-R12 may be printed from the [Forms Catalog](#) (intranet link) and filled in by hand.



Fumigation in Accordance with USDA Criteria

Packer:		Date:		
Type of Container (check by type)				
<input type="checkbox"/> Fumigator	<input type="checkbox"/> Stack	<input type="checkbox"/> Rail Car		
<input type="checkbox"/> Chamber	<input type="checkbox"/> Large Van	<input type="checkbox"/> Small Van (Doubles)		
Rail Car Number:		Van License Number:		
Size of Fumigator:		Cubic Feet:		
Commodity Temperature at Time of Fumigant in Degrees Fahrenheit:				
Type and Amount of Fumigant Used				
Methyl Bromide	Pounds	Phostoxin	Pellets	Tablets
Other				Amount
Number and Size of Containers:				
Codes and Brands:				
Remarks:				

APPENDIX XII – SC-R22: RAISIN INCOMING WORKSHEET

UNITED STATES DEPARTMENT OF AGRICULTURE
RAISIN INCOMING WORKSHEET

VARIETY _____ WORKSHEET NO. _____
 DATE SAMPLED _____ SCALE TAG NO. _____
 USDA INSPECTOR _____ USDA INSPECTOR _____

NO. OF BINS	INFESTED YES _____ NO _____	DUMPED _____ BINS INTO _____ BINS	FINAL BIN TOTAL _____
-------------	--------------------------------	--------------------------------------	--------------------------

PALLET CARD NUMBERS	DEFECTS	NO. OF BINS	FOR LAB USE ONLY

INSPECTOR NOTES / REMARKS

See attached Scale Tag and Lab Tag.

STOP INSPECTION REQUEST

I request that the inspection of the lot of raisins covered by Scale Ticket No. _____ be discontinued.

I understand if 10% or more of the lot has been inspected, full inspection fees will be charged for the entire lot.

Total number of containers inspected on this lot was _____ bins.

DATE _____

 (Signature) Producer - Handler - Truck Driver

APPENDIX XIII – SC-R22 –LETTERED EXAMPLE 1

UNITED STATES DEPARTMENT OF AGRICULTURE
RAISIN INCOMING WORKSHEET

VARIETY _____ WORKSHEET NO. **(a)** EXAMPLE 1
 DATE SAMPLED **(b)** _____ SCALE TAG NO. **(c)** _____
 USDA INSPECTOR **(d)** _____ USDA INSPECTOR _____

NO. OF BINS (e)	INFESTED YES ____ NO ____	DUMPED _____ BINS INTO _____ BINS	FINAL BIN TOTAL _____
---------------------------	------------------------------	--------------------------------------	--------------------------

PALLET CARD NUMBERS (f)	DEFECTS (g)	NO. OF BINS (h)	FOR LAB USE ONLY

INSPECTOR NOTES / REMARKS

 See attached Scale Tag and Lab Tag.

STOP INSPECTION REQUEST

I request that the inspection of the lot of raisins covered by Scale Ticket No. _____ be discontinued.

I understand if 10% or more of the lot has been inspected, full inspection fees will be charged for the entire lot.

Total number of containers inspected on this lot was _____ bins.

DATE _____

 (Signature) Producer - Handler - Truck Driver

APPENDIX XIV – SC-R22 –LETTERED EXAMPLE 2

UNITED STATES DEPARTMENT OF AGRICULTURE
RAISIN INCOMING WORKSHEET

VARIETY _____ WORKSHEET NO. **(a)** EXAMPLE 2
 DATE SAMPLED **(b)** _____ SCALE TAG NO. **(c)** _____
 USDA INSPECTOR **(d)** _____ USDA INSPECTOR _____

NO. OF BINS (e)	INFESTED (f) YES _____ NO _____	DUMPED _____ BINS (g) INTO _____ BINS	FINAL BIN (h) TOTAL _____
---------------------------	--	--	--

PALLET CARD NUMBERS (i)	DEFECTS (j)	NO. OF BINS (k)	FOR LAB USE ONLY

INSPECTOR NOTES / REMARKS

 See attached Scale Tag and Lab Tag.

