



Buzz Foods Registered Meat Cutting Apprenticeship Program

Buzz Foods Service and Appalachian Abattoir are excited to offer a registered Meat Cutting Apprenticeship Program through the Department of Labor. This packet includes the Apprenticeship Standards, Appendix A including On the Job and Related Training Outlines, and the Apprenticeship Application.

Apprentices will spend approximately 2.5 years working towards completing 4550 paid hours of On-the-Job Learning building your skill-set as a meat-cutter, along with a minimum of 328 hours of related training and instruction in the meat industry.

Training topics cover skills needed to be a successful meat-cutter including breakdown for beef, pork, lamb, goat, poultry, seafood, along with merchandising, communications and general industry topics.

On the Job Training Summary (full outline in Appendix A)

Work Activities Summary:	Hours
A. Care and Cleaning of Equipment	250
B. Food safety and sanitation	300
C. Preparation of merchandise for consumer	250
D. Recordkeeping and operations	250
E. Cutting Beef	1100
F. Cutting fresh pork	650
G. Cutting veal	275
H. Cutting lamb	275
I. Produce value-added, smoked, and cooked products (Butcher shop)	400
J. Fish and seafoods (Butcher shop)	250
K. Poultry and game (Butcher shop)	250
L. Preparation of offals (Butcher shop)	100
M. Frozen food care	200
Total Hours	4550

Benefits of Apprenticeship:

- Earn a Journeyman's certificate while being paid to work!
- Gain skills and related training knowledge
- End your apprenticeship with a Journeyman's wage -see payscale in full outline
- Earn college credit through your apprenticeship.

Year 1 Related Training Summary (full outline in Appendix A)

Related Training Topics Year 1	Hours
<ul style="list-style-type: none">• Introduction• Food and plant safety 101• Meat supply chain 101• Product knowledge 101• Management and communication skills 101• Product application 101• Equipment and tools 101• Cutting and packing 101• Yields 101• HACCP 101	168

Eligibility and requirements:

- Age: Applicants must be at least 18 years of age at the start of the program (applicants under the age of 18 but that will be 18 at the start date are eligible to apply).
- Education: Applicants must have graduated high school and/or completed their GED.
- Work Authorization: Applicants must be eligible to work in the United States at the time of application.
- Physical Condition: Applicants must be able to physically perform the job duties. At a minimum be able to work on their feet the majority of the day in cool conditions and be able to lift up to 50lbs.
- Drug and Hazardous Substances: Applicants must be able to pass a drug screen and be willing to undertake period random drug testing.
- Women and minorities are encouraged to apply, Buzz Foods is an equal opportunity employer.

How to apply:

- All applicants must submit the Apprenticeship Application form to Angela Gould at angela@beef.buzz with the subject "Apprenticeship Application"
- Applicants must review the Buzz Employee Handbook and apprenticeship standards
- Provide a copy of transcripts or GED completion
- Provide proof of age and residency (driver's license, SSN, Work Authorization document)
- If an application is applying with previous experience to be used toward program hours, proof of hours is required.
- Applicants will then complete an in-person interview with the apprentice review committee.

For more information or to apply please contact: Angela Gould at angela@beef.buzz or 304-925-4781.



PERSONAL INFORMATION

First Name _____ Middle _____ Last Name _____

Address _____ Phone _____

Home Cell Work

Email Address _____

Social Security # _____ Date of Birth ____/____/____

U.S. Citizen? Yes No Date of Application: _____

MEAT PROCESSING APPRENTICESHIP

This application is to participate in a federally accredited apprenticeship program that may result in a journeyman license and may in some cases qualify for college credit. This is a paid position with full time employment status and benefits with the additional benefit of specialized training, licensing and career growth.

Please briefly describe your interest in the apprenticeship program and any goals you hope to accomplish. Additional pages may be submitted but are not required.

[Empty text box for describing interest and goals]

Buzz Food Service / Appalachian Abattoir will not discriminate against apprenticeship applicants or apprentices based on race, color, religion, national origin, sex (including pregnancy and gender identity), sexual orientation, genetic information, or because they are an individual with a disability or a person 40-years old or older. Buzz Food Service / Appalachian Abattoir will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, part 30.

