

SOVEREIGN SEAFOOD PROCUREMENT SYSTEM

AGENCY TRIBAL NATIONS

REQUA PROCESSING FACILITY, KLAMATH RIVER

Document Package: Version 1.0

Effective Date: [Date]

Authority: Tribal Business Council Resolution No. [Number]

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1. PREAMBLE: STATEMENT OF SOVEREIGNTY & PURPOSE

We, the Agency Tribal Nations, through our inherent sovereign authority, establish this Procurement System to:

- 1. **Exercise our economic sovereignty** by creating a tribally-controlled seafood enterprise.
- 2. **Honor and sustain traditional fishing practices** while ensuring food safety for our community and customers.
- 3. **Establish market-based standards** that reflect our values of quality, safety, and respect for the resource.
- 4. **Create opportunity for Native fishers** who uphold these standards.

5. **Build a traceable, verifiable system** that meets or exceeds regulatory requirements for any market we choose.

This system is based on relationship, not regulation. We are buyers setting standards for what we will purchase, not regulators issuing permits. Participation is voluntary, based on mutual agreement.

2. DOCUMENT A: TRIBAL HARVEST & PROCUREMENT STANDARDS

SECTION 1: ELIGIBILITY TO SELL TO OUR FACILITY

1.1 Identity Verification

Any individual wishing to sell fish to the Agency Tribal Nations Processing Facility must:

- Be an enrolled member of a federally recognized Native American Tribe.
- Provide valid tribal identification or enrollment documentation upon initial registration.
- Self-identify as Native American and be recognized as such within their community.

1.2 Harvest Rights Compliance

The harvester must:

- Harvest only from areas where they have legal right to fish (whether through treaty rights, state license, or tribal permission).
- Comply with all applicable seasons, size limits, and gear restrictions for the jurisdiction where they are fishing.
- Not be under any fishing suspension or prohibition for violations.

SECTION 2: HARVEST & HANDLING STANDARDS

2.1 The 30-Minute Rule (Critical Quality & Safety Standard)

From the moment a fish is removed from the water (or from net/hook), the harvester has **30 minutes** to:

- Bleed the fish (for salmonids)
- Gut/clean the fish (if not selling whole)
- Place the fish in adequate ice slurry or on clean, freshwater ice

Exception: When ambient air temperature is below 40°F, the time limit extends to 45 minutes.

2.2 Ice & Temperature Standards

- Fish must be completely surrounded by ice (ice-to-fish contact on all sides).
- Storage containers must allow meltwater drainage (perforated totes recommended).
- From icing until delivery to our facility, fish must be maintained at or below **34°F (1.1°C)**.
- Transport vehicles must have adequate ice to maintain temperature during transit.

2.3 Cleanliness & Contamination Prevention

- Fish must not contact dirt, fuel, bilge water, or other contaminants.
- Harvest containers, knives, and hands must be visibly clean.
- Fish showing evidence of bear, bird, or other animal contact will be rejected.
- No chemicals, preservatives, or dyes may be added to fish or ice.

2.4 Species & Quality Requirements

- We accept: Klamath River Chinook (King) Salmon, Coho (Silver) Salmon, Steelhead, and Pacific Lamprey.
- Fish must be of market quality: bright eyes, firm flesh, red gills (for salmonids), no obvious parasites, no substantial injuries or net marks.

SECTION 3: DELIVERY & PAYMENT TERMS

3.1 Delivery Requirements

- Deliveries accepted at Requa Processing Facility: [Days/Hours]
- Each delivery **MUST** be accompanied by a fully completed **Tribal Catch Record (Document B)**.
- Harvesters must call ahead for delivery appointments: [Phone Number]

3.2 Inspection & Acceptance

- Our receiving manager will inspect each delivery.
- We will check: Temperature (insert thermometer into thickest part of sample fish), Documentation completeness, Visual quality.
- Acceptance is at the sole discretion of the receiving manager.
- Rejected fish may be: (a) Returned to harvester, (b) Purchased at reduced rate for non-human use (pet food, fertilizer), or (c) Donated to community with appropriate disclaimer.

3.3 Pricing & Payment

- Base price per pound: []forChinook,[]forChinook,[] for Coho, []forSteelhead,[]forSteelhead,[] for Lamprey.
- Quality premiums: [+\$0.XX/lb for fish delivered under 30 minutes, +\$0.XX/lb for perfect documentation]
- Payment will be issued within [7] days of acceptance.
- Harvesters with repeated quality issues may be suspended from selling.

