STANDARD OPERATING PROCEDURE ON SAMPLING

AND ANALYSIS OF GRAINS, OILSEEDS AND

GROUNDNUTS TO DETERMINE MYCOTOXIN LEVELS

AND RISK MANAGEMENT AS PART OF EXPORT INSPECTION AND CERTIFICATION IN TERMS OF

THE AGRICULTURAL PRODUCT STANDARDS ACT

(ACT NO. 119 OF 1990)

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**ABBREVIATIONS**

**APQA -** Agricultural Product Quality Assurance

**D: IS -** Directorate: Inspection Services

**D: FC -** Directorate: Food Control

**D: FSQA -** Directorate: Food Safety and Quality Assurance

**DAFF -** Department of Agriculture, Forestry and Fisheries

**DoH -** Department of Health

**EU -** European Union

**FBO -** Food Business Operator

**MCL -** Maximum Contamination Limits

**PPECB -** Perishable Product Export Control Board

**RSA -** Republic of South Africa

**SOP -** Standard Operating Procedures

**RASFF -** Rapid Alert System for Food and Feed

# 1. OBJECTIVE

 To assess and manage the sanitary risk (food safety) of all grains, oilseeds and Groundnuts intended for export by laying down the Standard Operating Procedures for sampling and analysis of the levels of mycotoxins based on permitted tolerance for mycotoxins as prescribed by the Foodstuffs, Cosmetics and Disinfectants Act, 1972 (Act No. 54 of 1972) and the Export Standards and Requirements Regarding the Control of the export of all grains, oilseeds and Groundnuts.

# 2. SCOPE

 The Standard Operating Procedure (SOP) shall be followed by all personnel of the DAFF and relevant assignees involved in the auditing of compliance with the permitted levels of mycotoxins levels in or on all grains, oilseeds and Groundnuts presented for export inspection and certification. The SOP shall include procedures for sampling, handling, analysis, dissemination of results, evaluation of compliance, traceability and follow-up of non-compliance, recall and risk communication to all relevant role-players and stakeholders.

# 3. DEFINITIONS

 Where used with regard to sampling and analysis –

3.1 "**aggregate sample**" (also referred to as the "inspection sample" in the export standards and requirements): the combined and well-mixed aggre­gate of the primary samples taken from a consignment;

*Note: (a) The primary samples must contribute sufficient material to enable all labo­ratory samples to be withdrawn from the aggregate sample.*

*(b) Where separate laboratory samples are prepared during collection of the primary sample(s), the aggregate sample is the conceptual sum of the labo­ratory samples, at the time of taking the samples from the consignment.*

3.2 "**assignee**": a person, undertaking, body, institution, association or board designated under section 2(3) of the Agricultural Product Standards Act, 1990 (Act No. 119 of 1990);

3.3 "**consignment" or lot**: a quantity of a specific agricultural product of plant origin which -

(a) belongs to the same owner, delivered at the same time under cover of the same delivery note, consignment note or receipt note, or delivered by the same vehicle; or

(b) If such a quantity is subdivided into different classes or grades, each quantity of each of the different classes or grades;

3.4 "**Executive Officer**": the officer designated under section 2(1) of the Agricultural Product Standards Act, 1990 (Act No. 119 of 1990);

3.5 "**food business operator (FBO)**": the person or persons responsible for ensuring that the prescribed requirements of these standards are met within the food business under his or her control and include both the management of the food business as well as the person with overall authority on site or in the specific establishment;

3.6 "**food business operator Code (FBO-Code)**": an alpha-numeric code which has been registered with the Executive Officer of the APS Act by each producer, Silo packing or storing grains and all other FBO's destined for export;

3.7 “**grains and oilseeds**”means the following types of grains and oilseeds which are not intended for seed purposes -

 (a) canola

 (b) maize

 (c) sorghum

 (d) soya beans

 (e) sunflower Seeds

 (f) wheat

 (g) oats

 (h) barley

 (I) split maize in “white maize” and yellow maize”

3.8 "**inspector**": the Executive Officer or an officer under his or her con­trol, or an assignee or an employee of an assignee. For the purpose of this document sampling officer refer to inspector responsible to take the sample;

3.9 "**laboratory sample**": the sample sent to, or received by, the laboratory and which shall consist of a representative quantity of material removed from the aggregate sample;

 *Notes: (a) The laboratory sample may be the whole or a part of the aggregate sample.*

*(b) Units should not be cut or broken to produce the laboratory sample(s).*

(c) Replicate laboratory samples may be prepared.

3.10 "**mycotoxins**": are toxic secondary chemical metabolites produced by certain fungi in agricultural products susceptible to mould infestation;

3.11 “**maximum contamination limit”** is the maximum mycotoxin contamination [expressed as micro-gram per kilogram (µ/kg)] legally permitted in or on agricultural products of plant origin;

3.12 "**primary sample**" (also referred to as the "sample of the consignment" in the export standards and requirements): a volume or mass or one or more units taken from one position in a consignment;

*Notes: (a) The position from which a primary sample is taken in the consignment should preferably be chosen randomly but, where this is physically im­practical, it should be from a random position in the accessible parts of the consignment.*

*(b) The number of units required for a primary sample should be determined by the minimum size and number of laboratory samples required.*

*(c) Where more than one primary sample is taken from a consignment, each should contribute an approximately similar proportion to the aggregate sample.*

*(d) Units should not be cut or broken to produce the primary sample(s).*

*(e) Where primary samples are taken at intervals during loading or unloa­ding of a consignment, the sampling 'position' is a point in time.*

3.13 "**sampling**": the procedure used to draw and constitute a sample;

3.14 "**sampling plan**": is defined by a mycotoxin test procedure and an accept/reject limit. A mycotoxin test procedure consists of three steps namely, sample selection, sample preparation and mycotoxin quantification. The accept /reject limit is a tolerance equal to the maximum limit prescribed in terms of Foodstuffs, Cosmetics and Disinfectants Act, 1972 (Act No. 54 of 1972);

3.15 "**sample size**": the number of units, or quantity of material, constituting the sam­ple;

3.16 **“Sublot”**: a designated part of a large lot in order to apply the sampling method on that designated part; each sublot must be physically separated and identifiable; and

3.17 "**Test portion**": portion of the comminuted laboratory sample. For example, a 10 kg laboratory sample must be comminuted in a mill. A portion of the comminuted 10 kg sample is randomly removed for the extraction of the mycotoxin for chemical analysis. Based upon grinder capacity, the aggregate sample can be divided into several equal sized samples, if all results are averaged*.*

# 4. REFERENCE TO REGULATORY REQUIREMENTS AND OTHER INTERNA­TIONAL DOCUMENTS

4.1 All relevant current S.A. Directives, e.g. Regulations Governing Tolerance for Fungus produced toxins in foodstuffs, and Export Standards and Requirements for Wheat, Maize and Groundnuts shall be adhered to at all times.

