



REQUEST FOR A SPECIAL PROCESS
SC Regulation 61-25 Retail Food Establishments

Date: Permit number (if applicable):

- 1. Retail Food Establishment (RFE)/Organization Name:
2. Physical Address:
City: State: Zip:
3. If applying for multiple locations, please attach a list of facilities to this application.
4. Person in Charge (Owner) Contact Telephone:
5. Email Address:

[ ] SPECIAL PROCESS (VARIANCE): 3-502.11 [ ] SPECIAL PROCESS (NO VARIANCE): 3-502.12

- [ ] Smoking Food for Preservation [ ] Reduced Oxygen Packaging (ROP)
[ ] Custom Processing of Animals for Personal Use [ ] Reduced Oxygen Packaging - Sous Vide
[ ] Curing Food [ ] Reduced Oxygen Packaging - Cook / Chill
[ ] Sprouting Seeds or Beans [ ] Preparing Food by Other Method (provide details below)
[ ] Acidification of Food other than Sushi Rice

NOTE: Use D-1849 "Request for a Special Process - Sushi Rice" for Sushi Rice only.

Specify "other" request:

Per Regulation 61-25, Section 8-103.10 - Modifications and Waivers

- (A) The Department may grant a variance by modifying or waiving the requirements of this regulation if, in the opinion of the Department, a health hazard or nuisance will not result from the variance. If a variance is granted, the Department shall retain the information specified under 8-103.11 in its records for the retail food establishment.

Before a variance from a requirement of this regulation is approved, the information provided by the retail food establishment requesting the variance and retained in the Department's file shall include:

- (A) A statement of the proposed variance of this regulation requirement citing relevant regulation section(s);
(B) An analysis of the rationale for how the potential public health hazards and nuisances addressed by the relevant regulation sections will be alternatively addressed by the proposal; and
(C) A HACCP plan if required as specified under 8-201.13(A) that includes information specified under 8-201.14 as it is relevant to the variance requested.

8-103.12 Conformance with Approved Procedures

If the Department grants a variance as specified in 8-103.10, the permit holder shall comply with the procedures that are submitted and approved as a basis for the modification or waiver, and demonstrate the effectiveness of the operation.

RFE Person in Charge (Owner) Date

Submit application and supporting documentation to:

Food Protection Program/Variance Committee
FoodVariances@dhec.sc.gov

Division of Food Protection and Rabies Prevention
Bureau of Environmental Health Services
2600 Bull Street, Columbia, SC 29201

If you have questions, please contact us at (803) 896-0640

ACTION BY THE DEPARTMENT

The Department has reviewed the request for a variance. The variance is hereby: [ ] APPROVED [ ] DENIED

[ ] ADDITIONAL INFORMATION REQUIRED

Comments if necessary:

DHEC Representative Signature Date