STOP INSPECTION REQUEST

I request that the inspection of the lot of raisins covered by Scale Ticket No. _____ be discontinued.

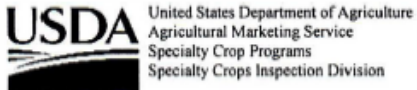
I understand if 10% or more of the lot has been inspected, full inspection fees will be charged for the entire lot.

Total number of containers inspected on this lot was _____ bins.

DATE _____

 (Signature) Producer - Handler - Truck Driver

APPENDIX XV – SC-R23-E: RECONDITIONING WORKSHEET, FROM THE INCOMING RAISIN DATABASE



Reconditioning Worksheet

Worksheet No.

Variety

Ref. No.

Net Wt.

Scale Tag

Container

Moisture	Sub	BoB
----------	-----	-----

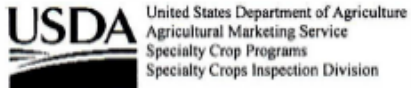
PCC Nos.

Date	Ref. No.	Containers IN OUT	Grade M/F	Recond S/T	Recond WT	Ref No.	W/E Ledger	C.I.	Insp.	
										P.C.C. Moist Sub B/B
										P.C.C. Moist Sub B/B
										P.C.C. Moist Sub B/B
										P.C.C. Moist Sub B/B
										P.C.C. Moist Sub B/B
										P.C.C. Moist Sub B/B

RESIDUAL

Recond. Date	Pallet Card Nos.	No. Cont.	Weight Est. or Actual	Disposition	Date Shipping	Reference Number

APPENDIX XVI – SC-R23-E – LETTERED EXAMPLE



Reconditioning Worksheet

Worksheet No.
Ref. No.
Scale Tag

Variety
Net Wt.
Container
PCC Nos.

Moisture	Sub	BorB
-----------------	------------	-------------

Date	Ref. No	Containers		Grade	Recond	Recond	Ref No.	W/E	C.I.	Insp.	(l)
(a)	(b)	IN	OUT	M/F	S/T	WT	(h)	(i)	(j)	(k)	
											P.C.C. Moist Sub B/B
											P.C.C. Moist Sub B/B
											P.C.C. Moist Sub B/B
											P.C.C. Moist Sub B/B
											P.C.C. Moist Sub B/B
											P.C.C. Moist Sub B/B

RESIDUAL

Recond. Date	Pallet Card Nos.	No. Cont.	Weight Est. or Actual	Disposition	Date Shipping	Reference Number
(m)	(n)	(o)	(p)	(q)	(r)	(s)

APPENDIX XVII – SC-R43: SURVEILLANCE RECORD, PAPER

The SC-R43 may be printed from the [Forms Catalog](#) (intranet link) and filled in by hand.



Surveillance Record

Producer			W/S No. or Lot No.						
Scale Tag No.		Net Wt.		Ref. No.		Orig. Ref. No.			
Variety			Defects						
Number of Containers			Date Reconditioning/Shipping			Date Completed			
Aide or Inspector									
Action Taken									
Pallet Card Numbers									
Attached Pallet Card	Number	Container	Attached Pallet Card	Number	Container	Attached Pallet Card	Number	Container	
1			24			47			
2			25			48			
3			26			49			
4			27			50			
5			28			51			
6			29			52			
7			30			53			
8			31			54			
9			32			Residual			
10			33			Pallet Card Numbers		Number	Container
11			34						
12			35						
13			36						
14			37						
15			38						
16			39			Held For	X	Lab Results	
17			40			Moisture			
18			41			Substandard			
19			42			B or B			
20			43			Mold			
21			44			Sand			
22			45			Damage			
23			46			Other			
Remarks									

