

EMSAP Surveillance checklist

Ratings

C – complies, **NC** - Non-compliance, **NR** – not recorded; **NA** – not applicable

M01 Quality System Support

Quality management	Rating
<p>Can you tell me about this establishment, show me the prepared plant profile which you would use as part of any foreign official visits.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-44, Australian Meat Standard (AS4696) – 19.11</p>	
<p>Explain to me the management review process.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-47</p>	
<p>Show me the response to the previous EMSAP audit findings.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Sections 5-45, 5-46</p>	
<p>Review <i>management review</i> meeting records of at least the last two meetings, were outcomes clearly recorded, did the meeting agenda follow the approved SOP? Was senior management present, are CCP CL failures and trends looked at.</p> <p>Meat hygiene assessment Objective Methods for the Monitoring Processes and Product, 2nd edition, Product hygiene indicator (PHI) program, Meat operational guideline: 16.1 meat hygiene assessment-product-monitoring, 3rd edition, Export Control (Meat and Meat Products) Rules 2020 – Section 5-47</p>	
<p>Does the management review process confirm the approved arrangement is working effectively and that the HACCP plan is current?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-47</p>	
<p>Is the establishment quality policy signed with a clear compliance commitment to GHP, HACCP, product integrity, animal welfare, export legislation, Australian standards, importing country requirements, and where applicable, AAO presence on the establishment?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-2</p>	
<p>Show me the organisational chart and explain the reporting lines and back up arrangements for key positions.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-44</p>	
Document control	
<p>What is the process for amending the approved arrangement?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Chapter 5, Part 1, Division 4</p>	
<p>Who is authorised to make changes?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Chapter 5, Part 1, Division 4</p>	
<p>How are changes or new procedures implemented and verified?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-44, 5-45</p>	
<p>Show me the amendment register.</p>	

Export Control (Meat and Meat Products) Rules 2020 – Section 11-3, 11-9	
Examine at least 5 amendments to verify the procedures in the document control SOP have been followed. Export Control (Meat and Meat Products) Rules 2020 – Chapter 5, Part 1, Division 4	
No significant variations to the approved arrangement (that could affect food safety or product integrity) have been implemented without EX26b approval from the department. Export Control (Meat and Meat Products) Rules 2020 – Section 5-49, 5-50, Meat Export Policy: Significant and non-significant variation of an Establishment approved arrangement by the holder under the Export Control Act 2020	
How are records produced by the quality system stored for minimum 2 years? Export Control (Meat and Meat Products) Rules 2020 – Section 11-8 to 11-12	
Internal audit	
How is the annual internal audit schedule established? Export Control (Meat and Meat Products) Rules 2020 – Section 5-47	
Select a sample of audits completed since the last EMSAP audit and examine the complete reports. Export Control (Meat and Meat Products) Rules 2020 – Section 5-47	
Is the internal auditor trained and not routinely part of the activity being audited? Export Control (Meat and Meat Products) Rules 2020 – Section 5-44, 5-47	
Examine the list of corrective action records or other responses to internal audit report findings. How is the corrective / preventive action process described in the QA manual applied and verified to ensure sustained compliance? Export Control (Meat and Meat Products) Rules 2020 – Section 5-46, 5-47	
Are any non-compliance responses currently outstanding? If so, are interim controls in place pending long term resolution? Export Control (Meat and Meat Products) Rules 2020 – Section 5-46, 5-47	
Training	
Explain the training procedures from new staff induction to competence in specific work instructions. Export Control (Meat and Meat Products) Rules 2020 – Section 5-44	
How are existing staff kept current against the approved arrangement procedures or provided further training when noncompliance is identified? Export Control (Meat and Meat Products) Rules 2020 – Section 5-44	
What records are available to supervisors to ensure only trained staff are used for each task during processing? Export Control (Meat and Meat Products) Rules 2020 – Section 5-44, 11-8	
During establishment observations record names of a sample of staff performing specific tasks and then verify evidence of suitable training. Export Control (Meat and Meat Products) Rules 2020 – Section 5-44	
Sight examples of training for key positions: MHA product and process monitoring, CCP CL monitoring, NCMMP carcass swabbing, (where present AAOs), stunning, sticking, evisceration, pre-trim. Export Control (Meat and Meat Products) Rules 2020 – Section 5-44	

Does the approved training SOP reflect the procedures explained and records provided? Export Control (Meat and Meat Products) Rules 2020 – Section 5-44	
Audit Evidence:	
Audit Findings:	