PRIOR WORK EXPERIENCE

Employer	Position Title	Start Date	End Date	Pay	Supervisor Name	May we contact your supervisor

Do you have any experience cutting or slicing meats in any of the following environments?

- Grocery Meat Department Restaurant/Deli Industrial Meat Processor

Have you completed any prior meat-cutting training programs? If so please list:

Reason for leaving last job: _____

EDUCATION

Education & Military Experience (check all that apply, list school attended)

- Graduate Equivalency Degree (GED)
- High School Degree, School: _____
- College Degree, School: _____
- Military, Branch of Service: _____ Dates of Service: _____

Please include three Personal or Professional References (include at least one professional or educational):

Reference	Contact Information	Relationship

Supporting document checklist:

- Please provide a proof of age and residency (Drivers license , SNN, Work Authorization Document)
- Copy of your transcripts or GED completion
- If you are applying with previous experience to be used towards program hours, proof of hours is required.

Please note that all new employees are required to complete a physical that includes a drug test. Your signature below also authorizes Buzz Food Service to contact references and conduct a background check examining any area within legal limits.

I certify that the information that I have supplied in this application is accurate and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above.

Signature _____

Buzz Food Service / Appalachian Abattoir will not discriminate against apprenticeship applicants or apprentices based on race, color, religion, national origin, sex (including pregnancy and gender identity), sexual orientation, genetic information, or because they are an individual with a disability or a person 40-years old or older.

Buzz Food Service / Appalachian Abattoir will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, part 30.



Registered Apprenticeship Standards

Local Apprenticeship Standards

Insert Name of Sponsor(s) or Organization(s):

BUZZ FOOD SERVICE / APPALACHIAN ABATTOIR

Occupation(s): MEAT CUTTER (0316V1) Time-Based

O*NET-SOC Code: 51-3021.00 RAPIDS Code: (0316)

Developed in Cooperation with the
U.S. Department of Labor
Office of Apprenticeship

Approved by the
U.S. Department of Labor
Office of Apprenticeship

Registered By: _____
(For Government Use Only)

Signature: _____
*(Sign here manually for National or Local
Apprenticeship Standards)*

Title:
Office of Apprenticeship

Date:

Registration Number:

Certified By: _____
(For Government Use Only)

Signature: _____
*(Sign here manually for National Guidelines
for Apprenticeship Standards Only)*

Title:

Check here if these are revised standards



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SECTION I – STANDARDS OF APPRENTICESHIP 29 CFR § 29.5

A. Responsibilities of the sponsor: Buzz Food Service / Appalachian Abattoir must conduct, operate, and administer this program in accordance with all applicable provisions of Title 29 Code of Federal Regulations (CFR) parts 29 and 30, and all relevant guidance issued by the Office of Apprenticeship (OA). The sponsor must fully comply with the requirements and responsibilities listed below and with the requirements outlined in the document “Requirements for Apprenticeship Sponsors Reference Guide.”

Sponsors shall:

- Ensure adequate and safe equipment and facilities for training and supervision and provide safety training for apprentices on-the-job and in related instruction.
- Ensure there are qualified training personnel and adequate supervision on the job.
- Ensure that all apprentices are under written apprenticeship agreements incorporating, directly or by reference, these standards and the document “Requirements for Apprenticeship Sponsors,” and that meets the requirements of Title 29, CFR part 29.7. Form ETA 671 may be used for this purpose and is available upon logging into RAPIDS.
- Register all apprenticeship standards with the U.S. Department of Labor, including local variations, if applicable.
- Submit apprenticeship agreements within 45 days of enrollment of apprentices.
- Arrange for periodic evaluation of apprentices’ progress in skills and technical knowledge, and maintain appropriate progress records.
- Notify the U.S. Department of Labor within 45 days of all suspensions for any reason, reinstatements, extensions, transfers, completions and cancellations with explanation of causes. Notification may be made in RAPIDS or using the contact information in Section K.
- Make a good faith effort to obtain approval for educational assistance for a veteran or other individual eligible under chapters 30 through 36 of title 38, United States Code, and will not deny the application of a qualified candidate who is a veteran or other individual eligible for educational assistance described in the above for the purpose of avoiding making a good faith effort to obtain approval.



