



(Provincial logo and contact details)

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Instrumentation:	Thermometer	Serial No	
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HYGIENE ASSESSMENT SYSTEM CHECKLIST:

POULTRY ABATTOIRS

ABATTOIR:

GRADE:

AUDIT DATE:

Verified by:	(1) = <u>DIRECT SUPERVISOR</u>	(2) = <u>PVA (when applicable)</u>
Name:
Signature:
Date:

HYGIENE ASSESSMENT SYSTEM: POULTRY ABATTOIRS

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ABATTOIR: _____ ABATTOIR NO: _____ GRADE : _____ DATE: _____

DAILY THROUGHPUT: _____

INSPECTION COMPONENT

RANK	NAME	REGISTERED/ AUTHORIZED YES / NO	EMPLOYER
VETERINARIAN			
POULTRY MEAT EXAMINER LEVEL II			
POULTRY MEAT EXAMINER LEVEL I			

OWNER / MANAGER

NAME	CAPACITY	CONTACT NO.

HYGIENE MANAGER

NAME	CAPACITY	CONTACT NO

HAS - SCORE SHEET

CATEGORY	CATEGORY SCORE	WEIGHT	WEIGHTED SCORE	PROVINCIAL PROV. VPH OFFICER/S WHO HAS DONE THE HAS ASSESSMENT
A. ANTE MORTEM		.05		Name:..... Signature:..... Name:..... Signature:.....
B. SLAUGHTERING AND PROCESSING		.13		
C. MEAT INSPECTION / MARKING		.12		
D. CHILLING, PORTIONING & PACKAGING		.12		
E. COLD STORAGE & DISPATCH		.10		
F. OFFAL PROCESSING		.04		
G. SANITATION / PEST CONTROL		.09		
H. PERSONNEL		.08		
I. WASTE MANAGEMENT		.08		
J. STRUCTURES, MAINTENANCE & GEN COND		.08		
K. HYGIENE MANAGEMENT SYSTEM		.11		
FINAL SCORE				

Category score													RATING	
	A	B	C	D	E	F	G	H	I	J	K	FINAL SCORE	CATEGORY	
95														GOLD
90														SILVER
85														
80														
75														BRONZE
70														
65														
60														NO RATING
55														
50														
45														
40														
35														
30														
25														
20														
15														
10														
5														
	.05	.13	.12	.12	.10	.04	.09	.08	.08	.08	.11			

NB: For an abattoir to be awarded a rating, the **final score and all category scores** must be in the range indicated for the rating before that rating could be awarded to the abattoir, for example for a GOLD rating to be awarded, the final score and **all** category scores must be 95 and higher. If one or more of the category scores is below 95, a SILVER rating will be awarded. **(This is only applicable to provinces where abattoir rating is implemented).**

HYGIENE ASSESSMENT SYSTEM EVALUATION SHEET POULTRY ABATTOIRS

A. <u>TRANSPORT, ANIMAL WELFARE AND ANTE-MORTEM INSPECTION</u>	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
1. Transport of birds		*	20	15	10	5	0
<ul style="list-style-type: none"> • Trucks and crates provide shelter, shade & ventilation during transport. • Construction and use of crates such as to humanely transport birds. • Feet of birds not tied. • Cleanliness of transport vehicle and crates. • Washing facilities utilized for sanitizing all crates and trucks. • Compliance with Animal Protection Act 1962 (Act 71 of 1962). • Feed may be withdrawn 9-12hrs prior to slaughter. 	5 (d) 6 (e) 62 (1) 62 (2) 63 (1) 63 (2) 63 (3) 64 (6)						
2. Animal welfare during off loading and holding		*	24	18	12	6	0
<ul style="list-style-type: none"> • Adequate holding facilities for live birds/trucks and crates available and used correctly utilized (shaded and well ventilated). • Calm humane handling. • Birds in crates slaughtered within 4 hours of arrival. • Compliance with Animal Protection Act 1962 (Act 71 of 1962). 	5 (c) 6 (d) 19, 63 (1)(2) 64 (1-5)						
3. Ante-mortem inspection		*	24	18	12	6	0
<ul style="list-style-type: none"> • Prescribed Health certification from farm of all lots on day of slaughter (LT) or 72 hours prior to slaughter (HT). • Ante-mortem done on day of slaughter by registered meat inspector where applicable. • Convey info of health certification and ante mortem to inspectors on floor. • Correct handling of poultry suspected of suffering from controlled animal disease. • The registered inspector must acquaint himself with further guidelines. 	53 (a) 64 (4) 72 - 73						
4. System for emergency slaughter/last kill		*	16	12	8	4	0
<ul style="list-style-type: none"> • SOP for the handling of suspicious/injured birds applied. • SOP for preferential slaughter applied. • SOP for provisional slaughter applied. • Effective system to identify and handle diseased or excessively dirty birds. 	53 (a) 53 (c) 73 (9)						
5. Handling of dead on arrival birds		*	16	12	8	4	0
<ul style="list-style-type: none"> • DOA's handled and disposed of as condemned material. • Adequate facilities available for handling DOA's. • Scheduled removal of DOA's. • If post mortems are done, then only in a dedicated room or area equipped to do post mortems. 	74 89 (1) 18						

