#### **Department of Agriculture, Forestry and Fisheries**

#### National Veterinary Services

#### Notice No. VPN / 42 / 2011 (updated 19 February 2013)

#### **TO: STATE VETERINARY OFFICERS**

**SUBJECT:** Procedures for the importation, movement and processing of uncooked pork and uncooked pork products from countries that are not free from Porcine Reproductive and Respiratory Syndrome (PRRS), including the requirements for state veterinary approved pork processing and packing facilities.

## Issued in terms of the Animal Diseases Act, 1984 (Act No. 35 of 1984) and the Meat Safety Act, 2000 (Act No. 40 of 2000).

In order to protect the health status of South Africa's pig population, the importation of uncooked pork and uncooked pork products from countries or compartments<sup>1</sup> that are not free from PRRS will be allowed only subject to the direct processing of all such imported product to inactivate the PRRS virus<sup>2</sup> as well as the safe disposal of all trimmings, off-cuts and packaging materials.

Veterinary import permits for uncooked pork and uncooked pork products from countries that are not free from PRRS will be issued only subject to strict adherence to this VPN.

All movements of imported uncooked pork and uncooked pork products from countries that are not free from PRRS will be under strict control of auditable records as described in this VPN.

Movements will be allowed only from state veterinary approved import cold storage facilities directly to state veterinary approved processing and packing facilities.

Auditable records are required to demonstrate that all of the uncooked pork and uncooked pork products have been processed by suitable methods and all potentially remaining risk material has been disposed of in a safe manner.

#### EXCLUSIONS

Pork or pork products from PRRS free countries or compartments will not be subject to the control measures contained in this VPN. (Pork and pork products from PRRS free compartments will be considered, provided the veterinary authorities of the country of origin provide information on the official compartmentalization system that provides sufficient guarantees to South Africa.)

Pork from countries not free of PRRS but which has been processed sufficiently prior to export to inactivate the PRRS virus will also be exempt from the control measures in this VPN. Several other low-risk products are similarly excluded from this VPN. (Please refer to Annex D) Separate import permits will be issued for these types of commodities.

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Dr Tembile Songase, Director of Veterinary Public Health

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<sup>&</sup>lt;sup>1</sup> As pre-approved by the Director: Animal Health

<sup>&</sup>lt;sup>2</sup> In future it will be considered to also allow the processing into raw consumer ready cuts/products. This provision is not in operation yet.

NOTE: This VPN and annexes will be reviewed and updated as and when more scientific information becomes available.

- PART 1 Definitions
- PART 2 Procedures for the importation of uncooked pork and uncooked pork products from countries not free from PRRS and the procedures for the subsequent movement of these products within South Africa and requirements related to the records to be kept regarding pork imported from countries not free from PRRS
- PART 3 Procedures for the registration of a veterinary approved imported uncooked pork and uncooked pork products processing and packing facility.
- PART 4 Requirements for a veterinary approved uncooked pork and uncooked pork products processing and packing facility
- ANNEX A Application for approval as a veterinary approved imported uncooked pork and uncooked pork products processing and packing facility.
- ANNEX B Inspection report of a veterinary approved imported uncooked pork and uncooked pork products processing and packing facility.
- ANNEX C Guidelines for site and detailed plans
- ANNEX D List of products which will be exempt from this VPN

ANNEX E Templates of records and reconciliations to be submitted E1: Template of conditional release notification E2: Cold storage registers E3: PPP facility registers E4: Register to be kept by importer

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#### PART 1 DEFINITIONS

- 1.1 Applicant A person / business applying to have a facility approved to process imported uncooked pork and uncooked pork products from countries not free from PRRS.
- 1.2 Conditional release A conditional release is the release of a consignment subject to the condition that it must go for further processing/packaging at the approved PPP(s) stated on the veterinary import permit.
- 1.3 Consumer ready cut A meat cut that is presented and packed in such a way that after being bought by the consumer there will be no need for further cutting/subdivision before being cooked to avoid uncooked offcuts discarded in household waste.
- 1.4 First line auditing agency Any independent person or company who has been authorised by the National Executive Officer and the Director Animal Health to perform an inspection, audit records, confirm inventories, audit procedures & processes.

1.5 Import approved cold store Means a DAFF approved facility where imported raw and/or uncooked pork is received and stored prior to being distributed to a registered pork processing and packing facility

- 1.6 Importer A person or business applying for a veterinary import permit for pork and/or pork products.
- 1.7 National Veterinary Services (NVS) Includes Animal Health, Veterinary Public Health and Inspection Services Directorates
- 1.8 Official Veterinarian A veterinarian employed by the National or Provincial government and duly delegated in terms of the Animal Diseases Act, 1984 (Act No. 35 of 1984) and/or Meat Safety Act, 2000 (Act No. 40 of 2000).
- 1.9 Pork processing & packing facility (PPP facility) Any processing & packing facility which has been specifically approved by the National Veterinary Services to cook, process, treat, pack and distribute uncooked pork and uncooked pork products imported from countries that are not free from PRRS.
- 1.10 Raw or Uncooked The terms together or separately will mean any pork meat /pork products that have not been processed in a manner which will inactivate PRRS virus. The terms are recorded as synonymous.

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#### PART 2

#### PROCEDURES FOR: THE IMPORTATION OF UNCOOKED PORK AND UNCOOKED PORK PRODUCTS FROM COUNTRIES THAT ARE NOT FREE FROM PRRS AND

#### THE PROCEDURES FOR THE SUBSEQUENT MOVEMENT OF SUCH PRODUCTS WITHIN SOUTH AFRICA

#### AND

#### REQUIREMENTS RELATED TO THE RECORDS TO BE KEPT REGARDING PORK IMPORTED FROM COUNTRIES NOT FREE FROM PRRS

#### 2.1 PROCEDURES FOR THE IMPORTATION OF UNCOOKED PORK AND UNCOOKED PORK PRODUCTS FROM COUNTRIES THAT ARE NOT FREE FROM PRRS

2.1.1 Procedures applicable to the importer:

Application for veterinary import permit

- The importer should check whether products to be imported are exempt in terms of Annex D.
- A clear description of the products (including a description of the cuts to be imported) must be specified on the application form.
- The name of the approved cold store where the imported pork will be stored and the name of the approved PPP(s) where the pork will be processed/packaged must be specified on the application form.