4.2 All relevant and current EU Directives and Codex Alimentarius Standards shall be adhered to at all times.

# 5. ROLE-PLAYERS, ROLES AND RESPONSIBILITIES

5.1 Assignee

The assignee is responsible for executing the following actions:

(a) Taking at random a representative sample from the consignment con­cerned and in accordance with the prescribed sampling procedure. (Refer section 7.2 and 7.3).

(b) Completing the inventory list (Annexure A) and forward it in the agreed standard electronic format via e-mail to the laboratory concerned. An equivalent inventory list must be sent by courier with samples to the Laboratories to ensure traceability.

(c) Completing the correct label sticker (as indicated in Annexure B) with information specific to the sample concerned and attach it to each bag that contains the sample, or inside every individual poly-propylene sample bag.

(d) Dispatch the samples to the laboratory, (as prescribed in Section 8).

(e) Once the final analysis results are received from the laboratory, the assignee will interpret and forward the final results to the exporter on request.

(f) Taking the necessary actions if the MCL's are exceeded. (Refer to section 13 Recall Procedure).

(g) Taking of further samples if and when required in accordance to sampling procedure.

5.2 Laboratories

(a) Analysis for mycotoxin contamination will be done either at the Department of Agriculture's laboratory in Pretoria (Agriculture Place, 20 Beatrix Street, Arcadia, Pretoria, Tel.: (012) (319-6089) or at Stellenbosch (Quarantine Station, Polkadraai Road, Tel.: (021) (809-1728) or at Perishable Product Export Control Board (PPECB), Tel.: (012) (804 6826).

(b) The three laboratories concerned are responsible for analysing samples drawn by the relevant assignee.

(c) The laboratories are responsible for executing the following actions:

(i) Receiving of the samples forwarded by the assignee and entering details in a logbook. (Relevant DAFF / Assignee Laboratory must confirm receipt of samples within 24 hours per log sheet).

(ii) Analysis of the laboratory samples in accordance with the Quality Assurance procedure (see note below).

(iii) Forwarding the final analysis results in the agreed standard elec­tronic format to the assignee or Department of Agriculture, Forestry and Fisheries within the agreed time from receipt, i.e. 4 working days. In case of groundnuts, the laboratory may fax the actual detailed mycotoxin analytical certificates to the regional office of the assignee issuing the export certificates.

*PLEASE NOTE: Samples are received, analysed and reported by the laboratory as prescribed by the Quality Assurance System of the specific laboratory, which will be in line with the ISO/IEC 17025 standard namely, "General requirements for the competence of testing and calibration laboratories".*

5.3 Subdirectorate: Agricultural Product Quality Assurance

(a) To continuously update the internal Quality Control library with hard copies of the latest promulgated regulations regarding contaminants, if available.

(b) Liaise nationally with regard to any enquiries received from producers, silos, packers or exporters on the analysis results of samples.

(c) Liaise internationally -

(i) to clarify the policy, status of mycotoxin contamination in an impor­ting country; and

(ii) with regard to non-conformities.

(d) Issuing of official mycotoxin contamination certification when requested on special requirements from importing Governments.

5.4 Exporters

(a) To ensure that export grains, oilseeds and groundnuts comply with permitted levels of mycotoxin contamination of im­porting countries and to provide producers, processors, silos with relevant importing country requirements.

(b) To inform the Directorate: Food Safety and Quality Assurance (D: FSQA) of the Department of Agriculture, Forestry and Fisheries (DAFF) in writing, within 3 working days after being informed, of any rejections by importing country authorities due to mycotoxin contamination and to furnish the following information:

(i) Name of importing country.

1. Name and particulars of inspection agent that rejected the consignment.
2. Reasons for rejection and actions taken (re-export/destroyed/resorted/blanched).
3. Lot number.
4. Name and address of exporter/processing plant.
5. Particulars of RSA exporter/processing plant.

(c) To recall, destroy or re-route consignments (as per item 13) should mycotoxin contamination results indicate non-compliance.

# 6. PRESCRIBED SAMPLING FREQUENCY

6.1 General

1. Sampling of groundnuts and grains shall only be done by qualified inspectors.

(b) Only consignments presented for export shall be sampled for mycotoxin contamination testing.

(c) Aggregate samples of a product shall be withdrawn in such a way that it is possible to trace it back to the lowest level of traceability of the consignment presented for inspection (e.g. silo bin, processing plant, producer, owner, exporter).

(d) If the aggregate sample exceeds the correct weight as specified for the mycotoxin laboratory sample, it shall be reduced to the specified weight by dividing it according to the ICC (“International Association of Cereal Chemistry”) 101/1 (Approved 1982) methods.

6.2 Initial sampling

(a) Sampling will be done randomly for each product, area and consignments presented for export.

(b) Sampling priorities will be further adapted according to the following risk status:

(i) Non conforming FBO's of the current or previous seasons will be seen as the first priority for sampling.

(ii) FBO's not monitored will be the second priority.

(iii) Commodity/variety specific to FBO will be treated as the third priority.

(iv) The last priority will be ad hoc sampling i.e. specific regions/product group.

(c) Notwithstanding section 6(2) (b), the following sampling frequencies with respect to commodities must be applied continuously:

(i) High risk products: typical contamination levels 7% - 25%, sampling frequency of 100% for all consignments with respect to Groundnuts must be applied.

(ii) Medium risk products: typical contamination levels of 1% to 6%, sampling frequency of at least 10% for all consignments in terms of grains and oilseeds in on-farm silos and all temporarily storage facilities must be applied.