CATEGORY A: Transport, animal welfare and ante-mortem inspection score: _____

B. SLAUGHTERING AND PROCESSING

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
1. Hanging		*					
<ul style="list-style-type: none"> Calm humane handling of live birds during hanging (HT). Calm humane handling before stunning. 	65						
2. Stunning of birds		*					
<ul style="list-style-type: none"> Well maintained and correctly set stunning equipment in use. Birds stunned effectively. 	20 66						
3. Time period: stunning to bleeding		*					
<ul style="list-style-type: none"> Bleeding within 10 seconds. 	67 (a)						
If no stunning (Kosher, Halaal) ignore 2 & 3 and multiply subtotal by 1.191							
4. Bleeding		*					
<ul style="list-style-type: none"> Sharp knife used for bleeding incision. Spinal cord not severed with throat slitting. Multiple knife system in use. Knife washed and sterilized frequently. Adequate containers/tanks to store blood until disposal. 	67 20						
5. Time period: bleeding to scalding		*					
<ul style="list-style-type: none"> Minimum time 90 seconds. No scalding started until completion of bleeding period. Killing rate correlates with rate of scalding. 	67 (d) 67 (f)						
6. Scalding		*					
<ul style="list-style-type: none"> Scalding water temperature and time set correctly to prevent over scalding. Continuous addition of hot water of 1 litre per bird (HT). Scalding tank has capacity of at least 20 litres of hot water (LT). Scalding tank cleaned between shifts (daily). 	21 (1) 68 (1)(2)						
7. De-feathering		*					
<ul style="list-style-type: none"> Correct, well maintained and adjusted equipment. No heads lost / birds falling beneath plucker machine. Complete removal of all feathers. SOP for dropped birds followed. 	21 68 (6) 77 (1)						
8. Handling of feathers		*					
<ul style="list-style-type: none"> Waste protocol for the handling of feathers followed. Enough containers for feathers available. Cleanliness of de-feathering machine and surrounding area. 	5 (f) 6 (h)(ii) 68 (5)						
9. Heads and feet removal		*					
<ul style="list-style-type: none"> Heads and feet removed after meat inspection, but still in dirty area. Hock joint cut done correctly, joint properly exposed. Adequate facilities to handle heads and feet hygienically. 	69 77 (1)						

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
10. Rinsing before evisceration		*	6	5	3	1	0
<ul style="list-style-type: none"> All carcasses rinsed thoroughly before evisceration. Water quality meets requirements of SANS 241 Class II. Approved protocol for anti-microbial substance followed (if added). 	21 (4)						
11. Evisceration process		*	20	15	10	5	0
<ul style="list-style-type: none"> Well trained personnel and supervision to ensure that correct equipment and proper techniques are used. EV done in hanging position over EV tray / trough / conveyor that is continuously rinsed. Mechanical EV equipment is continuously self-cleaning (HT). Hand evisceration using EV spoons (LT). Effective evisceration (vent cutting, abdominal slitting, lifting out of the organs) without rupturing of intestines. Organs not separated from carcass before inspection. Organs and body cavity exposed to facilitate proper inspection. No remnants of organs left in carcass (including lungs) SOP for dropped carcasses followed. Contamination limited to the minimum during processing. Daily checking of carcasses for soiling done. 	23 53 (b) (c) 70 76 (6) 77 (2) (e)						
12. Post evisceration rinsing of carcasses		*	6	5	3	1	0
<ul style="list-style-type: none"> Rinsing facilities adequate for throughput. Done after inspection. Carcasses washed inside and outside in clean running water. Water quality meets requirements of SANS 241 Class II. Approved protocol for anti-microbial substance followed (if added). 	25 70 (5) 77 (2)(e)						
13. Sterilizers and sterilizing procedures		*	10	8	5	2	0
<ul style="list-style-type: none"> All sterilisers in slaughter areas are ≥ 82 °C with proper overflow to ensure clean water and are used according to correct procedures and frequency. Assessable to all workers (within 3 meters). Control measures for continuous availability of sterilizers Any other method of sterilization done only according to an approved protocol. 	14 53 (f)						

CATEGORY B: Slaughtering and Processing score: _____

C. MEAT INSPECTION / MARKING:

1. Meat Inspection Component	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD	
								12
<ul style="list-style-type: none"> Correct number of poultry meat examiners Level I and II as determined by PEO. All inspection personnel registered with PEO. Competency checks on meat inspection personnel (skills maintenance program). Continuous meat inspection during slaughter process. Registered meat inspection personnel must acquit themselves with further guidelines. 	53 (c) 75 76 (1)(3) 82 84	*	Comments	12	9	6	3	0

2. Primary Meat Inspection: 1 st inspection point		*	Comments	12	9	6	3	0
<ul style="list-style-type: none"> Inspection of whole carcass including heads and feet. Inspection point permanently manned by registered Poultry Meat Examiners Level I and / or Level II. Adequate lighting 540 Lux. Lockable containers for condemned carcasses and material. No trimming of carcasses done. Correct handling of dropped carcasses and handled according to approved protocol. Total condemnation of carcasses coming in contact with recycled contaminated water. 	11 (k) 14 18 53 (c) 77 15							

3. Primary Meat Inspection: 2 nd inspection point		*	Comments	12	9	6	3	0
<ul style="list-style-type: none"> Second carcass inspection point permanently manned by registered Poultry Meat Examiners Level I and / or Level II. Adequate lighting 540 Lux. Lockable containers for condemned carcasses. Correct handling of dropped carcasses and handled according to approved protocol. Inspection of the whole carcass inside and outside. 	11 (k) 14 18 53 (c) 78 79							

4. Primary meat inspection procedures		*	Comments	*26				0
<ul style="list-style-type: none"> All inspection items attended to as per control list. All relevant info, including ante mortem and health records, taken into consideration. Effectiveness of primary meat inspection. 	53 (c) 77 78							

** Award points as per inspection checklist*

5. Detention and Recovery facilities / procedures		*	Comments	16	12	8	4	0
<ul style="list-style-type: none"> Recovery room or area used correctly. Adequate facilities are provided (tables, wash hand basins, sterilisers and water points). Condemned carcasses and carcasses detained for recovery kept separate. Registered Poultry Meat Examiners Level II doing trimming and recovery. Criteria for inspection and judgements applied correctly. Condemned products are handled in the prescribed manner. Recovered portions washed under running water. Water quality according to SABS 241 Class II. Recovered portions utilized for frozen products only. Bactericidal added to recovery water complies with FCD Act, Act 54 of 1972 and with approved protocol. 	24 79 81 89							