- Provide each apprentice with a copy of these standards, Requirements for Apprenticeship Sponsors Reference Guide, and Appendix A, any applicable written rules and policies, and require apprentices to sign an acknowledgment of their receipt. If the sponsor alters these standards or any Appendices to reflect changes it has made to the apprenticeship program, the sponsor will obtain approval of all modifications from the Registration Agency, then provide apprentices a copy of the updated standards and Appendices and obtain another acknowledgment of their receipt from each apprentice.

B. Minimum Qualifications - 29 CFR §29.5(b)(10)

An apprentice must be at least 18 years (Enter an age of at least 16 years) of age, except where a higher age is required by law, and must be employed to learn an apprenticeable occupation. Please include any additional qualification requirements as appropriate (optional):

There is an educational requirement of: Applicants must have graduated high school and/or completed their GED.

There is a physical requirement of: Applicants must be able to physically perform the job duties. At a minimum be able to work on their feet the majority of the day in cool conditions and be able to lift up to 50lbs.

A valid driver's license is required.

Other Qualifications: Work Authorization: Applicants must be eligible to work in the United States at the time of application.

Applicants must be able to pass a drug screen and be willing to undertake period random drug testing.

C. Apprenticeship Approach and Term - 29 CFR § 29.5(b)(2)

The apprenticeship program(s) will select an apprenticeship training approach. See Appendix A to select approach.

D. Work Process Schedule and Related Instruction Outline - 29 CFR § 29.5(b)(4)

Every apprentice is required to participate in related instruction in technical subjects related to the occupation. Apprentices **will not** be paid for hours spent attending related instruction classes. Insert Work Process Schedule and Related Instruction Outline at Appendix A.

E. Credit for Previous Experience – 29 CFR § 29.5(b)(12)

Apprentice applicants seeking credit for previous experience gained outside the apprenticeship program must furnish such transcripts, records, affidavits, etc. that may be appropriate to substantiate the claim. Buzz Food Service / Appalachian Abattoir will evaluate the request for credit and make a determination during the apprentice's probationary period.



F. Probationary Period – (29 CFR § 29.5 (b)(8) and (20)

Every applicant selected for apprenticeship will serve a probationary period which may not exceed 25 percent of the length of the program or 1 year whichever is shorter. Insert probationary period at Appendix A.

G. Ratio of Apprentices to Journeyworkers - 29 CFR § 29.5(b)(7)

Every apprenticeship program is required to provide an apprenticeship ratio of apprentices to journeyworkers for adequate supervision. Insert ratio at Appendix A.

H. Apprentice Wage Schedule - 29 CFR § 29.5 (b)(5)

Apprentices must be paid a progressively increasing schedule of wages based on either a percentage or a dollar amount of the current hourly journeyworker wage rate. Insert the progressive wage schedule at Appendix A.

I. Equal Employment Opportunity and Affirmative Action

1. Equal Opportunity Pledge - 29 CFR §§ 29.5(b)(21) and 30.3(c)(1)

Buzz Food Service / Appalachian Abattoir will not discriminate against apprenticeship applicants or apprentices based on race, color, religion, national origin, sex (including pregnancy and gender identity), sexual orientation, genetic information, or because they are an individual with a disability or a person 40-years old or older.

Buzz Food Service / Appalachian Abattoir will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, part 30.

2. Affirmative Action Program - 29 CFR §§ 29.5(b)(21), 30.4, and 30.10

Buzz Food Service / Appalachian Abattoir acknowledges that it will adopt an affirmative action plan in accordance with 29 Title CFR § 30.4-30.9 (required for sponsors with five or more registered apprentices by two years from the date of the sponsor's registration or by two years from the date of registration of the program's fifth (5th) apprentice). Information and technical assistance materials relating to the creation and maintenance of an affirmative action plan will be made available on the Office of Apprenticeship's website.