(iii) Low risk products: typical contamination levels of less than 1%, sampling frequency of at least 2% for all consignments in terms of grains and oilseeds in commercial silos must be applied.

6.3 Further sampling in the case of non-compliance of initial sampling

(a) If the analysis results of the initial sampling indicate that one or more of the mycotoxin contamination found exceed the maximum contamination limits, the sampling frequency shall be tightened/increased to include at least two follow-on consignments presented for inspection.

(b) Only if the analyses results of at least two consecutive consignments sampled in paragraph (a) above indicate that the mycotoxin contamination found are within the permitted levels, may the sampling frequency be normalised to a monitoring level as prescribed in item 6 (2) (c).

6.4 Schematic representation of sampling frequency

|  |  |
| --- | --- |
|  | Sample consignment presented for export inspection |

|  |  |  |
| --- | --- | --- |
|  | Risk status of FBO-specific product |  One of last 2 samples > MCL |

|  |  |  |
| --- | --- | --- |
| Risk status of FBO (all products) | > One of last 2 samples > MCL YES | Sample for contamination analysis |
|  |  | Laboratory capacity available |  |  |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Risk status of area / product / destination country etc.(MANUAL ADJUSTING) |  NOHIGH RISK | Update FBO sampling records. |  |

 LOW RISK

|  |  |  |
| --- | --- | --- |
| Risk status of FBO with regard to sampling history |  | Laboratory Results |
|  < Maximum sampled |

# 7. SAMPLING PROCEDURES FOR REPRESENTATIVE SAMPLING OF CON­SIGNMENTS

7.1 Precautions to be taken

(a) In the course of sampling and preparation of the samples, precautions shall be taken to avoid any changes which would affect (See section 8.1 on the "Handling and Dispatching of Samples".) -

1. the mycotoxin content;
2. the analytical determination or make the aggregate samples unrepresentative;

 (iii) the food safety of the consignment to be sampled.

(b) Each laboratory sample sent to the laboratory shall represent a consign­ment, or a maximum of 100 tons in the case of grains and oilseeds (excluding groundnuts).

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7.2 **Methods of Sampling for grains and oilseeds**

This method of sampling is of application for the auditing compliance of the maximum limits established for mycotoxins in grains and oilseeds.

7.2.1 In the case of a consignment exported in bulk

(a) Samples which are presented in bulk containers, excluding grain elevators, shall be drawn at each hatch or from at least six different places, chosen at random throughout the full depth of the consignment with a bulk grain probe in such a manner that the samples drawn will be representative of the contents of the bulk container. The collective sample from each bulk container shall be mixed thoroughly and kept separate for each bulk container for further examination; and shall have a total mass of at least 10 kg **(1 kg)\*** representing a maximum of 100 tons.

\*1kg/100 tons of sample may be drawn as per the conditions stipulated by the Executive Officer.

1. Samples which are loaded from a grain elevator into a ship’s hold or railway truck or road truck shall be drawn at regular intervals at the outflow of the shipping bins on to the conveyor belts in such a manner that the samples drawn will be representative of the consignment which is loaded. Each separate sample shall be mixed thoroughly before further examination and the collective sample shall have a total mass of at least 10 kg (1 kg) representing a maximum of 2000 tons.

(c) In the case of a consignment exported in bags, small quantities shall be drawn as described below and summarised in tables 1 and 2.

7.2.2 In case of a consignment exported in bags.

(a) The weight of incremental sample shall be 100 grams;

(b) In the case of lots in retail packings, the weight of the incremental sample shall depend on the weight of the retail pack.

(c) In the case of retail packs of more than 100 grams, this will result in aggregate samples weighing more than 10 kg. If the weight of a single retail pack is much more than 100 grams, then 100 grams shall be taken from each individual retail pack as an incremental sample. This can be done either when the sample is taken or in the laboratory. However, in cases where such method of sampling would lead to unacceptable commercial consequences resulting from damage to the lot (because of packaging forms, means of transport, etc,), then an alternative method of sampling can be applied. For example, in case where a valuable product is marketed in retail packs of 500 grams or 1 kg, the aggregate sample can be obtained by the aggregation of a number of incremental samples that is smaller than the number indicated in Tables 1 and 2, on the condition that the weight of the aggregate sample is equal to the required weight of the aggregate sample mentioned in table 1 and 2.

(d) Where the retail pack is less than 100 grams and if the difference is not very large, one retail pack must be considered as one incremental sample, resulting in an aggregate sample consisting of two or more retail packs, whereby the 300 grams are approximated as closely as possible.

7.2.3 General survey of the method of sampling for grains and oilseeds

Table 1 – subdivision of lots into sublots depending on products and lot weight

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Commodity | Lot weight (tonnes) | Maximum weight of sublots | Number of incremental samples per sublot | Aggregate Sample weight (kg) |
| Grains and oilseeds  | ≥ 50  | 100 tonnes | 100 | 10  |
| < 50 | - | 3 – 100 [depending on the lot weight, (see 7.2.4)] | 1-10 |

7.2.4 Method of sampling for grains and oilseeds for lots ≥ 50 tonnes

(a) On condition that the sublot can be separated physically, each lot shall be subdivided into sublots following table 1. Taking into account that the weight of the lot is not always an exact multiple of the weight of the sublots, the weight of the sublot may exceed the mentioned weight by a maximum of 20 %. In case the lot is not or cannot be physically separated into lots, a minimum of 100 incremental samples is taken from the lot.

(b) Each sublot shall be sampled separately

(c) Number of incremental samples = 100.

(d) Weight of the aggregate sample = 10 kg.

7.2.5 Method of sampling for grains and oilseeds for lots < 50 tonnes

(a) Lots of less than 50 tonnes, the sampling plan shall be used with 10 to 100 incremental samples, depending on the weight, resulting in an aggregate sample of 1 to 10 kg.

(b) Small lots (≤ 0,5 tonnes) with a lower number of incremental samples may be taken, but the aggregate sample combining all incremental samples shall also be in that case at least 1 kg.

