

Gulf Coast Fisheries Coordination Office HACCP Plan

HACCP Step 1 – Activity Description

Activity Description	
Facility: Gulf Coast Fisheries Coordination Office	Site: All habitats
Project Coordinator: Douglas J Frugé	Activity: All Office Activities
Site Manager: Gulf Coast Fisheries Coordinator	
Address: 2404 Government St Ocean Springs, MS 39564	
Phone: 228-875-9387	

Project Description i.e. Who; What; Where; When; How; Why
<p>The Gulf Coast Fisheries Coordination Office provides a coordination point for many different FWS offices that deal with Gulf of Mexico aquatic resource issues. These issues generally involve: restoration of anadromous fish, particularly Gulf of Mexico striped bass, in accordance with interjurisdictional goals; recovery of Gulf sturgeon and other species listed under the Endangered Species Act; and proper management and conservation of interjurisdictional fisheries and other aquatic resources, including their habitats, in Gulf of Mexico coastal waters and watersheds. This work generally involves cooperative partnerships with many other state and Federal agencies, fishery management councils, commissions and private organizations in managing aquatic resources of the Gulf and its river drainages. Work activities generally entail representing the agency in meetings, developing plans and policies and coordinating activities of other Fish and Wildlife Service (FWS) and partner organizations. Examples of current work include: 1) Coordinating multi-agency projects focused on restoration of anadromous striped bass in Gulf of Mexico rivers; 2) Administrative, oversight and technical assistance in various aspects of the interagency Gulf striped bass restoration program; 3) Chairing the Gulf States Marine Fisheries Commission’s Anadromous Fisheries Subcommittee; 4) Providing fisheries technical assistance to the FWS’s Habitat Conservation, Endangered Species and Refuge programs; 5) Representing the FWS on the Mississippi River/Gulf of Mexico Watershed Nutrient Task Force Coordinating Committee; 6) Representing the FWS at meetings of the Gulf States Marine Fisheries Commission; 7) Representing the FWS at meetings of the Gulf of Mexico Fishery Management Council; 8) Coordinating FWS involvement in Gulf coastal fisheries issues in the Gulf of Mexico; 9) Providing administrative support to and supervising the FWS’s Baton Rouge Fisheries Resource Office (Louisiana).</p>

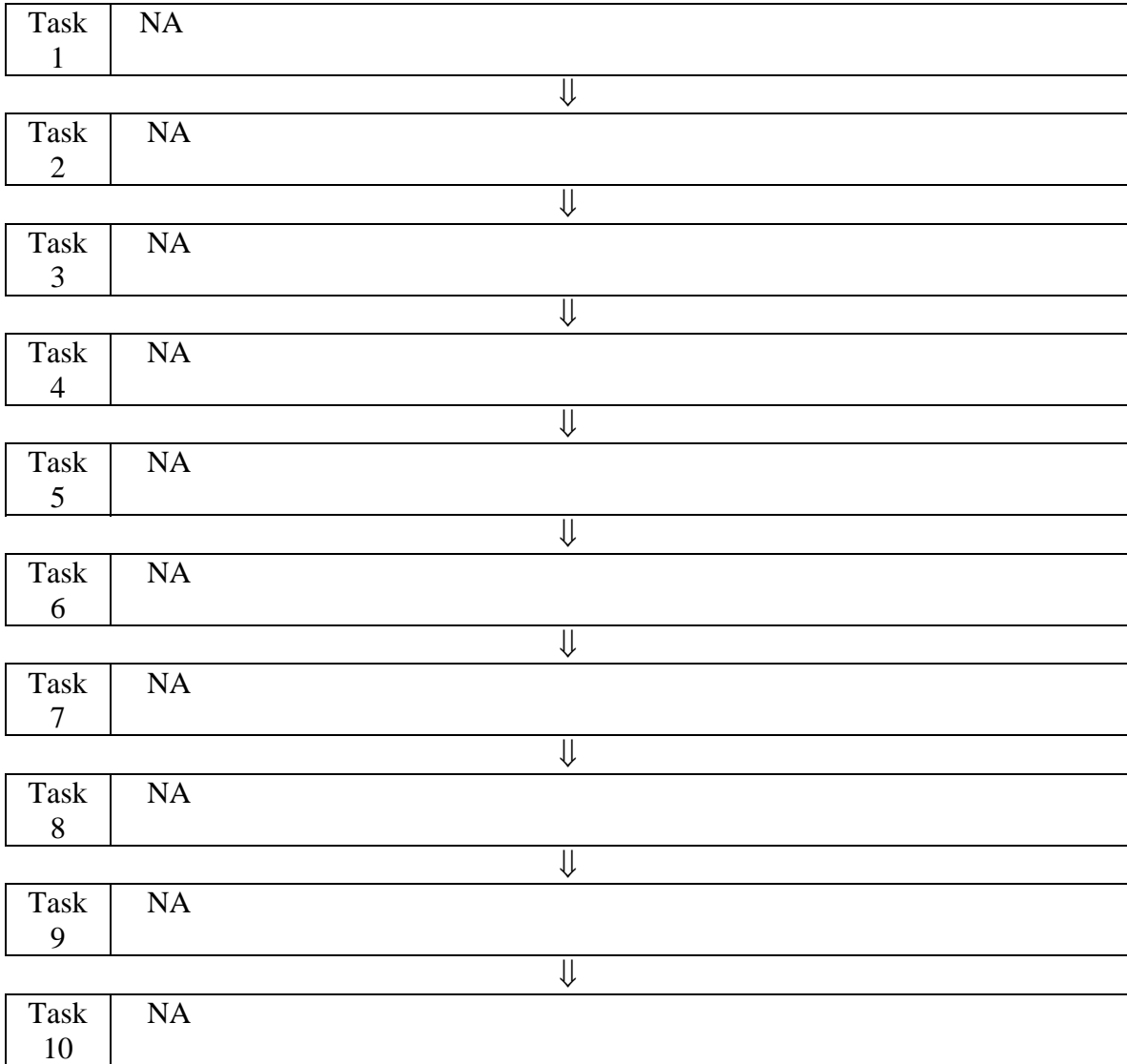
HACCP Step 2 – Identify Potential Hazards

