



Regulated Control Scheme - Limited Processing Fishing Vessels

20 May 2022

TITLE

Animal Products Notice: Regulated Control Scheme – Limited Processing fishing Vessel

COMMENCEMENT

This Animal Products Notice comes into force on 1 July 2022.

ISSUING AUTHORITY

This Animal Products Notice is issued under section 167(2) of the Animal Products Act 1999, and supplements the Animal Products (Regulated Control Scheme – Limited Processing Fishing Vessels) Regulations 2001.

Dated at Wellington, 20 May 2022.

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Contents

Introduction	4
Purpose	4
Background	4
Who should read this Animal Products Notice?	4
Why is this important?	4
Document History	4
Part 1: Preliminary requirements	5
1.1 Application	5
1.2 Interpretation	5
1.3 Incorporation by reference	7
Part 2: Design, construction and essential services	8
2.1 Application	8
2.2 Design and construction of landing areas	8
2.3 Design and construction of reception areas	8
2.4 Design and construction of reception and processing areas	8
2.5 Facilities and equipment	9
2.6 Ventilation	10
2.7 Lighting	10
2.8 Compressed air	10
2.9 Waste management equipment areas	10
2.10 Seawater intakes	10
2.11 Water reticulation systems	11
Part 3: Operational standards	12
3.1 Application	12
3.2 Operational requirements for facilities and equipment	12
3.3 Water coming into contact with fish material or fish product	12
3.4 Water source	12
3.5 Ice coming into contact with fish material or fish product	13
Part 4: Vessel hygiene and maintenance	14
4.1 Application	14
4.2 Management of fish material or fish product not for human consumption	14
4.3 Waste management	14
4.4 Cleaning and sanitation	14
4.5 Cleaning and sanitation requirements	15
4.6 Pest control	15
4.7 Approved maintenance compounds	15
Part 5: Health of personnel	16
5.1 Application	16
5.2 Health	16
Part 6: Training of personnel	17
6.1 Application	17
6.2 Training for fish handling and hygiene	17

Part 7: Calibration	18
7.1 Application	18
7.2 Calibration and measuring equipment suitability	18
Part 8: Packaging	19
8.1 Application	19
8.2 Packaging	19
Part 9: Labelling	20
9.1 Application	20
9.2 Labelling	20
Part 10: Operator verification	21
10.1 Application	21
10.2 Operator verification	21
Part 11: Record keeping	22
11.1 Application	22
11.2 Record keeping requirements	22
Part 12: Control of limited processing operations	23
12.1 Application	23
12.2 Operator documented system	23
12.3 Reception of fish material	23
12.4 Chilling and freezing	23
12.5 Processing fish	24
12.6 Glazing	24
12.7 Loadout	24
12.8 New hazards	24
12.9 Processing environment for fish	24
12.10 Inputs	24
Part 13: Operator documented system	25
13.1 Application	25
13.2 Documentation and record keeping requirements	25
13.3 Verifier's freedom and access to carry out verification	25
Part 14: Verification	27
14.1 Application	27
14.2 Contents of initial verification report	27
14.3 Verifier recommendations, endorsements and statements	27
14.4 External verification	28
14.5 External verification criteria, outcomes and reporting	28
14.6 Changes to external verification frequency	29
14.7 Consequences of an unacceptable outcome	29
14.8 Operator and verifier obligations for port entry	30
14.9 Verifier or verifying agency responsibilities in event of recall	30
14.10 Verifier competencies	30
Schedule 1 – Specification for clean seawater	31
Schedule 2 – Water treatments	32

Introduction

This introduction is not part of the Animal Products Notice, but is intended to indicate its general effect.

Purpose

- (1) This Notice is issued for the purpose of setting requirements that:
 - a) give effect to the Regulated Control Scheme for limited processing fishing vessels; and
 - b) are necessary or desirable to amplify the manner in which the requirements of that scheme are to be met.

Background

- (1) This Notice applies to all limited processing fishing vessels operating under the Animal Products (Regulated Control Scheme – Limited Processing Fishing Vessels) Regulations 2001.
- (2) This Notice replaces the 2005 Notice that expires on 1 July 2022 due to the Food Safety Law Reform Act 2018.

Who should read this Animal Products Notice?

- (1) This Animal Products Notice should be read by:
 - a) animal product business operators that operate as limited processing fishing vessels; and
 - b) recognised agencies and persons, including verifiers.

Why is this important?

- (1) Those persons to whom this Notice applies are responsible for ensuring that they meet their obligations under the Regulated Control Scheme and that evidence of compliance is maintained.
- (2) For the purposes of section 135(1)(c) of the Animal Products Act 1999, a failure to comply with this Notice, without reasonable excuse, is an offence.
- (3) In addition, a person who fails to comply with the requirements of this Notice may be committing an offence under the Part 10 of the Animal Products Act 1999.

Document History

Version Date	Section Changed	Change(s) Description
17 May 2022	All	<ul style="list-style-type: none"> • New format and structure; • Minor technical changes and clarifications.

Part 1: Preliminary requirements

1.1 Application

- (1) This Notice applies to:
- a) limited processing fishing vessels operating under the Animal Products (Regulated Control Scheme - Limited Processing Fishing Vessels) Regulations 2001; and
 - b) verifying agencies and verifiers who carry out verification functions and activities on behalf of MPI under the Act.