A veterinary import permit will then be issued stating the following:

- The country of export
- The cuts that can be imported
- The approved cold store the pork/pork products will be stored
- The PPP facility where the pork/pork products will be processed/packaged
- The import conditions
- The health certificate requirements

Changes to information on the veterinary import permit:

- Should the importer wish to change which cold store or PPP(s) the consignment will be going to after the permit was issued, they must submit a written application to the Directorate Animal Health for the changes, and if granted, permission be given in writing
- 2.1.2 The National Veterinary Services will maintain a register (by Importer) of permits issued for uncooked pork and uncooked pork products that require further processing.
- 2.1.3 The consignment will go to the import approved cold store that is specified on the import permit.

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Approved by Dr Tembile Schoase, Director of Veterinary Public Health 2.1.3 From the import approved cold store the consignment will be distributed to the approved PPP(s) which are specified on the veterinary import permit and are registered as an import approved facility with the National Veterinary Services.

#### 2.2 PROCEDURES FOR THE MOVEMENT OF SUCH PRODUCTS WITHIN SOUTH AFRICA

- 2.2.1 The import approved cold store may only distribute uncooked pork and uncooked pork products to the approved PPP(s) which is/are specified on the import permit.
- 2.2.2 The National Official Veterinarian supervising the import approved cold store will grant a conditional release that allows the movement of the uncooked pork and uncooked pork products to the approved PPP facility stated on the veterinary import permit.
- 2.2.3 The Official Veterinarian supervising the cold store must notify the Official Veterinarian supervising the approved PPP facility, by fax or email, to which the consignment / part of the consignment will be moved, of the despatch of the consignment, on the day of despatch. (Annex E1)
- 2.2.4 The supervising Official Veterinarian at the cold store must fax a copy of the monthly reconciliation of uncooked pork and uncooked pork products received, despatched and in storage to National Veterinary Services. The NVS will make the records available to the first line auditing agency and the Provincial Veterinary Services for reconciliation on request. (Annex E2)
- 2.2.5 The approved PPP facilities must send monthly reconciliations of imported uncooked pork and uncooked pork products received, processed, destroyed and stock on hand on the prescribed form to Provincial Veterinary Services and to the first line auditing agency. Provincial Veterinary Services will forward the reports to National Veterinary Services. (Annex E3)

#### 2.3 CONSEQUENCES OF NON-COMPLIANCE

2.3.1 Non-compliance may be prosecuted in terms of the Animal Diseases Act, 1984 (Act No. 35 of 1984) and the Meat Safety Act, 2000 (Act No. 40 of 2000).

#### 2.4 **RESPONSIBILITIES OF PARTIES**

- 2.4.1 Responsibility of importer
  - Apply for a veterinary import permit for each consignment
  - Keep the following records:
    - i. Register of imported consignments received
    - ii. Copy of import permit
    - iii. Copy of veterinary health certificate
    - iv. Certificate of origin
    - v. Waybill / Bill of lading
    - vi. Veterinary removal documents (from harbour to cold store)
    - vii. Veterinary conditional release documents (conditional release from cold store to PPP facility)
    - viii. Copies of despatch voucher from the cold store
  - Records need to be kept for five (5) years

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- Should the consignment be sold, the buyer takes over responsibility to obtain all afore-mentioned documentation
- 2.4.2 Responsibility of Provincial Veterinary Services
  - Assist clients wishing to register a PPP facility
  - Complete relevant section of import permit application forms
  - Monitor the system to ensure that only approved products leave the PPP
  - Send monthly reconciliations received from PPP facility to the National Veterinary Services
  - Receive audit reports from the National Veterinary Services as was received from the first line auditing agency
  - Inform the National Veterinary Services immediately should a PPP facility be suspended
- 2.4.3 Responsibility of National Veterinary Services
  - Inform applicants for pork import permits about requirements of this VPN
  - Issue import permits
  - Maintain register of import permits issued for unprocessed pork and pork products
  - Register and maintain registration of approved PPP facilities
  - Handle inspection and authorise removal of consignment from port of entry to approved cold store
  - Control removal (by conditional release) of imported pork from cold store to PPP(s)
  - Inform relevant Provincial veterinarian(s) of conditional release to PPP(s)
  - Approve the independent first line auditing agency
  - Receive the first line audit reports, take action as required, and send copies to the Provincial vets on a quarterly basis
  - Make the relevant registers and reconciliations (from cold stores and PPPs) available to the first line auditing agency

2.4.4 Responsibilities of first line auditing agency:

- Must be independent Definition of independent according to Meat Safety Act
- Establish system for inspection and auditing, including documentation
- Responsible for conducting first line audits on at least a monthly basis on all registered PPP facilities and import approved cold stores receiving raw pork products from countries not free from PRRS
- Reconciliation of records for imported uncooked pork versus processed/packaged products put on the market and disposal of unmarketed product
- Monthly reports to DAFF
- 2.4.5 Responsibility of the PPP
  - Apply for registration as a veterinary approved pork processing and packing (PPP) facility
  - Keep records as described in 2.2.5 above. (Recommended format for these records are given in Annex E3).
  - To have a contract with the DAFF approved first line auditing agency to conduct audits on a monthly basis at the facility or obtain a waiver from the provincial official veterinarian in this regard. (The requirement of a first line auditing agency can be waived only if the PPP is also the importer of the uncooked pork and pork products and all of the imported material is destined for one PPP and if the provincial official veterinarian is able to supply the auditing and inspection function).

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- Send monthly reconciliations to the supervising provincial official veterinarian and the first line auditing agency.
- 2.4.6 Responsibility of industry (Cold store facilities and PPPs)
  - Propose a first line auditing agency for approval by the Director Animal Health and the National Executive Officer
  - Remuneration of the first line auditing agency
- 2.4.7 Responsibility of import approved cold store
  - The cold store must keep the following records:
    - i. Register of imported consignments received
    - ii. Copy of import permit
    - iii. Copy of veterinary health certificate
    - iv. Copy of Certificate of origin
    - v. Waybili / Bill of lading
    - vi. Copies of state veterinary conditional release documents from cold store
    - vii. Copies of despatch voucher from cold store
    - viii. Accurate reconciliation of all consignments received versus despatched (conditionally released) uncooked pork and uncooked pork products
  - Needs to check with the relevant PPP whether they can receive the consignment before the consignment can be dispatched

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#### PART 3

#### PROCEDURES FOR REGISTRATION OF A VETERINARY APPROVED IMPORTED UNCOOKED PORK AND UNCOOKED PORK PRODUCTS PROCESSING & PACKING (PPP) FACILITY

#### 3.1 APPLICATION FOR THE REGISTRATION OF A PPP FACILITY

The applicant must apply in writing to the Provincial Veterinary Authority, using Annex A of this document, if he/she wishes to register for a veterinary approved PPP facility for import purposes.