3. Selection Procedures - 29 CFR § 30.10

Every sponsor will adopt selection procedures for their apprenticeship programs, consistent with the requirements set forth in 29 CFR § 30.10(b). See Appendix A to enter your selection procedures for each occupation for which the sponsor intends to train apprentices.

J. Complaint Procedures - 29 CFR §§ 29.5(b)(22), 29.7(k), 29.12, and 29 CFR § 30.14



If an applicant or an apprentice believes an issue exists that adversely affects the apprentice's participation in the apprenticeship program or violates the provisions of the apprenticeship agreement or standards, the applicant or apprentice may seek relief. Nothing in these complaint procedures precludes an apprentice from pursuing any other remedy authorized under another Federal, State, or local law. Below are the methods by which apprentices may send a complaint:

- 1. Complaints regarding discrimination.** Complaints must contain the complainant's name, address, telephone number, and signature, the identity of the respondent, and a short description of the actions believed to be discriminatory, including the time and place. Generally, a complaint must be filed within **300** days of the alleged discrimination. Complaints of discrimination should be directed to the following contact:

U.S. Department of Labor, Office of Apprenticeship

200 Constitution Ave. NW, Washington, DC 20210

Telephone Number: (202) 693-2796

Email Address: ApprenticeshipEEOcomplaints@dol.gov

Point of Contact: Director, Division of Registered Apprenticeship and Policy

Attn: Apprenticeship EEO Complaints

You may also be able to file complaints directly with the EEOC, or State fair employment practices agency.

- 2. Other General Complaints.** The sponsor will hear and attempt to resolve the matter locally if written notification from the apprentice is received within 15 days of the alleged violation(s). The sponsor will make such rulings as it deems necessary in each individual case within **30** days of receiving the written notification: (To be completed by Sponsor):

Name: Annie Stroud

Address: 4818 Kanawha Blvd, East

Charleston, WV

Telephone Number: (304) 925-4781

Email Address: annie@beef.buzz

Any complaint described that cannot be resolved by the program sponsor to the satisfaction of all parties may be submitted to the Registration Agency provided below in Section K

K. Registration Agency General Contact Information 29 CFR § 29.5(b)(17)

The Registration Agency is the United States Department of Labor's Office of Apprenticeship. General inquiries, notifications and requests for technical assistance may be submitted to the Registration Agency using the contact information below (To be



completed by OA).

Name: Karen Wade

Address: 405 Capitol Street

Charleston, WV, 25301

Telephone Number: 304-347-5795

Email Address: wade.karen@dol.gov

L. Reciprocity of Apprenticeship Programs 29 CFR § 29.13(a)(7)

States must accord reciprocal approval for Federal purposes to apprentices, apprenticeship programs and standards that are registered in other States by the Office of Apprenticeship or a Registration Agency if such reciprocity is requested by the apprenticeship program sponsor.

Program sponsors seeking reciprocal approval must meet the wage and hour provisions and apprentice ratio standards of the reciprocal State.

SECTION II - APPENDICES AND ATTACHMENTS

- Appendix A** – *Work Process Schedule, Related Instruction Outline, Apprentice Wage Schedule, Ratio of Apprentices to Journeyworkers, Type of Occupation, Term of Apprenticeship, Selection Procedures, and Probationary Period*
- Appendix B** – *ETA 671 - Apprenticeship Agreement and Application for Certification of Completion of Apprenticeship (To be completed after registration)*
- Appendix C** – *Affirmative Action Plan (Required within two years of registration unless otherwise exempt per 29 CFR §30.4(d))*
- Appendix D** – *Employer Acceptance Agreement (For programs with multiple-employers only)*



SECTION III - VETERANS' EDUCATIONAL ASSISTANCE AS MANDATED BY PUBLIC LAW 116-134 (134 STAT. 276)