M02 HACCP / Non-conforming product

C – complies; NC - Non-compliance NR – not recorded; NA – not applicable	
	Rating
Who is the establishment HACCP co-ordinator, what is their training and experience in HACCP? Export Control (Meat and Meat Products) Rules 2020 – Section 5-44	
Has there been any review of the HACCP plan since the last EMSAP audit? Show me records of the last annual HACCP review. Australian Meat Standard (AS4696) – 3.11(g)(ii), Export Control (Meat and Meat Products) Rules 2020 – Section 5-2 (7)	
What are the current CCPs for this establishment? Show me the HACCP Audit Table for each CCP. Are the CCPs clearly identified on the flow charts? Australian Meat Standard (AS4696) – 3.11(a), (b) and (c)	
For each CCP, review at least 5 randomly selected monitoring records. Australian Meat Standard (AS4696) – 3.11(h)	
Select one of the flow charts to verify during establishment audit observations. Australian Meat Standard (AS4696) – 3.11(a)	
Observe the monitoring of each of the CCP CLs during establishment audit observations (note slaughter floor Product MHA monitoring may be combined with GHP checklist activity). Australian Meat Standard (AS4696) – 3.11(e)	
Discuss with operatives performing monitoring what are the critical limits, and what action is taken when the limit is breached. Australian Meat Standard (AS4696) – 3.11(f)	
Sight records of CL failures since last EMSAP audit. Was the affected lot identified and controlled, and did the corrective actions follow the procedures described in the HACCP plan? Australian Meat Standard (AS4696) – 3.11(f) and (h)	
Has a HACCP review been undertaken when required (beef STEC confirmed positive, small stock ZT 1000-unit monitoring breach MN15-05). Australian Meat Standard (AS4696) – 3.11(g)(ii)	
Examine daily record review evidence for minimum 5 production days since last EMSAP audit. Australian Meat Standard (AS4696) – 3.11(h), Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Examine other random records of verification activities listed in the HACCP? audit table for the CCPs.	

Australian Meat Standard (AS4696) –3.11(h), Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Audit Evidence:	
Audit Findings:	

M03 Good Hygienic Practice

C – complies; NC - Non-compliance; NR – not recorded; NA – not applicable	
Slaughter and Offal	Rating
What is the process to ensure animals have received ante-mortem inspection prior to slaughter? Export Control (Meat and Meat Products) Rules 2020 – Section 9-23, Australian Meat Standard (AS4696) –6.3	
Show me how you assess MHA process and product data. How are trends or repetitive issues dealt with? Meat operational guideline: 16.1 meat hygiene assessment-product-monitoring, 3rd edition, Product hygiene indicator (PHI) program	
Review the slaughter floor and offal work instructions. Select at least 5 WIs, including bunging and evisceration, to verify during processing observations. (note: stun / stick WIs to covered in Animal Welfare checklist activities). Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, 11.1(a) and (b)	
Observe a sample of MHA product monitoring – carcass and offal. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, Meat operational guideline: 16.1 meat hygiene assessment-product-monitoring, 3rd edition	
Observe part of the MHA process monitoring including verification of selected WI's. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, Meat hygiene assessment Objective Methods for the Monitoring Processes and Product, 2nd edition	
Ask the supervisor or QA to explain the correlation system and demonstrate how this is verified during production. Australian Meat Standard (AS4696) – 6.13	
Are facilities for operatives suitable for WI hygiene sequence and sterilisation of equipment during production. Australian Meat Standard (AS4696) – Schedule 1, 7	
How is condemn material and trimmings identified and controlled? Australian Meat Standard (AS4696) – 9.20	
Boning	
Show me how you assess MHA process and product data. How are trends or repetitive issues dealt with?	

Meat hygiene assessment Objective Methods for the Monitoring Processes and Product, 2nd edition , Meat operational guideline: 16.1 meat hygiene assessment-product-monitoring, 3rd edition , Product hygiene indicator (PHI) program	
Review the boning work instructions. Select at least 3 WIs, including pre-trim, to verify during processing observations. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, 11.1(a) and (b)	
Observe a sample of MHA product monitoring – carcass post trim and carton. Export Control (Meat and Meat Products) Rules 2020 – Section 5-54, Meat operational guideline: 16.1 meat hygiene assessment-product-monitoring, 3rd edition	
Observe part of the MHA process monitoring; including verification of selected WI's. Export Control (Meat and Meat Products) Rules 2020 – Section 5-54, Meat hygiene assessment Objective Methods for the Monitoring Processes and Product, 2nd edition	
Observe a demonstration of the dropped meat procedure. Australian Meat Standard (AS4696) – 5.2, 5.15	
Ask the supervisor or QA to explain the segregation systems routinely used (e.g. EU beef, <i>C.ovis</i> sheep, primary category trade description) and observe where possible. Approved arrangement	
Further processing	
How are batches of product formulated and identified? Export Control (Meat and Meat Products) Rules 2020 – Section 5-2(3) (4)e, 5-24,5-31, Australian Meat Standard (AS4696) – Section 13	
Observe ingredient storage, security (e.g. nitrites), handling and weighing. Export Control (Meat and Meat Products) Rules 2020 – Section 5-2(3) (4)e, Australian Meat Standard (AS4696) – 4.6	
How are relevant Australian Standard and Food Standards Code (ANZFSC) requirements verified. Australian Meat Standard (AS4696) – Section 13, Australian and New Zealand Food Standards Code	
Show me how you assess MHA process data. How are trends or repetitive issues dealt with? Meat hygiene assessment Objective Methods for the Monitoring Processes and Product, 2nd edition , Product hygiene indicator (PHI) program	
Review the work instructions. Select at least 3 WIs to verify during processing observations. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, 5-2(3) (4)e)	
Observe part of the MHA process monitoring including verification of selected WI's.	

Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, Meat hygiene assessment Objective Methods for the Monitoring Processes and Product, 2nd edition	
Audit Evidence:	
Audit Findings:	

M04 Sanitation

C – complies; NC - Non-compliance; NR – not recorded; NA – not applicable	
Pre-operational	Rating
Tell me how the end of production cleaning is conducted. What is the sanitisation process? How do you verify the cleaning process has been effective prior to the start of production? Australian Meat Standard (AS4696) – 4.2(a) and (b), Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
What trend monitoring is conducted on pre-op hygiene findings and surface micro data? Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Show me evidence of any corrective / preventive actions since the last EMSAP audit in response to pre-operational hygiene issues. Export Control (Meat and Meat Products) Rules 2020 – Section 5-46	
Examine at least five randomly selected completed pre-op hygiene records. Is time of inspection and sign off ready for production clear? Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, 11-8	
If required, observe the pre-operational inspection to verify effectiveness of cleaning and monitoring. Also observe checking of personal equipment prior to production. How is overhead water / condensation addressed prior to production? Australian Meat Standard (AS4696) – 4.2(a) and (b); Schedule 1, item 7, Australian Meat Standard (AS4696) – 5.1(b)	
Check the sanitation SOP version is current and correlates to responses and audit findings. Is the corrective action process for food contact risk defects clear and followed correctly? Export Control (Meat and Meat Products) Rules 2020 – Section 5-2, 5-46	
How does the procedure cover areas ancillary to production – chillers, overheads and units, ante rooms, storerooms, amenities? Is the frequency of cleaning of active carcass chillers clear? Australian Meat Standard (AS4696) – 19.2 and 19.3	
What evidence is available of staff training in use and dilution of cleaning chemicals? Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
How are monitoring staff trained for pre-op hygiene inspection? Sight evidence of assessment against procedure or WI. Export Control (Meat and Meat Products) Rules 2020 – Section 5-2(4) d, 5-45	

Who is responsible to test availability of 82°C water in sterilisers prior to production? Show me evidence in records. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Operational	
What operational hygiene procedures are in place for work breaks (and between shifts)? Australian Meat Standard (AS4696) – 4.2 (c) and (d)	
How are these procedures verified? Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Who monitors hand washing and steriliser temperatures during production and where is this recorded? Examine 5 randomly selected days production records. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, Australian Meat Standard (AS4696) – 20.5, 20.6, 20.7	
Show me the work instructions or procedures for condensation removal, handling of damaged product, floor worker. Australian Meat Standard (AS4696) – 5.1 (b), (f); 5.13	
Observe establishment operational hygiene procedures including staff entry and exit ante room procedures. Do staff effectively sanitise product contacting equipment between each carcass prior to final carcass inspection? Are controls in place adequate to prevent cross contamination during processing operations - condensation identification and removal, spot cleaning and ongoing removal of waste? Is identification of edible, inedible and condemn material clear and handled by separately identified chutes / workers? Australian Meat Standard (AS4696) – Schedule 1, item 7, Australian Meat Standard (AS4696) – 5.1(b) (f); 5.3 and 5.9	
Review SOP current version reflects responses and audit findings. Australian Meat Standard (AS4696) – 4.1, Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Show me the last internal audit report on Sanitation. Examine other relevant monitoring and verification records listed in the SOP. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Waste control	
Show me the waste control SOP. Export Control (Meat and Meat Products) Rules 2020 – Section 5.2(3), Australian Meat Standard (AS4696) – 21.14 to 21.17	
Examine monitoring records listed in the SOP. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
How do corrective actions conducted or listed in the SOP prevent any risk of contamination to meat and meat products? Export Control (Meat and Meat Products) Rules 2020 – Section 5-46	
Audit Evidence:	
Audit Findings:	

M05 Personal hygiene

C – complies; NC - Non-compliance NR – not recorded; NA – not applicable	
	Rating
<p>What are the personal hygiene requirements at this establishment? Facilities in eating area, smoking area, use of toilets, lockers.</p> <p>Australian Meat Standard (AS4696) –Schedule 1</p>	
<p>How are staff issued with clean protective clothing, gloves, hair covering etc?</p> <p>Australian Meat Standard (AS4696) – Schedule 1 – 7 to 13, Australian Meat Standard (AS4696) – Schedule 1 – 2(c)</p>	
<p>Who checks staff prior to entry to processing areas, including equipment and boot hygiene?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45</p>	
<p>Examine a minimum 5 selected records since last EMSAP audit of monitoring under the SOP.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45</p>	
<p>Review micro verification testing of personal equipment. What other verification activities are conducted?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45</p>	
<p>Have any corrective / preventive actions been required in response to monitoring and testing?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-46</p>	
<p>During establishment observations, check employee protective clothing, hair covering, ante room procedures at work breaks including equipment storage.</p> <p>Australian Meat Standard (AS4696) – Schedule 1 – 7 to 13, Australian Meat Standard (AS4696) – Schedule 1 – 2(c)</p>	
<p>Observe company hygiene monitoring check of amenities, lunchroom, locker check, clothing store.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45</p>	
<p>Select a of minimum 5 staff names to check records of employment medical clearance ‘fit to handle meat and meat products’. Discuss procedures for return to work clearance when absent for illness which could represent risk to meat or meat products.</p> <p>Australian Meat Standard (AS4696) –Schedule 1 – 14, 15, 16, Manual of importing country requirements (Micor)</p>	
<p>Check the personal hygiene SOP is current and correlates with responses and audit findings.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, Australian Meat Standard (AS4696) –Schedule 1, 1</p>	
Audit Evidence:	
Audit Findings:	