 Table 2 – **Number of incremental samples to be taken depending on the weight of the lot of grains and oilseeds.**

|  |  |  |
| --- | --- | --- |
| **Lot weight (tonnes)** | **Number of incremental samples** | **Aggregate sample weight (kg)** |
| ≤0,05 | 3 | 1 |
| > 0,05 -≤0,5 | 5 | 1 |
| > 0,5-≤1 | 10 | 1 |
| > 1 - ≤ 3 | 20 | 2 |
| > 3 - ≤ 10 | 40 | 4 |
| > 10 - ≤ 20 | 60 | 6 |
| > 20 - ≤ 50 | 100 | 10 |

7.2.6 Acceptance of a lot or sublot

1. Acceptance if the laboratory sample conforms to the maximum limit, taking into account the correction for recovery and measurement uncertainty;
2. Rejection if the laboratory sample exceeds the maximum limit beyond reasonable doubt.

**7.3. Methods of Sampling for Groundnuts**

This method of sampling is of application for the auditing compliance of the maximum levels established for aflatoxin B1 and total aflatoxins in groundnuts.

* + 1. Weight of the incremental sample
1. The weight of the incremental sample shall be about 200 grams.
2. In the case of lots in retail packs, the weight of the incremental sample depends on the weight of the retail packing.
3. In the case of retail packs of more than 200 grams, this will result in aggregate samples weighing more than 40 **(20 x 2)\*** kg. If the weight of a single retail pack is much more than 200 grams, then 200 grams shall be taken from each individual retail pack as an incremental sample. This can be done either when the sample is taken or in the laboratory. However, in cases where such method of sampling would lead to unacceptable commercial consequences resulting from damage to the lot (because of packaging forms, means of transport, etc), then an alternative method of sampling can be applied. For example, in case where a valuable product is marketed in retail packs of 500 grams or 1 kg, the aggregate sample can be obtained by the aggregation of a number of incremental samples that is smaller than the number indicated in Tables 1 and 2 on the condition that the weight of the aggregate sample corresponds to the required weight of the aggregate sample mentioned in Tables 1 and 2.
4. Where the retail pack is less than 200 grams and if the difference is not very large, one retail pack shall be considered as one incremental sample, resulting in an aggregate sample of less than 20 x 2 kg. If the weight of the retail pack is much less than 200 grams, one incremental sample consist of two or more packs, whereby the 200 grams are approximated as closely as possible.

*\** 20 kg shall be taken from the 40 kg sample and be kept for reference purposes in case of a dispute.

* + 1. General survey of the method of sampling for groundnuts

Table 1: Subdivision of lots into sublots depending on product and lot weight

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Commodity** | **Lot weight (tonnes)** | **Maximum weight of sublots** | **Number of incremental samples per sublot** | **Aggregate sample weight (sample)** |
| Groundnuts | ≥ 500  | 100 tons | 100 |  ( 20 x 2) |
| < 15 | - | 10 - 100 |  (20 x 2) |

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7.3.3. Method of sampling for groundnuts (lots ≥ 15 tonnes)

(a) On condition that the sublot can be separated physically, each lot shall be subdivided into sublots following Table 1. Taking into account that the weight of the lot is not always an exact multiple of the weight of the sublots, the weight of the sublot may exceed the mentioned weight by a maximum of 20 %.

(b) Each sublot shall be sampled separately.

(c) Number of incremental samples: 100

(d) Weight of the aggregate sample = (20 x2) kg which shall be mixed and to be divided into two equal laboratory samples of 10 kg before grinding/harmonizing.

(e) Each laboratory sample of 10 kg shall be separately ground finely and mixed thoroughly to achieve complete homogenisation.

7.3.4. Method of sampling for groundnuts (lots < 15 tonnes)

(a) The number of incremental samples to be taken depends on the weight of the lot, with a minimum of 10 and a maximum of 100.

(b) The figures in the following Table 2 may be used to determine the number of incremental samples to be taken and the subsequent division of the aggregate sample.

Table 2: Number of incremental samples to be taken depending on the weight of the lot and number of subdivisions of the aggregate sample

|  |  |  |  |
| --- | --- | --- | --- |
| Lot weight (tonnes) | Number of incremental samples | Aggregate sample Weight (kg) (in case of retail packings, weight of aggregate sample can diverge – refer to 7.3.1) | Number of laboratory samples from aggregate sample |
| ≤ 0,1 | 10 |  2  | 1 (no division) |
| >0,1 - ≤ 0,2 | 15 |  3 | 1 (no division) |
| >0,2 - ≤ 0,5 | 20 |  4 | 1 (no division) |
| >0,5 - ≤ 1,0 | 30 |  6 | 1 (no division) |
| >1,0 - ≤ 2,0 | 40 |  8 (-< 12 kg)  | 1 (no division) |
| >2,0 - ≤ 5,0 | 60 |  12 | 2 |
| >5,0 - ≤ 10,0 | 80 |  16 | 2 |
| >10,0 - ≤ 15,0 | 100 |  20 | 2 |

* + 1. Acceptance of lot or sublot

(a) For groundnuts subjected to a sorting or other physical treatment:

1. acceptance if the average or highest sub sample test result of the laboratory samples conforms to the maximum limit, taking into account the correction for recovery and measurement uncertainty.
2. rejection if the average of the laboratory samples exceeds the maximum limit beyond reasonable doubt taking into account the correction for recovery and measurement uncertainty.

(b) For groundnuts intended for direct human consumption:

1. acceptance if the averageor highest sub sample test resultof the laboratory samples does not exceeds the maximum limit, taking into account the correction for recovery and measurement uncertainty, with the exception of the EU where the highest single sub-sample test result (of the 3) is applicable.
2. rejection if the average of the laboratory samples exceeds the maximum limit beyond reasonable doubt taking into account the correction for recovery and measurement uncertainty, with the exception of the EU where the highest single sub-sample test result (of the 2) is applicable.

(c) In cases where the aggregate sample is 12 kg or less:

1. acceptance if the laboratory sample conforms to the maximum limit, taking accounts the correction for recovery and measurement uncertainty.
2. rejection if the laboratory sample exceeds the maximum limit beyond reasonable doubt taking into account the correction for recovery and measurement uncertainty.

