

**Supervision**

<b>1</b>	<b>Person/ Alternate Person in Charge Present, Demonstrates Knowledge, and Performs Duties<sup>Pf</sup></b>
2-101.11; CGS 19a-36h-4(a),(c)	Assignment: Person in Charge Present <sup>Pf</sup>
2-102.11 (A),(B) & (C)(1),(4)-(16); CGS 19a-36h-4(c)(1)	Demonstration: PIC in Class 1 Demonstrates Knowledge; In Class 2,3,&4 is CFPM <sup>Pf</sup>
2-103.11 (A)-(Q)	Person-In-Charge Duties <sup>Pf</sup>
CGS 19a-36h-4(c)	Alternate Person in Charge in Class 2, 3, & 4 Establishments <sup>Pf</sup>
<b>2</b>	<b>Certified Food Protection Manager for Classes 2,3,&amp;4</b>
2-102.12(a)	Certified Food Protection Manager in Class 2, 3, & 4 Establishments <sup>C</sup>
<b>Employee Health/Responding to Contamination Events</b>	
<b>3</b>	<b>Management, Food Employee &amp; Conditional Employee: Knowledge Responsibilities and Reporting<sup>P Pf</sup></b>
2-102.11 (C)(2),(3),(17)	Demonstration <sup>Pf</sup>
2-103.11 (O)	Person In Charge, Duties <sup>Pf</sup>
2-201.11 (A)-(C), (E)	Responsibility of PIC/Permit Holder/Conditional Employees <sup>P Pf</sup>
2-201.11 (A)	Reportable Symptoms <sup>P</sup>
2-201.11 (B)	PIC Notify Regulatory Authority <sup>Pf</sup>
2-201.11 (C)	Prohibit Conditional Employee <sup>P</sup>
2-201.11 (E)	Employee Report to the PIC <sup>Pf</sup>
<b>4</b>	<b>Proper Use of Restriction and Exclusion<sup>P</sup></b>
2-201.11 (D),(F)	Responsibility of PIC/Permit Holder/ Conditional Employees-Responsibility of PIC to Exclude/Restrict <sup>P</sup>
2-201.12	Exclusions & Restrictions <sup>P</sup>
2-201.13	Removal, Adjustment or Retention of Exclusions & Restrictions <sup>P</sup>
<b>5</b>	<b>Written Procedures for Responding to Vomiting &amp; Diarrheal Events<sup>Pf</sup></b>
2-501.11	Written Procedures: Clean-up of Vomiting & Diarrheal Events <sup>Pf</sup>
<b>Good Hygienic Practices</b>	
<b>6</b>	<b>Proper Eating, Tasting, Drinking, or Tobacco Products Use<sup>P C</sup></b>
2-401.11	Eating, Drinking, or Using Tobacco Products <sup>C</sup>
3-301.12	Preventing Contamination when Tasting <sup>P</sup>
<b>7</b>	<b>No Discharge From Eyes, Nose, and Mouth<sup>C</sup></b>
2-401.12	No Discharges from the Eyes, Nose, Mouth <sup>C</sup>
<b>Preventing Contamination by Hands</b>	
<b>8</b>	<b>Hands Clean and Properly Washed<sup>P Pf</sup></b>
2-301.11	Clean Condition, Hands/Arms <sup>P</sup>
2-301.12	Cleaning Procedure <sup>P</sup>
2-301.14	When to Wash <sup>P</sup>
2-301.15	Where to Wash <sup>Pf</sup>
2-301.16	Hand Antiseptics <sup>Pf</sup>
<b>9</b>	<b>No Bare Hand Contact with RTE Food or a Pre-Approved Alternative Procedure Properly Allowed<sup>P Pf C</sup></b>
3-301.11	No Bare Hand Contact with RTE Food <sup>P Pf C</sup>
3-301.11(B)	No BHC with RTE Food, Suitable Utensil Used <sup>P</sup>
3-301.11(C)	Minimize BHC with non-RTE Food <sup>Pf</sup>
3-301.11(D)	BHC with RTE Food Added as Ingredient to be Cooked <sup>C</sup>
3-801.11(D)	Pasteurized Foods, Prohibited Re-Service, & Prohibited Foods <sup>P</sup>
<b>10</b>	<b>Adequate Handwashing Sinks, Properly Supplied/Accessible<sup>Pf C</sup></b>
5-202.12	Adequate Handwashing Sinks, Properly Supplied, Installed <sup>Pf C</sup>
5-202.12(A)	Water at Handwashing Sinks ≥85°F. <sup>Pf</sup>