M06 Chemicals

C – complies; NC - Non-compliance; NR – not recorded; NA – not applicable

	Rating
<p>What are the controls for chemical purchase, storage and use. Who is responsible for chemical purchase?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45 and 11.1 (b), Australian Meat Standard (AS4696) – 4.8 and 4.9</p>	
<p>What are the main chemicals used for cleaning, sanitising and handwashing?</p> <p>Approved arrangement</p>	
<p>Show me evidence chemicals are suitable for use on the establishment.</p> <p>Australian Meat Standard (AS4696) – 4.8(a) and (f), Export meat operational guideline: 3.13 Use of hazardous materials on-plant</p>	
<p>How do staff know correct use procedures for different chemical products? What monitoring is in place for dilution of chemicals (may be covered under Sanitation)?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45 and 3.1, Australian Meat Standard (AS4696) – 4.8(a)</p>	
<p>Show me chemical storage rooms. During establishment audit observations verify handling of chemicals, labelling, dilutions. Note chemicals on hand and in use to check against establishment master list.</p> <p>Australian Meat Standard (AS4696) – 4.8 and 4.9</p>	
<p>Is the chemical SOP version current? Sight most recent internal audit.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-44, 5-47</p>	
<p>Examine random selection of monitoring records listed in the SOP and relevant chemical supplier reports (e.g. titration checks). Have any corrective or preventive actions been required as per the SOP procedures?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, 5-56</p>	
Audit Evidence:	
Audit Findings:	

M07 Pest control

C – complies; NC - Non-compliance; NR – not recorded; NA – not applicable	
	Rating
<p>Describe the establishment pest control system.</p> <p>Australian Meat Standard (AS4696) – 4.10, Export meat operational guideline: 3.17 Pest control</p>	
<p>Show me monitoring records which are used.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45</p>	
<p>Tell me what corrective/preventive actions have been required since the last audit in response to pest activity.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-46, 5-47</p>	
<p>What training records are available for staff involved in pest control at the establishment or certification of external providers?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45</p>	
<p>Select a trained monitor and observe task performance including verification of rodent bait stations / fly stations numbering and location to current site map. Are physical barriers and other controls sufficient to protect processing</p>	

operations, storage and inputs (e.g. packaging, clothing store) from pest and vermin risk? Export Control (Meat and Meat Products) Rules 2020 – Section 5-45 Australian Meat Standard (AS4696) – 4.10	
Observe establishment pesticide chemicals security controls. Australian Meat Standard (AS4696) – 4.8(b)	
Examine the pest control SOP. Are corrective actions clearly specified, and have examined monitoring records and follow up action in audit period correctly followed the procedures? Australian Meat Standard (AS4696) – 4.10, Export Control (Meat and Meat Products) Rules 2020 – Section 5-46, 5-47	
Audit Evidence:	
Audit Findings:	

M08 Water

C – complies; NC - Non-compliance; NR – not recorded; NA – not applicable	
	Rating
Describe the establishment water supply system. What is the water source? Is any water reuse or recycling currently approved? Export Control (Meat and Meat Products) Rules 2020 – Section 5-2 (9)	
Have any corrective/preventive actions been required since the last audit in response to testing or monitoring? Export Control (Meat and Meat Products) Rules 2020 – Section 5-46, 5-47	
Examine water testing records received since last audit including micro and physical /chemical records. Export Control (Meat and Meat Products) Rules 2020 – Section 5-2 (9)	
Review a random selection of monitoring records listed in the water SOP and the last internal audit report. Export Control (Meat and Meat Products) Rules 2020 – Section 5-46, 5-47	
During establishment observations, verify water system tank security, line identification, anti-back siphonage, steriliser temperatures, and where applicable, water treatment (e.g. chlorination system, alarm, free residual chlorine testing method). Australian Meat Standard (AS4696) – 21.4 to 21.11	
Check the water SOP version is current and correlates with responses and findings. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Is a water distribution map available with tanks, treatment location and test points marked? Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Audit Evidence:	
Audit Findings:	

M09 Refrigeration

C – complies; NC - Non-compliance; NR – not recorded; NA – not applicable	
	Rating
<p>What are the cold chain systems in place at this establishment? Includes hot products to chiller / freeze, refrigerated storage / production areas and load out.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-2 (2) and (4)e, Australian Meat Standard (AS4696) – Part 4</p>	
<p>Show me refrigeration monitoring records. Examine 5 randomly selected production dates of records listed for monitoring in the SOP.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45</p>	
<p>What are the procedures for weekends or non-production days? Does the SOP list cycles, set points, alarm systems?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, Section 5-2 (2) and (4)e, Australian Meat Standard (AS4696) – Part 4</p>	
<p>Since the last audit, have there been any refrigeration failures / breakdowns? Did corrective / preventive action follow the SOP?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-46, Australian Meat Standard (AS4696) – 11.2</p>	
<p>Show me Refrigeration Index (RI) verification records. Where applicable examine one of each product type – carcass chill, hot offal chill/freeze, boning chill / freeze, hot boning, green offal, off site freezing (some records may have already been examined as part of HACCP checklist).</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-2 (10), 5-13</p>	
<p>How are any on-site containers monitored prior to export?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45</p>	
<p>During establishment observations, observe demonstration of how temperature is tested for monitoring of carcasses, refrigerated areas (boning), carton / carcasses exiting blast chilling / freezing or from storage for load out. Observe evidence of calibration of thermometers and how any correction factors are applied during recording. Are measurements taken at point of microbiological concern (e.g. surface for carcass / thermal centre of carton).</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 4-4(1) b and 5-45, Australian Meat Standard (AS4696) – 1.3</p>	
<p>Does current SOP reflect responses and audit findings? Is the refrigeration system effective to ensure wholesomeness of product is not compromised?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45; Australian Meat Standard (AS4696) – 11.2</p>	
Audit Evidence:	
Audit Findings:	

