



Doc: DVS Guideline No.01  
Revision: 0  
Date 15 April 2019

## **GUIDELINE FOR REGISTRATION AND LICENSING OF MEAT PREMISES**

### **Guidance Note for Application for Licensing and Registration of Meat Premises**

**Published by**

**Department of Veterinary Services**

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## FOREWORD

To produce safe and wholesome product adherence to good management techniques is a pre-requisite requirement. Good Manufacturing Practice (GMP) and Good Hygiene Practice (GHP) are the two of the major components of good management techniques. The location and structure of the premises should be appropriate for safe food production. Equipment used in a premises adhering to GMP must be designed, installed, and maintained in a condition that is suitable for its intended use.

Other aspects of GMP are adequate supply of electricity for refrigeration, lighting and other essential services, adequate supply of clean potable water, maintenance of hygienic and sanitary facilities, adequate drainage system, appropriate methods of waste disposal, as well as rodent control.

It is in consideration of the aforementioned that the Department of Veterinary Services (DVS) has decided to develop Guidance Notes with a view to assisting businesses operator comply with the regulatory requirements and accepted good practice. The Guidance Notes will go a long way in facilitating the implementation of the recently enacted Livestock and Meat Industries Act of 2007.

It should be noted that Guidance Notes are not legally binding on the DVS. The aim is to provide guidance that will assist in the uniformity and consistency in enforcement and the application of regulatory controls and to provide the industry with a clear, open indication of what should be expected.



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## 1.0 PURPOSE

1.1 This Guidance Note is meant to assist operators of abattoirs, cutting premises and cold stores with what is required when applying for registration/approval of their facilities.

1.2 For detailed regulatory requirements the operators are advised to refer to the Livestock and Meat Industries Act 2007 and its relevant Regulations

## 2.0 SCOPE

2.1. The Guidance Note covers construction, layout and equipment requirements of low to high throughput abattoirs, cutting premises and cold stores.

## 3.0 GENERAL CONDITIONS

3.1. In accordance with the Livestock and Meat Industries Act of 2007, no persons shall operate an abattoir unless the abattoir is registered with the Director of Veterinary Services. A person who contravenes this provision shall be guilty of an offence and liable to a fine not exceeding P6, 000.00 or imprisonment for a term not exceeding three years or to both.

3.2. In accordance with the Livestock and Meat Industries (Meat Inspection and Control of Red Meat Abattoir) Regulations, no person shall use any premises as an abattoir, cutting premises,, a col store, a farmed game handling facility, wild game handling facility, farmed game meat plant or wild game meat plant unless those premises are licensed by the Director of Veterinary Services. A person who contravenes any provision of these Regulations shall be guilty of an offence and liable for a fine not exceeding P1,000.00 or for a prison term not exceeding three months, and on conviction the court may in addition, cancel or suspend any license issued to such person.

3.3. In accordance with the Livestock and Meat Industries (Poultry Abattoir) Regulations, no person shall use any premises as an abattoir, cutting premises,, a cold store, a farmed game handling facility, wild game handling facility, farmed game meat plant or wild game meat plant unless those premises are licensed by the Director of Veterinary Services. A person who contravenes any provision of these Regulations shall be guilty of an offence and liable for a not exceeding P1,000.00 or for a prison term not exceeding three months, and on conviction the court may in addition, cancel or suspend any license issued to such person.

3.4. Approval, issuance of a license or registration of a meat premises does not absolve an applicant or an occupier of a meat premises from compliance with other laws of the country such as Tribal Land Act (CAP 32:02) (1970), Waste management Act (1998), Development control code (2013), Environmental Assessment Act, (2011), Town and Planning Act 1977 etc.

## 4.0 Application Procedure

4.1. Contact Department of Environmental Affairs (DEA) to complete and submit the preliminary assessment questionnaire. An application to build an abattoir/meat premises can only be submitted to the Department of Veterinary Services after obtaining Project Brief and scoping approval letter from DEA and/or Environmental Impact Assessment report if required by DEA.

