

**California Department of Food and Agriculture  
Animal Health and Food Safety Services  
Animal Care Program  
Environmental Scientist - Southern Region  
Duty Statement**

**I. Program/Position Identification**

The Animal Care Program, as part of the Animal Health and Food Safety Services (AHFSS) division, regulates the confinement of calves raised for veal, breeding pigs and egg-laying hens to ensure compliance with farm animal housing and care provisions of the Health and Safety Code and California Code of Regulations. The Program registers facilities involved in the handling, distribution and sales of eggs, pork meat and veal meat, and conducts audits and inspections to ensure products reaching California consumers are from sources in conformance with animal cruelty prevention requirements in state law.

Under the supervision of the Senior Environmental Scientist (Supervisory), the incumbent will conduct environmental health inspections of facilities housing egg-laying hens, calves raised for veal, and breeding pigs to ensure conformance with confinement standards, gather scientific data on food-animal housing and confinement systems, research and investigate complaints or incidents of farm animal cruelty due to improper housing and care, as well as misbranded products from noncompliant sources, provide analytical expertise and reports on specific livestock confinement parameters on egg-laying farms, pig breeding facilities, and veal calf production operations, and conduct inspections and audits of distributors, retailers and other end-users for traceable records of shipments from compliant sources. The Environmental Scientist (ES) will enforce complex environmental health and safety laws and regulations, and execute policies and procedures to improve environmental health, the humane confinement and care of food-producing animals, and the sustainability of California agriculture.

<b>Classification:</b>	<b>Environmental Scientist</b>
<b>Working Title:</b>	<b>Environmental Scientist</b>
<b>License or Other Requirement:</b>	<b>Valid Driver's License</b>
<b>Position Number:</b>	<b>014-108-0762-010</b>
<b>Division/Branch/DAA:</b>	<b>AHFSS / Animal Care Program</b>
<b>Location:</b>	<b>Southern Region / Ontario, CA</b>
<b>Date Prepared:</b>	<b>December 2025</b>
<b>Work Hours/Shift:</b>	<b>Full-Time</b>

## **II. Essential and Non-Essential Job Functions**

### **A. Essential Functions:**

#### **Function #1 - Environmental Health Compliance at Regulated Operations 40%**

- Travel throughout the state of California and outside of California by vehicle and by air travel, to conduct inspections of animal production and distribution facilities for compliance with all applicable state animal care confinement, certification and registration requirements necessary for distribution of covered animal products (shell eggs, liquid eggs, veal meat and pork meat) in both intra and interstate commerce.
- Conduct on-site audits of CDFA accredited third-party certifiers within and outside of California to ensure conformance of producer and/or distributor certification activities with requirements of the California Code of Regulations.
- Conduct verification inspections of producers and distributors certified by accredited third-party certifying agents to ensure standardized and uniform application of animal confinement standards of the Health and Safety Code.
- Inspect, audit and review documentation associated with the identification, certification and traceability of covered animal products at registered production and handling facilities, retail outlets, and at offices and facilities of CDFA-approved certifying agents.
- Inspect production, packing and shipping documents and handlers, distributors, and retail centers for completeness and ensure that covered products from noncompliant sources are properly segregated for diversion to markets outside California as warranted.
- Organize and implement a workplan for field activities to ensure coverage of environmental inspections, audits and recordkeeping checks at registered and accredited facilities and retail locations according to assigned frequencies.
- Complete and maintain clear and accurate reports and records documenting field work and compliance of registered and certified facilities, and retailers of covered products.
- Evaluate new production or animal housing methods and installations for conformance with state confinement and animal cruelty standards.
- Review plans and drawings for proposed construction or facility remodeling for new registration packages for producers and handlers of covered animals and animal products, conduct on-site verification inspections, and communicate with the submitter on any required modifications to meet confinement or recordkeeping requirements.
- Evaluate installations, or repairs to, production and distribution facilities registered or certified with the program, and evaluations of new or renewing certifying agents, to ensure compliance with environmental health and animal confinement requirements.
- Examine and evaluate new and innovative covered animal product processing, packaging and marketing methods observed in the field for applicability of animal care provisions, informing program management of impacted operations and products.
- Use scientific methods and principles to identify, research, and implement solutions to problems found in animal confinement or product processing environment at farms or product handling operations that may negatively impact environmental health, animal health or welfare, or food safety or quality.