7.5 Schematic representation

**SCHEMATIC REPRESENTATION OF SAMPLING PROCEDURES FOR ALL GRAINS, OILSEEDS AND GROUNDNUTS**

 **Consignment and primary samples**

3,5 and 10 primary samples taken from the same

 randomly chosen positions

|  |
| --- |
|  ■ ■ ■■ ■ ■ ■■ ■ ■ ■ ■ ■ ■ ■ |

 *Note: Primary samples are combined to*

 *form the aggregate sample*

**Units comprising the aggregate sample**

*Note: Where laboratory samples are prepared*

 *directly from the consignment, the aggregate sample*

 *is the conceptual sum of the laboratory samples*

**Laboratory sample Parts not to**  **Partly-prepared**  **Fully-prepared Analytical portion**

 (1 or more) **be analysed** **analytical sample analytical sample** (1 or more)

# 8. HANDLING AND DISPATCHING OF SAMPLES

8.1 General

(a) The inspector responsible for taking the samples should always where possible use clean hands prior to sampling.

(b) Samples must be handled as little as possible and should be placed as soon as possible in the bags or sacks in which it will be dis­patched.

(c) All samples should be placed in clean bags or sacks (provided by the labo­ratories) which are large and strong enough to ensure that the samples are delivered intact to the laboratory. A hard copy of the inventory must be included in the container. Care should be taken not to overfill the plastic bags. If the inventory is not included, the inspector may be requested to resample at his /her own cost.

(d) Bags in which samples are placed should be sealed to prevent contamination from the outside.

(e) To prevent damaging of the bags, not too many samples should be dispatched in the same outer container.

(f) Samples shall be placed in a clean, inert container offering adequate protection from contamination and against damage in transit.

(g) All necessary precautions shall be taken to avoid any change in composition of the sample, which might arise during transportation or storage.

(h) Samples must reach the laboratory in a good condition within a maximum of five working days after sampling.

(i) Samples shall be stored out of direct sunlight as much as possible during the transport of the sample, sample preparation and analysis.

8.2 Urgent samples

(a) Only samples from consignments that have been held back from export awaiting the analysis results may be marked with red "Urgent" stickers.

 Only in exceptional cases and only if prior arrangements have been made with the laboratory may other samples be marked as such.

(b) Samples with red "Urgent" stickers will get preferential treatment if a signed motivation is given by the assignee’s regional manager.

(c) The analysis results of samples marked as "Urgent" and which have been delivered to the laboratory before 10:00 shall be made available in 2 working days.

# 9. RECORD KEEPING OF SAMPLES

9.1 Sampling record

(a) An inventory list (see Annexure A as an example) of all the samples that are packed in an outer container and is sent to the laboratory shall be placed inside the outer container and not inside the bags or sacks.

 The inventory list shall also be forwarded in the agreed standard electronic format via e-mail to the laboratory concerned and shall reach the laboratory within two working days after the samples have been dis­patched. The information included in this inven­tory is copied directly into the database of the laboratory concerned.

(b) Each container dispatched to the laboratory shall be placed on a separate inventory list to enable laboratory personnel to verify that all samples actually arrived at its destination. (The lab will acknowledge receipt of the samples as per inventory list.)

(c) Each inventory list should be given a unique number in the following format:

 **"Inventory AC-nnn"**

 Where:

 AC = area code; and

 nnn = serial number

(d) The laboratories shall provide stickers (see Annexure B as an example) which have to be completed for each sample and which must be attached to the outside of each plastic bag, or inside the poly-propylene bags.

9.2 Reference/ replica sample

(a) A reference sample of 20 kg drawn from the 40 kg homogenised aggregate sample shall be kept aside for the following purposes:

1. for dispute resolution; and
2. advancement of inter-laboratory comparison test: provided the DAFF laboratory notifies the Assignee three weeks in advance about the afore-mentioned purpose

(b) The reference sample shall be kept safe and in appropriate storage conditions of low humidity and temperature, preventing secondary aflatoxin production and quality deterioration at the processing plant with all the relevant information attached to it, such as date of sampling, lot number etc.

(c) If the inspection has been completed and the purpose referred to in paragraph (a) has been resolved, the sample may be reworked or disposed of depending on the aflatoxin level.

# 10. ANALYSIS

 Analysis is done according to ISO 17025 Standard.

*PLEASE NOTE: Samples are received, analysed and reported by the laboratory as prescribed by the Quality Assurance System of the specific laboratory that is in compliance with the ISO/IEC 17025 standard namely, "General requirements for the competence of testing and calibration laboratories".*

# 11. REPORTING OF RESULTS AND STATISTICAL DATA

11.1 General

(a) The final analysis results shall be forwarded electronically in the agreed standard electronic format via e-mail by the laboratories to the head office of the appointed assignee within 4 working days of receipt of the sample(s) and the relevant Divisional Head of Agronomy and Vegetables. In case of groundnuts, the detailed mycotoxin analytical certificates may be faxed to the regional office issuing the export certificates or received by the client for onward processing required to generate an export certificate.

(b) A consolidated document of the analysis results, excluding any reference to names, will be forwarded at the end of every week by the laboratories to the Chairperson of the South African Groundnut Forum.

# 12. EVALUATION OF COMPLIANCE

12.1 The appointed assignee shall compare the results with the MCL as prescribed in terms of Foodstuffs, Cosmetics and Disinfectants Act, 1972 (Act No. 54 of 1972 and as prescribed by the importing country to determine whether the product complies with the prescribed MCL.

12.2 The appointed assignee shall in the case of non-compliance follow the procedures set out in item 13.

# 13. HANDLING PROCEDURES FOR CONSIGNMENTS EXCEEDING THE PRESCRIBED MCL'S IN TERMS OF FOODSTUFFS, COSMETICS AND DISINFECTANTS ACT, 1972 (ACT NO. 54 OF 1972

13.1 Consignments exceeding the prescribed MCL (Groundnuts)

Should the analysis results indicate that one or more of the mycotoxin contamination found exceed the maximum allowed contamination limit, the procedures set out below shall be followed:

(a) In case of an exporter/ processing plant receiving more than three consecutive rejections on consignments exceeding permitted aflatoxin limits at inland testing, the following measures shall be applied in respect of future exports:

(i) exporter/ processing plant shall provide control measures implemented to ensure that the problems do not re-occur;

(ii) 2 x 20 kg samples shall be taken for aflatoxin analysis until three consecutive compliant laboratory test results are obtained at the cost of the exporter/processor.

