

	<b>DAIRYEXPERTS, INC.</b>	<b>Code:</b>	DE-BRN-006
	<b>SOP: Feed Sample Collection</b>	<b>Version:</b>	V.1
		<b>Date:</b>	DRAFT
		<b>Pages:</b>	2 of 2
		<b>Prepared by:</b>	Gema Camacho
		<b>Approved by:</b>	Alfonso Lago

**1. Purpose and Scope:**

1.1 This SOP outlines the procedures to be followed by DairyExperts, Inc. personnel when collecting any required feed samples.

**2. Preparation:**

- 2.1 Empty a 5 lb. bag of ice into the chest cooler and start the temperature logger.
- 2.2 Pre-label Ziploc bag with date, ration and any additional information requested from the study.
- 2.3 Wear new clean gloves.

**3. Procedure:**

- 3.1 Collect TMR sample from the feed bunk before cows have a chance to eat or sort the feed.
- 3.2 Insert a latex-gloved open hand facing up through the bottom of the feed pile.
- 3.3 Place the other open hand facing down on top of the feed leaving about 10 cm of feed between both hands.
- 3.4 Fill one five-gallon bucket with feed from 5 different handfuls along the length of the bunk.
- 3.5 Empty the contents of the bucket into a plastic tray and mix thoroughly.
- 3.6 Separate the well-mixed pile into halves and then into quarters making sure not to leave small particles without including them into the quarters.
- 3.7 Discard two diagonally opposing quarters.
- 3.8 Thoroughly mix the other two diagonally opposing quarters.
- 3.9 Repeat the procedure until 150-200 grams of TMR are left in two diagonally opposing quarters.
  - 3.9.1 Remove/add feed if study calls for a different weight.
- 3.10 Place the feed through the open end of the plastic bag roll making sure not to leave small particles without including them.
- 3.11 Place filled bag into vacuum sealing channel and close easy latch bar.
- 3.12 Press vacuum/seal button to start vacuum sealing.
- 3.13 Label vacuum sealed feed with date, ration and any additional information requested from the study.
- 3.14 Place bags in the chest cooler.
- 3.15 Record Time (HH:MM) in a 24-hour time clock, and any additional data on form DE-BRN-FO-002.
- 3.16 Store feed in designated freezer.

**4. Signatures**

Prepared By: \_\_\_\_\_ Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**5. Historical Information, Review and Archiving:**

5.1 Historical Information:  
Issue 1:

5.2 Annual Review:

Name: \_\_\_\_\_ Date \_\_\_\_\_

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5.3 Archived:

Initial and Date: \_\_\_\_\_