The documents listed below must be presented to the Provincial Director Veterinary Services on application for registration:

- 3.1.1 Annex A Application form, completed and signed by the applicant and the official veterinarian responsible for supervision and certification at the facility.
- 3.1.2 Site plan The purpose of the site plan is to assess whether the site is suitable for processing pork. This plan must indicate the location of the facility and surrounding structures and the neighbouring activities. (See explanation in Part 4 of this VPN)
- 3.1.3 Detailed plan The detailed plan must include the structures of the processing facility, particularly those referred to in the structural requirements (Part 4 of this VPN). The plans must also indicate the flow pattern of the product, from raw receipt to dispatch of the final product. It must also indicate drainage.

NB: The site plan and detailed plan(s) must be endorsed by the inspecting veterinary official to confirm the existence of structures and the flow patterns.

- 3.1.4 Annex B Inspection Report completed by the veterinary authority following inspection of the facility.
- 3.1.5 Copy of the agreement with the first line auditing agency or waiver from the provincial official veterinarian.
- 3.2 INSPECTION TO RECOMMEND A VETERINARY APPROVED IMPORTED UNCOOKED PORK AND UNCOOKED PORK PRODUCTS PROCESSING & PACKING FACILITY
- 3.2.1 A provincial official veterinarian will inspect the PPP facility.
- 3.2.2. The owner/business representative of the PPP facility and the official veterinarian will agree upon a suitable date for the inspection. The official veterinarian will inform the owner/business representative of the PPP facility of the conditions under which the inspection will be carried out.
- 3.2.3 The basis for recommendation will be the requirements as described in this document.

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- 3.2.4 The official veterinarian will be responsible for the following actions/procedures:
  - a) Acquaint himself / herself with the minimum requirements for a veterinary approved PPP facility.
  - b) Provide a new applicant with an application form that corresponds in form and content to the model in Annex A.
  - c) Inspect the PPP facility and complete Annex B with appropriate comments, upon receipt of the properly completed application form.
  - d) If the facility does not comply with the requirements in Part 4 of this VPN, the veterinary official must provide the owner/business representative of the PPP facility with a detailed report with the reasons why a facility cannot be approved. The report must correspond in form and content to the model in Annex B.
  - e) Arrange for another inspection when the owner indicates that all the deficiencies have been rectified.
  - f) Approval will only be considered if an inspection and supervision service by the veterinary official is possible at the facility.
  - g) Keep the original application document on file.
  - Submit a copy of the application and all supporting documents to the National Veterinary Services, Department of Agriculture, Forestry and Fisheries. The fax number is 012 329 6892.
  - i) Receive the original registration certificate, keep a copy thereof on file and give the original certificate to the applicant.
- 3.2.5 An initial inspection can be done by the first line auditing agency and a recommendation made to the provincial official veterinarian. The recommendation by the first line auditing agency will not guarantee approval of the application. However, it can expedite the process by identifying and resolving problem areas prior to the official veterinary inspection.

#### 3.3 ANNUAL RE-REGISTRATION

- 3.3.1 Registration is only valid for one year, where after the facility must be re-registered. Reregistration is also necessary where there has been a change in ownership and management or physical address of the facility.
- 3.3.2 For re-registration purposes, the facility must be inspected by the provincial official veterinarian, and Annex A and Annex B completed. These documents must be forwarded to the National Veterinary Services for re-registration of the facility. Copies of site plans need not be submitted annually, unless there are structural changes or changes to the flow of production that have taken place.
- 3.3.3 Facilities will only be considered for re-registration once the application for reregistration has been received and evaluated by an official veterinarian and the recommendation for re-registration sent to the National Director Veterinary Services.

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3.3.4 Owners of approved facilities must contact the relevant state veterinarian to arrange for annual re-inspection at least 3 months before expiry of the current registration.

## 3.4 LISTING OF A VETERINARY APPROVED IMPORTED UNCOOKED PORK AND UNCOOKED PORK PRODUCTS PROCESSING & PACKING FACILITY

- 3.4.1 All veterinary approved PPP facilities must be listed in an official "List of Approved Veterinary Facilities" to be compiled and regularly up-dated by the Veterinary Authority. An updated list of all approved facilities will be kept by the National Veterinary Services
- 3.4.2 The list must contain the following information for each veterinary approved PPP facility:
  - a) Registration / ZA number
  - b) Name of owner
  - c) Registered name of veterinary approved PPP facility
  - d) Postal address
  - e) Telephone number
  - f) Fax number
  - g) Province
  - h) District/municipality
  - i) GPS co-ordinates
  - j) Physical address of facility
  - k) First line auditing agency or responsible official veterinarian
- 3.4.3 The list will be made available upon request to interested parties or persons.
- 3.4.4 Following registration or re-registration of a facility, the National Veterinary Services will issue a certificate of registration, which will be valid for a maximum of 12 months. The original certificate will be sent to the official veterinarian who submitted the application. The official veterinarian must supply the original to the applicant and keep a copy of the certificate on file. A copy of the certificate will also be kept on file at the National Veterinary Services.

#### 3.5 DE-REGISTRATION

- 3.5.1 Applications for re-registration must reach the office of the National Veterinary Services, Department of Agriculture, Forestry and Fisheries before the date of expiry of the registration certificate. Failing this, the facility will be considered to be de-registered and no conditional release documents will be issued to such facilities.
- 3.5.2 The approval of the facility can be withdrawn at any time without warning, at the discretion of the National Veterinary Services, if major/critical non-compliances are detected.
- 3.5.3 The approval of the facility will be withdrawn should the monthly reconciliations by the Importer and/or the facility not be received by National Veterinary Services within the first week of the calendar month.