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD	
6. System for handling condemned material		*	Comments	12	9	6	3	0
<ul style="list-style-type: none"> Enough properly constructed, lockable detention bins available and in use for all condemned material. Condemned material is placed in a theft proof container which has been clearly marked "CONDEMNED", in letters not less than 10 cm high. Or alternatively conspicuously marked with a stamp bearing the word "CONDEMNED", using green ink. Are kept in a holding area or a room or dedicated chiller provided for the purpose, except if removed on a continuous basis. Removed from the abattoir at the end of the working day or secured in a dedicated chiller or freezer at an air temperature of not more than minus 2°C. Detention/condemn facilities used correctly for grade abattoir. Control measures for provisionally passed carcasses, organs followed. 	18 22 53 (k) 89							

		*	Comments	6	4	3	2	0
7. Products returned to the abattoir (returns)**		*	Comments	6	4	3	2	0
<ul style="list-style-type: none"> Returned product transport vehicle meet requirements. Approved returns room/area used correctly. Returns room/area properly equipped. Registered poultry meat examiners II doing re-inspection of all returns. Returns found to be unsafe for human consumption, handled as condemned material. Product not higher than 4°C and not lower than -1°C on receipt. Only wrapped and packed whole carcasses or portions accepted. No frozen blocks of rough offal, including heads and feet, accepted. Wrapping still bears original marking of abattoir. Accepted returns utilized for frozen products only. No poultry originating from another abattoir handled without written approval from PEO. 	43 80 89							

****If no returns are accepted as a rule, ignore 6 and multiply total score by 1.064**

		*	Comments	4	3	2	1	0
8. Approved marking		*	Comments	4	3	2	1	0
<ul style="list-style-type: none"> Correct approved marking appears on all packaging material. Bulk packing is marked in accordance with regulations. Marks clearly legible. Under control of registered Poultry Meat Examiners Level I and II. 	85 - 88							

CATEGORY C: Meat Inspection / marking score: _____

**CONTROL LIST FOR PRIMARY MEAT INSPECTION
CRITERIA FOR ROUTINE INSPECTION**

Abattoir:.....Date:.....

Controlling Officer:.....

Section A, B & C:

Method of inspection:

0 = Observation

A. First carcass inspection point:

Method x weight = Score

Carcass overall appearance	0	1	
Heads	0	3	
Feet	0	1	

Sub total: _____
(Out of 5)

B. During inspection (1st & 2nd point) give special attention to:

State of nutrition	0	1	
Efficiency of bleeding	0	1	
Efficiency of de-feathering	0	1	
Trauma	0	1	
Evidence of disease	0	1	
Abnormal conditions	0	1	
Colour	0	1	
Odour	0	1	
Conformation / symmetry	0	1	
Any other abnormalities	0	1	

Sub total: _____
(Out of 10)

C. Second carcass inspection point:

Method x weight = Score

Back of carcass	0	1	
Hock joints	0	2	
Skin surfaces	0	1	
Wings	0	1	
Legs	0	1	
Thighs	0	1	
Breasts	0	1	
Body cavity	0	5	
Air sacs	0	5	
Lungs	0	3	
Heart	0	3	
Liver	0	3	
Spleen	0	1	
Gizzard	0	1	
Intestines	0	2	
Cloaca	0	1	
Bursa	0	3	

Sub total: _____
(Out of 35)

A + B + C = Total out of 50: _____

Score: = _____
{Total out of 50 ÷ 2 x 1.04}

D. PRIMARY CHILLING, PORTIONING, FREEZING, PACKAGING AND COLD STORAGE:

1. Primary Chilling:

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
1.1 Primary chilling of carcasses - Spin chilling *		*					
<ul style="list-style-type: none"> Water quality according to SANS 241 Class II. Adequate water replacement rate of 1 litre / bird. Carcass (deep breast) exit temperature <10°C. SOP for dropped birds followed. Protocol for bactericidal substances followed (if applicable). Water pick-up less than 8%. SOP for the cleaning of the spin chillers followed. Separate chilling facilities used for recovered portions. 	26 37 53 (n) 71						
1.2 Primary chilling of carcasses - Air chilling *		*					
<ul style="list-style-type: none"> Cleanliness of air chiller. Carcasses (deep breast) temperature at exit <10°C. SOP for dropped birds followed. SOP for the cleaning of the air chillers followed. Separate chilling facilities used for recovered portions. 	26 37 53 (n) 71						
* If only one system of primary chilling is used, use this score:			28	21	14	7	0

2. Portioning / Cutting

2.1 Handling of carcasses after primary chilling		*					
<ul style="list-style-type: none"> No build-up of carcasses at handling stations. No warm carcasses at handling stations, carcass deep breast temperature <10°C. SOP for dropped birds followed. 	27 71						
2.2 Portioning (mechanical line)**		*					
<ul style="list-style-type: none"> Cleanliness of in-line cut-up machines. No contamination of carcasses occurs. SOP for dropped meat portions / carcasses followed. 	27 31 32 35						
2.3 Portioning (by hand)**		*					
<ul style="list-style-type: none"> Cleanliness of machines / hand tools. No repeated contamination of carcasses takes place. No birds / portions in contact with the floor. Hand wash facilities available for workers. SOP for dropped meat portions / carcasses followed. No build-up at stations - carcasses / portions left for excessive periods at stations. 	27 31 32 35						
** If only one system of portioning is used, use this score:			20	15	10	5	0
2.4 Sterilizers and sterilizing procedures		*					
<ul style="list-style-type: none"> System for regular cleaning of machines / hand tools. Sterilizers operative and on temperature ≥82°C. Frequency of use. Protocol for chemical sterilisers followed when in use. Availability of sterilisers / Valet system in use. 	14 15 35						

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
2.5 Portioning Rooms		*	8	6	4	2	0
<ul style="list-style-type: none"> Air temperature <12°C if throughput is higher than 500. Cold air distributed evenly through room. No excessive condensation. Cut meat put in chiller/freezer within 1 hour of cutting. Meat from the portioning room that is not fit for human and animal consumption disposed in condemn bins. 	5 (e) (iii) 6 (h)(x) 34 32 (3)						

