

**Minnesota Department of Agriculture
Food Safety and Defense Task Force
Food Innovation Team Subcommittee**

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Title: Attachment 5: FIT Recommendation Report Template	

Data Privacy Tennessee Warning:

The Food Innovation Team (FIT) regularly requests data from food business owners (FBOs) interested in participating or gaining food business licensing guidance from FIT through the Pre-Screening Intake Form (PSIF), during FIT meeting proceedings, and as part of the regular processes of FIT. The information provided for these FIT activities will be used before, during, and after FIT meetings to answer licensing questions from FBOs. Information provided is public information and will be discussed at a meeting that is open to the public. If you have information that you want protected, please contact the Food and Feed Safety Division Director, Katherine Simon (Katherine.simon@state.mn.us or (651) 201-6596) before filling out this form and submitting it to FIT.

FIT Website Notification:

Please note that all information contained in this form is subject to public information requests. This form will be published on the FSDTF website.

Date of FIT Meeting: [Click here to enter a date.](#)

Meeting Participants:

- FIT Members:
 - Name
 - Name
 - Name
- Ad-Hoc Experts:
 - Name
 - Name
 - Name
- Business Members:
 - Name
 - Name
 - Name
- Other:
 - Name
 - Name
 - Name

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General Business Information (Do not include this section in public-facing online database)	
Name of business:	
Location of business:	
Referred by:	<input type="checkbox"/> MDA <input type="checkbox"/> MDH <input type="checkbox"/> FIT member <input type="checkbox"/> MDA Delegated Agency <input type="checkbox"/> MDH Delegated Agency
Current license(s), registration(s), and/or exemption(s): (Please include date of issuance.)	
Why was this business referred to FIT?	
Current business model:	
Key issues examined by FIT:	
Other issues:	
What issues were resolved?	
Description of resolution:	
Other notes:	
Licensing authority representative (name and organization):	
Recommendations / Lessons Learned	
FBO:	
Internal (FIT):	
Licensing agency:	
Rules / Statutes:	

Exclusion of liability statement

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The report generated is a *recommendation* by the FIT Subcommittee; it is the role of the jurisdictional regulatory body to determine next steps for the FBO. Neither the FIT Subcommittee nor the FSDTF are the final decision maker regarding the future of a case. FSDTF and its subcommittees are advisory bodies only. The job of the FIT Subcommittee is to aid FBOs with complex questions as it relates to licensing, and offer suggestions based on member's experience and expertise. The FSDTF and its subcommittees do not have any enforcement or regulatory authority and are not liable for any issues or consequences arising out of the use of the FSDTF or any subcommittees thereof.