Pursuant to section 2(b)(1) of the Support for Veterans in Effective Apprenticeships Act of 2019 (Pub. L. 116-134, 134 Stat. 276), by signing these program standards, the program sponsor official whose name is subscribed below assures and acknowledges to the U.S. Department of Labor's Office of Apprenticeship the following regarding certain G.I. Bill and other VA-administered educational assistance referenced below (and described in greater detail at the VA's website at: <https://www.va.gov/education/eligibility>) for which current apprentices and/or apprenticeship program candidates may be eligible:

- (1) The program sponsor is aware of the availability of educational assistance for a veteran or other eligible individual under chapters 30 through 36 of title 38, United States Code, for use in connection with a registered apprenticeship program;
- (2) The program sponsor will make a good faith effort to obtain approval for educational assistance described in paragraph (1) above for, at a minimum, each program location that employs or recruits an veteran or other eligible individual for educational assistance under chapters 30 through 36 of title 38, United States Code; and
- (3) The program sponsor will not deny the application of a qualified candidate who is a veteran or other individual eligible for educational assistance described in paragraph (1) above for the purpose of avoiding making a good faith effort to obtain approval as described in paragraph (2) above.

NOTE: The aforementioned requirements of Public Law 116-134 shall apply to "any program applying to become a registered apprenticeship program on or after the date that is 180 days after the date of enactment of this Act" (i.e., September 22, 2020). Accordingly, apprenticeship programs that were registered by a Registration Agency before September 22, 2020, are not subject to these requirements.



SECTION IV - SIGNATURES

OFFICIAL ADOPTION OF APPRENTICESHIP STANDARDS

The undersigned sponsor hereby subscribes to the provision of the Apprenticeship Standards formulated and registered by Buzz Food Service / Appalachian Abattoir, on this 12th day of January, 2021

The signatories acknowledge that they have read and understand the document titled "Requirements for Apprenticeship Sponsors Reference Guide" and that the provisions of that document are incorporated into this agreement by reference unless otherwise noted.

Signature of Sponsor (designee)

Signature of Sponsor (designee)

Printed Name

Printed Name



Appendix A

WORK PROCESS SCHEDULE

AND

RELATED INSTRUCTION OUTLINE

Appendix A

WORK PROCESS SCHEDULE MEAT CUTTER

O*NET-SOC CODE: 51-3021.00 **RAPIDS CODE:** 0316

This schedule is attached to and a part of these Standards for the above identified occupation.

1. APPRENTICESHIP APPROACH

Time-Based

2. TERM OF APPRENTICESHIP

The term of the apprenticeship is 2 years with an OJL attainment of 4550 hours, supplemented by the minimum required 328 hours of related instruction. (Note: The competency-based training approach does not require hours.)

3. RATIO OF APPRENTICES TO JOURNEYWORKERS

The apprentice to journeyworker ratio is: 1 Apprentice(s) to 1 Journeyworker(s).

4. APPRENTICE WAGE SCHEDULE

Apprentices shall be paid a progressively increasing schedule of wages based on either a percentage or a dollar amount of the current hourly journeyworker wage rate, which is: \$18.00.

Name: **MEAT CUTTER**

Period	% of Journeyworker wage	Duration (Hours)	Wage (Hourly)	Description
1st	66.67%	758.33	\$12.00	1st period
2nd	75%	758.33	\$13.50	2nd period
3rd	80%	758.33	\$14.40	3rd period
4th	85%	758.33	\$15.30	4th period
5th	90%	758.33	\$16.20	5th period
6th	95%	758.33	\$17.10	6th period
End Wage	100%	4550 Hours	\$18.00	

5. PROBATIONARY PERIOD

Every applicant selected for apprenticeship will serve a probationary period of 1135 Hours.