M10 Approved Suppliers

C – complies; NC - Non-compliance; NR – not recorded; NA – not applicable	
Sourcing of animals	Rating
Discuss sourcing of animals with the Livestock manager or other responsible person(s). Australian Meat Standard (AS4696) – 6.1, 6.2	
What is the process to prepare the daily kill sheet? Australian Meat Standard (AS4696) – 6.3, 8.6	
How is traceability of animals to the vendor declaration (VD) or equivalent document maintained? Australian Meat Standard (AS4696) – 6.13	
Who checks the vendor declaration for correct completion? What action is taken on incomplete documents, or when question answers indicate a residue or market risk? Australian Meat Standard (AS4696) – 8.6, 6.8, 3.12	
Show me the VDs for today’s kill sheet. Are they all present and correct prior to slaughter? Where applicable, review sale yard market summaries. Australian Meat Standard (AS4696) – 8.6, 6.8, 3.12	
Examine records of at least five previous slaughter days and a sample of VDs. Australian Meat Standard (AS4696) – 8.6, 6.8, 3.12	
What evidence is available that cattle have been checked against the NLIS database? Do the checker(s) understand the test status codes? Australian Meat Standard (AS4696) – 3.12, 3.13	
How are other market eligibility issues transferred from VDs to the kill sheet – HGP status, EU, cadmium risk. Australian Meat Standard (AS4696) – 6.1 and 6.2, Meat notices	
How would residue risk be controlled if livestock are received from a property not accredited to a livestock production assurance program (or equivalent)? Approved arrangement guidelines - Meat	
Show me how uploads of cattle and sheep are done to the NLIS database after the daily kill. Sight evidence of print out or on database. Australian Meat Standard (AS4696) – 6.13, NLIS rules	
Show me the last internal audit report on the SOP. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Review the current SOP for correlation with responses and findings. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Purchasing	
Discuss with QA manager or other responsible person how other processing inputs are authorised for purchase. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45 and 11.1(b)	

Examine evidence that food contact items are fit for purpose – plastic wraps, marking ink, oesophagus clips/rings. Australian Meat Standard (AS4696) – 5.2, 14.1	
Examine evidence that cartons and other packaging meets export requirements. Australian Meat Standard (AS4696) – 14.1, and 14.3	
Observe storage and handling of processing inputs (may be conducted under Sanitation audit activity). Australian Meat Standard (AS4696) – 14.1, and 14.3	
Is the purchasing SOP current? Have any corrective / preventive actions been required since the last EMSAP audit? Export Control (Meat and Meat Products) Rules 2020 – Section 5-2 (3), 5-56	
Audit Evidence:	
Audit Findings:	

M11 Structure and Equipment

C – complies; NC - Non-compliance; NR – not recorded; NA – not applicable	
	Rating
Discuss with Maintenance manager – can you tell me about how the maintenance program runs at this establishment? Includes daily start up, ongoing maintenance, preventive, break downs / repairs. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45 and 11.1(b), Section 5-49, Australian Meat Standard (AS4696) – 4.5, 19.3	
How are jobs recorded and verified as rectified? Who applies the priority to tasks? Export Control (Meat and Meat Products) Rules 2020 – Section 5-45 and 11.1(b), Australian Meat Standard (AS4696) – 5.1(f), 4.5	
Since the last EMSAP audit have any major alterations been completed or new equipment installed? How was this approved prior to use? Export Control (Meat and Meat Products) Rules 2020 – Section 5-49	
How do staff prevent risk to product when working in areas with meat or meat products present? Who is responsible to clean food contact equipment after any repairs? Australian Meat Standard (AS4696) – 4.5, 5.1(f), 19.3	
During establishment observations, verify standard of structure and equipment. Are identified defects already recorded for scheduled program or corrective action? Export Control (Meat and Meat Products) Rules 2020 – Section 4-4, Australian Meat Standard (AS4696) – 19	
Review maintenance SOP version is current and correlates with responses and findings. Does maintenance manager have access / copy of SOP? Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Calibration	
Show me the master list of equipment requiring calibration.	

Export Control (Meat and Meat Products) Rules 2020 – Section 4-4(1)	
Examine at least five randomly selected calibration records to verify currency (e.g. thermograph probes, data loggers, final scales, metal detectors). Export Control (Meat and Meat Products) Rules 2020 – Section 4-4(1)	
Records of thermometers used for CCP CL monitoring may be examined as part of the HACCP checklist. Export Control (Meat and Meat Products) Rules 2020 – Section 4-4(1)	
During observation of temperature testing as part of HACCP or Refrigeration, discuss with staff how any calibration correction is applied when recording temperatures. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Has any corrective action been taken in response to equipment calibration? Export Control (Meat and Meat Products) Rules 2020 – Section 5-56	
Audit Evidence:	
Audit Findings:	

M12 Product Supply and Integrity

C – complies; NC - Non-compliance; NR – not recorded; NA – not applicable	
Traceability	Rating
What are the procedures for product identification, inventory control and traceability? Export Control (Meat and Meat Products) Rules 2020 – Section 5-37, Australian Meat Standard (AS4696) –16.4	
What system is used for other products – animal food, pharmaceutical material? Export Control (Meat and Meat Products) Rules 2020 – Section 5-32, Australian Meat Standard (AS4696) – 17.1, 17.10	
Have any recalls been conducted since the last EMSAP audit? Show me records of the last mock recall. Review record against steps required in documented recall procedure. What is the process to decide if a recall is needed? At what point is the department notified? Australian Meat Standard (AS4696) –16.1, Export Control (Meat and Meat Products) Rules 2020 – Section 5-37	
Show me how the inventory systems deal with carry over carcasses in chillers, different market eligibility, and load out of products. Export Control (Meat and Meat Products) Rules 2020 – Section 5-31, 5-36	
During establishment observations, select at least 2 final product items in store and record details to observe management process to trace back. Alternatively, auditor may provide a randomly selected RFP / Health certificate and request traceback (this may be notified at entry meeting and records examined on day 2 of audit). Australian Meat Standard (AS4696) –16.1, Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, 11-82	