1.2 Interpretation

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

amenities means facilities such as washrooms, toilets, cafeterias, and locker-rooms that are designated for use by people working in, or present at a premises used for processing animal material or product

approved maintenance compound means a maintenance compound approved by the Director-General under Regulation 18

clean, when used as a verb, means to remove visible contaminants from any surface

clean seawater means seawater that:

- a) is free of excessive turbidity, colour, offensive odours, and any contaminants; and
- b) complies with the requirements of clause 3.4

container means any barrel, box, bag, bin, crate, carton or drum, but does not include any transportation outer or a container used for bulk transportation on a ship or aircraft

fishing vessel or **vessel** means a limited processing fishing vessel

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

label includes any written, pictorial, or other descriptive matter that:

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

lot means a quantity of fish material or fish product of a single species that has been produced and handled under uniform conditions and within a limited period of time

lot identification means an identifier that is sufficient to enable the source of a lot to be traced

packaging:

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

potable water means:

- a) in relation to water supplied by an independent supplier (including a public or private supplier), is of a standard administered by the independent supplier under the Water Services Act 2021 and any Regulations made under that Act; or
- b) in relation to water supplied by an operator solely for the use of the operator (such as bore water, rainwater, surface water, or groundwater) is of a standard equivalent to that referred to in subclause (a) as determined by the operator based on an analysis of hazards and other risk factors; or
- c) desalinated clean seawater

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

Regulations refers to the Animal Products (Regulated Control Scheme - Limited Processing Fishing Vessels) Regulations 2001

regulatory requirement includes any requirement lawfully made or imposed by or under this Act or the Food Act 2014, including the following:

- a) Regulations:
- b) notices issued under section 167(1) of the Act:
- c) supplementary notices:
- d) other notices, and directions and conditions:
- e) the Food Standards Code

sanitary design:

- a) in relation to any fishing vessel facility, internal structure, equipment, or conveyance, means designed, constructed, and located so that it:
 - i) meets the requirements appropriate to the type of fish material or fish product and process, and which includes consideration of the movement of people, access, and process flow; and
 - ii) can be readily maintained, cleaned, sanitised, and sterilised where required, to ensure that risk factors from contaminants and pests are minimised; and
- b) in relation to any equipment or accessway in any processing area, means that the equipment or accessway is designed, constructed and located so that it:
 - i) is easily accessible for maintenance, cleaning, operation, checking, and inspection; and
 - ii) minimises the contact of contaminants with any fish material or fish product or other equipment; and
 - iii) precludes the harbouring or accumulation of any contaminants or pests

sanitise means to disinfect, or to otherwise reduce or maintain microbial contamination to or at a level that avoids the creation of a hazard, by the application of maintenance compounds or other things (such as steam or light)

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

transportation outer means a container (not being a transportation unit) that:

- 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

- (2) Any term defined in the Animal Products Act 1999 or the Animal Products (Regulated Control Scheme - Limited Processing Fishing Vessels) Regulations 2001, and used, but not defined, in this Notice has the same meaning given in the Act or Regulations.

1.3 Incorporation by reference

- (1) Table 2.4 Pathogen or Disease-Specific Exclusion and Clearance Criteria for People at Increased Risk of Transmitting an Infection to Others, Appendix 2 of the Ministry of Health Communicable Disease Control Manual 2021 is incorporated by reference under section 168 of the Act.

Part 2: Design, construction and essential services

2.1 Application

- (1) This Part is supplementary to Regulation 11 and applies to landing and reception areas on vessels, and those processing areas where fish material or fish product is processed for human consumption.

2.2 Design and construction of landing areas

- (1) The landing area is to be designed and constructed to facilitate the effective drainage of water and to enable easy cleaning.
- (2) Any area that is likely to come into contact with fish material is to be easily cleaned and sanitised as required.

2.3 Design and construction of reception areas

- (1) The reception area is to be designed and constructed so that fish can be processed in a manner that minimises contamination and deterioration.
- (2) Where the operators documented system has identified hazards with the equipment or internal structures in the reception area that are likely to affect the suitability for processing of fish material, then the reception area is to comply with the requirements in clause 2.4(2)(a) to (d).

2.4 Design and construction of reception and processing areas

- (1) Facilities, equipment, and internal structures in the reception and processing areas that may affect the suitability for processing of fish material or the fitness for intended purpose of fish product, must be of sanitary design.
- (2) Any material or exposed internal surface finish used in the reception or processing areas of the fishing vessel, or in the manufacture, or maintenance of facilities, equipment, or internal structures, that is likely to affect the suitability for processing of fish material or the fitness for intended purpose of fish product, is to:
 - a) be impervious, non-absorbent, and free from depressions, pits, cracks, and crevices that are likely to harbour contaminants; and
 - b) be easily cleaned and sanitised; and
 - c) be unaffected by any corrosive substance with which it is likely to come into contact, to the extent necessary to ensure that it will not harbour contaminants and will not be a source of contamination; and
 - d) be durable, resistant to fracture, and capable of withstanding repeated exposure to normal cleaning and sanitising; and
 - e) in the case of surfaces in the processing area (other than those used for walking or standing on during operations) be smooth and minimise the accumulation of condensation; and
 - f) in the case of floors in the processing area, be designed to facilitate the effective drainage of water; and
 - g) in the case of materials lining the deck heads and bulkheads in the processing area, be of a colour that does not disguise contaminants having regard to the lighting arrangements.
- (3) The amenities on the vessel must not open directly into the reception or processing areas unless there is a door or hatch made of permanent material, or a separation by space sufficient to minimise the risk of contamination, or a permanent sill which is of sufficient height to prevent water or waste entering the reception or processing areas.

- (4) The internal structures are to be sufficient to separate the landing, reception and processing areas from any living quarters or any part of the vessel not directly used for processing of fish material or fish product. These structures may include separation by space sufficient to minimise risk of contamination.