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#### PART 4

#### REQUIREMENTS FOR A VETERINARY APPROVED UNCOOKED PORK AND UNCOOKED PORK PRODUCTS PROCESSING & PACKING FACILITY

Please note that points 4.3 and 4.5 hereunder do not require inspection for facilities already registered as approved meat/meat product export facilities (please provide ZA number on inspection report)

#### 4.1 REQUIREMENTS RELATED TO THE GENERAL PROCESSING OF PORK IMPORTED FROM COUNTRIES NOT FREE FROM PRRS

- 4.1.1 All uncooked pork and pork products (excluding exempted products) must be processed prior to despatch from the pork processing & packing premises. If there is both exempt (including locally produced product) and products for further processing present at the facility, the consignments need to be separated in time and space.
- 4.1.2 The pork processing and packing facility must have a standard operating procedure for the treatment of trimmings /off-cuts and any other portions of imported pork not fit for processing prior to disposal, which will ensure that these do not pose a health risk to the local pig population.
- 4.1.3 Any trimmings, off-cuts, unusable portions, rejected products or returned products must be collected and handled, either:
  - a) as condemned material, in terms of the Meat Safety Act, 2000 (Act No. 40 of 2000)
  - b) heat treated as detailed under 4.2.1 below
- 4.1.4 Accurate and auditable records must be maintained indicating proper disposal of unused imported raw pork /pork products.
- 4.1.5 All packaging material which had been in contact with raw pork or pork products must be handled either:
  - a) as condemned material, in terms of the Meat Safety Act, 2000 (Act No. 40 of 2000)
  - b) be disinfected by means of the method fully described in the inspection report, that has been approved by the National Executive Officer.
  - c) packing material may be disposed of through methods of recycling where there is a service agreement with a recycler that the product will be recycled or handled in a manner that does not pose a risk of entering the pork food chain.

#### 4.2 DETAILED REQUIREMENTS FOR PROCESSING RAW PORK OR PORK PRODUCTS

- 4.2.1 REQUIREMENTS FOR PROCESSING RAW PORK OR PORK PRODUCTS TO DESTROY THE PRRS VIRUS
  - a) Heat treatment

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The pork or pork product must be heat treated to a core temperature of 56°C for a minimum of 20 minutes;

b) pH treatment

The pork or pork product during processing must have been subjected to a procedure which ensured the core of the meat achieved a pH of 5 or below; or achieved a pH 7 or above

#### 4.2.2 NOT CURRENTLY IN OPERATION YET

REQUIREMENTS RELATED TO PROCESSING AND PACKING IMPORTED PORK INTO RAW CONSUMER READY CUTS OR PRODUCTS, PACKED FOR RETAIL PURPOSES (SPECIFIC APPROVAL REQUIRED AND CUTS/PRODUCTS WILL BE SPECIFIED FOR EACH PPP)

THIS PROVISION IS CURRENTLY NOT IN OPERATION BUT WILL BE IMPLEMENTED ONCE NEGOTIATIONS HAVE BEEN FINALISED, ESPECIALLY WITH REGARDS TO THE EXACT DESCRIPTION OF THE RAW CONSUMER READY CUTS AND PRODUCTS, AND THIS ASPECT HAS BEEN INCLUDED IN THE BRIEF OF THE FIRST LINE AUDITING AGENCY. THEREAFTER EACH PPP WILL HAVE TO APPLY WITH DETAILS OF THE CUTS/PRODUCTS AND PROCESSING PROCEDURES.

- a) Bone-in or deboned meat free of lymph nodes and excessive connective tissue, packaged for the retail and/or food service industries; or
- b) Consumer ready cuts or products (products may include uncooked sausages) packaged for the retail and/or food service industries;

#### 4.3 MINIMUM STRUCTURAL AND PROCEDURAL REQUIREMENTS FOR A VETERINARY APPROVED UNCOOKED PORK AND PORK PRODUCTS PROCESSING & PACKING FACILITY

#### Please refer to Annex C

- 4.3.1 The site must have adequate physical barriers to prevent contamination should the facility be adjacent to any pig enterprises. Strict biosecurity protocols must be in place.
- 4.3.2 The premises must be fenced and provided with a gate to control access of people and animals.
- 4.3.3 There must be lockable gates, which are locked when unmanned.
- 4.3.4 A sign "Veterinary Restricted Area. No unauthorised entry allowed." must be posted at all entrances.
- 4.3.5 There must be a one-way flow of production so that raw materials cannot contaminate the finished products. This includes:

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- a) an established production flow that proceeds from unprocessed to processed products in such a manner so as to ensure no cross-flow between products that are raw/unprocessed and products that have undergone further processing,
- b) separate stores for unprocessed and processed products,
- c) effluent flow must be one way in opposite direction to that of the products being manufactured (i.e. from "processed" to "raw"),
- d) separate personnel for handling raw/unprocessed and finished products. (For small operations, it will be acceptable if personnel wash and put on clean protective clothing between raw and processed areas/processes).
- 4.3.6 The pork processing and packing facility must have a standard operating procedure and facilities to ensure that all raw imported pork products, are processed as per minimum requirements in Paragraph 4.2 above.
- 4.3.7 Contaminated water and fluids from the pork processing & packing facility must leave the premises in such a way that animals are prevented from making any physical contact with it. If it is not disposed of through municipal or other sewer systems, provision must be made to dispose of the effluent through proper underground channels.
- 4.3.8 The pork processing and packing facility must have a facility to handle disposal of trimmings /off-cuts and any other unsaleable portions of imported pork which will ensure that these do not pose a health risk to the local pig population.
- 4.3.9 All facilities must comply with Department of Health's regulations pertaining to processing and preparation of food for human consumption.

#### 4.4 MANAGEMENT REQUIREMENTS FOR A VETERINARY APPROVED PORK PROCESSING & PACKING FACILITY

4.4.1 Must have a written agreement with a first line auditing agency or a waiver from the official veterinarian and carry costs for the services rendered by these parties.

4.4.2 Must provide a certificate of acceptability from Department of Health or the official veterinarian must ensure compliance.

4.4.3 There must be good co-operation and communication with the Official Veterinarian.

4.4.4 The owner/manager of the facility must supply the site plan and detailed plans of the facility. These plans must be endorsed by the Official Veterinarian performing the inspection and or the Supervising Veterinarian to confirm the existence of the structures and the flow pattern.

