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# Risk Management Programme (RMP) Template for Bee Products

You can use this RMP template if you undertake any of the following:

- Extraction of honey
- Mobile extraction of honey
- Processing of honey
- Processing of flavoured honey
- Processing of comb
- Processing of pollen
- Processing of propolis
- Beeswax processing
- Royal jelly collection and processing
- Bee venom processing
- Storage of bee products
- Transport of bee products

Name of Company, Business Owner or Partners:

This RMP template is issued by the Ministry for Primary Industries in accordance with section 12 (3A) of the Animal Products Act 1999 (APA) for the purpose of making the determination that the **Risk Management Programme Template for Bee Products** is valid and appropriate for the business of this kind described in the Statement of Application.

This page is not part of the RMP.

### Statement of Application

The application of the **Risk Management Programme Template for Bee Products** is limited to businesses of the kind that are bee products secondary processing business that are involved in:

- Extraction of honey
- Mobile extraction of honey
- Processing of honey
- Processing of flavoured honey
- Processing of comb honey
- Processing of pollen
- Processing of propolis
- Beeswax processing
- Royal jelly collection and processing
- Bee venom processing
- Storage of bee products
- Transport of bee products

Dated at Wellington \_\_\_\_\_ day of \_\_\_\_\_

Nigel Lucas  
Acting Manager Animal Products  
Ministry for Primary Industries  
(acting under delegated authority of the Director-General)

Contact for further information

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### Disclaimer

Considerable effort has been made to ensure that the information provided in the **Risk Management Programme Template for Bee Products** is accurate, up to date, and otherwise adequate in all respects. Nevertheless, this template is approved STRICTLY on the basis that the Crown, the Ministry for Primary Industries, its statutory officers, employees, agents, and all other persons involved with the writing, editing, approval or publication of, or any other kind of work in connection with the **Risk Management Programme Template for Bee Products**:

- (1) disclaim any and all responsibility for any inaccuracy, error, omission, or any other kind of inadequacy, deficiency, or flaw in, or in relation to, the **Risk Management Programme Template for Bee Products**; and
- (2) without limiting 1) above, fully exclude any and all liability of any kind, on the part of any and all of them, to any person or entity that applies the **Risk Management Programme Template for Bee Products**.

## Part 1: General RMP Sections

To complete this RMP template refer to the Guidance Document: How to Complete an RMP Template.

### 1. Business Identification

<b>Programme Title</b> (optional)		
<b>Version</b> (number or date)		
<b>Business ID</b>		
<b>RMP No.</b> (2-digit suffix)		
<b>Are other businesses covered by this RMP?</b>	<input type="checkbox"/> <b>No</b>	Fill in all pages except <b>Section 3. Multi Business RMP</b> .
	<input type="checkbox"/> <b>Yes</b>	Fill in all pages for the main business. Copy and fill out <b>Section 3. Multi Business RMP</b> for each other business operating under this RMP.

### 2. Operator Name, Business Address and Contact Details

<b>Type of legal entity</b> (check one)	<b>Name</b>
<input type="checkbox"/> <b>Company</b>	
<input type="checkbox"/> <b>Sole trader</b>	
<input type="checkbox"/> <b>Partnership</b>	
<b>Trading Name</b>	
<b>Physical address of premises</b>	
<b>Postal address</b> (for communication)	
<b>Phone number</b>	
<b>Mobile phone number</b>	
<b>Email</b>  In entering this email, I consent to being sent information and notifications electronically.	

### 3. Multi Business RMP

Copy and fill out this page for each other business operating under this RMP.

<b>Business ID</b>	
<b>Full Legal Name</b>	
<b>Trading Name</b>	
<b>Physical address of premises</b>	
<b>Postal address (for communication)</b>	
<b>Phone number</b>	
<b>Mobile phone number</b>	
<b>Email</b>	
<b>Evidence of sufficient control of RMP operator over this business</b>	<input type="checkbox"/> Yes, contract or written correspondence between the two parties is attached.
<b>Consent of this business operator</b>	<input type="checkbox"/> Yes, I give consent.
<b>Name of operator or Day-to-day Manager of RMP giving consent</b>	
<b>Signature</b>	
<b>Date</b>	