2.5 Facilities and equipment

- (1) Cleaning and sanitation facilities and equipment are to be provided to ensure that the hygiene of personnel, equipment and the reception and processing areas can be maintained so that the suitability for processing of fish material and the fitness for intended purpose of the fish product is not adversely affected.
- (2) Hand washing facilities are to be located at the entrance or adjacent to the processing areas or located so they can be readily accessed by product handlers. These facilities are to be designed and constructed to have:
- a) taps that are not hand-operated, dispensing potable water or clean seawater; and
 - b) liquid soap in a dispenser; and
 - c) paper towels for drying hands and a receptacle for the collection of waste towels; or provided with roller towels fitted with a timed automatic retraction device that removes the soiled piece of towel immediately after use.
- (3) Equipment used in contact with fish material, fish product, or inputs must be made of food standard grade material, being:
- a) stainless steel; or
 - b) good quality galvanised iron, in the case of:
 - i) bulk containers used for transporting or holding whole, headed or gutted fish; or
 - ii) fish scaler drums; or
 - iii) thawing tanks and freezer trays for use with whole, headed or gutted fish; or
 - c) other natural and synthetic material which is unaffected by contact with fish material, fish product and inputs, excluding:
 - i) metals such as cadmium, lead and all their alloys; and
 - ii) metals whose contact with liquid or other harmful products may create harmful chemical or electrolyte action; and
 - iii) porous materials such as cleats, sponge rubber, linoleum, or leather fabrics, except for sponge rubber (where used for holding fish for stunning and killing); and
 - iv) wood; or
 - d) aluminium product contact surfaces except if warped, oxidised, corroded, pitted or scratched to an extent that the hygiene of the contact surfaces cannot be maintained in accordance with subclause (1).
- (4) The product contact surfaces of conveyor belts are to:
- a) be constructed of smooth material; and
 - b) be of colour which does not disguise contaminants; and
 - c) have undamaged edges.
- (5) In addition to subclause (4), where cleats are used for conveyor belts, they are to be either:
- a) an integral part of the belt; or
 - b) attached in a manner that either:
 - i) minimises the collection of contaminants between the cleats and the belt material; or
 - ii) allows removal for cleaning at the end of each break in processing.

- (6) Containers, including bulk containers, that are likely to come into contact with fish material or fish product are to meet the requirements for packaging materials specified in the “US Code of Federal Regulations, Title 21, Parts 174, 175, 176, 177 and 178 (21 CFR)”.

2.6 Ventilation

- (1) The ventilation arrangements in processing areas are to be designed, constructed, located and equipped to minimise during operations:
 - a) the presence of steam and condensation; and
 - b) contaminants being admitted.
- (2) Ventilation is to be:
 - a) natural ventilation from openings to the decks; or
 - b) natural ventilation using air intakes, ventilated type windows and hatches; or
 - c) mechanical ventilation.
- (3) Ventilation intakes in product areas, holds, stores and amenities are to be:
 - a) located so that there is no contamination of the areas with odours, dust, smoke; and
 - b) when necessary the intakes are to be provided with effective filters.

2.7 Lighting

- (1) The intensity and quality of the lighting is to be sufficient to enable satisfactory performance of all required operations, checks and inspections.
- (2) Lighting is to be designed, constructed and located:
 - a) to avoid being a source of contamination, particularly in the event of breakage; and
 - b) so that it does not significantly distort or alter the colour or appearance of facilities, equipment or inputs or fish product.
- (3) Lights, bulbs, fixtures, skylights and other glass suspended over fish at any stage of processing, is to be of a safety type, or otherwise protected to prevent contamination in the event of breakage.

2.8 Compressed air

- (1) When compressed air is generated on site for processing and comes into direct or indirect contact with, or could affect, fish material or fish product:
 - a) the air is to be filtered to remove any contaminants; and
 - b) the source of air is to be clean and external to the fishing vessel.

2.9 Waste management equipment areas

- (1) Equipment and storage areas used to store or contain waste are:
 - a) to be clearly identified or adequately separated from processing areas; and
 - b) not to be a source of contamination to inputs or fish product.

2.10 Seawater intakes

- (1) The clean seawater intake on fishing vessels is to be:

- a) situated to minimise contamination of the clean seawater by the wastewater discharges, ballast water, waste and the engine coolant outlets; and
- b) designed so there is no backflow, cross connections, dead ends or unused pipes in close vicinity to the inlet.

2.11 Water reticulation systems

- (1) The water reticulation systems are to be designed and constructed to prevent unintentional mixing of water of different standards.
- (2) Water lines in processing areas that contain water of different standards are to be labelled or otherwise identified to indicate their contents.
- (3) All pipes used for water reticulation must use the international colour-code to identify potable water, non-potable water and steam pipes.

Part 3: Operational standards

3.1 Application

- (1) This Part is supplementary to Regulation 17 and applies to processing operations where fish material or fish product is intended for human consumption.

3.2 Operational requirements for facilities and equipment

- (1) Temperature-controlled rooms (including freezers and refrigerated facilities) and equipment are to consistently deliver the appropriate temperature as required by clause 12.4.
- (2) The operator documented system must include procedures to ensure that:
 - a) containers that are not being used, are held in a store or in a separate area protected from contamination; and
 - b) unwrapped containers are covered or otherwise protected from contamination during storage, handling and transportation; and
 - c) only sufficient containers for immediate use are held in a processing area.

3.3 Water coming into contact with fish material or fish product

- (1) The operator documented system must include procedures to ensure that water (including ice and steam) that comes into direct or indirect contact with inputs or fish product is potable water, or clean seawater, at the point of use.
- (2) The water supply is to be sourced, inspected, and when necessary treated (considering its source and intended use).
- (3) The reticulation system is to be operated to minimise the risk of contamination of the potable water or clean seawater.
- (4) When there is reason to believe that the water contained in the reticulation system is contaminated:
 - a) the system is to be emptied and thoroughly flushed with clean seawater or potable water as appropriate; or
 - b) the water may be subjected to chlorine disinfection or ultraviolet light disinfection in accordance with Schedule 2, to ensure that it meets the required standard at point of use.