Trade Description	
<p>What systems are in place to generate and monitor that applied trade descriptions are accurate? Approved arrangement may cross reference to AUSMEAT QA manual. Examine examples of monitoring records.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 8-6</p>	
<p>Show me any specific programs that support product labelling – JCR for raising claims, EU HQ beef, grain fed. From inventory records select a product with claim and sight evidence from processing / VD to verify claim. (grain fed)</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-22</p>	
<p>For bi-lingual labels examine evidence of certified translations.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 8-7</p>	
<p>Examine some sample product labels and verify minimum requirements of Export Control (Meat and Meat Products) Rules 2020 – Section 5-21 are met.</p>	
<p>If a change is required to a product already labelled, what process is followed to apply a different trade description?</p> <p>Export Control Act 2020 – Section 250</p>	
<p>Examine any trade description approvals since last audit and sight inventory or other records to show the change was correctly applied.</p> <p>Export Control Act 2020 – Section 250</p>	
Halal	
<p>Show me the current approved Halal program. Which Approved Islamic Organisation (AIO) is supervising the religious aspects of the program?</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-2, 5-3, 5-21, 5-55</p>	
<p>During establishment observations, record the names of the Muslim slaughtermen present during processing, stun/stick procedures, (where relevant beef head check), systems in place for identification of Halal and non-Halal products, segregation controls during processing and storage.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-3, 5-7</p>	
<p>Verify Muslim slaughtermen AUSMEAT identification cards are current.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-3</p>	
<p>Sight copies of AIO regular audits.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-55, 5-56(2), Export Control (Meat and Meat Products) Rules 2020 – Chapter 11 - Part 2</p>	
<p>Review monitoring records of Halal production and most recent internal audit report. (Malaysian listed establishment - internal audit must complete Malaysian requirements checklist quarterly and audit outcome discussed by internal establishment Halal committee).</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, Manual of importing country requirements (Micor)</p>	
<p>Have any corrective action / preventive actions been required in response to monitoring or internal audit? If any product lost Halal status, was the procedure in the SOP to deface official marks correctly followed. Does the inventory system also reflect the change in product status?</p>	

Export Control (Meat and Meat Products) Rules 2020 – Section 5-29, 5-46	
Security and Integrity	
Tell me how export meat and meat products produced at the establishment are kept secured, and mixing with any non-eligible products is prevented. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45 and 5-2(4) (e)	
How does the inventory system track stock and movements? Where applicable, are any non-export products clearly shown and the department notified before any non-export products are received? Export Control (Meat and Meat Products) Rules 2020 – Chapter 5, Part 1 Division 2, Subdivision F	
Since the last EMSAP audit, what products have been retained? Examine records of reason, segregation process, evidence for release or disposal. Where applicable, did daily record review process note product retention or release/disposal? Export Control (Meat and Meat Products) Rules 2020 – Section 5-46	
Observe product storage and load out process with the load out supervisor. Are products clearly identified and segregated? Export Control (Meat and Meat Products) Rules 2020 – Chapter 5, Part 1 Division 2, Subdivision F	
How is product loaded out removed from onsite inventory? Export Control (Meat and Meat Products) Rules 2020 – Section 5-45 (3) to (5)	
Are MTCs correctly completed (market eligibility, Halal, grain fed). Examine a sample of completed MTCs and record authorised signatory names to verify. Export Control (Meat and Meat Products) Rules 2020 – Chapter 5, Part 1 Division 2, Subdivision G	
What is the system to reconcile MTC returned duplicates within 21 days, or has an eMTC system been implemented? Examine example pads of completed and reconciled MTCs. Export Control (Meat and Meat Products) Rules 2020 – Chapter 5, Part 1 Division 2, Subdivision G, Meat Notice MN 21-02: Electronic Meat Transfer Certificates (eMTC)	
How is ordering, receipt, secure storage and use of MTCs documented? Meat Notice MN 2013-02 Product integrity and certification requirements	
Tell me what other documentation is used for products leaving the establishment: IMTC – animal food; Blood transfer certificate etc. Export Control (Meat and Meat Products) Rules 2020 – Chapter 5, Part 1 Division 2, Subdivision G	
Since the last EMSAP audit, have any corrective / preventive actions been required in response to monitoring or internal audit? Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, 5-46	
Export documentation	
Discuss with load out supervisor or documentation clerk how an RFP is prepared for validation. Do they have access to the relevant procedure or work instruction? Since the last audit, have any port of entry problems been reported?	