## 4. Responsible Person

<b>Name, position or designation of the Day-to-day Manager of the RMP</b>	
<b>Email *</b>	
<b>Mobile Phone *</b>	

\* If different from Section 2

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## 5. Scope of the RMP

Type of premises and RMP physical boundaries	
<input type="checkbox"/> The physical boundaries of the RMP are shown on the attached site plan.	
The RMP covers the following processes or activities	
<input type="checkbox"/> Extraction of honey	<input type="checkbox"/> Melting and moulding of beeswax
<input type="checkbox"/> Mobile extraction of honey	<input type="checkbox"/> Royal jelly collection and processing
<input type="checkbox"/> Processing and packing of liquid or creamed honey	<input type="checkbox"/> Bee venom processing
<input type="checkbox"/> Cutting and packing of comb honey	<input type="checkbox"/> Dry storage
<input type="checkbox"/> Drying, cleaning and packing of dried pollen	<input type="checkbox"/> Refrigerated storage
<input type="checkbox"/> Processing of propolis	<input type="checkbox"/> Transport of bee products
<input type="checkbox"/> Other _____	

**Note:** Any additional processes added to this template will need to be evaluated by an MPI recognised RMP evaluator

Activities excluded from the RMP		
The following products or activities that occur within the physical boundaries of the RMP are excluded because they are covered under a different RMP or a risk-based measure under the Food Act 2014.		
Further processing occurs within the physical boundaries of this RMP: <input type="checkbox"/> Yes    or <input type="checkbox"/> No		
Product or Activity	Covered under	
	<input type="checkbox"/> Another RMP No. _____	<input type="checkbox"/> Food Act 2014
	<input type="checkbox"/> Another RMP No. _____	<input type="checkbox"/> Food Act 2014

## 6. Other Activities at Same Place

Activities other than bee product processing occur within the physical boundaries of the RMP:

☐ Yes ☐ No

If **yes**, list in the table below:

- each activity occurring within the RMP physical boundary other than bee product processing;
- how the activity is controlled, so operations are not adversely affected; and
- who is responsible for ensuring that the control measures are implemented and effective.

Activity	Control Measures	Responsibility

## 7. Sharing with Other Operators

Persons other than those covered by this RMP are carrying out activities within the physical boundaries of the RMP:

☐ Yes ☐ No

If **yes**, list in the table below:

- who they are;
- each activity;
- how that activity is controlled so operations are not adversely affected; and
- who is responsible for ensuring that the buildings, facilities and equipment are maintained in a suitable condition.