If no portioning at all, ignore 2. Portioning / Cutting and multiply Chilling, Portioning, Freezing and Packaging Score by 1.923

2.6 Freezing – (IQF, Blast freezers, etc.)		*	Comments	12	9	6	3	0
<ul style="list-style-type: none"> Frozen meat, carcasses, portions not removed before a core temperature of minus 12°C have been reached. Correct temperature control. Freezer unit clean and tidy. Defrosting cycles completed within 30 minutes. No unwarranted items in freezers. SOP for the cleaning of the freezer units followed. 	34 38 (2) 53 (l)							

If no freezing, ignore 2.6 and multiply score by 1.136

3. Wrapping & Packaging

3.1 Wrapping & packaging process		*	Comments	4	3	2	1	0
<ul style="list-style-type: none"> No build-ups at packing tables. Warm wrapped whole carcasses chilled immediately after packaging (LT). Hand wash facilities available to workers in this area. Conveyers and chutes kept clean and well maintained. SOP for dropped meat /portions/carcasses followed. Exposed meat not in contact with cartons unless waxed cartons. Liners of cartons cover carton surfaces completely and sufficiently protect product. No build-ups of products at packing stations. 	27 33 53 (l) 71 (6) 31 (6)							

3.2 Packaging material		*	Comments	4	3	2	1	0
<ul style="list-style-type: none"> Packaging material kept in a hygienic manner. Carton make-up area kept tidy and clean. Bulk storage of cartons and packing material is away from the floor and walls. Only daily quantities kept in cutting room. 	33 53 (l)							

3.3 Shrink wrapping and / or palletizing***		*	Comments	4	3	2	1	0
<ul style="list-style-type: none"> No build-ups. Correct temperature control over product. Wrapping material stored correctly at station. 	27 34 31 (6)							

*** If not done, do not mark point 3.3 and multiply score X 1.042

CATEGORY D: Chilling, Portioning and Packaging Score: _____

If no freezing, ignore 2.6 and multiply score X 1.136

If no portioning at all, ignore 2. Portioning / Cutting and multiply score X 1.923

If no shrink wrapping/palletizing, ignore 3.3 and multiply score X 1.042

If no freezing, shrink wrapping/palletizing or portioning; ignore 2.6 and 3.3 and multiply score X 2.778

E. COLD STORAGE AND DISPATCH:

		Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
1. Cold Storage:								
1.1. Cold Storage Management (fresh and / or frozen)			*	24	18	12	6	0
<ul style="list-style-type: none"> No mixing of warm and cold carcasses or meat. Meat stacked to ensure optimum air circulation around product No excessive condensation. No non-food item or product other than meat stored in meat chillers. Edible products in crates, plastic bags not in direct contact with walls and floor – barrier crates or proper stands used. No open meat together with cartons and rough offal. Defrosting cycles of freezers / chillers with meat completed within 30 minutes. No vermin, mould or bacterial growth. No old or deteriorated meat. Free from odours that may be absorbed by meat. Returns re-inspected before acceptance; handled as per SOP. Ice, if used, used according to requirements. 	34 37 38 39 40 41 42 43(6) 53 (n) 71 80							
1.2. Sanitation of chillers, freezers, cold storage units			*	16	12	8	4	0
<ul style="list-style-type: none"> Chillers in regular use cleaned and sterilized after each cycle of chilling and removal of all meat. Freezers cleaned at least once a year or when requested by registered register inspector. Equipment / utensils in direct contact with meat kept clean and hygienic. 	41 46							
1.3 Effective chilling			*	30	23	15	7	0
<ul style="list-style-type: none"> All chilled meat <4°C before out loading. Warm wrapped whole carcasses chilled to < 4°C within 12 hours (LT). All frozen meat < minus 12°C before out loading. Thermometers / Thermographs calibrated annually or tested against certified fluid thermometer. Temperature status checked at least once every 12 hours. Hygiene manager signs off daily temperature records. Hygiene manager notified in case of temperature breakdowns. 	37 38 53 (n) 71							
2. Dispatch								
2.1 Control measures for meat vehicles			*	10	8	5	3	0
<ul style="list-style-type: none"> Meat trucks meets requirements of R 638 under the FCD Act, Act 54 of 1972. Exposed products loaded properly off the floor. No cartoned and exposed meat loaded together. No rough offal together with red offal and meat unless in water proof containers with tight fitting lids. Protocol for informal traders followed. Washing facility for meat trucks utilized (HT). 	43							
2.2 Personal hygiene of out loading area workers			*	6	5	3	1	0
<ul style="list-style-type: none"> Clean protective clothing in good state of repair supplied at the start of each working day or shift. Changed as necessary when contaminated. Stored correctly when not in use (aprons, capes, etc.). 	57 (1)(2) (5)							
2.3 Unauthorised persons in dispatch			*	4	3	2	1	0
<ul style="list-style-type: none"> Effective control over persons entering dispatch area, including maintenance personnel, customers and visitors, regarding wearing of protective clothing. 	54							
2.4 Temperature controlled sorting and dispatch area			*	10	8	5	2	0
<ul style="list-style-type: none"> Area temperature controlled to <12°C at all times when in use (> 500 birds). Prescribed docking system used correctly. 	5 (e) (iii) 6 (h) (xv)							