(to be transferred to column 2 of HACCP Step 4 – Hazard Analysis Worksheet)

Hazards: Species Which May Potentially Be Moved/Introduced
<p>Vertebrates:</p> <p>Due to the nature of the Gulf Coast FCO's work, no vertebrate species will be moved/introduced in the normal course of its activities. If the mission or nature of the office's work changes such that hazards may occur, this HACCP plan will be modified accordingly.</p>
<p>Invertebrates:</p> <p>Due to the nature of the Gulf Coast FCO's work, no invertebrate species will be moved/introduced in the normal course of its activities. If the mission or nature of the office's work changes such that hazards may occur, this HACCP plan will be modified accordingly.</p>
<p>Plants:</p> <p>Due to the nature of the Gulf Coast FCO's work, no plants will be moved/introduced in the normal course of its activities. If the mission or nature of the office's work changes such that hazards may occur, this HACCP plan will be modified accordingly.</p>
<p>Other Biologics (e.g. disease, pathogen, parasite):</p> <p>Due to the nature of the Gulf Coast FCO's work, no diseases, pathogens or parasites will be moved/introduced in the normal course of its activities. If the mission or nature of the office's work changes such that hazards may occur, this HACCP plan will be modified accordingly.</p>
<p>Others (e.g. construction materials, etc.):</p> <p>Due to the nature of the Gulf Coast FCO's work, no materials will be moved/introduced in the normal course of its activities. If the mission or nature of the office's work changes such that hazards may occur, this HACCP plan will be modified accordingly.</p>

HACCP Step 3 – Flow Diagram

Flow Diagram Outlining Sequential Tasks to Complete Activity/Project
Described in HACCP Step 1 – Activity Description



HACCP Step 4 - Hazard Analysis Worksheet

1 Tasks (from HACCP Step 3 - Flow Diagram)	2 Potential hazards identified in HACCP Step 2	3 Are any potential hazards probable? (yes/no)	4 Justify evaluation for column 3	5 What control measures can be applied to prevent undesirable results?	6 Is this task a critical control point? (yes/no)
---	---	---	---	--	--

Tasks 1-10 NA	<u>Vertebrates</u>	no	See Step 2		
	<u>Invertebrates</u>	no	See Step 2		
	<u>Plants</u>	no	See Step 2		
	<u>Others</u>	no	See Step 2		

HACCP Step 5 – HACCP Plan Form

HACCP Plan Form								
Critical Control Point (CCP)	Significant Hazard(s)	Limits for each Control Measure	Monitoring				Evaluation & Corrective Action(s) (if needed)	Supporting Documentation (if any)
			What	How	Frequency	Who		
Facility: Gulf Coast Fisheries Coordination Office						Activity: All Office Activities		
Address: 2404 Government St Ocean Springs, MS 39564								
Signature:						Date:		
HACCP Plan was followed.								