6. SELECTION PROCEDURES

Please enter selection procedures for this occupation:

Section I: Minimum qualifications to apply:

- A. Age: Applicants must be at least 18 years of age at the start of the program (applicants under the age of 18 but that will be 18 at the start date are eligible to apply).
- B. Education: Applicants must have graduated high school and/or completed their GED.
- C. Work Authorization: Applicants must be eligible to work in the United States at the time of application.
- D. Physical Condition: Applicants must be able to physically perform the job duties. At a minimum be able to work on their feet the majority of the day in cool conditions and be able to lift up to 50lbs.
- E. Drug and Hazardous Substances: Applicants must be able to pass a drug screen and be willing to undertake period random drug testing.

Section II: Additional Requirements:

- A. Applicants will be required to complete an application form and review the employee handbook and apprenticeship standards.
- B. Proof of age and residency (driver's license, SSN, Work Authorization document)
- C. Copy of transcripts or GED completion.
- D. If an application is applying with previous experience to be used toward program hours, proof of hours is required.
- E. Completion of an in person interview with the apprentice review committee.

Section III: Selection procedure:

- A. Submission and acceptance of minimum requirements and additional requirements where applicable.
- B. Understanding of applicants ability to complete the program for the entire duration.
- C. Review and assessment of interview process and submitted forms by evaluation committee. The evaluation team will utilize a standard methodology to assess and document applicants.

Work Process Schedule

MEAT CUTTER	
Job Description: Cut, trim, or prepare consumer-sized portions of meat for use or sale in retail establishments.	
Job Zone Two: Some Preparation Needed. These occupations often involve using your knowledge and skills to help others. Examples include orderlies, counter and rental clerks, customer service representatives, security guards, upholsterers, and tellers.	
RAPIDS Code: 0316	O*NET Code: 51-3021.00
Apprenticeship Type:	
<input type="checkbox"/> Competency-Based <input checked="" type="checkbox"/> Time-Based <input type="checkbox"/> Hybrid	

Detailed Work Activities	Hours
A. Care and Cleaning of Equipment <ul style="list-style-type: none"> • Proper handling and care of tools • Proper care and cleaning of blocks, saws and cooler spaces • Proper cleaning and care of refrigeration and freezers • Care of slicer ,grinder, saws, and process equipment • Proper cleaning of display cases (Butcher shop) 	250
B. Food safety and sanitation <ul style="list-style-type: none"> • Room cleaning and sanitation • Product inspection and testing • Checking product temperatures and proper procedures • Personal hygiene and safety • Train new meat-cutters on food safety 	300
C. Preparation of merchandise for consumer <ul style="list-style-type: none"> • Receive, inspect, and store meat upon delivery to ensure meat quality • Proper handling of subprimals, quarters and carcasses • Proper refrigeration and storage of meat products • Unpacking and checking product • Wrap, weigh, label and price cuts of meat. 	250
D. Recordkeeping and operations <ul style="list-style-type: none"> • Record production data and conduct yield testing • Food safety recording • Production data records • Estimate material requirements for production • Estimate requirements and order meat supplies to 	250

<p>maintain inventory (Butcher shop)</p> <ul style="list-style-type: none"> • Order materials, supplies, (Butcher shop) • Record meat issued for value-added and cooking, keep production data (Butcher shop) • Negotiate with representatives from supply companies to determine order details. • Supervise other meat cutters 	
<p>E. Cutting Beef</p> <ul style="list-style-type: none"> • Proper breaking of quarters and subprimals into retail cuts • Deboning beef • Grinding beef • Cutting of chuck for retail and wholesale consumption • Cutting of rib for retail and wholesale consumption • Cutting of round for retail and wholesale consumption • Cutting of loin and sirloin for retail and wholesale consumption • Cutting of brisket, flank, plate for retail and wholesale consumption • Shaping, rolling, lacing, and tying of beef roasts and products • Cutting of finished steaks – strip, porterhouse, tender • Boning beef shanks • Managing beef trim • Handling of bones, suet, tallow • How to display fresh beef products (Butcher shop) 	1100
<p>F. Cutting fresh pork</p> <ul style="list-style-type: none"> • Proper breaking of pork carcasses • Deboning pork • Grinding pork • Cutting of pork loins, roasts, chops • Preparation of fresh hams and roasts • Cutting of shoulders, butts, hocks, and slices • Cutting of spareribs and neck bones • Preparation of pork bellies for further processing • Displaying fresh pork (Butcher shop) 	650
<p>G. Cutting veal</p> <ul style="list-style-type: none"> • Breaking of veal carcass • Cutting of veal shoulder roast and chops • Cutting of veal rib 	275