3. DOCUMENT B: TRIBAL CATCH RECORD

PRIMARY TRACEABILITY DOCUMENT - REQUIRED FOR EVERY DELIVERY

PART 1: HARVESTER INFORMATION (Complete once per season)

- Harvester Name: _____
- Tribal Affiliation: _____ Enrollment #: _____
- Phone Number: _____ Vehicle License: _____
- Emergency Contact: _____ Phone: _____

PART 2: CATCH INFORMATION (Complete for each delivery)

- Date of Harvest: // _____
- Primary Location (River/Mile): _____
- Specific Fishing Spot Description: _____
- Time First Fish Caught: : AM/PM
- Time Last Fish Caught: : AM/PM
- Time Icing Completed: : AM/PM

PART 3: SPECIES & QUANTITY

Species	Quantity (# of fish)	Average Weight (lbs)	Total Weight (lbs)
Chinook	_____	_____	_____
Coho	_____	_____	_____
Steelhead	_____	_____	_____
Lamprey	_____	_____	_____
TOTAL	_____	_____	_____

PART 4: HARVEST METHOD & CONDITIONS

- Method: ☐ Gillnet ☐ Dipnet ☐ Seine ☐ Hook & Line ☐ Other: _____
- Net Mesh Size (if applicable): _____ inches

- Water Temperature (if measured): _____ °F
- Air Temperature: ☐ <40°F ☐ 40-60°F ☐ >60°F
- Weather Conditions: _____

PART 5: HARVESTER CERTIFICATION

I certify that:

1. I am an enrolled member of a federally recognized tribe.
2. I harvested these fish in compliance with all applicable regulations.
3. I followed the 30-Minute Rule and all Tribal Harvest Standards.
4. This information is true and complete to the best of my knowledge.

Signature: _____ **Date:** //_____

PART 6: FACILITY RECEIVING (To be completed by Tribal staff)

- Received by: _____ Date/Time: //_____ :
- Internal Temp Checked: ☐ Yes ☐ No
- Sample Fish Temperature: _____ °F (Acceptable if ≤40°F)
- Visual Inspection: ☐ Pass ☐ Fail - Reason: _____
- Documentation: ☐ Complete ☐ Incomplete
- **Decision:** ☐ ACCEPTED ☐ REJECTED ☐ CONDITIONAL ACCEPTANCE
- Notes: _____
- **Tribal Receiver Signature:** _____

DISTRIBUTION: White copy - Tribal Files, Yellow copy - Harvester, Pink copy - Processing Batch File

4. DOCUMENT C: HARVESTER ACKNOWLEDGMENT & AGREEMENT

ANNUAL REGISTRATION FORM

I, [Harvester Full Name], hereby apply to sell fish to the Agency Tribal Nations Processing Facility.

SECTION 1: PERSONAL INFORMATION

- Address: _____
- Date of Birth: //_____
- Tribal Enrollment Card #: _____ (Copy Attached)
- Fishing Experience: _____ years on Klamath River

- Boat Name/Description (if applicable): _____
- Preferred Communication: ☐ Text ☐ Call ☐ Email: _____

SECTION 2: AGREEMENT TO STANDARDS

I have read and understood the **Tribal Harvest & Procurement Standards (Document A)**. I agree to:

1. Follow all harvest and handling standards, especially the 30-Minute Rule.
2. Complete a **Tribal Catch Record (Document B)** truthfully for every delivery.
3. Accept inspection and quality decisions by tribal staff.
4. Participate in annual training sessions if requested.
5. Not hold the Agency Tribal Nations liable for my fishing activities.
6. Allow my catch information to be used for traceability and food safety records.

SECTION 3: RELEASE & UNDERSTANDING

I understand that:

- This is a buyer-seller relationship, not an employment relationship.
- I am responsible for my own compliance with fishing regulations.
- Payment is only for fish that meet standards and are accepted.
- The tribe may change standards with 30 days' notice.
- My selling privileges may be suspended for violations of standards.