For LT abattoirs with throughput of <500, ignore 2.4 and multiply score X 1.112

CATEGORY E: Cold Storage and Dispatch Score: _____

F. OFFAL PROCESSING

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
1. Cleaning process for gizzards		*	20	15	10	5	0
<ul style="list-style-type: none"> Mucosal membrane removed completely. Gizzard contents handled such as not to contaminate product or area. Gizzards are washed effectively under running cold water. 	29 (8)						
2. Handling of Red offal (Giblets)		*	30	23	15	7	0
<ul style="list-style-type: none"> Proper facilities in use to handle products away from the floor. Giblets washed under running water. Water quality according to SANS 241 Class II. Giblets chilled to 4°C within 12 hours at abattoir or other facilities approved by PEO. Bile contamination avoided when removing gallbladders Wrapping and packing done in separate area or room. Wrapped and chilled to not more than minus 2°C before insertion into carcass (where applicable). SOP for the handling of dropped offal followed. No mixing of red and rough offal. Cartoned offal not stored with open carcasses or offal. 	29						
3. Handling of rough offal (heads, feet & intestines)		*	30	23	15	7	0
<ul style="list-style-type: none"> Heads, feet and intestines are cleaned effectively under running cold water. Chilled to minus 2°C within 12 hours at abattoir or other facilities approved by PEO. No mixing of red and rough offal in chillers/freezers. Wrapped & packed rough offal stored at minus 12°C if not dispatched within 72 hours. Proper facilities in use to handle products away from the floor. Sufficient capacity to handle throughput in the separate areas. 	30						
4. Dispatch		*	20	15	10	5	0
<ul style="list-style-type: none"> Dispatch area chilled to below 12°C if >500 per day for red offal if separate from carcass dispatch. Bulk rough offal dispatched in leak proof containers. Protocol for informal traders followed. Prescribed protective clothing worn by all persons in dispatch. 	5 (e)(iii) 6 (h)(xv) 30 (6) 54 57(1) 57(2)						

CATEGORY F: Offal processing score: _____

G. SANITATION & VERMIN CONTROL

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
1. Post Slaughter Sanitation		*	20	15	10	5	0
<ul style="list-style-type: none"> Post slaughter cleaning and disinfection procedures followed Commences immediately after all edible products is removed. Approved by registered registered inspector. Includes microbiological monitoring of surfaces as control of effectiveness of program. Corrective actions done on out of specification results. 	45 53 (h)						
2. Water and equipment for sanitation		*	12	9	6	3	0
<ul style="list-style-type: none"> Potable water. Hot water at 82°C for hand equipment. Warm water at 40°C at hand wash basins for hands. Warm water at 40°C for general cleaning purposes. Necessary equipment needed for sanitation. Cleaning equipment and utensils is suitable for intended use and equipment is in a good condition. 	17 44						
3. Pre-slaughter check program		*	14	11	7	3	0
<ul style="list-style-type: none"> Effective pre-production monitoring program to ensure all areas cleaned and disinfected before next production commences. 	45 53 (h) (x)						
4. Continuous cleaning		*	20	15	10	5	0
<ul style="list-style-type: none"> Program for continuous cleaning during production, breaks and shift changes as well as the continuous removal of waste material followed. Care is taken to avoid contamination or splash back onto carcasses. Effective crate / trolley / conveyor washing system in place. 	45 53 (h) (viii)						
5. Availability of sanitizers and detergents		*	10	8	5	2	0
<ul style="list-style-type: none"> Cleaning equipment, chemicals and utensils are clearly marked and stored away from production areas to prevent contamination to meat, packaging materials and protective clothing. Chemicals for sanitation approved for use in meat plants. Chemicals for sanitation applied correctly such as dilution, temperature and contact time. 	5 (m)(i) 6 (q) 45 53 (h)						
6. Vermin control program		*	14	11	7	3	0
<ul style="list-style-type: none"> Vermin control program followed and effective. Makes provision for all types of vermin. Limited signs of vermin activity. 	53 (j) 11 (c) (iv)						
7. Sanitation of Chillers and Freezers		*	10	8	5	2	0
<ul style="list-style-type: none"> All chillers sanitized before fresh meat is loaded and immediately after dispatching all meat. Chillers not sanitized if it still contains meat. Equipment used in chillers that comes into direct contact with meat must be cleaned directly after use. Freezers defrosted and sanitized at least once a year or when requested by registered inspector. 	40 43 48						

CATEGORY G: Sanitation/Vermin control score: _____

H. PERSONNEL

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD	
1. Protective clothing		*	Comments	18	14	9	4	0
<ul style="list-style-type: none"> Clean light coloured protective clothing provided daily to all workers. All protective clothing used in good repair. Protective clothing includes hair and beard nets Private clothes are kept in a locker that is reserved for that purpose only (where applicable). Protective clothing completely covers all personal clothing. Workers in clean/dirty areas identifiable by distinctive coloured protective clothing. Clean protective clothing is stored and handled so that it does not make contact with private clothes. Personnel don't sit or lie on the ground in their protective clothing during rest periods. Personnel don't wear protective clothing outside the premises. Washed only at laundry facility provided at an abattoir or at a laundry service. Management, visitors and maintenance personnel issued with protective clothing before entering production areas. Personnel, contractors and visitors made aware of and complying with the requirements for the wearing and changing of protective clothing in specified work areas. 	13 (4) 54 57							
2. Personnel code of conduct		*	Comments	14	11	7	3	0
<ul style="list-style-type: none"> General code of conduct regarding hygiene practices followed. Code of conduct approved by registered inspector Level I and Level II. Staff well trained in personal hygiene according to a training program. Contractors and visitors are made aware of and complying with personal hygiene requirements. 	53 (d)							
3. Personal hygiene practices		*	Comments	16	12	8	4	0
<ul style="list-style-type: none"> Personnel handling foodstuff shower before assuming duty. Jewellery, including traditional objects, is not worn in an area where edible products are handled. Fingernails are short, clean and free of nail varnish. Personnel refrain from any contaminatory actions. Liquid germicidal soap at all hand wash basins. Correct use of ante-chambers and other entrances. No movement of personnel between clean and dirty areas or functions. 	5 (h) 6 (j) 53 (d) 59 60 61							
4. Medical certification of employees		*	Comments	14	11	7	3	0
<ul style="list-style-type: none"> Before employment, all workers have medical certification to confirm that they are healthy and physically able to work as a meat handler. Medical certification also specify that worker is not a carrier of or suffering from a communicable disease. 	53 (e) 55							
5. Injuries and health checks		*	Comments	14	11	7	3	0
<ul style="list-style-type: none"> All workers examined daily by a trained person. Cuts, abrasions, sores, etc. covered by waterproof dressing. System in place to identify personnel ill for 3 days or longer, medical examination done to verify fitness to work as a food handler. 	56 58							
6. Change rooms and Toilets		*	Comments	14	11	7	3	0
<ul style="list-style-type: none"> Toilet paper and germicidal soap available during production hours Hand drying facilities available and used. Clean and without bad smells. Integrity of clean and dirty side change rooms and toilets maintained (HT). 	6 (k); 13; 53 (g)							
7. Dining facilities		*	Comments	10	8	5	2	0
<ul style="list-style-type: none"> Available and utilized correctly. Fly proof food storage facilities provided and kept clean and tidy. Integrity of clean and dirty side dining facilities maintained (HT). 	5 (j) 6 (l); 13 (5)							