4.2. Obtain a relevant application form from any DVS office.

4.2.1. Eighteenth Schedule form for new red meat premises.

4.2.2. First Schedule form for new red meat premises.

4.2.3. Twentieth Schedule form for renewal or transfer of license of red meat premises.

4.2.4. Third Schedule form for renewal or transfer of license of poultry meat premises.

4.25. Twenty-First Schedule form for alterations or additions to the already licensed red meat premises.

4.2.6. Fourth Schedule form for alterations or additions to the already licensed red meat premises.

4.3. Application form should be completely filled and submitted to DVS office where the plot allocated for the abattoir is located.

4.4. DVS official at the sub district/district will conduct plot suitability assessment upon receipt of application.

4.5. Submit in person/ by post the filled application form and site suitability report to the Director of Veterinary Services at Private Bag 0032, Gaborone for approval.

4.6. The filled application form and site suitability report should be accompanied by the following documents:

4.6.1 Site plan showing:

- Position and directions of boundaries of the meat premises
- Position of roads, gates and access roads to and on the site, parking areas
- Detail, position and design of storm water and sewerage effluent drainage
- Parking sites
- Drinking water source/supply, storage, heating, treatment and distribution to areas of use

4.6.2 Comprehensive Floor plan of the premises to which the application relates indicating:

4.7 Floor plan for each level of the meat premises

4.8 Location of walls, doors, windows and partitions, hatch ways

4.9 Different doors for different flows, first for raw materials and staff, and secondly for finished product and waste and no criss-crossing issues between raw materials/finished products/waste/staff

4.10 Separation of dirty and clean areas should be respected

4.11 Separation of hot and cold areas should be respected.

4.12 Lairages including capacities of pens, water troughs, drainage,

4.13 Ablutions and other offices of the meat premises,

4.14 Location and position of workstations and equipment

4.15 Flow chart of flows (staff, products, raw materials, waste)

4.16 Route for the removal of inedible and condemned product,

4.17 Each room and its purpose/function should be indicated

4.6.3 Land Boards Documents: Landboard allocation lease or certificate and sketch plan

4.6.4 Location map showing the plot location and location neighbouring plots and their land use

4.6.5 Project Brief and scoping approval letter from DEA

4.6.6 A letter of no objection from Department of Waste Management and Pollution Control wherein the method of disposal of abattoir effluent is addressed.

4.7 Once the meat premises plans have been approved by the Director of Veterinary Services, the plans are submitted to District Physical Planning Unit/Office for final approval.

4.8. Construction of the abattoir may only commence once written approval of plans had been received from the Director of Veterinary Services; and once all relevant permits and clearances relating to the infrastructure of the project has been obtained from relevant authorities e.g. Environmental Impact Authorization/clearance obtained from

Department of Environmental Affairs, Archaeological clearance from Department of National Museum and Monuments; and other licenses/permit from other Relevant Authority if applicable e.g. Physical Planning Unit.

4.9 Application form for alterations or additions should include proposed changes as it relates to the existing premises. Application form for renewal should be submitted 6 (six) weeks prior to the expiry of the current license to allow for addressing of shortcomings if any prior to the expiry of the license.

## 5.0 SITING AND LAYOUT.

The abattoir must be:

- Enclosed within a defined perimeter and provided with a gate(s) to control access of people and animals.
- Located on a site large enough for carrying out all the activities at that premises.
- Located in a place free from environmental conditions and industrial activities that may have adverse impact on hygienic and sanitary operation of the abattoir or which may cause contamination to premises or meat such as rubbish dumps, slurry pits, open drains or ditches, or other public health hazards etc.
- Located on a site that is well drained and not subject to flooding.
- Located on a site not affected by storm water, waste matter, or any noxious matter.
- Located away ( $\geq 500\text{m}$ ) from other premises and surrounds such as farmyards, feedlots, residential areas, cemeteries, chemical compound, waste water disposal facility, and watercourses.
- Surrounds should be lower than the plant with a well-drained easily cleaned surface material.
- Designed and constructed in manner to ensure exclusion of rodents, birds, flies, and vermin and creatures of all species other than animals for slaughter.
- Laid-out and designed to permit clean operations to be carried out adequately separated from unclean operations that would be liable to cause contamination. Product should flow from the intake of raw materials through to dispatch with no backtracking.
- Designed such that staff should have independent access to work areas, thus getting to work areas without passing through other working areas.