#### Please refer to Annex C

<u>Site plan</u> – The purpose of the site plan is to **assess** whether the site is suitably isolated from pig enterprises. This plan must indicate the location of the facility and surrounding structures on the premises. It must also indicate activities on neighbouring properties.

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<u>Detailed plan</u> – The detailed plan must include the structures of the facility, particularly those referred to in the structural requirements (Part III of this VPN). The plans must also indicate the flow pattern of the product, from raw receipt to dispatch of the final product. It must also indicate drainage.

- 4.4.5 The manager/owner of the facility must complete the application form, Annex A, for registration or re-registration of the facility.
- 4.4.6 The facility must be re-approved on an annual basis and the onus of application for reapproval rests with the owner of the facility. The owner of the facility must arrange for re-inspection for annual re-registration at least 3 months before the current registration expires.
- 4.4.7 Access to the facility must be restricted to only those people who have been granted permission by the owner/manager of the facility.
- 4.4.8 Good housekeeping standards of premises and equipment are to be maintained at all times, including regular washing and disinfection.
- 4.4.9 Protective clothing, (overalls, head covering and gumboots), must be provided to all personnel and these clothes should be colour coded to visually distinguish personnel working in the raw/contaminated area from those in post processing sections
- 4.4.10 Imported uncooked pork and uncooked pork products may only be despatched from an approved PPP facility once the product has been processed in terms of paragraph 4.2 of this VPN.
- 4.4.11 A notice must be prominently displayed on all exits and entrances to the facility stating: "Veterinary Restricted Area. No unauthorised entry allowed."
- 4.4.12 Once the facility has been registered, the certificate of registration must be prominently displayed at the facility.
- 4.4.13 The approval of a facility can be withdrawn, at the discretion of the Director Animal Health or Director Veterinary Public Health, if any major/critical non-compliances are found.

## 4.5 MINIMUM REQUIREMENTS FOR DISINFECTION CHEMICALS USED AT APPROVED FACILITIES

- 4.5.1 The choice of a disinfectant and of the procedures used for disinfection should be made based on virucidal efficacy and the nature of the premises, vehicles and objects that require treatment.
- 4.5.2Only chemicals effective against viruses appropriate for food premises may be used.

#### 4.6 REQUIREMENTS RELATED TO THE RECORDS TO BE KEPT REGARDING PORK IMPORTED FROM COUNTRIES NOT FREE FROM PRRS

4.6.1The following records and supporting documents must be kept at the PPP facility:

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- a) Copies of veterinary conditional release documents, despatch voucher and goods receipt notes.
- b) Certificate of registration as an approved uncooked pork and uncooked pork products processing & packing facility.
- c) A complete inventory register of all imported pork/pork, which enter and leave the facility.
- Accurate records of receipt of all consignments indicating origin (export facility & country), import permit number, and date of receipt must be maintained for a period of 5 years.
- Accurate records must be maintained for 5 years, of all imported uncooked pork and pork products processed, the date of processing and the batch numbers of final product; including processing records.
- f) The product must be fully traceable until the end of satisfactory processing, and the following supporting documents must be available for inspection:
  - i. Processing quantities
  - ii. Method of processing
  - iii. Processing records (times, temperatures and pH's)
- g) Accurate reconciliation of all consignments received versus marketed products.
- h) Accurate records of all trimmings, off-cuts, unsaleable portions that have been destroyed, discarded or otherwise processed. These records must include:
   i. Quantities
  - ii. Method with details on the temperatures and cooking times or procedures
  - iii. Records and documentation for safe disposal
  - iv. Records and documentation of used packaging material safe disposal
- An inspection register must be signed by the inspecting official veterinarian and/or first line auditor after each visit, with details of what was inspected and any nonconformances found.

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#### ANNEX A

(Logo of Controlling Authority)

APPLICATION FOR REGISTRATION AS A VETERINARY APPROVED IMPORTED UNCOOKED PORK AND UNCOOKED **PORK PRODUCTS PORK PROCESSING & PACKING FACILITY** 

> Provincial Reference no

#### **GENERAL INFORMATION ON THE ESTABLISHMENT** Α.

DATE OF INSPECTION		
NAME OF REPORTING VETERINARY OFFICER		
NAME OF HOLDING		
GPS COORDINATE		
<b>REGISTRATION / ZA NUMBER</b>		
PHYSICAL ADDRESS		
POSTAL ADDRESS		
POSTAL CODE		
TOWN		
DISTRICT / MUNICIPALITY		
PROVINCE		
TELEPHONE NUMBER		
FAX NUMBER		
NAME OF THE MANAGER / OWNER TELEPHONE NUMBER		
FAX NUMBER		
E-MAIL ADDRESS OF MANAGER / OWNER		
NAME OF AUTHORISED VETERINARIAN RESPONSIBLE FOR VETERINARY INSPECTIONS AND REGISTRATION		
NAMES OF AUTHORISED VETERINARY OFFICERS RESPONSIBLE FOR INSPECTING THE HOLDING ON A REGULAR BASIS		
TYPE OF ESTABLISHMENT	PROCESSING & PACKING FACILITY	
TYPE OF PROCESSING	PROCESSING RELATED TO THE DESTRUCTION OF PRRS VIRUS	
	PROCESSING AND PACKING INTO RAW CONSUMER READY CUTS OR PRODUCTS, PACKED FOR RETAIL PURPOSES (SPECIFIC APPROVAL REQUIRED AND CUTS/PRODUCTS SPECIFIED FOR EACH PPP)	NOT CURRENTLY IN OPERATION YET

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#### B: DECLARATION BY OWNER/MANAGER OF THE FACILITY

I, \_\_\_\_\_, the owner/manager of the establishment mentioned above, hereby agree to comply with all the requirements set by the Department of Agriculture, Forestry and Fisheries for the approval of this establishment and I agree to co-operate with the veterinary officials in this regard.

I understand that the approval of the facility can be withdrawn at any time if any major/critical non-compliances are detected.

I agree to an authorised official been granted access without notice to perform ad hoc audits and inspections. I also undertake to maintain my contract with the first line auditing agency (copy attached) unless the provincial state veterinarian has exempted me from this requirement in writing.

agree to supply documents, registers and reconciliations within the prescribed time.

