Ministry for Primary Industries
Manatū Ahu Matua

Operational Code

Petfood Processing

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Te Kāwanatanga o Aotearoa
New Zealand Government

TITLE

Operational Code: Petfood Processing

COMMENCEMENT

This Operational Code is effective from

REPLACEMENT

This Operational Code: Petfood Processing replaces:

- Operational Code: Petfood Processing dated 13 February 2018.

This revised version reflects the regulatory changes resulting from the regulatory redesign project. The project harmonised and consolidated 3 animal products regulations and 29 notices making it easier for operators to find and comply with the requirements.

ISSUING BODY

This Operational Code is issued by the Ministry for Primary Industries.

Dated at Wellington,

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Introduction

(1) This introduction is not part of the Operational Code, but is intended to indicate its general effect.

(2) The Operational Code: Petfood Processing (the Code) assists petfood processors to:

a) comply with the requirements of the Animal Products Act (APA) and relevant subordinate legislation;
b) produce petfood containing animal material that is fit for intended purpose for consumption by pets (cats and dogs) under the APA;
c) prevent animal material produced for petfood from entering the human food chain.

(3) Petfood, as defined and used in the Code, is food intended for domesticated cats and dogs (including companion dogs, farm dogs and other working dogs) that is made of animal material or animal products. The requirements in the Code only apply to petfood that is intended to be sold or traded.

(4) The Code has been developed by the Ministry for Primary Industries (MPI), in consultation with the New Zealand Petfood Association (NZPFA).

Who should read this Operational Code?

(1) This Code should be read by:

a) primary and secondary processors of petfood operating under RMP;
b) further petfood processors, including those responsible for packaging and/or repackaging product intended for retail sale;
c) suppliers, including hunters, of animal material for processing into petfood;
d) transport operators;
e) recognised evaluators; and
f) verifiers.

(2) Further petfood processors are encouraged to follow relevant procedures (for example, Chapter 2: Good Operating Practice and Chapter 6: Further Processing of Petfood), although they are not required to have an RMP.

Purpose

(1) The Code focuses on managing risks to animal and human health from food safety hazards (biological, chemical and physical) in petfood.

(2) The Code has been developed to provide guidance for meeting the APA requirements for the development, registration and implementation of a risk management programme (RMP).

Main legislation

(1) Below is a summary of the legislation under the APA that is most applicable to petfood processing. Web links included were current at the date of issue of the Code. To access current notices, go to the MPI website: https://www.mpi.govt.nz/law-and-policy/requirements/animal-products-act-notices/

(2) It is the operator's responsibility to be aware of and comply with all applicable legislation (note the following is not an exhaustive list):

a) Animal Products Act 1999 (APA);
b) Animal Products Regulations 2021 (AP Regs);
c) Animal Products Notice: Production, Supply and Processing (PSP Notice);
d) Agricultural Compounds and Veterinary Medicines Act 1997 (ACVM Act); and
e) Agricultural Compounds and Veterinary Medicines (Exemptions and Prohibited Substances) Regulations 2011 (ACVM Regulations).

(3) Additional information specific to petfood is available on the MPI website: Pet food, animal feed and supplements.

Do you want to export?

(1) The requirements in the Code cover the domestic requirements only. Export requirements are not covered in the Code.

(2) If you are wanting to export petfood, you are responsible for:

a) ensuring you meet relevant NZ standards;
b) complying with Official Assurances Requirements;
c) complying with the importing country's legislation and any export requirements including Overseas Market Access Requirements (OMARs) relevant to the product; and
d) registering as an animal product exporter (or use the services of one).

(3) Further information can be found on the Exporting Petfood section of the MPI website.

(4) If you have questions about exporting petfood, email exporterhelp@mpi.govt.nz.

Document History

This revised Operational Code reflects the changes made during the regulatory redesign of the APA. This version of the Operational Code is based on the Animal Products Regulations 2021 issued October 2022 and the Animal Products Notice: Production, Supply and Processing issued March 2025.

Version Date	Section Changed	Change(s) Description
28 February 2017		New document.
April 2025	All Chapter 1 Chapter 2 Chapter 5 Chapter 6	Substantial update to reflect changes to AP Regulations and the Production, Supply and Processing Notice. Petfood decision tree added to assist business determine which requirements applies to them. Part 19 Supply and processing restrictions added. New chapter covering the requirements for supply, slaughter and processing of poultry. Chapter renumbered and section added to cover the requirements for mechanical separation.

CHAPTER 1: OVERVIEW

Part 1: Structure of the Code

1.1 General

(1) This Code is separated into Parts. Each Part specifies requirements and procedures relating to different aspects of petfood processing.

(2) The Code consist of the following 6 chapters:

Chapter 1: Overview

Explains the layout of the Code and the legislative framework which underpins the requirements for product to be fit for intended purpose.

Chapter 2: Good operating practice

Provides guidance on Good Operating Practices (GOP), covering:

a) operator verification procedures, record and validation information and protocols:
b) premises, equipment, and services
c) personnel:
d) labelling, packaging, and repacking:
e) storage:
f) transport:
g) non-conforming animal material or animal product:
h) supply and processing restrictions.

Chapter 3: Supply, slaughter, and dressing of farmed red meat animals

Provides guidance on the requirements for:

a) the supply of farmed animals for slaughter intended for processing into petfood;
b) slaughter and dressing of farmed animals;
c) post-slaughter processing of animal material.

Chapter 4: Hunting and processing of hunted animals

Provides guidance on ensuring hunted animals are fit for animal consumption.

Chapter 5: Supply, slaughter and processing of poultry

Provides guidance on the requirements for:

a) the supply of farmed poultry for slaughter intended for processing into petfood;
b) slaughter and dressing of farmed poultry; and
c) post-slaughter processing of animal material.

Chapter 6: Secondary processing of petfood

Provides guidance on the secondary processing of petfood such as:

a) ingredients used in petfood:
b) general processing requirements:
c) preparation steps, including size reduction:
d) packaging and storage.

1.2 Layout of Parts

(1) The Parts within the Code are generally laid out with the following subheadings:

Scope

This describes the purpose and scope of application.

Requirements and procedures

This section covers the regulatory and industry-agreed requirements and the procedures for meeting these requirements.

A regulatory requirement is identified by the term "**must**", and the specific legislation has been cited in [square brackets]. Processors are required expected to comply with the "**must**" procedures that are applicable to their product and process.

In many cases, the mandatory requirements have been paraphrased. Processors should refer to the cited legislation for the actual wording of the legal requirement.

The abbreviations used for legislation cited are:

a) **APA** - Animal Products Act 1999
b) **AP Reg** - Animal Products Regulations 2021
c) **PSP Notice** - Animal Products Notice: Production, Supply and Processing
d) **ACVM Act** - Agricultural Compounds and Veterinary Medicines Act 1997
e) **ACVM Reg** - Agricultural Compounds and Veterinary Medicines (Exemptions and Prohibited Substances) Regulations 2011

Industry agreed or recommended procedures are accepted or industry-agreed means of complying with regulatory requirements. Recommended procedures are identified by the use of the term "**should**".

MPI expects RMP operators to follow the recommended procedures that are applicable to their product and process, unless they have proposed an alternative approach. The processor should be able to demonstrate the validity and effectiveness of any proposed alternative. Any alternative process validation, procedure or parameter should be documented in their RMP.

Guidance

Guidance is presented in a box. It provides explanatory information and options or examples of how to achieve a particular outcome or requirement.

> **Guidance**
> Operators do not need to follow the information in the guidance boxes.

Records

This gives the list of records that the processor should keep to demonstrate compliance with requirements and procedures.

Part 2: Definitions

(1) In this Code, unless the context otherwise requires:

AAFCO means the Association of American Feed Control Officials

amenities means facilities such as washrooms, toilets, cafeterias and locker-rooms that are designated for use by people working in, or present at, premises used for processing animal material or animal product [PSP Notice A1.3]

animal consumption, for the purposes of this Code, means prepared and intended to be traded as food for cats and dogs

animal material, for the purpose of this Code, means any live or dead animal, or any tissue or other material taken or derived from an animal up to the point of and including post-mortem examination

animal product, for the purpose of this Code, means any animal product derived after post-mortem examination

ante-mortem examiner means a person employed or engaged by a primary processor to perform ante-mortem examinations [PSP Notice A1.3]

approved maintenance compound means any maintenance compound that is approved by the Director-General under Regulation 247 [PSP Notice A1.3]

batch or **lot** means a homogenous quantity of relevant product processed during a discrete period of time, typically not exceeding 24 hours, as part of one continuous process

bobby calf means a calf intended to be slaughtered for the production of bobby veal [PSP Notice A1.3]

buffer zone *in relation to the procurement of hunted animals,* means the land situated between the boundaries of an area of land that has been exposed to poison and an area of land where it is acceptable for animals to be procured, measured as a straight line on a horizontal plane [PSP Notice A1.3]

calibration means the procedure used for the comparison of a measuring instrument with a standard, under specific conditions, and adjustment of the instrument, if necessary

carcass includes a whole carcass, half carcass, third carcass and quarter carcass but does not include offal or primal cuts [PSP Notice A1.3]

caution period is the period of time following an area of land's exposure to poison within which hunting is not acceptable

cleaning means the physical removal of material from surfaces, including sugar, protein and mineral deposits

Code, unless specifically stated otherwise, means the Operational Code: Petfood Processing

competent, in relation to a person with a particular role or function, means a person who has the specified qualifications, skills, or experience, or who has attended or completed a specified course, that the Regulations or this Notice requires a person with that role or function to have or to have attended or completed [PSP Notice A1.3]

complete and balanced petfood means a food that is nutritionally complete and balanced and meets the minimum recommended nutritional requirements for cats or dogs as defined by AAFCO, FEDIAF or other internationally recognised standards or guidelines

condemned material, in relation to animal material or animal product means any animal material or animal product that is [PSP Notice A1.3]:

a) not suitable for human consumption; or

b) not suitable for animal consumption unless it is subject to further processing or treatment to reduce risk (for example, rendering for petfood)

contaminant means any substance or thing which [APA Section 4]

a) is undesirable, potentially harmful, or unexpected in a particular product or process; and
b) is or may be present in, or in contact with, animal material or animal product;

and **contaminated** has a corresponding meaning

control measure means any action and activity that can be used to prevent or eliminate a product safety hazard or reduce it to an acceptable level

cooking means the application of heat to a product to destroy vegetative pathogens that may pose a hazard to animal health

corrective action includes an action [AP Reg 3]

a) to restore control; or
b) to identify any affected animal material or animal product, and
    i) ensure its fitness for intended purpose; or
    ii) manage its disposal; or
c) to prevent recurrence of a loss of control

critical control point (CCP), in relation to a hazard of significance referred to in section 17(3)(b) of APA, means a point at which it is essential to use processes or procedures to control the hazard (whether by preventing or eliminating it, or reducing it to an acceptable level) [AP Reg 3]

critical limit means a criterion, observable or measurable, relating to a control measure at a critical control point that separates acceptability from unacceptability of animal material or animal product [AP Reg 3]

critical measurement means a parameter identified as critical [AP Reg 3]

a) in any regulations or regulated control scheme; or
b) in any notice issued under section 167(1) of the APA or any supplementary notice; or
c) by the operator of a risk management programme (including a parameter of the type referred to in section 17(3)(c) of the APA

critical non-compliance means, in relation to a breach of a regulatory requirement, a breach that makes it reasonably likely that 1 or more of the following may occur [AP Reg 3]:

a) animal or human health is adversely affected:
b) access to overseas markets is jeopardised:
c) the integrity of the official assurance system is threatened:
d) the integrity of a test results is threatened:

denature, in relation to animal material or product from a red meat animal, means material or product that [PSP Notice A1.3]:

a) is hashed or hogged; or
b) has meat-marking stains mixed through it (see Appendix 4: Meat-marking stains)

DoC means the Department of Conservation

DoC Pesticide Summary means in relation to lands managed or administered by DoC, a summary of the poisons used on the land as available from DoC offices and the DoC website [PSP Notice A1.3]

direct supervision in relation to any function, operation or activity means supervising any function, operation or activity while in sufficiently close physical proximity to ensure that any relevant specifications are met

equipment includes:

a) the whole or any part of any utensil, machine, fitting, device, instrument, stamp, apparatus, table, or article, that is used or available for use in or for preparing, marking, processing, packing, storing, carrying, or handling of any product, ingredient, additive or processing aid; and
b) any utensil or machine used or capable of being used in the cleaning of any equipment or facilities

essential services include gases for processing, lighting, refrigeration, ventilation, water, waste management, and other services essential to the production or processing and handling of animal material and animal product [AP Reg 3]

facilities includes amenities, storage areas and processing areas

farmed red meat animal means any of the following that are farmed [PSP Notice A1.3]:

a) cattle:
b) deer:
c) sheep:
d) goats:
e) pigs:
f) buffalo:
g) alpacas and llamas:
h) horses:
i) rabbits:
j) ostriches and emus

FEDIAF means the European Pet Food Industry Federation

further petfood processing means secondary processing of animal product resulting from the death of the source animal (for example, red meat, offal, poultry or fish) for petfood. This does not apply to animal product that:

a) has been rendered; or
b) is acquired from a regulated source by a business that only sells by retail, stores and transports petfood (i.e. does not process in any other way); or
c) is processed under a risk management programme

A further petfood processor must be listed, as per AP Reg 140, but does not require a risk management plan (RMP), as AP Reg Schedule 2 - 17

game estate animal means any of the following (see section 65B of the APA) [PSP Notice A1.3]:

a) any deer species (including, but not limited to, red deer, fallow deer, wapiti deer (elk), sika deer, white tail deer and sambar deer):
b) tahr:
c) chamois:
d) goats:
e) pigs:
f) wallabies:
g) buffalo:
h) sheep:
i) cattle.

generally healthy means that an animal appears outwardly healthy and the supplier or other person in charge has no reason to suspect that the animal is or was moribund or infected with disease that would make the animal unsuitable for processing [AP Reg 113].

GIS means the Geographical Information System, which is a technology that brings together all types of information based on geographic location for the purpose of query, analysis, and the generation of maps and reports [PSP Notice A1.3]

goat means an animal of the subfamily Caprinae (of the family Bovidae) including:

a) domestic goat (*Capra aegagrus hirus*);
b) tahr (*Hemitragus jemlahuis*); and
c) chamois (Rubicara rubicara)

Good Operating Practice (GOP) (including good hygienic practice and good manufacturing practice) means documented procedures relating to practices that

a) are required to ensure animal material or animal products are fit for their intended purpose; and
b) are appropriate to the operating circumstances to which they relate

GPS (Global Positioning System) is a system for determining position on the Earth's surface

GPS data in relation to hunting, means electronically generated data that includes:

a) the date of hunting;
b) the waypoints; and
c) in the case of ground hunting trips - the GPS co-ordinates in NZTM2000 and time at both the commencement and completion of hunting

HACCP means Hazard Analysis and Critical Control Point

hazard means a biological, chemical or physical agent that [APA Section 4]

a) is in or has the potential to be in animal material or product, or is or has the potential to be a condition of animal material or product; and
b) leads or could lead to an adverse health effect on humans or animals [APA Section 4]

homekill means an animal that [APA Section 4]

a) is killed (whether personally or by an agent) by its owner for the use or consumption of the owner, in terms of APA section 67; and
b) is processed either by its owner or by another person

hunted animal means any of the following that are procured by hunting [PSP Notice F1.3]:

a) wild mammals:
b) game estate animals:
c) farmed mammals that have become feral

IANZ means International Accreditation New Zealand [PSP Notice A1.3]

ingredient means any substance, including a food or additive, used in the processing or preparation of petfood and is present, whether in a modified form or not, in the final food

independent recognised person means a recognised person who is not employed, engaged, or managed by a recognised agency [PSP Notice F1.3]

input includes animal material, animal product, or any thing (such as an additive, a processing aid, an ingredient, or packaging) that is intended to be contained within, attached, to, enclosed with, or otherwise in contact with, animal material or animal product [AP Reg 3]

kill location means the location where the animal finally comes to rest immediately after being shot

label includes any written, pictorial, or other descriptive matter that [AP Reg 3]

a) relates to any animal material or animal product; and
b) appears on, is attached to, or is associated with that animal material or animal product, or its packaging

lethality means a measure of the ability of a process to destroy a particular pathogen

listed hunter means a hunter who supplies killed hunted animals or live possums for human consumption and is listed as required by AP Reg 116 [PSP Notice A1.3]

low-acid commercially sterilised product means product (not including alcoholic beverages) [PSP Notice A1.3]:

a) where any component has a pH value greater than 4.6 after heat processing, and a water activity (a_w) greater than 0.85, but does not include product in a hermetically sealed container that is required to be stored under refrigeration; and
b) that is processed and packed in accordance with good manufacturing practice; and
c) that is packed in clean or sterilised containers that are hermetically sealed; and
d) that is processed by heat to ensure preservation, whether before or after being sealed in a container as appropriate

maintenance compound means any compound used [AP Reg 3]:

a) for maintaining, repairing, servicing, cleaning, or sanitising equipment or surfaces that may be the source of contamination of animal material or animal product;
b) for treating water; or
c) for controlling pests; or
d) for the personal hygiene of people; or
e) on live animals, other than for their therapeutic benefit, to improve, or maintain, or both, the hygiene and suitability of animal material for processing

managed recognised person means a recognised person who is employed, engaged, or managed by a recognised agency [PSP Notice A1.3]

meat-marking stain means an ink, stain, solvent or diluent that is approved for use for a specific purpose (and listed in Appendix 4: Meat-marking stains)

medium risk material means animal material (other than dairy material) intended for animal consumption that may be supplied for that purpose only if subject to a treatment that reduces the risk of harm to the animal consumer [PSP Notice A1.3]

minimal risk material means animal material or animal product (other than dairy material or product) for animal consumption that is not medium risk material [PSP Notice A1.3]

monitor means the act of conducting a planned sequence of observations or measurements of control parameters to assess whether a process step or control measure is under control

NZPFA means New Zealand Petfood Association

NZQA means the New Zealand Qualifications Authority [PSP Notice A1.3]

non-conforming, in relation to animal material or animal product, means any material or product that is known [AP Reg 3]

a) not to meet regulatory requirements; or
b) not have been processed in accordance with regulatory requirements

on-farm slaughter means the slaughter of a farmed animal on the animal supplier's farm, but excludes the slaughter of any farmed animal undertaken by a mobile slaughter operator. On-farm slaughter covers the stunning or shooting, sticking and bleeding of a farmed animal

OMARs means Overseas Market Access Requirements

operator, in relation to an animal product business, means the owner or other person in control of the business [APA Section 4]

operator-defined limit means a measurable limit, established by the operator of a risk management programme, to manage fitness for intended purpose of animal material or animal product

operator verification means verification of the sort required by AP Reg 22 to be done by the operator of an RMP [PSP Notice A1.3]

oral nutritional compound (ONC) means any agricultural compound (not being an intra-ruminal device) ingested by an animal as feed, or a nutritional preparation intended for oral administration to an animal to achieve a nutritional benefit [ACVM Reg, Schedule 2, Part B, entry 22]

own-source water means water other than town-supply water, seawater, or reused or recovered water [PSP Notice A1.3]

packaging includes [AP Reg 3]:

a) inner and outer packaging of any kind; but
b) does not include bulk cargo containers

pasteurisation means the application of heat, or any treatment or combination of treatments, to animal product to reduce the most resistant microorganism(s) of animal or human health concern to a level that is not likely to present a risk to the health of pets (by direct consumption of petfood) or their human handlers, under normal conditions of distribution and storage of the petfood

pathogen means a microorganism that causes illness

periodic declaration means a declaration made under section 81A of the Act by a person who intends to supply animals or animal material for primary processing over a period specified in the declaration [PSP Notice A1.3]

pest means any unwanted animal that:

a) may affect plants, animal or primary produce;
b) is an entity declared to be a pest by Order in Council; and
c) does not include any human being or any living organism affecting only human beings or any living organism declared not to be a pest by Order in Council

pet means cat or dog

petfood means any animal product prepared and intended to be traded as food for cats and dogs.

possum means an animal of the species *Trichosurus velpecula*

poison means a vertebrate toxic agent that is registered under the ACVM Act for use against vertebrate animals [PSP Notice A1.3]

poison use statement, in relation to the procurement of hunted animals, means a statement that describes the poison use status of an area of land and complies with clauses F2.12 and F2.13 of the PSP Notice [PSP Notice A1.3]

post-mortem examiner means a person employed or engaged by a primary processor to perform post-mortem examinations [PSP Notice A1.3]

poultry includes chickens, turkeys, ducks, pheasants, quail, guinea fowl, geese, partridges, pigeons and other game birds, but does not include ratites (such as emus and ostriches, which are classified as red meat animals for the purpose of the PSP Notice) [PSP Notice A1.3]

premises includes [PSP Notice A1.3]:

a) all premises, places and facilities within the physical boundary of any relevant RMP; and
b) any vessel or other conveyance, and any mobile premises, used for harvesting or processing animal material or animal product, other than a transportation unit or animal material depot; and
c) the fixtures and fittings that form part of any premises

primary processor means a person who, for reward (otherwise than as an employee) or for purposes of trade [APA Section 4], **[relevant clauses]**

a) slaughters and dresses mammals or birds; or
b) dresses mammals or birds that are killed wild animals or are killed as if they were wild animals

process control means all conditions and measures applied during the production process that are necessary to produce petfood fit for intended purpose

processing areas (rooms) includes all areas where ingredients and products are prepared (thawed, cut, weighed, pre-mixed, injected, cured, massaged, tumbled, emulsified, filled), processed (cooked, cooled, dried, baked, sliced) and packed

processing equipment means equipment (including storage tanks) and machinery in or at premises that is used for processing [PSP Notice A1.1]

processor-approved hunter means a hunter approved by a processor to provide killed hunted animals or live possums for processing for animal consumption [PSP Notice F2.4]

protected means sufficiently wrapped, packaged or enclosed to prevent the introduction of contaminants

protective clothing means special garments intended to prevent the contamination of animal material or animal product that are used as outer wear by persons; and includes head coverings and footwear

PSP Notice means the Animal Products Notice: Production, Supply and Processing

supplier declaration means a declaration made under section 81A of the Act that relates to a specific consignment of animals or animal material intended to be supplied for primary processing

rabbit means an animal of the species *Oryctolaques cuniculus*

raw petfood means a petfood, where animal material (meat, offal, bone) either singly or in combination with other ingredients has not undergone a processing step or treatment beyond boning, slicing, dicing, mincing, mixed, forming, chilling or freezing

red meat animal material and **red meat animal product** means animal material or animal product (as relevant) derived from farmed red meat animals or hunted animals [PSP Notice A1.3]

registered veterinary medicine means a veterinary medicine registered under the ACVM Act [PSP Notice A1.3]

regulated source means a registered or listed business that operate under regulatory control of MPI, such as:

a) primary processors of red meat, poultry and seafood processing premises that operate an RMP under the APA;
b) further petfood processors;
c) retail butchers registered under the Food Act 2014; and
d) petfood processors that have a documented system for manufacturing under the ACVM Act.

regulatory limit means a measurable limit or criterion set in legislation that defines a petfood's safety or suitability, considering its intended purpose and use

rework means:

a) when used as a noun, means product which has been partially or fully processed and is incorporated and reprocessed into another batch of product; and
b) when used as a verb, means to incorporate rework into another batch of product

risk management programme (RMP) is a programme designed to both identify, control, manage, and eliminate or minimise hazards and other risk factors in relation to the production and processing of animal material and animal products, in order to ensure that the resulting animal product is fit for intended purpose [APA Section 4]

routine monitoring is the day-to-day checks to determine if the systems and processes are complying with the RMP and to identify any non-compliances or problems.

ruminant protein has the same meaning as in the Biosecurity (Ruminant Protein) Regulations 1999 [PSP Notice A1.3]

sanitise means to disinfect, or to otherwise reduce or maintain microbial contamination to or at a level that will avoid the creation of a hazard by the application of maintenance compounds or other things (such as steam or light) [PSP Notice A1.3]

secondary processor means a person who, for reward (otherwise than as an employee) or for purposes of trade, processes animal product at any stage beyond its primary processing [APA Section 4]

shelf life means the period of time, established under intended conditions of distribution, storage, retail and use, that the animal product or petfood remains fit for purpose

shelf stable means the condition achieved at which animal product or petfood in its manufactured state can be stored and handled under non-refrigerated conditions without microbial deterioration

spoilage microorganisms mean microorganisms that cause deterioration of animal material, animal product or petfood resulting in a loss in its quality

suitably skilled person means a person who, in the opinion of the relevant processor or operator, is skilled in a particular activity or task through training, experience or qualifications [PSP Notice A1.3]

supplier declaration means a declaration made under section 81A of the AP Act that relates to a specific consignment of animals or animal material intended to be supplied for primary processing [PSP Notice A1.3]

suspect, in relation to animal material, means animal material that is suspected to be non-conforming because it comes from an animal that is, or has symptoms of, or is suspected of being, diseased, contaminated, or abnormal, such that material from the animal may be unsuitable for processing.

Suspect material includes animal material from any of the following:

a) animals that are TB reactors:
b) animals from risk sources named in surveillance lists issued under the regulated control scheme established under Part 8 of the Regulations:
c) animals covered by a declaration indicating an uncertain animal suitability status because of disease or injury:
d) animals suspected of suffering from an exotic disease.

Animal material from the following is suspect only if an ante-mortem examiner determines that the suitability of the material from processing may be affected because the animal it comes from:

a) has or had a clinical disease; or
b) is identified in a veterinary certificate as suffering from a disease or injury.

Tb means bovine tuberculosis [PSP Notice A1.3]

Tb vector free area and **Tb vector risk area** means areas identified as such in the Biosecurity (National Bovine Tuberculosis Pest Management Plan) Order 1998 [PSP Notice A1.3]

tempering means in the case of frozen product, the elevation of the temperature to any point that is lower than the freezing point of the product (meat begins to freeze at about -2°C)

thawing means the elevation of the temperature of frozen product to temperatures that are higher than the freezing point of the product

topographical map means a map to a standard 1:50,000 scale that [PSP Notice A1.3]:

a) identifies cultural features (for example, place names, roads, settlements); and
b) distinguishes between different forms of vegetation cover (for example, pasture, bush, orchards); and
c) identifies hydrographical features (for example, rivers, lakes, wetlands); and
d) identifies the contours or relief features of the land.

town-supply water means water supplied via a reticulated water supply that provides drinking water to the public [PSP Notice A1.3].

transport depot means a facility (including a vehicle docking facility) that is used to tranship goods during the course of a journey [PSP Notice A1.3].

transportation outer means outer packaging (not being a transportation unit) that [PSP Notice A1.3]:

a) encases one or more packages of animal material or animal product for the purpose of transportation and distribution; and
b) is either:

    i) removed before the animal material or animal product is used or offered for retail sale; or
    ii) not taken away by the consumer of the product

transportation unit means a shipping container; compartment, wagon, or other thing that forms or is designed to form part of, or is attached to, a vehicle or vessel and is used to transport animal material and animal product between places or premises within New Zealand [PSP Notice A1.3]

transporter means any person or business that engages in the transport of animal material (other than live animals prior to primary processing) or animal product between places or premises within New Zealand and may include couriers and subcontractors who are used intermittently [PSP Notice A1.3]

validation means obtaining evidence that a process, control measure or combination of control measures, if properly implemented, is capable of consistently achieving a specified outcome, such as a regulatory limit, operator-defined limit, or other process or Good Operating Practices criteria

verification includes the application of methods, procedures, tests, and other checks conducted by a verifier to confirm [APA Section 4]:

a) in relation to a risk management programme or regulated control scheme

    i) whether operations that are subject to the programme or scheme are being carried out in compliance with it; and
    ii) the applicability of the programme or scheme to the operations of the relevant animal product business; and
    iii) the effectiveness of the programme or scheme;

b) in relation to animal material or animal products for whose export an official assurance is required, whether the animal material or animal products have been produced or processed in a way that meets the requirements for the official assurance;
c) whether a regulated person has complied with a requirement imposed by or under APA

verification step refers to the frequency intervals between scheduled verifications, as described in Part M1 (Verification frequencies) [PSP Notice A1.3]

verifier means a recognised person whose specified functions and activities include carrying out verification functions and activities [APA Section 4]

wallaby means an animal of the family *Macropodidae* including:

a) bennett's wallaby (*Macropus rufogrisea*);
b) tammar wallaby (aka Dama wallaby) (*Macropus eugenii*); and
c) parma wallaby (*Macropus parma*)

waste means any unwanted material, animal product, or associated things, including solids, liquids, and gases [AP Reg 3]

water activity (a_w) means a measure of the water in the food which is available for microbial growth. It is the ratio of the water vapour pressure of the food (p) to that of pure water (p_o) at the same temperature, $a_w = p/p_o$

waypoint means the time and GPS co-ordinates or topographical map grid reference points in NZTM2000 of the kill or capture location

waypoint identifier means the identification that is applied to the waypoint and the animal carcass so as to link the waypoint to the carcass

whole flock health procedure in relation to a flock of farmed birds, means a documented procedure implemented by poultry operators to manage the health of the poultry supplied [PSP Notice J1.3]

wild bird, for the purpose this Code, means a ground-living bird including:

a) wild turkey (Meleagris gallopavo);
b) peacock, peafowl (*Pavo cristatus*)
c) quail (*Synoicus ypsilophorus*)
d) pheasant (*Phasianus colchicus*); and
e) guinea fowl (*Numida meleagris*)

wild ungulates, for the purpose of this Code, includes deer, goats and pigs

withholding period, in relation to veterinary medicines, means the minimum period that must elapse between the last treatment of an animal with a veterinary medicine and the presentation of the animal for primary processing, in order for residues of the veterinary medicine in the animal material to meet the relevant residue threshold [PSP Notice A1.3]

(2) References in this Code to clauses, appendices and parts are references to clauses, appendices and parts of this Code unless otherwise stated.

(3) Any term defined in the APA or AP Regs and used but not defined in this Code has the meaning given in the APA or AP Regs.

Part 3: New Zealand legislation applicable to petfood

(1) The fit for intended purpose aspects of petfood production in New Zealand are primarily legislated under the APA and the ACVM Act.

(2) The legislation that applies to an individual petfood business is dependent on the specific activities undertaken by that business. The decision tree in **Figure 1** shows the different requirements that apply to different processing activities of animal material and animal product for petfood.

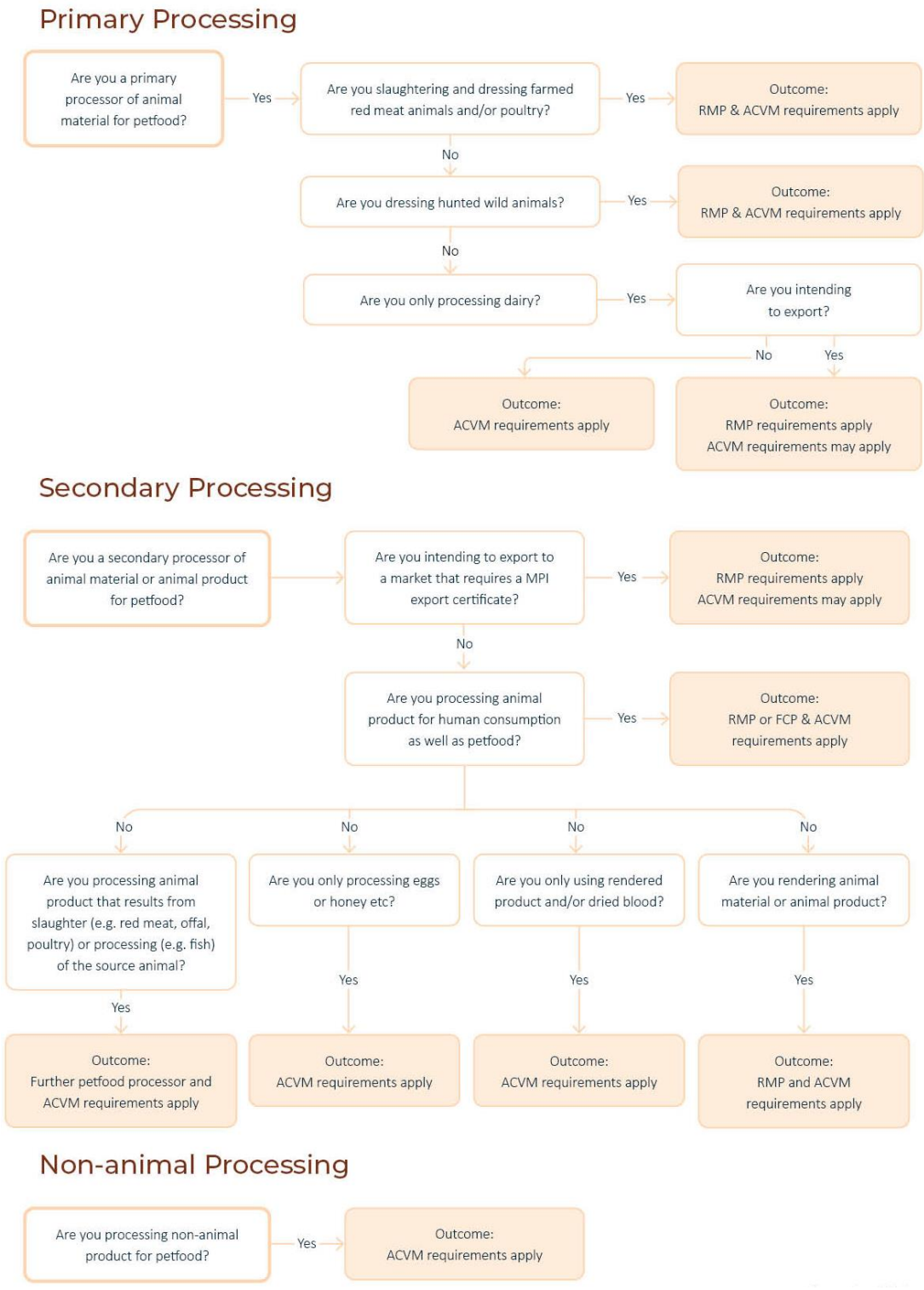


Figure 1 Requirements for activities undertaken by petfood businesses

3.1 Animal Products Act 1999 (APA)

(1) The main pieces of legislation under the APA that apply to operators involved in processing animal material into petfood are the:

a) Animal Products Regulations 2021;
b) Animal Products Notice: Production, Supply and Processing.

3.1.1 Supply and presentation

[PSP Notice F1.8 and F2.15]

(1) Supply and presentation of animal material for petfood includes the following activities:

a) supply and presentation of farmed red meat animals and poultry for slaughter; and
b) hunting, refrigeration and presentation of hunted animals for post-mortem examination and dressing.

3.1.2 Primary processing

[APA 13; AP Reg Schedule 2, Part 17]

(1) Primary processing of animal material for petfood includes the following activities or processes:

a) slaughter and dressing of farmed red meat animals and poultry;
b) dressing of hunted animals; and
c) ante- and post-mortem examination of red meat animals (farmed and hunted) and poultry, as applicable.

(2) All business involved in primary processing of animal material for petfood (i.e. primary processors) must operate under an RMP.

(3) The suitability of animal material or animal product for export is also subject to the applicable OMARs.

3.1.3 Secondary processing

(1) Secondary processing includes all processing that occurs after primary processing, i.e. after post-mortem examination. These include:

a) cutting and boning of carcasses and cuts;
b) further processing of animal material;
c) rendering;
d) packing;
e) refrigeration;
f) transport; and
g) storage

(2) Businesses involved in secondary processing of animal product for petfood must operate under an RMP if:

a) official assurances are required; or
b) rendering or blood drying operations are undertaken; or
c) they voluntarily choose to operate under one.

(3) The suitability of animal material or animal product for export is subject to the applicable OMARs.

(4) Secondary processors that are not covered under subclause (2) are called further petfood processors (see clause 3.1.3.1 Further petfood processing).

3.1.3.1 Further petfood processing

[AP Reg 140, 141, 142 & 143]

(1) Further petfood processors must be listed with MPI as a further petfood processor.

(2) Further petfood processors must procure animal product from regulated sources.

(3) Regulated sources are registered or listed businesses that operate under regulatory control of MPI, such as:

a) primary processors of red meat, poultry and seafood processing premises that operate an RMP under the APA;
b) further petfood processors;
c) retail butchers registered under the Food Act 2014; and
d) petfood processors that have a documented system for manufacturing under the ACVM Act.

(4) Further petfood processors must have traceability procedures in place that enables them to

a) trace animal product or other inputs

i) from the supplier to the further petfood processor; and from the further petfood processor to the next recipient in the supply chain (other than the final consumer); and

b) identify animal product, and other inputs while they are under the control of the further petfood processor.

(5) Further petfood processors must keep records of

a) the name and address of the business from which animal product was sourced; and
b) all animal product sourced, including a description of the animal product, the quantity received, and the date on which it was received; and
c) all animal product produced, including animal product used in the processing of the product produced.

(6) The further petfood processor must ensure that the records

a) are retained for at least 4 years or for the duration of the shelf life of the product (whichever is longest); and
b) must be made available to the verifier or any person authorised by MPI, within two working days. of a request being made.

(7) The following resources have been developed for further petfood processors:

a) Tracking System Template for Further Petfood Processors (PDF)
b) Tracking System Template for Further Petfood Processors (Word document)
c) Guidance Document: Tracking System Template for Further Petfood Processors

Guidance

Typical categories of further petfood processors

There are a number of general categories of further petfood processing. These include

- processing by size reduction (for example, dicing, mincing, milling and grinding) and/or packaging;
- undertaking processes such as boning, drying, heat treatment (for example, cooking, baking, dog roll production);

The result is that processors tend to fall into three broad groups. These are:

- retailers who receive animal product, process it by size reduction (for example, dicing, mincing) and/or packing, then sell the resulting product through their retail premises. This group is exempt from verification as Table 22 in clause M1.4 in the PSP Notice:
- processors who receive animal material or product, process it by size reduction (for example, dicing, mincing) and/or packaging, and then wholesale the resulting retail ready product(s) to

supermarkets, pet shops etc. This group is subject to verification as per clause M1.4 in the PSP Notice:

- processors who receive animal material or product, process it by boning, drying, heat treatment (for example, cooking, baking, dog roll manufacture), and then wholesale the resulting retail-ready product(s) to supermarkets, pet shops etc. This group is subject to verification as per clause M1.4 in the PSP Notice.