3.4 Water source

- (1) If clean seawater is used on a fishing vessel for the purpose of clause 3.3, it may only be taken from places that are of sufficient distance offshore that the water is not affected by actual or potential pollution sources.
- (2) If there is a reason to suspect that the water is not fit for its intended purpose, the operator must test the water to ensure that it:
 - a) meets the criteria in Schedule 1, if clean seawater; or
 - b) complies with the standard in the definition of potable water.
- (3) Fishing vessels must not take on water from a public water supply unless the operator has written evidence from the supplier that the water is potable. The operator must obtain renewed evidence from the supplier every 12 months.

3.5 Ice coming into contact with fish material or fish product

- (1) Ice that comes into direct or indirect contact with inputs or fish product is to be manufactured, stored, handled and transported to ensure that it will not be contaminated.
- (2) Ice delivered to a fishing vessel is to be inspected on arrival and rejected if:
 - a) delivered in a manner that is likely to have permitted contamination; or
 - b) contamination is evident.

Part 4: Vessel hygiene and maintenance

4.1 Application

- (1) This Part is supplementary to Regulations 18 and 39 and applies to processing operations where fish material or fish product is intended for human consumption.

4.2 Management of fish material or fish product not for human consumption

- (1) Equipment or storage areas used to store or contain fish material that is not suitable for processing or fish product that is not fit for human consumption, but is suitable or fit for some other purpose, are:
 - a) to be clearly identified or adequately separated; and
 - b) not to be a source of contamination to other fish material or fish product that is intended for human consumption.
- (2) The operator documented system must include procedures to ensure that fish material or fish product that is not suitable for processing or not fit for human consumption but is suitable or fit for some other purpose:
 - a) is kept physically separated from other fish material or fish product; and
 - b) is adequately identified in a manner that will ensure that it will not be mistakenly or fraudulently released as suitable for processing or fit for human consumption.

4.3 Waste management

- (1) The operator documented system must include procedures to ensure that waste:
 - a) is kept under controlled conditions until adequately identified to ensure that it will not be mistakenly or fraudulently released as suitable for processing or fit for human consumption; and
 - b) is disposed of by a method that ensures that it will not become a source of contamination to other inputs or fish product.

4.4 Cleaning and sanitation

- (1) The operator documented system must include procedures for the cleaning and sanitation of reception and processing areas.
- (2) The operator documented system is to contain or detail the following:
 - a) the designation of the person responsible for implementing the cleaning and sanitation procedures; and
 - b) areas and equipment to be cleaned and sanitised; and
 - c) the approved maintenance compounds to be used; and
 - d) the frequency of cleaning and sanitising; and
 - e) the procedures and work instructions for the various cleaning and sanitising operations; and
 - f) records of cleaning and sanitation procedures; and
 - g) the name or name and designation of the personnel responsible for carrying out the procedures; and
 - h) the methods of verifying the cleaning and sanitation procedures.

4.5 Cleaning and sanitation requirements

- (1) All equipment that comes into contact with inputs or fish product is to be cleaned, and sanitised:
 - a) whenever it becomes contaminated or comes into contact with excess material; and
 - b) at the end of the production run.
- (2) Reusable containers that come into contact with fish material or fish product are to be:
 - a) cleaned and sanitised when heavily contaminated; and
 - b) protected from further contamination prior to reuse.
- (3) Equipment used for conveying excess fish material or fish product or waste is to be cleaned and sanitised at the end of each production run.
- (4) Sanitising is to be carried out using chemical sanitisers that are approved maintenance compounds, or hot water that is at least 82°C.
- (5) Cleaned and sanitised portable equipment is to be kept so it is protected from contamination.
- (6) Cleaning and sanitising equipment is to be stored in a designated area in a manner that prevents contamination of inputs, fish product, equipment, or other associated things.
- (7) Any hosing or high-pressure water cleaning is to be carried out so that water splash that could spread contaminants is minimised.

4.6 Pest control

- (1) The operator documented system for pest control must include procedures that aim to prevent infestation with pests and ensure the appropriate use of approved maintenance compounds used for pest control.
- (2) The operator documented system is to contain or detail the following:
 - a) the designation of the person responsible for implementing the pest control procedures; and
 - b) any approved maintenance compounds to be used; and
 - c) how approved maintenance compounds are used; and
 - d) the name or name and designation of personnel responsible for carrying out the procedures; and
 - e) the frequency and records of pest control procedures; and
 - f) the actions taken to kill pests that are present, prevent pests from breeding, and prevent pests from entering the fishing vessel.

4.7 Approved maintenance compounds

- (1) The operator documented system for approved maintenance compounds must include procedures to ensure that only approved maintenance compounds are used during processing operations or in the maintenance of the reception and processing areas.
- (2) When not in use, approved maintenance compounds are to be stored in a designated area used for that purpose, separate from reception and processing areas.
- (3) All containers of approved maintenance compounds are to be labelled with the name or names of the maintenance compound as it appears on the list of approved maintenance compounds maintained by the Director-General.

Part 5: Health of personnel

5.1 Application

- (1) This Part is supplementary to Regulation 20 and applies to processing operations where fish material or fish product is intended for human consumption.

5.2 Health

- (1) In addition to Regulation 20, the operator must ensure that a person (including any visitor or contractor) does not handle fish material or fish product, or enter an area if the person is suffering from:
 - a) acute respiratory infection; or
 - b) boils, sores, infected wounds, or any other condition that cannot be adequately protected from becoming a source of contamination.
- (2) If a person has suffered from an illness or condition described in Regulation 20, the exclusion and clearance criteria in the Table 2.4 (Pathogen or Disease-Specific Exclusion and Clearance Criteria for People at Increased Risk of Transmitting an Infection to Others) in Appendix 2 of the Ministry of Health Communicable Disease Control Manual is to be followed.
- (3) A person, who has suffered from a condition described in subclause (1) is to be assessed by a suitably skilled person, before resuming work to confirm:
 - a) that the condition is no longer likely to contaminate inputs, fish product, equipment or associated things; or
 - b) that the person is adequately protected from being a source of contamination.
- (4) The operator must ensure that the person does not resume work if there is not a suitably skilled person on board the vessel to carry out the assessment.