Other Person	Activity	Control Measures	Responsibility

## 8. Product Description

Products	Extracted honey (including mobile extraction)	Bulk honey	Liquid or creamed honey	Flavoured honey
Intended consumer	<ul style="list-style-type: none"> <li>Humans (general public)</li> </ul>	<ul style="list-style-type: none"> <li>Humans (general public)</li> </ul>	<ul style="list-style-type: none"> <li>Humans (general public)</li> </ul>	<ul style="list-style-type: none"> <li>Humans (general public)</li> </ul>
Intended use of product that leaves RMP	<ul style="list-style-type: none"> <li>Further processing and packing into bulk honey</li> </ul>	<ul style="list-style-type: none"> <li>Further processing and packing to liquid/creamed honey or other honey products</li> <li>Ingredient for preparation of other foods</li> </ul>	<ul style="list-style-type: none"> <li>Ready-to-eat</li> <li>Ingredient for preparation of other foods</li> </ul>	<ul style="list-style-type: none"> <li>Ready-to-eat</li> </ul>
Regulatory Limits	<ul style="list-style-type: none"> <li><u>FSC</u><sup>1</sup> 1.4.1 Sch 19-6 – Tutin 0.7mg/kg</li> </ul>	<ul style="list-style-type: none"> <li><u>FSC</u><sup>1</sup> 1.4.1 Sch 19-6 – Tutin 0.7mg/kg</li> </ul>	<ul style="list-style-type: none"> <li><u>FSC</u><sup>1</sup> 1.4.1 Sch 19-6 – Tutin 0.7mg/kg</li> </ul>	<ul style="list-style-type: none"> <li><u>FSC</u> 1.4.1 Sch 19-6 – Tutin 0.7mg/kg</li> </ul>
Other regulatory requirements specific to product	<ul style="list-style-type: none"> <li>Honey composition <u>FSC</u> 2.8.2 –               <ul style="list-style-type: none"> <li>reducing sugars ≥ 60%</li> <li>moisture ≤ 21%</li> </ul> </li> <li>Food Notice: Maximum Residues Levels for Agricultural Compounds Sch 1</li> <li>A <u>Harvest Declaration</u> must be provided for every consignment and comply with the <u>GREX</u></li> <li>Every consignment of honey must comply with the <u>HC Spec 13.45</u><sup>2</sup></li> </ul>	<ul style="list-style-type: none"> <li>Honey composition <u>FSC</u> 2.8.2 –               <ul style="list-style-type: none"> <li>reducing sugars ≥ 60%</li> <li>moisture ≤ 21%</li> </ul> </li> <li>Food Notice: Maximum Residues Levels for Agricultural Compounds Sch 1</li> <li>A <u>Harvest Declaration</u> must be provided for every consignment and comply with the <u>GREX</u></li> <li>Every consignment of honey must comply with the <u>HC Spec 13.45</u><sup>2</sup></li> </ul>	<ul style="list-style-type: none"> <li>Honey composition <u>FSC</u> 2.8.2 –               <ul style="list-style-type: none"> <li>reducing sugars ≥ 60%</li> <li>moisture ≤ 21%</li> </ul> </li> <li>Food Notice: Maximum Residues Levels for Agricultural Compounds Sch 1</li> <li>A <u>Harvest Declaration</u> must be provided for every consignment and comply with the <u>GREX</u></li> <li>Every consignment of honey must comply with the <u>HC Spec 13.45</u><sup>2</sup></li> </ul>	<ul style="list-style-type: none"> <li>Honey composition <u>FSC</u> 2.8.2 –               <ul style="list-style-type: none"> <li>reducing sugars ≥ 60%</li> <li>moisture ≤ 21%</li> </ul> </li> <li>Characterising ingredient <u>FSC</u> 1.2.10</li> <li>Food Notice: Maximum Residues Levels for Agricultural Compounds Sch 1</li> <li>A <u>Harvest Declaration</u> must be provided for every consignment and comply with the <u>GREX</u></li> <li>Every consignment of honey must comply with the <u>HC Spec 13.45</u><sup>3</sup></li> </ul>
Labelling Requirements	<ul style="list-style-type: none"> <li>Labelling of transportation outers Part 6.6 of the <u>Code</u><sup>3</sup></li> </ul>	<ul style="list-style-type: none"> <li>Labelling of transportation outers Part 6.6 of the <u>Code</u><sup>3</sup></li> </ul>	<ul style="list-style-type: none"> <li>Labelling of retail packs as specified in the <u>FSC</u><sup>1</sup></li> <li>Labelling of transportation outers Part 6.6 of the <u>Code</u><sup>3</sup></li> </ul>	<ul style="list-style-type: none"> <li>Labelling of retail packs as specified in the <u>FSC</u> including an ingredients list</li> <li>Labelling of transportation outers Part 6.6 of this Code<sup>3</sup></li> </ul>