The following businesses are not further petfood processors, and are not required to be listed with MPI:

- businesses that process animal product that has already been rendered, for example, manufactures of biscuits or treats.
- businesses that buy animal product from a regulated sources (suppliers) and only sell, store and transport petfood for retail (i.e. don't process in any other way), i.e. petfood that is ready for consumption.

3.1.4 RMP Requirements

[AP Reg 11, 13 and 18]

(1) Petfood processors that require an RMP must develop and document an RMP that is specific to their own products, processes and premises. The Risk Management Programme Manual provides comprehensive information on the development, registration, and implementation including verification of an RMP.

(2) The following must be documented in an RMP, including:

a) any regulatory limit and/or operator-defined limit applicable to the product or process covered by the RMP;
b) processing procedures, including product and process parameters for all key steps of the process;
c) procedures for monitoring and verifying compliance to established processing procedures and parameters, particularly critical limits at identified critical control points; and
d) corrective actions for any non-compliances to or deviation from any regulatory limit or operator-defined limit, procedures, and product and process parameters.

(3) The whole or parts of the Code may be incorporated in a processor's RMP (for example, by copying or referencing the relevant part). Since the RMP is a legally binding document, any part of the Code incorporated in an RMP becomes mandatory for the processor (i.e. is no longer a guide).

(4) RMP operators may use alternative approaches to the Code, provided all relevant regulatory requirements are met. Those who wish to use an alternative approach should refer to the Risk Management Programme Manual for guidance.

3.1.5 Resources for developing an RMP

(1) MPI has developed various resources to assist you when developing your RMP. Whiles some of these have been developed to meet the requirements for human consumption, they may still be useful:

a) Risk Management Programme Manual;
b) What is Validation? provides information on validation concepts;
c) Red Meat Codes of Practice;
d) Rendering Code of Practice;
e) Poultry Code of Practice;
f) Standardisation of Hazard Analysis and Critical Control Point (HACCP);
g) MPI Hazard database has searchable information on food safety hazards that are reasonably likely to occur in New Zealand, including applicable regulatory limits and actions operators can take to control the hazards.
h) an RMP Operator Resource Toolkit has been developed with example forms and procedures.

3.2 Agricultural Compounds and Veterinary Medicines Act 1997 (ACVM Act)

(1) Section 75 of the ACVM Act allows for exemption from registration for certain agricultural compounds provided they meet the requirements set out in the ACVM Regulations. Petfood is one of those agricultural compounds that are eligible for exemption, provided they meet:

a) the definition of an oral nutritional compound;
b) the conditions of exemption; and
c) the requirements for the importation, manufacture, and sale of petfood in New Zealand as per the applicable regulations.

Guidance

The exemption from registration for oral nutritional compounds is detailed in Schedule 2, Part B, entry 25 of the ACVM Regulations.

The definition of an oral nutritional compound requires that the petfood is labelled and marketed solely to provide a nutritional benefit for the animal to which it is fed and excludes any product making a non-nutritional or therapeutic claim.

The conditions of the oral nutritional compound exemption specify requirements around product labelling, the incorporation of a therapeutic or pharmacological substance, and the use of feed additives.

(2) The manufacture and sale of petfood must conform to the following regulations:

a) Regulation 7, regarding fitness for purpose for the manufacture and/or sale of an exempt compound;
b) Regulation 9, regarding the manufacture of an exempt compound in accordance with a documented system;
c) Regulation 12, regarding information requirements (including labelling) of an exempt product;
d) Regulation 13, regarding misleading statements about an exempt product; and
e) Regulation 14, regarding record keeping requirements for manufacture in accordance with a documented system.

(3) The importation of petfood must conform to Regulations 7, 12, and 13 as above, and Regulation 15, regarding record keeping for importers.

(4) If a petfood does not comply with the applicable regulations, meet the definition of an ONC, or comply with all of the conditions of exemption, it is not eligible for exemption from registration and must be registered under the ACVM Act before it can be imported, manufactured or sold for use in New Zealand.

For further information on the ACVM requirements refer to the MPI website or contact the MPI ACVM Programmes & Appraisals Team: Approvals@mpi.govt.nz

3.3 Fitness for purpose

(1) The concept of fitness for purpose applies to both animal material and animal product processed for petfood under the APA, and petfood manufactured under the ACVM Act.

(2) Under the APA, ‘fit for intended purpose’ when used in relation to animal material for petfood means that the product:

a) has been processed in accordance with Parts 2 to 4 of the Act; and
b) the relevant risk factors have been managed in accordance with Parts 2 and 3 of the Act; and

c) meets any relevant animal product standards and any supplementary notices; and
d) is suitable for the purpose for which the product specifically states or could reasonable be presumed to be intended for having regard to its nature, packaging, and identification.

(3) Under the ACVM Regulations, a product that is fit for purpose is one that, when used as recommended, will not:

a) spread organisms to a level or in a manner that could be harmful to humans; or
b) reduce the efficacy of medicines used on humans; or
c) result in residues in primary produce that exceed the limits prescribed in applicable food residue standards set in or under any enactment; or
d) be toxic to animals treated with or exposed to the compound to an extent that causes unnecessary or unreasonable pain or distress; or
e) fail to reduce or eliminate pain or distress to animals treated with the compound where the elimination of pain or distress is a stated purpose of the product; or
f) transmit disease, result in physical harm, or cause unnecessary pain and distress, to animals treated with or exposed to the compound; or
g) transmit pests or unwanted organisms as defined in the Biosecurity Act 1993 or specified in any national or regional pest management plan made under that Act; or
h) otherwise create or be likely to create any of the risks specified in section 4(a) of the ACVM Act.

(4) The APA and ACVM Act definitions of fitness for purpose are complementary, and petfood that contains animal material must comply with both definitions of fitness for purpose; that is,

a) the animal product component must be produced in accordance with the APA definition of fitness for purpose; and
b) the final petfood product must be confirmed to be compliant with the ACVM Act definition of fitness for purpose.

(5) Petfood that is manufactured without animal material (i.e. contains only plant material) must conform to the definition of fitness for purpose under the ACVM Act.

3.4 Animal Welfare Act 1999

(1) Owners or people in charge of live animals, including live animals intended for and during transport, must comply with the Animal Welfare Act 1999, its Regulations, and relevant codes of welfare.

(2) Animal welfare requirements are not specifically covered in this Code, however, in some cases, guidance (in boxes) on certain animal welfare requirements have been included to remind operators of their obligations under the Animal Welfare Act.

(3) Persons in charge of the handling of live animals should not rely on this Code to provide adequate information on animal welfare requirements. They should refer to Codes of Welfare available on MPI's animal welfare webpage.

3.5 Biosecurity Act 1993

(1) Imported retail-ready petfood, and ingredients imported for processing petfood in New Zealand, must also meet the requirements in the relevant Import Health Standards (IHS).

(2) IHS are documents issued under Section 24A of the Biosecurity Act 1993. They state the biosecurity requirements that must be met before risk goods can be imported into New Zealand. The complete list of IHSs can be viewed on the MPI website at Import Health Standards.

a) The IHSs relevant for retail-ready petfood are listed on the MPI website at Requirements for importing petfood.
b) The IHSs relevant for petfood ingredients are listed on the MPI website at Requirements for importing ingredients for animal food.

(3) Detailed information on importing food for animals is available on the MPI website at Importing animal food. For additional information on IHS requirements please email the Animal Imports Team at animal.imports@mpi.govt.nz.

3.6 Hazardous Substances and New Organisms (HSNO) Act 1996

(1) Imported petfood containing a live organism (such as probiotic ingredients) and/or a hazardous substance must also meet requirements under the Hazardous Substances and New Organisms (HSNO) Act 1996. See www.epa.govt.nz for more information.

3.7 Other Legislation

(1) Processors are responsible for ensuring that they understand and comply with all other legislation relevant to their business. This includes:

a) Biosecurity Act 1993;
b) Commerce Act 1986;
c) Consumer Guarantees Act 1993;
d) Fair Trading Act 1986;
e) Health and Safety at Work Act 2015;
f) Resource Management Act 1991; and
g) Weight and Measures Act 1987.

CHAPTER 2: GOOD OPERATING PRACTICE

Part 4: General

4.1 Application

(1) Chapter 2 covers relevant Good Operating Practices (GOP) under the APA, particularly in the PSP Notice and how they can be practically met by RMP operators.

(2) The chapter applies to

a) all processors who operate under an RMP, including:

i) slaughter and dressing of farmed red meat animals and poultry;
ii) refrigeration and processing of hunted animals; and
iii) secondary processing of animal material for petfood.

b) all animal product businesses that are transporters, whether or not they operate under an RMP.

(3) Further petfood processors are not required to implement an RMP, but they should read this chapter for guidance on hygiene, sanitation, and quality assurance.

Part 5: General requirements

5.1 Document control and record keeping

5.1.1 Scope

(1) This Part covers the requirements to ensure:

a) all RMP documents are authorised, controlled, kept up-to-date, and stored appropriately; and
b) records are generated and stored appropriately.

5.1.2 Document control

[APA Sections 17 & 25; AP Reg 24 & 31]

(1) The RMP operator must:

a) have and comply with procedures for effective control of documents; and
b) ensure that the RMP is up-to-date and accessible, in hard copy or electronic form, to any person with responsibilities under the programme.

(2) Every document in the RMP, including amended documents, must be dated and authorised before implementation, by either:

a) the RMP operator;
b) the Day-to-day Manager; or
c) a person nominated in the RMP to authorise the document.

(3) A list of the nominated people (who can authorise documents, as per subclause 2(c)) must be kept.

(4) All RMP documents must:

a) be able to be clearly read; and
b) indicate their version and/or date of authorisation.

Guidance
See the RMP Operator Resource Toolkit for an example of an Amendment Register.

RMP operators should refer to Parts 4.4 and 4.11.8 of the Risk Management Programme Manual for more detailed information regarding amendments.

(5) The RMP operator must have procedures for recording amendments, which must include the following information:

a) document and specific part being amended;
b) details of amendment;
c) reason for amendment;
d) date of change; and
e) person authorising the amendment.

Guidance
All amended procedures or other parts of the RMP should be replaced with the current versions without unnecessary delay after authorisation.

5.1.3 Record keeping

[AP Reg 23, AP Reg 32; PSP Notice A1.4 & B1.2]

(1) The RMP operator must implement procedures for record keeping to demonstrate that the requirements of the RMP are being met.

(2) All paper and electronic records relating to the RMP (for example, monitoring, corrective action and operator verification) must include:

a) the date and, where appropriate, the time of the activity or observation;
b) an accurate description of the results of the activity or observation; and
c) the identity of the person(s) who performed the activity (i.e. initials or signature of the person completing the record).

(3) Any alteration made to a record must be made in a way that allows the original entry to remain readable (i.e. erasures or material to cover the original entry is not allowed) and must be initiated by the person making the alteration.

Guidance
Dates and times should be recorded in a way appropriate to the activity being monitored. For example, the monitoring of certain critical process times and/or temperatures may require the recording of the exact date and time when the observation is made. Monitoring a more general time period may be acceptable (for example, shift) for the observation of certain GOP programmes such as for checking compliance with protective clothing requirements.

5.1.4 Accessibility and retention of RMP documents and records

[AP Reg 23, 32 & 33, PSP Notice A1.4 & B1.2]

(1) One copy of all RMP documents and records, including those that are obsolete, out-dated, and previous versions, must be:

a) retained for 4 years, or for the duration of the shelf life of the product (whichever is longest); and
b) stored in a manner which protects the documents from damage, deterioration, or loss; and
c) prevents confusion with current documents.

(2) All electronic RMP documents and records should be backed up regularly.

(3) All RMP documents and records, including archived documents, must be made available to the RMP verifier or any person authorised by MPI, within two working days of a request being made.

(4) Records of validation information must be kept:

a) for the life of the process or activity;
b) until the process is revalidated and new records are created (in which case the old records become archived documents, and AP Reg 32 applies).

Guidance
Consideration should be given to:
- the durability of paper on which records are kept (for example, pen does not write well on wet paper); and
- its suitability for storage (for example, thermal papers can fade over time).

Pencil is not suitable for recording information because it is easy to erase or alter.

5.1.5 Records

[PSP Notice B1.2]

(1) Examples of records that should be kept:

a) list of all documents that make up the RMP;
b) amendment register including approval letters, validation and evaluation reports; and
c) GOP and process control records, including monitoring, corrective actions and verification records.

5.2 Laboratory testing

[PSP Notice B1.4]

(1) By way of explanation, certain tests are required by or under the Act to be carried out only by a recognised laboratory.

(2) The following tests are required to be carried out by a laboratory that is accredited to NZS ISO/IEC 17025:2018 General requirements for the competence of testing and calibration laboratories and has the relevant test within its scope of accreditation:

a) tests to show the effectiveness of an RMP:
b) tests to show that animal product produced under the RMP is fit for its intended purpose.

(3) The following tests are not required to be carried out by either a recognised laboratory, or any laboratory referred to in subclause (1):

a) tests for process or quality control purposes:
b) critical measurements carried out by the operator (e.g. for pH or temperature) using calibrated measuring equipment.

5.3 Personnel health and hygiene

[AP Reg 55; PSP Notice C2.2]

5.3.1 Scope

(1) This Part covers the requirements and procedures under an RMP to ensure personnel do not adversely affect the product, packaging, equipment, and the processing environment.

(2) Personnel includes all workers, contractors providing services, and visitors.

5.3.2 Health and sickness policy

(1) The operator must develop and implement health practises and procedures that ensures that all personnel understand and comply with the health and sickness requirements covered in this Subpart.

(2) All personnel (including visitors and contractors) are required to inform the Day-to-day Manager or another responsible person if they are suffering from any of the health conditions listed in Table 1.

(3) Personnel suffering from a health condition or illness listed in Table 1 should not carry out tasks where animal products may be affected.

Table 1 Health conditions

Condition or illness	Requirements for clearance to resume processing work Freedom from symptoms or illness
Diarrhoea or vomiting due to gastroenteritis or other infectious diseases including norovirus and rotavirus	Symptom-free for 48 hours
Acute respiratory infection	Symptom-free for 48 hours
Illness identified as caused by Nontyphoidal *Salmonella*, *Shigella* spp., *Campylobacter*, *Yersinia*, *Cryptosporidium*, *Giardia*, and *Vibrio cholerae*	Symptom-free for 48 hours
Illness identified as caused by VTEC or STEC (verocytotoxin-producing or shiga-toxin producing *E. coli*)	Symptom free for 48 hours
Illness identified as caused by *Salmonella* Typhi and *Salmonella* paratyphi	If treated with antibiotics: Symptom-free for 48 hours and 2 negative stool tests at least 48 hours apart after completing the treatment. If not treated with antibiotics: No sooner than 1 month after the onset of symptoms
Hepatitis A	Has been given clearance by a medical practitioner
Skin infection (for example, boils, sores, infected wounds, etc.)	Condition is assessed by the RMP Manager as no longer likely to contaminate product, or the infected area is adequately protected from being a source of contamination.

(4) Personnel with a superficial wound or cut may work as a product handler provided the wound or cut has been treated and dressed with a secure waterproof dressing. Wound dressings should be protected from becoming wet (for example, use of impervious gloves for wounds on the hands, and protective sleeves or clothing over wounds on other areas of the body).

Guidance
Wound dressings should be:
- prevented from becoming loose or falling off; and
- brightly coloured so they are more easily detected in products if they become dislodged.

5.3.3 Non-compliance with health and sickness requirements

(1) If the requirements in clause 5.3.2 are not complied with, the following actions are taken:

a) affected equipment and product contact surfaces are cleaned and sanitised prior to reuse; and
b) affected product is managed as non-conforming product, see Part 16: Handling, disposition and recall of non-conforming products; and
c) affected packaging materials are either washed and sanitised (where practicable) prior to use or are not used for packing any product for animal consumption.

5.3.4 Hygienic practices

(1) Personnel must behave in a manner that prevents the contamination and deterioration of product and the environment.

(2) Eating, drinking, smoking, vaping or spitting are not allowed inside the processing areas.

(3) Where appropriate, clear instructions on hand washing, use of protective clothing, and other hygienic practices should be posted in the premises to reinforce the procedures.

5.3.5 Protective clothing

(1) All personnel entering any processing or storage areas must wear suitable, clean protective clothing and footwear, and everyday clothes must not be worn over protective clothing.

(2) Protective clothing must be visibly clean at the start of each day's operation.

(3) Protective clothing generally includes the following:

a) overall or coat, which may be of any colour, provided the presence of any contaminant, relative to the type of work, is clearly distinguishable;
b) gloves and sleeves;
c) waterproof apron, as appropriate; and
d) waterproof footwear.

Guidance
Protective clothing should cover the potential product contact zone. Covering of the potential product contact zone may only require a coat that covers the body to below the knee.

The RMP operator should consider if it is necessary to use hair restraints (for example, head and facial hair) considering their product and customer requirements.

Protective clothing should be:
(a) maintained in a hygienic condition;
(b) made of readily cleanable materials;
(c) changed (or in the case of waterproof clothing, cleaned) at least daily or more often if it becomes a source of contamination during processing; and
(d) stored in a manner that protects it from contamination.

Disposable or damaged protective clothing and footwear should be:
(a) repaired; or
(b) discarded
- when damaged (for example, torn), or
- if it cannot be effectively cleaned when required during use.

Personnel should not wear protective clothing outside the premises.

5.3.6 Personnel movement

Guidance
The RMP operator should implement appropriate hygiene routines for personnel moving from areas or activities of a lower to a higher hygiene status.

Examples of moving from areas of activities of a lower to a higher hygiene status:
- moving from raw meat handling areas to cooked animal material or products; or
- waste areas to processing areas.

5.3.7 Washing of hands and arms

Guidance
All personnel should thoroughly wash hands and exposed portions of the arms with approved liquid soap and water, and dry them using disposable paper towels:
(a) before entering any processing or packing areas;

(b) after using the toilet;
(c) after handling or coming into contact with waste or contaminated surfaces or material; and
(d) after contaminating the hand from coughing, sneezing or blowing the nose; and
(e) when moving from areas or activities of lower to areas of higher hygienic status.

Note that if clean water is not readily available for hand washing in certain areas, alternative options for sanitising personnel hands may be considered.

5.3.8 Jewellery and other personal items

(1) Personnel entering processing areas should not wear exposed jewellery that may come into direct or indirect contact with unprotected ingredients and products. Plain wedding bands (i.e. no stone) and medical alerts may be worn provided they cannot be easily dislodged and they can be effectively cleaned in the same manner as hands.

(2) Personnel should not take personal items (for example, sweets, cigarettes, mobile phones and other electronic items) into processing or packing areas.

Guidance
Some supervisory or management personnel (not product handlers) may be allowed to keep their mobile phones when entering processing areas provided the RMP operator has documented procedures for managing their use.

5.3.9 Visitors and contractors

Guidance
All visitors and contractors should report to the responsible person on arrival.

Visitors and contractors who enter processing or storage areas need to confirm that to the best of their knowledge they have no medical condition that may pose a risk to food safety.

If a visitor or contractor is visibly ill, the responsible person can deny them access to processing or storage areas.

Prior to entering the processing or storage areas visitors and contractors should wear clean protective clothing and footwear that are provided or approved by the Day-to-day Manager. Where appropriate, visitors and contractors should be supervised by assigned persons while within the RMP premises. The assigned person is responsible for ensuring that visitor or contractor follows hygienic practices and procedures.

Visitors and contractors who wish to enter a processing or packing area should sign a visitors' logbook on arrival.

5.3.10 Records

(1) Examples of records of the following should be kept:

a) medical certificates.

5.4 Personnel competencies and training

[AP Reg 19 and 20; PSP Notice F2.4, F3.30, F3.31, F3.33, G2.17, G2.18, L1.3 & L1.4]

5.4.1 Scope

(1) This subpart covers competency and training requirement to ensure that all personnel have the necessary knowledge, skills, and training to perform their assigned tasks to ensure petfood produced is fit for intended purpose.

5.4.2 Competencies

(1) The position (and a name if possible) of staff performing key tasks, and the competencies or skills required to carry out those tasks must be written into the RMP. To do this you must:

a) identify the tasks which are considered "key tasks";
b) document the required competencies or skills (training, knowledge or experience) needed;
c) how they will be achieved and maintained; and
d) keep training records for each staff member [AP Reg 20].

(2) The day-to-day manager or person authorising all or part of the RMP must have the necessary knowledge, experience, and skills in relation to the RMP.

5.4.3 Training Procedures

(1) The operator must document a training procedure for product handlers and associated staff that includes skills required for key tasks, skills maintenance, monitoring, corrective actions and records.

(2) The operator should provide regular training for all product handlers in safe food handling, personal hygiene and sanitary practices to ensure they maintain the skills required for their tasks.

(3) Training procedures should be reviewed at least annually to ensure that staff training remains up-to-date and effective, and to identify any need for new or refresher training.

Guidance
Competencies may be documented in job descriptions.

- The Day-to-day Manager or person authorising all or part of the RMP should be familiar with the RMP, and have the following knowledge and skills:
  - knowledge of product safety, and hygienic procedures and practices written in this Code;
  - knowledge of regulatory requirements relevant to the development and implementation of RMPs;
  - have technical knowledge and experience in the processing of animal material, animal product and/or petfood; and
  - effective organisational and communication skills.

- The person responsible for the development and review of the HACCP application in the RMP should have good understanding of HACCP principles and how they are applied to the processing animal product and petfood. Ideally, the person should have a recognised HACCP qualification, such as NZQA Unit Standard 28265.

- Personnel involved in monitoring and corrective action activities and operator verification should have the following competencies:
  - an appropriate level of knowledge and skill in implementing their assigned task; and
  - an understanding of, and be able to consistently comply with, hygienic practices and procedures.
  - an understanding of carrying out operator verification tasks

5.4.4 Day-to-day manager

[AP Reg 37]

(1) The operator must ensure the day-to-day manager of the RMP is familiar with the RMP and:

a) has knowledge in food safety of relevant animal materials and products and hygienic procedures and practices;
b) has knowledge of regulatory requirements, including responsibilities, related to the effective implementation of the RMP; and
c) has technical knowledge and experience in the particular product or process.

(2) The RMP must be amended if the day-to-day manager changes. See 16.2.5 Notification.

5.4.5 Induction and supervision

Guidance
Ongoing supervision and/or training should be provided to ensure that personnel are adequately trained on their specific tasks as written in the RMP hygienic practices and procedures.

Induction procedures should be developed to inform new personnel of their job description, health requirements, and hygienic practices and procedures before starting work.

The RMP operator should develop a training programme which includes
- identification of skills and competencies required for key roles; and
- training schedules (including refresher training); and
- training records of all personnel.

Any training provided should be appropriate to the nature of the person's assigned task or activity and level of responsibility. This may include induction training, regular in-house meetings, on-the-job training and external training courses.

Personnel should also be trained against written instructions or procedures for their specific tasks, including machine operation and monitoring of product and process parameters.

Training on specific areas, such as in HACCP, monitoring procedures, and operator verification, should also be identified by the RMP operator.

(1) All personnel, including temporary workers, service contractors and administrative personnel, should be appropriately trained before commencing work.

(2) The training programme should be reviewed at least annually to ensure that training of personnel remains up-to-date and effective and to identify any need for new training or refresher training.

5.4.6 Visitors and contractors

(1) Visitors and contractors should report to a responsible person on arrival at the premises. Where appropriate, visitors and contractors are supervised by assigned persons while within the premises.

5.4.7 Ante-mortem and post-mortem examiners of farmed red meat animals and hunted ungulates

[PSP Notice F3.31 & F3.33]

(1) A person is competent to do post-mortem examinations if they have the competencies of a post-mortem examiner (i.e. the competencies of an ante-mortem examiner is not required).

(2) If the qualifications of an ante-mortem or post-mortem examiner are species-specific, they are competent only to do ante-mortem or post-mortem examinations of those species.

(3) RMP operators must ensure that the following activities are carried out by persons with the competencies set out in subclause (4):

a) ante-mortem examination of farmed red meat animals for animal consumption:
b) post-mortem examination of farmed red meat animal material for animal consumption:
c) post-mortem examination of hunted ungulates (hoofed animals) for animal consumption.

Guidance
For clarity, the competency requirements for hunted animals apply to post-mortem examiners of hunted ungulates such as deer, goats and pigs, but not to post-mortem examiners of non-ungulate animals such as possums, rabbits and hares.

(4) The competencies are that the person:

a) has and can demonstrate knowledge of all relevant regulatory requirements; and
b) has at least one of the following relevant qualifications:

i) a qualification or micro-credential in meat examination at NZQA level 3 or above:
ii) National Certificate in Animal Product Examination Services (Petfood) with strands in Ante-mortem Examination and Post-Mortem examination:
iii) National Certificate in Meat Processing – Petfood (Safety), registered by the NZQA.

(5) Trainee ante-mortem and post-mortem examiners may be permitted to carry out ante-mortem and post-mortem examinations (as relevant) provided:

a) they are under the direct supervision of a competent ante-mortem or post-mortem examiner (as relevant); and
b) the competent ante-mortem or post-mortem examiner remains accountable for all decisions made.

5.4.8 Direct supervisors for poultry processing

[PSP Notice G2.18]

(1) RMP operators must ensure that persons responsible for direct supervision of ante-mortem and post-mortem examination of poultry have the following competencies:

a) be a registered veterinarian under the Veterinarians Act 2005; or
b) hold the New Zealand Certificate in Meat Processing: Animal Product Examination (Level 3, poultry strands); or
c) have evidence of competency to the NZQA standards listed in subclause (2).

(2) The NZQA standards required for the purpose of subclause (1)(c) are:

a) For direct supervisors with ante-mortem responsibilities:

i) 28171 – Demonstrate understanding of ante-mortem examination of poultry used for human consumption; and
ii) 30290 – Complete ante-mortem examination of poultry used for human consumption; and
iii) 20644 – Demonstrate knowledge of the Animal Welfare Act 1999 in a primary industry operation.

b) for direct supervisors with post-mortem responsibilities:

i) 28170 – Demonstrate understanding of post-mortem examination of poultry products used for human consumption; and
ii) 28173 – Complete post-mortem examination of poultry products used for human consumption.

c) for direct supervisors with both ante-mortem and post-mortem responsibilities, all the qualifications in (a) and (b).

5.4.9 Nominated persons for poultry processing

[PSP Notice G2.19]

(1) Processors must ensure that nominated persons have the following competencies:

a) be a registered veterinarian under the Veterinarians Act 2005; or
b) have the competencies of a direct supervisor that are identified in clause G2.18(2)(b) or (c), and the following NZQA unit standards:

i) 22050 – Demonstrate knowledge of, and apply monitoring, corrective action and verification of poultry meat examination:
ii) 22047 – Demonstrate knowledge of the poultry industry as it applies to poultry meat examination.

5.4.10 Processor-approved hunters

[PSP Notice F2.4]

(1) The RMP operator may approve a hunter if satisfied that the hunter is competent.

(2) Processor-approved suppliers are deemed competent if they:

a) have access to, and demonstrate an understanding of and ability to comply with Chapter 4 of this Code; and
b) have read the *Harvesting Hunted Animals for Petfood* training booklet issued by the NZPFA; and
c) have passed the *Examination for Harvesting Hunted Animals for Petfood* set by the NZPFA.

Guidance
Those interested in becoming a processor-approved hunter should first contact the RMP operator(s) they wish to supply for a copy of the NZPFA training booklet.

A current version of the NZPFA training booklet and examination can also be obtained from NZPFA even if not a member of the association. You can contact NZPFA here: http://www.petfoodnz.co.nz. The processor-approved hunter applicant should complete the MPI form "Application to become a Processor-Approved Hunter - Petfood".

5.4.11 Competencies for canning and aseptic processing and packaging

[PSP Notice L1.3 & L1.4]

(1) RMP Operators engaged in the thermal processing of low-acid commercially sterilised products must ensure that the processing is supervised by a person who has at least the following qualifications:

a) for canning:

i) Principles of Thermal Process Control, Acidification and Container Closure Evaluation, Massey University, New Zealand;
ii) Retort supervisors certification course, DWC Food Tech Pty Ltd, Australia:
iii) New Zealand Retort Supervisors and Process Control School, Food Processing Specialists Pty, Australia; and

b) for aseptic processing and packaging operations:

i) Principles of Thermal Process Control, Acidification and Container Closure Evaluation, Massey University, New Zealand.

(2) The supervision of thermal processing of low-acid commercial sterilisation is a key task.

(3) RMP operator must ensure that the processes for thermal processing of low-acid commercially sterilised products are

a) developed and validated by or under the supervision of a person who has at least the qualification specified in subclause (4); and.
b) checked and signed off by a person who is independent of the development and validation process, and has at least one of the qualifications specific in subclause (4).

(4) The competencies required under subclause (3) are:

a) for canning:

i) Qualified Cannery Persons (Thermal Processing) Course, Western Sydney University (Hawkesbury), Australia:
ii) Approved Persons Course for thermally processed low-acid foods, DWC Food Tech Pty Ltd and CSIRO, Australia:
iii) Introduction to the Fundamentals of Thermal Process Evaluation, Massey University, Palmerston North, New Zealand:
iv) Thermal processing of acid, acidified and low acid canned foods, Food Processing Specialists Pty Ltd, Australia; and

b) for aseptic processing and packaging operations:

i) Approved Persons Course for UHT Processing and Aseptic Packaging, DWC Food Tech Pty Ltd, Australia

5.4.12 Skills maintenance

[AP Reg 20]

(1) The RMP operator must ensure that the skills of personnel involved key tasks (such as ante-mortem, post-mortem examination, process control, monitoring, corrective action, recall and operator verification) are achieved and maintained.

Guidance
A skills maintenance programme should document:
- the training programme;
- how ongoing skills maintenance is achieved; and
- keep records to show training has been completed.

5.4.13 Records

(1) Examples of records that should be kept include:

a) assessments and evidence of personnel competencies;
b) individual training records and a training matrix;
c) qualification records; and
d) any training materials (for example, manuals or instructions).

5.5 Operator verification

5.5.1 Scope

(1) This Part covers the requirements for operator verification to confirm compliance with the RMP and its effectiveness.

(2) Operator verification is a system of internal checks including:

a) checking procedures are being followed;
b) corrective actions and preventative actions are taken;
c) reporting requirements are met;
d) other operational requirements (i.e. notification, amendments) are met;
e) establishing frequencies for checks;

f) ensuring checks (including periodic monitoring and internal verifications) are done at the required frequencies.

5.5.2 Requirements and procedures

[AP Reg 22; PSP Notice B1.1 & B1.2]

(1) The RMP operator must develop a written verification programme, which includes:

a) the verification activities to be performed and their frequencies;
b) procedures or methods used;
c) any actions to be taken when all or part of the RMP is not effective; and
d) any recording and reporting requirements.

(2) The procedures for record keeping must include any records relating to monitoring, corrective actions, and operator verification must:

a) specify when the activity occurred (including the date); and
b) give a description of the results of the activity; and
c) identify who performed the activity.

(3) Records of validation information must be kept:

a) for the life of the process or activity; or
b) until the process is revalidated and new records are created (in which case the old records become archived documents, and Regulation 32 applies).

Guidance

Operator verification includes several types of activities that together will provide the operator (and the verifier) with confidence that the RMP and GOP are working effectively. Operator verification activities are not restricted to internal verification audits by the operator. Although internal verification audits are important, they need to be completed in conjunction with information from the day-to-day operator verification and monitoring of the process.

Daily and/or ongoing operator verification activities:

- routine surveillance and monitoring checks (for example, daily process control);
- reality checks of processing;
- specific monitoring of process parameters or CCPs;
- monitoring record reviews;
- product sampling results may provide evidence of how the system is working;
- general oversight and supervision of the operation; and
- identifying issues and transferring those to the corrective action system if necessary.

Scheduled operator verification activities:

- internal verification audits – usually an RMP operator will have a schedule of internal operator verification audits which covers all systems at least annually.

The outcome of the internal audit should be used to schedule the next internal audit.

RMP review – an RMP operator should review their RMP at least annually:

- this check should include the following; has there been any significant changes to the process, equipment, building, products, staff in positions of responsibility, verifier etc.?

HACCP application review – usually an RMP operator will review their HACCP applications at least annually:

- this check should include a check of the process flow, inputs or outputs and possible hazards.

Corrective action system

- Some RMP operators will use a central register for all non-compliances which will simplify tracking of corrective and preventative actions. Identifying the 'root cause' of defects or issues will ensure that corrective actions are effective. Repetitive issues may result from:
  - poorly maintained equipment or processing environment;
  - poor control of the process;
  - inadequately trained staff;
  - lack of resourcing;
  - lack of supervision; or
  - poor standard of operator verification.

For additional useful information, see Operator Verification and Risk Management Programme Manual.

5.5.3 Records

(1) Example of records that should be kept:

a) Operator verification schedule and reports;
b) RMP and HACCP review records; and
c) other verification records.

Guidance

- Keep record to demonstrate compliance with the requirements
- Examples of Operator Verification and Notification records to keep:
  - internal audit reports;
  - records from any monitoring and verification activities (for example, reality check records, audit reports, testing results, non-compliances found) for each GOP and supporting system;
  - trend analysis of monitoring findings;
  - records that show non-compliance criteria ratings;
  - any corrective action taken (including restoration of control, product disposition and prevention f recurrence); and
  - copies of any communication sent to MPI or to your verification agency.
- The person who performed the monitoring or verification should sign and date the record.
- The person responsible for ensuring the effectiveness of any corrective action undertaken should counter-sign and date the record.

5.6 Corrective actions

5.6.1 Corrective actions

(1) Problems detected during the normal day-to-day operation of the RMP must be addressed by a suitably skilled person who will:

a) assess the problem;
b) restore control;
c) identify and retain any suspect product, and determine the product disposition appropriate to the nature of the problem and the intended use of the product. See Part 16: Handling, disposition and recall of non-conforming products;
d) take action to stop the problem from recurring (for example, increase surveillance of the system, make changes to the system, etc.); and

e) record details of the corrective actions (including restoration of control, product disposition, prevention of recurrence and any follow-up checks) in a register for operator verification corrective action. See Part 16: Handling, disposition and recall of non-conforming products.

(2) When problems occur, corrective actions should be carried out in an effective and timely manner.

5.6.2 Corrective actions for unforeseen circumstances

(1) RMPs are not expected to cover unusual events such as floods, fires or earthquakes. If such an event happens, appropriate corrective actions are determined and taken on a case-by-case basis.

(2) When problems occur due to unforeseen circumstances, the Day-to-day Manager must nominate a suitable skilled person to carry out the "normal" corrective actions (see clause 5.6.1) and to be responsible for:

a) completing an in-depth assessment of any suspect product by reviewing relevant processing records, analyses undertaken, inspecting the product, advice from experts, literature review etc.; and
b) ensuring product disposition appropriate to the nature of the problem and the intended use of the product (for example, rework, reject, release under restricted conditions, regarding for alternative use where permitted under the RMP, etc.); and
c) following appropriate requirements in Part 16: Handling, disposition and recall of non-conforming products; and
d) reporting the following to the verifier:

i) a description of the problem and the affected product;
ii) a summary of the assessment made;
iii) the decision on the disposition of the product; and
iv) any actions taken to prevent recurrence of the non-compliance.

5.6.3 Records

(1) Example of records that should be kept:

a) corrective action report; and
b) non-compliance register or tracker.

Part 6: Design and Construction of Buildings, Facilities and Equipment

6.1 Scope

(1) This part covers the requirements and procedures for ensuring that all buildings, facilities and equipment are designed, constructed, installed and operated in a manner that prevents or minimises contamination of animal material, animal product, packaging, equipment, and the processing environment.

(2) The regulatory requirements and general principles of this Part applies to all RMP operators including:

a) primary processing of farmed red meat animals and poultry;
b) refrigeration and processing of hunted animals; and
c) secondary processing of animal product for petfood.

Guidance
Further petfood processors are encouraged to comply with the requirements of this Part.

6.2 Procedures

[AP Reg 42 & 54, PSP Notice C1.2, C1.3 C1.5 & C1.12]

Subpart 1: General requirements

[AP Regs 42]

(1) The RMP operator must ensure that premises, places, facilities, equipment, and essential services are located, designed, and constructed so that

a) animal material is suitable for processing; and
b) animal products are fit for their intended purpose.

(2) For the purpose of subclause (1), the operator must have regards to the following:

a) the animal material or animal product to be processed or produced:
b) the nature of the processes or activities involved:
c) holding or storage requirements, or both:
d) the capacity required for processing or activities to be carried out:
e) the surrounds and external areas:
f) the proximity to other operations.

Subpart 2: Design and construction of premises and equipment

[PSP Notice C1.2]

6.2.1 Design of premises and equipment

(1) Premises and equipment must be designed and constructed in such a way as to minimise or adequately manage any potential adverse impacts on animal material or animal product from things such as pest infestation, flooding, strong or objectionable odours, smoke, dust, fumes, or other contaminants.

(2) The design and construction of premises and equipment must ensure the premises and equipment:

a) are accessible for maintenance, cleaning, operation, monitoring, inspection, and verification;
b) minimise the contact of contaminants with any animal material or animal product, or with any other input or thing used in processing animal material or animal product;
c) prevent access by, and the harbouring of, pests;
d) prevent the accumulation of contaminants; and
e) enable wastes to be removed, including through adequate drainage, without affecting processing activities.

(3) Premises must be provided with the facilities and equipment necessary to ensure that the hygiene of premises, equipment, and personnel is maintained and the suitability of animal material and the fitness for intended purpose of animal product are not adversely affected.

(4) Storage facilities for animal material, animal product, and other inputs must enable the animal material, animal product, and other inputs, to be:

a) effectively protected from contamination during storage; and
b) stored in an environment that minimises deterioration (such as by appropriate temperature and humidity control).

(5) Vehicle access and parking areas at premises must be designed and constructed to prevent contamination of processing areas.

(6) The internal design and layout of premises must permit appropriate practices that protect against cross-contamination of animal material and animal product.

(7) The working space provided must be sufficient to:

a) allow for appropriate processing activity and the monitoring and verification of that activity; and
b) minimise the risk of contamination and deterioration of animal material and animal product before and during processing.

Subpart 3: Processing premises – facilities requirements

[PSP Notice F3.2 & G2.3]

6.2.2 Animal holding facilities

(1) Premises used for processing of red meat animals and poultry must have appropriate holding facilities for animal to be held before slaughter. These must be operated within their design and capacity.