Part 6: Training of personnel

6.1 Application

- (1) This Part is supplementary to Regulations 19 and 39 and applies to processing operations where fish material or fish product is intended for human consumption.

6.2 Training for fish handling and hygiene

- (1) The operator documented system must include procedures for the instruction, training and supervision of product handlers in correct fish material and product handling, personal hygiene and sanitary practices.
- (2) The operator documented system is to include procedures detailing:
 - a) the type of training undertaken; and
 - b) who delivers the training; and
 - c) when the training is carried out; and
 - d) records kept.

Part 7: Calibration

7.1 Application

- (1) This Part is supplementary to Regulation 21 and applies to processing operations where fish material or fish product is intended for human consumption.

7.2 Calibration and measuring equipment suitability

- (1) The operator documented system must include procedures for calibration of measuring equipment.
- (2) Measuring equipment, such as scales, thermometers, pH meters, and automatic temperature recorders (whether stand-alone or forming part of a piece of equipment), that is used to provide critical measurements, is to:
 - a) have the accuracy, precision, and conditions of use appropriate to the task performed; and
 - b) be calibrated:
 - i) against a reference standard showing traceability of calibration to a national or international standard of measurement; or
 - ii) if no such standard exists be calibrated on a basis that is documented directly in or by reference into the procedures; and
 - c) be uniquely identified:
 - i) to enable traceability of the calibrations; and
 - ii) to identify calibration status.
- (3) The operator documented system is to include the minimum calibration frequencies for each piece of measuring equipment used to provide critical measurements, or used as reference standards, taking into consideration the following:
 - a) the stability of the piece of equipment; and
 - b) the nature of the measurement; and
 - c) the manufacturer's instructions.
- (4) Safeguards are to be in place to prevent unauthorised adjustments to the calibration of the measuring equipment, including movement of the equipment where this is likely to invalidate the calibration.
- (5) At least once a year from the anniversary date of the vessel registration under this scheme, automatic temperature recorders are to be either:
 - a) calibrated; or
 - b) physically checked by comparing the product temperature with the chiller, hold or cold store temperature to ensure calibration.

Part 8: Packaging

8.1 Application

- (1) This Part is supplementary to Regulation 23 and applies to packaging that comes into contact with fish material or fish product intended for human consumption.

8.2 Packaging

- (1) The operator documented system must include procedures for the management of packaging.
- (2) The composition, and where appropriate the conditions of use, of packaging must either:
 - a) comply with the requirements specified in:
 - i) the current "US Code of Federal Regulations, Title 21, Parts 170–199 (21 CFR 170–199)", which applies equally to coatings and linings of containers and cartons where these are the direct product contact surface; or
 - ii) the current "Australian Standard for Plastics Materials for Food Contact Use, Australian Standard AS2070–1999"; or
 - b) be determined by the operator to be suitable for use, based on an analysis of hazards and other risk factors from the packaging.
- (3) If compliance with this Notice is achieved through meeting the requirements of subclause (2)(a)(i) or (ii), the operator is to document the full reference to the regulation, part, section or standard with which the packaging complies.
- (4) Packaging that comes into contact with fish material or fish product intended for human consumption is to be sufficiently wrapped prior to use to minimise contamination, and kept dry.
- (5) Packaging is to be held in a store or in an area that protects it from contamination.
- (6) Only packaging required for immediate use may be unwrapped, stored or handled in a processing area.

Part 9: Labelling

9.1 Application

- (1) This Part is supplementary to Regulations 15 and 26 and applies to labelling of fish material or fish product intended for human consumption, except as otherwise specified in clause 9.2(5).

9.2 Labelling

- (1) The operator documented system must have procedures for labelling fish material or fish product.
- (2) Labelling is to be provided on transportation outers stating:
 - a) the fish material or fish product name or description; and
 - b) storage directions, where necessary to maintain suitability for processing of the fish material or fitness for intended purpose of fish product; and
 - c) lot identification, unless the lot identification is on the individual packages contained in the transportation outer; and
 - d) the scientific name of the fish as specified by the Director-General in Schedule 5 of the Animal Products Notice: Production, Supply and Processing.
- (3) Mandatory labelling is to be clear, legible, indelible, and use terms that are commonly used in the English language.
- (4) In the case of transportation of unpackaged bulk materials that cannot practicably be labelled, the information specified in subclause (2) is to be contained within the accompanying documentation.
- (5) The transportation outer of fish material or fish product that is not intended for human consumption but has the appearance of, or could be mistaken for, fish material or fish product that is intended for human consumption, is to be labelled to clearly indicate that the fish material or fish product it contains is not intended for human consumption.
- (6) If the status of a fish material's suitability for processing, or the fitness for intended purpose of the fish product, changes and the fish material or fish product has been labelled, this labelling is to be amended to reflect the new status prior to its release for trade.

Part 10: Operator verification

10.1 Application

- (1) This Part is supplementary to Regulation 39 and applies to processing operations where fish material or fish product is intended for human consumption.

10.2 Operator verification

- (1) The operator documented system for operator verification must include:
 - a) the operator verification activities to be performed; and
 - b) the activities' frequency; and
 - c) the identification by position, or name and position, of the people who carry out those activities; and
 - d) the actions that will be taken when all or part of the operator documented system is not effective; and
 - e) the matters that will be recorded or reported; and
 - f) a periodic review of the whole operator documented system.
- (2) During processing breaks, operator verification of cleaning and sanitation must include visual checks of the reception and processing areas and of the cleaning and sanitation procedures in action including checks:
 - a) of the measurement and mixing of approved maintenance compounds used for cleaning and sanitation; and
 - b) of the strength of solutions of the prepared approved maintenance compounds; and
 - c) to ensure correct contact times are being observed.