Products	Spilt honey, downgraded honey (e.g. fermented)	Comb honey	Dried pollen	Propolis
Intended consumer	<ul style="list-style-type: none"> <li>Animals</li> </ul>	<ul style="list-style-type: none"> <li>Humans (general public)</li> </ul>	<ul style="list-style-type: none"> <li>Humans (general public)</li> </ul>	<ul style="list-style-type: none"> <li>Humans (general public)</li> </ul>
Intended use of product that leaves RMP	<ul style="list-style-type: none"> <li>Feed for bees and other animals (e.g. horses)</li> </ul>	<ul style="list-style-type: none"> <li>Ready-to-eat</li> <li>Ingredient for preparation of other foods</li> </ul>	<ul style="list-style-type: none"> <li>Ready-to-eat</li> <li>Ingredient for preparation of other foods and dietary supplements</li> </ul>	<ul style="list-style-type: none"> <li>Further processing into products for pharmaceutical use</li> </ul>
Regulatory Limits	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li><a href="#">FSC<sup>1</sup> 1.4.1 Sch 19-6 – Tutin</a> 0.7mg/kg</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>
Other regulatory requirements specific to product	<ul style="list-style-type: none"> <li>Fit for purpose*</li> <li>A <a href="#">Harvest Declaration</a> must be provided for every consignment and comply with the <a href="#">GREX</a></li> <li>Every consignment of honey must comply with the <a href="#">HC Spec 13.45<sup>2</sup></a></li> </ul>	<ul style="list-style-type: none"> <li>Honey composition <a href="#">FSC 2.8.2</a> – <ul style="list-style-type: none"> <li>reducing sugars <math>\geq 60\%</math></li> <li>moisture <math>\leq 21\%</math></li> </ul> </li> <li><a href="#">Food Notice: Maximum Residues Levels for Agricultural Compounds Sch1</a></li> <li>A <a href="#">Harvest Declaration</a> must be provided for every consignment and comply with the <a href="#">GREX</a></li> <li>Every consignment of honey must comply with the <a href="#">HC Spec 13.45<sup>2</sup></a></li> </ul>	<ul style="list-style-type: none"> <li>Fit for purpose*</li> <li>A <a href="#">Harvest Declaration</a> must be provided for every consignment and comply with the <a href="#">GREX</a></li> <li>Every consignment of honey must comply with the <a href="#">HC Spec 13.45<sup>2</sup></a></li> </ul>	<ul style="list-style-type: none"> <li>Fit for purpose*</li> <li>A <a href="#">Harvest Declaration</a> must be provided for every consignment and comply with the <a href="#">GREX</a></li> <li>Every consignment of honey must comply with the <a href="#">HC Spec 13.45<sup>2</sup></a></li> </ul>
Labelling Requirements	<ul style="list-style-type: none"> <li>Labelled “Not for Human Consumption”</li> <li>Labelling of transportation outers Part 6.6 of the <a href="#">Code<sup>3</sup></a></li> </ul>	<ul style="list-style-type: none"> <li>Labelling of retail packs as specified in the <a href="#">FSC<sup>1</sup></a></li> <li>Labelling of transportation outers Part 6.6 of the <a href="#">Code<sup>3</sup></a></li> </ul>	<ul style="list-style-type: none"> <li>Labelling of retail packs as specified in the <a href="#">FSC<sup>1</sup></a> and advisory statement as per Sch 9</li> <li>Labelling of transportation outers Part 6.6 of the <a href="#">Code<sup>3</sup></a></li> </ul>	<ul style="list-style-type: none"> <li>Labelling of transportation outers Part 6.6 of the <a href="#">Code<sup>3</sup></a></li> <li>Warning statement as specified in the <a href="#">FSC<sup>1</sup> Sch 9-2</a></li> </ul>

Products	Beeswax	Royal Jelly	Bee Venom	Other
Intended consumer	<ul style="list-style-type: none"> <li>Humans (general public)</li> </ul>	<ul style="list-style-type: none"> <li>Humans (general public)</li> </ul>	<ul style="list-style-type: none"> <li>Humans (general public)</li> </ul>	
Intended use of product that leaves RMP	<ul style="list-style-type: none"> <li>Further processing into products for pharmaceutical use and manufacture of cosmetics</li> <li>Further processing into comb foundation</li> </ul>	<ul style="list-style-type: none"> <li>Further processing into products for pharmaceutical use</li> </ul>	<ul style="list-style-type: none"> <li>Further processing into products for pharmaceutical use and manufacture of cosmetics</li> </ul>	
Regulatory Limits	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>	
Other regulatory requirements specific to product	<ul style="list-style-type: none"> <li>Fit for purpose*</li> <li>A <u>Harvest Declaration</u> must be provided for every consignment and comply with the <u>GREX</u></li> <li>Every consignment of honey must comply with the <u>HC Spec 13.45</u><sup>2</sup></li> </ul>	<ul style="list-style-type: none"> <li>Fit for purpose*</li> <li>A <u>Harvest Declaration</u> must be provided for every consignment and comply with the <u>GREX</u></li> <li>Every consignment of honey must comply with the <u>HC Spec 13.45</u><sup>2</sup></li> </ul>	<ul style="list-style-type: none"> <li>Fit for purpose*</li> <li>A <u>Harvest Declaration</u> must be provided for every consignment and comply with the <u>GREX</u></li> <li>Every consignment of honey must comply with the <u>HC Spec 13.45</u><sup>2</sup></li> </ul>	
Labelling Requirements	<ul style="list-style-type: none"> <li>Labelling of retail packs as specified in the <u>FSC</u><sup>1</sup></li> <li>Labelling of transportation outers Part 6.6 of the <u>Code</u><sup>3</sup></li> </ul>	<ul style="list-style-type: none"> <li>Labelling of transportation outers Part 6.6 of the <u>Code</u><sup>3</sup></li> <li>Warning statement as specified in the <u>FSC</u><sup>1</sup> Sch 9-2</li> </ul>	<ul style="list-style-type: none"> <li>Labelling of transportation outers Part 6.6 of the <u>Code</u><sup>3</sup></li> </ul>	