Guidance

Animal holding facilities should be designed, constructed and located to:

- ensure compliance with animal welfare requirements;
- effectively contain animals;
- facilitate ante-mortem examination;
- allow normal mobility and an easy flow of animals form holding facilities to the slaughter facilities;
- allow effective cleaning; and
- minimise any adverse effects on the hygienic slaughter and dressing of animals and the processing, packaging, storing and transport of animal material intended for petfood.

See the Code of Welfare: Commercial Slaughter 2018 for animal welfare requirements, go to the MPI website and search on “commercial slaughter code”.

The outer perimeter of animal pens and races leading to the slaughter floor should be curbed to a height sufficient to contain liquid waste.
The pen and race floors should be constructed of impervious material and allow water, and liquid waste to drain into a drainage system.

Facilities should be provided for washing animals to remove contamination from the hide or the skin, when necessary.

6.2.3 Ante-mortem and post-mortem facilities

(1) Facilities for ante-mortem and post-mortem examination of red meat animals must be provided where appropriate. These must be operated within their design and capacity.

Subpart 4: Materials

[PSP Notice C1.3]

(1) This clause applies to materials that may affect the suitability of animal material or the fitness for intended purpose of animal product and are used for:

a) the exposed internal surfaces of premises (such as walls, floors, and ceilings); and
b) the surfaces of equipment.

(2) The materials must (to the extent necessary to ensure that they will not harbour contaminants or be a source of contaminants):

a) be impervious, non-absorbent, and resistant to the effects of corrosive substances with which they are likely to come into contact; and
b) be free from depressions, pits, cracks, and crevices that may harbour contaminants; and
c) have no toxic effect when used; and
d) be able to be cleaned, and where necessary, sanitised; and
e) be durable, resistant to fracture, and capable of withstanding repeated exposure to normal cleaning and sanitising; and
f) minimise the accumulation of condensation; and
g) be of a colour that is not intended to disguise contaminants (having regard to the lighting arrangements and type of processing being carried out).

Subpart 5: Temperature-controlled processing facilities and equipment

[PSP Notice C1.4]

(1) All temperature-controlled facilities and equipment (such as those used to cool, freeze, temper, or heat animal material or animal product) must be designed to:

a) consistently deliver the temperatures required by the PSP or any relevant RMP; and
b) achieve and maintain the required temperatures as rapidly as necessary for relevant processes; and
c) enable monitoring required temperatures.

(2) All temperature-controlled processing facilities and equipment must be operated within their design capability and capacity.

Subpart 6: Amenities

[PSP Notice C1. 5]

(1) Suitable facilities, including amenities, must be available at premises for the personal hygiene of personnel, contractors, and visitors.

(2) Amenities must be provided with the consumables (such as soap, hand sanitiser, and paper towels) necessary for appropriate personal hygiene.

Subpart 7: Other essential services

[AP Reg 45; PSP Notice C1.25, C1.26 & C1.27]

6.2.4 Lighting

(1) The RMP operator must ensure that lighting is of sufficient intensity to enable satisfactory performance of all activities in the processing environment.

(2) Lighting must be designed, constructed, and located to avoid them being a source of contamination, including in the event of a breakage.

(3) Recommended lighting intensities are shown in Table 2.

Table 2: Recommended lighting intensities

Facility	Intensity (lux)	Measured at (location)
Animal holding facilities, areas where ante-mortem inspection is performed	150	1 m above the floor
Carcass chillers	150	at the level of the front shank of carcass
Processing rooms	500	Working plane
Areas where product is inspected and prepared to inspection standards	750	Working plane
Laboratories	750	Bench
Stores with constant operation	300	Floor aisles
Staff rooms, changing rooms, lavatories	150	Floor

6.2.5 Ventilation

(1) The RMP operator must ensure that ventilation is sufficient to manage air temperature or pressure and condensation or humidity.

(2) Natural or mechanical ventilation must be adequate to maintain air temperature and relative humidity at a level that ensures that:

a) animal material and animal product are not adversely affected; and
b) personnel required to work in the area are not affected in a way that could adversely affect the animal material or product.

(3) Air pressure differential between areas is maintained when positive pressure is required within a processing areas.

(4) Filtration systems used for ventilation and product contact air must be maintained to ensure adequate ongoing performance of the system.

6.2.6 Process gases

(1) Process gases, including compressed air that come into direct contact with animal material and product in processing premises must:

a) be fit for purpose at the point of use; and
b) not compromise the fitness for intended purpose of the animal material or animal product being processed.

(2) If compressed air is generated on-site for the purpose of processing and comes in direct or indirect contact with animal material or animal product:

a) the source air must be filtered to remove any contaminants that may affect the suitability for processing of animal material or the fitness for intended purpose of animal product; and
b) the cleanliness of the source must be within the capability of the filtration system.

Guidance

Product contact air includes:

- air used for cooling, drying, conveying, mixing and stirring; and
- compressed air that comes in contact with product or product contact surfaces.

Equipment using pressurised air in direct product contact should be fitted with a filter located as near to the point of use as is feasible. The choice of filter will depend on the nature of the product and process, and the size, nature and concentration of the particulate matter to be removed.

Filters should be readily removable for replacement or cleaning.

6.3 Records

(1) Example of records that should be kept:

a) building layout and floor plans;
b) any engineering designs and specifications;
c) any equipment diagrams and specifications;
d) testing records (for example, gases) and
e) monitoring, corrective action and verification records.

Part 7: Repair and maintenance

7.1 Scope

(1) This Part covers the requirements for maintenance.

7.2 Requirements and procedures

7.2.1 Repairs and Maintenance

[AP Reg 51, 52 & 55, PSP Notice C1.7 & C1.9]

(1) A repairs and maintenance procedure must be documented and implemented for the premises, facilities and equipment, to ensure they are maintained in good working condition and are not a source of contamination.

Guidance

An effective repairs and maintenance procedure should be designed to proactively identify and record areas requiring work and to ensure that issues are resolved in an appropriate timeframe. The action taken and the target date for completion should be based on the seriousness of the problem and the extent to which it may affect the product's fitness for purpose. Serious non-compliances should be corrected immediately.

The repairs and maintenance procedures should include:

- roles and responsibilities;
- procedures for how routine or programmed maintenance will be managed (i.e. preventative maintenance), including a monitoring schedule for the premises, facilities and equipment;
- procedures for managing non-routine facilities and equipment breakdown;
- procedures for how corrective actions will be taken when defects are identified;
- how target dates or times for completion of repairs or maintenance will be set;
- records to be kept; and
- signature or other unique identifier (in the case of electronic records) of the responsible person(s) once work is completed.

Activities that should be addressed by the procedures include:

- briefing, movement and access of maintenance staff and contractors;
- removing or covering items;
- hygiene of maintenance equipment, tools and materials;
- cleaning and sanitation after construction or maintenance has been carried out;
- frequencies for routine maintenance checks for example, daily, weekly, periodically; and
- determining the impact that the maintenance or repair will have on the fitness for intended purpose of the product.

For small operations with simple processes, a checklist for repairs and maintenance, rather than a full procedure, may be sufficient.
In some cases, repairs and maintenance will require a significant amendment to the RMP. See Appendix G of the Risk Management Programme Manual for information about the types of maintenance activities that may require a significant amendment.

(2) All alterations, repairs and maintenance on buildings, facilities and equipment must be carried out in a manner that minimises exposure of products to any contamination resulting from this work.

(3) Procedures must include how contamination risk is assessed and managed prior to any alteration, repair or maintenance work on buildings, facilities or equipment including:

a) its potential for contaminating inputs, products, packaging, equipment and the processing environment; and
b) where necessary, implementing controls to minimise exposure to contamination.

(4) After repairs or maintenance has been carried out, the affected facilities, equipment and surrounding areas must be cleaned and where appropriate sanitised, and a check of its effectiveness completed by a suitably skilled person before it is put back into service.

(5) Maintenance personnel must comply with the requirements for personnel hygiene that are appropriate to the area they are operating in, including access restrictions, hygienic practices and protective clothing.

(6) Chemicals used in the maintenance of processing areas, equipment and facilities must be used accordance with MPI's Approved Maintenance Compounds (Non-Dairy) Manual.

Guidance

Not all chemicals used for repairs and maintenance need to be approved maintenance compounds. The Approved Maintenance Compound Manual outlines the requirements for the use of chemicals when carrying out maintenance work and identifies the situations when approval is not required.

7.3 Records

(1) Examples of records that should be kept include:

a) records of scheduled and preventative maintenance;
b) repairs and maintenance worksheets or registers; and
c) monitoring and corrective action records.

Part 8: Water

8.1 Scope

(1) This Part covers the requirements to ensure that water is fit for its intended purpose at the point of use and maintains the fitness for the intended purpose of the product.

(2) It applies to all operators.

(3) However, it does not apply to where the water used cannot affect the animal material or animal product for example, flushing toilets, watering landscaping.

8.2 Requirements and procedures

[PSP Notice Chapter C, Subpart 4]

8.2.1 Water use

(1) An adequate supply of water that is fit for purpose must be available for:

a) processing material and products;
b) cleaning and sanitation;
c) personnel hygiene; and
d) any other activity where water comes into direct or indirect contact with any animal material or animal product.

8.2.2 Standard requirements for all water

(1) In order to be fit for its intended purpose at its point of use, the **standard requirements for water** must meet the requirements in Table 3.

Table 3: Standard requirements for all water

Measurement	Criteria
E.coli	Not detected per 100 ml
Turbidity	Must not exceed 5 NTU (Nephelometric turbidity units)

8.2.3 Design and management of reticulation system

[PSP Notice C1.24]

(1) The on-site water reticulation system must be designed, installed, maintained and operated in a manner that ensures that water is delivered for the purpose for which it is intended; and

a) minimise dead ends; and
b) prevent the contamination of water and unintentional mixing between water intended for different purposes.

(2) Water lines, including flexible hoses, in processing areas that contain water of different standards (such as water that is unsuitable for direct or indirect contact with animal material or animal product) must be labelled or otherwise identified.

Guidance
The reticulation system should be flushed (i.e. taps are opened at point-of-use to allow a significant flow of water to occur) when water is not used for an extended period and after any repairs to the system, to ensure that stagnant water, rust, scale or other material is flushed out of the system.

8.2.4 Water-use plans

[PSP Notice C1.15]

(1) Procedures for managing water, referred to as a **water-use plan**, must be documented and implemented.

(2) Every water-use plan must

a) identify all sources of water used by the processor

i) town supply water:
ii) own-source water:
iii) reused or recovered water.

b) specify the purposes for which the water from each source is used; and
c) give the name or position of any suitably skilled person required by this part; and
d) state the standard requirements for all water (as in clause 8.2.2); and
e) set out any water-use criteria developed for the water (see clause 8.2.5), along with the monitoring frequencies (see Table 6); and
f) include the procedures for managing and maintaining the on-site water reticulation system (see clause 8.2.3); and
g) set out a schedule of periodic reassessment review of the water's fitness for purpose (see clause 8.2.8); and
h) specify the corrective actions that would be required under clause 8.2.9.

(3) Water-use plans must also include the following, as relevant:

a) if the processor treats the water, the details of the treatment system and the procedures required by clause 8.2.7:
b) if testing of the water is required, sample-taking and testing requirements (see clause 8.2.6):
c) if routine water monitoring is required under clause 8.2.6, a schedule of the routine monitoring for compliance with the standard water requirements and water-use criteria, as relevant:
d) if testing is required to be done by an accredited laboratory (see clause 8.2.3(4), the name of the laboratory.

(4) The water-use plan must be developed and operated by a suitably skilled person.

8.2.5 Water-use criteria

(1) Requirements for water-use criteria are shown in Table 4.

(2) If water-use criteria are required as per Table 4, water-use criteria must be developed.

(3) The water-use criteria must:

a) reflect the source of the water and the purpose for which it is used; and
b) be developed by a suitable skilled person; and
c) be based on an assessment of any chemical, biological, physical, or radiological hazards or other risk factors.

Guidance
Town supply water
Generally, you can assume that town supply water will meet the standard requirements. You do not need to create water-use criteria, do initial testing or routine monitoring.

If you have a reason to believe the town supply water without further treatment will not meet the *E. coli* and turbidity requirements (the standard requirements for all water), you will need to develop water-use criteria and perform initial water testing. Depending on the results of the initial testing, you may need to do routine monitoring as well.

Own-source water
If you are using own-source water, you will need to develop water-use criteria and do initial water testing. Depending on the results of the initial testing, you may need to do routine monitoring as well. You can complete the Own-source water checklist and template water-use plan (non-dairy).

The Own-source water checklist and template water-use plan (non-dairy) doesn't cover all possible sources of water. If your source is not covered (for example, sourced from another RMP operator or water where additional treatment is applied by you), you will have to write your own water-use plan and water-use criteria. You will need to meet the water requirements in Chapter C of the Animal Products Notice: Production, Supply and Processing.

Table 4 Water-use criteria

Water source	Water-use criteria
Town supply water (without additional treatment)	Water-use criteria is not required (assume the water meets the Standard Requirements for All Water (Table 3) or Water-use criteria is required (there are reasons to believe the water will not meet the Standard Requirements for All Water (Table 3)
Own-source water	Water-use criteria is required
Reused or recovered water	Water-use criteria is required

8.2.6 Sampling and Testing

(1) Requirements for testing before first use and routine monitoring are shown in Table 5.

(2) If testing is required as per Table 5, initial testing must be done before processing begins.

(3) Samples must be obtained and handled in a manner that ensures they are:

a) representative of the water being tested; and
b) appropriate to the type of test.

(4) Water testing to ensure that the water meets the standard water requirements, and any relevant water-use criteria must be performed by an accredited laboratory.

Guidance
An accredited laboratory is a laboratory that has been accredited by International Accreditation New Zealand (IANZ) to ISO/IEC 17025 with the required tests in the laboratory's scope of accreditation. A directory for accredited laboratories can found on the IANZ webpage.

(5) Water testing to monitor parameters relating to water treatment (for example, chlorine, pH, turbidity) may be performed by a suitably skilled person using methods documented in the water-use plan, and if appropriate, calibrated equipment.

Table 5 Initial testing and routine monitoring

Water source	Initial testing	Routine monitoring
Town supply water (without additional treatment)	Initial testing is not required (assume the water meets the Standard Requirements for All Water) or	No routine monitoring is required
	Initial testing is required (there are reasons to believe the water will not meet the Standard Requirements for All Water	No routine monitoring is required as initial testing meets the Standard Requirements for All Water or Routine monitoring is done as outlined in Table 6.
Own-source water	Initial testing is required.	No routine monitoring is required as initial testing meets the Standard Requirements for All Water and the water-use criteria does not require additional testing. or Routine monitoring as outlined in Table 6.
Reused or recovered water	Initial testing is required.	No routine monitoring is required as initial testing meets the Standard Requirements for All Water and the water-use criteria does not require additional testing. or Routine monitoring as outlined in Table 6.

Table 6 Monitoring frequencies

Microbiological testing (*E. coli* or total coliforms)	Turbidity testing	pH testing (for chlorinated water)	Chlorine testing (for chlorinated water)
1 per 6 months	1 per 6 months	1 per 6 months	Daily when personnel present and premises operating

8.2.7 Additional requirements for water treated by the operator

(1) If water requires treatment before it is fit for its intended purpose (for example, chlorination, boiling, filtration, UV treatment, etc.) the water-use plan must include:

a) information about the treatment applied, including the type of treatment, operating procedures and parameters, monitoring procedures, and any acceptable limits; and
b) a water sampling and testing programme for verifying the effectiveness of the specific water treatment applied (frequency as indicated in Table 6 or as necessary for the effective monitoring of any specific water treatment applied); and
c) corrective action procedures when the water is found to be unsatisfactory based on the results of any test done.

(2) All equipment used for treating water must be installed, maintained and operated as per the manufacturer's instructions.

(3) The water treatment system must be developed and operated by a suitably skilled person.

8.2.8 Reassessment

(1) The water supply must be reassessed:

a) at least once every 3 years; and
b) prior to using a new supply of water (that is, the supply changes, or a new supply is added); and
c) within 1 month after any change (that may adversely affect the water's fitness for intended purpose) to the water source (excluding town supply water); the environment in or around the water source (excluding town supply water); the reticulation system; the intended purpose of the water; and any aspect of the treatment system (if relevant).

(2) All reassessment of water must be done in the same way as the initial assessment (including testing of water).

(3) The reassessment must be documented.

(4) Reassessment must be done by considering the information that has gone into the water-use plan, water-use criteria and updating.

(5) When using town supply water, the 3-yearly or new supply of water reassessment must consider whether

a) the water meets the assumption that it meets the Standard Requirements for All Water; or
b) there are reasons to believe the water will not meet the Standard Requirements for All Water.

8.2.9 Corrective Actions

(1) When water is not fit for purpose, corrective action must be taken.

(2) Affected products must be managed as non-conforming product, see Part 16: Handling, disposition and recall of non-conforming products.

8.3 Records

(1) Example of records that should be kept:

a) water assessment records;
b) reticulation plan and any checks of the reticulation system;
c) any water testing results; and
d) monitoring, corrective action and verification records.

(2) Processors must keep copies of all records and information used to develop a water-use plan.

Part 9: Cleaning and sanitation

9.1 Scope

(1) This Part covers the requirements and procedures for cleaning and sanitation to ensure that all areas within the premises, facilities and equipment are maintained in a hygienic condition.

9.2 Requirements and procedures

[AP Reg 50; PSP Notice C1.6]

9.2.1 Documented cleaning and sanitation procedures

(1) The RMP operator must have cleaning procedures that set out all the following

a) what must be cleaned and (if appropriate) sanitised, and when and how:
b) which approved maintenance compounds or other maintenance compounds must or may be used:
c) any other requirements (such as rinsing or drying) necessary to ensure that surfaces will not be a source of contamination:
d) how the effectiveness of cleaning and sanitising is monitored:
e) what records of cleaning and sanitising are kept:
f) what corrective actions must be taken if cleaning or sanitising:

i) is found to be ineffective; or
ii) results or may result in contamination of animal material or animal product.

(2) The procedures should cover the following areas as appropriate:

a) processing areas;
b) storage areas;
c) freezers and chillers;
d) equipment;
e) amenities; and
f) relevant external areas of the premises.

(3) In premises that have cleaning in place (**CIP**), procedures for cleaning must also:

a) identify all CIP circuits; and
b) identify the equipment that is subject to CIP; and
c) set relevant CIP parameters (such as the cleaning cycle, frequency, temperature, flow rate, chemical strength), and
d) specify how the monitoring of CIP solutions is done and records are kept; and
e) identify what things require cleaning out of place or manual cleaning.

9.2.2 General cleaning

(1) Cleaning must be carried out in a manner that does not contaminate:

a) animal material and animal products;
b) ingredients and products;
c) packaging; and
d) previously cleaned areas, facilities and equipment.

(2) The cleaning method should be appropriate to the type of surface to be cleaned and the type and characteristics of the residual material or dirt to be cleaned off the surface.

Guidance
Most processing areas may require a wet cleaning routine.

Dry cleaning will be more appropriate for areas where dry materials are handled and stored (for example, dry storeroom, dry ingredient weighing or batching areas, etc.).

Other areas will require a combination of both methods. For example, the packing area should be kept dry during operations and should only be dry cleaned during processing but may require wet cleaning occasionally.

(3) Cleaning compounds should be used in accordance with the procedures given in Part 14: Control of Maintenance Compounds.

9.2.3 Wet cleaning of processing areas and equipment

(1) Processing areas and equipment (except dry areas/equipment) should be wet cleaned using effective cleaning and sanitising procedures.

Guidance
Cleaning should commence without delay after finishing the day's operation.

Before cleaning of facilities and equipment ensure that there:
- are no exposed products or packaging within the area; and
- is no potential for exposed products and packaging to be contaminated from splashes and aerosols created during cleaning.

A basic cleaning and sanitising system usually involves the following steps:
- removal of gross contamination (for example, removing scraps);
- rinsing the area with cold or warm water (60°C or cooler to prevent coagulation of protein, which makes it extremely difficult to remove);
- applying a detergent solution or foam and leaving it on all surfaces for the time specified by the manufacturer;
- scrubbing surfaces to loosen and remove dirt;
- rinsing with water and draining;
- if scale has to be removed, an acid detergent is used at this stage, followed by rinsing and draining;
- applying a chemical sanitiser and leaving it on all surfaces for the time specified by the manufacturer;
- rinsing off the chemical sanitiser with water and draining (not needed if a no-rinse sanitiser is used); and
- allowing surfaces and equipment to dry.

(2) Clean water should be used for wet cleaning of facilities and equipment.

(3) Floors and drains in wet processing areas should be cleaned daily. Cleaning water and steam should be contained within the immediate area that is being wet cleaned and allowed to drain completely.

(4) Walls and doors should be cleaned daily by hosing or other effective means to remove any visible contamination. More intensive cleaning (for example, foaming and scrubbing) at a regular frequency (for example, weekly) may be needed to remove any build-up of residues and microorganisms.

(5) Ceilings and overhead structures in processing areas should be checked regularly and cleaned at an appropriate frequency.

(6) Processing equipment should be disassembled (if necessary for thorough cleaning) and cleaned:

a) at least at the end of each production day, unless an alternative cleaning frequency has been validated by the operator;
b) whenever surfaces become contaminated or come into contact with waste; and
c) whenever necessary to prevent cross-contamination between products of different hygiene status (for example, raw and cooked products).

(7) When footbaths are used, they should be maintained properly with effective concentrations of sanitiser so that they do not become a source of contamination.

9.2.4 Dry cleaning of dry processing and storage areas

(1) Dry processing areas and stores should be kept dry and tidy and be cleaned regularly by appropriate dry cleaning methods.

Guidance
Dry cleaning methods include brushing, scraping, sweeping and vacuuming.

The cleaning method should minimise the creation of dust and air-borne contamination.

When vacuum cleaning systems are used, filters should be changed regularly and dust bags should be removed and replaced in a way that will not result in the contamination of any product or product contact surface.

(2) Products, dry ingredients, packaging and other materials should be stacked and stored in a clean and tidy manner.

(3) Adequate space should be available to allow effective cleaning in storage areas.

9.2.5 Cleaning of chillers and freezers

(1) Chillers and freezers should be maintained in a clean and tidy condition. They should be emptied and cleaned regularly at a frequency specified in the cleaning programme.

9.2.6 Cleaning of air conditioning and refrigeration units

(1) Air conditioning and refrigeration units should be regularly cleaned and the filters replaced when necessary.

9.2.7 Cleaning of amenities

(1) Amenities should be cleaned at least daily and maintained in a hygienic condition throughout the day.

9.2.8 Maintenance and storage of cleaning equipment

(1) Cleaning equipment should be maintained in a hygienic and good working condition. They should not introduce any hazard or foreign object to any ingredient, product, packaging or product contact surface.

(2) Cleaning equipment should be stored in a hygienic manner in designated facilities.

Guidance
Porous and absorbent items (for example, rags, wooden handled tools) should not be used in processing areas as they are difficult to clean and they can harbour microorganisms.

Steel wool should not be used for cleaning in processing areas.

Cleaning implements and equipment should be sanitised daily (for example, soaked in sanitiser solution) and maintained in a good state of repair.

(3) Cleaning equipment that comes into contact with animal material, animal product, ingredients and packaging should be:

a) clearly identified and differentiated (for example, by labels or colour coding); and
b) stored separately from those used for other purposes (for example, cleaning of floors and drains).

(4) Hoses should be stored off the ground, on reels or racks, when not in use.

9.2.9 Collection and removal of waste

[AP Reg 47; PSP Notice C1.11]

(1) Waste (including wastewater) must not be allowed to accumulate in or around processing areas.

(2) Waste must be:

a) collected in clearly identified waste containers, which are cleaned when necessary;
b) collected using clearly identified equipment that is stored in an identified area when not in use;
c) kept under controlled conditions to ensure that they are not mistakenly or fraudulently released as suitable for animal consumption; and
d) regularly disposed of in a way that ensures that it will not become a source of contamination to products, the processing or storage environment.

(3) Waste bins in processing areas that are taken to areas of lower hygienic status should be cleaned and sanitised before being returned to processing areas.

(4) Outside waste bins should be covered, maintained in a tidy condition, and emptied regularly so that they do not attract pests and create objectionable odours.

9.2.10 External areas

(1) External areas within the RMP boundary, including gardens, lawns, old equipment yards, shipping containers, outside sheds and waste collection units, must be maintained in a tidy condition to minimise potential sources of contaminants and harbourages for pests.

9.2.11 Cleaning inspection

(1) Cleaning inspection checks and inspections should be undertaken on a regular basis, as indicated in the cleaning programme to:

a) ensure compliance to the cleaning programme; and
b) check the effectiveness of cleaning by assigned personnel.

Guidance
Cleaning inspection is usually done at the end of each production day to check that the area, facilities and equipment have been cleaned to the standard required.

The general criteria for clean product contact surfaces and facilities are:
- no visible contamination;
- objectionable smells should not be noticeable.

Ideally, cleaning inspection and pre-operational checks should be done as separate activities by different personnel. It is recognised that this may be impractical for small operations that have very few personnel, and for such cases, the two activities may be combined.

Occasional microbiological sampling and testing of facility and equipment surfaces may be useful for verifying the effectiveness of cleaning within the premises.

9.2.12 Pre-operational hygiene checks

(1) Pre-operational hygiene checks of facilities and equipment should be conducted by a suitably skilled person to ensure that operations only begin after sanitation requirements have been met.

Guidance
The person responsible for doing pre-operational checks should have good knowledge of the cleaning methods and the criteria for assessing cleanliness. He/she should be able to assess the potential effect of particular defects on product safety and determine appropriate corrective actions for any non-compliance.

Visual inspection of cleaned surfaces is the simplest and quickest way of assessing cleanliness (see the criteria given under Part 9.2.11 Cleaning Inspection).

Defects observed during pre-operational checks should be categorised or ranked based on their potential effect on product contamination and product safety. This assists in the setting of appropriate corrective actions. It is common practice in the meat industry to categorise defects as:

- critical - a defect that will result in direct contamination of a product (for example, dirty product contact surfaces; condensation from an overhead structure directly above exposed products or product contact surfaces, etc.);
- major - a defect that may result in direct or indirect contamination of a product (for example, dirty/contaminated surfaces which are handled by workers which may lead to cross-contamination, residue build-up on door handles or equipment knobs; dirty surfaces that are in close proximity to a product contact surface, etc.); and
- minor - a defect which is unlikely to result in contamination of a product (for example, dirty surfaces that are not near a product contact surface and are unlikely to come into contact with exposed product, product contact surfaces, packaging or workers, an isolated speck of product residue on a table leg, wall or drain, etc.).

Defect scores can be allotted to each category, with the scores reflecting the severity of the defect and a limit for total defect scores is established. The daily total defect scores achieved can then be tabulated or graphed so that trends and repetitive failures can easily be detected.

(2) Observations made during pre-operational inspection and corrective actions for any deficiencies identified should be documented in an appropriate check sheet or record form.

(3) If immediate corrective action is required (for example, for critical and major defects), the corrected item should be rechecked before operation begins. The outcome of this recheck must also be included in the record.

(4) The operator should investigate and correct the causes of repetitive failures of the cleaning and sanitation programme.

9.3 Records

(1) Example of records that should be kept:

a) pre-operational hygiene records;
b) cleaning inspection records;
c) any environmental test results,
d) maintenance compound use, and
e) monitoring and corrective action records.

Part 10: Purchase, handling and storage of raw materials, ingredients, and packaging

10.1 Scope

(1) This Part covers the requirements for the purchase, handling and storage of raw materials, ingredients and packaging used in the processing of petfood.

10.2 Requirements and procedures

10.2.1 Sourcing requirements and specifications for raw materials, ingredients and packaging

[AP Reg 68; PSP C3.5]

(1) The operator should develop and implement written procedures for the sourcing and purchase of raw materials, ingredients and packaging to ensure that the product is fit for intended purpose.

Guidance
The purchasing procedures should cover the following:
- sourcing of raw materials, ingredients and packaging from suppliers with reliable product traceability procedures;
- specifications for raw materials, ingredients, and packaging, which include any relevant regulatory requirements, agreed between the operator and the supplier; and
- the provision of certificates of analysis or supplier guarantees by suppliers, when required.

(2) Animal product used in the production of petfood must be sourced from regulated sources. Further, petfood processors who wish to export their product must ensure that the animal product used to produce petfood is sourced from a business operating under an RMP.

Guidance
Regulated sources (i.e. suppliers) are registered or listed businesses that operate under the regulatory control of MPI, such as
- Primary processors of red meat, poultry, or seafood that operator an RMP under the APA; and
- retail butchers, seafood businesses and other food businesses registered under the Food Act 2014.

(3) Other ingredients such as additives and processing aids must be fit for purpose for use in petfood.

Guidance on packaging
The RMP operator should obtain a written guarantee from their supplier confirming that the packaging meets the relevant regulation or standard.

The composition and, where appropriate, the conditions of use of packaging should:
(a) comply with the requirements specified in the current US Code of Federal Regulations, Title 21, Parts 170-199 (21 CFR 170 – 199), which includes coatings and linings of containers and cartons where these are the direct product contact surface; or
(b) comply with the requirements specified in the current "Australian Standard for Plastic Materials for Food Contact Use, Australian Standard AS2070-1999"; or
(c) comply with the requirements specified in the current "EC No 1035/2004 of the European Parliament and of the Council of 27 October 2004 on materials and articles intended to come in contact with food and repealing Directives 80/590/EEC and 89/109/EEC"; or

(d) be determined by the operator to be suitable for use, based on evidence provided by the packaging manufacturer and an analysis of hazards and other risk factors from the packaging.

Packaging meeting requirements under the APA are likely to also meet fit for purpose requirements under the ACVM Act.

10.2.2 Receipt of incoming goods

(1) The RMP operator should write and implement inspection procedures for incoming goods to ensure that:

a) they are fit for their intended purpose, and
b) sufficient information is provided on labels and accompanying documentation for their proper identification, storage and use.

Guidance

The written procedures should include the:

- checks to be undertaken on delivery (for example, checks of documentation, temperature, packaging, labels, etc.);
- acceptance criteria;
- identity of person(s) responsible for checking incoming goods; and
- actions to be taken when raw materials and ingredients do not meet specifications.

(2) Records of all deliveries of incoming goods should be kept. They should include the following information:

a) reference to purchase orders or appropriate purchasing documentation;
b) identity of supplier;
c) type of material;
d) date of receipt;
e) quantity received and identifiers that can be used for the purpose of traceability, such as batch number;
f) use-by date; and
g) packing date or date of manufacture.

Guidance

For export, eligibility of the incoming animal product should be checked against the relevant OMARs.

(3) Where animal products require refrigeration to minimise their deterioration, there should be procedures that detail the temperature requirements at delivery. The processor should ensure that all deliveries of the animal product are checked against these criteria.

Guidance

The generally accepted preservation temperature for chilled meat is +7°C or cooler and for frozen meat it is −12°C or cooler. Meat and poultry are usually dispatched and transported from slaughter and dressing facilities at these temperatures.

A chilled or cooled animal product may be transported to and received by processors at +7°C or warmer provided that:

- continuous cooling occurs during holding and transport of the animal product (i.e. product temperature should not go up);
- the cooling procedures and transport conditions are documented in the RMP of the operator either supplying or receiving the animal product; and

- the operator can demonstrate the effectiveness of any alternative cooling method and conditions in maintaining the safety and quality of the animal product, considering its intended use.

An example of an alternative cooling method is the continuous cooling of offal by packing them in bulk bins with ice and transporting them in this state. In this case, the following should be written in the RMP:

- the cooling procedures (for example, method of packing in bins, proportion of ice to product, maximum period for holding);
- transport conditions (for example, delivery time); and
- the criteria for accepting the product (for example, product temperature, amount of ice left in the bin, signs of spoilage (for example, organoleptic check) or quality deterioration, etc).

Frozen animal product may be transported to and received by processors at −12°C or cooler provided that they remain in the frozen state (i.e. frozen hard) with no signs of tempering or thawing.

Note that the conditions for cooling and transport of carcasses of animals killed on-farm and carcasses of hunted animals are covered in Chapter 4: Hunting and processing hunted animals

(4) Packages or containers of incoming goods should be intact, clean and free of infestation.

(5) Raw materials and ingredients that do not meet specifications should be:

a) identified and isolated;
b) their disposition decided by a suitably skilled person; and
c) disposed.

10.2.3 Handling and storage

[AP Regs 58 & 68; PSP Notice C4.2]

(1) All process inputs, including animal products, ingredients, and packaging must be handled and stored in a manner that manages and minimises their contamination or deterioration.

(2) It must be ensured that animal products, ingredients, and packaging and other process inputs are protected from adulteration.

(3) All animal products must be stored in a manner that:

a) minimises damage to its packaging;
b) enables effective cleaning of the store; and
c) facilitates effective traceability and inventory control.

(4) Any chilled or frozen animal product that requires temperature control to ensure its suitability for processing or fitness for intended purpose must be stored:

a) in a manner that minimises contamination and deterioration; and
b) at a temperature that ensures it maintains its suitability for processing or fitness for intended purpose.

Guidance

Raw materials, ingredients and packaging should be:

(a) moved to appropriate storage rooms as soon as possible after delivery;
(b) held at appropriate temperatures to maintain their safety and suitability for their intended purpose;
(c) protected against contamination or damage;
(d) stored on racks, shelves or pallets to ensure no contact with the floor;
(e) kept separate from maintenance compounds and other hazardous materials; and
(f) properly labelled or identified.

- Chilled meat should be maintained at +7°C or cooler and frozen meat at −12°C or cooler.
- All fixed and mobile bins, silos, tanks, and bagged storage areas should be clearly identified.
- Records of the storage location of ingredients should be maintained.

Guidance

Any stored raw material or ingredient should be discarded when:

(a) it is no longer safe (for example, contaminated with rodent droppings, chemicals, etc.) or suitable for use (for example, it has signs of spoilage, it is past its use-by date, etc.); or

(b) important information needed for its safe use is lost (for example, identity).

See Part 16: Handling, disposition and recall of non-conforming products.

(5) Storage areas must be kept clean and tidy, and free from pests.

10.3 Records

(1) Example of records that should be kept:

a) list of suppliers;
b) raw material, ingredient and packaging specifications;
c) any supplier guarantees or certificates of analysis;
d) any supplier audit reports;
e) incoming goods delivery documentation; and
f) temperature records.

Part 11: Traceability and inventory control

11.1 Scope

(1) This Part covers the requirements and procedures to ensure that animal materials, ingredients and products are correctly identify sufficiently at receipt, storage, and sale for

a) inventory control purposes; and
b) to allow for traceability in the event of a recall.

11.2 Requirements and procedures

[AP Reg 103; PSP Notice C6.3]

11.2.1 Inventory control

(1) Inventories should be kept for all raw materials, ingredients, and products to facilitate effective traceability.

(2) Procedures must be in place that specify how non-conforming animal material or animal product is identified and managed so at to:

a) Avoid contaminating other material, animal product, or inputs: and
b) Ensure it is not mistaken for, or leased as, conforming animal material or products.

(3) All outgoing products must be clearly labelled and accompanied by appropriate documentation to ensure their traceability. See Labelling of Transportation Outers below.

11.2.2 Traceability

(1) A traceability system must be in place and implemented so that products can quickly and effectively identified and isolated if a problem occurs. The system should:

a) enable animal material and animal product to be traced from the supplier to the operator, and from the operator to the next recipients in the supply chain (other than the final consumer).

(2) Upon request by MPI, traceability information must be provided within 24 hours.

(3) Rework must be identified and tracked to finished product.

(4) All outgoing products must be clearly labelled and accompanied by appropriate documentation to ensure traceability of the batch.

(5) Further petfood processors must have a documented tracking system that demonstrates compliance with procuring animal material only from regulated sources.

11.3 Records

(1) Example of records that should be kept:

a) the name and address of suppliers of raw materials and ingredients;
b) details about the supplied item including the batch number, quantity and delivery date;
c) the supplier status of any approved suppliers;
d) production records (including any reworked products or repacking); and
e) an inventory system (either electronic or hard copy) that allows finished products to be traced;
f) load in and load out checks; and
g) the name and address of the person or company to which the batch of products are delivered.

Guidance

Production records can include:

- type, formulation and quantity of finished products;
- production or manufacturing dates;
- batch numbers.

MPI has developed a tracking system template to assist further petfood processors to meet these regulatory requirements. See the following for more details:

- Tracking System Template for Further Petfood Processors (PDF)
- Tracking System Template for Further Petfood Processors (DOC)
- Guidance Document: Tracking System Template for Further Petfood Processors

The tracking template may also be useful for some RMP operators, especially those with less complex operations. For example, businesses that produce small volumes of a limited range of products for local distribution.

Part 12: Calibration of measuring equipment

12.1 Scope

(1) This Part covers the requirements for the calibration of measuring equipment used to carry out critical measurements.

(2) Critical measurements means a parameter identified as critical by the operator of a RMP, i.e. measurements that monitor controls for significant hazards.

(3) Measuring equipment include:

a) temperature measuring/recording devices;
b) timing devices;
c) scales;
d) metal detectors;
e) water activity meters;
f) pH meters;
g) flow meters; and
h) other instruments.

(4) Equipment used in monitoring GOP and product parameters (for example, refrigeration temperatures and product weights) should also be calibrated.

12.2 Requirements and procedures

[AP Reg 48, PSP Notice C1.10]

12.2.1 General requirements

(1) Measuring equipment (whether stand-alone or forming part of a piece of equipment) that is used to provide critical measurements must:

a) be accurate and fit for their intended use;
b) be calibrated regularly against a reference standard (i.e. shows traceability of calibration to a national or international standard of measurement); or if no such standard exists be calibrated by a suitably skilled person using a documented method; and
c) be uniquely identified (for example, by using serial numbers, indelible tags or other permanent means of identification) to enable traceability of the calibrations to a reference standard and to identify the calibration status.

12.2.2 Calibration programme

(1) The RMP operator must have a documented calibration programme that covers the following:

a) how to calibrate each piece of measuring equipment that requires calibration. This must include the range that it must be calibrated in, which must correspond with the range it will be used in;
b) whether each piece of measuring equipment is used for taking critical measurements or not;
c) minimum frequencies of calibration for each piece of measuring equipment used to provide critical measurements, or used as reference standards;
d) safeguards for prevention of unauthorised adjustments to the calibration of measuring equipment; and
e) the corrective actions to be taken when a measuring device is damaged or provides inconsistent or inaccurate readings and identification and disposition of any product produced when the device was out of order.