Part 11: Record keeping

11.1 Application

- (1) This Part is supplementary to Regulations 27 and 47 and applies to processing operations where fish material or fish product is intended for human consumption.

11.2 Record keeping requirements

- (1) The operator documented system must include procedures for the management of records.
- (2) All records required under this scheme are to be kept by the operator, at a place in New Zealand and in a manner that protects them from damage, deterioration or loss, for at least 4 years.
- (3) All records kept by the operator are to be retrievable within 2 working days, when requested.

Part 12: Control of limited processing operations

12.1 Application

- (1) This Part is supplementary to Regulations 12, 13, 14, 16, 39 and 40 and applies to processing operations where fish material or fish product is intended for human consumption.

12.2 Operator documented system

- (1) The operator documented system must include procedures for the management of all processing operations.

12.3 Reception of fish material

- (1) The operator documented system for the reception of fish must include procedures to ensure that only fish material that is suitable for processing is processed.
- (2) The operator documented system for reception of fish is to include checks, either when the fish arrives on the vessel or at the start of processing, to assess whether it:
 - a) is contaminated with foreign matter that cannot be completely removed during processing; or
 - b) is contaminated with chemicals (e.g., fuel oil, cleaning compounds, filth); or
 - c) has the presence of strong odours or other indication of significant spoilage.
- (3) Unsuitable fish must not be processed.
- (4) The operator must ensure assessments are carried out to confirm that from the time of catching to the time of processing, the fish has been handled, held, and stored so as to minimise deterioration and has been protected from contamination.

12.4 Chilling and freezing

- (1) Any chilling or freezing is to be conducted without unnecessary delay and in a manner that minimises any potential microbial proliferation and contamination of the fish material or fish product.
- (2) Fish material or fish product that is preserved primarily by refrigeration is to be reduced to the maximum chilled or frozen temperatures specified in Table 1: Maximum critical preservation (loadout) temperatures, prior to release from the vessel.

Table 1: Maximum critical preservation (loadout) temperatures

Product type	Chilling/Freezing temperature
Chilled whole fish	Between -1°C and 1°C
Chilled fish product	Between -1°C and 4°C
Frozen fish or fish product (including shellfish)	No warmer than -18°C
Brine frozen fish	No warmer than -9°C

- (3) A brief temperature fluctuation up to a maximum temperature of -15°C during transportation is permitted for any frozen fish, provided the temperature is to be reduced to -18°C or colder without unnecessary delay.
- (4) For brine frozen fish, a brief temperature fluctuation up to a maximum temperature of -7°C during transportation is permitted, provided the temperature is to be reduced to -9°C or colder without unnecessary delay.

- (5) Where temperatures for chilling or freezing are not recorded by a calibrated automatic temperature recorder, the recording interval for taking these temperatures must not be longer than 6 hours, and the record kept must show the actual air temperature in the chiller, freezer or hold.

12.5 Processing fish

- (1) Where fish material is gutted or otherwise processed, this must be carried out in a manner that minimises contamination of the fish material or fish product.
- (2) Wet fish are to be stored chilled or frozen, unless they are to be processed immediately.
- (3) Fish material or fish product that has been thawed is to be:
 - a) processed without unnecessary delay; or
 - b) held under chilled conditions.

12.6 Glazing

- (1) Potable water or clean seawater used for glazing fish material or fish product is to be changed every 4 hours during use or when the water is visibly contaminated.
- (2) All water filters used in the glazing process are to be cleaned regularly to minimise contamination.

12.7 Loadout

- (1) On commencing loadout of fish material or fish product from a fishing vessel, the operator is to ensure:
 - a) the temperature of fish material or fish product taken at that time is recorded; and
 - b) any packaging of the fish material or fish product is still intact.

12.8 New hazards

- (1) The operator documented system must include procedures for notifying the Director-General of any emerging, new, or exotic biological hazards or new chemical hazards that come to the operator's attention in relation to the processing operations, without unnecessary delay.

12.9 Processing environment for fish

- (1) Processing rooms used for processing unpreserved fish material or fish product are to be operated to minimise microbial proliferation.

12.10 Inputs

- (1) All inputs are to be stored, handled, and transported so as to minimise any potential contamination or deterioration.
- (2) The identity, quantity, and purity of additives, processing aids, vitamins, minerals, and other added nutrients must comply with the current Australia New Zealand Food Standards Code, Part 1.3 "Substances added to or present in food", Schedule 3 "Identity and Purity".
- (3) Additives, processing aids and other ingredients are to be identifiable at all times.
- (4) Sulphur dioxide or sodium and potassium sulphites must not be added to scampi (*Metanephrops challenger*) in a proportion exceeding 100mg/kg (calculated as sulphur dioxide).

Part 13: Operator documented system

13.1 Application

- (1) This Part is supplementary to Regulations 39 and 42 and sets out the requirements for the content of an operator documented system and associated obligations of the operator.

13.2 Documentation and record keeping requirements

- (1) Every document or part of a document that forms part of the operator documented system must:
 - a) be legible; and
 - b) be dated or marked to identify its version; and
 - c) clearly indicate any changes made to the system; and
 - d) be identified as comprising part of the system; and
 - e) be signed, either directly or within the document control system, by the operator or the person shown on the register under Regulation 31(b) as responsible for the day-to-day management of the processing operations on the vessel.
- (2) The operator is to ensure that relevant parts of the operator documented system is available when required to any person with responsibilities under the system.
- (3) The operator is to ensure that the operator documented system and all reference material relating to that system is readily accessible.
- (4) The operator is to have an effective document control system that includes recording changes to the operator documented system, including changes to cross-referenced documents and parts of cross-referenced documents that form part of the system.
- (5) In relation to the operator documented system, the operator is to ensure that:
 - a) a copy of any obsolete document or obsolete part of a document is archived in accordance with subclause (6); and
 - b) all obsolete documents or parts of documents are removed as soon as practicable from all distribution points; and
 - c) all relevant documents or parts of documents are replaced as soon as practicable after any change is made to them.
- (6) The operator is to retain for 4 years, 1 copy of all obsolete documents from an operator documented system in a manner that protects them from damage, deterioration or loss, and make them available as required under clause 11.2(3).