- Designed such that all rooms/areas are of sufficient size to cater for specified throughput, allow for installation of the necessary equipment and must have sufficient space to carry out all operations hygienically.
- There should be adequate facilities for separate washing of livestock and meat vehicles.

## 6.0 OFFLOADING FACILITIES.

- Facilities suitable for humane off-loading of animals from different vehicle levels must be provided.

## 7.0 LAIRAGES/HOLDING PENS

- Located at the lowest point on the site
- Lairages facilities must be able to accommodate at least the throughput for one day, 1.8m<sup>2</sup> per cow or horse, 0.75m<sup>2</sup> per heavy pig or calf, and 0.50m<sup>2</sup> per small pig, sheep or goat.
- The layout must facilitate ante-mortem inspections, including identification of the animals or groups of animals.
- Passages and pens must be non-slippery, thus the floors must be curbed and drain in a manner conducive to free movement of animals.
- Passages must be maintained and kept free of loose objects.
- Facilities must be equipped for watering animals, and if necessary, feeding them.
- Wastewater from the lairages must not compromise hygiene.
- A crush with a width of not more than 0.9m connecting the lairages to the restraining area for stunning must be provided.
- Must have separate pens for sick or disease suspect animals with separate draining and sited in such a manner as to avoid contamination of other animals
- It is desirable to provide covered pens to protect animals against inclement weather.
- Offloading ramps angles: cattle, small stock  $\leq 26^\circ$  and pigs  $\leq 20^\circ$ .

## 8.0 SLAUGHTERHALL.

- A suitable, sufficient and suitably equipped slaughter hall for the slaughter and dressing of slaughtered animals must be provided.
- A separate entrance to the slaughter hall and facilities for restraining and stunning of cattle, sheep and goats, and pigs must be provided.
- A separate entrance must be provided for receiving emergency slaughter animals, unless CA decides otherwise where suspect animals are killed last.

- A covered stunning box adjacent to the bleeding area must be provided and must not be visible from the lairages or crush.
- The section of the crush that leads directly into the stunning box must have solid sides.
- Facilities for shackling stunned animals and bleeding in a hanging position must be provided.
- A dressing area must be provided.
- The landing, shackling, bleeding and dressing areas must be separate except for low throughput abattoirs.
- A side rail or hooks for carcasses and containers for offal must be provided for condemned or detained carcasses and organs requiring further post-mortem inspection.
- Where hides, skins, hair, feet and inedible material are kept prior to removal a separate room interconnecting with the dressing room by means of a hatch, door, or walkway must be provided, unless there is continuous removal of these parts.
- A separate room interconnecting with the dressing room by means of a hatch, door or walkway where stomachs and intestines are emptied, washed and kept must be provided. This is not necessary where a emptying and cleaning of stomachs and intestine is carried out by means of closed circuit mechanical equipment which has a suitable system of ventilation.
- A separate room interconnecting with the dressing room by means of a hatch, door or walkway where red offals including hearts, tongues, livers, kidneys, heads and tails are prepared and kept must be provided for hygienic dressing. It must include an area for handling heads at sufficient distance from other offals.
- Hides/skins, hair, green offal room mentioned in above paragraph must have exterior doors for the removal of those materials.

## 9.0 REFRIDGERATED AND FREEZER STORAGE AREAS

- Unless all meat is to be removed immediately after dressing of carcasses, a suitable and sufficient refrigerated storage accommodation equipped with recording thermometer or telethermometer in degrees Celsius must be provided to maintain for a continuous period of not less
- Carcasses and chilled bone-in meat: +7°C or colder (+4°C recommended)
- Edible offal +3°C or colder
- Vac-packed chilled meat +0°C ± 1°C
- Frozen meat -12°C or colder

- *C. bovis* meat for cold treatment -10°C or colder for 14 consecutive days or in a blast freezing tunnel in such a manner that the temperature at the thermal centre of the carcass or viscera is reduced to not more than minus 15°C within 24 hours of the commencement of the blast freezing and that immediately thereafter the carcass and viscera are retained in cold storage at a temperature of not more than minus 10°C for a continuous period of not less than 72 hours.