<p>Export Control Act 2020 – section 224; Export Control (Meat and Meat Products) Rules 2020 – Section 7-8</p>	
<p>How is market eligibility and temperature checking included in the process? Are specific labelling requirements understood? USA port marking, STEC testing for grinding meat, and EU RFP must be validated by department officer. Export Control (Meat and Meat Products) Rules 2020 – Section 5-5, 5-36</p>	
<p>Examine records of 5 randomly selected validated non-EU RFPs (by RFP declarant). Record the name of who validated the RFP, and were the relevant records for the consignment verified and signed/initialled in the process. Record container seal numbers to verify in seal register. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45</p>	
<p>Check names of RFP declarants against establishment registration record and sight training records in RFP validation procedure or WI. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45</p>	
<p>Official marks</p>	
<p>Tell me what controls are in place for daily use of official marks (stamps). Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, Chapter 8, Part 3, Division 2</p>	
<p>Where computer generated marks are used, what records are available to the department to audit reconciliation of use? Export Control (Meat and Meat Products) Rules 2020 – Section 8-30</p>	
<p>Examine a copy of the approved computer code of practice. Export Control (Meat and Meat Products) Rules 2020 – Section 8-24</p>	
<p>Where official carton seals are used, examine records of daily reconciliation to production. Show me how any issues identified at reconciliation are investigated. Export Control (Meat and Meat Products) Rules 2020 – Section 8-30, 8-33</p>	
<p>Where official marks are pre-printed on tags or carcass bags, observe secure storage and examine records for use and totals on hand. Export Control (Meat and Meat Products) Rules 2020 – Section 8-30, 8-33</p>	
<p>How are container seals secured? Examine storage of seals and verify seals on hand to receipt and use records. Export Control (Meat and Meat Products) Rules 2020 – Section 8-30, 8-33</p>	
<p>Review SOP version is current and correlate to checklist responses and observation findings. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45</p>	
<p>Audit Evidence:</p>	
<p>Audit Findings:</p>	

M13 Importing country requirements

C – complies; NC - Non-compliance; NR – not recorded; NA – not applicable	
	Rating
What are the establishment's current overseas listings (ER printout)?	
How are specific importing country requirements met and verified before export? Export Control (Meat and Meat Products) Rules 2020 – Section 5-5, 5-36	
Where specific programs or SOPs are used? Examine randomly selected monitoring records listed, or sight most recent internal audit report. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45	
Since the last EMSAP audit, what importing country requirements have been changed in the approved arrangement in response to Meat Notices, Market Access Advices or Micor updates? Auditor will review list of MAA and MN on tablet and generate further questions at time of audit specific to establishment listings. At least 5 MAA or MN will be checked to ensure establishment system for updating AA is working so far in 2016, 29 MAA and 4 MNs have been issued). Export Control (Meat and Meat Products) Rules 2020 – Section 5-5, 5-36, Market access advices: Micor (log-in required) , Meat Notices	
Show me training records of relevant staff where the AA has been amended and a new procedure or WI put in place to meet importing country requirements (this question may already have been covered under Quality System – Training). Export Control (Meat and Meat Products) Rules 2020 – Section 5-441	
Have any corrective / preventive actions been required since the last audit in response to not meeting importing market requirements? Examine records. Has this been verified and discussed through management review process? Export Control (Meat and Meat Products) Rules 2020 – Section 5-46, 5-47	
During establishment observations, verify that importing country requirements for establishment's market listing are in place and operational compliance is demonstrated including identification, specific marks (E in oval; SA), bilingual labelling and segregation systems. Export Control (Meat and Meat Products) Rules 2020 – Section 5-44, 5-36	
China	
Show me evidence that exports to China are direct from the integrated establishment or an approved correlated cold store. Manual of importing country requirements (Micor) - China 1.2, Market access advices: Micor (log-in required) (MAA1632)	
Select a China export RFP and traceback to verify beef was HGP free, or offal was sourced to prevent cadmium residue risk. Meat Notice MN20-03 Establishments sourcing of stock to comply with importing country requirements for cadmium levels in offals , Meat Notice MN2017-05 Establishments sourcing of livestock to comply with importing country Hormonal Growth Promotant free requirements (HGP FREE)	

<p>EU</p>	
<p>Review approved arrangement documentation and records for compliance with EU animal welfare requirements. Auditors may combine this with the animal welfare checklist completion:</p> <ul style="list-style-type: none"> • details of the maximum capacity for the lairage; the maximum number of animals per hour for each slaughter line; and categories of animals and weights for which the restraining or stunning equipment available may be used. • evidence that all personnel with responsibilities for handling, stunning or sticking animals, hold certificates of competence that indicate that the personnel have been trained in the procedures required to undertake these activities • written declarations from operators stating that they have not committed any serious infringement of any Australian law on the protection of animals in the previous 3 years • details of the name of the persons responsible for stunning • indicators designed to detect sign of sensibility in animals and criteria for determining whether stunning is satisfactory • the circumstances and/or the time when monitoring of stunning effectiveness must take place; the number of animals in each sample to be checked during the monitoring; and corrective actions in the event that unsatisfactory stunning occurs • at least one Animal Welfare Officer (AWO) with responsibility for animal welfare; evidence that the AWO has undertaken relevant AWO training; evidence that the AWO reports directly to the manager of the establishment; and the tasks to be undertaken by the AWO to improve animal welfare • records for at least the previous 12 months of actions taken by the AWO to improve animal welfare in the establishment • procedures that ensure that the AWO (or a person reporting directly to the AWO) will be present to assess animals when they arrive at the establishment, and will regularly inspect the condition and state of health of the animals in a lairage. <p>Manual of importing country requirements (Micor) - EU 2.1</p>	
<p>During establishment operations, observe the elements of the EU segregation program – animal lot identification in lairage and on kill floor, boning room run, EU / non-EU change over process, product identification and segregation in chiller/frozen storage. Is AI stamp applied to carcasses before transfer to a chiller (or hot boning)? Are carton seals effectively applied? Do beef product labels state 'PRODUCT OF AUSTRALIA' or other permitted descriptions?</p> <p>Manual of importing country requirements (Micor) - EU 2.1, 3.1, 3.2, 6.1</p>	
<p>Is evidence from suppliers available that any food contact packaging has a specific migration limit of <0.05mg/kg for Bisphenol?</p> <p>Market access advices: Micor (log-in required) (MAA1628)</p>	