13.3 Verifier's freedom and access to carry out verification

- (1) Every operator documented system must include provisions authorising the verifier to have the freedom and access necessary to allow them to carry out verification functions and activities, including:
 - a) having access to all parts of the fishing vessel and facilities associated with processing operations; and
 - b) having access to all documentation, records and information relating to, or comprising, the operator documented system (including records held in electronic or other form); and
 - c) having the freedom to examine all things necessary and open any containers, packages and other associated things to inspect the contents; and
 - d) having freedom to identify or mark any fish material, fish product, equipment, package, container or other associated thing; and
 - e) having freedom to:

- i) examine and take samples of any fish material, fish product or any other input, substance, or associated thing that has been, is, or may be in contact with, or in the vicinity of, any fish material or fish product: and
 - ii) test or analyse, or arrange for the testing or analysis, of such samples.
- (2) In the case of a significant risk to the fitness for intended purpose of fish product or suitability of fish material for processing, a verifier may recommend that the operator:
 - a) retains fish material or fish products pending receipt of testing results from subclause (1)(e)(ii) and decisions on disposition; and
 - b) detains any fish material and fish product or other relevant things in the event of non-compliance with the operator documented system or requirements of the scheme; and
 - c) temporarily interrupt processing until the cause of the risk is remedied.

Part 14: Verification

14.1 Application

- (1) This Part applies to all processing operations on board the fishing vessel.
- (2) Clauses 14.2, 14.3 and 14.10 are supplementary to Regulations 43, and set out the requirements relating to the initial verification report to be completed by the verifier.
- (3) Clauses 14.4 to 14.10 are supplementary to Regulations 44 and outline principles and mechanisms that will enable the frequency of external verification to be based on an operator's ongoing compliance with the requirements of the scheme and the operator documented system and the requirements relating to external verification.

14.2 Contents of initial verification report

- (1) For the purpose of Regulation 43, every initial verification report must include:
 - a) the name of the verifier and his or her recognition identifier; and
 - b) the name and address of the operator of the fishing vessel; and
 - c) the name and registration number of the fishing vessel; and
 - d) the types of processing carried out on the vessel; and
 - e) a list of all the documents that comprise the operator documented system, and the evidence that they were reviewed during the initial verification; and
 - f) the completion date and location of the initial onboard assessment, or in relation to the initial verification of a renewal or re-registration, the reason why the verifier decided that an onboard assessment was not necessary; and
 - g) a statement as to the outcome of any onboard assessment; and
 - h) a statement of whether in the verifier's opinion the operator documented system has been adequately validated and is acceptable.

14.3 Verifier recommendations, endorsements and statements

- (1) The verifier must recommend to the Director-General in the initial verification report:
 - a) whether the fishing vessel is suitable for registration; and
 - b) the conditions, if any, that the Director-General should consider imposing on the registration.
- (2) All initial verification reports that recommend a vessel is suitable for registration must contain the following statement, and be signed by the verifier if satisfied that the information contained in the initial verification report is accurate:

I confirm that an assessment of the operator documented system (title, date and identified by version) and suitability of the fishing vessel has been undertaken.

I am satisfied that this documented system and the vessel comply with the requirements imposed by the Animal Products (Regulated Control Scheme - Limited Processing Fishing Vessels) Regulations 2001 and the relevant notice.

Name

Signed

Date

- (3) The verifier who signs the initial verification report must endorse the list of documents that form the operator documented system to confirm that it accurately represents the documented system assessed, by initialling or signing each page of the hard copy of the list, or by any other means acceptable to the Director-General.

14.4 External verification

- (1) Table 2: Verification frequency and Table 3: Change in verification frequency, set out the external verification steps, and the switching rules that apply to changing the frequency of external verification as specified in clause 14.5.

Table 2: Verification frequency

Verification Step	Verification frequency
Step 1	Every port visit
Step 2	Every second port visit
Step 3	Minimum of six-monthly

Table 3: Change in verification frequency

Verification step	Number of consecutive acceptable outcomes to move to higher step	Number of unacceptable outcomes to move to lower step
1	2 (move to step 2)	1 (requirements as provided in clause 14.7)
2	2 (move to step 3)	1 (move to step 1)
3		1 (move to step 2)

- (2) The verification frequency for each step is as follows:
- at step 1, the operator must ensure an external verification is conducted at each visit to port by the fishing vessel; and
 - at step 2, the operator must ensure an external verification is conducted at every second visit to port by the fishing vessel; and
 - at step 3, the operator must ensure an external verification is conducted at least six-monthly when the vessel is in port.
- (3) In the case of an emergency port entry, the verifier must assess the activities undertaken, and determines whether an external verification should be conducted.
- (4) The external verification frequency for all fishing vessels upon registration is step 1.
- (5) The external verification frequency for all vessels after renewal of registration continues at the step assigned to that vessel prior to expiry of registration, where that application for renewal has been made prior to the expiry of registration.