(iii) on-site audit shall be conducted by the auditors from the Assignee to audit the premises at the cost of the exporter/processor; and

(iv) exports from the processing plant concerned shall be suspended until both the Assignee and the Department of Agriculture, Forestry and Fisheries are satisfied of its export suitability based on paragraphs (i), (ii) and (iii).

(b) In cases of an exporter/ processing plant receiving more than one rejection on consignments exceeding permitted aflatoxin limits at the importing country level, exports from the processing plant concerned could be suspended until both the Assignee and the Department of Agriculture, Forestry and Fisheries are satisfied with its export compliance.

13.2 Consignments exceeding the prescribed MCL on grains and oil seeds excluding groundnuts

(a) Non-shipped consignments

The consignment concerned shall either be (i) rejected by the appointed assignee, or (ii) re-routed by the exporter.

(i) Rejected consignments

(aa) The appointed assignee shall immediately notify the exporter/ processor/packer concerned.

(bb) The appointed assignee shall also immediately notify the relevant laboratory and the Division: Agronomy and Vegetables of the Directorate: FSQA as well as Quality Auditing Division of D: IS of the Department of Agriculture, Forestry and Fisheries

(cc) If the rejected consignment also exceeds the local MCL and is not re-routed, IS shall then inform the Directorate: Food Control of the Depart­ment of Health.

(ii) Re-routed consignments

The procedure set out in item 13.1(b) (ii) shall be followed.

(b) Shipped consignments

Consignments of which the analysis results were received after being shipped must either be (i) recalled or destroyed, or (ii) re-routed to another country where the established MCL is acceptable.

(i) Recalled or destroyed consignments

Exporters shall provide written proof to the appointed assignee as well as the Quality Auditing Divisions of the D: IS and FSQA of DAFF that consignments were recalled or destroyed.

(ii) Consignments destined for re-routing

(aa) Exporters wishing to re-route consignments to another coun­try where the established MCL is acceptable, must supply proof to the appointed assignee as well as the D: FSQA of DAFF thereof in writing.

(bb) If the MCL of the importing country differs from the MCL prescribed by the D: FC of DoH, the D: FSQA shall verify the MCL in question and provide the appointed assignee and exporter with a written permission or refusal.

(cc) The exporter shall upon receipt of such permission submit an affidavit to the appointed assignee that certifies that theproduce shall only be exported to the country/countries stated on the affidavit.

(dd) Consignments may only be re-routed after the appointed assignee has acknowledged receipt of the completed affi­davit and by approving (signing and stamping) the docu­ment.

(ee) Copies of the completed affidavit shall be kept by the exporter and the appointed assignee.

(iii) Follow-on consignments

(aa) Follow-on consignments of a producer/processor whose consignment exceeded prescribed MCL's shall be held back from export.

(bb) Consignments that exceeded the export as well as local MCL's must be dealt with in accordance with item 13.1(a)(i).

(c) Schematic representation

 FLOW CHART: HANDLING PROCEDURES FOR CONSIGNMENTS EXCEEDING THE PRESCRIBED MCL’s OTHER THAN GROUNDNUTS

 NON-SHIPPED CONSIGNMENTS SHIPPED CONSIGNMENTS

Assignee notifies exporter/processor/ packer & QA

Exporter establish country, notify & supply proof of acceptance to Assignee & DFSQA

If mcl differs from DFC prescripts – DFSQA verify & notify Assignee & exporter

If not approved by DFSQA – Assignee reject consignment for export

If approved by DFSQA, exporter to submit completed affidavit to Assignee

D: IS notifies Dir Food Control, DoH

If mcl exceeds local limit/substance is banned or not locally registered – it must be dealt with according to DoH prescripts

Exporter re-routes consignment/s upon receipt of Assignee's acknowledgement (receipt of affidavit). Name of the importing country(ies) must be indicated on relevant documentation

Certified copies of affidavit filed by Assignee and exporter

 Re-route

Recall

Destroy

Exporter provides written proof to Assignee & QA

FOLLOW-ON CONSIGNMENTS

Hold back from export.

Comply – release for export

Exceed

Re-route

Reject for export

Non-shipped consignments -automatically hold back from export

Re-route

Sell on local market

PPECB notifies exporter & issue rejection notice. Exporter has 3 options:

Exporter has 2 options:

Cyrilj-15-10-2002

# 14. APPEAL PROCEDURES

14.1 General

(a) A producer or exporter may appeal against the results of the laboratory on the analysis of a sample analysed and MCL exceeded for the presence of mycotoxin contamination.

(b) The regulations regarding inspection and appeals as well as the pre­scribed appeal fees shall be applicable.

(c) The selected appeal board shall, in the presence of the processor or exporter or their representative, draw a sample for analysis from the consignment in question according to sampling and handling procedures prescribed in this SOP.

(d) The analysis shall be done at the processor's or exporter's expense and shall be paid to the Executive Officer.

(e) Prior arrangements shall be made with the laboratory to, amongst others--

(i) assure availability of information required;

(ii) determine the costs involved;

(iii) ensure that the analysis results are also made available to the Appeal Board; and

(iv) ensure that the account is send to the correct person/company and address.

(f) A written affidavit shall be obtained by the Directorate: FSQA of DAFF from the processor or exporter which shall indicate that he/she will be fully responsible for all costs involved in the dispatching and analysis of the sample and that he/she indemnifies the Directorate: FSQA of DAFF of any costs in this respect. (See Annexure C as an example of an affidavit).

# 15. HANDLING OF COMPLAINTS FROM IMPORTING COUNTRIES (NON-CONFORMITIES)

The Sub directorate: APQA of the Directorate: FSQA, appointed assignee, PPECB, and the laboratories will be copied in with this reports / results and FBO code must be stated.

15.1 General

(a) The D: FSQA will acknowledge, in writing within 48 working hours, receipt of non-conformity from an importing country with regard to the exceeding of an MCL.

(b) The D: IS of DAFF will evaluate the information received within 5 working days of receipt of the non-conformity.

(c) The relevant exporter/processor and grower association, where applicable, will be notified by the D: IS of DAFF within 5 working days of receipt of non-conformity.

