



Planned Compliance Program (PCP) System

- ~~1. Reviews, investigations and general correspondence of individuals or companies who have violated, or may violate the Federal Meat Inspection Act (FMIA), or the Poultry Products Inspection Act (PPIA) by processing, storing, or marketing unwholesome, adulterated or misbranded product. A master compliance file is used to control the frequency of compliance reviews. Review frequency is based on the risk category number assigned to the individuals or companies.~~

a. Electronic Database - Record Copy  
Permanent. Offer to NARA after files are converted to archival status.

~~b. Source Document Paper Copy  
Destroy when 3 years old.~~

*GRS 20, Item 2A*

# TECHNICAL DESCRIPTION FOR TRANSFER OF ELECTRONIC RECORDS TO THE NATIONAL ARCHIVES

## FILE IDENTIFICATION

01. OFFICIAL FILE TITLE, COMMONLY USED IDENTIFIER, AND/OR DESCRIPTIVE TITLE:  <b>Planned Compliance Program</b>	02. ACRONYM ASSIGNED TO FILE:  <b>PCP</b>
03. RESTRICTIONS ON ACCESS:  <b>Risk Category Block</b>	
04. TITLE/DESCRIPTION OF DOCUMENTATION PROVIDED:  <b>FSIS Directive 8100.1</b>	05. FORMAT OF DOCUMENTATION: <input checked="" type="checkbox"/> Paper <input type="checkbox"/> Electronic Format ( <i>Specify</i> ) <input type="checkbox"/> Other ( <i>Specify</i> )
06. ELECTRONIC RECORDS SUBMITTED BY ( <i>Agency name and address</i> ): <b>USDA, FSIS, RP, Compliance Program 14th &amp; Independence Ave., SW Rm. 2925-S Washington, DC 20250</b>	07. IDENTIFY TECHNICAL CONTACT(S):  Name: <b>Joan L. Collins</b> Phone: <b>(202) 720-7775</b>

## FILE CHARACTERISTICS

08. SHORT TITLE ON EXTERNAL LABEL  <b>Planned Compliance Program</b>	10. STORAGE MEDIA UNIT VOLUME SERIAL NUMBER: <b>0001</b>	12. DENSITY ( <i>CPI/BPI</i> ):
09. RETURN STORAGE MEDIA TO AGENCY AFTER ARCHIVAL PROCESSING: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Provide Address for Return ( <i>if different from item 06</i> ):	11. TYPE OF MEDIA PROVIDED: <input type="checkbox"/> Open-Reel Magnetic Tape <input type="checkbox"/> 3480-Class Tape Cartridge <input checked="" type="checkbox"/> Other ( <i>Specify</i> )  <b>MC-6150 1/4" data cartridge</b>	13. NUMBER OF TRACKS: <input type="checkbox"/> 7 <input type="checkbox"/> 9 <input type="checkbox"/> 18 <input checked="" type="checkbox"/> Other ( <i>Specify</i> )
14. FILE ORGANIZATION ON STORAGE MEDIA <input type="checkbox"/> One File on One Media Unit <input type="checkbox"/> One File on Multiple Media Units <input checked="" type="checkbox"/> Multiple Files on One Media Unit <input type="checkbox"/> Multiple Files/Multiple Media Units	15. RECORDED LABEL ( <i>Internal Label</i> ) <input type="checkbox"/> IBM OS <input checked="" type="checkbox"/> IBM DOS <input type="checkbox"/> ANSI X 3.27 Standard <input type="checkbox"/> No Internal Labels <input type="checkbox"/> Other ( <i>Specify and Describe</i> )	16. CHARACTER SET <input checked="" type="checkbox"/> ASCII <input type="checkbox"/> EBCDIC <input type="checkbox"/> BCD ( <i>7 track only</i> ) <input type="checkbox"/> Binary <input type="checkbox"/> Packed Decimal <input type="checkbox"/> Other ( <i>Specify</i> )
17. DATE FILE COPIED:	19. SEQUENCE OF FILE ON STORAGE MEDIA UNIT:  file <u>1</u> of <u>0001</u>	20. NUMBER OF LOGICAL RECORDS PER BLOCK ( <i>Blocking Factor</i> ):
21. RECORD TYPE <input checked="" type="checkbox"/> Fixed Length (F) <input type="checkbox"/> Fixed Length Blocked (FB) <input type="checkbox"/> Other Than Fixed Length ( <i>Specify Format</i> )	22. LENGTH OF LOGICAL RECORDS IN CHARACTERS OR BYTES:	24. NUMBER OF LOGICAL RECORDS:
	23. LENGTH OF PHYSICAL RECORDS IN CHARACTERS OR BYTES:	25. NUMBER OF PHYSICAL RECORDS ( <i>Blocks</i> ):
26. AGENCY COMMENTS:		
27. FORM PREPARED BY:  Name: <b>Joan L. Collins</b>	Phone: <b>202 720-7775</b>	28. DATE FORM COMPLETED:

**INFORMATION SYSTEM DESCRIPTION**

1. SYSTEM TITLE <b>Planned Compliance Program (PCP)</b>	2. SYSTEM CONTROL NUMBER
3. AGENCY PROGRAM SUPPORTED BY SYSTEM <b>USDA, FSIS, Compliance Program</b>	4. PROGRAM AUTHORITY <b>FSIS Directive 8100.1</b>

**5. SYSTEM DESCRIPTION**

5A. PURPOSE / FUNCTION OF SYSTEM  
 The PCP system provides an automated tool to conduct systematic reviews and monitoring at businesses engaged in transportation, storage, and distribution of meat and poultry products after such products leave federally inspected plants.

5B. SOURCE(S) OF DATA (Include Inputs from Other Systems)  
 The National database is maintained at program headquarters in Washington, DC. Each of the 5 compliance area offices maintain the identical system capabilities and contain information specifically from their respective area. These 5 area offices directly enter PCP data and transmit to HQ.

5C. INFORMATION CONTENT  
 PCP system content tracks basic inspection and violation data on over 15,000 firms and individuals that have previously violated the law, that may be potential violators, or that lend themselves to possible violation. PCP also supports the scheduling of follow-up reviews for categorized entities, depending upon prior violation severity or violation potential.

5D. SYSTEM OUTPUTS (Include Outputs to Other Systems)  
 Historical Reports, Image Reports, Scheduler, Quick List, Special Reports  
 Information from this system is not transferred to any other system.

6. NAME AND ADDRESS OF PRINCIPAL PROGRAM OFFICE SUPPORTED BY THE SYSTEM (Include room numbers)  
 USDA, FSIS, Compliance Program  
 14th & Independence Ave., SW Room 2925 South Bldg.  
 Washington, DC 20250

7. AGENCY CONTACTS. (Names, Addresses, and Phone Numbers of System and Program Personnel who can provide additional information about the System and the Program it supports.)  
 Richard T. Van Blargan, Director, EED, CP 202-720-5643  
 Joan L. Collins, Branch Chief, PAB, EED, CP 202-720-7775  
 Betty O'Loughlin, Compliance Assistant, PAB, EED, CP 202-720-7775  
 (same address as block 6)

8. PREVIOUS DISPOSITION JOBS.  
 None

9A. PREPARER'S NAME <b>Betty O'Loughlin</b>	9B. OFFICE NAME AND ADDRESS <b>USDA, FSIS, CP, EED, Planning &amp; Analysis Branch 14th &amp; Independence Ave., SW Rm 2925 S. Bldg. Washington, DC 20250</b>
9C. PHONE NUMBER <b>(202) 720-7775</b>	

SIGNATURE <i>Betty O'Loughlin</i>	DATE <b>01/07/93</b>
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