(2) Equipment that is faulty or inaccurate must not be used. It must be repaired and recalibrated or replaced as soon as possible.

(3) Reference standards (for example, reference thermometer or reference weights) should have a current calibration certificate before they can be used. The certificate should be issued by an accredited person or agency.

> **Guidance**
> Aside from a calibration certificate or certificate of accuracy, newly purchased measuring equipment should be provided with written calibration instructions, including methods and frequencies.

(4) Any in-house routine check of measuring equipment should be carried out against reference standards at regular and established frequencies by suitably skilled personnel. See the table *Calibration Frequencies for Various Critical Measuring Equipment* under *Section L. Calibration Methods and Frequencies* in the RMP Operator Resource Toolkit.

12.3 Records

(1) Example of records that should be kept:

a) identification, location and calibration status of equipment;
b) calibration schedules;
c) certificates of accuracy or calibration; and
d) in-house calibration records.

Part 13: Identification and labelling of products

13.1 Scope

(1) This Part covers the requirements for the identification and labelling of animal products and petfood.

13.2 Requirements and procedures

[AP Reg 66 and 68]

13.2.1 General requirements

(1) The RMP operator should develop and implement written procedures to ensure that:

a) labels are designed to meet regulatory requirements covered by ACVM Reg 12;
b) all information printed on labels or accompanying documentation is correct and accurate;
c) any claims on product labels are accurate and evidence is available to support the claims;
d) the correct label is applied to each product unit;
e) labels are stored in a manner that maintains them in good condition; and
f) damaged or obsolete labels are disposed of appropriately.

(2) All mandatory labelling information should be clear, legible, indelible, and use terms that are commonly used in the English language unless another language specified in the relevant OMARs if applicable.

(3) Any relevant labelling and identification of animal product must be appropriate and accurately amended if the animal material or animal product is no longer fit for its original intended purpose.

13.2.2 Labelling content of transportation outers and bulk transportation units

[PSP Notice C3.2]

(1) This clause applies only to:

a) labelling on transportation outers; and
b) labelling of bulk transportation units (i.e. those carrying unpackaged animal material or animal product); and
c) any accompanying documentation (which may be in electronic form) that replaces or supplements labelling on transportation outers or bulk transportation units.

(2) If labelling is required on transportation outers or bulk transportation units, the labelling or accompanying documentation must comply with this clause as well as with any other specific requirement in the PSP Notice.

(3) All transportation outers of animal product and petfood must be labelled with all the following:

a) Unless the name of the animal product or petfood makes it clear that it is not for human consumption, a statement that the petfood material or product is not for human consumption:
b) the name or description of the petfood material or product:
c) storage directions, where necessary to maintain suitability for processing of petfood material or fitness for intended purpose for petfood;
d) lot identification (where applicable):
e) the name and address of the processor where the most recent processing was done, or information that identifies the premises where the most recent processing (other than mere storage or transport) was done.

13.2.3 Transfer between sites

[PSP Notice C3.3]

(1) Animal material or animal product need not comply with clause 13.2.2 if it transferred between sites within New Zealand and:

a) the sites are sites of a single operator or subsidiaries of a single operator; and
b) that operator has procedures that ensure traceability is maintained.

13.2.4 Labelling of reused or recycled packaging

[PSP Notice C3.4]

(1) The clause applies to labelling on reused or recycled packaging used with animal material or animal product.

(2) If any of the original labelling on reused or recycled packaging would be false or misleading when used for new animal material or animal product, the labelling must be removed or defaced before leaving the processor's premises.

13.2.5 Standard for packaging

[PSP Notice C3.5]

(1) RMP operators must have procedures to ensure:

a) the integrity, cleanliness, and freedom from contamination of packaging; and
b) that the packaging is not a source of contamination.

13.2.6 Repackaging

[PSP Notice C3.6]

(1) If any animal material or animal product is repacked, the repacking must be done under appropriately hygienic conditions and in manner that ensures that any material or product that is not enclosed in any bulk packaging is protected from contamination and maintains its suitability for processing or fitness for its intended purpose.

13.3 Records

(1) Example of records that should be kept:

a) label checklists;
b) translation of labels;
c) corrective actions; and
d) copies of labels.

Part 14: Chemical control

14.1 Scope

(1) This Part covers the requirements and procedures to ensure the proper use and storage of chemicals to prevent or minimise the contamination of products, packaging, equipment and the processing and storage environment.

(2) Chemicals include maintenance compounds used for cleaning, sanitising, fumigation, pest control and repairs and maintenance of equipment and facilities.

14.2 Requirements and procedures

[AP Reg 53; PSP Notice C1.8 & C1.9]

14.2.1 Chemicals (including maintenance compounds)

(1) The RMP operator should develop written procedures for the handling, storage and use of chemicals.

(2) Only MPI approved maintenance compounds can be used at premises and on equipment during processing operations, other than:

a) in an area within premises, or on equipment, that is not associated with the processing or storage of animal material or animal product and where there is no possibility of the maintenance compounds affecting the animal material, animal product, or other inputs; or
b) at premises where all processing has ceased to allow for routine or planned maintenance.

(3) An up-to-date list (register) of all chemicals including maintenance compounds used within the boundary of the RMP must be kept and held on the premises.

Guidance
See the MPI Approved Maintenance Compounds (Non-Dairy) Manual. For a list of MPI approved maintenance compounds, go to the MPI website and search for “approved maintenance compounds”.

14.2.2 Storage of chemicals

(1) Chemicals must be stored in a designated area (for example, shelf, cupboard, room, etc.), away from animal material and products, ingredients, packaging and processing aids.

(2) Chemicals must be clearly labelled. If it is an approved maintenance compounds, it must be labelled with the name as it appears on the list of MPI approved maintenance compounds.

(3) Chemicals must be kept in closed containers, or in a manner that prevents the maintenance compound from being a source of contamination or from being contaminated.

(4) Containers for storing maintenance compounds or other chemicals that are suitable for re-use must only be re-used to store the same compounds or chemicals.

Guidance
Proper labelling should be applied to all types and sizes of chemical containers and dispensing equipment.

14.2.3 Use of chemicals

(1) Maintenance compounds must be used according to the directions of the manufacturer and the conditions of the approval.

(2) Directions for use (such as the detergent/sanitiser to be used in an area or on a piece of equipment, their concentration, application method and contact time required) must be readily available to users (for example, given on the label, posted on the wall, provided in product information data sheets, etc.).

> **Guidance**
> Directions for use should be available for users where the chemicals are used.

(3) Where necessary, chemicals must be handled and used by, or under, the supervision of suitably trained or experienced personnel.

(4) All containers or implements used for measuring or pouring of hazardous chemicals should be labelled 'For Chemicals Only' (or similar), to ensure they are not used for any other purpose or inadvertent mixing of chemicals.

14.2.4 Handling and disposal of chemicals

(1) Empty chemical containers should be disposed of and should not be re-used in a way that may contaminate animal materials, animal product or product contact surfaces.

(2) When chemical contamination occurs, the operator should take the following actions:

a) affected product contact surfaces are cleaned and sanitised prior to reuse;
b) affected animal material and animal product are considered unfit for animal consumption and are disposed of as per Part 16: Handling, disposition and recall of non-conforming products; and
c) affected packaging materials that cannot be effectively cleaned and sanitised is disposed of properly.

14.3 Records

(1) Examples of records that should be kept:

a) list of chemicals (with MPI approval codes) that are used and held in the premises;
b) any chemical information sheets (for example, Material Safety Data sheets (MSA sheets) provided by the supplier, including instructions for handling and use;
c) chemical handling certificates; and
d) monitoring and corrective action records.

Part 15: Pest control

15.1 Scope

(1) This Part covers the requirements and procedures for the effective control of pests to prevent or minimise the contamination of product, packaging, other inputs, equipment and the processing environment. Pests includes rodents, birds, insects, dogs and cats.

15.2 Requirements and procedures

15.2.1 Pest control programme

[AP Reg 54: PSP Notice C1.12]

(1) The RMP operator must develop and implement a written pest control programme to minimise the exposure of animal material and animal product, ingredients, products, packaging, equipment and the processing environment to hazards associated with pests.

(2) The pest control programme must set out at least the following:

a) the location of any pest control devices (such as bait stations and electric insect traps), by marking them on a site plan or other suitable record:
b) if some or all pest control is contracted out, the name of the contractor.

(3) The pest control programme should also include the following:

a) procedures for the control of pests, and the monitoring and verification of pest control activities;
b) corrective action procedures that are to be applied in the event of loss of control; and
c) records to be kept.

Guidance
The RMP operator may employ a pest control person or agency to develop and implement a pest control system (for example, set up traps, spraying programme, etc.) and monitor the premises. The contracted services should be clearly defined and be appropriate to the premises, considering its operation, activities of the site, location and surroundings.

The RMP operator is responsible for ensuring that the pest control person or agency is competent to perform the task and complies with the relevant requirements of this programme.

15.2.2 Responsibility

(1) The pest control programme must specify if the pest control and monitoring activities within the RMP premises is carried out by the RMP operator or a contracted pest control person or agency.

15.2.3 Controls to prevent entry of pests

(1) Building and facilities must be designed and constructed in a manner that minimises the entry of pests.

(2) External doors that are not screened should be kept closed when not in use.

(3) Animals including pets must not be allowed to enter processing, packaging and storage areas.

(4) Holes, drains and other places where pests are likely to gain access to buildings must be sealed or covered with screens, or otherwise managed, to prevent the entry of pests.

(5) Insect screens should be fitted on windows and external doors that are kept open during operations.

Guidance
Areas that are likely to attract flies and other insects should be sprayed, as necessary without affect the fitness for intended purpose of any animal material or animal product.

15.2.4 Controls to prevent infestation of pests

(1) Buildings, external surroundings and waste bins should be kept clean and tidy to prevent potential breeding sites. Waste bins should be regularly collected and emptied.

(2) Buildings should be kept in good repair and condition to prevent pest access and potential breeding sites.

(3) Regular inspections of the premises, including external surroundings, must be carried out to check for evidence of possible infestation.

(4) If present, electric insect traps must not be installed above unprotected product or packaging. The insect tray should be emptied when necessary and any UV light bulb changed as recommended by the manufacturer.

15.2.5 Use of pesticides

(1) Pesticides must be approved, handled, used and stored according to the procedures given in Part 14: Chemical control.

(2) Bait stations must be:

a) identified (for example, numbered); and
b) located and installed so they cannot contaminate product or packaging.

(3) Bait stations must be checked regularly for evidence of pest activity (for example, nibbled bait, bait missing, droppings, etc) and to confirm they are in good working condition.

(4) Increased monitoring and appropriate corrective actions must be undertaken when increased rodent/pest activity is observed. This should be recorded on a Vermin Control Register.

(5) Any pests should be regularly removed from the pest stations and the bait replaced if required and recorded on a Vermin Control Register.

15.2.6 Use of pest traps

Guidance
Use of pest traps
(a) Pest traps (including rodent boxes, bait stations and electric insect traps) should be located where they do not present a risk of contamination to any product. The location of pest traps should be identified on a site or building plan, or other suitable record.
(b) Bait stations should not be located inside any processing area. Rodenticides should be used only in enclosed bait boxes.
(c) Bait stations should be checked regularly for the following:
  i) correct location as indicated in the plan or record, and presence of bait;
  ii) evidence of pest activity (for example, nibbled bait, bait missing, droppings); and
  iii) that boxes are in good working condition and with legible identification.
(d) Boxes should be cleaned and rebaited with an approved rodent bait, as necessary.
(e) Insect traps, including ultra-violet lamps, pheromone traps and any form of attractant device, should:
  i) be constructed in a way that facilitates the capture and removal of insects (for example, by providing a suitable drawer, tray or adhesive mat for catching and securing insects, etc.);
  ii) not cause any air-borne contamination; and
  iii) not be located where insects may fall on to product, packaging or product contact surfaces.

(f) The frequency for monitoring of traps should be determined relative to the type of trap and the degree of pest activity observed. Increased monitoring and appropriate corrective actions should be implemented when increased rodent activity is observed.

15.2.7 Handling and disposition

(1) When there is evidence of contamination from pests, the following corrective actions should be undertaken:

a) affected animal material or animal product contact surfaces should be cleaned and sanitised prior to reuse;
b) affected animal material or animal product should be managed as non-conforming product; see Part 16: Handling, disposition and recall of non-conforming products; and
c) affected packaging materials that cannot be effectively cleaned and sanitised should not be used for packing of any product for animal material and animal product.

15.3 Records

(1) Examples of records that should be kept:

a) details of the contracted pest control company and service records from pest control company, if applicable;
b) location of bait stations or other traps (for example, site plan);
c) list of pest control chemicals used with MPI approval codes;
d) name, amount and point of use of any pest control chemicals used;
e) chemical handling training records; and
f) monitoring, corrective action and verification records.

Part 16: Handling, disposition and recall of non-conforming products

16.1 Scope

(1) This Part covers the requirements and procedures for the handling and disposition of non-conforming products, including the recall of products from distribution or sale.

16.2 Requirements and procedures

16.2.1 Managing animal material or animal product that may be non-conforming

[PSP Notice C6.2]

(1) Animal material and animal product, including suspect animal material, that may be non-conforming must be managed under clause 16.2.2 as non-conforming animal material or animal product unless or until a suitably skilled person determines that it is not non-conforming.

(2) The RMP operator must have procedures for how a suitably skilled person determines how animal material or animal product that may be non-conforming is in fact conforming.

(3) This clause applies in addition to any specific provisions elsewhere in this Code about the management and disposition of animal material or animal product that may be non-conforming; and in case of a conflict, the other provision prevails.

16.2.2 Managing non-conforming animal material or animal products

[AP Reg 70; PSP Notice C6.3]

(1) The RMP operator must have procedures for the identification, handling, storage, and disposition of any non-conforming products. The procedures should facilitate the traceability and inventory of any non-conforming products.

(2) Procedures for managing non-forming product must, at a minimum:

a) require that the management and disposition of the product is managed by a suitably skilled person; and
b) specify how the non-conforming product is identified and manged so as to:
    i) avoid contamination and deterioration of other products; and
    ii) ensure it is not mistaken for, or released as, conforming animal material or animal product; and
c) identify the options for disposing of the product (such as reprocessing, downgrading, or disposing of it as waste), and the requirement for deciding which option is used in any particular situation; and
d) state what record must be kept, which include, as a minimum, records:
    i) identifying the affected product; and describing the event or circumstance that led to it being non-conforming; and
    ii) about its disposal, which must include conformation of actual disposal; and
e) ensure the traceability of the non-conforming product.

Guidance
Non-conforming products may be separated from other products by holding them in a separate room or cage, or by wrapping the products with plastic.

(3) The disposition of any non-conforming product should be determined by a suitably skilled person considering various factors, such as:

a) product safety and suitability;
b) the amount of product affected;
c) whether the products have been released for distribution or not;
d) whether the products can be re-processed; and
e) any instructions from MPI or the RMP verifier.

Guidance
The disposition of any non-conforming products may involve one or a combination of the following actions, depending on the nature and extent of the problem:

- restricted release of products;
- regrading of products for an alternative use (for example, for down grading or rendering);
- reworking;
- reprocessing to ensure that the product conforms to the requirements;
- destruction of the product; and
- withdrawal or recall of products which have been distributed for sale.

(4) The RMP operator must notify the recognised RMP verifying agency, as soon as practicable possible, when there is any significant concern about the safety or suitability of any of their products.

Guidance
The operator should notify the verifier as soon as possible and follow-up with a notification in writing (may be done by sending an email).

16.2.3 Recall

[AP Reg 105 & 106]

(1) The RMP operator must document recall procedures:

a) include criteria for deciding when a recall will be made; and
b) set out how retrieval, reprocessing or disposal of the relevant product will be managed.

(2) The RMP operator must document a system for notifying MPI and the recognised RMP verifier, as soon as practicable, but no later than 24 hours after making the decision, when product is recalled from trade, distribution or from consumers because it is not or may not be suitable for processing or fit for its intended purpose.

(3) The RMP operator must also provide MPI or animal product officer with the following details, in a readily accessible format, within 24 hours after the recall:

a) the animal material or animal product affected by the recall:
b) the reason for the recall:

Guidance
It is important that operators are well prepared to deal with a recall. The recall procedures need to be robust, and contact lists up to date.

Sufficient personnel should be trained to deal with a recall. The person with overall responsibility for a recall may be the Day-to-day Manager of the RMP or a person at a senior level of responsibility within the operation.

For more detailed information on establishing and implementing recall procedures refer:

- the Recalls section of the Risk Management Programme Manual;

- MPI's Food recall guidance for businesses.

If exporting, you are required to notify the Director-General as soon as possible, and no later than 24 hours after certain export non-conformance events (or first knowledge of the event). For more information see Export non-conformance on the MPI website.

16.2.4 Simulated recall

[AP Reg 107 & 108]

(1) A RMP operator must have procedure for carrying out a traceability and recall simulation exercise, sometime referred to as a "mock recall".

(2) A simulated recall must be carried out at least every 12 months, unless an effective recall was carried out during that time, and the procedures reviewed based on the findings form that exercise.

Guidance
The information provided in the How to do a simulated (mock) food recall can be used as guidance for petfood.

16.2.5 Notification

(1) The Day-to-day Manager must contact MPI without delay to notify about any issues that arise that are identified in AP Reg 37.

(2) The Day-to-day Manager must notify the recognised verifying agency in writing (for example, by email or letter), if any of the issues identified in AP Reg 36 arises.

16.3 Records

[APA section 17; AP Reg 23; PSP Notice B1.2]

(1) Records must be kept demonstrating compliance with documented procedures.

(2) The records must include:

a) non-conforming products register (for example, hold register);
b) recall records, including simulated recall records;
c) traceability records;
d) incident reports, records of assessment and disposition of non-conforming product and;
e) records of any notifications to your verifier, animal products officer or MPI.
f) corrective actions.

Part 17: Dispatch of animal materials and products

17.1 Scope

(1) This Part covers the requirements for the dispatch of animal product and petfood from the processing or manufacturing premises.

17.2 Requirements and procedures

[AP Reg 138]

(1) The RMP operator must have procedures for dispatch of outgoing products, to ensure that:

a) products are properly packaged, identified and labelled;
b) the correct product items and quantity are dispatched;
c) transport conditions are appropriate for the products;
d) consignment details necessary for inventory control and traceability of the products are recorded; and
e) any documentation accompanying a consignment has adequate and correct information for proper identification, storage and use of the products.

(2) The RMP operator should ensure that animal products and petfood that require refrigeration or cooling to maintain their safety and quality meet:

a) their preservation temperatures, or
b) alternative product temperatures or cooling conditions specified in the RMP, prior to their dispatch.

Guidance

See clause 10.2.2(3) for additional guidance on acceptable preservation temperature for chilled and frozen meat.

An example of an alternative cooling method is the continuous cooling of offal by packing them in bulk bins with ice and transporting them in this state. In this case, the following should be written in the RMP:

- the cooling procedures (for example, method of packing in bins, proportion of ice to product, maximum period for holding);
- transport conditions (for example, delivery time); and
- the criteria for accepting the product (for example, product temperature, amount of ice left in the bin, signs of spoilage or quality deterioration, etc.).

Frozen product may be transported to and received at petfood processing premises at −12°C or cooler provided that they remain in the frozen state (i.e. frozen hard) with no signs of tempering or thawing.

Note, the requirements for transport of

- carcasses of animals killed on-farm are covered in clause 23.2.2 Transport of on-farm slaughtered animals; and
- carcasses of hunted animals are covered in Chapter 4: Hunting and processing hunted animals.

(3) The RMP operator should ensure that any transport company they use for transporting their products complies with the requirements in Part 18: Transport of animal materials and products.

Guidance
Ideally, RMP operators should have preferred supplier arrangements or contracts with their transport company.

(4) The suitability of transportation units, containers and compartments should be checked by the RMP operator before loading of products.

Guidance
This may include checking:
- the cleanliness of the transportation unit;
- whether the refrigeration unit is running; and
- the compatibility between the animal product or petfood and other products being transported in the same transportation unit or compartment.

(5) Products should be protected from damage by rain or other adverse weather condition during dispatch and loading into transportation units.

17.3 Records

(1) Records of the following must be kept:

a) product release records;
b) load-out check records;
c) consignment notes; and
d) inventory records.

Part 18: Transport of animal materials and products

18.1 Scope

(1) This Part covers the requirements for the transport of animal products.

(2) The requirements apply to all animal product business, whether or not they operate under and RMP, who are involved in the transportation of:

a) animal product from primary processors operating under an RMP (for example, slaughter and dressing operations) to secondary processors including further petfood processors; and
b) animal products between secondary processors.

(3) This part does not apply to transport operators transporting live animals to a primary processor.

18.2 Requirements and procedures

[AP Reg Schedule 3, Part 5; PSP Notice Part C5]

18.2.1 Exemption from requirement to have a RMP

(1) An RMP is not required for transport of animal material or animal product for animal consumption for the domestic market or for export without official assurance.

18.2.2 Requirements for transportation units and loading equipment

(1) Transportation units and loading equipment used by operators operating under an RMP must be designed, constructed, equipped and operated to:

a) maintain the status animal material as suitable for processing and animal product as fit for its intended purpose;
b) minimise hazards and other risk factors; and
c) be cleaned, maintained, and checked.

(2) Transportation units with temperature-control devices must:

a) be designed, constructed and equipped to ensure that any specified product temperatures for animal material or animal product transported in them are maintained throughout transportation; and
b) have a means of monitoring the temperature in the units.

(3) Temperature-measuring devices must be calibrated and located to measure the internal temperature of the transportation unit at the warmest point.

Guidance
See Part 12: Calibration of measuring equipment.

18.2.3 Operation of transportation units and loading equipment

(1) Transportation units must be operated in a manner that:

a) minimises the opportunity for contamination or deterioration of animal material or animal product;
b) maintains any temperature-controlled animal material or animal product within the temperature range required during its transportation;
c) minimises the opportunity for the substitution or adulteration of animal material or animal product; and
d) minimises the likelihood of any packaging of animal material or animal product being damaged.

(2) The hygiene of the transportation units and loading equipment must be such that the opportunity for contamination and deterioration of animal material or animal product is minimised.

(3) If a transportation unit has been used to transport goods other than animal material or animal product, or animal material or animal product that is not suitable for processing for animal consumption, the unit must be adequately cleaned before it is used to transport animal material or animal product that is intended for animal consumption with or without processing.

18.2.4 Transport operations

(1) The hygiene and behaviour of persons involved in the transport of animal material and animal product must be such that the contamination and deterioration of animal material and animal product is avoided.

18.2.5 Transport of bulk animal product

(1) Bulk animal product must be contained and covered in leak-proof containers.

(2) Animal product must not be transported unless it is denatured, except if it is:

a) it is contained in tamper-evident leak-proof containers, and is being dispatched:

i) to premises that operate under an RMP; or
ii) to premises listed as a further petfood processor; or

b) minimal risk material derived from fish; or
c) dispatched for rendering and has been derived from any of the following sources:

i) fish or poultry processed for human consumption:
ii) a dual operator butcher, a homekill operation or recreational service provider:
iii) from premises operating under the Food Act 2014:
iv) mammals and birds that have died in the field and are transported directly to the rendering operation;
v) from the processing of hides or skins.

(3) The transporter must have a documented procedure for ensuring the identification and security of bulk animal material or product that is dispatched in bulk transportation units.

Guidance
Animal product can be denatured to clearly identify it as not suitable for human consumption by:
(a) being hashed or hogged; or
(b) having added a meat-marking stain intimately mixed throughout the animal material or product.

Meat-marking stains:
- condemned material stains (green) are used for medium risk material.
- petfood stains (black) are used for minimal risk material.

18.2.6 Refrigeration

(1) A transporter must not accept refrigerated animal material or animal product from a primary processor for transportation unless it is at or below the temperature required for it during transportation except as otherwise provided for in:

a) procedures in the processor's RMP; and
b) procedures in the receiver's RMP or in their risk-based measure under the Food Act 2014.

(2) Refrigerated animal material or animal product must be loaded and unloaded without unnecessary delay.

(3) Checking the temperature of any animal material or animal product must be done in a manner that prevents contamination of animal material or animal product.

(4) If specified temperatures are required to be maintained during transportation, temperatures must be monitored and the records kept.

18.2.7 Contingency plan

(1) The transporters must have a documented contingency plan to manage issues that occur during transportation of animal material or animal product (such as a failure to maintain required temperatures) that may affect the suitability of any animal material or product or the fitness for intended purpose of animal product.

(2) The contingency plan must require the immediate notification of the person who is responsible for the animal material or the product.

18.3 Records

(1) Example of records that should be kept:

a) records of cleaning and maintenance of transportation units;
b) refrigeration and calibration records; and
c) corrective actions.

Part 19: Supply and processing restrictions

19.1 Scope

(1) This Part covers the restrictions for supply of any animal material.

19.2 Restrictions on supply of animal material for animal consumption

[PSP Notice E1.3]

(1) Animal material must not be supplied for processing for animal consumption if the supplier has reason to believe that the animal material may have residue levels of any chemical, or have been exposed to feed or environmental contaminants, that may be harmful to animals upon consumption.

(2) Farmed animals that have been treated with a registered veterinary medicine, or a veterinary medicine that is exempt from registration under the ACVM Act, may be supplied for processing for animal consumption only if:

a) all conditions of the registration or exemption are complied with; and
b) in the case of a restricted veterinary medicine, all aspects of the veterinary authorization are complied with; and
c) the supply of the animal material is outside the withholding period for the veterinary medicine.

(3) Farmed animals must not be supplied for processing as minimal risk material for animal consumption if the animal has been treated with an unregistered veterinary medicine that is not exempt from registration under the ACVM Act.

(4) Animal material that does not meet the requirements of this clause may nonetheless be supplied for processing for animal consumption as medium risk material.

19.3 Supply of medium risk material for animal consumption

[PSP Notice E1.4]

(1) When being supplied to any person for processing, medium risk material must be:

a) denatured or clearly identified as not suitable human consumption; and
b) transported in a manner that ensures it cannot contaminate animal material or animal product that is minimal risk material (see clause 18.2.5).

(2) Medium risk material must be processed or treated to reduce risk (such as, by rendering) before being made available for animal consumption.

(3) By way of example, medium risk animal material includes all the following:

a) material derived from an animal carcass containing, or suspected of containing, residues of any of the following that may cause harm unless the material is processed or treated so that the levels of residue or substance is reduced to a level that is unlikely to result in harm:

i) agricultural compounds;
ii) veterinary medicines; or
iii) toxic natural substances (including marine biotoxins):

b) material derived from animal material or animal product that is not fit for animal consumption without further processing or treatment:
c) material that has come into contact with any other medium risk material:

d) material derived from animals suspected to be diseased, or that are slaughtered for specific disease eradication purposes, unless the slaughtered animals are passed as fit for human consumption or minimal risk material for animal consumption:
e) material derived from farmed animals that have died in the field:
f) material derived from homekill or recreational catch:
g) material that is, or has come into contact with, any animal material or animal product in relation to which any person is required, by a direction given by the Director-General under section 81(2) of the Act, to take preventative or corrective action:
h) condemned material that has been denatured.

Guidance
Animal material or product can be denatured to clearly identify it as not suitable for human consumption by:
(a) being hashed or hogged; or
(b) having added a meat-marking stain intimately mixed throughout the animal material or product.

Condemned material stains (green) are used for medium risk material.

19.4 Withholding periods for veterinary medicines

[PSP Notice E1.5]

(1) For the purpose of this Code, the **withholding period** of a veterinary medicine is as follows:

a) for a restricted veterinary medicine, the withholding period specified by the authorising veterinarian:
b) for an unrestricted veterinary medicine used according to the product label, the period on the label:
c) for an unrestricted veterinary medicine used in a manner that differs from its conditions of use or approved use as specified on the label:

i) the withholding period specified by an advising veterinarian; or
ii) if a veterinarian has not advised a withholding period, the following:

1) for ruminants (for example, cattle, sheep, deer, goats), llama, and alpaca, 91 days:
2) for monogastrics (for example, pigs, horses, rabbits, poultry), 63 days:
3) for fish, 35 days.

19.5 Supply of animal material used in experiments, trials or research

[PSP Notice E1.6]

(1) If the Director-General gives approval under Regulation 120 for the presentation for primary processing of animal material used in experiments, trials, or research (see Regulation 118), the supplier must:

a) notify the processor in writing at least 24 hours before presenting the animal material for primary processing; and
b) on presentation, provide the processor with:

i) a copy of the Director-General's approval; and
ii) a statement signed by the supplier to the effect that all conditions of the approval have been complied with.

(2) For the purposes of Regulation 118, the following activities are not considered experiments, trials or research on animal material:

a) use of agricultural compounds that are registered under the ACVM Act and used in accordance with any conditions of that registration:
b) use of agricultural compounds that are exempt from registration under the ACVM Act and used in accordance with the conditions of exemption:
c) activities under (2)(a) or (2)(b) above that also involve sampling, monitoring, or teaching:
d) activities that only involve sampling, monitoring, or teaching.

CHAPTER 3: SUPPLY, SLAUGHTER AND DRESSING OF FARMED RED MEAT ANIMALS

Part 20: General

20.1 Application

(1) Chapter 3 covers the requirements for primary processing of animal material for petfood under the APA and its subordinate legislation, particularly the Animal Products Notice: Production, Supply and Processing and how they can be practically met by processors.

(2) Suppliers, transporters and primary processors have obligations under the Animal Welfare Act 1999 and Regulations and Codes of Welfare made under that Act.

(3) Supply and processing restrictions are covered in Part 19: Supply and processing restrictions.

Guidance
See the Animal Welfare (Care and Procedures) Regulations 2018 for animal welfare requirements.

Part 21: Supply of farmed red meat animals (excluding bobby calves and dairy kid goats) for slaughter

21.1 Scope

(1) This Part covers the requirements for the supply of farmed red meat animals excluding bobby calves and dairy kid goats supplied directly to primary processors for:

a) slaughter and dressing in permanently located primary processing premises (for example, slaughter premises);
b) slaughter and dressing in mobile slaughter premises; or
c) on-farm slaughter.

(2) The requirements apply to suppliers of all farmed red meat animals, excluding bobby calves and dairy kid goats, for slaughter that are intended to be used for processing for animal consumption.

(3) The requirements for the supply of bobby calves for slaughter are discussed in Part 22: Supply and processing restrictions.

21.2 Supply

[AP Reg 113 and 114; PSP Notice F1.8]

(1) Farmed red meat animals, excluding bobby calves and dairy kid goats, presented for primary processing for animal consumption must be presented live and generally healthy.

Guidance
Guidance on the ante-mortem examination of farmed red meat animals presented for slaughter is included in Appendix 1: Ante-mortem examination of farmed red meat animals.

Suppliers and primary processors of farmed cattle and deer have obligations under the National Animal Identification and Tracing (NAIT) Act 2012.

21.3 Documents required for supply

[PSP Notice F1.3]

(1) Suppliers of farmed red meat animals, excluding bobby calves and dairy kid goats, must present the animals to a primary processor:

a) with a properly completed supplier declaration (see clauses 21.3.1); or
b) in the case of farmed rabbits only, in accordance with a periodic declaration (see clauses 21.3.2).

(2) Farmed rabbits may be supplied under a periodic declaration only if the producer is named in the processor's RMP and the rabbits are managed in accordance with whole colony health procedures that comply with clause 21.4.

(3) If a producer who has supplied rabbits for primary processing under a periodic declaration becomes aware that any of the rabbits did not comply with the periodic declaration, the producer must immediately notify the processor.

Guidance

Table 7 Declarations available for supply of farmed red meat animals (excluding bobby calves and dairy kid goats)

Farmed Red Meat Animals	Supplier Declaration	Periodic Declaration
Animals other than rabbits, bobby calves and dairy kid goats	✓	
Rabbits		✓

Supplier declaration:

- Animal Status Declaration (ASD)

Periodic declaration:

- There are no MPI approved forms for periodic declarations for farmed red meat animals.

On-farm slaughter:

- Ante-mortem examination declaration – petfood
- Animal Status Declaration (ASD)

21.3.1 Supplier declarations

[APA 81A; PSP Notice F1.4 and F1.6]

(1) A supplier declaration for farmed red animals is properly completed only if:

a) it is in the form approved by the Director-General, if there is one; and
b) it includes a statement that the information in the declaration is true and accurate; and
c) it contains all the information required by subclause (4); and
d) it is signed by an individual who:

i) has sufficient knowledge to accurately complete it; and
ii) has authority to sign it; and

e) it aligns with the identification on the animal or animals it relates to.

(2) A person who provides a supplier declaration must, while the animals are under their control and for a minimum of 1 year after, retain:

a) a copy of the declaration and any information used to complete it; and
b) if the animals were fed while the animals were under the person's control, any manufacturers' declarations relating to the composition of the animal feed.

(3) If a supplier declaration is provided or retained in electronic form:

a) it must include information that enables the identity of the individual who signed the declaration to be identified; and
b) it must be capable of being printed in the form (if any) approved by the Director-General for that type of supplier declaration.

(4) A supplier declaration for farmed red meat animals supplied for animal consumption must include the following information:

a) the full name or trading name, physical address, and contact details of the person in control and, if different, the name of the person signing the declaration:
b) if the owner is not the person in control, the owner's full name or trading name and postal address:
c) any information about the status of the animals provided by any previous person in control:

d) identification of the herd and NAIT (National Animal Identification and Tracing) number, if applicable:
e) the date of the declaration:
f) details of the animals covered by the declaration:
g) the address the animals are being moved from:
h) the address the animals are being moved to (destination):
i) whether any of the animals are within a withholding period (see clause E1.5) for any veterinary medicine with which they have been treated, and if so:

    i) the product name; and
    ii) method of treatment; and
    iii) the date of last treatment; and
    iv) the withholding period of the treatment:

j) the history of the animals, including:

    i) whether all the animals were born on the property of the person in control; and
    ii) whether any of the animals were imported into New Zealand; and
    iii) whether any of the animals are subject to MPI control for any purpose other than Tb; and
    iv) whether any of the animals are on a surveillance list; and

k) whether any of the animals are vaccinated against Johne's disease:
l) in the case of cattle, sheep, lambs, goats, deer, alpacas or llamas, whether any of the animals, in their lifetime, have been fed:

    i) ruminant protein; or
    ii) anything other than milk or pasture:

m) in the case of cattle or deer, any specified information of the kind required under the Biosecurity (National Bovine Tuberculosis Pest Management Plan) Order 1998:

21.3.2 Periodic declaration for farmed rabbits

[PSP Notice F1.7]

(1) Every periodic declaration relating to farmed rabbits must set out or include at least the following:

a) the full name or trading name, physical address, and contact details of the producer:
b) the name of the primary processor they are being supplied to:
c) a description of the animals to be supplied:
d) confirmation by the producer that, unless the producer notifies the processor otherwise, the rabbits supplied:

    i) will be managed under whole colony health procedures that comply with clause 21.4; and
    ii) will not be within the withholding period of any veterinary medicines with which they have been treated:

e) the period to which the declaration applies, which for farmed rabbits may be no more than 6 months from the date of signing:
f) a statement confirming that the declaration is true and accurate:
g) the signature of a person who:

    i) has sufficient knowledge to accurately complete it; and
    ii) has authority to sign it.

(2) If a periodic declaration is provided or retained in electronic form, it must include information that enables the identity of the individual who signed the declaration to be identified.

21.4 Requirements for whole colony health procedures

[PSP Notice F1.9]

(1) A producer who supplies farmed rabbits to a primary processor must have documented procedures, covering the whole colony, for managing the health of rabbits supplied.

(2) The whole colony health procedures must meet the processor's requirements for accepting rabbits under a periodic declaration (see clause 21.3.2) and address at least the following:

a) disease control or eradication:
b) the management of agriculture compounds and veterinary medicines according to any general or specific conditions of use:
c) measures for feed management:
d) environmental contaminant controls.

(3) A producer must:

a) provide each processor to whom they supply with farmed rabbits with a copy of their whole colony procedures; and
b) retain any information necessary to confirm compliance with the whole colony health procedures for at least 18 months after each supply of rabbits to a primary processor.

Part 22: Supply and transport of bobby calves and dairy kid goats for slaughter

22.1 Scope

(1) This Part covers the requirements for the supply of bobby calves and dairy kid goats supplied directly to primary processors for:

a) slaughter and dressing in permanently located primary processing premises (for example, slaughter premises);
b) slaughter and dressing in mobile slaughter premises; or
c) on-farm slaughter.

(2) This Part also covers the transport of bobby calves and dairy kid goats from the farm to primary processing premises.

(3) Processors involved in the slaughter of bobby calves should provide slaughter summaries weekly to secretary of New Zealand Petfood Association during the calving season, by completing the Young Calf Collection Run Sheet.

(4) Slaughter operators should take part in the MPI On-Farm Verification programme [Young Calf Processors Agreement].

22.2 Supply

[AP Reg 113 & 114; PSP Notice F1.8]

(1) All bobby calves and dairy kid goats presented for primary processing must be presented live and generally healthy.

> **Guidance**
> Guidance on ante-mortem examination of farmed red meat animals presented for slaughter is included in Appendix 1: Ante-mortem examination of farmed red meat animals.

22.3 Documents required for supply

[PSP Notice F1.3]

(1) Suppliers of bobby calves and dairy kid goats must present the animals to a primary processor with a properly completed supplier declaration (see clause 22.3.1);

(2) However, if they are supplied directly by a producer, suppliers may provide a periodic declaration (see clause 22.3.2) or a properly completed supplier declaration (see clause 22.3.1).

22.3.1 Supplier declarations for bobby calves and dairy kid goats

[APA 81A; PSP Notice F1.4 and F1.6]

(1) A supplier declaration for bobby calves and dairy kid goats is properly completed only if:

a) it is in the form approved by the Director-General, if there is one; and
b) it includes a statement that the information in the declaration is true and accurate; and
c) it contains all the information required by clause (4); and
d) it is singed by an individual who:

i) has sufficient knowledge to accurately complete it; and

ii) has authority to sign it; and

e) it aligns with the identification on the animal or animals it relates to.

(2) A person who provides a supplier declaration must, while the animals are under their control and for a minimum of 1 year after, retain:

a) a copy of the declaration and any information used to complete it; and
b) if the animals were fed while the animals were under the person's control, any manufacturers' declarations relating to the composition of the animal feed.