**Function #2: Enforcement Activities / Operations**

**30%**

- Travel throughout the state of California, by vehicle and by air travel, to conduct enforcement activities for compliance with the Health and Safety Code, the Food and Agricultural Code and other applicable environmental health laws and regulations related to farm animal cruelty and animal confinement under the California initiative Proposition 12.
- Establish and maintain cooperative relations with local environmental health departments, other state regulatory agencies including the California Department of Public Health, and federal food safety and animal health authorities in district offices of the USDA and FDA.
- Respond to emergency animal housing or cruelty incidents linked to violations of confinement provisions of the Health and Safety Code and California Code of Regulations and conduct environmental health inspections and audits to identify, mitigate and correct the cause of confinement violations.
- Serve notices of violation to producers, handlers, distributors and/or retailers for violations of the Health and Safety Code and California Code of regulations, and issue covered product impound and hold orders as directed.
- Ensure that noncompliant impounded foods are properly segregated and oversee their storage or diversion in a manner that prevents distribution in California commerce according to regulations.
- Investigate and resolve complaints received from consumers, industry, or other public or environmental health agencies in a timely manner, including any follow-up inspections and collaboration with allied agencies as necessary.
- Complete complex and specialized environmental health investigation reports and recommendations for changes to firm's process or procedures that will prevent potential future problems or violations.
- Conduct border station checks of covered product shipments in cooperation with other CDFA programs as directed.
- Prepare thorough and detailed reports that summarize environmental health investigations and enforcement outcomes regarding farm animal housing violations and farm animal cruelty.
- Cooperate as directed with CDFA investigative personnel and law enforcement agencies as a technical expert on environmental health and animal confinement compliance, and/or identification of covered products illegally distributed or sold from nonconforming sources.

**Function #3: Communication and Outreach Activities**

**20%**

- Prepare clear and complete reports, letters, and memorandums as required.
- Participate in conference calls and meetings with industry, coworkers, supervisory staff, and management as directed.
- Prepare and deliver oral presentations as assigned.
- Meet with and/or distribute outreach materials to production and handling facility personnel, certifying organizations, trade associations, retailers or other stakeholder groups on regulatory requirements applicable to covered animals and animal products, including implementation of new or revised environmental health and animal confinement laws and/or regulations as they occur.

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- Share information as directed with local producers, handlers, distributors and retailers on new or revised regulations relating to livestock confinement and covered animal products to promote compliance.
- Prepare information and act as an expert witness for legal cases to be prosecuted by the Attorney General or local district attorney as directed by Department counsel.
- Maintain awareness of emerging technology and environmental hazard mitigation processes being developed for animal production, transportation, processing and distribution. use scientific methods to determine equivalency of disparate or novel industry production, housing, manufacturing, packaging, labeling and distribution practices.
- Complete training assigned by your supervisor and/or program management related to environmental health, livestock disease risk, biosecurity practices, farm animal behavior, food safety, and emerging animal housing and confinement technologies and practices to ensure knowledge and competencies critical to effective engagement with industry, allied agencies and the public.

**Function #4: Functional Time Reporting and Recurring Documentation**

**5%**

- Complete and submit functional time reports on field activities in a timely manner as directed by management.
- Accurately complete timesheets, travel expense claims, and auto logs, as applicable, and submit in a timely manner as directed.
- Submit documentation of CDFA- or program-required training immediately upon completion.
- Ensure that records on all assigned inspection, audit, and enforcement activities are complete and accurate and submitted in a timely manner as directed.

**B. Non-Essential Functions:**

**Function #1: Miscellaneous Duties**

**5%**

- Perform other job-related duties as requested by supervisor.

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### **III. Work Environment**

The duties of this position are performed outdoors approximately 70% of the time. This 70% of time will be visiting locations inside and outside of California which includes overnight travel when necessary. The incumbent works out of their home office and reports to the Ontario Office only to pick up supplies, attend meetings and turn in required documents. Most of the workday will be spent traveling to various locations throughout California or locations outside of California.

The incumbent is required to live in one of the counties below:

***Imperial, Los Angeles, Orange, Riverside, San Bernardino, San Diego, Ventura***

Headquarters shall be established for each state officer and employee and shall be defined as the place where the officer or employee spends the largest portion of his/her regular workdays or working time, or the place to which he/she returns on completion of special assignments, or as the Department may define in special situations. Travel expenses from the candidate's home to their assigned headquarters location is considered a normal commute and are not reimbursable.

When working outdoors the incumbent may be exposed to extremes in temperatures and high noise levels in a variety of environments ranging from individual farm premises to complex, multi-story product handling, packaging, and distribution centers. Indoor locations may include food handling and processing facilities, as well as food retail settings.

Incumbents must be able to establish and maintain effective working relationships with those contacted during the course of the work, work well under pressure, make appropriate decisions and recommendations, work independently to complete assignments and meet deadlines.

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**IV. Employee's Statement**

**(Initial applicable statement)**

\_\_\_\_\_ I have read and understand the duties and essential functions of the position. I understand Reasonable Accommodation<sup>1</sup> and how it applies to essential functions. **I can perform the duties of this job without Reasonable Accommodation.**

**OR**

\_\_\_\_\_ I have read and understand the duties and essential functions of the position. I understand Reasonable Accommodation<sup>1</sup> and how it applies to essential functions. **I will need Reasonable Accommodation to perform one or more of the essential functions described in this duty statement.**

\_\_\_\_\_  
**Employee Signature<sup>2</sup>                      Date**

\_\_\_\_\_  
**Supervisor Signature                      Date**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Print Name**

**CC: Employee  
Personnel File  
Supervisor's Drop File**

<sup>1</sup> A reasonable accommodation is an adjustment or modification to a job or workplace that allows qualified employees or prospective employees to perform the essential functions of the job successfully.

<sup>2</sup> Duties of this position are subject to change and may be revised as needed or required. If/when duties change you will be provided with a revised duty statement to sign.