<ul style="list-style-type: none"> • Cutting of veal loin and sirloin • Cutting of veal breast, pocketing, and cutlets • Boning veal neck and shanks • Displaying fresh veal (Butcher shop) 	
<p>H. Cutting lamb</p> <ul style="list-style-type: none"> • Breaking of lamb carcass • Removal of fell and kernals • Cutting of lamb shoulder roast and chops • Cutting of lamb rib • Cutting of lamb loin • Cutting of lamb legs • Tying lamb roasts • How to display fresh lamb (Butcher shop) 	275
<p>I. Produce value-added, smoked, and cooked products (Butcher shop)</p> <ul style="list-style-type: none"> • Grinding/mixing sausage • Portioning sausages • Salting, curing, brining hams • Curing, brining deli meats – pastrami, corned beef, ham • Smoked briskets • Brining, salting beef and pork bacon • Smoked ribs, jowls • Snack stick production • Smoked fish (Butcher shop) • Cooking deli meats and other cooked meat products 	400
<p>J. Fish and seafoods (Butcher shop)</p> <ul style="list-style-type: none"> • Handling and cleaning seafood and fish • Varieties, fresh and saltwater • Filleting • Shrimp • Oysters • Clams • Lobster • Crab • Preparation and display of seafood 	250
<p>K. Poultry and game (Butcher shop)</p> <ul style="list-style-type: none"> • Chickens and fryers for roasting 	250

<ul style="list-style-type: none"> • Breaking down poultry • Turkey preparation • Rabbit preparation 	
L. Preparation of offals (Butcher shop) <ul style="list-style-type: none"> • Beef - liver, kidney, heart, etc. • Lamb - liver, kidney, heart, etc. 	100
M. Frozen food care <ul style="list-style-type: none"> • Temperature maintenance • Care and transport • Display (Butcher shop) 	200
Total Hours	4550

Suggested Related Instruction Outline

A course of study should include some of the following based on the Classification of Instructional Programs (CIP) Code 12.0506

Definition: A program that prepares individuals to receive, cut, and package animal meat products in commercial establishments and to function as licensed meat cutters/butchers. Includes instruction in product recognition for beef, veal, lamb, pork, poultry, and fancy and smoked meats; retail and wholesale cutting and specialty cuts; packaging and counter display; shop safety; meat sanitation, storage and rotation; quality control; meat handling laws and regulations; and customer service.

Approximate Total Hours: 328

Provider: Buzz Food Service 4818 Kanawha Blvd, East
Charleston, WV 25306

Subject/Knowledge	Course Number: 1
Introduction	Hours: 6
<ul style="list-style-type: none"> • Orientation • Food Safety Introduction 	
Subject/Knowledge	Course Number: 2
Food and plant safety 101	Hours: 30
<ul style="list-style-type: none"> • Food Safety Laws • OSHA • Cleaning and Sanitation • Temperature • Personal Hygiene 	
Subject/Knowledge	Course Number: 3
Meat supply chain 101	Hours: 10
<ul style="list-style-type: none"> • Introduction to beef production • Introduction to pork production • Introduction to small ruminant production • Wholesale food system introduction • Role of slaughter and fabrication in the food system 	
Subject/Knowledge	Course Number: 4
Product knowledge 101	Hours: 46
<ul style="list-style-type: none"> • Certified Angus Beef Introduction (cattle types, quality) • Grading - beef, pork, lamb. • Subprimals - beef • Beef cuts - by subprimal • Pork- primals and cuts • Lamb, goat, and veal - primals and cuts • Poultry and game 	