CATEGORY H: Personnel score: _____

I. WASTE MANAGEMENT

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
1. Disposal of general refuse & inedible material		*	20	15	10	5	0
<ul style="list-style-type: none"> Adequate facilities to handle all categories of waste material. SOP for handling of general refuse and inedible material followed. Sufficient containers for general refuse and inedible material. Areas where refuse is stored until removal are kept clean and tidy. All containers must be enclosed or fitted with tight fitting lids. 	18 (5) 53 (k)						
2. Disposal of effluent		*	20	15	10	5	0
<ul style="list-style-type: none"> Effluent disposal system effectively managed according to SOP. Solids / fat / feather traps effective and cleaned continuously. Removed solids and fat stored in closed leak proof containers until disposal. Septic and soil percolation tanks effective for amount of effluent. No obnoxious odours from drains. 	9 (3) 18 53 (k)						
3. Disposal of blood		*	20	15	10	5	0
<ul style="list-style-type: none"> SOP for collecting and holding of blood prior to disposal followed. Containers and surrounding area kept clean to prevent obnoxious odours. 	18 (3) 55 (k)						
4. Disposal of condemned material		*	24	18	12	6	0
<ul style="list-style-type: none"> HMP and protocols followed. Burial site approved by PEO and local authority (if done). Slashing and spraying / immersion with obnoxious colorant before burial. Immediately covered to a depth of at least 60 cm. Effective security and control of site. Transport for condemned material used correctly. Transport / containers leak proof and sealed. 	53 (k) 89 90						
5. Disposal of feathers		*	16	12	8	4	0
<ul style="list-style-type: none"> Adequate facilities and procedures to effectively remove all feathers from the de-feathering area continuously. Storing collected feathers before disposal is done as per approved protocol. 	21 53 (k)						

CATEGORY I: Waste Management Score: _____

J STRUCTURAL REQUIREMENTS, MAINTENANCE AND GENERAL CONDITIONS

1. STRUCTURAL REQUIREMENTS		Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
1.1 Neatness and security of premises			*	6	5	3	1	0
<ul style="list-style-type: none"> Fencing around the premises in good condition. Entrance gates controlled. Separate entrances for clean and dirty side (HT). Roads and walkways adequately maintained. Premises kept neat and tidy to prevent a health hazard. Clean / dirty separation of areas or functions well managed (no cross flow). All areas kept dust and mud free. Vehicle loading and offloading areas for meat must be paved, curbed, drained and roofed. 		5 (b) 6 (b) 6 (c) 9 10						
1.2 Effluent and Drainage system			*	6	5	3	1	0
<ul style="list-style-type: none"> Enclosed effluent disposal system well maintained. Storm water drainage effective. Separate effluent and sewerage systems maintained. 		9 (2)(3) 11(c) 14 (c) 15 (e) 38 (3)						
1.3 Holding area for live bird trucks and crates			*	6	5	3	1	0
<ul style="list-style-type: none"> Well maintained, roofed and ventilated holding areas for both trucks and offloaded crates. 		5 (c) 6 (d) 19						
1.4 Sanitizing facilities for trucks			*	4	3	2	1	0
<ul style="list-style-type: none"> Well maintained facility for live bird trucks. Separate well maintained facility for meat trucks (HT). 		5 (d) 6 (e) 6 (f)						
1.5 Slaughtering and dressing area			*	8	6	4	2	0
<ul style="list-style-type: none"> Well maintained hanging, stunning, bleeding areas and slaughter hall (walls, floors, ceiling, drains, windows, lighting). Well maintained equipment (Rails, platforms, trolleys, etc.). 		11 12 20 21 23						
1.6 Detention and Recovery room / area			*	8	6	4	2	0
<ul style="list-style-type: none"> Well maintained walls, floors, ceiling, drains, windows, lighting, etc.). Well maintained equipment (tables, platforms, trolleys, etc.). 		5 (e)(ii) 6 (h)(vii) 11 12 24						
1.7 Freezer, chiller and dispatch area			*	8	6	4	2	0
<ul style="list-style-type: none"> Well maintained chillers/freezers and dispatch facilities (walls, floors, ceiling, drains, windows, lighting, doors, etc.). Well maintained equipment (Rails, racks, docking seals, drip trays, air cooling units, etc.). Prescribed notices on doors maintained in a legible condition. Equipped with dial thermometers in working condition. 		11 12 37 38 6						
1.8 Offal Rooms/Areas:- (Red / Rough offal)			*	6	5	3	1	0
<ul style="list-style-type: none"> Areas well maintained with adequate facilities to store material away from the floor. Well maintained walls, floors, ceiling, drains, windows, lighting, etc.). Well maintained equipment (Rails, platforms, trolleys, etc.). 		11 12 29 30						
1.9 Change rooms / toilets			*	6	5	3	1	0
<ul style="list-style-type: none"> Well maintained walls, floors, ceilings, windows, shower cubicles, drains, toilets, urinals, washbasins, etc. Adequate facilities for number and categories of personnel as per design. Separate facilities for clean and dirty side workers (HT). 		11 12 13						