**Inspection Form Reference Documents**

**Item # 1-29**

<b>10</b>	<b>Adequate Handwashing Sinks, Properly Supplied/Accessible<sup>Pf C</sup></b>
5-202.12(B)-(D)	No Steam Mixing Valves; water flow ≥15 secs. <sup>C</sup>
5-203.11	Handwashing Sinks-Numbers & Capacities <sup>Pf</sup>
5-204.11	Handwashing Sinks-Location & Placement <sup>Pf</sup>
5-205.11	Using a Handwashing Sink, Operation & Maintenance <sup>Pf</sup>
6-301.11	Handwashing Cleanser, Availability <sup>Pf</sup>
6-301.12	Hand Drying Provision <sup>Pf</sup>
6-301.13	Handwashing Aids & Devices, Use Restrictions <sup>C</sup>
6-301.14	Handwashing Signage <sup>C</sup>
<b>Approved Source</b>	
<b>11</b>	<b>Food Obtained from Sources that Comply with Law<sup>P Pf C</sup></b>
3-201.11	Compliance with Food Law <sup>P Pf C</sup>
3-201.11(A)	Food From Approved Source <sup>P</sup>
3-201.11(B)	Food From Private Home Cannot be Used in a Food Establishment <sup>P</sup>
3-201.11(C)	Packaged Food Labeled As Required <sup>Pf</sup>
3-201.11(E)	Whole Muscle Intact Steaks:
3-201.11(E)(1)	Packaged as Intact Whole Muscle, Intact Beef Upon Request <sup>Pf</sup>
3-201.11(E)(2)	Deemed Acceptable Based on Evidence <sup>Pf</sup>
3-201.11(E)(3)(a)	Labeled Meat Cut in Food Establishment <sup>P</sup>
3-201.11(E)(3)(b)	Prepared so they Remain Intact <sup>Pf</sup>
3-201.11(F)	Meat/Poultry Have Safe Handling Instructions <sup>C</sup>
3-201.11(G)	Untreated Eggs Have Safe Handling Instructions <sup>C</sup>
3-201.12	Food in Hermetically Sealed Container From Regulated Processor <sup>P</sup>
3-201.13	Fluid Milk & Milk Products - Grade A Standards <sup>P</sup>
3-201.14	Fish - Commercially/Legally Caught/Harvested <sup>P</sup>
3-201.15	Molluscan Shellfish From Approved Source <sup>P</sup>
3-201.16	Wild Mushrooms Not Offered Unless Food Establishment Approved <sup>P</sup>
3-201.17	Game Animals <sup>P C</sup>
3-201.17(A)	Raised and Received for Service as Required <sup>P</sup>
3-201.17(B)	Not a Game Animal Listed as Endangered <sup>C</sup>
3-202.13	Eggs - Clean & Sound, Meet USDA Standards <sup>P</sup>
3-202.14	Eggs & Milk Products, Pasteurized <sup>P</sup>
3-202.110	Juice Treated-Commercially Processed <sup>P Pf</sup>
3-202.110(A)	From Processor with HACCP System <sup>Pf</sup>
3-202.110(B)	Pasteurized or Treated for 5 log Reduction <sup>P</sup>
5-101.13	Bottled Drinking Water From Approved Source <sup>P</sup>
<b>12</b>	<b>Food Received at Proper Temperature<sup>P Pf</sup></b>
3-202.11	Food Received at Proper Temperature <sup>P Pf</sup>
3-202.11(A)	TCS food ≤41°F. When Received <sup>P</sup>
3-202.11(C)	Raw Eggs Received at ≤45°F. (Ambient) <sup>P</sup>
3-202.11(D)	TCS food Received Hot at ≥135°F. <sup>P</sup>
3-202.11(E)	Frozen Food Received Frozen <sup>Pf</sup>
3-202.11(F)	TCS Food Received Free From Temp Abuse <sup>Pf</sup>
<b>13</b>	<b>Food In Good Condition, Safe, and Unadulterated<sup>P Pf</sup></b>
3-101.11	Good Condition, Safe, and Unadulterated, & Honestly Presented <sup>P</sup>
3-202.15	Package Integrity <sup>Pf</sup>