(3) If a supplier declaration is provided or retained in electronic form:

a) it must include information that enables the identity of the individual who signed the declaration to be identified; and
b) it must be capable of being printed in the form (if any) approved by the Director-General for that type of supplier declaration.

(4) A supplier declaration for bobby calves and dairy kid goats must include the following information:

a) the full name or trading name, physical address, and contact details of the person in control and, if different, the name of the person signing the declaration:
b) if the owner is not the person in control, the owner's full name or trading name and postal address:
c) whether any of the following animals are within withholding periods (see clause 19.4 Withholding periods for veterinary medicines) for any veterinary medicine with which they have been treated:

i) bobby calves or dairy kid goats:
ii) the dam or nanny before the birth of the calf or dairy kid goat:
iii) any cow or goat whose milk has been supplied to the calf or dairy kid goat:

d) whether any of the animals have been fed the following in their lifetime:

i) ruminant; or
ii) anything other than milk.

Guidance

Table 8 Declarations available for supply of bobby calves and dairy kid goats

	Supplier Declaration	Periodic Declaration
Bobby calves and dairy kid goats supplied directly to primary processor	✓	✓

Supplier declaration:

- Animal Status Declaration (ASD)

Periodic declaration:

- There are no MPI approved forms for periodic declarations.

Bobby calves:

The petfood industry uses an NZPFA form to record periodic information required in clause 22.3.2 and other information relating to animal welfare requirements. A period declaration may cover up to a whole season or part of a season, as appropriate to the supplier's operation. This form can be obtained from NZPFA: https://www.petfoodnz.co.nz/.
MPI encourages the use of this form.

On-farm slaughter:
- Ante-mortem examination declaration – petfood
- Animal Status Declaration (ASD)

22.3.2 Periodic declaration

[PSP Notice F1.7]

(1) Every periodic declaration relating to bobby calves or dairy kid goats must set out or include at least the following:

a) the full name or trading name, physical address, and contact details of the producer:
b) the name of the primary processor they are being supplied to:
c) a description of the animals to be supplied:
d) confirmation by the producer that, unless the producer notifies the processor otherwise, the bobby calves and dairy kid goats will be suitable for slaughter:
e) the period to which the declaration applies, which may be no more than 1 year after the date of signing;
f) a statement confirming that the declaration is true and accurate:
g) the signature of a person who:

i) has sufficient knowledge to accurately complete it; and
ii) has authority to sign it.

(2) If a periodic declaration is provided or retained in electronic form, it must include information that enables the identity of the individual who signed the declaration to be identified.

22.4 Transport

[AP Reg 113 & 114; PSP Notice F1.8]

(1) Suppliers and transport operators must ensure that bobby calves and dairy kid goats are handled and transported in a manner that ensures they remain live and generally healthy at the time of presentation for slaughter.

Guidance
See the Animal Welfare (Calves) Regulations 2016 for animal welfare requirements.

Bobby calves should be assessed and confirmed as being fit for transport by the supplier before being placed in a designated place or area, which is not readily visible from the roadside, for collection by the transport operator.

Part 23: Slaughter and dressing of farmed red meat animals

23.1 Scope

(1) This Part covers the requirements that apply to primary processing of farmed red meat animals for animal consumption.

23.2 On-farm slaughter

23.2.1 Ante-mortem examination on-farm

[AP Reg 113; PSP Notice F3.13]

(1) Processors who carry out on-farm slaughter of farmed red meat animals for animal consumption:

a) must have a procedure covering the slaughter of animals on-farm; and
b) ensure that an animal is not slaughtered unless it is assessed by a competent ante-mortem examiner, within 2 hours before slaughter, as generally healthy (as defined in AP Reg 113) and suitable for processing for animal consumption.

(2) The processor's procedures must:

a) require an ante-mortem examiner who assesses an animal to complete and sign an ante-mortem declaration confirming the animal's suitability for processing into petfood, under any conditions specified in the declaration; and
b) ensure that the ante-mortem examiner is qualified to do ante-mortem examination of the relevant species for animal consumption; and
c) ensure that supplier declarations relating to all the animals covered by the declaration accompany the animals; and
d) require the examiner to confirm that they have no reason to doubt the accuracy of the supplier declarations; and
e) ensure that any poison use statements or DOC pesticide summaries that are required accompany the declaration; and
f) ensure that the examiner who has performed an ante-mortem examination as required can confirm that:

i) the animals covered by this declaration were live and generally healthy at the time of ante-mortem examination; and
ii) the animals covered by the declaration met the criteria for use as animal material for animal consumption.

(3) The ante-mortem declaration must be signed by the ante-mortem examiner and include the following information:

a) the name of the ante-mortem examiner:
b) the date and time of examination:
c) the RMP number of the processor:
d) the time of death:
e) the date and time of delivery to primary processing premises:
f) details of the delivery vehicle used.

(4) Clause 23.7(4) and (5) apply to a processor in relation to animals examined on-farm by an ante-mortem examiner.

Guidance
The ante-mortem examiner must use
- the Ante-mortem Examination Declaration – Petfood

The ante-mortem declaration must be provided together with a completed supplier declaration:
- Animal Status Declaration (ASD)

(5) Carcasses of animals that are slaughtered on-farm should not be skinned or washed on-farm. This does not apply to animals slaughtered and dressed in mobile slaughter premises.

23.2.2 Transport of on-farm slaughtered animals

[PSP Notice F3.13(4)]

(1) The processor must ensure that carcasses of farmed red meat slaughtered on-farm are:

a) handled and transported in a manner that ensures that contamination and deterioration is minimised; and
b) delivered to the processor's premises within 6 hours of slaughter; and
c) not transported with any material that is not suitable for processing for animal consumption unless the carcasses are clearly identified and are kept physically separate; and
d) not transported with any animal material intended for processing for human consumption unless the carcasses are clearly identified and are kept physically separate.

23.3 Acceptance of farmed red meat animals for processing

[PSP Notice F3.3]

(1) The processor must not accept farmed red meat animals for processing unless:

a) the animals are accompanied or covered by a properly completed supplier declaration, if required (see clause 21.3.1); or
b) in the case of farmed rabbits:

i) they are covered by a periodic declaration (see clause 21.3.2); and
ii) the producer is identified by name in the processor's RMP; and
iii) the processor's RMP sets out requirements that the producer must meet in terms of identifying illness and disease, animal treatments and feeds, and the exposure status of animals; and
iv) the processor is satisfied that the producer has and complies with the procedures required by clause 21.4; or

c) in the case of bobby calves and dairy kid goats, they are accompanied or covered either by a properly completed supplier declaration (see clause 22.3.1) or by a periodic declaration (see clause 22.3.2) or
d) in the case of animals slaughtered on-farm, they are accompanied by an ante-mortem declaration and a properly completed supplier declaration (see clause 23.2).

(2) Where a properly completed supplier declaration is required, a processor may hold a farmed red meat animal for processing without it if the animal is held pending provision of a replacement declaration.)

(3) A processor may accept farmed rabbits under a periodic declaration only if:

a) the supplier is named in the processor's RMP; and
b) the processor's RMP sets out requirements that the supplier must meet in terms of identifying illness and disease, animal treatments and feeds, and the exposure status of animals, and the processor is satisfied that the supplier's whole colony health procedures (see clause 21.4) meet those requirements.

(4) The processor must check, as appropriate:

a) the content of every supplier declaration or ante-mortem declaration, to confirm that the animal is suitable for processing; and
b) whether a supplier who is supplying under a periodic declaration has given notice that any animals supplied under it do not fully comply with the declaration.

(5) Processors must have procedures for:

a) what to do if a supplier declaration or ante-mortem declaration does not confirm the status of the animal material as suitable for processing; and
b) what to do when suspect farmed red meat animal material is identified; and
c) how to comply with the requirements of the Animal Products Notice: Specified Agricultural Compounds

23.4 Injured, diseased or treated farmed red meat animals

[PSP Notice F3.11C]

(1) Farmed red meat animals that develop metabolic disorders while in the care of the processor or animals that have suffered a metabolic disorder during transport to the processor, must be reassessed by an ante-mortem examiner to determine the animal's suitability for processing.

(2) Animals that are injured while in the care of the processor, or have suffered injury during transport to the processor, must be:

a) assessed by an ante-mortem examiner to determine the animal's suitability for processing; and
b) slaughtered without delay.

(3) If an injured animal is assessed as not suitable for processing, and it is not possible to return the animal to its owner or supplier on animal welfare grounds, the animal may be slaughtered by the processor and the resulting animal material disposed of as determined by an ante-mortem examiner.

23.5 Moribund or dead farmed red meat animals

[PSP Notice F3.11B]

(1) Any moribund farmed red meat animal at a processing premises must be slaughtered without delay.

(2) Dead (not slaughtered) or moribund farmed red meat animals at processing premises must be designated as medium risk material by the processor.

23.6 Approval for removal of live farmed red meat animal

[PSP Notice F3.11C]

(1) No live farmed red meat animal may be removed from the processing premises unless a suitably skilled person confirms, in writing, that the removal will not present a risk to human or animal health.

23.7 Ante-mortem examination

[PSP Notice F3.12]

(1) All farmed red meat animals to be processed at a primary processing premises must be subjected to and pass an ante-mortem examination by a competent ante-mortem examiner.

(2) The ante-mortem examination must occur no more than 24 hours before the slaughter of the animal.

(3) Animals for processing as minimal risk material must be generally healthy when they are presented for ante-mortem examination.

Guidance
The requirements for ante-mortem examination of farmed red meat animals are covered in Appendix 1: Ante-mortem examination of farmed red meat animals.

(4) If an ante-mortem examiner determines that a farmed animal is not suitable for processing as minimal risk material for animal consumption, the processor must:

a) designate the animal material and any resulting animal product as medium risk material; and
b) keep a record of them and how they are disposed of.

(5) The processor's procedures must ensure that, if an ante-mortem examiner identifies any animal material as medium risk material or suspect animal material, the processor:

a) follows the directions of the ante-mortem examiner concerning the animal material; and
b) classifies the animal material as medium risk material or suspect animal material.

23.8 Rate of Slaughter

[PSP Notice F3.14]

(1) The slaughter of farmed red meat animals (i.e. stunning, sticking and bleeding) at primary processing premises must be performed no faster than the rate at which they are able to be hygienically processed.

(2) The processor should adhere to the following principles:

a) animals should be rendered instantaneously unconscious and insensible to pain prior to being slaughtered or killed;
b) the period of insensibility should continue until death supervenes; and
c) bleeding should be carried out promptly and skilfully.

Guidance
Bobby calves should be stunned using a captive bolt for the safety of personnel and other animals. An effective back-up system (for example, another captive bolt, gun) should be readily available in case of equipment failure.

Where an animal is killed by shooting with a gun, solid bullets should be used instead of frangible bullets to minimise the potential for contamination of the product with bullet fragments.

Wherever possible, on-farm slaughter should be carried out in a designated place or area that is not readily visible from the roadside. However, animals that have already gone down may be slaughtered in-situ and not be moved to a designated area.

Processors must meet their obligations under the Animal Welfare Act 1999 and Regulations and relevant Codes of Welfare made under that Act.

23.9 Procedures for handling and processing

[PSP Notice F3.22]

(1) Processors must have procedures setting out requirements relating to the facilities and areas provided for carrying out post-mortem examination; and

(2) Processors must have procedures to ensure that:

a) traceability of all parts of a carcass, or parts of a group of carcasses (in the case of batch processing), is maintained until the post-mortem examination is complete, unless the processor has a fully documented procedure for the batch examination of animal material; and
b) handling and processing is carried out without unnecessary delay and in a manner that minimises the transfer, proliferation and redistribution of contaminants during the dressing process, particularly with regard to:

i) the removal of hides and hairs; and
ii) evisceration; and
iii) the management of cross-contamination; and

c) before post-mortem examination, contact between carcasses, other than carcasses within an identifiable group, is prevented to the extent necessary to minimise the spread of contaminants; and
d) animal material intended for animal consumption is kept separate from animal product that have passed post-mortem examination, until all the relevant parts that have come from the same animal or group of animals (in the case of batch processing) have passed post-mortem examination and
e) thyroid issue is categorised as not fit for animal consumption.

(3) Processors must have procedures for monitoring the performance of processing on an ongoing basis.

Guidance

Hygienic dressing techniques

- knives should be cleaned after each use on a carcass, and disinfected regularly;
- all equipment should be cleaned and disinfected when contaminated;
- carcasses should be physically separated from each other during de-hiding, de-pelting and evisceration, so that cross-contamination is minimised;
- evisceration should be performed in a manner that manages contamination of the carcass and the viscera set;
- scraps and trimmings that are not suitable for processing into petfood should be put in designated containers or chutes and disposed of appropriately.

23.10 Handling suspect animal material and medium risk material

[PSP Notice F3.23]

(1) If any suspect animal material or medium risk material at a processor's premises is of a nature that cross-contamination could occur:

a) the specific directions of an ante-mortem or post-mortem examiner regarding its management and disposition must be followed; and
b) the animal material must not be released from control until all relevant tests and examinations have been completed and a decision made on its disposition; and
c) if cross-contamination does occur, corrective actions must be taken to ensure that any animal material or animal product affected by the cross-contamination remains suitable for processing or fit for intended purpose.

(2) When processing suspect animal material or medium risk material, if the material is of a nature that cross-contamination could occur:

a) the animal material must be processed in such a way that any cross-contamination to any other animal material or animal product is minimised; and
b) the processing area must be cleaned before any other animal material or animal product is processed; and

c) any specific hygiene requirements issued by the ante-mortem examiner must be followed.

23.11 Post-mortem examination

[PSP Notice F3.24 & F3.27]

(1) Animal material must be subject to post-mortem examination before release from the control of the primary processor.

(2) Post-mortem examination of material from farmed red meat animals and hunted ungulates (hoofed animals) for animal consumption must be conducted by a post-mortem examiner with the competencies for conducting post-mortem examinations of animal material for animal consumption (see clause 5.4.7).

(3) Post-mortem examinations of farmed red meat animal material must be done in accordance with the examination procedures in Appendix 2: Post-mortem examination procedure and disposition for farmed red meat animals.

(4) During and after post-mortem examination the management and disposal of animal material must be as directed by the post-mortem examiner

(5) Post-mortem examination must be conducted:

a) without delay after dressing processes are complete: and
b) in a manner that minimises cross-contamination between carcasses; and
c) by a post-mortem examiner with the competencies for conducting post-mortem examinations of animal material for animal consumption (clauses 5.4.7); and
d) in accordance with any other specific requirements or procedures in the processor's RMP.

(6) On completing a post-mortem examination, a decision on the following must be made by the post-mortem examiner:

a) the resulting animal product's fitness for intended purpose; and
b) the appropriate disposition of the animal product.

(7) If the Director-General gives a direction under section 81 of the Act in relation to any animal material under a processor's control, the processor must that ensure every post-mortem examiner at the premises is aware of the direction.

(8) If animal material is found by a post-mortem examiner not to be fit for its intended purpose as a minimal risk material, it must:

a) immediately be identified as such and separated to ensure that is not mistaken as minimal risk material; and
b) be categorised as a medium risk material.

(9) If any carcass or animal material is suspected by a post-mortem examiner of being infected with Tb, *Taenia saginata*, *Taenia solium*, or *Echinococcus granulosus*:

a) the carcass or animal material must be:

i) sent for rendering; or
ii) examined by a recognised verifier or post-mortem examiner who has the competencies for conducting post-mortem examinations of animal material for human consumption (see PSP Notice F3.31 and F3.32) and disposed of in accordance with the examiner's direction; and

b) the infection must be notified to the processor's verifying agency within one working day of identifying the material as being infected.

(10) Determinations made by the post-mortem examiner on the disposition of animal material must be in accordance with Appendix 2: Post-mortem examination procedure and disposition for farmed red meat animals.

(11) However, hunted deer for animal consumption:

a) may be categorised as minimal risk only if it was procured from a Tb vector free area; and
b) must be categorised as medium risk material if it was procured from a Tb vector risk area, unless assessed by a post-mortem examiner with the competencies to conduct post-mortem examinations of animal material for human consumption (see PSP Notice F3.31 and F3.32), as not being medium risk material.

23.12 Identifying animal material not suitable for human consumption

[PSP Notice F3.28]

(1) Animal material that is not for human consumption must be:

a) either denatured or clearly identified as not suitable for human consumption; and
b) kept separate from animal material intended solely for human consumption, unless it is packaged in such a way as to prevent any cross-contamination or loss of traceability.

23.13 Records

(1) Example of records that should be kept:

a) records of who carried out post-mortem examination

Part 24: Post-slaughter processing of farmed red meat animals

24.1 Scope

(1) This Part covers the requirements for post-slaughter processing (i.e. operations after post-mortem examination such as cooling, cutting and boning).

24.2 Cooling of carcasses and offal

[AP Reg 58; PSP Notice B1.2 & F3.29]

(1) The cooling of carcasses, carcass parts and offal must be undertaken without unnecessary delay and in a manner that minimises microbial growth and deterioration of the animal material or product.

(2) The processor must have documented cooling procedures and parameters.

> **Guidance**
> Animal material should be continuously cooled until the required preservation temperature is reached. The generally accepted preservation temperature for chilled meat is +7°C or cooler and for frozen meat it is −12°C or cooler. It should be demonstrated that the chilling regime does not have a deleterious effect on product safety and suitability.
>
> See clause 10.2.3 (3) for guidance on cooling of offal using ice.

(3) The cooling parameters must be monitored, and records must be kept.

24.3 Cutting and boning

(1) Carcasses intended for boning and cutting should be processed without unnecessary delay. The rate of processing should be managed so that processing delays and stock-piling of meat do not occur.

(2) Hygienic boning and cutting techniques should be applied to minimise contamination, and the redistribution and growth of microorganisms on meat cuts.

(3) After boning or cutting, meat should be refrigerated without delay unless they are to be used immediately in the processing of petfood.

24.4 Storage

[AP Reg 58 & 68]

(1) All animal products must be handled and stored in a manner that minimises their contamination or deterioration.

> **Guidance**
> (a) All animal products should be:
> i) moved to storage as soon as possible after packing;
> ii) held at appropriate temperatures to maintain their safety and suitability for their intended purpose (see Part 10.2.3 Handling and storage for further guidance);
> iii) protected against contamination or damage;
> iv) stored on racks, shelves or pallets to ensure no contact with the floor;
> v) kept separate from maintenance compounds and other hazardous materials; and

vi) properly labelled or identified.

(b) If the packaging material of any product is damaged, the processor should:
i) check and ensure that the contents have not deteriorated or become contaminated;
ii) rectify the problem (for example, repack the product or repair the packaging); and
iii) dispose of any affected raw material or ingredient that is no longer suitable for processing.

24.5 Dispatch

(1) All animal products should be dispatched from the slaughter premises in accordance with the requirements and procedures covered in Part 17: Dispatch of animal materials and products.

(2) The transport of carcasses and other animal material from farmed animals slaughtered in mobile premises (for example, to a further petfood processor) should comply with the requirements given in Part 18: Transport of animal materials and products.

24.6 Records

[PSP Notice F3.15]

(1) A processor who accepts farmed red meat animals for processing must keep the following records:

a) a copy of every supplier declaration received:
b) any ante-mortem declaration given by an ante-mortem examiner relating to on-farm slaughter for animal consumption (see clause 23.2.1).

CHAPTER 4: HUNTING AND PROCESSING OF HUNTED ANIMALS

Part 25: General

25.1 Application

(1) Chapter 4 covers the relevant requirements for hunting, supply and primary processing of hunted animals under the APA and its subordinate legislation, particularly the Animal Products Notice: Production, Supply and Processing and how they can be practically met by processors.

(2) The requirements and procedures covered in this Chapter are focused on managing microbiological and chemical contaminants (poisons) on or in hunted animals to ensure that petfood produced from these animal materials are fit for intended purpose.

(3) The control of poisons in hunted animals is of major importance because of the potential exposure of hunted animals to poisons that may occur in the areas where they are hunted. Some hunted animals defined as pests may be target species for pest control activities. Other hunted animals may forage the same areas where poisons have been laid and so may also ingest poisons.

(4) Supply and processing restrictions are covered in Part 19: Supply and processing restrictions.

25.2 Scope

(1) The typical process steps of hunting and primary processing of hunted animals are shown in Figure 2.

(2) Hunted animals can include hunted game estate animals and farmed animals that have become feral. Hunted animals includes (but is not limited to):

a) rabbits and hares;
b) wallabies;
c) possums;
d) wild birds;
e) pigs;
f) goats; and
g) deer.

(3) Primary processing of hunted animals must be covered by the processor's RMP.

(4) Hunted animals can only be supplied to petfood primary processors by hunters that are:

a) listed by MPI as a hunter for human consumption (listed hunter); or
b) approved by a primary processor as a hunter for animal consumption (processor-approved hunter).

Guidance
A listed hunter supplying hunted animals for animal consumption must comply with the requirements for human consumption. These requirements are not covered in this Code.

Listed hunters can see the Guidance Document: Certified Suppliers and Certified Game Estate Suppliers of Wild and Game Estate Animals.

(5) Processor-approved hunters can only supply species of hunted animals included in the scope of the primary processor's RMP to that primary processor.

Guidance
The addition of another hunted animal species in the scope of the RMP may require a significant amendment to the RMP. The processor can see Part G.2.2 of Appendix G of the Risk Management Programme manual for further guidance on the difference between significant and minor amendments. The processor should notify their verifier prior to making changes in their operation.

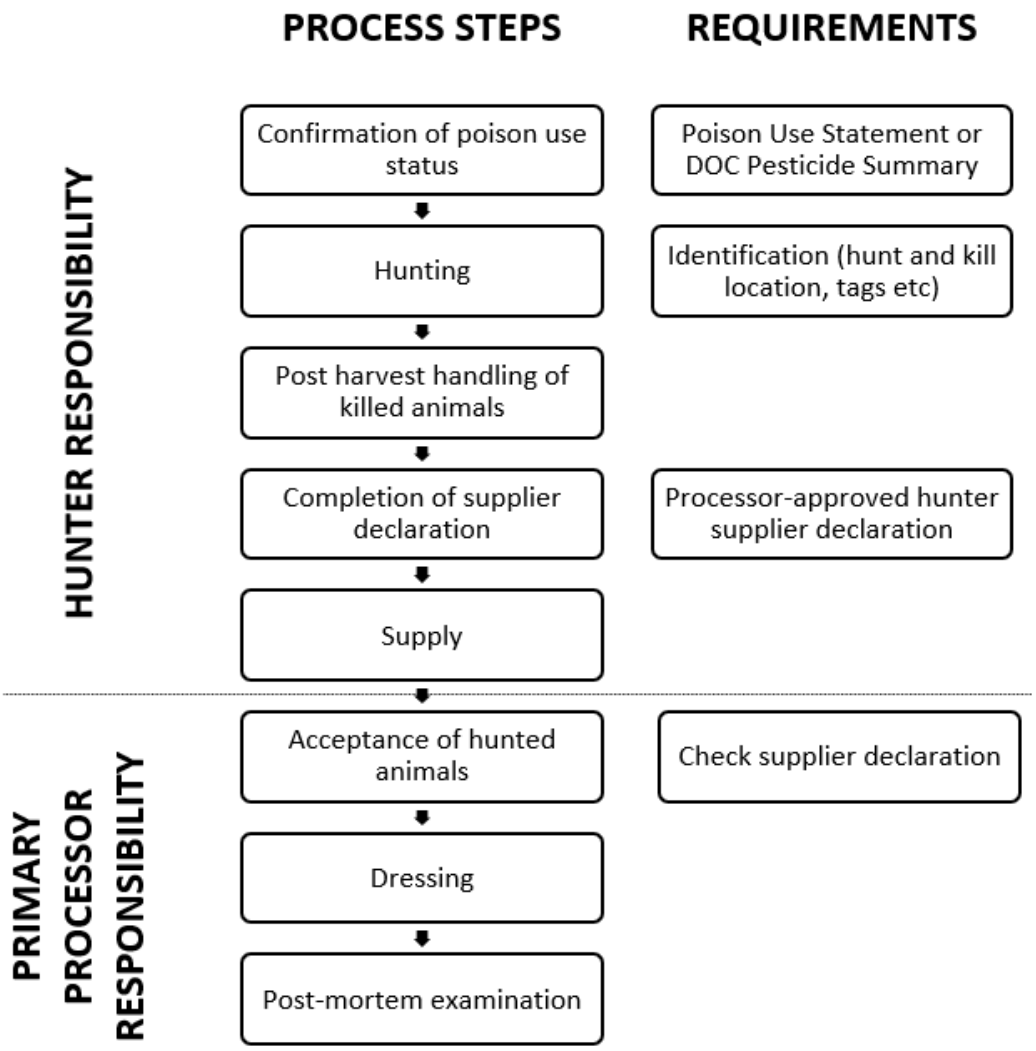


Figure 2: Typical process steps for hunting and primary processing of hunted animals for petfood

Part 26: Hunted animal supply

26.1 Scope

(1) This Part applies to all **processor-approved hunters** of hunted animals for primary processing.

(2) This part does not cover the requirements for **listed hunters** who wish to supply killed hunted animals for animal consumption. These hunters must comply with requirements for supply of killed hunted animals for human consumption. These requirements are covered in Part F2 of the PSP Notice.

(3) This Part covers the requirements for the supply of killed hunted animals intended for primary processing, including the requirements for:

a) processor-approved hunters of hunted animals;
b) facilities for handling and storage of hunted animals;
c) the hunting, killing and preparation of hunted animals;
d) the handling and presentation of hunted animals for primary processing; and
e) the confirmation of the poison status of the land from which hunted animals are harvested from.

(4) In this Part, unless specifically stated otherwise, the term “hunted animals” collectively refers to all hunted animals, including rabbits, hares, wallabies, possums, goats, deer and wild (ground-living) birds. This list is not exhaustive. Hunted animals may also include game estate animals that are hunted and supplied for petfood processing.

26.2 Who may supply hunted animals

[PSP Notice F2.3]

(1) Hunted animals may be supplied to a processor for primary processing for animal consumption by either:

a) a processor-approved hunter who is approved by that processor (see clause 26.3); or
b) a listed hunter, in which case the hunter must comply with the requirements of Part F2 of the PSP Notice relating to the supply of killed hunted animals for human consumption.

26.3 Processor-approved hunters

[PSP Notice F2.4]

(1) A hunter of any killed hunted animal for primary processing for animal consumption must be approved and listed as a processor-approved hunter by the primary processor(s) to whom they intend to supply hunted animal material to, in accordance with the requirements of this Part.

(2) An application to become a processor-approved hunter must be made to the processor and include the name, physical address, and contract details of the applicant.

(3) A processor may approve a hunter only:

a) if satisfied that the hunter:

i) has access to, and passed, the examination contained in “Harvesting Hunted Animals for Petfood” (set out in the training booklet issued by the New Zealand Petfood Association (NZPFA); and
ii) has access to, and demonstrates an understanding of and ability to comply with, the current version of this chapter.

b) the hunter provides photographic identification, such as a Driver Licence or Firearms Licence.

Guidance
An application form to become a processor-approved hunter for petfood is available on MPI webpage.

The NZPFA *Harvesting Hunted Animals for Petfood Training Booklet* covers in more detail the poisons that are of concern in hunted animals. The control of poisons in hunted animals harvested for petfood relies heavily on hunters having the knowledge of, and skills on, proper harvesting procedures and techniques and their commitment to comply with requirements.

(4) A processor-approved hunter's approval by a processor last only for 2 years; and if the hunter wishes to be approved again, subclauses (2) and (3) apply.

(5) An application for approval, once signed by the processor, serves as the written agreement required by AP Reg 117(b).

(6) A processor-approved hunter must ensure they meet all the requirements of Part 26: Hunted animal supply.

Guidance
If a processor-approved hunter supplies killed hunted animals to several primary processors, the hunter must be approved by each of the processors that he/she supplies hunted animal material to.

26.4 Restrictions on land from which hunted animals can be procured

[PSP Notice F2.9]

(1) A processor-approved hunter must not present any hunted animal material for primary processing if the animal was procured from land:

a) on which any poison listed in Table 9 has been used (in this clause **poisoned land**); or
b) within the buffer zone, as described in Table 9, of any poisoned land (in this clause, **buffer zone land**).

(2) However, processor-approved hunters may present hunted animals procured from poisoned land or buffer zone land if the animal was procured from that land after the expiry of the applicable caution period described in Table 9.

(3) Despite subclause (1), a processor-approved hunter may present hunted animal material procured from poisoned land or buffer zone land for primary processing if:

a) the animal is not a pig; and
b) the relevant land was not administered by DOC; and
c) all poisons used were:

i) poison in group 1, 2 or 3 of Table 9; and
ii) used solely in bait stations that were correctly situated and used; or used solely in buildings that could not be accessed by the hunted animal; or
iii) otherwise inaccessible to the animal due to impassable geographical features (such as rivers, sea, cliffs or steep ravines); and

d) the responsible person completing the poison use statement believes that any poison used was not, or was not likely to have been, accessed by the hunted animal.

Guidance
To clarify, the above exceptions do not apply to:
- pigs;
- poisons in group 4; or

- any hunted animal harvested from land administered by the Department of Conservation (DOC).

(4) Despite subclause (1), a processor-approved hunter may present hunted animal material procured from within the buffer zone land of a sanctuary to which poison has been applied and with the caution period if the poison used:

a) were in group 4 of Table 9; and
b) were used within the boundaries of a sanctuary that could not be accesses by the animals (due to predator-proof fencing or other geographical boundaries).

(5) In this clause, **sanctuary** means a protected facility for animals bounded by a predator-proof fence or other geographical boundaries that protects species against predation, poaching, etc.

Table 9: Poison groups, caution periods, and buffer zones [PSP Notice F2.9]

Poison group		**0**	**1**	**2**	**3**	**4**
Poison		Cholecalciferol Hydrogen cyanide Phosphorus Potassium cyanide Sodium cyanide	Zinc phosphide Para-aminopropiophenone Sodium nitrite Any other poison not covered in groups 0, & 2 to 4	Diphacinone Pindone	Coumatetralyl 1080	Brodifacoum Difethialone Bromadiolone Flocoumafen Difenacoum
Caution period (all species)		None	1 month	2 months	4 months	3 years
Buffer zone	Rabbits	0	200 m	200 m	200 m	200 m
	Hares, tahr, wallabies, and possums	0	1 km	1 km	1 km	1 km
	Goats, chamois, deer, Sheep, and buffalo	0	2 km	2 km	2 km	2 km
	Pigs and other species	0	2 km	2 km	2 km	5 km

Guidance

Poisoning use status of an area of land

Poisoning activities are carried out on certain land areas to control pests. The processor-approved hunter should check the status of the land prior to a hunt to ensure that the land from which hunted animals will be taken from has an acceptable poison use status. The hunter must also ensure that the animals are:
(a) not killed within a certain distance of a poisoned area ('buffer zone'); and
(b) not hunted for a period of time after poisons have been laid ('caution periods').

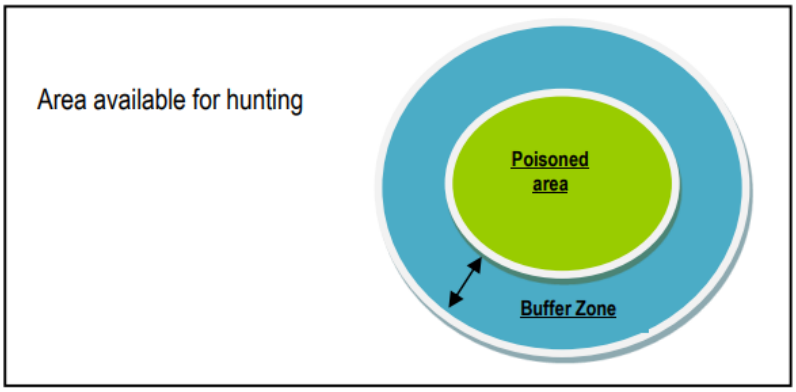


Figure 3: Poisoned area and buffer zone

Poisons of concern

The poisons of concern in hunted animals are classified into 5 groups based on their likely persistence time in animals. These poisons are covered in more detail in the NZPFA *Harvesting Hunted Animals for Petfood Training Booklet*, and in the guidance box above.

Only the active substances (for example brodifacoum) are listed in Table 9. These active substances are incorporated into a range of trade name products which the processor-approved hunter may be more familiar with (for example Pestoff rodent bait, Talon rat, mouse killer, Final All-weather blox). The hunter should have knowledge of the active substances in the various trade name products to ensure that the appropriate buffer zones and caution periods are applied. To assist with this, a list of trade name products and their active substance (current at the time of writing) is given in the Appendix of the NZPFA *Harvesting Hunted Animals for Petfood Training Booklet*.

Processor-approved hunter should regularly review product registrations and be aware of the currently registered poisons at the time of the hunt or harvest. The Agricultural Compounds and Veterinary Medicines database – Database of Registered Trade Name Products and Active Ingredients provides an up-to-date list of registered products, their trade names and active ingredients.

Buffer zone

A buffer zone is the area of land surrounding a poisoned area that is within the defined buffer zone distance for the specific hunted animal species and type of poison used (Figure 3). Buffer zone distances are:

(a) determined based on information about the roaming distances of different species of hunted animals; and
(b) are measured as a straight line on a horizontal plane, or as the crow flies.

The buffer zone distances given in Table 9 may be extended by government or local authority, regional council, poisoning operator, landowner or hunter) when circumstances occur that may affect the roaming distances of animal species within an area, such as a change in migration patterns of animals.

Caution period

The caution period is the amount of time a poisoned area and its buffer zone remains unacceptable for hunting, from the time the poison is applied on the land. The caution periods are determined based on the poisons' persistence times in sub-lethally exposed animals. The caution periods for each poison group are listed in Table 9.

A processor-approved hunter must ensure that the hunted animals are not taken from within a poisoned area or its buffer zone until the caution period has passed. For example, if pindone has been applied to an area of land, a hunter must wait for 2 months from the time of application before animals can be hunted on that land or its buffer zone. If 1080 has been used, 4 months must have elapsed before a hunter can hunt animals on that land or its buffer zone.

26.5 Supply of game estate animals

[PSP Notice F2.10]

(1) For the purposes of AP Regulation 111, a game estate is fully confined only if it is secured by fencing or impassable geographical features such as rivers, sea, cliffs, or steep ravines.

(2) Game estate pigs and wallabies obtained from another person in charge may be presented for primary processing only if the animals have been on the game estate for more than 63 days and are not within the withholding period of any veterinary medicine that they have been treated with (see clause 19.4).

(3) Game estate deer, goats, tahr, chamois, cattle, sheep, or buffalo obtained from another person in charge may be presented for primary processing only if the animals have been on the game estate for more than 91 days and are not within the withholding period of any veterinary medicine that they have been treated with (see clause 19.4).

26.6 Documents required for supply of hunted animals

[PSP Notice F2.5]

(1) Hunters must present the hunted animal to a primary processor:

a) with a properly completed supplier declaration (see clause 26.6.1); and
b) with a poison use statement or DOC pesticide summary (see clause 26.6.3) covering the land from which the animal was procured.

26.6.1 Supplier declarations for killed hunted animals

[PSP Notice F2.6 and F2.8]

(1) A supplier declaration for killed hunted animals is properly completed only if it:

a) contains all the information required by subclause (5) for processor-approved hunters; and
b) includes a statement confirming that the information in the declaration is true and accurate; and
c) is signed by an individual who:

i) has sufficient knowledge to accurately complete it; and
ii) has authority to sign it; and

d) aligns with the identification on the animal material it relates to.

(1) The person with authority to sign a supplier declaration provided by a hunter is the processor-approved hunter who is responsible for, or directly supervised, the hunting, killing, and preparation for supply of the killed hunted animals.

(2) A person who provides a supplier declaration must, while the animal material is under their control and for a minimum of 1 year after, retain:

a) a copy of the declaration and any information used to complete it; and
b) any manufacturers' declarations relating to the composition of animal feeds fed to any ruminant animals that are farmed red meat animals that have become feral or are game estate animals.

(3) If a supplier declaration is provided or retained in electronic form, it must include information that enables the identity of the individual who signed the declaration to be identified.

(4) Every supplier declaration provided by a processor-approved hunter of hunted animals for animal consumption must include the following information (as applicable):

a) the name and identification number of the hunter:
b) the RMP identifier of the primary processor receiving the animals:
c) the date of arrival at the primary processor:
d) the number and species of hunted animals covered by the declaration:
e) the kill location information (see clause 26.6.2):
f) the date and approximate time the animals were killed:
g) the date and time the carcasses were subject to refrigeration:
h) confirmation that none of the animals have been recovered from poisoned land or buffer zones within the applicable caution period (as identified in Table 10 under clause 26.4):
i) confirmation that the animals when live, and their carcasses, were free from visible signs of illness or disease:
j) confirmation that the carcasses, while under control of the hunter, were maintained under conditions that minimise contamination and deterioration, in accordance with clauses 26.7, 26.9 and 26.11):
k) in the case of possums and deer, declare if they were captured or killed in Tb vector free areas or Tb vector risk areas:
l) whether any of the animals have been vaccinated against Johne's disease.

Guidance

'Vector risk areas' are classified by TBfree New Zealand as an area where Tb vectors (i.e. Tb infected wildlife) are present and have the potential to infect farmed animals.

'Vector free areas' are areas where Tb are not found in wildlife.

Guidance

Supplier declaration:

- Processor-Approved Hunter Supplier Declaration – for the Supply of Hunted Animals for Petfood

26.6.2 Hunt and kill location information

[PSP Notice F2.11]

(1) Hunt and kill location information provided by processor-approved hunter hunters may be provided either in the form of the required GPS data or by a topographical map grid reference.

(2) The GPS data required is:

a) the GPS system used; and
b) the date of the hunting activity; and
c) the time and GPS co-ordinates of the kill location; and
d) the GPS co-ordinates at the start and finish of the hunting flight or ground hunting trip; and
e) in the case of an aerial hunt:

i) the GPS co-ordinates (in NZTM2000) at the start and finish of the hunting flight; and
ii) the flight data points; including altitude, taken in a continuous record at a maximum of 10 seconds intervals, for the entire hunting flight and for each flight used to transfer carcasses.

(3) The processor must be able to use the GPS together with the GIS to determine whether the animal material is supplied in accordance with the requirements of this part.

(4) The GIS described in clause (3) must utilise a topographical map scale that is sufficient to clearly identify the hunt and kill location of each animal.