APPENDIX XVIII –SC-R43 – LETTERED EXAMPLE



Surveillance Record

Producer			W/S No. or Lot No.					
Scale Tag No.		Net Wt.		Ref. No.		Orig. Ref. No.		
Variety			Defects					
Number of Containers		Date Reconditioning/Shipping (b)			Date Completed (i)			
Aide or Inspector (a)								
Action Taken (d) (e)								
Pallet Card Numbers (c)								
Attached Pallet Card	Number	Container	Attached Pallet Card	Number	Container	Attached Pallet Card	Number	Container
1	(f)		24			47		
2			25			48		
3			26			49		
4			27			50		
5			28			51		
6			29			52		
7			30			53		
8			31			54		
9			32			Residual		
10			33			Pallet Card Numbers	Number	Container
11			34			(g)		
12			35					
13			36					
14			37					
15			38			(h)		
16			39			Held For	X	Lab Results
17			40			Moisture		(j)
18			41			Substandard		
19			42			B or B		
20			43			Mold		
21			44			Sand		
22			45			Damage		
23			46			Other		
Remarks								

APPENDIX XIX – SC-R43-E: SURVEILLANCE RECORD, FROM THE INCOMING RAISIN DATABASE



United States Department of Agriculture
Agricultural Marketing Service
Specialty Crop Programs
Specialty Crops Inspection Division

Surveillance Record

Ref. No.
Scale Tag
Producer
Grade
Moisture
Sub
BoB

Orig. Ref No.
Net Wt

Variety
No. of Container

Aide / Inspector: _____ Date Record. / Shipping: _____ Date Completed _____

Action Taken _____

Attached Pallet Card	Number	Container	Attached Pallet Card	Number	Container	Attached Pallet Card	Number	Container
1.	_____	_____	21.	_____	_____	41.	_____	_____
2.	_____	_____	22.	_____	_____	42.	_____	_____
3.	_____	_____	23.	_____	_____	43.	_____	_____
4.	_____	_____	24.	_____	_____	44.	_____	_____
5.	_____	_____	25.	_____	_____	45.	_____	_____
6.	_____	_____	26.	_____	_____	46.	_____	_____
7.	_____	_____	27.	_____	_____	47.	_____	_____
8.	_____	_____	28.	_____	_____			
9.	_____	_____	29.	_____	_____			
10.	_____	_____	30.	_____	_____			
11.	_____	_____	31.	_____	_____			
12.	_____	_____	32.	_____	_____			
13.	_____	_____	33.	_____	_____			
14.	_____	_____	34.	_____	_____			
15.	_____	_____	35.	_____	_____			
16.	_____	_____	36.	_____	_____			
17.	_____	_____	37.	_____	_____			
18.	_____	_____	38.	_____	_____			
19.	_____	_____	39.	_____	_____			
20.	_____	_____	40.	_____	_____			

Residual		
Pallet Card No.'s	No.	Cont.
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Held For:	X	Lab Results
Moisture	_____	_____
Substd	_____	_____
B or B	_____	_____
Mold	_____	_____
Sand	_____	_____
Damage	_____	_____
Other	_____	_____

APPENDIX XX – SC-R48: UNOFFICIAL SAMPLE OF NATURAL CONDITION RAISINS

The SC-R48 may be printed from the [Forms Catalog](#) (intranet link) and filled in by hand.



Unofficial Sample of Natural Condition Raisins

PAID CHECK NUMBER:		AMOUNT: \$
Plant:	Date:	
Grower Name:	Address:	
<p><i>To the best of my knowledge and behalf, these containers are not from lots which have been previously inspected by the U.S. Department of Agriculture and are in no way subject of controversy with any Federal agency.</i></p> <p><i>The purpose for which inspection is desired is as follows: (check one)</i></p>		
<input type="checkbox"/> Maturity <input type="checkbox"/> Mold <input type="checkbox"/> Sand <input type="checkbox"/> Other		
Codes, Labels, or Other Identification:		
Grower's Signature:		
USDA USE ONLY		
We have completed the inspection of the following UNOFFICIAL SAMPLE(S) of Natural Condition Raisins that you submitted. Results are as follows:		
Moisture:	Mold:	Sand:
B or better:	Substandard:	Other:
SAMPLE NOT OFFICIALLY DRAWN BY USDA OR AUTHORIZED REPRESENTATIVE OF USDA. SAMPLE SUBMITTED BY APPLICANT AND DOES NOT OFFICIALLY REPRESENT ANY LOT.		
Agricultural Commodity Grader's Signature:		

APPENDIX XXI – SC-R65: SURVEILLANCE SHIPPING FORM

The SC-R65 may be printed from the [Forms Catalog](#) (intranet link) and filled in by hand.