I am aware that the facility must be re-approved on an annual basis and that the onus for the application for re-approval rests with the owner of the facility.

Signed at (place) \_\_\_\_\_\_ on (date) \_\_\_\_\_

Signature of owner/manager

Contact number: \_\_\_\_\_

#### C. DECLARATION BY OFFICIAL VETERINARIAN RESPONSIBLE FOR THE FACILITY

A comprehensive inspection report (Annex B) is attached to this application and if this is a new registration, all supporting documents are provided.

The preferred way for the official veterinarian at the import approved cold store to notify me regarding consignments/part of consignments that are conditionally released to this PPP is as follows: Fax 

Email

A copy of the contract between the PPP and the first line auditing agency is attached The requirement of a first line auditing agency can be waived because the PPP is also the importer of the uncooked pork and pork products and all of the imported material is destined for this PPP and I am thus able

to supply the auditing and inspection function  $\mbox{\ensuremath{\square}}$ 

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Dr Tembile Songabe, Director of Veterinary Public Health

Official Signature	
Designation:	
Name:Address:	Official stamp
Fax No:	= -
Email address:	

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Approved by:

Dr Tembile Songare, Director of Veterinary Public Health

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#### ANNEX B

#### INSPECTION CHECKLIST FOR VETERINARY APPROVED PORK PROCESSING AND PACKING FACILITY

1.Registration with Department of Health (C)	VPN Reference	Comments/Remarks
<ul> <li>Facility complies with Department of Health's</li> </ul>	4.3.9	
<ul> <li>Facility complies with Department of Health's regulations pertaining to processing and preparation of food for human consumption.</li> </ul>	4.3.9	
<ul> <li>Is the certificate of suitability of the premises available</li> </ul>		
2.Site plans and flow diagrams: (MJ)	VPN Reference	Comments/Remarks
<ul> <li>Do the site plan and detailed plans of the facility comply with requirements of Annex C</li> <li>Are the site plan and detailed plans of the facility endorsed by the Official Veterinarian performing the inspection and/or the Supervising Veterinarian?</li> </ul>	4.4.4	
3.Requirements for prevention of	VPN	<b>Comments/Remarks</b>
environmental cross contamination (MJ)	Reference	
<ul> <li>Does the site have adequate physical barriers to prevent contamination in case of a facility adjacent to any pig enterprise</li> <li>Are strict bio security protocols in place</li> </ul>	4.3.1	
A Security of force (M I)	VPN	Comments/Remarks
4.Security of fence (MJ)	Reference	
Is the facility fenced	4.3.2	
5.Restricted access (MJ)	VPN	Comments/Remarks
	Reference	
Are the gates lockable?	4.3.3	
Are the gates locked when unmanned?		
<ul> <li>Access restricted to only those people who have been granted permission by the owner/manager of the facility</li> </ul>	4.3.4	
6.Signage on exits and entrances (MN)	VPN Reference	Comments/Remarks
<ul> <li>Notices prominently displayed on all exits and entrances to the facility stating: "Veterinary Restricted Area. No unauthorised entry allowed."</li> </ul>	4.3.4	
7.Certificate of registration (MJ)	VPN Reference	Comments/Remarks
<ul> <li>Is the certificate of registration available at the facility</li> </ul>	3.2.4 i)	
8.Processing of uncooked pork and pork	VPN	Comments/Remarks
products (C)	Reference	
<ul> <li>Documented measures are in place to ensure that all raw pork and pork products are processed (heat or pH treatment) prior to despatch</li> </ul>	4.2.1	

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9.SOP for handling of trimmings/ off-cuts (C)	VPN Reference	Comments/Remarks
<ul> <li>A standard operating procedure for the treatment of trimmings /off-cuts available</li> </ul>	4.6.1 h)	
<ul> <li>Does handling of unusable trimmings prior to disposal ensure that there is no health risk posed to the local pig population</li> </ul>	4.1.3	
<ul> <li>Are unusable portions, rejected products or returned products collected and handled as condemned material</li> </ul>		

10.Compliance to handling of trimmings/ off-cuts (C)	VPN Reference	Comments/Remarks
<ul> <li>SOP for handling trimmings, off-cuts, unusable portions, rejected products or returned products</li> <li>Is the implementation and maintenance of the SOP for handling trimmings, off-cuts, unusable portions, rejected products or returned products done</li> </ul>	4.1.3	

11.Disposal records for unused imported raw pork/pork products (MJ)	VPN Reference	Comments/Remarks
Are accurate and auditable records indicating proper disposal of unused imported raw pork /pork products available	4.1.4	

12.Handling of wrapping and packing material (MJ)	VPN Reference	Comments/Remarks
<ul> <li>How is the packaging material which has been in contact with raw pork handled?</li> <li>a) as condemned material?</li> <li>b) disinfected by means of an approved method ?</li> <li>c) disposed of through methods of recycling where there is a certificate issued by an registered recycler?</li> </ul>	4.1.5	

13.Detailed requirements for processing	VPN	Comments/Remarks
raw pork or pork products (C)	Reference	
How are the pork or pork products treated to inactivate the virus?	4.2.1	
a) heat treatment		
b) <i>pH</i> treatment		
14. Requirements for processing consumer ready cuts (Not in operation)	VPN Reference	Comments/Remarks
<ul> <li>Is the facility approved for processing consumer ready cuts or products</li> <li>Are the cuts or products described</li> </ul>	4.2.2	Not in operation

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15. Processing flow of products (MJ)	VPN Reference	Comments/Remarks	
<ul> <li>One-way flow of production to ensure that raw materials cannot contaminate the finished products, including:</li> <li>Product flow from receiving to dispatch</li> <li>Equipment lay-out</li> <li>Sequence of steps</li> <li>Technical parameters of operations</li> <li>Personnel routes (separate personnel for handling raw/unprocessed and finished products)</li> <li>Separate stores for raw and finished products</li> <li>Product storage</li> <li>Distribution procedures</li> </ul>	4.3.5		

16. Disposal of effluent (MJ)	VPN Reference	Comments/Remarks	
<ul> <li>Is a proper/ approved disposal system available for contaminated water and fluids from the facility</li> <li>Is effluent flow one way in opposite direction to that of the products being manufactured (i.e. from "processed" to "raw"),</li> </ul>	4.3.7 4.3.5 c)		