**Inspection Form Reference Documents**

**Item # 1-29**

<b>14</b>	<b>Required Records Available: Molluscan Shellfish Identification, Parasite Destruction</b> <sup>P Pf C</sup>
3-202.18	Molluscan Shellfish, Packaging and Identification <sup>Pf, C</sup>
3-202.18(A)	Molluscan Shellfish Tags Complete and Accurate <sup>Pf</sup>
3-202.18(B)	Two Tag Harvester or Dealer System Used <sup>C</sup>
3-202.18(C); 19a-36h-6(a)&(b)(3)	Molluscan Shellfish w/o Tags or Complete Tags Subject to Hold Order <sup>C</sup>
3-203.12	Molluscan Shellfish, Maintaining Identification <sup>Pf</sup>
3-402.11	Parasite Destruction of Raw/Partially Cooked Fish <sup>P</sup>
3-402.12	Parasite Destruction Records, Creation & Retention - 90 days <sup>Pf</sup>
<b>Protection from Contamination</b>	
<b>15</b>	<b>Food Separated and Protected</b> <sup>P C</sup>
3-302.11	Packaged and Unpackaged Food-Separation, Packaging, and Segregation <sup>P C</sup>
3-302.11(A)(1)(2)	Raw Animal Foods Separated from Other Raw Animal Food and RTE Food, Raw Animal Food Separated by Type <sup>P</sup>
3-302.11(A)(3)-(8)	Protect by Cleaning/Sanitizing Equipment & Utensils, Storing Food in Packages/Covered Containers, Cleaning Hermetically Sealed Containers Before Opening, Store Food Not Fit for Consumption as Specified, Separate Unwashed Produce from RTE Food <sup>C</sup>
3-304.11	Food Shall Only Contact Surfaces of Clean Equipment, Utensils, & Linens as Specified <sup>P</sup>
3-304.15(A)	Gloves, Use Limitation- One Task Only & Discarded <sup>P</sup>
3-306.13(A)	Raw Unpackaged Animal Food Not Offered at Consumer Self Service Operations <sup>P</sup>
<b>16</b>	<b>Food Contact Surfaces Cleaned and Sanitized</b> <sup>P Pf C</sup>
4-501.111	Manual Warewashing Equipment, Hot Water Sanitization Temperatures <sup>P</sup>
4-501.112	Mechanical Warewashing Equipment, Hot Water Sanitization Temperatures <sup>Pf</sup>
4-501.113	Mechanical Warewashing Equipment, Sanitization Pressure <sup>C</sup>
4-501.114	Manual & Mechanical Warewashing Equipment, Chemical Sanitization-Temperature, pH, Concentration/Hardness <sup>P Pf</sup>
4-501.114(A)	Chlorine Solution as Required <sup>P</sup>
4-501.114(B)	Iodine Solution as Required <sup>P</sup>
4-501.114(C)	Quaternary Ammonia Solution as Required <sup>P</sup>
4-501.114(D)	Other Solution Approved & Achieves Sanitization <sup>P</sup>
4-501.114(E)	Other Solution Used According to EPA Label <sup>P</sup>
4-501.114(F)(1)	Onsite Sanitizer Generator Complies w. FIFRA <sup>P</sup>
4-501.114(F)(2)	Onsite Sanitizer Generator Complies w. 40CFR <sup>P</sup>
4-501.114(F)(3)	Onsite Sanitizer Generator Displays EPA Facility # <sup>Pf</sup>
4-501.114(F)(4)	Onsite Sanitizer Generator Operated & Maintained <sup>Pf</sup>
4-501.115	Manual Warewashing Equipment, Chemical Sanitization Using Detergent-Sanitizers <sup>C</sup>
4-601.11 (A)	Equipment, Food-Contact Surfaces, Nonfood-Contact Surfaces, & Utensils <sup>Pf</sup>
4-602.11	Equipment Food-Contact Surfaces and Utensils-Frequency <sup>P C</sup>
4-602.11(A),(C)	Food Contact Surfaces/Utensils Cleaned as Required <sup>P</sup>
4-602.11(E)	Non-TCS Food Contact Surface Cleaned as Required <sup>C</sup>
4-602.12	Cooking & Baking Equipment <sup>C</sup>
4-702.11	Before, Use After Cleaning <sup>P</sup>
4-703.11	Hot Water & Chemical Methods <sup>P</sup>
<b>17</b>	<b>Proper Disposition of Returned, Previously Served, Reconditioned, and Unsafe Food</b> <sup>P</sup>
3-306.14	Returned Food & Re-Service of Food <sup>P</sup>
3-701.11	Discarding/Reconditioning Unsafe Food <sup>P</sup>
<b>Time/Temperature Control for Safety</b>	
<b>18</b>	<b>Proper Cooking Time and Temperatures</b> <sup>P Pf C</sup>
3-401.11	Raw Animal Foods-Cooking <sup>P Pf</sup>
3-401.11(A)	Raw Animal Foods Cooked to Required Temp For Specified time <sup>P</sup>
3-401.11(B)(1)	Whole Meat Roasts Cooked to Required Temp For Specified Time <sup>P</sup>
3-401.11(B)(2)	Ovens Used to Cook Roasts Comply with Temp Chart <sup>Pf</sup>