## 10.0 DETENTION ROOM

- Separate lockable room should be provided to handle and keep detained carcasses, portions and organs for further inspection

## 11.0 FLOORS

- Should be constructed of impervious, washable, non-absorbent and
- Non-toxic material that is easy to clean and disinfect. They should
- Allow adequate surface drainage. The floors should not have
- Cracks, crevices or open joints.

## 12.0 WALLS

- Interior surfaces faced with a smooth, durable, impermeable and washable material which shall be of a light colour to the following heights:
- Slaughter hall, emergency or suspect slaughter hall, detention room, condemn room, green and red offal rooms, by-products room (hides and skins) up to a height of not less than three (3) metres or full height of the room whichever is the lower.
- Packaged meat chillers and freezers up to a *height of not less the usable storage height.*
- In any room in which meat unpackaged fresh meat is handled, *up to a height of not less than two (2) metres.*
- Rooms should have rounded angles between floor and wall
- Surfaces except cold stores where only frozen meat is kept.

## 13.0 ROOFS AND CEILINGS

- Overhead fixtures should be constructed and finished so as to prevent the accumulation of dirt and to reduce condensation, the growth of undesirable mould lodgement of dirt and the shedding of particles.
- Shall be kept in such good order, repair and condition as to enable it to be thoroughly cleaned.
- Recommended ceiling heights:

- Cattle:3.3 minimum, >4.8m in livestock receiving , slaughtering and dressing
- Poultry: killing and dressing rooms 3.6m, cutting and packing room 3m
- Meat processing rooms: retorting and cooking area 4.8m, mixing and filling area
- Recommended bleeding rail heights: cattle\calves 3.7m, sheep goats 2.4m, pigs 2.6m, horses 4.3m
- Recommended dressing rail heights: cattle 3.1m, calves 2.4m, sheep\goats 2.0m, pigs 3.1m, horses 3.4m

#### 14.0 DOORS AND WINDOWS

- Windows should be constructed to prevent accumulation of dirt. Those than can be opened to the outside environment should be fitted with insect-proof screens, which can be easily removed for cleaning. Where open windows will cause contamination they should remain closed and fixed during production.
- Doors and door frames should be constructed of hard wearing, corrosion-resistant material with a smooth impermeable surface for easy cleaning and disinfection where necessary.

#### 15.0 LIGHTING AND WIRING

- All parts of the abattoir should be adequately lighted for inspection and detection of abnormalities in animals or meat (at least 540 lux), and to carry out other operations safely and efficiently (at least 220 lux).
- The lighting provided should not distort the natural colour of meat, should be bright and neutral in colour.
- Light fittings should be constructed to facilitate cleaning and shall be protected by light guards against accidental damage.
- Electrical wiring, and installation shall be enclosed in closed trunking or casing.

#### 16.0 VENTILATION

All parts of the abattoir must be adequately ventilated with the exception of refrigerated cold rooms and freezer facilities.

- Extractors should be provided in suitable locations where there is formation of condensation or where steam is used.
- All air vents in an abattoir should be screened to exclude vermin and insects.

## 17.0 DRAINAGE

- Suitable floor drainage appropriate for the operations carried out should be provided throughout the abattoir.
- Floors should be sloped uniformly to drains to avoid pooling.
- Water must be directed to grated drains, which are trapped inside and outside the building and must be equipped with effective rodent screens.
- In rooms used for chilling or refrigerating fresh meat a device with which water may easily be removed is sufficient.
- In rooms used for freezing fresh meat, water proof and rot proof flooring is sufficient.
  - Separate systems should be provided for the drainage of;
    - Slaughter hall, cutting and boning rooms (effluent water),
    - Buildings, surrounds and roof gutters (storm water),
    - Sanitary facilities (sewer).
- All the drainage lines must leave the site separately.
- Drainage lines must be positively ducted. In areas/rooms where wet operations are carried out there should be adequate capacity and slope to accommodate operational and clean-up demands without the risk of overflow.
- Drainage lines from the toilets must be completely separate from other drainage lines and must be located such that if a blockage/leakage develops there is no possibility of fresh meat product or equipment contamination.
- Vents from drains, sewers, and rainwater down pipes must not be located within the plant.
- In general, manholes within the premises should be avoided. If present they must be doubly sealed and secured to prevent overflow.
- The meat premises should be provided with waste disposal systems adequate to handle, and where necessary, treat all liquid and solid waste.
- Waste disposal system should be approved by the relevant authority.