<ul style="list-style-type: none"> • Fish and seafood • General meat cut identification • Grinds, introduction to fat ratios • Introduction to value-added products, sausages, curing, smoking 	
Subject/Knowledge Management and communication skills 101	Course Number: 5
	Hours: 9
<ul style="list-style-type: none"> • Expectations and standards • How to work within a team • Working in a group environment • Communications and conflict management • Introduction to customer interaction (retail) 	
Subject/Knowledge Product application 101	Course Number: 6
	Hours: 6
<ul style="list-style-type: none"> • Prepared meat products by type of cut • Customer expectations 	
Subject/Knowledge Equipment and tools 101	Course Number: 7
	Hours: 14
<ul style="list-style-type: none"> • Process and cleaning equipment: tool and materials ID and overview • How to handle tools, work ergonomics and best practices, how to keep knives sharp. • Individual equipment training (prior to use): Grinder, Slicer, Portioner, Pattymaker, Vacuum sealing etc. 	
Subject/Knowledge Cutting and packing 101	Course Number: 8
	Hours: 32
<ul style="list-style-type: none"> • How to cut - general, deboning • How to cut - specific cuts, deboning • How to use butchers twine/netting • Product labeling requirements • Types of packaging required for type of product • How to cut Poultry and Game 	
Subject/Knowledge Yields 101	Course Number: 9
	Hours: 4
<ul style="list-style-type: none"> • Introduction to yield testing, why it's important • How to perform yield tests 	
Subject/Knowledge HACCP 101	Course Number: 10
	Hours: 11
<ul style="list-style-type: none"> • Food safety and sanitation for food manufacturers • Recordkeeping • Introduction to sampling etc. 	

Subject/Knowledge Food and plant safety 102	Course Number: 11
	Hours: 10
<ul style="list-style-type: none"> • Food safety review • Personal hygiene, sanitation, ergonomics and worker safety year 2 	
Subject/Knowledge Meat supply chain 102	Course Number: 12
	Hours: 10
<ul style="list-style-type: none"> • Beef life cycle, what contributes to meat quality • Raising beef, process of farming (tour?) • Raising other livestock - process, difference in practices kosher/grassfed/halall, etc 	
Subject/Knowledge Product application 102	Course Number: 13
	Hours: 8
<ul style="list-style-type: none"> • Understanding customer usage by type (food service, retail) • Commodities markets • Determining product value 	
Subject/Knowledge Product knowledge 102	Course Number: 14
	Hours: 16
<ul style="list-style-type: none"> • Sausages - grinding, record-keeping, casings, recipes etc. • Dry-aging meats • Smoking cured meats (bacon/ham) • Smoking prepared meats (BBQ, smoked fish) • Prepared/tied roasts, steaks etc. 	
Subject/Knowledge Merchandising 101 * retail	Course Number: 15
	Hours: 6
<ul style="list-style-type: none"> • Marketing and merchandising meat products • Best practices in retail sales • Customer interaction and marketing 	
Subject/Knowledge Equipment and tools 102	Course Number: 16
	Hours: 22
<ul style="list-style-type: none"> • Advanced equipment training • Advanced equipment safety • Equipment maintenance 	
Subject/Knowledge Management and communication skills 102	Course Number: 17
	Hours: 16
<ul style="list-style-type: none"> • How to work with a team • Working in a group environment • How to train others • Conflict resolution skills 	

<ul style="list-style-type: none"> • Management best practices 	
Subject/Knowledge Cutting and packing 102	Course Number: 18
	Hours: 58
<ul style="list-style-type: none"> • Cutting beef - advanced • Cutting lamb, goat, and veal - advanced • Cutting pork - advanced • Cutting/preparing seafood - retail • Cutting/preparing poultry - retail • Specialty products • Whole carcass breakdown 	
Subject/Knowledge Yields 102	Course Number: 19
	Hours: 6
<ul style="list-style-type: none"> • Advanced yield testing • Analyzing yield tests 	
Subject/Knowledge HACCP 102	Course Number: 20
	Hours: 8
<ul style="list-style-type: none"> • HACCP for prepared foods • HACCP sampling - advanced 	