Standard Sanitary Operating Procedure (SSOP)

Our Ground Up, Wilton, California

[www.ourgroundup.com](http://www.ourgroundup.com)

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

***Milking Conditions***

1. Assure that Our Ground Up Milking Procedures are followed.

2. Assure that milking equipment is clean and well maintained.

* All milking equipment is cleaned according to SSOP practice as described.

* Flush machine with potable tepid water to break down calcium deposit buildup.
* Flush machine with a full sink of hot soapy water. Bucket lid is removed and thoroughly scrubbed by hand. Lid gasket is removed. Inside of inflations are washed using a rotary scrub brush. Inside of bucket is scrubbed.
* Flush machine with hot water.

3. Machine is allowed to hang and drip dry in a protected area.

4. One time per week, machine is “deep cleaned” by flushing with sanitizer followed by an acid solution to remove calcium deposits. Claw is disassembled and washed in all hard-to-reach places. Sanitizing products and acid products are varied from time to time to prevent bacterial resistance.

5. Any hoses, inflations and other parts that are worn are replaced as needed.

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

***Bottling Conditions***

* Assure that glass bottles are clean and sanitary prior to filling with milk.
* All glass bottles are initially cleaned by share members and then inspected and washed again in a sanitizing dishwasher located in the milk processing room.
* Glass jars are kept sanitary by being stored in a protected room, and the application of a clean lid immediately after being removed from the dishwasher.
* All personnel who handle glass jars wash their hands first. The dishwasher uses common dish soap and reaches a temperature of at least 140 degrees Fahrenheit.

***Cow Preparation and Staging:***

* Prior to setting up milking machine, bring cows into holding stall. Inspect cows for cleanliness and general health. Use currycomb to clean dry debris from cows’ flanks, legs, and udders prior to entering the milking parlor. Cows will usually pass manure/urine in the holding stall prior to entering the milking stall.
* Floor of holding stall is kept free of manure and bedded with fresh straw prior to cows entering.
* If boots are soiled after bringing up cows, milker will change into clean boots while working in the milking barn and processing room.

***Processing Room Set-Up:***

* Enter the milk processing room, close the door behind to keep out flies, and wash hands before handling any equipment.
* Flush milk bucket and claw with cool bleach water. Place bucket on its side to drain and dry while preparing cows’ rations as listed under ***Barn Setup.***
* Redirect vacuum system from claw washer by closing valve.
* Attach a single-use inline filter into the milk line.
* Insert black inflation plugs (2) into two inflations.
* Place four clean blue rags in designated bucket for cleaning cow’s udder.

***Milking Parlor:***

* Prepare feed in 3 buckets: Current grain and supplement ration will be posted in feed preparation room.
* Using the sink in the Fodder Room partially fill a clean 5 gallon bucket with warm water and place next to stanchion with the small bucket of blue cleaning rags.
* Retrieve milk bucket, lid, and claw from Processing Room and attach bucket to pump.

***Udder Preparation***

* Bring cow into the milking parlor. If cow’s hooves track in debris, gently sweep away to make sure that the floor under the udder is clear of bedding, mud, or manure.
* Inspect udder for visible presence of manure. Using as minimal amount of water as necessary, clean each teat using a corner of the wet rag for each teat. If necessary, use another wet clean rag to wash the udder starting in the middle of the bag and wipe working outward without touching teat. Use this rag to wipe the insides of the legs if needed. Soiled rag is then placed in soiled-rag bucket.
* Clean teats with teat wipes and throw away in trash.
* Dip dry teats with iodine-based teat dip. Wipe teat dip off with a paper towel, using a clean side for each teat.
* Squeeze out first 5 squirts from teats into container and inspect for problems. Perform CMT if mastitis signs are present.
* Start vacuum, attach claw taking care the inflations do not touch ground.
* Stay attentive during entire milking process to ensure that claw does not fall off.

***When cow is done:***

* Turn off vacuum and machine switch and release suction; remove claw, taking care that inflations do not touch ground. Hang claw in specially adapted 5 gallon white bucket.
* Strip each quarter by hand to ensure total emptying.
* Dip each teat in post dip solution to disinfect and seal teat orifice.
* Roll milk into milk processing room. Wash hands.
* Pour milk into jars – smell and visually inspect each jar and lid prior to filling.
* Place jar immediately into ice bath. Make sure jars are covered in ice water without covering lid seal. Jars remain on ice for 1 hour.
* Record volume of milk for each cow.
* Re-attach bucket to milker for next cow and complete process with all cows.

***Clean Machine:***

* Remove inline filter sock and inspect for abnormalities. Dispose of filter after use.
* Fill claw-washing sink with **TEPID** water (not hot/not cold) to break down calcium deposit buildup. Rinse bucket lid and gasket. Attach claw with in-line filter and turn on vacuum system to flush the water through the inflations and in-line filter. Drain sink.
* Rinse bucket with **TEPID** water to break down calcium deposit buildup.
* Refill claw-washing sink with **HOT** water and add 1 oz. liquid dairy soap. Turn on vacuum system to flush the inflations and in-line filter with hot soapy water. Clean bucket lid and gasket with **HOT** liquid dairy soap.
* Refill bucket with **HOT** water and add 1 oz. liquid dairy soap. Scrub inside of bucket. Rinse with clean hot water.
* Refill claw-washing sink with hot water and flush claw and in-line filter with clean **HOT** water.
* Rinse bucket lid and gasket with clean **HOT** water.
* Clean exterior of hoses and bucket with rags and **HOT** soapy water.
* Hang claw and bucket to dry. Cover bucket opening and inflations with fly netting.
* One time per week, machine is “deep cleaned” by flushing with sanitizer followed by an acid solution to remove calcium deposits. Claw and in-line filter are disassembled and washed in all hard-to-reach places. The lid and pulsator are disassembled and washed in all hard to reach places. Sanitizing products and acid products are varied from time to time to prevent bacterial resistance.
* Dirty rags are placed in bucket with bleach water to soak prior to being brought to house for washing.

***Cleaning Milk Processing Room & Milking Parlor***

* Sanitize counters/filter/sinks in milk room using bleach solution spray.
* Sweep and mop floor with bleach solution.
* After milk has cooled 1 hour, dry jars, label with date and put in refrigerator. Assure thermometer is at 37 degrees Fahrenheit when you open the fridge.
* Dump ice tubs and place on the shelf to dry.
* Milk processing room door is to remain closed.
* Cleaning milking parlor –Sweep to remove manure and wash down with water if needed.