(5) In the clause, **kill location** means, in relation to a hunted animal, the place where the animal came to rest immediately after it was killed or, where safety was an issue, as close to that point as can safely be recorded.

> **Guidance**
> This map can be used to determine where pesticides have been laid and to upload hunter's GPS data.
> Please note that the map does not show all areas where pesticide has been laid.

26.6.3 Poison use statements and DOC pesticide summaries

[PSP Notice F2.12 & F2.13]

(1) When presenting hunted animals for primary processing, the processor-approved hunter must provide the primary processor with poison use statement or DOC pesticide summary. The poison use statement or DOC pesticide summary must cover the following land:

a) for animals that were fully confined within a game estate, each area of land within the game estate; and
b) for all other animals, the area of land from which the animals were taken and the buffer zone around that area, and also each property adjacent to that area of land if the animals were taken within the following distances of that adjacent property:

i) 200 metres for rabbits:
ii) 1 kilometre for hares, possums, wallabies and tahr:
iii) 2 kilometres for goats, chamois, deer and buffalo:
iv) 5 kilometres for pigs and any other species of hunted animals.

(2) A poison use statement is properly completed only if it:

a) contains an undertaking by the person signing the poison use statement or DOC pesticide summary that they will immediately notify the hunter if the person becomes aware that any information in the poison use statement or DOC pesticide summary requires amendment; and
b) is signed by a person who:

i) has relevant knowledge of poison use on the land; and
ii) is the landowner, manager, or other person (such as a legal representative) with authority to complete the statement.

(3) The information to be included in a poison use statement is as follows:

a) the full name, physical address and contact details of the person signing the statement:
b) the physical address covered by the statement:
c) details of the boundaries of the area of land covered by the statement:
d) whether the person signing the statement has knowledge of poisons from groups 1 to 4 (but not Group 0) having been laid in the area referred to in the statement within the caution periods indicated in Table 9.
e) if the person signing the poison use statement has the knowledge referred to in (d) above, the date that the poison was used and the exact geographic area in which it was laid:
f) any poisoning activities to be carried out in the next 3 months in the area covered by the statement that the person signing the statement is aware of:
g) an agreement for the person signing the statement to notify the person to whom the statement is provided of any changes to the statement that may occur in the 3 months from the date of signing.

(4) A signed poison use statement is valid for 3 months from the date on which it is signed.

Guidance
This map where GPS hunt data can be uploaded and show DOC pesticide areas, land parcels, Tb vector free areas.

26.7 Killing and evisceration

[PSP Notice F2.14]

(1) Hunted animals presented for primary processing must have been hunted, killed, and prepared for supply by, or under the direct supervision of a processor-approved hunter.

Guidance
Processor-approved hunters may involve other people, such as helicopter pilots or other hunters, in the hunting operation. Where this occurs, the processor-approved hunter must directly supervise the activities being undertaken, as it is the approved hunter's responsibility to sign the supplier declarations confirming the legal requirements have been met.

(2) A processor-approved hunter must not kill, or supervise killing of, hunted animals for animal consumption:

a) using poisons or other chemical substances; and
b) unless they can confirm that, before being killed, the animals:

i) had no visible signs of being sick; and
ii) had no visible signs of disease; and
iii) were not dying immediately before being killed.

Guidance
Only healthy animals that have been killed by or under the direct supervision of a processor-approved hunter are eligible for petfood processing. For example, an animal that dies as a result of drowning while being hunted is not eligible for processing.

Hunters should also be aware of the need to report any cases of rabbits showing signs of the rabbit calicivirus (RHDV) to Landcare Research.

(3) Hunting should be done by:

a) shooting with a non-fragmental ammunition (i.e. does not break up on impact);
b) humane live trapping; or
c) humane live netting.

Guidance
Hunted animals, particularly small animals like rabbits, hares, wallabies and possums, should not be killed using a shotgun to reduce the likelihood of lead being present in the final product. Animals killed with a shotgun are also more difficult to process, often requiring extensive trimming.

For animal welfare requirements on the use of traps see Traps and devices: animal welfare and pest management:

- The National Animal Welfare Advisory Committee (NAWAC) has produced a guideline to test the humaneness of traps: NAWAC Guideline: Assessing the welfare performance of restraining and kill traps.
- Traps that have passed the guideline have been shown to meet certain welfare criteria.
- A list of traps that have been accessed using the NAWAC guidelines is available here.

(4) A processor-approved hunter must ensure that killed hunted animals are:

a) bled as soon as possible after killing; and
b) not skinned; and
c) not washed; and
d) if eviscerated, are eviscerated hygienically, without unnecessary delay, and with opening cuts limited to those necessary for removing relevant organs.

Guidance
It is important that the major blood vessels in the neck are opened when bleeding animals. Inadequate or delayed bleeding may result in spoilage and/or darkening of the meat colour, making it unsuitable for processing. Any pooling of blood in the chest cavity should be drained out when the pluck is freed.

(5) The evisceration of hunted animals, other than rabbits, hares, and wallabies, must remove no more than the gastrointestinal organs, the rectum and anus, the bladder, and reproductive organs.

(6) The evisceration of rabbits, hares, and wallabies must remove no more than the gastrointestinal organs.

Guidance
Hunted animals can be eviscerated in the field or in a primary processing facility.

26.8 Identifying carcasses

[PSP Notice F2.16]

(1) All carcasses supplied for primary processing

a) must be identified individually or as groups of animals; and
b) the identification must align with the supplier declaration applying to the carcasses.

Guidance
Small hunted animals (for example, hares, rabbits, wallabies, possums etc.) are typically identified as a group. To be identified as a group, all animals in the group must be killed or captured:
(a) on the same date;
(b) in an area of land that have the same poisoning status and covered by a single Poison Use Statement or DoC Pesticide Summary; and
(c) by the same processor-approved hunter.

Large hunted animals, such as deer, are typically individually tagged or identified. Whenever practical, they should be tagged or identified at the location where it comes to rest immediately after it is killed or is captured so that the accurate harvesting location waypoint can be recorded.

26.9 Handling and presentation of carcasses

[PSP Notice F2.15]

(1) a processor-approved hunter must ensure that animal material from killed hunted animals:

a) is handled and transported in such a manner that contamination and deterioration are minimised; and
b) does not have any chemical applied to it that could affect its suitability for processing; and

c) has all parts required for post-mortem examination appropriately presented to the primary processor; and
d) other than goats and sheep, has the head attached or positively identified with the carcass.

(2) The carcass of all eviscerated hunted animals must be presented with kidney, heart, lungs and liver attached to the carcass.

26.10 Facilities for handling and storage of hunted animals

(1) Buildings and facilities used by a processor-approved hunter for the handling, preparation, refrigeration or storage should be designed and constructed to facilitate hygienic operations in a way that:

a) minimise contamination and deterioration through

i) facilitation of hygienic practices; and
ii) refrigeration if applicable; and

b) prevent the entrance, harbourage or accumulation of pest contaminants.

(2) The building should be located on a freely draining site with firm and reasonably dust-free ground, away from stock and other animals.

(3) All equipment and any exposed internal surfaces of premises (such as walls, floors, and ceiling) used in contact with any hunted animal material or product should be constructed of materials that are:

a) impervious, non-absorbent, and resistant to the effects of corrosive substances with which they are likely to come into contact; and
b) free from depressions, pits, cracks, and crevices that may harbour contaminants; and
c) have no toxic effect when used; and
d) be able to be cleaned, and where necessary, sanitised; and
e) be durable, resistant to fracture, and capable of withstanding repeated exposure to normal cleaning and sanitising; and
f) minimise the accumulation of condensation; and
g) be of a colour that is not intended to disguise contaminants (having regard to the lighting arrangements and type of processing being carried out).

(4) The following should be available:

a) facilities for the suspension of carcasses, such as rails in order to avoid contact between animal material and walls, floors, ceilings or other structures;
b) a refrigeration unit (for example, chiller, refrigerator, box freezer, etc.) with:

i) sufficient capacity to achieve the required product temperature within the specified time. See Part 26.11: Cooling and transportation of carcasses;
ii) a calibrated temperature gauge. See Part 12: Calibration of measuring equipment;

c) a supply of water that fit for its intended purpose at its point of use (i.e. clean water) in sufficient volume for hygienic operations;
d) suitable cleaning equipment for the effective cleaning of the building and its facilities and equipment; and
e) facilities for the collection and disposal of waste materials and containment and drainage of wastewater.

Guidance
A refrigerator or box freezer may be considered a refrigeration facility.

Temperature gauges should be calibrated annually, and a record of the calibration should be kept.

Suitable water means water that is free of excessive turbidity, colour, offensive odour and pollutants, such as human or animal waste and toxic chemicals.

Only approved maintenance compounds may be used for cleaning. See the MPI Approved Maintenance Compounds (Non-Dairy) Manual for a list of MPI approved maintenance compounds.

(5) Where a toilet is provided, it should be located and constructed so it will not adversely affect the hygienic operation of the facility.

26.11 Cooling and transportation of carcasses

[PSP Notice F2.20]

(1) Processor-approved hunters must ensure that carcasses of hunted animals intended for animal consumption:

a) are placed under refrigeration:

i) within 4 hours of being killed if the ambient temperature is above 10°C; or
ii) within 12 hours of being killed if the ambient temperature is at all times below 10°C; and

b) either:

i) for preservation by chilling, have the deep meat temperature (the temperature that is measured at the thermal centre (slowest cooling point) of the largest muscular mass) of the material reduced to less than 7°C within 48 hours of killing; or
ii) for preservation by freezing, are continuously refrigerated to reduce to −12°C or cooler.

(2) processor-approved hunters must ensure that carcasses of hunted animal are delivered to a processor as soon as practicable and:

a) if they are preserved by chilling, are kept refrigerated at temperatures between 0°C and 7°C at all times and delivered to the processor within 72 hours after the animal was killed; and
b) if they are preserved by freezing, are kept frozen and delivered to the processor in a frozen state at a temperature of −12°C or cooler.

(3) Processor-approved hunter must ensure that cooled carcasses are maintained at temperatures required by this clause during storage and transport before delivery to a primary processor.

Guidance

The process-approved hunter should ensure that hunted animal carcasses are:

- handled and transported to a primary processor in such a manner that minimises deterioration and contamination of the carcasses;
- not contaminated by microbiological, chemical (for example, agricultural chemicals, aviation gas, etc.) and physical hazards from the environment;
  - transport vehicle; and
  - other materials kept in the same vehicle, particularly if the same vehicle is used for activities other than carcass delivery;
- not transported in the same vehicle with any live animals or any material that is not suitable for processing for animal consumption, unless they are physically separated; and
- not transported with any material intended for processing for human consumption.

Carcasses are best transported in the hanging position to maintain cooling. Piling of carcass on top of one another should be avoided because this may inhibit cooling and increase the potential for contamination between carcasses. Refrigeration units should not be over-loaded.

26.12 Supply of wild possums

[PSP Notice F2.24]

(1) If wild possums are supplied for to a primary processor by a processor-approved hunter:

a) they may be supplied either alive or killed; and
b) all other parts of this Chapter apply to the supply of possums in the same way that it applies to the supply of any other hunted animals by a processor-approved hunter.

26.13 Records

[PSP Notice F2.21]

(1) Processor-approved hunters must keep the following records for a period of 1 year after presenting hunted animal material for primary processing:

a) a copy of each supplier declaration provided to a processor, along with all information used to complete each declaration;
b) a copy of every poison use statement or DOC pesticide summary provided to a processor; and
c) records demonstrating that the relevant requirements of the AP Regulations and the PSP Notice have been met.

Part 27: Primary processing of hunted animals

27.1 Scope

(1) This Part covers the requirements for the primary processing of killed hunted animals for animal consumption.

(2) Primary processing of killed hunted animals for animal consumption covers all the steps and activities from receiving of the animal carcasses at the primary processing premises to post-mortem examination.

(3) This Part applies to all primary processors of killed hunted animals for animal consumption.

(4) This part does not cover the requirements for acceptance of hunted animals from **listed hunters**. The supply from listed hunters must be in accordance clauses F3.18 and F3.19 in the PSP Notice.

27.2 RMP requirements

[APA 13, AP Reg 18 & 24];

(1) Primary processors involved in the processing of hunted animals for animal consumption must:

a) operate under a registered RMP; and
b) comply with all relevant requirements given in Chapter 2: Good Operating Practice.

(2) The primary processor must document the following in their RMP:

a) the system for approval and re-approval of hunters, including procedures for assessing the suppliers' ability to meet the requirements covered in Part 26: Hunted animal supply;
b) procedures for maintaining a current list of processor-approved hunters;
c) procedures for receiving of hunted animal carcasses;
d) hygiene and sanitation procedures;
e) processing procedures; and
f) monitoring, verification and corrective action procedures.

Guidance
See Part 16: Handling, disposition and recall of non-conforming products for guidance.

27.3 Acceptance of hunted animal material for processing

[PSP Notice F3.17]

(1) A processor must not accept hunted animal material for processing unless:

a) the supplier is a hunter identified in the processor's RMP; and

i) is a processor-approved hunter; or
ii) a listed hunted.

b) the hunted animal material is accompanied or covered by:

i) a properly completed supplier declaration (see clause 26.6.1); and
ii) a properly completed poison use statement or DOC pesticide summary (see clause 26.6.3); and
iii) the relevant hunt and kill location information (see clause 26.6.2).

(2) A processor may accept hunted animal material for processing without the things referred to in subclause (1)(b) only if:

a) the animal material is held in order to give the hunter an opportunity to produce:

i) a replacement properly completed supplier declaration or a properly completed poison use statement or a DOC pesticide summary, as necessary; or
ii) some other document that clarifies the status of the animal material as suitable for processing to the satisfaction of the processor; and

b) the processor assesses the condition of the animal material as being likely to remain suitable for processing while the replacements are provided.

(3) A processor must not accept hunted animal material for processing unless satisfied that:

a) the hunted animals were not procured from land on which any poison listed in Table 9 in clause 26.4 has been used, or within the applicable buffer zone and caution periods described in that table, as evidenced by the poison summaries and the hunt and kill location information; and
b) the supplier has met the time constraints identified in 26.11 (relating to cooling and transport of hunted animals); and
c) in the case of hunted animal material from a game estate:

i) the animal is a game estate animal; and
ii) the animal is outside any withholding period for any treatment with veterinary medicines.

(4) A processor must not accept hunted animal material for processing if anything in the supplier declaration, poison use statement, or DOC pesticide summary indicates that the animal material is suspect or not suitable for processing.

(5) Processors must have procedures for:

a) what to do when documentation received from a hunter does not confirm the status of the animal material as suitable for processing; and
b) how suspect hunted animal material is identified and dealt with; and
c) how suspect animal material is to be stored under conditions that ensures it remains suitable for processing, if the animal material may still be processed.

(6) A processor who accepts hunted animal material for processing must keep the following records:

a) all supplier declarations received; and
b) all poison use statements and DOC pesticide summaries received; and
c) kill location information about all consignments received.

Guidance

Once delivered to the processor:

- chilled carcasses awaiting primary processing (i.e. dressing and post-mortem examination) should be held in a refrigeration unit running at +7°C or cooler; and
- frozen carcasses should be kept in a freezer (−12°C or cooler) if they are not going to be immediately thawed and processed.

27.4 Assessment of suitability of hunted animal material before processing

[PSP Notice F3.20]

(1) Before starting to process (other than initially storing) hunted animal material at a processor's premises, the animal material must be assessed by a post-mortem examiner to determine its suitability for processing, and whether the requirements of clauses 26.7 (Killing and evisceration), 26.9 (Handling and presentation of carcasses) and 26.11 (Cooling and transportation of carcasses) have been met.

(2) In relation to hunted animal material supplied for animal consumption, if a post-mortem examiner determines that the hunted animal material is not suitable for processing as minimal risk material, the processor must:

a) designate the animal material as medium risk material; and
b) keep a record of it and how it is disposed of.

27.5 Thawing of frozen hunted animals

[PSP Notice C4.2 & F3.22]

(1) Thawing of frozen carcasses must be done in a manner and under conditions that minimises contamination or deterioration of the carcasses.

(2) If thawing is done in water, clean water should be used for each thawing cycle.

(3) Thawing equipment, such as thawing tank or bins, should be emptied and cleaned after each thawing cycle (i.e. after thawing a batch of carcasses).

(4) Thawed carcasses must be processed without unnecessary delay, or they must be held under refrigeration while waiting to be further processed.

27.6 Procedures for handling and processing

[AP Reg 103; PSP Notice F3.22]

(1) Processors must have procedures setting out requirements relating to the facilities and areas provided for carrying out post-mortem examination; and

(2) Processors must have procedures to ensure that:

a) traceability of all parts of a carcass, or parts of a group of carcasses (in the case of batch processing), is maintained until the post-mortem examination is complete, unless the processor has a fully documented procedure for the batch examination of animal material; and
b) handling and processing is carried out without unnecessary delay and in a manner that minimises the transfer, proliferation and redistribution of contaminants during the dressing process, particularly with regard to:

i) the removal of hides and hairs; and
ii) evisceration; and
iii) the management of cross-contamination; and

c) before post-mortem examination, contact between carcasses, other than carcasses within an identifiable group, is prevented to the extent necessary to minimise the spread of contaminants; and
d) animal material intended for animal consumption is kept separate from animal product that have passed ante-mortem examination, until all the relevant parts that have come from the same animal or group of animals (in the case of batch processing) have passed post-mortem examination; and
e) thyroid issue is categorised as not fit for animal consumption.

(3) Processors must have procedures for monitoring the performance of processing on an ongoing basis.

Guidance

Hygienic dressing techniques

- knives should be cleaned after each use on a carcass, and disinfected regularly;
- all equipment should be cleaned and disinfected when contaminated;

- carcasses should be kept separated from each other during de-hiding, de-pelting and evisceration, so that cross-contamination is minimised;
- evisceration should be performed in a manner that manages contamination of the carcass and the viscera set;
- scraps and trimmings that are not suitable for processing into petfood should be put in designated containers or chutes and disposed of appropriately; and
- care should to be taken when handling carcasses that have been thawed due to the increased risk of cross-contamination from thaw drip.

27.7 Handling suspect animal material and medium risk material

[PSP Notice F3.23]

(1) If any suspect animal material or medium risk material at a processor's premises is of a nature that cross-contamination could occur:

a) the specific directions of an ante-mortem or post-mortem examiner regarding its management and disposition must be followed; and
b) the animal material must not be released from control until all relevant tests and examinations have been completed and a decision made on its disposition; and
c) if cross-contamination does occur, corrective actions must be taken to ensure that any animal material or animal product affected by the cross-contamination remains suitable for processing or fit for intended purpose.

(2) When processing suspect animal material or medium risk material, if the material is of a nature that cross-contamination could occur:

a) the animal material must be processed in such a way that any cross-contamination to any other animal material or animal product is minimised; and
b) the processing area must be cleaned before any other animal material or animal product is processed; and
c) any specific hygiene requirements issued by the ante-mortem examiner must be followed.

27.8 Post-mortem examination for hunted animals

[PSP Notice F3.24 & F3.27]

(1) Animal material must be subject to post-mortem examination before release from the control of the primary processor.

(2) Post-mortem examination of ungulates (hoofed animals) must be conducted by a person with the competencies specified in subclause 5.4.7 (4).

(3) Post-mortem examination of other hunted species should be conducted by a person:

a) familiar with the normal tissues of hunted animals; and
b) able to identify abnormal tissues associated with animal diseases of concern.

(4) Persons competent in hunted animal post-mortem examination must be identified in the personnel training records.

(5) Post-mortem examination must be conducted:

a) without delay after dressing processes are complete:
b) in a manner that minimises cross-contamination between carcasses:
c) any other specific requirements or procedures in the processor's RMP.

(6) On completing a post-mortem examination, a decision on the following must be made by the post-mortem examiner:

a) the resulting animal product's fitness for intended purpose; and
b) the appropriate disposition of the animal product.

(7) If the Director-General gives a direction under section 81 of the Act in relation to any animal material under a processor's control, the processor must that ensure every post-mortem examiner at the premises is aware of the direction.

(8) If animal material is found by a post-mortem examiner not to be fit for its intended purpose as a minimal risk material, it must:

a) immediately be identified as such and separated to ensure that this in not mistaken as minimal risk material; and
b) be categorised as a medium risk material.

(9) If any carcass or animal material is suspected by a post-mortem examiner of being infected with Tb, *Taenia saginata, Taenia solium,* or *Echinococcus granulosus*:

a) the carcass or animal material must be:

i) sent for rendering; or
ii) examined by a recognised verifier or post-mortem examiner who has the competencies for conducting post-mortem examinations of animal material for human consumption (see PSP Notice F3.31 and F3.32) and disposed of in accordance with the examiner's direction.

b) the infection must be notified to the processor's verifying agency within one working day of identifying the material as being infected.

(10) However, hunted deer for animal consumption:

a) may be categorised as minimal risk only if it was procured from a Tb vector free area; and
b) must be categorised as medium risk material if it was procured from a Tb vector risk area, unless assessed by a post-mortem examiner with the competencies to conduct post-mortem examinations of animal material for human consumption (see PSP Notice F3.31 and F3.32), as not being medium risk material.

(11) Carcass examination of hunted animals is summarised in Table 10.

Guidance

In some cases, parts of hunted animals will be removed in the field to preserve the hygienic status of the carcass (for example, the intestines) or will be damaged (for example, wounds resulting from gunshots).

The post-mortem examiner should consider the method of killing, the hunting location of the animal and other potential risks resulting from the hunting when making a disposition. This includes examination of any wounds and swelling to ensure gunshot or other contaminants are excluded from animal consumption.

There may be other factors that need to be considered when assessing the suitability of hunted animals for human consumption, including the microbiological status results from field dressing the animal, the post-slaughter colling of the carcass and potential microbiological contamination during transportation. The processor will be expected to incorporate these risks into their RMP to ensure fitness for purpose, as appropriate to the circumstances.

Chemical hazards may also need to be considered.

Table 10 Carcass examination for hunted animals

Problem	Guidance
Deterioration	A carcass in a state suggestive of deterioration that could impact on the suitability of the material for petfood is to be condemned.
Contamination	All visible gross contamination are to be trimmed. A carcass with extensive contamination is to be totally condemned.
Objectionable odour	A carcass with a pronounced or objectionable odour suggestive of spoiling is to be condemned.
Wounds	All wounds are to be trimmed to remove potential contamination and visible tissue damage.
Carcass bullet entry wounds	The site of bullet entry wound is to be trimmed and the area palpated for bullet pieces. Carcasses contaminated with projectile pieces are to be condemned. Any material containing lead is not to be rendered.
Bone fractures	Meat contaminated with bone pieces are to be removed by trimming when used for raw petfood but may be acceptable for further processing such as grinding.
Any other abnormality indicative of systemic disease for example, infection or pus etc.	A carcass with any abnormality indicative of systemic disease is to be totally condemned.
Offal with evidence of any abnormality	All tissues to be disposed of as medium risk material.

27.9 Records

(1) Examples of records that should be kept:

a) supplier declarations;
b) approved suppliers list;
c) who completed post-mortem examination; and
d) disposition records.

Part 28: Post-slaughter processing of hunted animals

28.1 Scope

(1) This Part covers the requirements for post-slaughter processing (i.e. operations after post-mortem examination such as cooling, cutting and boning).

28.2 Cooling of carcasses and offal

[AP Reg 58; PSP Notice B1.2 & F3.29]

(1) The cooling of carcasses, carcass parts and offal must be undertaken without unnecessary delay and in a manner that minimises microbial growth and deterioration of the animal material or product.

(2) The processor must have documented cooling procedures and parameters.

> **Guidance**
> Animal material should be continuously cooled until the required preservation temperature is reached. The generally accepted preservation temperature for chilled meat is +7°C or cooler and for frozen meat it is −12°C or cooler. It should be demonstrated that the chilling regime does not have a deleterious effect on product safety and suitability.
>
> See clause 10.2.3 (3) for guidance on cooling of offal using ice.

(3) The cooling parameters must be monitored and records must be kept.

28.3 Cutting and boning

(1) Carcasses intended for boning and cutting should be processed without unnecessary delay. The rate of processing should be managed so that processing delays and stock-piling of meat do not occur.

(2) Hygienic boning and cutting techniques should be applied to minimise contamination, and the redistribution and growth of microorganisms on meat cuts.

(3) After boning or cutting, meat should be refrigerated without delay unless they are to be used immediately in the processing of petfood.

28.4 Storage

[AP Reg 58 & 68]

(1) All animal products must be handled and stored in a manner that minimises their contamination or deterioration.

> **Guidance**
> All animal products should be:
> i) moved to storage as soon as possible after packing;
> ii) held at appropriate temperatures to maintain their safety and suitability for their intended purpose (see Part 10.2.3 Handling and storage for further guidance);
> iii) protected against contamination or damage;
> iv) stored on racks, shelves or pallets to ensure no contact with the floor;
> v) kept separate from maintenance compounds and other hazardous materials; and

vi) properly labelled or identified.

If the packaging material of any product is damaged, the processor should:
i) check and ensure that the contents have not deteriorated or become contaminated;
ii) rectify the problem (for example, repack the product or repair the packaging); and
iii) dispose of any affected raw material or ingredient that is no longer suitable for processing.

28.5 Dispatch

(1) All animal products should be dispatched from the slaughter premises in accordance with the requirements and procedures covered in Part 17: Dispatch of animal materials and products.

(2) The transport of carcasses and other animal material from hunted animals slaughtered in mobile premises (for example, to a further petfood processor) should comply with the requirements given in Part 18: Transport of animal materials and products.

28.6 Records

[PSP Notice F3.17]

(1) A processor who accepts farmed red meat animals for processing must keep the following records:

a) all supplier declarations received; and
b) all poison use statements and DOC pesticide summaries received; and
c) kill location information about all consignments received.

Chapter 5 SUPPLY, SLAUGHTER AND PROCESSING OF POULTRY

Part 29: General

29.1 Application

(1) Chapter 5 covers the requirements for supply and primary processing of poultry for animal consumption under the APA and its subordinate legislation, particularly the Animal Products Notice: Production, Supply and Processing and how they can be practically met by processors.

(2) Suppliers, transport operators transporting live animals and processors that are slaughtering poultry have obligations under the Animal Welfare Act 1999 and Regulations and Codes of Welfare made under that Act.

(3) Supply and processing restrictions are covered in Part 19: Supply and processing restrictions.

Part 30: Supply of poultry

30.1 Scope

(1) This part covers the requirement for supply of farmed poultry for primary processing.

30.2 Supply

[AP Regulation 113; PSP Notice G1.2]

(1) Farmed poultry must be presented for primary processing:

a) generally healthy; and
b) in compliance with the whole flock health procedures required by clause 30.4.

30.3 Documents required for supply

[PSP Notice G1.3]

(1) Suppliers of farmed poultry must present them to a primary processor either:

a) with a properly completed supplier declaration (see clause 30.3.1); or
b) in accordance with a periodic declaration (see clause 30.3.2).

(2) Poultry may be supplied under a periodic declaration only if the producer is named in the processor's RMP.

(3) If a producer who has supplied poultry for primary processing under a periodic declaration becomes aware that any of the poultry did not comply with the periodic declaration, the producer must immediately notify the processor.

Guidance
Supplier declaration:
- Supplier Declaration for the Supply of Poultry

Periodic declaration:
There are no MPI approved forms for periodic declarations.

30.3.1 Supplier declarations for farmed poultry

[PSP Notice G1.4]

(1) A supplier declaration for farmed poultry is properly completed only if it:

a) contains all the information required by subclause (2); and
b) includes a statement confirming that the information in the declaration is true and accurate; and
c) is signed by an individual who:

i) has sufficient knowledge to accurately complete it; and
ii) has authority to sign it; and

d) aligns with the identification on the poultry it relates to.

(2) Every supplier declaration for farmed poultry must include the following information:

a) the full name or trade name, physical address and contact details of the supplier and, if different, the full name of the person signing the declaration:

b) the name of primary processor and date of arrival for the consignment:
c) the approximate number of poultry in the consignment covered by the declaration:
d) confirmation that the poultry have been produced in accordance with the whole flock health procedures required in clause 30.4:
e) whether any of the birds remain within a withholding period (see clause 19.4) for any veterinary medicine with which they have been treated and, if so:

i) the physical address of where the birds were treated; and
ii) the product name; and
iii) the final date or period of administration; and
iv) the dose rate; and
v) the withholding period of the veterinary medicine; and

f) whether any animal material from the poultry would exceed any MRL or MPL:
g) whether any manufacturer's poultry feed withdrawal period has been complied with:
h) confirmation that the birds are free from signs of illness or disease when supplied.

(3) The supplier must retain the following while any farmed poultry intended for primary processing are under their control, and for a minimum of 1 year after:

a) a copy of any supplier declaration provided to the primary processor; and
b) any records and other information used to complete the supplier declaration (such as a batch book).

(4) If a supplier declaration is provided or retained in electronic form, it must include information that enables the identity of the individual who signed the declaration to be identified.

30.3.2 Periodic declarations

[PSP Notice G1.5]

(1) Every periodic declaration relating poultry must set out or include at least the following:

a) the full name or trading name, physical address and contact details of the producer:
b) the name of the primary processor they are being supplied to:
c) a description of the poultry to be supplied:
d) confirmation by the producer that, unless the producer notifies the processor otherwise:

i) all poultry supplied will be managed under whole flock health procedures that comply with clause 30.4; and
ii) the poultry supplied will not be within the withholding period (see clause 19.5) of any veterinary medicines with which they have been treated; and
iii) animal material from the poultry will not exceed any MRL or MPL; and
iv) any manufacturer's poultry feed withdrawal period will be complied with; and
v) the birds will be free from signs of illness or disease when supplied:

e) the period to which the declaration applies, which must be no more than 6 months:
f) a statement confirming that the declaration is true and accurate:
g) the signature of a person who:

i) has sufficient knowledge to accurately complete the declaration; and
ii) has authority to sign it.

(2) If a periodic declaration is provided or retained in electronic form, it must include information that enables the identity of the individual who signed the declaration to be identified.

30.4 Requirements for whole flock health procedures

[PSP Notice G1.6]

(1) A producer who supplies poultry to a primary processor must comply with documented procedures, covering the whole flock, for managing the health of poultry supplied.

(2) The whole flock health procedures must address at least the following:

a) disease control or eradication:
b) the management of agriculture compounds and veterinary medicines according to any general or specific conditions of use:
c) measures for feed management:
d) environmental contaminant controls.

(3) A producer must:

a) provide each processor to whom they supply with poultry with a copy of their whole flock health procedures; and
b) retain any information necessary to confirm compliance with the procedures for at least 18 months after each supply of poultry.

Part 31: Poultry processing

31.1 Scope

(1) This Part covers the requirements for primary processing under an RMP of farmed poultry for animal consumption.

(2) in this Part:

direct supervisor means a person employed or engaged by a processor under clause 31.11.2

nominated person means a person employed or engaged by a processor under clause 31.11.3

31.2 Acceptance of poultry

[PSP Notice G2.4]

(1) A processor must not accept poultry for processing unless:

a) the processor is satisfied that the supplier has and complies with the whole flock health procedures required by clause clause 30.4; and
b) the poultry is covered by either:

i) a properly completed supplier declaration (see clause 30.3.1); or
ii) a periodic declaration (see clause 30.3.2); and

c) the poultry supplied aligns with the poultry described in the supplier declaration or periodic declaration.

(2) A processor may accept poultry under a periodic declaration only if:

a) the supplier is named in the processor's RMP; and
b) the processor's RMP sets out requirements that the supplier must meet in terms of identifying illness and disease, animal treatments and feeds, and the exposure status of animals, and the processors is satisfied that the suppliers' whole flock health procedures meet those requirements.

(3) A processor may hold live poultry without a properly completed supplier declaration pending provision of a replacement declaration.

(4) The processor must check, as appropriate:

a) the content of every supplier declaration, to confirm that the poultry is suitable for processing; and
b) whether a supplier who is supplying under a periodic declaration has given notice that any poultry supplier under it do not fully comply with the declaration.

(5) If a supplier declaration or periodic declaration indicates that the flock is at increased risk of disease or defect the processor must ensure that carcasses are subject to a detailed post-mortem examination that provides, at least, for viewing the viscera as well as the outer and inner surfaces of each carcass.

(6) Processors must have procedures for what to do if a supplier declaration or periodic declaration does not confirm the status of the poultry as fit for processing.

31.3 Ante-mortem examination

[PSP Notice G2.5 & G2.16]

(1) The processor must give ante-mortem examiners, direct supervisors, and nominated persons the necessary access and authority to carry out their responsibilities under the PSP Notice.

(2) Processors must ensure that all poultry is subject to an ante-mortem examination conducted:

a) by a suitably skilled ante-mortem examinator under the supervision of a direct supervisor with ante-mortem responsibilities; and
b) in accordance with the processor's ante-mortem examination procedures.

(3) Processors must have fully documented ante-mortem examination procedures that include the following:

a) detecting and managing disease or defect found in poultry prior to primary processing:
b) defining operator-defined limits for reporting the number of birds that are:

i) dead on arrival, or dead before the commencement of processing; and
ii) moribund, unhealthy or not suitable for processing for other reasons:

c) recording the numbers and disposition of birds referred to in paragraph (b):
d) any corrective actions taken.

(4) Processors must ensure that ante-mortem examiners:

a) report to the relevant direct supervisor the number of birds referred to in subclause (2)(b) that exceeds operator-defined limits; and
b) only pass a bird as suitable for processing as a minimal risk material if the bird is assessed as generally healthy.

(5) Processors must ensure that, following ante-mortem examination:

a) any poultry that are dead on arrival or dead before the start of processing are not processed; and
b) any poultry that are moribund, unhealthy or unsuitable for processing for other reasons are humanely killed as soon as possible and not processed; and
c) the poultry carcasses from birds referred to in paragraph (a) or (b) are either:

i) rendered; or
ii) disposed of in a way that prevents their use for human or animal consumption, the spread of disease, or contamination of air, groundwater, soil, or other material.

(6) If an ante-mortem examination indicates that a flock is at increased risk of disease or defect, the processor must ensure that carcasses from that flock are subject to a detailed post-mortem examination that provides, at least, for viewing the viscera as well as the outer and inner surfaces of each carcass.

(7) Processors must ensure that records are kept of:

a) the numbers of birds that were:

i) dead on arrival or dead before the start of processing; and
ii) moribund, unhealthy, or unsuitable for processing for other reasons; and

b) the method of disposition of those birds; and
c) any corrective actions taken.

31.4 Rate of slaughter

[PSP Notice G2.6]

(1) The slaughter of farmed poultry must be carried out without unnecessary delay after arrival at the premises.

(2) Slaughter must be performed at a rate no faster than the rate at which the carcasses are able to be dressed.

31.5 Procedures for handling and processing

[PSP Notice G2.7]

(1) Processors must have procedures for the following:

a) the traceability of all parts of the carcass, or group of carcasses (in the case of batch processing) is maintained until the post-mortem examination is complete:
b) handling and processing of carcasses is carried out without unnecessary delay and in a manner that minimises the transfer, proliferation and redistribution of contaminants during the dressing process, and particularly with regard to:

i) the removal of feathers; and
ii) evisceration; and
iii) the management of cross-contamination:

c) evisceration and opening cuts are done in a manner that manages the contamination of carcasses from viscera:
d) carcasses and animal products that have not passed ante-mortem examination are kept separate from animal products that have passed post-mortem examination, until all the relevant parts that have come from the same carcass or group of carcasses (in the case of batch processing) have passed post-mortem examination.

(2) Processors must have procedures for monitoring the performance of processing on an ongoing basis.

31.6 Handling medium risk material and animal material that may be non-conforming

[PSP Notice G2.8]

(1) During processing, any medium risk material or animal material that may be non-conforming must be identified and, if it is of a nature that cross-contamination could occur, the processor must ensure that:

a) any specific directions of an ante-mortem or post-mortem examiner regarding its management and disposition are followed; and
b) the material is not released from control of the processor until all relevant tests and examinations have been completed and a decision on its disposition has been made.

(2) If cross-contaminations occurs, corrective actions must be taken to ensure that any animal material or animal product affected by the cross-contamination remains suitable for processing or fit for its intended purpose.

(3) During the processing of medium risk material or animal material that may be non-conforming, if the material is of a nature that cross-contamination could occur:

a) the animal material must be handled and processed in such a way that any cross-contamination to any other animal material or animal product is minimised; and
b) the processing area must be cleaned before processing any other animal material or animal product; and
c) any specific hygiene requirements issued by an ante-mortem examiner must be followed.

31.7 Handling chickens positive for *Salmonella* Enteritidis

[PSP Notice G2.8A]

(1) If a processor is advised that any poultry accepted for processing includes SE positive chickens (as defined in clause FA.2 of the PSP) the processor must ensure that either:

a) before the SE positive chicken is supplied by the processor it is subject to a treatment that:

i) has been validated to show that SE contamination of the chicken is reduced to an appropriate level; and
ii) is done in a manner that, as far as practicable, does not contaminate any other chicken, or any equipment or the processing environment; or

b) the SE positive chickens are disposed of in a manner that ensures that the chickens:

i) do not contaminate other chickens, places, equipment, or the processing environment; and
ii) cannot enter the human or animal food chain.

31.8 Post-mortem examination

[PSP Notice G2.9, G2.10 & G2.16]

(1) The processor must give post-mortem examiners, direct supervisors, and nominated persons the necessary access and authority to carry out their responsibilities under by PSP Notice.

(2) Poultry carcasses must be subject to a post-mortem examination before release from the control of the primary processor.

(3) Processors must have post-mortem examination procedures that provide for at least the following:

a) the identification and management of defects or diseases in poultry:
b) the post-mortem examination of poultry material at relevant points during primary processing:
c) the post-mortem examination of poultry product:
d) the sampling of poultry carcasses or parts after final post-mortem examination to verify that post-mortem examination requirements have been met:
e) appropriate handling and disposition procedures of affected carcasses or parts:
f) how the requirements of clause 31.5 are to be met:
g) how the requirements of clauses 31.2(5) and 3(6) are to be met:
h) the circumstances in which, if animal material is determined not to be suitable for processing, this is raised with the supplier:
i) the retention of carcasses and their parts pending results of testing or other examination before disposition.

(4) The post-mortem examination must be conducted:

a) by a suitably skilled post-mortem examiner under the supervision of a direct supervisor with post-mortem examination responsibilities; and
b) in accordance with the processor's post-mortem examination procedures.