## 18.0 STORAGE OF EQUIPMENT AND CLEANING MATERIALS

- A room or rooms for storage of equipment, appliances, instruments and cleaning chemicals must be provided.
- Disinfectants, detergents, insecticides and similar substances must be provided for their secure storage.

## 19.0 WATER SUPPLY

- A sufficient and constant supply of clean potable (**complies with BOS 32:2009**) water must be available.
- Both cold and hot, and pre-mixed water supply must be available and delivered under sufficient pressure and adequate for all abattoir operations.
- If water is to be stored in an abattoir it must be contained in a covered tanks and must be constructed with an inert material and maintained in a clean state. The tank should be constructed to enable it to be emptied and kept clean.
- A separate water system that may be used for fire fighting or operation of refrigerators or steam boilers may be provided, piping shall be such that it is not possible to use this water for production purposes and they should be identifiable.
- If water is to be chlorinated at the plant it must be done automatically and fitted with audio and visual alarm system.
- Free residual chlorine levels must be checked at least daily.
- Free residual chlorine levels must be maintained within the range 0.2 to 0.5 parts per million (ppm).
- A map of water distribution system must be available showing the following;
  - Source,
  - Storage,
  - Treatment,
  - Distribution of both hot and cold water within the plant.

## 20.0 HOSING FACILITIES

- There should be hosing facilities for cleaning the abattoir including vehicles, lairages and production areas.

## 21.0 WORKSTATION HAND WASH-BASINS

- A sufficient number of hand wash-basins with warm running potable water at a pre-mixed temperature of  $42\pm 3^{\circ}\text{C}$  and positively ducted to drains and channels must be provided at easily accessible locations and as close to the work stations as possible in areas where suspect animals are inspected, animals are slaughtered, fresh carcasses , handled.
- A soap dispenser and facility for supplying disposable paper towels for hygienic hand washing must accompany each hand washbasin.
- Taps supplying hand-wash basins should not be hand or arm operable.

## 22.0 HYGIENE LOBBY

- Must be provided at the entrance of all production areas.
- A boot washing facility or footbath must be provided in each hygiene lobby.
- If footbaths are provided they must be constructed such that they are unavoidable, sufficiently deep and wide to ensure adequate contact of footwear and easy to clean and drain.
- Where boot washing facilities are provided they must be suitable for the intended use, positively ducted and adequately drained.
- The footbath/boot wash must not be located in the production area,
- A hand-wash basin supplied with premixed water at  $42^{\circ}\text{C}\pm 3$  with knee or foot operated tap must be provided in the hygiene lobby.
- Wall mounted soap and disposable paper towel dispensers must be provided in the hygiene lobby.
- Plastic bins for used paper towels must be provided in the hygiene lobby.
- Insecticutors must be provided in the hygiene lobby and other areas but never over fresh meat product, packaging or equipment. Catch trays should be emptied frequently. The ultra-violet light must be replaced regularly.

## 23.0 STERILISING FACILITIES

- Adjacent to the hand wash-basins where fresh meat and offals are handled there should be sterilisers capable of sterilising hand utensils and equipment at a minimum water temperature of  $82^{\circ}\text{C}$  and which are positively ducted through pipes to the drains or channels.
- The sterilisers must be corrosion resistant.
- The sterilisers should have inlet, overflow and outlet and must be positively ducted through a down pipe into a closed drainage system or open channels to the drains; the drainage water should not flow over the floor across the areas where traffic occurs.

## 24.0 EQUIPMENT AND APPLIANCES GENERAL REQUIREMENTS

Equipment and fittings must have/be;

- Surfaces of all fittings and installations in all rooms where meat is handled, prepared and stored that are made of a durable, impervious, washable material that is non-corrodible.