**Inspection Form Reference Documents**

**Item # 1-29**

<b>18</b>	<b>Proper Cooking Time and Temperatures<sup>P PFC</sup></b>
3-401.11(D)(2)	Raw Animal Food for Consumer Selection From Children's Menu Does Not Contain Comminuted Meat <sub>PF</sub>
3-401.12	Microwave Cooking <sup>PC</sup>
3-401.12(A),(B),(D)	Raw Animal Foods: Rotated, Covered, Let Stand for 2 Minutes <sup>C</sup>
3-401.12(C)	Heated to ≥165°F. <sup>P</sup>
3-401.14	Non-Continuous Cooking of Raw Animal Foods <sup>PPf</sup>
3-401.14(A)-(E)	Cooked, Cooled, and Held as Specified <sup>P</sup>
3-401.14(F)	Prepared and Stored as Specified <sup>Pf</sup>
3-401.15	Manufacturer Cooking Instructions <sub>P</sub>
<b>19</b>	<b>Proper Reheating Procedures for Hot Holding<sup>P</sup></b>
3-403.11	Reheating for Hot Holding - to 165°F. or 135°F. as Allowed <sup>P</sup>
<b>20</b>	<b>Proper Cooling Time and Temperatures<sup>P</sup></b>
3-501.14	Cooling - Time & Temperatures as Required; Eggs in Refrigerated Equipment with 45°F. Ambient Temperature <sup>P</sup>
<b>21</b>	<b>Proper Hot Holding Temperatures<sup>P</sup></b>
3-501.16 (A)(1)	TCS Food Held Hot ≥ 135°F. <sup>P</sup>
<b>22</b>	<b>Proper Cold Holding Temperatures</b>
3-501.16 (A)(2) & (B)	TCS Food Held Cold ≤41°F. Except Eggs – Hold at Ambient Air ≤45°F. <sup>P</sup>
<b>23</b>	<b>Proper Date Marking and Disposition<sup>PPf</sup></b>
3-501.17	RTE TCS, Date Marking <sup>Pf</sup>
3-501.18	RTE TCS, Disposition <sup>P</sup>
<b>24</b>	<b>Time as a Public Health Control: Procedures and Records<sup>PPFC</sup></b>
3-501.19(A)(1)	Written Procedures Prepared in Advance & Available to LHD <sup>Pf</sup>
3-501.19(B)(1)	Time as PHC Up to 4 Hours: Food Has Initial Temp of ≤41°F. or ≥135°F. When Removed Temp Control <sup>P</sup>
3-501.19(B)(3)	Time as PHC Up to 4 Hours: Food Marked to Indicate 4 Hours from Temp Control <sup>Pf</sup>
3-501.19(B)(4)	Food Cooked & Served Within 4 Hours from Time When Removed from Temp Control <sup>P</sup>
3-501.19(B)(5)	Food In Unmarked Containers or After 4-Hour Limit is Discarded <sup>P</sup>
3-501.19(C)(1)	Time as PHC for Up to 6 Hours: Food Has Temp of ≤41°F. When Removed from Temp Control & Does Not Exceed 70°F. Within a Maximum of 6 Hours <sup>P</sup>
3-501.19(C)(2)	Food is Monitored So Does Not Exceed 70°F. in 6 Hours <sup>Pf</sup>
3-501.19(C)(3)	Food is Marked to Indicate Time When Removed from Cold Holding & Time at 6 Hours After Removed from Temp Control <sup>Pf</sup>
3-501.19(C)(4)	Food is Discarded if Temp >70°F. or >6 Hours When Removed from Cold Holding <sup>P</sup>
3-501.19(C)(5)	Food In Unmarked Containers or After 6-Hour Limit is Discarded <sup>P</sup>
3-501.19(D)	Time as a PCH May Not be Used for Eggs in an Establishment Serving a Highly Susceptible Population <sup>C</sup>
<b>Consumer Advisory</b>	
<b>25</b>	<b>Consumer Advisory Provided: Raw/Undercooked Food<sup>Pf</sup></b>
3-603.11	Consumer Advisory Provided for Food that Is Raw, Undercooked, or Not Otherwise Processed to Eliminate Pathogens <sup>Pf</sup>
<b>Highly Susceptible Populations</b>	
<b>26</b>	<b>Pasteurized Foods Used; Prohibited Foods Not Offered<sup>PC</sup></b>
3-801.11 (A)(1)	A HSP, with Regard to Unpasteurized Juice, Includes Children Age 9 if in a Setting that Provides Custodial Care. <sup>C</sup>
3-801.11 (A)(2)	Prepackaged Juice or beverage containing juice with a Warning Label on the Premises that Has Not Been Processed to Reduce/Eliminate Pathogens May Not Be Served or Offered for Sale in an Establishment Serving a Highly Susceptible Population <sup>P</sup>
3-801.11 (A)(3)	Unpackaged juice that is prepared on the premises for service or sale in a READY-TO-EAT form shall be processed under a HACCP PLAN that contains information specified under §8-201.14 (C) - € and as specified in 21 CFR Part 120 <sup>P</sup>
3-801.11 (B)	Pasteurized Eggs Substituted for Raw Eggs in Caesar Salad, Hollandaise or Béarnaise Sauce, Mayonnaise, Meringue, Eggnog, Ice Cream and Egg Fortified Beverages. <sup>P</sup>
3-801.11 (C)	Raw or Partially Cooked Animal Food or Raw Sprouts May Not Be Served or Offered for Sale in an Establishment Serving a Highly Susceptible Population <sup>P</sup>
3-801.11 (E)	Time Only as a Public Health Control May Not be Used for Raw Eggs <sup>P</sup>
3-801.11 (G)	Reservice of NonTCS Food Allowed if From Closed Long Neck Bottle or Sealed Original Package <sup>C</sup>