Surveillance Shipping Form

Load Number:					Lot Number:				
W/S Number:					PCC Number:				
Grade: (Check One) <input type="checkbox"/> Meets <input type="checkbox"/> Fails									
01	02	03	04	05	06	07	08	09	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40
41	42	43	44	45	46	47	48	49	50
51	52	53	54	55	56	57	58	59	60
61	62	63	64	65	66	67	68	69	70
71	72	73	74	75	76	77	78	79	80
81	82	83	84	85	86	87	88	89	90
91	92	93	94	95	96	97	98	98	00
Moisture:					Mold:				
Substandard:					B or Better:				
Other:									
Inspectors Name:					Date Shipped:				
RAC Raisins Transferred Under Surveillance To:									
From:									
Lot: (Check One) <input type="checkbox"/> Complete <input type="checkbox"/> Partial									
Shipment: (Check One) <input type="checkbox"/> Complete <input type="checkbox"/> Partial									

Inspection Instructions for Natural Condition (Incoming) Raisins (July 2021)

APPENDIX XXII – SC-R73: INCOMING RESULTS LEDGER

The SC-R73 may be printed from the [Forms Catalog](#) (intranet link) and filled in by hand.



Incoming Results Ledger

Plant Name:			Crop Year:				
Date	Worksheet No.	Sand	Mold		Micro		Initials
			% Put.	% Split	pt 1	pt 2	
			% Nod.	% Total	pt 3	pt 4	
			% Put.	% Split	pt 1	pt 2	
			% Nod.	% Total	pt 3	pt 4	
			% Put.	% Split	pt 1	pt 2	
			% Nod.	% Total	pt 3	pt 4	
			% Put.	% Split	pt 1	pt 2	
			% Nod.	% Total	pt 3	pt 4	
			% Put.	% Split	pt 1	pt 2	
			% Nod.	% Total	pt 3	pt 4	
			% Put.	% Split	pt 1	pt 2	
			% Nod.	% Total	pt 3	pt 4	
			% Put.	% Split	pt 1	pt 2	
			% Nod.	% Total	pt 3	pt 4	
			% Put.	% Split	pt 1	pt 2	
			% Nod.	% Total	pt 3	pt 4	
			% Put.	% Split	pt 1	pt 2	
			% Nod.	% Total	pt 3	pt 4	
			% Put.	% Split	pt 1	pt 2	
			% Nod.	% Total	pt 3	pt 4	
			% Put.	% Split	pt 1	pt 2	
			% Nod.	% Total	pt 3	pt 4	
			% Put.	% Split	pt 1	pt 2	
			% Nod.	% Total	pt 3	pt 4	

APPENDIX XXIII – SC-R104: REQUEST FOR COURTESY (UNOFFICIAL) INSPECTION (PROCESSED)

The SC-R104 may be printed from the [Forms Catalog](#) (intranet link) and filled in by hand.



Request for Courtesy (Unofficial) Inspection (Processed)

<i>The undersigned applies for inspection of the processed food products described below in accordance with the regulations of the Secretary of Agriculture (7 CFR Part 52). To the best of my knowledge and belief, these containers are not from lots which have been previously inspected by the U. S. Department of Agriculture and are in no way the subject of controversy with any government agency. The purpose for which inspection is desired is as follows.</i>	
The following is a request for a courtesy inspection based on a _____ pound sample submitted to the USDA by a representative of _____ for the following defects.	
Check appropriate defect to be analyzed.	
DEFECT	RESULTS
<input type="checkbox"/> Stems	
<input type="checkbox"/> Moisture	
<input type="checkbox"/> Capstems	
<input type="checkbox"/> Damage	
<input type="checkbox"/> Mold	
<input type="checkbox"/> Sugar	
<input type="checkbox"/> Sand	
<input type="checkbox"/> Substandard	
<input type="checkbox"/> B or BETTER	
<input type="checkbox"/> Size	
<input type="checkbox"/> Other	
Requested By: _____	Date: _____
Company Representative Courtesy (Unofficial) Inspection Completed By: _____	
Date: _____ Inspector/Aide	