<sup>1</sup> FSC refers to the Australia New Zealand Food Standards Code

<sup>2</sup> HC Spec refers to the Animal Products Notice: Specifications for Products Intended for Human Consumption 2016

<sup>3</sup> Code refers to the Operational Code: Processing of Bee Products

\* If the product is made as a dietary supplement then the Dietary Supplement Regulations 1985 need to be met.

## 9. Process Description

<input type="checkbox"/> Bulk Honey	<input type="checkbox"/> Liquid or creamed honey	<input type="checkbox"/> Flavoured honey	<input type="checkbox"/> Comb honey	<input type="checkbox"/> Dried pollen
<input type="checkbox"/> Receiving supers	<input type="checkbox"/> Receiving of bulk honey	<input type="checkbox"/> Pumping honey into vats/tanks	<input type="checkbox"/> Receiving of honey supers	<input type="checkbox"/> Receiving pollen
<input type="checkbox"/> Holding in hot room/store room	<input type="checkbox"/> Storage	<input type="checkbox"/> Heating	<input type="checkbox"/> Storage of supers	<input type="checkbox"/> Holding in freezer
<input type="checkbox"/> Deboxing	<input type="checkbox"/> Cleaning drum external surface	<input type="checkbox"/> Prepare pre-mix	<input type="checkbox"/> Deboxing	<input type="checkbox"/> Drying
<input type="checkbox"/> Uncapping	<input type="checkbox"/> Heating	<input type="checkbox"/> Blend	<input type="checkbox"/> Removal of wires	<input type="checkbox"/> Cleaning and sorting
<input type="checkbox"/> Pricking/loosening	<input type="checkbox"/> Pouring honey into vats/tanks	<input type="checkbox"/> Test	<input type="checkbox"/> Inspection of combs	<input type="checkbox"/> Bulk packing
<input type="checkbox"/> Extraction	<input type="checkbox"/> Heating	<input type="checkbox"/> Packing and labelling	<input type="checkbox"/> Cutting of combs	<input type="checkbox"/> Retail packing and labelling
<input type="checkbox"/> Transfer through sump	<input type="checkbox"/> Straining	<input type="checkbox"/> Storage	<input type="checkbox"/> Packing and labelling	<input type="checkbox"/> Storage
<input type="checkbox"/> Heating	<input type="checkbox"/> Creaming	<input type="checkbox"/> Dispatch	<input type="checkbox"/> Freezing	<input type="checkbox"/> Dispatch
<input type="checkbox"/> Spinning	<input type="checkbox"/> Holding in tanks	<input type="checkbox"/> Transport	<input type="checkbox"/> Storage	<input type="checkbox"/> Transport
<input type="checkbox"/> Pumping into tanks & straining	<input type="checkbox"/> Packing and labelling		<input type="checkbox"/> Dispatch	
<input type="checkbox"/> Holding in tanks	<input type="checkbox"/> Storage		<input type="checkbox"/> Transport	
<input type="checkbox"/> Filling of honey into drums	<input type="checkbox"/> Dispatch			
<input type="checkbox"/> Labelling/marketing of drums	<input type="checkbox"/> Transport			
<input type="checkbox"/> Storage				
<input type="checkbox"/> Dispatch				
<input type="checkbox"/> Transport				

Note: the processes you select need to match the appropriate documents selected in the RMP Document List below.