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD	
1.10 Dining facilities		*	Comments	4	3	2	1	0
<ul style="list-style-type: none"> Well maintained. Adequate facilities for number and categories of personnel as per design. Separate facilities for clean and dirty side workers (HT). 	5 (j) 6 (l)							

1.11 Office accommodation		*	Comments	4	3	2	1	0
<ul style="list-style-type: none"> All separate from production areas. Adequate for number of inspection personnel (HT). 	5 (l) 6 (m) 6 (o)							

2. GENERAL CONDITIONS:

2.1 Conformation of structure with design drawings		*	Comments	6	5	3	1	0
<ul style="list-style-type: none"> No unauthorized structural changes. 	2							

2.2 Water supply and quality		*	Comments	20	15	10	5	0
<ul style="list-style-type: none"> Water pressure and volume adequate for all purposes. Quality according to SANS 241 Class II. Water points supplied with cold and warm water at 40°C. Hose reels used as prescribed. Sampling program followed. 	17 53 (i)							

2.3 Compliance with Registration Certificate		*	Comments	8	6	4	2	0
<ul style="list-style-type: none"> Registration Certificate valid and available on request. Conditions of certificate abided with continuously. 	8 (j)(c) of the Act							

CATEGORY J: Structural Requirements and Maintenance Score:_____

K. HYGIENE MANAGEMENT SYSTEM

1. *Hygiene management requirements:*

Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD

1.1 PEO requirements:		*	Comments	4	3	2	1	0
<ul style="list-style-type: none"> HMS submitted to PEO. HMS approved by PEO. HAS done as required by PEO. 	47 (a) 47 (e)							

1.2 Documented risk assessment and hazard analysis:		*	Comments	6	5	3	1	0
<ul style="list-style-type: none"> Potential hazards - Documented risk assessment done by listing potential biological, chemical and physical hazards at each process step. Control points identified, control measures in place, critical limits established, monitoring control points. Written corrective actions in place to be followed in each HMP. 	51 52 52 (d)							

1.3 Traceability:		*	Comments	6	5	3	1	0
<ul style="list-style-type: none"> Document management system for traceability available. Identity and origin of batch. Date of slaughter. Species slaughtered. Mass. Quantity. Identification of carcasses. Full details of destination of carcasses and offal (purchaser details). Product recall procedure to be approved by the PEO. Records related to product recalls, including scheduled mock recalls. 	48							

1.4 Schematic Plans or Drawings that indicate: (*Other schematic plans referenced at the specific HMP)		*	Comments	4	3	2	1	0
<ul style="list-style-type: none"> All different areas. All different rooms indicating process taking place, capacity or rates of operation. Flow of product. Ancillary structures on premises. All entrances to rooms, areas and buildings. Boundaries, indicating entrances and exits to the premises. 	49							

1.5 Flow diagrams of slaughter process showing:		*	Comments	4	3	2	1	0
<ul style="list-style-type: none"> Slaughter process and product flow from receiving to dispatch. Equipment lay-out and characteristics. Sequence of all steps including delays. Technical parameters of operations. Hygienic practices (hand wash basins, boot washer, apron wash and sterilizer). Segregation of clean and dirty areas. Product storage. Distribution procedures. 	50							

2. Detailed Hygiene Management Programs for:

2.1 Ante mortem inspection		*	Comments	6	5	3	1	0
<ul style="list-style-type: none"> Detailed HMP available for Ante mortem Inspection. Detailed written corrective actions in place when a deviation is observed. Standard operation procedures must be in place for: <ul style="list-style-type: none"> Preferential slaughter Provisional slaughter Excessively soiled birds Declaration of health & origin for birds received. Ante mortem inspection records. Animal movement in terms of Act 35 of 1984 (red cross permits). Conveying information from holding area to poultry meat examiners Level I and II. 	53 (a) 47 (d) 53 (c) 64 (5) 53 (a)(v) 72 73 74 (4) 72 (4)							

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
2.2 Slaughter and Dressing		*	6	5	3	1	0
<ul style="list-style-type: none"> Detailed HMP available for Slaughter and dressing. Detailed written corrective actions in place when a deviation is observed. Specific protocol for final washing of carcasses (addition of chemicals if done) approved by the PEO. Training records on slaughter techniques and hygiene practices for applicable workers done. A programme for the daily checking of a representative sample of carcasses for soiling and records to verify regular checking throughout the day. 	53 (b) 47 (d) 70 (5) 71 (2) (a) 53 (b)(iii) 53 (b)(iv)						
2.3 Meat inspection		*	6	5	3	1	0
<ul style="list-style-type: none"> Detailed HMP available for Meat inspection. Detailed written corrective actions in place when a deviation is observed. Specific protocols approved by the PEO: <ul style="list-style-type: none"> Loading of meat by informal traders Any other way of disposal of condemned material Dropped carcasses at first inspection point Recovered portions Competence checks done on meat inspection personnel. Primary meat inspection records. Secondary meat inspection records. 	53 (c) 47 (d) 43 (7) 53 (c)(vii) 79 (4)(a) 90 53 (c)(ii) 76 (2)						
2.4 Personal hygiene of workers		*	6	5	3	1	0
<ul style="list-style-type: none"> Detailed HMP available for Personal hygiene of workers. Detailed written corrective actions in place when a deviation is observed. Documented communication procedure for visitors and contractors outlining the procedures for personal hygiene. Code of conduct available and training done on code of conduct for personal hygiene and training records. Schematic plan for ablution facilities and personnel entrances available with flow diagram for personal routes. Supervisory surveillance and disciplinary actions for personal hygiene. 	53 (d) 47 (d) 53 (d)(i) 49 53 (d)(iii)						
2.5 Medical fitness of workers		*	4	3	2	1	0
<ul style="list-style-type: none"> Detailed HMP available for Medical fitness of workers. Detailed written corrective actions in place when a deviation is observed. Initial medical certification (pre-employment) - a worker must be certified as healthy and physically able to work as a meat handler; and not a carrier of, or suffering from a communicable disease. Repeat medical certification following long illness. Daily fitness checks records. Corrective actions on illnesses and injuries. 	53 (e) 47 (d) 55 (1) 53 (e) (i) 53 (e)(ii) 56 (b) 55 (2) 53 (e)(ii)						
2.6 Sterilizers		*	6	5	3	1	0
<ul style="list-style-type: none"> Detailed HMP available for Sterilizers. Detailed written corrective actions in place when a deviation is observed. Specific protocol for other methods of sterilization if done approved by the PEO. Register for daily checks of sterilizer temperatures at $\geq 82^{\circ}\text{C}$. 	53 (f) 47 (d) 14 (2) 53 (f)						
2.7 Soap, toilet paper and paper towels		*	4	3	2	1	0
<ul style="list-style-type: none"> Detailed HMP available for Soap, toilet paper and paper towels. Detailed written corrective actions in place when a deviation is observed. Records reflecting continuous availability and accessibility. 	53 (g) 47 (d)						