- Designed, installed and maintained in a condition, which is suitable for its intended use in the abattoir. In particular, equipment should be easy to clean and sanitise.
- Designed such that it does not pose a risk of contamination of meat with lubricating oil or detergent residues. Surfaces of all equipment, appliances, utensils, tables, racks and instruments with which meat comes into contact, or is likely come into contact at an abattoir shall be non-corrodible, constructed of material that is impervious and durable to allow for thorough inspection, cleaning and disinfection, and not liable to cause contamination, discolouration, tainting or adversely affect meat in any form.

## 25.0 WOODEN EQUIPMENT AND INSTRUMENTS.

- Not allowed in parts of the abattoir where meat is handled,
- Prepared, processed or stored except where only packaged fresh meat is stored.

## 26.0 SCALDING TANK

- Water temperatures:
  - Poultry-50-53°C (56-58°C for carcasses to be frozen)
  - Pigs-65°C
- Where pigs and other animals are slaughtered and separate room
- For slaughter and dressing of swine does not exist-
- A suitable and sufficient accommodation with adequate drainage must be provided for the scalding, depilation, scraping and singeing of swine
- Such operations must be performed at a different time from the slaughter and dressing of other animals or in a place which is separated from slaughter line for other species either by an open space of at least 5 metres or by partition of a least 3 metres high.

## 27.0 MEAT CONTAINERS AND TROLLEYS

- Suitable and sufficient containers and trolleys must be provided for the handling, conveyance or storage of meat intended for human consumption. The said containers and trolleys must be fitted with closely fitting lids or covers for storage of meat.
- Surfaces of all containers and trolleys should be non-corrodible, constructed of material that is impervious and durable to allow for thorough inspection, cleaning and disinfection, and not liable to cause contamination, discolouration, tainting or adversely affect meat in any form.



## 28.0 WASTE CONTAINERS AND CONVEYORS

- A sufficient quantity of suitable waste containers and trolleys of adequate capacity and identified as such must be provided.
- The containers must be of robust construction, be leak proof, and be provided with closely fitting lids or covers which shall be kept in position at all times during operations except when being filled, emptied or cleaned.
- Where mechanical conveyors are used they should be;
- Constructed to facilitate easy and thorough cleaning and disinfecting.
- Used in a manner that avoids the contamination or risk of contamination to meat or abattoir premises.
- Where condemned material is stored prior to removal lockable containers marked "CONDEMNED MEAT" must be provided.
- Waste containers and conveyors must not be used for handling or storage of meat intended for human consumption

## 29.0 STAFF CHANGING ROOM FACILITIES

- Lockers for workers must be provided to store private clothes separate from protective clothing to ensure they do not come into contact.
- Change rooms may not have direct access into meat processing area or room

## 30.0 STAFF TOILET AND WASHING FACILITIES.

- All toilets must be provided with toilet paper holders, hand washbasins, soap dispensers and hand drying facilities.
- Toilets must not have direct access into area or room where meat is handled or stored.
- Toilet facilities must be ventilated to the outside atmosphere.

## 31.0 VETERINARY OFFICER ROOM

- A suitable, sufficiently large and adequately equipped room,
- Capable of being securely locked must be provide for the
- Exclusive use by the inspectorate staff

## 32.0 PRE-EXISTING SLAUGHTER SLABS REQUIREMENTS

- Not part of a dwelling-house; be at a reasonable distance from human habitation so that it does not become a nuisance to the neighborhood;
- Have a hard, smooth, impervious flooring, sloping towards a drain and grooved to give better footing to livestock and staff;

- Have adequate facilities for the disposal of effluent, condemned meat and blood (pits);
- Provided with meat and offal hanging rails;
- Have a scalding tank for pigs;
- Provided with adequate light to enable inspection of meat
- Fenced to prevent access of other animals, or unauthorized persons.
- Provided with offloading facility for the humane offloading of livestock
- Holding pens with water troughs should be provided
- Room for bleeding and Dressing
- Windows should have fly screens
- Facilities to bleed animal in a hanging position
- At least 2 hand wash and sterilization facilities should provided
- Provided with freezing facilities for treatment of conditionally passed measly carcasses
- Annual medical records for meat handlers
- Potable water (free from chemical and microbiological elements)
- Provision of toilets and hand wash facilities, change rooms with lockers
- Facilities to store items required in daily slaughter process
- Facilities for humane stunning of livestock (stunning box/ stunning pen, stunning gun).
- Have at least three doors (entrance for people, removal of waste and dispatch of product). Entrance for people should have a boot wash and hand wash and area for hanging aprons)