**Food Color Additives and Toxic Substances**

<b>27</b>	<b>Food Additives: Approved and Properly Used<sup>P</sup></b>
3-202.12	Only Approved Additives in Allowed Amounts Used <sup>P</sup>
3-302.14	Food Protected from Unapproved Additives and Excessive Levels <sup>P</sup>
<b>28</b>	<b>Toxic Substances Properly Identified, Store and Used<sup>P Pf C</sup></b>
7-101.11	Identifying Information, Prominence-Original Containers <sup>Pf</sup>
7-102.11	Common Name, Working Containers <sup>Pf</sup>
7-201.11	Separation, Storage <sup>P</sup>
7-202.11	Restriction, Presence & Use <sup>Pf</sup>
7-202.12	Conditions of Use (Poisons/Toxic Material) <sup>P Pf C</sup>
7-202.12(A)(1)	Used According to Law and Code <sup>C</sup>
7-202.12(A)(2)	Label Includes Manufacturer's Use Directions & States for Use in Food Establishments <sup>P</sup>
7-202.12(A)(3)	Used According to Conditions of Certification for Pest Control Materials <sup>P</sup>
7-202.12(A)(4)	Other Conditions Established by the LHD <sup>C</sup>
7-202.12(B)	Applied As Required <sup>C</sup>
7-202.12(C)	Restricted Use Pesticide Applied by Certified Applicator as Required <sup>Pf</sup>
7-203.11	Poisonous or Toxic Material Containers-Container Prohibitions <sup>P</sup>
7-204.11	Sanitizers, Criteria-Chemicals <sup>P</sup>
7-204.12	Chemicals for Washing, Treatment, Storage and Processing Fruits & Vegetables, Criteria <sup>P</sup>
7-204.13	Boiler Water Additives, Criteria <sup>P</sup>
7-204.14	Drying Additives, Criteria <sup>P</sup>
7-205.11	Incidental Food Contact, Criteria <sup>P</sup>
7-206.11	Restricted Use Pesticides, Criteria <sup>P</sup>
7-206.12	Rodent Bait Stations <sup>P</sup>
7-206.13	Tracking Powders, Pest Control & Monitoring <sup>P C</sup>
7-206.13(A)	Toxic Tracking Powders May Not Be Used <sup>P</sup>
7-206.13(B)	Nontoxic Tracking Powders May Not Contaminate Food, Food Contact Surfaces, Equipment, Linens <sup>C</sup>
7-207.11	Restriction & Storage-Medicines <sup>P Pf</sup>
7-207.11(A)	Only Meds Necessary for Health of Employees May Be Stored <sup>Pf</sup>
7-207.11(B)	Employee Medicines Labeled and Located to Prevent Contamination of Food, Food Contact Surfaces, Equipment, Linens <sup>P</sup>
7-207.12	Refrigerated Medicines, Storage <sup>P</sup>
7-208.11	Storage-First Aid Supplies <sup>P Pf</sup>
7-208.11(A)	Labeled as specified under § 7-701.11 <sup>Pf</sup>