(5) If procedures for batch post-mortem examination are to be used on animal products derived from a common source and included in a single supplier declaration, the procedure must be fully documented.

(6) Any carcass or animal material for animal consumption found not fit for purpose as a minimal risk material by the post-mortem examiner must:

a) be immediately identified as such and separated to ensure that is not mistaken as minimal risk material; and
b) be categorised as a medium risk material.

(7) The disposal of all poultry and poultry animal product must be done in accordance with the instructions of the post-mortem examiner.

31.9 Assessment of fitness and disposition

[PSP Notice G2.11 & G2.13]

(1) Processors must ensure that, on completion of a post-mortem examination, the post-mortem examiner makes a decision regarding:

a) the animal product's fitness for its intended purpose; and
b) the appropriate disposition of the animal product in accordance with the disposition table in Appendix 3: Disposition tables for poultry.

(2) However, if a post-mortem examiner is unable to make a decision, the direct supervisor must make the decision.

(3) Processors must have procedures for ensuring that animal material and animal product that is not for human consumption or animal consumption is:

a) at all times clearly identified as not fit for human consumption or animal consumption; and
b) is either:

i) classified as medium risk material for animal consumption; or
ii) disposed of in a manner that it is not a source of contamination.

31.10 Chilling and freezing poultry product

[PSP Notice G2.15]

(1) The chilling and freezing of poultry material or product must be done without unnecessary delay.

(2) Poultry product intended for human consumption and preserved primarily by refrigeration must, before release from primary processing premises, be reduced to at least the chilled or frozen temperature, validated at the thermal centre (slowest cooling point) of the product as follows:

a) for chilled poultry, the maximum is 7°C; and
b) for frozen poultry, the maximum is −12°C.

(3) Subclause (2) does not apply to poultry product that is further processed or transported if:

a) it is transferred:

i) between premises that both operate under RMPs that contain requirements for the transfer of products prior to reaching the specified temperatures, so that the relevant risk factors are managed; or
ii) from premises operating under an RMP to premises operating under a registered food control plan under the Food Act 2014, and both the RMP and food control plan contain requirements for the transfer of products prior to reaching the specified temperatures, so that the relevant risk factors are managed; and

b) the consigning processor:

i) identifies in their RMP who the poultry animal product is sent to, and the recipient's RMP or registered food control plan; and
ii) ensures there is no gap in the process documentation as the poultry animal product is transferred between programmes or plans; and
iii) ensures all relevant programmes or plans are registered before the processing or transportation occurs.

31.11 Personnel

31.11.1 Ante-mortem and post-mortem examiners for poultry processing

[PSP Notice G2.17]

(1) Processors must ensure that persons engaged to conduct ante-mortem examinations or post-mortem examinations of poultry:

a) report to a direct supervisor; and

b) conduct ante-mortem and post-mortem examinations in accordance with the procedures in the processor's RMP.

31.11.2 Direct supervisors

[PSP Notice G2.18]

(1) Processors must employ or engage competent direct supervisors to:

a) effectively supervise the ante-mortem and post-mortem examination of poultry at the premises (which requires that direct supervisors must remain sufficiently close to where the examinations take place to see what is happening); and
b) ensure that appropriate corrective actions (such as deciding on dispositions when necessary and preventing recurrence of problems) are taken as required; and
c) maintain the records of ante-mortem and post-mortem examinations as required by this Part.

(2) In order to be competent, direct supervisors must have the competencies specified in clause 5.4.8.

Guidance
Part 5.4 Personnel and competencies covers the competencies required for direct supervisors.

(3) Processors must ensure that direct supervisors:

a) maintain the competencies referred to in clause 5.4.8, for instance through refresher training; and
b) update their competencies whenever a new species of poultry, or a change to processing that has an impact on ante-mortem or post-mortem examination, occurs.

(4) Direct supervision under this clause is a key task for the purposes of AP Regulations 19 to 21.

31.11.3 Nominated persons

[PSP Notice G2.19]

(1) Processors must employ or engage a competent person (or 2 or more competent persons who between them have the competencies specified in clause 5.4.9 to:

a) ensure the processor's procedures for ante-mortem and post-mortem examination of farmed poultry meet the requirements of the PSP Notice; and
b) carry out operator verification activities to ensure that ante-mortem and post-mortem procedures are effectively implemented in accordance with the PSP Notice and the processor's procedures; and
c) ensure records are kept as required by this Notice and the processor's procedures; and
d) ensure the appropriateness of any corrective actions taken, including the restoration of control, checking of disposition of poultry and poultry material, and prevention of recurrence.

(2) Processors must ensure that nominated persons:

a) maintain the competencies referred to in clause 5.4.9, for instance through refresher training; and
b) update those competencies whenever a new species of poultry, or a major change to the processing, occurs.

(3) Acting as a nominated person under this clause is a key task for the purposes of AP Regs 19 to 21.

Guidance
Part 5.4 Personnel and competencies covers the competencies required for nominated persons for poultry processing.

31.12 Records

[PSP Notice G2.14 & G2.20]

(1) Processors must keep the following records (in addition to the records required under clause 31.3):

a) an approximate number of diseased birds and approximate number of defects detected during processing:
b) the number and type of diseases or defects detected in samples of poultry carcasses or parts taken after final post-mortem examination has been completed:
c) the method of disposition of diseased or defective carcasses, which must be in accordance with Appendix 3: Disposition tables for poultry:
d) any corrective actions taken:
e) the name and contact details of every direct supervisor and nominated person they employ or engage, and identify their areas of responsibility.

CHAPTER 6: SECONDARY PROCESSING OF PETFOOD

Part 32: General

32.1 Application

(1) Chapter 6 focuses on managing the following risks to animal and human health from petfood:

a) risk to animal health from consumption of petfood by pets; and
b) risk to human health through direct or indirect infection of humans from handling and preparation of petfood.

(2) This Chapter applies to all processors operating under an RMP. Although further petfood processors are not required to document and implement an RMP, MPI recommends that they do follow relevant procedures given in this Chapter.

(3) The following are outside the scope of this Chapter:

a) risk to human health from human consumption of petfood; and
b) risk to human health through direct or indirect exposure of humans to infected pets and anything in the environment contaminated by infected pets.

Guidance
Processors should see the Petfood decision tree in Part 3: New Zealand legislation applicable to petfood to determine which requirements apply to their business.

32.2 Scope

(1) This Chapter covers secondary processing of animal product, including further processing of complete and balanced petfood (in wet, semi-moist and dry forms), pet chews and pet treats.

(2) Examples of different types of petfood are summarised in Table 11.

(3) The following operations are excluded from the scope of this Code:

a) activities solely covered by the ACVM (see the Petfood Decision tree in Part 3: New Zealand legislation applicable to petfood;
b) rendering of animal material (this is covered by the MPI Rendering Code of Practice).

Table 11: Types of petfood

Type	Description	Example
Raw petfood	• petfood that has not undergone any heat or preservation treatment (see definition) • prepared with or without added ingredients • stored chilled or frozen	• raw meat mince or chunks • raw offal • raw chicken neck • pelletised raw meat • raw meat patties

Type	Description	Example
Canned petfood	• retorted or aseptically processed (low-acid) • packed in cans or pouches • shelf stable at ambient conditions • typically has a moisture content of 60 to 75% or $a_w \geq 0.85$	• canned dog food • canned cat food • cat food in pouches
Heat-treated refrigerated (wet) petfood	• pasteurised • stored chilled or frozen • typically has a moisture content of 60 to 75% or $a_w \geq 0.85$	• chilled dog rolls
Semi-moist petfood and treats	• heat-treated • additional hurdle(s) is usually applied (for example, a_w control, pH control, use of preservative) • may be shelf stable at ambient conditions if mould growth is inhibited (for example, by vacuum packaging and/or use of anti-fungal agent) • typically has a moisture content 25 to 35% or a_w of 0.60 to 0.80	• shelf stable dog rolls • shelf stable semi-moist meat and vegetable chunks • soft jerky
Dry petfood (kibbles) and treats	• extruded, dried and baked • shelf stable at ambient conditions • typically has a moisture content of <10% or a_w of 0.25 to 0.50	• dog biscuits • kibble
Freeze-dried petfood and treats	• may or may not be heat-treated prior to freeze-drying • shelf stable at ambient conditions • typically has a moisture content of ≤ 10% or $a_w \geq$ of 0.25 to 0.50	• freeze-dried meat chunks • dairy-based dog and cat treats • vegetable-based dog and cat treats
Dried pet chews and treats	• heat treated and then dried (for example, air-dried) • shelf stable at ambient conditions • typically has a moisture content of <10% or a_w of 0.25 to 0.50	• hard jerky • dried bones, ears, hooves, liver • pet chews produced from processed hides

Part 33: Materials and products for use in petfood

33.1 Sourcing of animal products

[AP Reg 141]

(1) Animal products derived from farmed red meat animals, hunted animals, poultry and seafood that are used in petfood must be sourced from regulated sources.

(2) Regulated sources are registered or listed businesses that operate under the regulatory control of MPI, such as:

a) primary processor of processing premises that operate an RMP under the APA; and
b) retail butchers, seafood businesses and other food businesses registered under the Food Act 2014.

> **Guidance**
> Petfood processors that use imported animal material (for example, fish for petfood processing) can meet this requirement by ensuring that the imported animal material meets applicable biosecurity Import Health Standards.

33.2 Animal products suitable for use in raw petfood

(1) Only the following animal products can be used in raw petfood (for example, no heat-treatment). Animal product from:

a) farmed red meat animals and poultry slaughter and dressed by a processor operating under an RMP. The animal product must have and passed as minimal risk material for animal consumption;
b) hunted animals dressed by a processor operating under an RMP. The animal product must have passed as minimal risk material for animal consumption;
c) animals processed for human consumption by primary processor operating under an RMP. The animal product must have passed as fit for human consumption (for example, edible offal);
d) materials derived from seafood that is fit for human consumption (refer to clause H2.3 of the PSP Notice); and
e) processed non-meat animal products, such as processed egg, processed dairy and honey.

(2) Supply and processing restrictions are covered in Part 19: Supply and processing restrictions.

33.3 Animal products suitable for use in manufactured petfood

[PSP Notice E1.4, L2.2 & L2.4]

(1) The following animal products may be used in the production of manufactured petfood (petfood other than raw petfood):

a) minimal risk materials listed in clause 33.2(1);
b) medium risk materials that have been treated to reduce risk (such as by rendering).
c) processing food scraps and by-products, such as skins, boning room scraps, fish heads, gut or frames from products intended for human consumption which are derived from premises registered under the Food Act 2014; and

(2) By way of example, medium risk material includes all of the following:

a) material, derived from an animal carcass, containing or suspected of containing residues of agricultural compounds or veterinary medicines, or toxic natural substances (including marine

biotoxins) that may cause harm unless the material is processed or treated so that the levels of residue or substance is reduced to a level that is unlikely to result in harm:

b) material derived from animal material or animal product that is not fit for animal consumption without further processing or treatment:
c) material that has come into contact with any other medium risk material:
d) material derived from animals suspected to be diseased, or that are slaughtered for specific disease eradication purposes, unless the slaughtered animals are passed as fit for human consumption or minimal risk material for animal consumption:
e) material derived from farmed animals that have died in the field:
f) material derived from homekill or recreational catch:
g) material that is, or has come into contact with, any animal material or animal product in relation to which any person is required, by a direction given by the Director-General under section 81(2) of the Act, to take preventative or corrective action.

(3) The operator must ensure that all animal material and animal product which is not fit for animal consumption without further processing or treatment, but which is intended for consumption, receives an effective process or treatment to convert it to be fit for animal consumption.

33.4 Animal products prohibited for use in petfood

[AP Reg 61 & 120; PSP Notice E1.6]

(1) The following animal products must not be used in any type of petfood:

a) animal products derived from animals that have been used in experiments, trials, or research, except where approval is granted by MPI (see Part 19: Supply and processing restrictions);
b) animal products derived from animals imported live into New Zealand, except where approval is granted by MPI (see Part 19: Supply and processing restrictions); and
c) any other animal products unless they are:

i) minimal risk material; or
ii) medium risk material that has been treated to reduce risk.

Part 34: General product and processing requirements

34.1 Scope

(1) This Part covers the general requirements applicable to all petfood processing.

34.2 Petfood safety and suitability outcomes

[AP Reg 11 & 56]

(1) Processors must ensure that petfood they produce does not contain:

a) hazards at levels that may directly or indirectly be harmful to pets and pet owners or handlers; and
b) unwholesome or extraneous material that may make the petfood unsuitable for animal consumption.

(2) Processors must document in their RMP any regulatory or operator-defined limits or other criteria relevant to the safety or suitability of petfood they produce.

Guidance

Regulatory and operator-defined limits define the safety and/or suitability outcomes for a particular petfood, considering its intended purpose and use. Generally, they are measurable process or product criteria that must be achieved during processing.

Regulatory limits are specified in legislation. When no regulatory limit is specified and when necessary to define the acceptability of the petfood, the operator is expected to establish their own limits for the types of petfood they produce.

When establishing operator-defined limits, the processor should consider:

- the type and nature of the petfood (for example, limits for raw petfood will be different from those for heat-treated petfood);
- the hazard(s) reasonably likely to occur in the petfood;
- the potential risks to the pet through direct consumption of the petfood; and
- the risk to the pet owner or handler through direct or indirect contamination from handling, preparing or storing of petfood.

The processor should also ensure that the defined limits are scientifically justifiable and appropriate to the petfood, considering:

- its intended use;
- the intended consumer (i.e. pet);
- its expected handling after leaving the RMP; and
- that they are consistently achievable under normal operating conditions.

Examples of operator-defined limits are:

- physico-chemical properties of a petfood (for example, pH, moisture content, a_w etc.);
- maximum level of a hazard in a petfood (for example, microbiological criteria, maximum levels of a physical or chemical hazard, etc.);
- process parameters (for example, pasteurisation time and temperature, thermal process schedule for 12D reduction of *C. botulinum* in canned petfood, etc.); and
- maximum level of an additive in a petfood.

These regulatory and operator-defined limits may be achieved by applying control measures at a specific process step (for example, at a CCP) or combination of steps, or by Good Operating Practice. The effectiveness of a process can be validated against these criteria. See the Risk Management Programme Manual for further information on regulatory and operator-defined limits.

34.3 Good operating practice

34.3.1 Hygiene and sanitation

[AP Reg 50 & 55; PSP Notice C1.6, C1.11 & C1.12]

(1) Processors must establish and carry out procedures to:

a) ensure appropriate and adequate maintenance, cleaning, and sanitation of premises, facilities, essential services and equipment;
b) manage waste;
c) control pests; and
d) implement effective personnel hygiene practices.

(2) Processors must comply with the requirements covering hygiene and sanitation of the premises, facilities and equipment given in Chapter 2: Good Operating Practice.

(3) Cleaning of product contact surfaces and equipment should be undertaken between processing of different types of product (for example, dog food and cat food, organic petfood and non-organic petfood, products made of materials from different species, etc.) where necessary to maintain the suitability of animal material, the fitness for intended purpose and truth of labelling. Refer to Part 9: Cleaning and sanitation for cleaning and sanitation procedures.

34.3.2 Control of contamination and deterioration

[AP Reg 48 & 58; PSP Notice C1.10]

(1) All inputs, including raw materials, ingredients, additives and packaging must be handled, processed, and stored in a manner that minimises their potential contamination or deterioration.

(2) All process steps should be performed without unnecessary delay.

(3) Animal materials and products requiring refrigeration should be maintained at temperatures that will minimise microbiological growth in the product.

Guidance
If there are any extended breaks during processing, all animal materials and animal products should be stored appropriately (for example, refrigerated) during the break, taking into account the nature of the product.

(4) There should be effective separation to prevent cross-contamination between different types of products (for example, raw and heat-treated products, dog and cat food, organic petfood and non-organic petfood, etc.) where necessary to maintain product safety and suitability and truth in labelling.

(5) Procedures should be in place to protect ingredients and product from contamination by physical hazards such as glass, metal or wood. Unprotected glass and glass implements should be excluded from processing and storage areas. Wooden implements should not be used where they may affect product safety.

(6) Where metal detectors are installed to control an identified hazard, procedures for the operation of metal detectors must be documented. The procedures must include the following:

a) testing or calibration of the metal detector sensitivity;

b) procedures for handling product rejected by the metal detector; and
c) procedures for re-checking product in the event that routine monitoring of a metal detector indicates the equipment has failed or is out of calibration.

(7) Processors must comply with relevant requirements given in Part 12: Calibration of measuring equipment.

34.3.3 Purchase, receipt and storage of raw materials, ingredients and packaging

(1) Processors must source animal material for use in petfood in accordance with the eligibility requirements given in Part 33: Materials and products for use in petfood.

34.3.4 Rework

[AP Reg 10 & 18]

(1) Materials for rework should be:

a) clearly identified;
b) kept separate from other products during storage; and
c) be handled and stored in a manner and under conditions that minimise contamination and growth of microorganisms.

(2) Product that cannot be identified by its original production batch or is deemed unsafe

a) should not be reworked or used in production of petfood; and
b) be disposed of as waste.

(3) Formulations should be properly adjusted to account for the addition of any rework. Consider any potential effect of using rework on the safety, nutritional content, labelling, and shelf life of the product. This should include consideration of any additive levels in the final product.

(4) Procedures for tracing the batches of reworked materials and the batches of products they have been used in must be established and documented.

Guidance

- Processors should establish a cut-off period for reworking products from one batch to the next to facilitate traceability and recall procedures and prevent selection of resistant strains of microorganisms in the product.
- The processor should periodically clear out all rework. For example, some processors have a weekly cut-off for re-work, where material produced in a week can only be reworked into that week's production.

34.4 Product design and formulation

[APA 5]

(1) All petfood products must be designed and formulated to produce petfood that is safe and meets the nutritional requirements of the intended consumer (i.e. pet), considering its intended purpose and use.

(2) Product formulations or recipes should be developed by a suitably skilled person who:

a) has technical knowledge and experience in developing petfood formulations;
b) is familiar with regulatory standards and requirements, including permitted levels of ingredients and additives;
c) has a good understanding of nutritional requirements of pets, particularly when developing complete and balanced petfood; and
d) has a good understanding of the effect of any change in the formulation on product characteristics, nutritional content, process parameters, labelling, shelf life, etc.

(3) The following should be taken into consideration when developing petfood:

a) the type and, if applicable, the life-stage of the pet the petfood is intended for;
b) the intended purpose and use of the petfood (i.e. whether it is intended to be a complete and balanced food or a treat);
c) the nutritional requirements of the pet;
d) how the petfood will be distributed through the supply chain, and handled, stored and used by the retailer and pet owner or handler;
e) the source and suitability of raw materials, ingredients and packaging;
f) the hazards associated with the raw materials and ingredients;
g) the manufacturing process;
h) any applicable regulatory or operator-defined limits, product or process criteria;
i) the shelf-stability and shelf life of the petfood; and
j) for petfood for export, the eligibility of the animal material and petfood for the intended overseas market.

(4) The processor should have a system for managing activities and incidents that may impact on formulations and recipes, such as recipe changes, changes in suppliers of ingredients, use of different brands or alternative ingredients and use of rework materials.

(5) Records of petfood formulations should be kept.

(6) Shelf life should be established, taking into account the petfood formulation, process, packaging and subsequent storage conditions. The processor should be able to explain the basis for the established shelf life and provide supporting records, if necessary.

Guidance
Shelf life can be determined based on:
- scientific literature;
- industry guidelines;
- company's experience and historical records; and/or
- shelf life trials.

34.4.1 Complete and balanced petfood

(1) A petfood that is intended to be a "whole diet" or "complete and balanced" food should meet the recommended nutritional requirements for cats or dogs as defined by the AAFCO Official Publication, the FEDIAF Nutritional Guidelines (October 2021) or other internationally accepted standard or guidelines.

(2) The processor should be able to provide evidence demonstrating compliance with the requirements.

(3) The processor should, where appropriate, undertake trials and carry out testing to verify if product formulation and manufacturing processes are capable of producing a nutritionally well balanced and safe petfood.

34.5 Process development and validation

34.5.1 Process development

(1) Manufacturing processes for each product or product group should be:

a) developed based on the application of HACCP and designed to consistently achieve any applicable regulatory and/or operator-defined limits;
b) documented (in the RMP for RMP operators), including the procedures at key process steps and product and process parameters and criteria; and
c) validated by a suitably skilled person; and revalidated whenever there is a change to the process or product that could impact on the product's safety.

Guidance
The following references give useful information on petfood safety hazards and HACCP:
- the FEDIAF Guide to Good Practice for the Manufacture of Safe Pet Foods provides information on HACCP and its implementation and examples of CCPs for different types of petfood processes.
- Part 4 of the Processed Meats Code of Practice provides guidance on the HACCP approach and examples of HACCP plans for processed meat products.
- The Reference list of potential safety risks in pet food ingredients published by the Pet Food Industry Association of Australia Inc. (PFIAA) provides information on contaminants and hazards that processors should take into consideration when developing their products and HACCP plans.

34.5.2 Process validation

[AP Reg 34; PSP Notice B1.2 & B1.3]

(1) Process validation should cover the aspects of the process summarised in Table 12.

Guidance
Manufacturing process validation is not a specific requirement for petfood processing under the ACVM Act. Compliance with the validation requirement under the APA however will provide assurance that the manufacturing process is fit for purpose and complies with ACVM Regulation 9.

(2) Records of all aspects of the validation work must be kept.

Table 12: Scope of process validation

The processor should be able to demonstrate that:	Example of evidence
Operator-defined limits, including process parameters at CCPs and product criteria, are appropriate to the product and its intended use and scientifically valid	• published scientific literature; • New Zealand or internationally recognised code of practice; • industry agreed criteria; • expert's opinion; or • reports of validation studies.
Process equipment, such as pasteurisers, cookers or driers: • have the correct capability; • are correctly installed and set up; and • are fitted with calibrated measuring devices at the correct location (for example, the 'hot spot' of a cooler or the 'cool spot' of a heating).	• commissioning reports; or • evidence of compliance to equipment manufacturer's instructions regarding installation and setup, such as an installation checklist. For simple equipment, such as small water cookers, actual demonstration of the equipment's operation by the processor may suffice.
Established process parameters, including critical limits at CCPs (for example, heating parameters, drying parameters), and product criteria (for example, a_w, microbiological criteria) are consistently met.	For existing businesses and processes - process monitoring data, historical records. For new businesses or new processes – results of validation trials (see the Risk Management Programme Manual).

The processor should be able to demonstrate that:	Example of evidence
Personnel responsible for control and monitoring at key operational steps (particularly CCPs) are adequately trained or have the correct competencies.	Training records.

Note: See the Risk Management Programme Manual, the Processed Meats Code of Practice, and guidance document What is Validation? for further information on validation.

34.5.3 Non-compliance to processing procedures and parameters

[AP Reg 18; PSP Notice C6.2]

(1) The processor must take immediate action when any non-compliance occurs that results in the product or process not meeting the established process or product parameters, including any regulatory or operator-defined limits.

(2) Non-conforming products must be identified and segregated until their safety and disposition has been determined by a suitably skilled person (see Part 16: Handling, disposition and recall of non-conforming products.

(3) A suitably skilled person must investigate any incidence of non-compliance or process failure, determine the cause of the failure and take appropriate corrective action.

(4) The corrective actions must address the:

a) restoration of control (for example, stop processing until the assessment is completed and any necessary changes have been made to the product or process);
b) identification and disposition of affected product (including initiating a recall, if necessary); and
c) prevention of the recurrence of the problem.

(5) A record of the assessment and corrective actions taken must be kept.

34.5.4 Process monitoring

[AP Reg 22; PSP Notice B1.1]

(1) The processor must ensure the process is:

a) operated in accordance with documented procedures; and
b) monitored and verified at a frequency necessary to ensure that the established process and product parameters are consistently met.

(2) Process control and monitoring of critical control points must be carried out and/or supervised by appropriately trained personnel.

(3) Calibrated instruments must be used for measuring critical process parameters. See Part 12: Calibration of measuring equipment.

(4) Records of the process, including records of raw materials and ingredients, must be maintained for each production lot or batch. See Part 5.1 Document control and record keeping.

34.6 Raw material, ingredient and product testing

(1) Product testing should be done to verify compliance to relevant regulatory limits or operator-defined limits written in the RMP.

Guidance
The product testing programme should include information on:
- testing of raw materials or ingredients (if needed);

- products or ingredients to be tested;
- frequency of testing;
- number of samples;
- tests to be done; and
- the identity of the suitably skilled person or laboratory that will perform the tests.

(2) Samples should be representative of the batch or ingredient being tested.

(3) Samples should be hygienically collected by a person who has appropriate training and/or experience in hygienic sampling techniques.

(4) Samples should be held and transported under conditions which will not affect the particular parameter that the ingredient or product is being tested for.

(5) The testing laboratory used must be accredited for tests that must be done by an accredited laboratory.

Guidance

An accredited laboratory is a laboratory that has been accredited by International Accreditation New Zealand (IANZ) to ISO/IEC 17025 with the required tests in the laboratory's scope of accreditation. A directory for accredited laboratories can found on the IANZ webpage.

(6) Any in-house testing for chemical and physical parameters (for example, moisture content, water activity, pH) should be done using standard methods and by a person who has appropriate training and/or experience in the particular test.

Part 35: Preparation steps

35.1 Scope

(1) This Part covers the steps typically undertaken during the production of raw petfood and the preparation of animal product for processing.

35.2 Tempering and thawing

(1) Appropriate temperature control should be applied during the tempering or thawing of frozen meat to minimise the growth of pathogenic and spoilage microorganisms in the product.

(2) Procedures and time/temperature parameters for the tempering or thawing of frozen meat should be documented in the operator's RMP.

(3) Plastic liners that may be entrapped in meat blocks should be removed properly.

> **Guidance**
> The occurrence of entrapped plastic in the meat may be reduced by using thicker gauge liners which are less likely to tear and using coloured liners which are easier to see.

35.3 Cutting, boning and trimming

(1) Carcasses, sides and quarters should be checked for gross visible defects before they are cut and boned and any defects found should be removed in a hygienic manner. Visible defects include rail dust, grease, bruises, lesions, blood clots, clusters of hair, dirt or other extraneous material.

(2) Defective material and contaminated or deteriorated meat unsuitable for processing should be immediately disposed of into identified waste bins or containers. Dropped meat may be used for processing provided contaminated areas are adequately trimmed prior to use.

(3) The operation should be managed so carcasses and cuts are maintained at a temperature that minimises microbial growth during cutting, boning, or trimming.

(4) Cuts and trimmings should not be allowed to accumulate without proper temperature control.

(5) Equipment used, such as knives, sharpening steels and mesh gloves, should be cleaned and sanitised, as necessary, to prevent contamination of products.

35.4 Mechanical separation

[PSP Notice L2.3]

(1) This clause applies to processors who separate red meat or poultry animal material from bones using the mechanical separation method of compression or abrasion.

(2) The processor must ensure that product intended for mechanical separation is managed to minimise microbial growth.

(3) The processor must have procedures to monitor the performance of mechanical separation on an ongoing basis.

(4) The processor must establish operator-defined limits, including actions to be taken if the limit is exceeded, for aerobic plate count and *E. coli* for the purpose of microbial process control for mechanically separated animal product.

35.5 Size reduction (for example, mincing, flaking, dicing)

(1) Procedures for preventing metal contamination from grinders and flakers, and corrective actions when metal contamination occurs must be established and documented.

> **Guidance**
> Grinders and flakers should be checked and maintained regularly to prevent metal contamination from equipment. Some companies also have procedures for preventing metal contamination from newly installed blades. For example, when a new or re-sharpened blade is installed, the first few kilograms of mince produced after installation is dumped to waste.

(2) Grinders, flakers and other equipment must be maintained in a hygienic condition during the production period.

35.6 Weighing

[AP Reg 48; PSP Notice C1.10]

(1) Correct recipes or batch weighing instructions should be available to, and used by, the person responsible for weighing ingredients.

(2) The weighing and assembly of ingredients and additives should be carried out only by designated and trained personnel.

(3) Accurate scales and metering equipment with appropriate capability must be used for weighing ingredients. They should be calibrated or certified, as applicable, considering their use and the criticality of the measurement being taken. See Part 12: Calibration of measuring equipment.

(4) Weighing procedures should facilitate the identification and traceability of all raw materials and ingredients used in batches of products. Batch records must be kept.

(5) Containers and utensils used for weighing should be dedicated for the purpose. They should be clean and not be a source of contamination.

(6) Pre-weighing and assembly of dry ingredients should be performed in a dry ingredient room, or in an area specifically designated for dry ingredient preparation and/or storage.

35.7 Mixing

(1) Mixing procedures should ensure a homogenous mixture, which is essential for nutritional balance and petfood safety.

(2) Packaging or containers of pre-weighed ingredients or premixes should be handled and disposed of properly so that they do not become a source of physical hazard or foreign matter (for example, plastic bag, pieces of paper, string, etc.).

(3) When necessary for product safety, the temperature of the mixture should be controlled.

> **Guidance**
> Temperature control can be maintained by for example, small batch sizes, water baths, temperature-controlled rooms etc.

(4) The mixture should be used (for example, filled into casings) without unnecessary delay, or it should be held under refrigeration while waiting to be further processed.

(5) The incorporation of rework into any product should be in accordance with the procedures given in 34.3.4 Rework.

(6) Procedures for preventing metal contamination from bowl choppers and mixers, and corrective actions when metal contamination occurs should be established and documented.

35.8 Filling

(1) The petfood preparation or mixture should be hygienically filled into containers (for example, retail-ready containers, food grade casings, moulds etc.).

(2) If a filling machine is used, it should be adjusted properly to achieve portioning accuracy and evacuation of air pockets from the product. Casings should be filled to the correct diameter.

> **Guidance**
> Under-filling and over-filling can affect the quality of the end product. Diameter size influences the rate of heating and drying.

(3) Procedures for preventing the mixing of products from one batch to the next should be established and documented.

(4) If metal clips are used for sealing casings or bags, procedures for preventing contamination from metal clips should be established and documented.

Part 36: Processing treatments

36.1 Scope

(1) This Part covers the requirements for processing of specific types of petfood.

(2) The contents of this Part have largely been based on the Australian Standard: Manufacturing and Marketing of Pet Food and the FEDIAF Guide to Good Practice for the Manufacture of Safe Pet Foods (February 2018).

36.2 Canning and aseptic processing and packaging

[PSP Notice L1.2]

Canning

(1) Processors of low-acid canned product must ensure that the canning operations comply with the principles in one of the following:

a) the current edition of the Code of Hygienic Practice for Low Acid and Acidified Low-Acid Canned Foods, as published by the Codex Alimentarius Commission: (CAC/RCP 23-1979); or
b) the current edition of the United States Food and Drug Administration requirements for Thermally Processed Low-acid Foods Packaged in Hermetically Sealed Containers, as contained in 21 CFR Part 113, and Acidified Foods as contained in 21 CFR, Part 114.

Aseptic processing and packaging operations

(2) Processors of low-acid aseptically processed and packaged product must ensure that the operations comply with the principles in one of the following:

a) both:

i) the current edition of the Code of Hygienic Practice for Low Acid and Acidified Low-Acid Canned Foods, as published by the Codex Alimentarius Commission: (CAC/RCP 23-1979); and
ii) the current edition of the Code of Hygienic Practice of Aseptically Processed and Packaged Low-acid Food Foods, as published by the Codex Alimentarius Commission (CAC/RCP 40-1993); or

b) the current edition of the United States Food and Drug Administration requirements for Thermally Processed Low-acid Foods Packaged in Hermetically Sealed Containers, as contained in 21 CFR Part 113, and Acidified Foods as contained in 21 CFR, Part 114.

Guidance
Canned petfood should be subjected to a minimum heat treatment that delivers a lethality of F_O 3, unless scientific justification for a lower F_O has been validated in the RMP.

See the Further Processing Guidance document for more information.

36.3 Heat-treated refrigerated petfood

(1) Heat-treated refrigerated petfood, such as dog rolls, should be pasteurised (i.e. cooked) followed by quick cooling to 5°C or less.

(2) Cooking facilities, such as steam or water cookers and ovens should be properly installed and set up so they provide uniform temperature distribution throughout the unit and equipped with a calibrated measuring device located at the 'cold spot' of the cooker.

(3) Process control applied to heat-treated petfood intended for refrigerated storage should include:

a) control of the size and weight of product dispensed into casings or primary packaging to ensure uniform cooking of products in each batch;
b) control and monitoring of heating conditions (for example, time and temperature, loading configuration, etc.) to ensure that all products are exposed to the required pasteurisation temperature and time;
c) control of product transfer from filling to the heat treatment or from heat treatment to filling and cooling without delay and within a specified time; and
d) storage at 5°C or less.

36.4 Shelf stable semi-moist petfood and treats

(1) Semi-moist petfood, such as shelf stable dog rolls and some types of soft jerky and treats, should be heat-treated to a specified time-temperature, which in combination with the adjustment of pH or a_w by drying or addition of additives (for example, preservatives, humectants, etc.), makes the product microbiologically safe and shelf stable.

(2) The a_w should be specified taking into account the heat treatment, use of mould inhibitors, pH adjustment and type of packaging. The a_w in combination with mould inhibitors, packaging and storage temperature should be low enough to prevent the growth of microorganisms during storage.

Guidance
Water activity (a_w) of a food is the ratio between the vapor pressure of the food itself, when in a completely undisturbed balance with the surrounding air media, and the vapor pressure of distilled water under identical conditions. Most foods have an a_w above 0.95 and that will provide sufficient moisture to support the growth of bacteria, yeasts, and mould. The amount of available moisture can be reduced to a point which will inhibit the growth of the organisms.

Water activity (a_w) can be determined using a calibrated a_w meter. Processors who do not have access to such equipment can measure moisture content, but it is necessary to establish its correlation to a_w for each product.

Selection of samples for testing is important in drying operations as there may be large variation throughout a batch or run. The processor should have good knowledge of their process to ensure that the wettest samples are selected for testing.

(3) Process control applied to semi-moist petfood and treats should include:

a) control of the size and weight of product dispensed into casings or primary packaging to ensure uniform cooking of products in each batch;
b) control and monitoring of heating conditions (for example, time and temperature, loading configuration, etc.) to ensure that all products are exposed to the required heating temperature and time; and
c) control and monitoring of the use of additives, adjustment of pH, adjustment of a_w or other microbial control processes that are necessary to achieve the stated shelf life.

36.5 Dried petfood (freeze-dried petfood, dried pet chews and treats)

(1) The drying process and any additional controls (where used) should make the dried petfood microbiologically safe and shelf stable.

Guidance

Dried meat products are preserved primarily by the reduction moisture (i.e., a_w. However, additional controls are normally applied during their commercial production, which contribute to the effectiveness of the process to inactivate or inhibit micro-organisms. Examples of these additional controls are:

- the use of salt and/or anti-microbial agents;
- application of smoke; and
- heating of the meat before or after drying.

(2) Dried pet chews and treats should be subjected to a heat treatment during processing sufficient to destroy pathogenic microorganisms including *Salmonella*. After treatment, every precaution should be taken to ensure that the product is not exposed to contamination.

(3) Dried petfood should be dried to a moisture content or a_w that will inhibit the growth of microorganisms during storage.

Guidance

At $a_w \leq 0.85$, the growth of all bacterial pathogens of concern is controlled. The growth of moulds and yeast can be prevented during storage by drying to $a_w < 0.80$ and vacuum packing, or by drying and maintaining a_w at ≤ 0.65.

(4) Process control applied to dried petfood should include:

a) control of product size and weight to ensure uniform drying;
b) if heating is applied, control and monitoring of heating conditions (for example, time and temperature, loading configuration, etc.) to ensure that all products are exposed to the required heating temperature and time;
c) control of drying conditions (for example, drying time and temperature, relative humidity, vacuum, etc.) to ensure that products are dried to a specified a_w and/or equivalent moisture content to produce a shelf stable product; and
d) product cooling before packing.

36.6 Dry petfood (extruded or baked)

(1) Dry petfood, such as kibble, for which the method of preservation is heating through an extrusion or baking process followed by drying should be heated for a specified time and internal temperature which in combination with drying, is sufficient to make the product microbiologically safe and shelf stable.

(2) Following extrusion or baking, products should be dried to an a_w low enough to inhibit the growth of microorganisms, including moulds. Dry petfood typically has a moisture content of < 10% or a_w of 0.25 to 0.50.

(3) Process control applied to dry petfood should include:

a) control of product size and weight;
b) control of drying conditions (for example, drying time and temperature, relative humidity, vacuum, etc.), to ensure that products are dried to a specified a_w and/or equivalent moisture content to produce a shelf stable product; and
c) product cooling before packing.

Part 37: Packing and storage

37.1 Scope

(1) This Part covers the requirements and procedures for post-process handling, packing and storage of petfood.

37.2 Packing

[PSP Notice C3.5]

(1) The specifications, handling and storage of packaging materials must meet the requirements given in Part 10: Purchase, handling and storage of raw materials, ingredients, and packaging.

(2) Raw petfood should be packed in new packaging with complete seals to prevent leakage.

(3) Packaging materials should be dispensed in a manner that protects the materials and the product from contamination.

(4) Packaging machines should be set up correctly so that they produce complete seals where this is necessary for product safety. Packaging seal or closure integrity should be checked regularly. This may include visual or physical testing (for example, complete seal, no cracking or wrinkling, maintenance of vacuum, etc.).

(5) Refrigerated products must be transferred without delay to the chiller or freezer after packing.

37.3 Labelling

[PSP Notice C3.2]

(1) Identification and labelling must meet the requirements given in Part 13: Identification and labelling of products.

> **Guidance**
> The NZPFA *Labelling Guide* gives the detailed information on how to meet the relevant labelling requirements, as well as providing best practice examples. Processors should contact the Association directly for a copy of the guide.

(2) Pet food labelling and advertising materials must comply with the ACVM Regulations, and must not include any misleading descriptions, statements or claims that are inconsistent with the requirements in the Regulations or the conditions of exemption from registration for oral nutritional compounds [ACVM Reg 13].

(3) Transport outers of petfood containing animal products must be labelled with the following information:

a) unless the name of the material or product makes it clear that it is not for human consumption, a statement that the material is not for human consumption;
b) the name or description of the product;
c) storage directions, where necessary to maintain fitness for intended purpose of the product;
d) batch identification, where applicable; and
e) the name and address of the processor where the most recent processing was done, or information that identifies the premises where the most recent processing (other than mere storage or transport) was done.