14.5 External verification criteria, outcomes and reporting

- (1) When conducting an external verification, the verifier must assess the operator's ongoing conformance to regulatory requirements in accordance with the following criteria:
- compliance with the requirements of this scheme; and
 - compliance with the operator's documented system, including relevant operator verification activities; and
 - the complete, accurate and timely record-keeping of the operator; and
 - the identification and effective management of non-compliances.
- (2) The verifier must assign one of the following outcomes on the completion of a verification visit:

- a) an acceptable outcome, where the verifier is satisfied that:
 - i) the operator is substantially complying with regulatory requirements; and
 - ii) where there have been any departures from requirements, the operator's corrective actions have been, or are being applied appropriately and are effective; or
 - b) an unacceptable outcome, where the verifier has determined that the operator is not in substantial compliance with regulatory requirements.
- (3) An operator is considered to be not in substantial compliance where:
- a) operator verification repeatedly fails to identify deficiencies; or
 - b) operator verification is being implemented in a manner that is ineffective; or
 - c) the required records are absent or are incomplete or have been altered to a degree that prevents the verifier having confidence in the system being verified.
- (4) All external verifications must be clearly and fully documented.
- (5) The verifier must document the assessment of the outcome achieved by the operator, including any change to the operator's assigned external verification frequency determined in accordance with clause 14.6 and include this in a report of the external verification.
- (6) The report from the external verification must be made available to:
- a) the operator as soon as practicable; and
 - b) the verifying agency that undertakes external verification for that vessel; and
 - c) the Director-General, animal products officer and any other person authorised by the Director-General, as required.

14.6 Changes to external verification frequency

- (1) The frequency of external verification changes according to the following switching rules, as shown in the tables in clause 14.4, which are based on the operator's performance outcomes:
- a) at steps 1 and 2, if 2 consecutive acceptable verification outcomes are achieved, the operator is assigned to the next step of reduced verification frequency; and
 - b) at steps 2 and 3, if an unacceptable verification is achieved, the operator is immediately assigned to the next step of increased verification frequency; and
 - c) at step 1, if an unacceptable verification outcome is assigned, the appropriate requirements or interventions as provided in clause 14.7, must be imposed on the operator.

14.7 Consequences of an unacceptable outcome

- (1) If a verifier assigns an unacceptable outcome to an external verification, the verifier must require the operator to:
- a) determine the appropriate corrective action; and
 - b) carry out the corrective action within a specified timeframe.
- (2) The operator must carry out the corrective action to the satisfaction of the verifier within the time frame specified under subclause (1)(b).
- (3) The verifier must notify the Director-General, as soon as practicable, of any unacceptable outcome of an operator's performance on the external verification frequency step 1, including those due to repeated failures by the operator to apply corrective actions set out in the operator documented system.

14.8 Operator and verifier obligations for port entry

- (1) Except in the case of an emergency port entry:
 - a) the operator of a fishing vessel must give at least 24 hours advance notice of each visit to port to the verifying agency that undertakes the external verification for that vessel; and
 - b) the verifying agency must advise the operator within that 24-hour period whether an external verification is to be conducted.
- (2) The operator must ensure on entry to port for the purposes of discharge, that no cargo is discharged from the vessel until the verifier has given their approval.
- (3) The operator must ensure the fishing vessel does not return to sea following an external verification until the verifier has recorded in writing that the fishing vessel is cleared to recommence fishing.
- (4) The operator must keep a record of all visits to port by the fishing vessel and must make these records available, when requested, to a verifier, animal products officer, the Director-General and any other person authorised by the Director-General.

14.9 Verifier or verifying agency responsibilities in event of recall

- (1) When a verifier or verifying agency is notified by an operator of a recall under Regulation 42(1)(f), the agency must direct a verifier as soon as practicable to investigate the circumstances of the recall and assess whether the actions taken by the operator are appropriate.
- (2) The agency must provide a report to the Director-General on the investigation that identifies the fish material or fish product that was recalled in subclause (1), the reasons for the recall, the disposition of the material or product, and the conclusions of the verifier on the appropriateness of the operator's actions.

14.10 Verifier competencies

- (1) For the purpose of Regulation 45, a person is properly accredited if they are recognised to carry out verification functions and activities in relation to:
 - a) non-dairy risk management programmes; or
 - b) the limited processing fishing vessel RCS.

Schedule 1 – Specification for clean seawater

1 Clean seawater supply criteria for limited processing fishing vessels

- (1) Table 1 sets out the criteria for the supply of clean seawater to limited processing fishing vessels.

Table 1: Microbiological Quality of Clean Seawater

Organism	Criterion
<i>Escherichia coli</i>	Must not be detectable in any 100ml sample
Total coliforms (in treated water)	Must not be detectable in any 100ml sample

Schedule 2 – Water treatments

1 Disinfection or treatment apparatus

- (1) Disinfection or treatment apparatus for chlorination or ultraviolet light treatment may be installed in the water reticulation system on fishing vessels for use when:
 - a) water supplied is found to be not potable; or
 - b) seawater used is not clean seawater due to microbiological contamination at levels above the quality criteria specified in Table 1 of Schedule 1.

2 Chlorine disinfection

- (1) Where water is treated with chlorine, sufficient residual chlorine is to be maintained throughout the water reticulation system and the following residual chlorine levels apply at point of use:
 - a) minimum of 0.2 mg/l (ppm) free available chlorine, and not greater than of 5.0 mg/l (ppm) free available chlorine must be maintained at all times during processing; and
 - b) provided the water pH is in the range 6.5 – 8.0, the chlorine must have a minimum contact time of 20 minutes; and
 - c) the turbidity must not exceed 5 NTU.
- (2) The operator is to undertake sufficient monitoring of the water to demonstrate there has been adequate disinfection by:
 - a) fitting automatic water chlorination systems with alarm devices that indicate when they have ceased to function correctly; or
 - b) manual checking of the system and keeping records of checks carried out.

3 Ultraviolet light disinfection

- (1) Where water is treated with ultraviolet light treatment systems, those disinfection systems are to be fitted with monitoring and alarm systems to automatically shut down the water supply to the ultraviolet treatment unit, in the event of:
 - a) power failure to the treatment unit; or
 - b) lamp failure of the treatment unit; or
 - c) excessive water turbidity.
- (2) The ultraviolet disinfection unit is to be adequate to disinfect the maximum flow of water for the system it is to serve on the fishing vessel.