7-208.11(B)	Stored to Prevent Contamination of Food, Food Contact Surfaces, Equipment, Linens <sup>P</sup>
7-209.11	Storage-Other Personal Care Items - in Lockers or Other Suitable Facilities <sup>C</sup>
7-301.11	Separation of Toxic Materials to Prevent Contamination-Storage & Display, Stock & Retail Sale <sup>P</sup>

**Conformance with Approved Procedures**

<b>29</b>	<b>Compliance with Variance/Specialized Process/ROP/HACCP<sup>P Pf C</sup></b>
3-404.11	Treating Juice <sup>P Pf</sup>
3-404.11(A)	Juice Treated Under a HACCP Plan as Specified in §8-201.14 for 5 log Reduction <sup>P</sup>
3-404.11(B)	If Not Treated, Labeled as Specified under §3-602.11 and the Required Warning Label <sup>Pf</sup>
3-502.11	Variance Obtained prior to: Smoking for Preservation, Curing, Using Additives to Preserve/Make TCS, ROP Except as Allowed in §3-502.12 Without a Variance, Custom Processing Animals for Personal Use, Sprouting Seeds/Beans, or Other Method <sup>Pf</sup>
3-502.12	Reduced Oxygen Packaging, Criteria <sup>P Pf</sup>
3-502.12(A)	ROP w/o Variance Controls for <i>Clostridium botulinum</i> & LM <sup>P</sup>
3-502.12(B)(1)-(3)	HACCP Plan Implemented With Required Information <sup>Pf</sup>
3-502.12(B)(4)	Shelf Life Limited to No More Than 30 Days Except Time Package is Frozen, or Original 'Sell By' or 'Use By' Date Whichever Occurs First <sup>P</sup>
3-502.12(B)(5)(a)-(c)	Includes Operational Procedures As Specified <sup>Pf</sup>

**Inspection Form Reference Documents**

**Item # 1-29**

29	Compliance with Variance/Specialized Process/ROP/HACCP <sup>P Pf C</sup>
3-502.12(B)(6)	Describes the Training Program That Ensures Responsible Person Understands Concepts, Equipment, Facilities, and Specified Procedures in §8-201.14(C) & (D) <sup>Pf</sup>
3-502.12(B)(7)	HACCP Plan Provided to the Regulatory Authority Prior to Implementation <sup>C</sup>
4-204.110(B)	Variance for Molluscan Shellfish Tanks Used to Store/Display Shellfish for Consumption <sup>Pf</sup>
8-103.12	Conformance with Approved Procedures <sup>P Pf</sup>
8-103.12(A)	Permit Holder Complies with Approved HACCP Plans and Procedures <sup>P</sup>
8-103.12(B)	Required Records Maintained & Provided to Regulatory Authority Upon Request, <sup>Pf</sup>
8-201.13	HACCP Plan Submitted for Approval When Required <sup>C</sup>
8-201.14	HACCP Plan with Required Information <sup>Pf</sup>