37.4 Repacking

[PSP Notice C3.6]

(1) If any animal material or animal product is repacked, the repacking must be done under appropriately hygienic conditions and in manner that ensures that any material or product that is not enclosed in any packaging is protected from contamination and maintains its suitability for processing or fitness for its intended purpose.

37.5 Storage

(1) Chilled products should be maintained at +5°C or cooler and frozen products at −12°C or cooler.

(2) The chiller and freezer temperatures should be monitored regularly.

(3) Chillers and freezers should not be loaded beyond their capacity.

(4) Procedures should be in place for identifying and holding finished product awaiting test results for release.

(5) A first-in-first-out or plant specific rotation inventory control system should be maintained for finished products.

(6) Products with damaged packaging should be handled in a manner that will minimise:

a) the exposure or spillage of the product (for example, products can be wrapped and sealed);
b) contamination or deterioration of the product; and
c) contamination of other products and the storage area.

37.6 Dispatch

(1) Products should be released in accordance with the procedures covered in Part 17: Dispatch of animal materials and products.

Appendix 1: Ante-mortem examination of farmed red meat animals

A. General

The following table provides the general guidance that apply to **all** slaughter operators of farmed red meat animals.

Table 13: General guidance for on-farm slaughter of farmed red meat animals

<table>
<tr><th>No.</th><th>Topic</th><th colspan="2">Requirements</th></tr>
<tr><td>1.</td><td>On-farm slaughter of farmed red meat animals for animal consumption</td><td colspan="2">Only primary processors who have documented procedures for this activity within their registered RMP.</td></tr>
<tr><td rowspan="3">2.</td><td rowspan="3">Generally healthy</td><td colspan="2">To be eligible for on-farm slaughter, farmed red meat animals must be assessed as generally healthy by a competent ante-mortem examiner.

The following provides general information regarding what is considered to be generally healthy. It also provides information as to what would be considered not generally healthy and therefore may not be suitable for animal consumption.</td></tr>
<tr><td>Generally healthy</td><td>Not generally healthy
(and therefore not suitable for animal consumption)</td></tr>
<tr><td>Animals should exhibit the following symptoms:
ears pricked and locating sound;
eyes bright and follow movement;
generally aware of surrounding environment;
able to stand and bear weight evenly on all limbs;
may move away on being approached;
bright and alert; or
normal behaviour.
Normal temperatures at rest are:
38.0°C for horses;
38.5°C for cattle; and
39.0°C for bobby calves, sheep, goats and pigs.
These may vary by 0.5°C up or down and vary during the day. For some of these animals, the stress of measuring the temperature is enough to cause it to rise.</td><td>Animals exhibiting some or all of the following symptoms:
ears drooped, not moving;
eyes semi-closed, not following movement;
sitting or lying, with head drooped or on the ground;
not interested in surrounding environment;
diarrhoea / scour;
abnormal behaviour;
increased breathing and panting;
laboured breathing without any obvious cause;
signs of excessive or unusual discharge from eyes, nose, mouth, vagina or rectum;
dull and depressed; or
abnormal temperature.</td></tr>
</table>

No.	Topic	Requirements
4.	Animals acceptable for transport – healthy horses or cattle (excluding calves)	Horses and cattle (excluding calves) must be capable of being transported under the Animal Welfare Act 1999 and Regulations and Codes of Welfare made under that Act. The resulting animal product is not eligible for export.
3.	Timely action	The welfare of the animal is paramount. Decisions and interventions must be undertaken in a timely manner, to avoid unnecessary pain or distress of the farmed red meat animal. The primary processor should remind the owner that they have obligations under the Animal Welfare Act 1999 if they: • determined an animal is not suitable for animal consumption (for example, during initial telephone call from the owner); or • is unable to attend to an animal in a timely manner. The animal must be treated (including veterinary treatment where appropriate) or destroyed humanely, if it is suffering unreasonable or unnecessary pain or distress.
4.	Ante-mortem examination – general	All farmed red meat animals to be primary processed for animal consumption must be subjected to, and pass, ante-mortem examination by a competent ante-mortem examiner [PSP Notice F3.12(1)].

B. On-farm slaughter

The following table provides the general guidance for the on-farm slaughter for humane reasons, of farmed red meat animals for petfood.

Table 14: Assessment for on-farm slaughter for humane reasons

No.	Topic	Requirements
1.	General requirements	Comply with Table 13: General Requirements for On-farm Slaughter of Farmed Red Meat Animals for Animal Consumption
2.	Ante-mortem examination – **additional requirements** for animals being slaughtered for humane reasons	When assessing the animal as being generally healthy the ante-mortem examiner should consider whether the suspected condition will affect the animal's suitability for purpose. Note: • The resulting animal product is subject to post-mortem examination. The disposition will be affected by the extent of the defect or condition at this examination. • The animal must not be processed for animal consumption if after post-mortem examination: – an animal fails to meet the requirements relating to the suspected condition (for example, too advanced); or – there is reason to suggest the animal is generally ill or suffering from any condition other than those provided for in these requirements.
3.	Specified conditions for slaughter on-farm for humane reasons	To be eligible for on-farm slaughter for humane reasons, a farmed red meat animal must have one of the specified conditions described in Table 15 Specific Conditions for On-Farm Slaughter for Human Reasons below. Note: These specific conditions: • should be read in conjunction with the Petfood Examiner's Reference Manual – Ante-Mortem. This manual provides additional detail including ante-mortem signs; and • would prevent the humane transport of the animal for human consumption. **Note**: The Animal Welfare (Care and Procedures) Regulations 2018 prohibit the use of blunt force to the head to kill bobby calves except in specific circumstances. A bobby calf must be in severe pain or distress and, as a result, require immediate humane destruction and there must be no reasonably practicable alternative to the use of blunt force available. See the Animal Welfare Regulations for full details of the requirements.

Table 15: Specified conditions for on-farm slaughter for humane reasons

Conditions	Species	General explanation	Requirements / supporting evidence
Traumatic injury for example, • broken leg; • dislocated limbs; • mounting causing split pelvis; • fighting injuries.	All	An animal showing recent signs of injury through traumatic event (damage to nerves, bones, musculo-skeletal system) to a localised region of the body. **Likely ante-mortem signs:** • haemorrhages or injuries, dislocation; • animal may be sitting, but not lying down; • reluctance to move; • lameness; or soft tissue injuries, bleeding, cuts.	Where an animal is suffering pain and distress, it must be humanely killed as soon as possible. Where: • the animal exhibits signs of lameness or pain when moving; or • there is clear evidence of fracture, dislocation or swelling of the joint. **Note**: in some cases of localised swelling, lameness or pain to the joint, it may not be possible to clearly differentiate between other causes of lameness for example, infective arthritis. In these cases the animal may be killed on humane grounds and subject to (intensified) post-mortem examination procedures.
Emaciation	All	An animal that has lost condition, due to a lack of feed, so that it would be inhumane to transport it. This may be due to: • drought; • being snow bound (and potentially suffering from exposure); • starvation; or • nutritional deficiency. **Likely ante-mortem signs:** • animal is very thin; or • very weak, reluctant to move.	When the body condition score is below those defined in the codes of welfare urgent remedial action must be taken to either improve condition or humanely kill the animal. In the case of drought or snowbound event there is clear evidence that the general procurement area or farm is experiencing either of those events. EXCLUSION: Animals that have become emaciated through a disease. The disease should be assessed recognising that it has caused emaciation which may change the ante-mortem decision.
Any metabolic disease	All, especially dairy cattle	Cows which are down as a result of a metabolic condition such as milk fever and which have not responded to treatment.	These animals must be specifically assessed as fit for animal consumption. When making this assessment consideration must be given to any previous history or treatment the animal may have had which would affect its suitability for animal consumption. This includes any therapeutic treatment given and the diagnostic history of the animal. This assessment must either be undertaken by either:

Conditions	Species	General explanation	Requirements / supporting evidence
			• an ante-mortem examiner; or • a practising veterinary clinician who must provide, within 36 hours, the supplier with a Veterinary Certificate or Veterinary Practice Docket declaring that in their opinion the animal is fit for animal consumption. This document must include the following information: – the owner's name; – the cow's ear tag and herd identification number; – a statement that the cow shows no evidence of a septic or toxic condition; – the fact that the animal is not fit to be transported; – time of examination; – veterinarian's signature and date; and – veterinary practice address. The supplier must provide to the primary processor: the Veterinary Certificate or Veterinary Practice Docket; and the supplier declaration.
Calving paralysis	Cattle, especially dairy	An animal that shows signs of full or partial paralysis of the hind legs.	• the animal exhibits signs of weakness or paralysis in one or both hind legs and is unable to stand; or • there is a temporal association of pregnancy and calving. **Note:** calving paralysis is caused by damage to the hind leg nerves associated with the calving process. In particular it occurs where the calf is large relative to the size of the pelvis.
Cancer eye (squamous cell carcinoma)	All	Cancer eye, where the size and location of the lesion(s) means, that it is likely to be injured during transport, or associated with mucopurulent discharge (secretion of fluid containing mucus and pus).	There are specific requirements describing those cancer eye lesions that are ineligible for transport. The Petfood Examiner's Reference Manual – Ante-Mortem is another option for those cancer eye cases that have advanced beyond the stage that allows them to be acceptable for transport. However, the Petfood Examiner's Reference Manual – Ante-Mortem is not to allow carte blanche acceptance of neglected cancer eye cases to be processed for animal consumption.

Conditions	Species	General explanation	Requirements / supporting evidence
			EXCLUSION: Signs of gross osseus (bony) involvement or a significant systemic involvement would make any such animals unfit for animal consumption.
Ingrown horns	Horned animals	Such animals are likely to be injured during transport.	When the horns are placing pressure on the animal's head and contacting the skin or eye.
Prolapsed uteri (womb) or rectum	Pig, sheep, cattle, goats		Each prolapse should be examined to rule out any condition that may impact on the animal's suitability for animal consumption for example, evidence of gangrene. Determine what steps are needed to ensure hygienic processing.

C. Conditions not acceptable for petfood

The following table provides a list of conditions that are not acceptable for animal consumption. This is not an exhaustive list, so the ante-mortem examiner must always consider whether a condition will make it unacceptable for petfood.

Table 16: Conditions not acceptable for animal consumption for ALL species

No.	Condition	Explanation
1.	General systemic illness, sick, or showing evidence of an infectious disease	As described as not generally healthy in Table 14: Assessment for On-farm Slaughter for Humane Reasons. These animals should not be held for extended periods and instead should be humanely euthanised as soon as possible.
2.	Diarrhoea (enteritis)	Bloody or gangrenous.
3.	Gangrene/Necrosis	Infection and break-down of tissues. Absorption of poisons from affected area can causes paralysis and death. Where the gangrene/necrosis is localized for example, to the udder the affected tissue can be trimmed and the rest of the carcass acceptable for processing (no sign of systemic involvement from infection or toxin). Ante-mortem signs of a generalised condition: • characterised by strong offensive smell; • green/black tissue around infected area; • fever; • animal dull and depressed; • animal down; • may be an associated injury, like muscular or bone injuries, mastitis; • foul-smelling faeces, may be blood; or • animal will be obviously sick. **Note**: could be more than one animal affected, some may be dying or dead.
4.	Salmonellosis	**Ante-mortem signs of a generalised condition** (serious bacterial infection of the intestines): • foul-smelling faeces, may be blood; or • animal will be obviously sick. **Note**: could be more than one animal affected, some may be dying or dead.

No.	Condition	Explanation
5.	Septicaemia	Ante-mortem signs of a generalised condition (infection of the circulatory system): • will either be systematically ill or dying; • pin-head haemorrhages on mouth lining may be evident; or • often associated with a disease: enteritis, arthritis, mastitis, abscess.
6.	Toxaemia	Ante-mortem signs of a generalised condition (toxins circulating in the blood stream): • will either be systematically ill or dying.

Appendix 2: Post-mortem examination procedure and disposition for farmed red meat animals

Reproduced from Schedule 1 of the Animal Products Notice: Processing, Supply and Processing signed 25 March 2025.

1 – Examination requirements

(1) The following minimum examination requirements must be completed as indicated in Table 17:

(d) **View** – view structures as part of normal dressing/tissue removal, note and judge abnormality:
(e) **Palpate** – feel by pressure, note and judge abnormality:
(f) **Incise** – incise with a knife, note and judge abnormality.

(2) Any additional combination of the requirements in subclause (1) may be used to aid final judgement where evidence suggests further investigation is required.

Table 17: Examination procedures

	Cattle	Additional procedures - cattle at risk from Tb (RMP required to document controls)	Farmed Deer	Additional procedures - deer at risk from Tb (RMP required to document controls)	Bobby Calves	Horses	Pigs	Lambs	Sheep	Additional procedures (CLA)	Additional procedures - animals exposed to Johne's vaccination (RMP required to document controls)
Head and Neck											
Head	View		View		View	View	View	View	View		
Neck	View		View		View	View	View	View	View		Palpate
Throat	View		View		View	View	View	View	View		
Head lymph nodes	View and incise		View and incise			Palpate	View exposed				
Atlantal - base of neck lymph node (if present)	View and incise			View and incise							
Chest Cavity											
Chest cavity	View		View		View	View	View	View	View		
Diaphragm - muscular wall	View			View	View	View	View	View	View		

	Cattle	Additional procedures - cattle at risk from Tb (RMP required to document controls)	Farmed Deer	Additional procedures - deer at risk from Tb (RMP required to document controls)	Bobby Calves	Horses	Pigs	Lambs	Sheep	Additional procedures (CLA)	Additional procedures - animals exposed to Johne's vaccination (RMP required to document controls)
separating abdomen from chest											
Pleura - chest cavity lining	View		View		View	View	View	View	View		
Trachea - wind pipe	View		View		View	View	View	View	View		
Lungs (incise along length if required to inspect deeper lung tissue)	View and palpate		View palpate		View and palpate	View and palpate	View and palpate	View	View palpate		
Lung lymph nodes: Apical Bronchial Mediastinal	View and incise		View and incise								
Lung lymph nodes: Bronchial Mediastinal					View and palpate	View and palpate	View and palpate	View and palpate	View and palpate		
Heart	View and palpate		View and palpate		View and palpate	View and palpate	View	View	View		
Pericardium - heart sac opened	View		View		View	View	View	View	View		
Thymus - sweat bread	View		View		View	View	View	View	View		
Abdominal Cavity											

	Cattle	**Additional procedures - cattle at risk from Tb** (RMP required to document controls)	**Farmed Deer**	**Additional procedures - deer at risk from Tb** (RMP required to document controls)	**Bobby Calves**	**Horses**	**Pigs**	**Lambs**	**Sheep**	**Additional procedures (CLA)**	**Additional procedures - animals exposed to Johne's vaccination** (RMP required to document controls)
Abdominal cavity - gut cavity	View		View		View	View	View	View	View		
Lumbar lymph nodes - back bone nodes	View and incise		View	View and incise	view						
Iliac lymph node		View and incise	View	View and incise	View		View	View	View	Palpate	
Internal iliac lymph nodes	View and incise										
Ischiatic lymph nodes		View and incise		View and incise				Palpate	Palpate	Palpate	
Peritoneum - abdominal lining	View		View		View	View	View	View	View		
Oesophagus - swallowing pipe	View		View		View	View	View	View	View		
Gastro-intestinal tract - guts	View		View		View	View	View	View	View		
Mesenteric lymph nodes - gut nodes	View and palpate	View palpate and incise	View and palpate		View and palpate	View	View and palpate		View and palpate		
Liver - both sides	View and palpate		View and palpate		View and palpate	View and palpate	View	View	View and palpate		
Liver lymph node	View and incise		View and incise		View and incise	View and palpate	View and palpate	View	View and palpate		
Liver - gall bladder (sac)	View		View					View	View		

	Cattle	Additional procedures - cattle at risk from Tb (RMP required to document controls)	Farmed Deer	Additional procedures - deer at risk from Tb (RMP required to document controls)	Bobby Calves	Horses	Pigs	Lambs	Sheep	Additional procedures (CLA)	Additional procedures - animals exposed to Johne's vaccination (RMP required to document controls)
Liver gall bladder - bile duct	View		View			View		View	View		
Pancreas	View		View		View				View		
Pancreatic lymph node						View					
Spleen - both sides	View and palpate		View		View and palpate	View	View	View	View and palpate		
Kidneys - out of covering membrane	View and palpate		View and palpate		View and palpate	View and palpate	View	View	View and palpate		
Kidney lymph node	View and incise		View	View and incise			View				
Pelvic cavity											
Pelvic cavity	View		View		View	View	View	View	View		
Pizzle - penis	View		View		View	View	View	View	View		
Rectal cavity	View		View		View	View	View	View	View		
Scrotal sac area	View		View		View	View	View	View	View		
Spinal column	View		View		View	View	View	View	View		
Tail	View		View		View	View	View	View	View		
Testicles	View		View		View	View	View	View	View		
Uterus - womb	View		View			View	View		View		
General genital organs	View		View		View	View	View	View	View		
Superficial inguinal - udder	View and incise		View and palpate	View and incise			View and palpate	View and palpate	View and palpate	View and incise	

	Cattle	Additional procedures - cattle at risk from Tb (RMP required to document controls)	Farmed Deer	Additional procedures - deer at risk from Tb (RMP required to document controls)	Bobby Calves	Horses	Pigs	Lambs	Sheep	Additional procedures (CLA)	Additional procedures - animals exposed to Johne's vaccination (RMP required to document controls)
/ scrotal sac lymph node											
Other internal and external surfaces											
Internal and external surfaces (including abdominal, thoracic and rectal/pelvic cavities, neck, limb joints and neural canal/spinal cord if the carcass has been split)	View		View		View	View	View	View	View		
Superficial cervical lymph node (see note 1)	Palpate	Palpate & incise	Palpate & incise					View (if on the carcass, see note 2)	View (if on carcass, see note 2)	View and incise	View and incise
Sub iliac (hind leg fold lymph node) (see note 3)	Palpate	Palpate & incise	Incise and view	Palpate & incise	View all exposed lymph nodes			View (if on the carcass, see note 2)	View (if on carcass, see note 2)	View and incise	
Popliteal - knee joint lymph node		Incise		Incise				Palpate	Palpate	Palpate	
Lumber chain lymph node	View and incise		View								

	Cattle	Additional procedures - cattle at risk from Tb (RMP required to document controls)	Farmed Deer	Additional procedures - deer at risk from Tb (RMP required to document controls)	Bobby Calves	Horses	Pigs	Lambs	Sheep	Additional procedures (CLA)	Additional procedures - animals exposed to Johne's vaccination (RMP required to document controls)
Udders / mammary glands	View		View			View	View		View		

[1] Superficial cervical lymph node used to be called the prescapular lymph node.

[2] Incidental removal of subiliac, superficial inguinal, supramammary or superficial cervical lymph nodes is acceptable and should not be treated as carcasses with missing parts.

[3] Subiliac lymph node used to be called precrural lymph node.

2 – Disposition requirements

(1) The following dispositions must be applied for diseases or conditions identified in rows 1 to 77 of Table 18: Disposition:

a) if a localised defect or condition is identified the defect or condition must be removed hygienically, and the abnormal tissues disposed of as further described in the table; and

b) if a localised defect or condition identified has spread from the original location, the following judgements are to be applied:

i) where a defect or condition has spread from the original location, the examiner must confirm that the animal does not show any post-mortem signs suggestive of general systemic illness, and if there are no signs suggestive of general systemic illness, then the defect or condition must be removed hygienically, and the tissue disposed of as further described in the table:

ii) where a defect or condition has spread from the original location and the examination identifies signs suspicious of general systemic illness - then all tissues are to be disposed of as medium risk.

(2) Where a defect or condition is identified as noted in rows 78 to 87 of Table 18: Disposition, all tissues are to be disposed of as medium risk material.

(3) The terms listed below indicate the following:

a) **Wholesomeness** – an abnormality that does not represent a significant hazard. However, the final disposition made on the raw material must take into account the operator's individual RMP requirements for wholesomeness:

b) **RMP Hazard** – an identified hazard in the source raw material that must be further analysed and managed where possible by the operators RMP:

c) **Petfood / minimal risk** – an abnormality that does not significantly impact on the raw material's suitability for petfood and where no further restrictions applies:

d) **Medium risk** – Material must be disposed of in accordance with the requirements notified for medium risk materials.

(4) In addition to the terms listed in subclause (3), the following livestock codes are used in Table 18:

a) **B** – Bobby calves:

b) **C** – Cattle:

c) **D** – Deer:

d) **H** – Horses:

e) **P** – Pigs:

f) **S** – Sheep (lambs and adult sheep):

g) **G** – Goats.

Table 18: Disposition

	Common Name	Defect or Condition	Details	Livestock	Disposition to Apply	Tissues Disposition Applies To	Further Comments
1	Cuts / Scrapes	Abrasions	Affected tissues	All	Condemn / medium risk	Affected parts	
2	Boil	Abscess	Affected tissues	All	Condemn / medium risk	Affected parts	

	Common Name	Defect or Condition	Details	Livestock	Disposition to Apply	Tissues Disposition Applies To	Further Comments
3	Lumpy jaw / woody tongue	Actinomycosis, Actinobacillosis	Lesions, nodes, soft tissue, jawbone	C	Condemn / medium risk	Affected organs, parts, and corresponding nodes	Collection of closely associated tissues may occur if they are clearly disease-free and their removal is hygienically possible
4	Signet ring carcinoma	Adenocarcinoma	Of the small intestine	SG		Refer cancer / neoplasms / neoplasia	
5		Arthritis	Acute, localised / polyarthritis	CDGHPS	Condemn / medium risk	Affected joints or parts, and surrounding tissue together with associated lymph nodes if affected	
6		Arthritis	Chronic localised or chronic polyarthritis	CPSG	Condemn / medium risk	Removal of joints and surrounding tissue and any affected lymph nodes	
7		Bites	Affected tissues	All	Condemn / medium risk	Affected parts	
8	Cancer Eye	BOSCC	Involvement of the bony structures of the head	C	Condemn / medium risk	Affected parts	Collection of closely associated tissues may occur if they are clearly disease-free and their removal is hygienically possible
9	General cancers	Neoplasm	Localised or with evidence of spread	All	Condemn / medium risk	Cancer and affected surrounding tissue	
10		Bruises	Affected tissues	All	Wholesomeness	Affected parts	Availability for collection dependent on the RMP
11	Cheesy gland	CLA	Lesions grossly identifiable as CLA	SG	Wholesomeness	Affected parts	Availability for collection dependent on the RMP

	Common Name	Defect or Condition	Details	Livestock	Disposition to Apply	Tissues Disposition Applies To	Further Comments
12	Pink eye	Contagious ophthalmia	Regardless of the extent of the localised lesion	CDGS	Condemn / medium risk	Affected parts	Note also cancer eye
13	Faecal and ingesta	Contamination	Gross contamination	All	Condemn / medium risk	Affected parts	RMP Hazard - each individual RMP must consider
14	Scabby mouth	Contagious ecthyma	Scabs and lesions on mouth / other skin areas	SG	Condemn / medium risk	Affected Parts	
15	Very thin animal	Emaciation	Simple uncomplicated wasting	All	Petfood / minimal risk	No evidence of other significant disease	
16		Erysipelas	If lesions are chronic, e.g. vegetative endocarditis chronic "diamond" skin lesions, arthritis	P	Condemn / medium risk	Affected tissue	
17		Facial eczema	Heads with photosensitivity lesions	CSGD	Condemn / medium risk	Affected Parts	Parts exhibiting gross signs of disease (refer also icterus)
18		Facial eczema	Udders with photosensitivity lesions	CSGD	Condemn / medium risk	Affected Parts	Parts exhibiting gross signs of disease (refer also icterus)
19		Facial eczema	Carcass and viscera showing marked icterus	CSGD	Wholesomeness	Carcass and viscera	Availability for collection dependent on the RMP
20		Facial eczema	Liver with extensive cirrhosis	CSGD	Condemn / medium risk	Liver	See Icterus
21		Facial eczema	Slightly affected liver	CSGD	Petfood / minimal risk	Liver	
22	Foot rot	Foot rot	Localised infection of foot	All	Condemn / medium risk	Affected tissue	
23		Grass seeds	A few isolated surface seeds	SG	Condemn / medium risk	Affected tissue	
24	Water kidney	Hydronephrosis	Chronic	SG	Condemn / medium risk	Kidney	
25	Yellow tissue	Icterus	Where there is evidence of *chronic liver degeneration*. Yellow or yellow/green discolouration of the fat but also of the cartilage, tendon sheaths, and serous membranes	CSGD	Wholesomeness	Carcass and viscera	Availability for collection dependent on the RMP

	Common Name	Defect or Condition	Details	Livestock	Disposition to Apply	Tissues Disposition Applies To	Further Comments
26		Johne's disease	Thickened intestines	SGCD	Petfood / minimal risk	Intestines	
27	Lepto / red water	Leptospirosis	Signs suggestive of Leptospirosis	CP	Condemn / medium risk	Kidneys / bladder	
28		Liver disease	Scar tissue, or localised cirrhosis, blood vessel enlargement	C	Petfood / minimal risk	Affected areas	
29	Flat worm	Liver fluke	Small to severely affected liver	CSGHD	Wholesomeness	Liver	Availability for collection dependent on the RMP
30		Lungs	Inflammation, cancers, abscesses or lymph node pathology, or purulent discharge in the trachea or bronchi	All	Condemn / medium risk	Affected parts	
31		Lungworm	There is a severe associated pneumonia	SG	Condemn / medium risk	Lungs	
32		Lungworm	There are numerous shot-like, pus lesions	SG	Condemn / medium risk	Lungs	
33		Malformations	No associated disease process	All	Pass for petfood	Affected parts	
34	Inflammation of the udder	Mastitis	Acute / chronic	All	Condemn / medium risk	Udder and lymph node	
35	Inflammation of the womb	Metritis	Acute / chronic	All	Condemn / medium risk	Reproductive system	
36		Muscle degeneration	Affected tissues	SG	Pass for petfood	Affected muscles	
37		Muscle disease	Non-infectious	C	Pass for petfood	Affected parts	
38	Kidney inflammation	Nephritis	Acute / chronic Note bobby calf judgement	All	Condemn / medium risk	Kidney	
39	Smell	Odour	Abnormal	All	Pass for petfood	Unless suspect chemical in nature	
40		Odour	Boars with very pronounced male odour	P	Pass for petfood	All tissues	

	Common Name	Defect or Condition	Details	Livestock	Disposition to Apply	Tissues Disposition Applies To	Further Comments
41	Watery tissue	Oedema	Localised	All	Wholesomeness	Affected tissue	Availability for collection dependent on the RMP
42		Oedema	Generalised	All	Wholesomeness	All tissues	Availability for collection dependent on the RMP
Parasites							
43		*Ascaris lumbricoides*	Minor liver blemishes (milk spots)	P	Pass for petfood	Affected parts	
44		*Ascaris lumbricoides*	Extensive liver blemishes	P	Condemn / medium risk	Liver	
45	True Hydatids	*Hydatids*	Cyst in offal	SGCP	Condemn / medium risk	Affected organs	Note NZ is essentially considered free of true Hydatids
46	Flat worm	Liver fluke	Small to severely affected liver	CSGHD	Wholesomeness	Liver	Availability for collection dependent on the RMP
47		Lungworm	There is a severe associated pneumonia	SG	Condemn / medium risk	Lungs	
48		Lungworm	There are numerous shot-like, pus lesions	SG	Condemn / medium risk	Lungs	
49		Pentastomes	Mesenteric lymph nodes	C	Petfood / minimal risk	Affected lymph nodes	
50		Pimply gut	Oesophagostome larvae in small intestine, caecum and colon. Numerous lesions	C	Petfood / minimal risk	Intestines	
51		Pimply gut	*Oesophagostomum*	SG	Petfood / minimal risk	Intestines	
52	Sarco	Sarcocysts	Obviously visible and generalised	All	Petfood / minimal risk	All tissues	RMP Hazard - general and widespread in the population
53	Kidney worm	*Stephanurus dentatus*	Kidney worm minor liver blemishes (milk spots)	P	Petfood / minimal risk	Affected parts	

	Common Name	Defect or Condition	Details	Livestock	Disposition to Apply	Tissues Disposition Applies To	Further Comments
54		*Stephanurus dentatus*	Cysts in surrounding kidney fat, muscles	P	Condemn / medium risk	Affected tissue	
55	False Hydatids	*Taenia hydatigena*	Grossly affected livers (larval tracts)	SGCPD	Condemn / medium risk	Liver	RMP Hazard
56		*Taenia hydatigena*	Gross cyst lesions in abdominal cavity	SGCPD	Condemn / medium risk	Affected tissue / lesions	RMP Hazard
57	Sheep measles	*Taenia ovis*	Gross lesions in muscles	SG	Petfood / minimal risk	All tissues	RMP Hazard - general and widespread in the population
58		*Taenia saginata*	Cysts identified in musculature e.g. tongue, heart, masseter muscles	C	Condemn / medium risk	Affected tissues / rest thermally process or freeze	(All remaining tissues to be thermally processed or frozen)
59	Toxo	Toxoplasmosis	Not grossly identifiable	All	Petfood / minimal risk		RMP Hazard
60	Trichinosis	Trichinella	Not grossly identifiable	PH	Petfood / minimal risk		RMP Hazard
61	Heart sac inflammation	Pericarditis	Acute or chronic	All	Condemn / medium risk	Heart and surrounding tissue	
62	Abdominal inflammation	Peritonitis	Acute or chronic	All	Condemn / medium risk	Affected parts	
63		Peritonitis	Chronic affecting organs or viscera	All	Condemn / medium risk	Affected parts	
64	Abnormal tissue pigment	Pigmentation	Xanthosis and melanosis	All	Wholesomeness	All tissues	Availability for collection dependent on the RMP
65	Penis rot	Pizzle	Active inflammatory condition, cancers, trauma, erosions scars, bruises, clots	All	Condemn / medium risk	Affected parts	
66	Chest lining inflammation	Pleurisy	Acute or chronic	All	Condemn / medium risk	Affected parts	
67	Inflammation of kidneys and	Pyelonephritis	Acute or chronic	C	Condemn / medium risk	Kidney / bladder	

	Common Name	Defect or Condition	Details	Livestock	Disposition to Apply	Tissues Disposition Applies To	Further Comments
	associated tissues						
68	Kidney water cysts	Retention cysts	Birth defect	C	Condemn / medium risk	Affected parts	Availability for collection dependent on the RMP
69		Testicle	Active inflammatory condition, including inflammation of associated parts neoplasms, haematoma	All	Condemn / medium risk	Affected organ	
70	Wind pipe	Trachea	See lungs, save if lungs acceptable	All	Condemn / medium risk	Trachea	
71	Tb suspect	Tuberculosis	Any localised lesions suspicious of Tb	CDPH	Condemn / medium risk	Affected tissues / rest thermally process	RMP Hazard - all tissues to be thermally processed
72	Tb reactor	Tuberculosis reactor	With or without lesions	CDPH	Condemn / medium risk	Affected parts / rest thermally process	RMP Hazard - all tissues to be thermally processed
73		Wounds		All	Condemn / medium risk	Affected parts	
Additional bobby calf							
74		Immaturity	Includes musculature, which is loose and flabby, generalised underdevelopment of the musculature, minimal fat deposits which appear brownish-red, gelatinous, and oedematous	B	Wholesomeness		Availability for collection dependent on the RMP
75	Umbilicus - tummy button	Navel ill	Enlargement / inflammation of the navel	B	Condemn / medium risk	Affected parts	Collection of closely associated tissues may occur if they are clearly disease-free and their removal is hygienically possible
76	Infection of navel vessels	Omphalophlebitis	Infection of one or more of the umbilical vessels. Acute	B	Condemn / medium risk	Affected parts	Collection of closely associated tissues may occur if they are clearly disease-free

	Common Name	Defect or Condition	Details	Livestock	Disposition to Apply	Tissues Disposition Applies To	Further Comments
			inflammation and/or active infection				and their removal is hygienically possible
77		Miscellaneous	Non-infectious rare conditions affecting part of the carcass, such as melanosis, umbilical hernias, and localised white muscle disease	B	Condemn / medium risk	Affected parts	
78		Systemically ill	Signs of general widespread systemic illness	All	Condemn / medium risk	All tissues	
79		Bruises	Extensive or gangrenous	All	Condemn / medium risk	All tissues	
80	Diarrhoea	Enteritis	Bloody or gangrenous	All	Condemn / medium risk	All tissues	
81		Gangrene	Wet gangrene with systemic involvement	All	Condemn / medium risk	All tissues	
82	Yellow tissue	Icterus	Not associated with chronic liver damage e.g. acute or other cause for icterus	CSGD	Condemn / medium risk	All tissues	Icterus may be the result of another event e.g. toxic substance, poison
83		*Teania solium*	Cysts in musculature	P	Condemn / medium risk	All tissues	Not currently in New Zealand
84	Bloody diarrhoea	Salmonellosis		All	Condemn / medium risk	All tissues	
85	Bacteria / toxins in blood	Septicaemia		All	Condemn / medium risk	All tissues	
86		Oedema	Accompanied by significant other disease	All	Condemn / medium risk	All tissues	
Additional bobby calves							
87	Kidney infection	Nephritis	Acute, includes conditions with red haloes around white spots on cortex	B	Condemn / medium risk	All tissues	

Appendix 3: Disposition tables for poultry

Reproduced from Schedule 2 of the Animal Products Notice: Processing, Supply and Processing signed 25 March 2025.

1 – Disposition of poultry carcasses and material

(1) The handling and disposition of poultry carcasses and material following post-mortem examination must ensure that the product is fit for intended purpose.

(2) The poultry disposition specified in Table 19 must be applied.

(3) The extent to which the disposition applies to the poultry product must be clear to the examiner.

(4) Multiple dispositions may apply to different parts of a carcass.

(5) Where only parts of a carcass are affected by a disease or defect, due consideration must be given to the possibility of the tissue being an indicator of disease in other parts of the carcass.

(6) If these parts have been mixed with parts from other carcasses, it may be necessary to apply the disposition to all associated carcasses.

Table 19: Dispositions for poultry

Disease/Defect	Details	Action required	Dispositions required		
			Human consumption	Animal consumption	Render or safe disposal
Abnormal carcass colouring – Bluish reddish-brown (localised)	Haemorrhages Bruising	Trim affected area	Unaffected part	Affected part	Affected part
Abnormal carcass colouring – Bluish reddish-brown (extensive)	Haemorrhages Bruising		No	Yes	Yes
Abnormal carcass colouring – Greenish-yellow (localised)	Faecal and/or bile staining	Trim affected area	Unaffected part	Unaffected part	Affected part
Abnormal carcass colouring – Greenish-yellow (extensive)	Faecal and/or bile staining		No	Yes	Yes
Abnormal carcass colouring – Yellow-orange (extensive)	Liver condition		No	Yes	Yes
Abnormal carcass colouring – Red birds	Improper bleeding		No	Yes	Yes

Disease/Defect	Details	Action required	Dispositions required		
			Human consumption	Animal consumption	Render or safe disposal
Abnormal carcass colouring – Red birds	Toxaemia Septicaemia		No	Yes - only if subject to appropriate thermal processing	Yes
Abscess – Localised	No systemic involvement	Trim affected area	Unaffected part	Unaffected part	Affected part
Abscess – Extensive	Systemic involvement/ Multiple		No	No	Yes
Arthritis	Pus in joint		Unaffected part	Infected limb – only if subject to appropriate thermal processing	Infected limb
Ascites	Fluid in abdominal cavity		No	Yes	Yes
Breast blisters	Watery fluid filled/Fibrotic	Trim affected area	Unaffected part	Unaffected part	Affected part
Discoloured liver/Abnormal liver only	Cirrhosis of liver (carcass colour normal)		Unaffected part	Unaffected part	Organs
Emaciation	Wasted thigh and breast meat		No	Yes	Yes
Fibrinous deposits	Jelly-like film on heart and/or liver		Unaffected part	Unaffected part	Organs
Lesions – Extensive	Septicaemia		No	No	Yes
Parasites	Roundworms in gastrointestinal tract		Yes (unaffected part)	Yes (unaffected part)	Yes
Peritonitis	Pus in abdominal cavity		No	Only if subject to appropriate thermal processing	Yes
Tumours/nodules – Localised		Trim affected part	Unaffected part	Unaffected part	Affected part
Tumours/nodules – Multiple			No	No	Yes
Wounds – Localised injury		Trim affected part	Unaffected part	Unaffected part	Affected part
Wounds – Systemic involvement			No	Only if subject to appropriate thermal processing	Yes

Appendix 4: Meat-marking stains

Reproduced from Schedule 3 of the Animal Products Notice: Processing, Supply and Processing signed 25 March 2025.

1 – Condemned material stains

(1) Stains for denaturing condemned animal material or animal product must be prepared from the following dyes:

a) Brilliant Green, colour index number (CI) 42040; or
b) a green dye, colour index number (CI) 42053, variously named Fast Green FCF or FD & C No.3 Green; or
c) Green S, colour index number (CI) 44090; or
d) green vegetable dyes.

By way of explanation, animal material and animal product denatured using condemned material stains are medium risk material for animal consumption.

2 – Petfood stains

(1) Stains for denaturing animal material or animal product for petfood must be prepared from the following:

a) a black dye, colour index number (CI) 28440, variously named Food Black, Brilliant Black; or Permical Black or Hexacol Black PN; or
b) charcoal; or
c) any of the solvents and diluents listed in clause (3).

By way of explanation, animal material and animal product that has been denatured using stains listed in subclause (1) are minimal risk material for animal consumption.

2A – Branding and grading inks

(1) Branding and grading inks may contain only the following dyes:

(a) Allura Red, colour index number (CI) 16035:
(b) Brilliant Blue FCF, colour index number (CI) 42090:
(c) a chocolate brown dye, colour index number (CI) 20285, variously named as Brown HT, Chocolate Brown HT, Food Brown 3:
(d) Ponceau 4R, colour index number (CI) 16255.

3 – Permitted solvents and diluents

(1) Meat-marking stains may contain any of the following solvents and diluents:

a) ethanol; or
b) ethyl acetate; or
c) edible grades of hardened vegetable fat; or
d) glycerol in its mono, di and tri-acetic acid esters; or
e) hydrogenated castor oil, Sett HR1; or
f) isopropyl alcohol; or
g) propylene glycol.

4 – Labelling of meat-marking stains

(1) The labelling of meat-marking stains must contain a list of all constituents.