Harvester Signature: _____ Date: //____

Witness (Tribal Staff): _____ **Date:** //

APPROVED: ☐ Yes ☐ No **By:** _____ **Date:** //

Harvester ID # Assigned: _____ (Keep this number for all future deliveries)

5. DOCUMENT D: DAILY RECEIVING LOG

CCP VERIFICATION RECORD - KEEP FOR 2 YEARS

Facility: Regua Processing Facility **Date:** //

Time	Harvester Name/ID	Species	Weight (lbs)	Temp Checked?	Temp (°F)	Catch Record Complete?	Accepted?	Receiver Initials	Notes
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Daily Summary:

- Total Fish Received: _____ lbs
- Number of Harvesters: _____
- Rejections: _____ (Details on back)
- Corrective Actions Taken: _____

Pre-Operational Checks (Complete before receiving):

- Thermometers calibrated: ☐ Yes ☐ No
- Receiving area clean/sanitized: ☐ Yes ☐ No
- Ice supply adequate: ☐ Yes ☐ No
- Forms available: ☐ Yes ☐ No

Manager Review: _____ **Date:** // _____

6. DOCUMENT E: ESSENTIAL SANITATION PROCEDURES (SSOPs)

CLEANING & SANITIZING SCHEDULE

DAILY TASKS (Before Operations):

- 1. Receiving Area:**
 - Hose down concrete pad
 - Wash scales and tables with detergent
 - Rinse thoroughly
 - Sanitize surfaces with 200ppm chlorine solution (1 tbsp bleach per gallon)
 - Allow to air dry
- 2. Processing Room:**
 - Clean all tables, cutting boards, sinks
 - Remove all fish scraps from previous day
 - Sanitize knives and hand tools in 3-sink system:
 - Sink 1 (Wash): Hot water + Dawn detergent
 - Sink 2 (Rinse): Clean warm water
 - Sink 3 (Sanitize): 200ppm chlorine solution, 1-minute soak
 - Air dry on clean rack
- 3. Floor & Drains:**

- Sweep, then mop with detergent
- Pour sanitizer solution down drains

DURING OPERATIONS (Every 4 hours):

1. Wash and sanitize all food-contact surfaces
2. Change handwash station towels
3. Empty waste containers

END OF DAY:

1. Complete all daily tasks again
2. Remove all waste to exterior dumpster
3. Clean floor mats
4. Record completion on **Sanitation Log**

SANITATION LOG TEMPLATE

Date: // _____ **Facility:** Requa Processing

Task	Time Completed	Initials	Notes
Pre-op: Receiving Area	_____	_____	
Pre-op: Processing Room	_____	_____	
Pre-op: 3-Sink Setup	_____	_____	Sanitizer ppm: _____
4-Hour Sanitation	_____	_____	
4-Hour Sanitation	_____	_____	
End-of-Day Clean	_____	_____	
Waste Removed	_____	_____	

Problems & Corrective Actions: _____

Manager Verification: _____

7. IMPLEMENTATION CHECKLIST

WEEK 1: SETUP

- Tribal Council adopts this system by resolution
- Designate HACCP Coordinator: _____
- Print binders with all documents
- Set up filing system (harvester files, daily records)

WEEK 2: HARVESTER OUTREACH

- Hold community meeting at Requa
- Distribute Standards (Document A) to all known fishers
- Begin registering harvesters (Document C)
- Assign harvester ID numbers

WEEK 3: TRAINING

- Train receiving staff on: Temperature checking, Form completion, Inspection standards
- Train harvesters on: 30-Minute Rule, Catch Record completion, Ice management
- Post standards in common areas (in English and [tribal language])

WEEK 4: LAUNCH

- Begin receiving fish with new system
- First week: Be educational, help harvesters with forms
- Second week: Enforce standards consistently
- End of month: Review records, adjust as needed

MONTHLY MAINTENANCE

- Review all Catch Records for completeness
- Pay harvesters promptly
- Hold brief harvester meeting to address issues
- Calibrate thermometers monthly
- Restock sanitation supplies

SOVEREIGNTY REMINDER

This system belongs to the Agency Tribal Nations. It may be presented to the FDA or other agencies as evidence of a rigorous, self-governed food safety program. It represents our right to define how traditional food reaches our community and the market.

Authorized by:

Tribal Chairperson: _____ **Date:** // _____

HACCP Coordinator: _____ **Date:** // _____

Fisheries Director: _____ **Date:** // _____

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