2 MANAGEMENT AND PROCEDURAL REQUIREMENTS										
1. Communication with Official     VPN     Comments/Remarks       Veterinarian (MJ)     Reference										
<ul> <li>Describe the co-operation and communication of the owner/manager with the Official Veterinarian</li> </ul>	4.4.3									

2. Housekeeping (MN)	VPN Reference	Comments/Remarks
<ul> <li>SOP for housekeeping</li> <li>Good housekeeping standards of premises and equipment are maintained at all times, including regular washing and disinfection.</li> </ul>	4.4.8	

3. Protective clothing (MN)	VPN Reference	Comments/Remarks
<ul> <li>Protective clothing, (overalls, head covering and gumboots), are provided to all personnel and these clothes are colour coded to visually distinguish personnel working in the raw/contaminated area from those in post processing sections</li> </ul>	4.4.9	

## VPN Comments/Remarks 1. Disinfectant (MN) VPN • The choice of a disinfectant and of the procedures used for disinfection were made based on virucidal efficacy and the nature of the premises, vehicles and objects that require treatment. 4.5.1

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2. Approval of disinfectants (MN)	VPN Reference	Comments/Remarks
<ul> <li>Only chemicals approved as effective against viruses appropriate for food premises are used.</li> </ul>	4.5.2	

#### 4 REQUIREMENTS RELATED TO THE RECORDS TO BE KEPT REGARDING PORK IMPORTED FROM COUNTRIES NOT FREE FROM PRRS

1. Records and supporting documents which must be kept at the PPP facility: (MJ)	VPN Reference	Comments/Remarks
Copies of <ul> <li>veterinary conditional release documents,</li> <li>despatch voucher and goods receipt notes</li> </ul>	4.6.1 (a)	
<ul> <li>Certificate of registration as an approved uncooked pork and uncooked pork products processing &amp; packing facility</li> </ul>	4.6.1 (b)	
<ul> <li>A complete inventory register of all pork /pork products (including local pork or pork purchased from PRRS free countries), which enter and leave the facility.</li> </ul>	4.6.1 (c)	
<ul> <li>Accurate records of receipt of all consignments indicating origin (export facility &amp; country), import permit number, and date of receipt must be maintained for a period of 5 years.</li> </ul>	4.6.1 (d)	
<ul> <li>Accurate records must be maintained of all imported uncooked pork and pork products processed, the date of processing and the batch numbers of final product; including processing records</li> </ul>	4.6.1 (e)	
<ul> <li>Fully traceability of the product and the following supporting documents must be available for inspection:</li> <li>Identity and origin of raw product &amp; processing plant number</li> <li>Date of production (processing)</li> <li>Mass/ Quantity</li> <li>Method of processing (time, temperature and/or pH records)</li> <li>Identification of processed product</li> <li>Destination of processed products</li> </ul>	4.6.1 (f)	
<ul> <li>Accurate reconciliation of all consignments received versus dispatched uncooked pork and uncooked pork products</li> </ul>	4.6.1 (g)	
<ul> <li>Accurate records of all trimmings, off-cuts, unsaleable portions including details on temperatures and cooking times or procedures to safely treat the trimmings, off-cuts, unsaleable portions.</li> </ul>	4.6.1 (h)	
<ul> <li>An inspection register signed by the inspecting official veterinarian and/or first line auditor after each visit, with details of what was inspected and any non-conformances found.</li> </ul>	4.6.1 (i)	- · · · · · · · · · · · · · · · · · · ·

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Reference/ Area	Details of non-conformance	Corrective action taken to prevent recurrence (To be completed by owner/management)	Priority	Target date for completion/ Due date	:ompletion/ I	Due date	Closed out as Verified by Oficial Veterinarian	
				-1 <sup>st</sup> 2 <sup>nd</sup>		34		
				3				
Kindly provid VPH within 5	Kindly provide an action plan detailing corrective actions required for all VPH within 5 working days from date of receiving the audit report.	tctions required for all areas found unsatisfactory. The action plan should reach Provincial Veterinary Department Directorate the audit report.	on plan sho	uld reach Provinc	ial Veterina	ry Departme	nt Directorate	
Name and Si	Name and Signature of Plant Manager:	Name and Signature of PVS:	jnature of	:SVc				
Date:		Date:						
Veterinary Pr Approved by Dr Tembile So	Veterinary Procedural Notice: Import approved pork processing facilities Approved by Approved by Dr Tembile Songate, Diffector of Veterinary Public Health	Page Page Page 10 - 19 - 19 - 19 - 19 - 19 - 19 - 10 - 10	Pag Animal Heal	Page 23 of 30 Health				

**CORRECTIVE ACTION PLAN FOR NON- CONFORMANCES** 

Processing Facility\_

Date of Audit

Auditing official/s\_

# **General Comments:**

of	(Name)		
certify that I have today inspected the facility	(Department)		
at	(Name of facility)		
and found the above detailed conditions. I recommend the registration of this facility.	(Physical Address)		
Official Signature			
Designation:	1		
Name:		Official stamp	
Address:			
	}		
Tel No:			
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3			2

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#### ANNEX C

#### Guidelines for a site and detailed plan:

<u>Site plan</u> – The purpose of the site plan is to assess whether the site is suitable for a PPP. This plan must indicate:

- a) the location of the facility and surrounding structures on the premises. It must also indicate activities on neighbouring properties.
- b) The scale used (1:200 or otherwise approved by provincial executive officer)
- c) The true north
- d) Surface drainage and natural sloping if the property is built on sloping surface
- e) Situation and direction of the boundaries of the site
- f) Situation of access roads to and inside the site
- g) Structural specifications of fences and gates including the height
- h) Description of and structural specifications of road surfaces in and adjacent the boundaries if the site and where applicable, the names of such roads
- i) Type of non-traffic surfaces inside the perimeters of the fences of the site including a description of pedestrian walkways.
- j) Detail, position and construction of the sewerage systems.
- k) Detail of storm water drainage including concrete or tarred curbs around the buildings
- I) The processing plant and other buildings and structures on the processing plant site and specifying the purpose of each of the mentioned.
- m) Position of the ablution facilities. No toilet, except water driven, may be within 6 meters of a processing plant.
- n) Position of the offloading facilities

<u>Detailed plan</u> – The detailed plan must include the structures of the facility, particularly those referred to in the structural requirements (Part IV of this VPN). The plans must also indicate the flow pattern of the product, from raw receipt to dispatch of the final product. It must also indicate drainage.