(d) Should the information mentioned in paragraph (b) not be sufficient, additional information must be requested in writing from one or more of the following role players involved:

(i) Importing country.

(ii) Exporter.

(iii) Processor.

(iv) Producer.

(v) Laboratories of the Assignee, PPECB.

(vi) Laboratories of the DAFF

15.2 Information from the importing country

(a) Where sampling and analytical methods used by the importing country are in doubt, such methods shall be requested by the D: FSQA of DAFF from the relevant authorities via the appropriate channels (Embassy) where necessary and must at least include -

(i) the method of sampling;

(ii) the sample size;

(iii) the manner in which the sample(s) was/were handled and treated throughout the process; and

(iv) the analytical test procedure.

(b) Detailed records of the analysis results will be requested where necessary for interpretation by laboratories of the D: FSQA of DAFF.

(c) Information must be obtained in the shortest possible time.

15.3 Information from exporters, processors and producers

(a) The relevant exporter must, where possible, obtain and forward digital photos of all 4 sides of the consignment concerned to the D: IS of DAFF within 3 working days of receiving a request in this regard.

(b) The relevant exporter/processor/silo/producer must provide the following information on request:

(i) if applicable, analytical results of private quality control samples with regard to the mycotoxin in question and the laboratory(ies) involved.

(ii) An explanation why the MCL was exceeded or any additional info that might be useful to the investigation.

(c) The requested information must reach the D: IS of DAFF within 3 working days.

(d) The Assignee should when requested, furnish the Directorate: IS within 4 working days a report as outlined in Annexure D.

15.4 Information from the laboratories of the Directorate: Food Safety and Quality Assurance of the Department of Agriculture and the Assignee

(a) The D: FSQA of DAFF will request, when necessary, statistics from the lab/s of the D: FSQA and the Assignee regarding the contamina­tion/produce in question.

(b) Information must be provided within 3 working days.

15.5 Actions to be taken by the Directorate: Food Safety and Quality Assurance of the Department of Agriculture, Forestry and Fisheries

The D: FSQA of DAFF will, in conclusion –

1. evaluate all information received/gathered (in collaboration with the Directorate: Food Control of the Department of Health if necessary) and decide on a course of action;

(b) Conduct risk communication either via press or only to the relevant industry association or exporter/processor/producer in instances where no organized industry association exists; and

(c) Provide feedback to the relevant authorities in the importing country of actions taken and/or the outcome of the investigation.

# 16. ANNEXURES

 The following Annexures are attached:

 (a) Annexure A - Example of an inventory list.

(b) Annexure B - Example of sticker that must be attached to the outside of each plastic bag.

(c) Annexure C - Affidavit to be completed in case of appeals.

(d) Annexure D - RASFF Notifications Report

(e) Annexure E - Contact person(s) from PPECB and DAFF.

# 17. CONTRACT REVIEW

The SOP will be reviewed as and when it is necessary.

# 18. RECORDS

All records as stated in this SOP shall be kept for a period of two years and in accordance with the DAFF archive procedure.

**ANNEXURE A**

**EXAMPLE OF AN INVENTORY LIST**

| **Area of****Origin** | **Sample****Number** | **Product** | **Cultivar** | **Consignment****Number** | **Exporter****Code** | **Inspection Point** | **Date of****Inspection** | **Producer & PUC** | **Analysis Required** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| INVENTORY 47-35 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| 47-35 | 4702G5126NWGA003 | GROUNDNUTS |  | 2BEBC167S534H5 | NWG | 5126 | 4-Sep-02 |  | MYCOTOXINS |
| 47-35 | 4702G5126NWGA002 | GROUNDNUTS |  | 2BEBC178S531H5 | NWG | 5126 | 4-Sep-02 |  | MYCOTOXINS |
| 47-35 | 4702GSWH5134R07 | GROUNDNUTS |  | BHVK 255 | SWH | 5134 | 4-Sep-02 |  | MYCOTOXINS |
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Total Samples forwarded on this dispatch 0

E-mail this to Mr Albert Smith on AlbertS@daff.agric.za or the Assignee each time a batch of samples are forwarded to the laboratory.

**ANNEXURE B**

**EXAMPLE OF STICKER WHICH MUST BE ATTACHED**

**TO THE OUTSIDE OF EACH PLASTIC BAG**

Sent by: \_\_\_\_\_\_\_\_\_\_\_\_\_ Area (code) \_\_\_\_\_\_\_\_ Exporter code: \_\_\_\_\_\_\_ Inspect. Point\_\_\_\_\_\_

Product: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cultivar: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sample number\_\_\_\_\_\_\_\_\_

PUC/FBO \_\_\_\_\_\_\_\_\_\_\_ Producer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Insp. Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sampler's name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Consignm. No.:\_\_\_\_\_\_\_\_ Remarks\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Analysis required: pesticide residues [ ] aflatoxin [ ] SO2 [ ] % moisture [ ] other\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Explanatory Notes:

1. *Sent by* - Refers to the organisation sending the samples, e.g. PPECB, IS.

2. *Area* - Refers to the regional office that the sampling point falls under.

3. *Exporter code* - Refers to the three letter codes used internally by PPECB to identify their exporters.

4. *Insp point* - Refers to the place where the sample was drawn. For PPECB a four-letter code is used. For all other samples the name of the town/city is used.

5. *Product* - Refers to the type of product sent, e.g. apples, grapes, raisins, etc. (not to be used to indicate the cultivar name).

6. *Cultivar* - Refers to the name of the specific cultivar of a product.

7. *Sample number* - Refers to a unique and individual number allocated to each sample. (PPECB would for example use a barcode).

8. *PUC/FBO* - Refers to the code registered by the producer or processor with the Executive Officer. Where no PUC/FBO code has been registered, this space may be left open and only the farm or packhouse name need to be indicated next to the space for "Producer".

9. *Producer* - Refers to the farm or packhouse name.

10. *Insp. Date*  - Refers to the date the sample was drawn at the inspection point.

11. *Sampler's name* - Refers to the name of the person who drew the sample.

12. *Consignm. No*.: - Refers to the consignment note number.

13. *Remarks* - This space allows for any additional information that the lab must be made aware of, e.g. whether the sample is urgent.

