



Division of Food and Recreational Safety

March 24, 2020

Interim Process for Issuing Bulk Milk Weigher and Sampler Licenses

The Division of Food and Recreational Safety (DFRS) has discontinued normal inspection activity due to the COVID-19 pandemic. To ensure that new Bulk Milk Weighers and Samplers (BMWS) are able to sample and pick up milk during this period, the division is adopting a modified version of the BMWS licensing process.

DFRS is committed to working with the industry to find new and creative ways to ship milk during this unique time period. Please review the new process that's now in place:

1. The license applicant will contact their area sanitarian. [See the current map to contact your sanitarian.](#)
2. The sanitarian will then email the application and corresponding paperwork. If there are questions on how to complete the form, the applicant should contact the sanitarian for clarification.
3. The applicant will send the completed application paperwork and \$60 fee (check or money order only) to:
 - *DATCP, PO Box 93586, Milwaukee, WI 53293*
4. Once the application paperwork and fees are received, a sanitarian will contact the applicant by phone to schedule the exam.
5. The sanitarian will read the exam questions by phone to the applicant and write the answers on the answer sheet.

6. The sanitarian will correct the exam. If the licensee passes the exam, the sanitarian will issue a temporary license. If the licensee fails the exam, steps two to five must be repeated.
7. The sanitarian will record the temporary license number and sign the application. This will be emailed to the applicant for proof of a temporary license.
8. An official license will be processed and mailed to the applicant.

Prior to taking the exam, we recommend reviewing these resources:

- [BMWS Training Manual](#)
- [BMWS Training Video](#)

DFRS will use GovDelivery to send critical information to the dairy industry during the COVID-19 pandemic. If you know others in your organization who would benefit from these updates, please forward these signup links:

- [Dairy Plant Field Representatives](#)
- [Dairy Plants](#)
- [Dairy Plants with Batch Pasteurization](#)
- [Dairy Farm Equipment Installers](#)
- [Bulk Milk Weighers and Samplers](#)