- a) Draft plans of the pork processing and packing facility & associated structures must be done on a 1:50 scale or any other approved scale as approved by the provincial executive officer.
- b) Each individual floor/storey/level must be illustrated individually with the necessary cross sections where applicable.
- c) Elevation plans, squares, floor plans and sections are required and must have the following:
  - i. Scale used
  - ii. True north
  - iii. All rooms/halls/structures on the site must be indicated plus the purpose of use.
- d) All
  - i. Windows
  - ii. Doors
- e) Position and structure of the physical unprocessed and processed product barrier

Where the Pork processing & packing facility is subject to municipal regulations, proof of approval by the municipal authority must be furnished. The facility must have a certificate of acceptability.

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#### **ANNEX D**

#### LIST OF PRODUCTS WHICH WILL BE EXEMPT FROM THIS VPN

## A. PRRS FREE ON ARRIVAL (SPECIFIED ON IMPORT PERMIT AND CERTIFIED AS SUCH)

- 1. Pork or pork products from PRRS free countries
- Pork and pork products from PRRS free compartments (As pre-approved by D:AH, based on information provided by the veterinary authority of the country of origin on their compartmentalization system)
- 3. Pork from countries not free of PRRS but which has been processed (cooked or fermented) sufficiently prior to export to inactivate the PRRS virus (processing described on veterinary import permit and veterinary health certificate.

#### **B. LOWER RISK PRODUCTS NOT REQUIRING PRRS-RELATED CERTIFICATION**

- 1. The following offal: heart, liver (recognizable as hearts and liver)
- 2. Skins, excluding lymph nodes, excessive connective tissue and masks
- 3. Subcutaneous fat, excluding lymph nodes and excessive connective tissue
- 4. Trotters or feet, excluding the carpal and tarsal joint
- 5. Tails
- 6. Ears, excluding lymph nodes and excessive connective tissue
- 7. Casings

#### C. PRODUCTS INDIVIDUALLY AGREED UPON<sup>3</sup>

- 1. Bone-in or deboned meat free of lymph nodes and excessive connective tissue (must be certifiable and recognizable as such). The individual cuts and packaging will be specified on the import permit and health certificate.<sup>4</sup>
- 2. Consumer ready cuts (as individually agreed upon with trade partners). The individual cuts and packaging will be specified on the import permit and health certificate

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<sup>&</sup>lt;sup>3</sup> Also applicable to 4.2.2. In this case the cuts/products and their processing will need to be individually specified for each PPP

<sup>&</sup>lt;sup>4</sup> For pork cuts and products that may be classified as falling under either category C1 or C2, but that have not been well established as such, DAFF may impose an interim requirement for a trial period specifying that the product may only be dispatched from the import approved cold store to a registered PPP, but will be exempted from processing.

#### ANNEX E1 – TEMPLATE OF CONDITIONAL RELEASE NOTIFICATION

#### **Reference No.:**

#### Directorate Inspection Services Animal Quarantine and Inspection Services CONDITIONAL RELEASE PERMIT FOR UNCOOKED PORK AND UNCOOKED PORK PRODUCTS FROM COUNTRIES THAT ARE NOT FREE FROM PRRS

In terms of the Animal Diseases Act, 1984 (Act No.35 of 1984), the Meat Safety Act, 2000 (Act No. 40 of 2000), and VPN/42/2011, permission is hereby granted to:

Name of importer/supplier: Address:

for the movement and required processing of the undermentioned uncooked pork and uncooked pork products:

#### Identification of the products

Description of products	Vet. Import Permit No.	& dated	Pack Size	Consignment Quantity

FROM:

#### The Veterinary Approved Cold Storage Facility

Name of Cold Store: Veterinary Registration number: Physical address:	
TO:	

#### The Veterinary Approved PPP Facility

Name of PPP Facility:	
Veterinary Registration number:	
Physical address:	

#### \* This permit is valid for one movement only

	Date:		(yyyy/mm/dd)
(Office date stamp)		(State Veterinarian)	
	DIR GROMMING MINI DIR KATARAN TROP	(Name in Print)	
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**ANNEX E2 – COLD STORE REGISTERS** 

A PRRS	BALANCE OF STOCK IN STORAGE									
r free fron		issue Date								
INTRIES NO	то ррр	Conditional Release Permit No.	5							
VETERINARY APPROVED COLD STORE REGISTER FOR IMPORTED UNCOOKED PORK AND UNCOOKED PORK PRODUCTS FROM COUNTRIES NOT FREE FROM PRRS	SPATCHED	Quantity Dispatched			-			2		
	PRODUCT DISPATCHED TO PPP	Goods Dispatched Voucher No.								
		Destination PPP & ZA No.								
		Quantity Imported								
		Description of Uncooked Pork Products								
	IMPORTED PRODUCT	Issue Date								
		Veterinary Import Permit No.								
Y APPROVEI		Date of Inspection								
VETERINAR		Importer Name								

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# ANNEX E3 – PPP FACILITY REGISTERS (UNDER CONSTRUCTION)

# Approved Processing and Packing Facility: Receipt register

Recei	pt	Suppliar Invoice No	Concionment Quantity	Conditional Release	Treatment Process
,					
				1	
				1	
I					
[					

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			Τ		Γ		]
	Customer Receipt	Date	ľ				
		Importer Invoice Number Date					
	Customer	Name	5		ļ		
Permit No.	Consignment	Quantity	9 1				
		Date					
Importer Risk Pork Import Control Register		POE Product Description					
Pork Im		POE					
<b>Importer Risk</b>			Receipt	Despatch			

ANNEX E4 – REGISTER TO BE KEPT BY IMPORTER (UNDER CONSTRUCTION)

# Balance at report date

Importer Risk	Pork In	Importer Risk Pork Import Control Register		Permit No.			
-				Consignment	Customer		Customer Receipt
	POE	POE Product Description	Date	Quantity	Name	Importer Invoice Number Date	Date
Receipt							
Despatch							
Balance at renort date	nort dat	đ					

Balance at report date

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