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
2.8 Sanitation and continuous cleaning		*	6	5	3	1	0
<ul style="list-style-type: none"> Detailed HMP available for Sanitation and continuous cleaning. Detailed written corrective actions in place when a deviation is observed. Sanitation programmes and cleaning schedule available and approved by a registered inspector. Program available for continuous cleaning. Job descriptions available. Training programme for all cleaners in place, training done and training records available. Data in relation to chemicals used with regard to registration data, safeness, dilutions and applications are available. Records confirming correct application of detergents. Laboratory checks available as control of effectiveness of cleaning. Control over storage of detergents. 	53 (h) 47 (d) 53 (h)(ix) 45 (1) 53 (h)(viii) 45 (2)(f) 53 (h)(iv) (cc)(dd) 53 (h)(x) 45 (2)(e) 53 (h) (vii)						
2.9 Water quality and availability		*	6	5	3	1	0
<ul style="list-style-type: none"> Detailed HMP available for Water quality and availability. Detailed written corrective actions in place when a deviation is observed. Water sampling programme available including the sampling procedure. Schematic plan for water distribution available. Results of chemical water quality tests available. Results of microbiological water quality tests available. Water must conform to at least Class II according to the SANS 241 standard for drinking water. 	53 (i) 47 (d) 53 (i) (iii) 53 (i)(ii) 53 (i)(iii) 53(i)(iv) 17 (1)						
2.10 Vermin control		*	4	3	2	1	0
<ul style="list-style-type: none"> Detailed HMP available for Vermin control. Detailed written corrective actions in place when a deviation is observed or pest activities recorded. Poison register available including specifications for the use of the different poisons. Schematic plan for position of bait stations available. Training done on persons working with poison and attendance register available. 	53 (j) 47 (d) 53 (j)(ii) 53 (j)(i) 53 (j)(iii)						
2.11 Waste disposal (including condemned material)		*	6	5	3	1	0
<ul style="list-style-type: none"> Detailed HMP available for Waste disposal. Detailed written corrective actions in place when a deviation is observed. Identification and removal of each waste category must be specified. Security arrangement must be described in the program. Any other methods for the disposal and treatment of condemned material approved by the PEO. Denaturing and burial site approved by the PEO and local Government. 	53 (k) 47 (d) 53(k)(i) 53 (k)(ii) 90 (d) 90 (b)						
2.12 In-contact wrapping and packaging material		*	4	3	2	1	0
<ul style="list-style-type: none"> Detailed HMP available Wrapping and packaging material. Detailed written corrective actions in place when a deviation is observed. 	53 (l) 47 (d)						
2.13 Maintenance of structures and equipment		*	4	3	2	1	0
<ul style="list-style-type: none"> Detailed HMP available for Maintenance of structures and equipment. Detailed written corrective actions in place when a deviation is observed. Routine maintenance schedule to be provided and adhered to. 	53 (m) 47 (d) 53 (m)						

	Regulation Reference	*Priority of NC's: mm = minor M = major C = critical	EXCELLENT	GOOD	FAIR	POOR	BAD
2.14 Thermo control		*					
<ul style="list-style-type: none"> Detailed HMP available for Thermo control. Detailed written corrective actions in place when a deviation is observed. Specific protocol for cutting of warm meat if done approved by the PEO. Schematic plan for temperature controlled areas available. Calibration and testing of recording equipment. Records of cold room temperatures must be available on a continuous basis and at least every 12 hours. Daily control checks by Hygiene Manager done. Records of core temperatures of carcasses or meat cuts before dispatch (primary chilling 10°C, frozen minus 12°C, chilled 4°C). 	53 (n) 47 (d) 32 (4)(d) 49 53 (n)(iv) 53 (n) (viii) (ix) 53 (n) (xiii) 34 (2) 28 71(4)						

CATEGORY K: Hygiene Management System: _____

HAS: - NON-CONFORMANCE AND CLEARANCE REPORT

Evaluating official/s _____

Abattoir _____

Date of audit _____

Category	Regulation Ref	Details of non-conformance	Priority	Proposed Date off completion	Verified by Prov. Inspector	Comments

Non-conformities should be prioritized and proposed dates of completion set accordingly (Only **critical and major** non-conformances have to be listed; listing **minor** non-conformances are optional).

Name of owner / manager:

Signature:

Date:.....

HAS: - NON-CONFORMANCE AND CLEARANCE REPORT

Evaluating official/s _____

Abattoir _____

Date of audit _____

Category	Regulation Ref	Details of non-conformance	Priority	Proposed Date off completion	Verified by Prov. Inspector	Comments

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Name of owner / manager:

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HAS: - NON-CONFORMANCE AND CLEARANCE REPORT

Evaluating official/s _____

Abattoir _____

Date of audit _____

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Name of owner / manager:

Signature:

Date:.....