Please note there is no registration of new slaughter slabs. Pre-existing slaughter slabs will cease to operate once abattoirs are constructed in areas where slaughter slabs are constructed or an abattoir is built within 60km radius of the area where slaughter slab is located.

### 33.0 CANNERY

33.1. Mixing and filling room should be separated from retorting area by walls, leaving access way for product and personnel.

33.2. Separate room should be provided for cooling retorted cans

33.3. Separate rooms should be provided for the receiving, storage and preparation of raw unprocessed vegetables

33.4. Rooms for mixing and cooking hot pack products should be physically separated from rooms utilized for mixing cold products.

33.5. Retorts should be in a curbed and well drained area

33.6. Empty can warehouse should be provided and should be pest and dust proof

33.7. Finished products warehouse should be separate from empty can warehouse

33.8. Carton store should be provided

33.9. Cleaning material and chemical store should be provided

33.10. Provision of ingredient room, equipped with shelves 30cm above floor, facilities for secure storage of restricted ingredients should be provided

33.11. Provision of meat thawing and tempering rooms which are temperature controlled

33.12. Meat preparation room should be provided to maintain temperature of meat below 7°C

33.13. Provision of brining and pickling rooms where required

33.14. Provision of incubation room which is temperature controlled (28°C-52°C)

33.15. Provision of equipment wash area

33.16. Provision of empty can wash facility

33.17. Pre-retort can wash facility should be provided

33.18. Provision of labeling and packing room

33.19. Provision of ablutions

## 34.0 MEAT PROCESSING PLANT

34.1 Separate rooms should be provided for the following operations:

- Deboning, cutting and trimming ham, bacon or other meat
- Drying and smoking ham, bacon or other meat
- Curing ham, bacon or other meat
- Washing and cooking meat
- Filling casings with fresh meat

34.2. The minimum distance from floor to ceiling in the following rooms should be as follows:

- Deboning and cutting-3m
- Filling-3m
- Cooking-3.6m

34.3. Provision of packaging material store

34.4. Provision of cleaning equipment and cleaning chemicals store

34.5. Provision of ingredients room

34.6. Provision of separate freezers or chillers for raw fresh meat and finished products

34.7. Provision of meat thawing and tempering rooms

34.8 Provision of meat preparation room

34.9. Provision of brining and pickling rooms

34.10 Provision of mixing and filling rooms

34.11. Provision of smoke rooms

34.12. Provision of cooking room

## 35.0 REGISTRATION OF CUTTING PREMISES AND COLD STORE

- Marshalling area for receiving carcasses fitted with carcass rails, hand wash and knife sterilizers and temperature controlled  $\leq 12^{\circ}\text{C}$
- Carcass chillers/freezer for storage of carcasses, fitted with carcass rails
- Cutting area/room with cutting tables provided, hand wash and knife and saw sterilizers provided at working station and temperature controlled  $\leq 12^{\circ}\text{C}$
- Cutting room should have hygiene lobby for all personal entering cutting room. The hygiene lobby should have two doors (external self-closing and internal door opening directly into cutting area); boot wash; hand wash; apron wash and hooks for aprons. Door for removal of waste
- Chillers /freezers for storage of packaged meat
- Packaging material store conveniently located in relation to meat packaging point and loading
- Marshalling area/sorting area at dispatch point

- Despatch points/loading area should be provided with adequate protection against the elements such as dust, flies, rain etc.
- Facilities for cleaning and disinfection of cleaning equipment
- Room for cleaning equipment should be provided
- Cleaning chemical store
- Changing rooms should be provided and should be separate but adjoining to showers
- Toilets should be provided adjacent to change rooms but physically separated
- Change rooms and toilets should not open directly into cutting room
- Washing area/bay for meat vehicles should be provided