



**REQUEST FOR INTERPRETATION OF
3-A SANITARY STANDARDS OR 3-A ACCEPTED PRACTICES CRITERIA**

Requester Name and Address: E-mail:	Standard/Practice Name and Number:
Requester Telephone No.:	Criteria Paragraph Number:

See Page 2 for Instructions:

Specific wording requested for interpretation:

Supporting Comments:

For Interpretations Group Use
Interpretation:

Date Received:	IG Chairperson Signature:
Date Reviewed:	
Date of Response:	Date:

Instructions for Submitting Requests for Interpretations of 3-A Sanitary Standards or 3-A Accepted Practices

Requests for interpretations shall be submitted in writing to 3-A SSI using the *Request for the Interpretation of 3-A Sanitary Standards or 3-A Accepted Practices Criteria Form*. See page 1.

Requester Information: Include sufficient information so that the requester can be contacted for additional information and to receive the reply for the request.

Specific wording requested for interpretation: Copy the entire specific criteria paragraph from the standard or the accepted practice in question. If only a portion of the paragraph is of concern it may be highlighted.

Reason or concern for the interpretation: Provide a clear statement for your request for interpretation. Avoid open-ended questions and pose the question in a form such that it can be answered with a “yes” or “no” response (for example: "Does the standard allow for ..." or, “Is the design depicted in the Supporting Comments section in conformance with section ...”, as opposed to "Explain the meaning of ...").

Interpretations requests should avoid open-ended questions and be posed in such a form that can be answered with a “yes” or “no” response (for example: "Does the standard allow for ..." as opposed to "Explain the meaning of ...").

3-A SSI will promptly acknowledge receipt of the request to the requester with written information on the actions that will be taken.

3-A SSI may directly respond to a request for interpretation only if the question posed can be answered by making a direct citation to the 3-A Sanitary Standard or 3-A Accepted Practice.

Requests that cannot be resolved by simple reference to a 3-A Sanitary Standard or Accepted Practice will be forwarded to the Interpretations Group (IG). For further information about the IG and Interpretation Policy, see Section 2.13 of the *Procedures for the Development and Maintenance of 3-A SSI Standards and 3-A Accepted Practices*.