14. *Analysis req* - Refers to the type of analysis that the lab needs to perform on the sample. The correct option must be ticked. "Other" is only for analysis pre-arranged with the laboratory.

ANNEXURE C

AFFIDAVIT TO BE COMPLETED IN CASE OF APPEALS

Appeal (1) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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I, (2) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Id No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby declare that:

(a) I am aware that the analysis of the samples by the (3) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ laboratory is part of my obligation to discharge myself of my onus of proof in this appeal;

(b) I undertake to bear all costs incidental to and connected with such analysis; and

(c) I indemnify the Department of Agriculture, Forestry and Fisheries and the Directorate: Food Safety and Quality Assurance, their employees and appointed assignees of any costs in this respect.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE OF APPELLANT DATE

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WITNESS DATE

EXPLANATORY NOTES:

(1) Complete description of appeal

(2) Full names of appellant

(3) Name of approved laboratory

ANNEXURE D

**RASFF NOTIFICATIONS REPORT**

PPECB to investigate RASFF notifications and submit a report to the Directorate: IS. The report shall include but not limited to the following:

INSPECTION BY PPECB

* How many people assisted during sampling (processing plant employees)?
* Inland Inspection report.
* Copies of Aflatoxin and Export certificates
* Copies of calibration certificates for equipment used to test moisture during grading
* Training details (inspector or technical assistant)

SLURRY

* Place of slurry
* Date of dispatch
* Employee number

PPECB LABORATORY

* Date sample received by laboratory
* Method used
* Employee number of the analyst.
* Copies of calibration certificates for equipment used during mycotoxin analysis
* Training details (analyst)

PROCESSOR

* Copy of certificate issued to the processor   (R707)
* Copy of the checklist completed during the audit
* Storage conditions at the factory prior to dispatch (please check for roof leaks, holes etc)

LOADING

* Registration number of the truck
* Date of dispatch
* Was cargo containerized at the factory?
* Report from inspector present at the time of loading at processor’s premises
* Copy of checklist completed by quality controller during loading at the processor premises (cleanliness inspection)

WAREHOUSE IN DURBAN

* Name of Warehouse in Durban
* General condition of the Warehouse at port of export
* Report from inspector who conducted second inspection in Durban (if applicable).
* Copy of certificate issued to the warehouse (R707)
* Copy of calibration certificate for equipment used to test moisture during grading

VESSEL

* Name of the Vessel and the deck
* Date of departure

EXPORTER

* An explanation from the exporter / processing plant why consignment exceeded Mycotoxin limits or any other information that might be useful to the investigation.
* Copy of analytical results from the importing country.

RE-ROUTED CONSIGNMENTS

Attach the following documents to your feedback to the Directorate: IS -

* Copy of written permission given to the exporter to re-route consignment to other countries from FSQA.
* Copy of completed Affidavit from the exporter certifying that the consignment will be exported to the country approved by FSQA.
* Copy of approval for re-routing from the assignee.
* If possible, exporter must obtain and forward digital photos of all 4 sides of the consignment.

RECALLED OR DESTROYED CONSIGNMENTS

* Copy of written proof from the exporter certifying that the consignment was recalled, re-routed or destroyed.

ANNEXURE E

CONTACT PERSON(S) FROM THE DAFF AND PPECB

**CONTACT PERSONS FROM THE DAFF AND THE DOH:**

**DAFF Laboratory related enquiries:**

Attention: Mr. Albert Smith

Deputy Director: National Analytical Services

**Directorate: Food Safety and Quality Assurance**

Tel.: ((021) 809-1728)

Fax no. (019) 319 6764

Email address: AlbertS@daff.agric.za

**All other enquiries:**

Attention: Mr. A.W.J. Pretorius

**Director: Directorate Food Control, DoH**

Tel.: (012) 312 0182

Fax no. (012) 312 3180

Email pretoa@health.gov.za

Attention: Mr. B.M. Makhafola

Executive Officer: Agricultural Product Standards

**Directorate: Food Safety and Quality Assurance**

Tel.: (012) 319-6023

Fax no. (012) 319 6055

Email: BillyM@daff.agric.za

Attention: Mr. Mooketsi Mosome

Manager: Agronomy and Vegetables

Tel.: (012) 319 6334

Fax no: (012) 319 6055

Email: MooketsiMo@daff.gov.za

Attention: Mr. Ernest Phoku

Deputy Director: National Plant and Plant Product Inspection Services

**Directorate: Inspection Services**

Tel no.: (012) 309 8703

Fax no.: (012) 309 8785

Email: ErnestP@daff.gov.za and

Attention: Mr. Serage Mogodi

Chief Inspector: DAFF-DIS

Tel.: (012) 319 6005

Fax no: (012) 319 6131

E-mail: SerageM@daff.gov.za

**CONTACT PERSONS FROM PPECB**

**Laboratory related enquiries:**

Attention: Dr. Dharmarai Naicker

Laboratory Manager: Laboratory Services, PPECB

Tel.: (012) 804 6826

Fax: (012) 804 6827

Email: dharmarain@ppecb.com

**All other enquiries:**

Attention: Ms. Sinovuyo Matai

Programme Manager: Inspections, PPECB

Tel.: 012 664 1507

Fax no: 012 664 0305

Email: Sinovuyom@ppecb.com

Attention: Ms. Natasha Wentzel

Standards Co-ordinator: **PPECB**

Tel.: (021) 930 1134

Fax no: 086 762 9520

Email: NatashaW@ppecb.com

# 19. POLICY OWNER

National Department of Agriculture, Forestry and Fisheries

Directorate: Food Safety and Quality Assurance

Sub directorate: Agricultural Products Quality Assurance

Mr. Billy Malose Makhafola

Tel.: (012) 319 6023

Fax.: (012) 319 6055

Email address: BillyM@daff.agric.za

# 20. DOCUMENT INFORMATION

|  |  |  |  |
| --- | --- | --- | --- |
| **Doc. no.** | **Rev. no.** | **Issue date** | **Doc. status** |
| 01 | 00 |  27 February 2008 |  Approved  |
| 02 | 01 |  10 February 2012 |  Approved |
| 03 | 02 |  01 March 2013 |  Approved  |