<input type="checkbox"/> Propolis	<input type="checkbox"/> Beeswax	<input type="checkbox"/> Royal Jelly	<input type="checkbox"/> Bee Venom	<input type="checkbox"/> Other
<input type="checkbox"/> Receiving propolis	<input type="checkbox"/> Collection of cappings etc.	<input type="checkbox"/> Receiving royal jelly	<input type="checkbox"/> Receiving bee venom	<input type="checkbox"/>
<input type="checkbox"/> Transfer	<input type="checkbox"/> Separation of honey from cappings	<input type="checkbox"/> Uncap cells & remove queen	<input type="checkbox"/> Packing and labelling	<input type="checkbox"/>
<input type="checkbox"/> Refrigerated storage	<input type="checkbox"/> Melting of wax	<input type="checkbox"/> Remove royal jelly	<input type="checkbox"/> Freeze dry	<input type="checkbox"/>
<input type="checkbox"/> Packing and labelling	<input type="checkbox"/> Filling of wax into moulds	<input type="checkbox"/> Filter	<input type="checkbox"/> Weighing and labelling	<input type="checkbox"/>
<input type="checkbox"/> Storage	<input type="checkbox"/> Cooling	<input type="checkbox"/> Freeze dry	<input type="checkbox"/> Storage	<input type="checkbox"/>
<input type="checkbox"/> Dispatch	<input type="checkbox"/> Storage	<input type="checkbox"/> Packing and labelling	<input type="checkbox"/> Dispatch	<input type="checkbox"/>
<input type="checkbox"/> Transport	<input type="checkbox"/> Dispatch	<input type="checkbox"/> Storage	<input type="checkbox"/> Transport	<input type="checkbox"/>
	<input type="checkbox"/> Transport	<input type="checkbox"/> Dispatch		<input type="checkbox"/>
		<input type="checkbox"/> Transport		<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

Note: the processes you select need to match the appropriate documents selected in the RMP Document List below.

## 10. External Verification

- (1) I allow my contracted verifier to have the freedom and access necessary to allow him/her to carry out verification functions and activities, including:
- a) such freedom to access premises, places, or facilities covered by a risk management programme as is necessary to enable a recognised risk management programme verifier to carry out his or her functions and activities; and
  - b) such access to documents, records, and information that relate to a risk management programme as is necessary to enable a recognised risk management programme verifier to carry out his or her functions and activities; and
  - c) such access to things (including containers and packages) that are used in connection with producing and processing animal material and animal products under a risk management programme as is necessary to enable a recognised risk management programme verifier to carry out his or her functions and activities; and
  - d) such access to animal material, animal product, equipment, packages, containers, and other associated things used in processing animal material and animal product under a risk management programme as is necessary to enable a recognised risk management programme verifier to carry out his or her functions and activities (including identifying and marking any of those things); and
  - e) such freedom to examine and take samples (for the purpose of analysis or retention) of animal material, animal product, or any other outputs, substance, or associated thing which has been, is, or may be used in contact with, or in the vicinity of animal material or animal product being produced or processed under a risk management programme as is necessary to enable a recognised risk management programme verifier to carry out his or her functions and activities.
- (2) By way of explanation, in the case of a significant risk to the fitness for intended purpose of animal product or suitability of animal material for processing, a recognised risk management programme verifier may:
- a) recommend to the operator that processing under the risk management programme be temporarily interrupted; and
  - b) recommend to the operator that any affected animal product that may not, or no longer, be fit for its intended purpose be detained; and
  - c) recommend to an Animal Product Officer that the officer exercises his or her powers of interruption of operations under section 89 of the APA which (in the case only of the powers under section 89(b) and (c)) may be exercised by the Animal Product Officer over the phone if he or she considers that appropriate.

<input type="checkbox"/>	A letter has been received from the verification agency confirming they will verify the RMP at all sites covered by this RMP.
<input type="checkbox"/>	Copy of Verification Letter is attached.

## 11. RMP Document List

Table 1: RMP document list

Documents from the RMP template				Additional Documents written by the Operator	
Title		Page No	Date signed	Title	Date Issued
<b>Part 1: General RMP Sections</b> (this document)					
1	Business Identification	3			
2	Operator Name, Business Address & Contact Details	3			
3	Multi business RMP	4			
4	Responsible Person	5			
5	Scope of the RMP	6		Site plan	
6	Other Activities at Same Place	7			
7	Sharing with Other Operators	7			
8	Product Description	8			
9	Process Description	11		Process flow diagram	
10	External Verification	13		Letter from Verifier	
11	RMP Document List	14			
12	Confirmation	18			

Document	Documents from the Code <u>Operational Code: Processing of Bee Products</u>		Operator’s own documents based on the Code		Operator’s own documents for additional products/processes/procedures		Person responsible for implementation
	Reference	Date	Reference	Date	Reference	Date	
Part 2: Supporting Systems							
Document control and record keeping	Part 2.1						
Personnel health and hygiene	Part 2.2						
Personnel competencies and training	Part 2.3						
Operator verification and notifications	Part 2.4						
Corrective action	Part 2.5		Corrective Action Register				
Design, construction and maintenance of facilities and equipment	Part 3		Repairs and Maintenance Register				
Repairs and maintenance	Part 4		Repairs and Maintenance Register				
Cleaning and Sanitation	Part 5		Cleaning Schedule				
Receipt of incoming goods for processing	Part 6.1						
Allergen management	Part 6.2						
Packaging	Part 6.3						
Inventory control and traceability	Part 6.4						
Calibration of measuring equipment	Part 6.5		Calibration Schedule				
Labelling and identification of bee products	Part 6.6						

Document	Documents from the Code <u>Operational Code: Processing of Bee Products</u>		Operator's own documents based on the Code		Operator's own documents for additional products/processes/procedures		Person responsible for implementation
	Reference	Date	Reference	Date	Reference	Date	
Control of maintenance compounds	Part 6.7		Chemical Register				
Pest Control	Part 6.8						
Extraction of honey	Part 6.9						
Mobile extraction	Part 6.10						
Processing of honey	Part 6.11						
Processing of flavoured honey	Part 6.12						
Processing of comb honey	Part 6.13						
Processing of pollen	Part 6.14						
Processing of propolis	Part 6.15						
Beeswax processing	Part 6.16						
Royal jelly collection and processing	Part 6.17						
Bee venom collection and processing	Part 6.18						
Product design and formulation	Part 6.19						
Process development and validation	Part 6.20						
Non-complying product and recall	Part 6.21						
Waste Material	Part 6.22						
Storage	Part 6.23						



Document	Documents from the Code <u>Operational Code: Processing of Bee Products</u>		Operator's own documents based on the Code		Operator's own documents for additional products/processes/procedures		Person responsible for implementation
	Reference	Date	Reference	Date	Reference	Date	
Transport	Part 6.24		Vehicle list (if using own vehicles for transport)				
<b>Part 3: HACCP Application</b>							
Introduction	Part 7.1						
HACCP application for the extraction, processing and packaging of bee products	Part 7.2						
Extraction of honey	Part 7.3						
Liquid and creamed honey processing	Part 7.4						
Comb honey processing	Part 7.5						
Dried pollen processing	Part 7.6						
Propolis processing	Part 7.7						
Royal jelly collection and processing	Part 7.8						
Bee venom processing	Part 7.9						
Identification and Control of Risk Factors Related to Wholesomeness and False and Misleading Labelling	Part 8						

## 12. Confirmation by the Day-to-day Manager of the RMP

I confirm that:

<input type="checkbox"/>	All of the documents listed in Section 11 are appropriate for my operation.
<input type="checkbox"/>	All facilities and equipment necessary to implement the RMP are available and ready to operate.
<input type="checkbox"/>	The RMP, including all Supporting Systems, has been authorised by me.
<input type="checkbox"/>	The RMP, including all relevant legislation and parts of the <a href="#">Operational Code: Processing of Bee Products</a> incorporated into the RMP will be implemented as written.
<b>Signature</b>	   Day-to-day Manager of the RMP
<b>Date</b>	