<p>Show me records that at least six-monthly trace back and trace forward has been conducted on an EU health certificate to confirm that the product details were correct, and the product remained EU eligible through all stages of production and export. If Grain fed HQB, or Hilton HQA has been exported, sight evidence of authorised carcass quality verification and feeding certificates.</p> <p>Meat Notice MN14-01 European Union (EU) Product Integrity and Certification Requirements, Manual of importing country requirements (Micor) - EU 3.1, 3.2</p>	
<p>Indonesia</p>	
<p>Is the AIO providing Halal certification to Indonesia approved by MUI, and is the organisation based in the same state as the slaughter establishment?</p> <p>Manual of importing country requirements (Micor) - Indonesia 2.2</p>	
<p>Show me the procedures to ensure shipping marks appear on both the health certificate and all cartons of meat, meat products and edible offal exported to Indonesia. Include packing establishment number, and Indonesian port-of-entry ISO code. Sight evidence that the Indonesian recommendation letter number and issue date were included in an RFP to allow endorsement <i>'Shipping marks include pack Est No and Indonesian port of entry ISO code. Product listed on RFP are reflected on a valid import permit. The Recommendation Letter No and date has been entered'</i>.</p> <p>Manual of importing country requirements (Micor) - Indonesia 6.3</p>	
<p>Korea</p>	
<p>Observe that products other than carcasses, quarter beef and offal are processed through an automated, in-line metal detection system such as an x-ray, or other metal detector that is sufficiently sensitive to be able to detect the hazard of metal contamination in meat.</p> <p>Examine daily verification records of metal detection systems.</p> <p>Manual of importing country requirements (Micor) - Korea 2.1</p>	
<p>Malaysia</p>	
<p>Examine records of the internal Halal committee.</p> <p>Has the Malaysian checklist been completed quarterly?</p> <p>Sight the last 2 quarterly audit reports by the AIO.</p> <p>Manual of importing country requirements (Micor) - Malaysia 2.1, 2.2</p>	
<p>Show me the Halal Critical Control Points on a flow chart.</p> <p>Has the Malaysian SOP/program in the AA been approved by the AIO.</p> <p>Manual of importing country requirements (Micor) - Malaysia 2.1</p>	
<p>USA</p>	
<p>Select 2-3 OPV records of emergency kill of non-ambulatory cattle and examine records to verify all parts were excluded from the US food chain.</p> <p>Manual of importing country requirements (Micor) - USA 2.1</p>	
<p>Show me the moving window to monitor small stock CCP performance. If more than 10 ZT defects were found in 1000 units monitored, was a HACCP reassessment conducted?</p> <p>Meat Notice MN15-05 Amended performance criteria for the assessment of the effectiveness of sheep/lamb and goat slaughter floor process control (HACCP)</p>	

<p>What is the system in the approved arrangement to notify the department of small stock products intended for export to US to allow POE daily product hygiene verification? Examine completed records by department, and company records of any product retain for reinspection.</p> <p>Meat Notice MN16-03 Daily hygiene verification of finished USA-eligible sheep, lamb and goat product</p>	
<p>During establishment observation, verify inspection points (including small stock POE) have 600 lux lighting.</p> <p>Manual of importing country requirements (Micor) - USA 1.7</p>	
<p>Has there been any shipping mark failures since the last audit? Have failures been reported to DAFF (if not resolved via Meat Messaging)? If >5 failures within a calendar month, was a root cause analysis undertaken?</p> <p>Meat Notice MN23-04 Regulation of Shipping Marks USA</p>	
<p>Singapore</p>	
<p>Explain to me the systems in place to ensure chilled raw pork exports are only from female pigs or physically castrated males. The trade description applied to chilled sides must be either gilt pork, barrow pork, sow pork or sucker pork.</p> <p>Manual of importing country requirements (Micor) - Singapore 1.3, 1.5, 4.1, 6.1</p>	
<p>How are any pathogenic reduction treatments (PRTs) used on export meat monitored to ensure they do not exceed approved concentrations (e.g. Acetic Acid or Lactic Acid up to 2.5%).</p> <p>Manual of importing country requirements (Micor) - Singapore 2.1</p>	
<p>During establishment observations verify that vac pack chilled meat has labels on inner wraps showing packing date, use by date and refrigeration statement.</p> <p>Manual of importing country requirements (Micor) - Singapore 6.1</p>	
<p>Audit Evidence:</p>	
<p>Audit Findings:</p>	

M14 Animal Welfare and handling

C – complies; NC - Non-compliance; NR – not recorded; NA – not applicable	
	Rating
<p>Show me the establishment animal welfare procedure. Review relevant WIs particularly stunning and sticking.</p> <p>Export Control (Meat and Meat Products) Rules 2020 – Section 5-44, Australian Meat Standard (AS4696) – Section 7</p>	
<p>Is the establishment certified under the Australian Animal Welfare Certification System (AAWCS), and if so, ask when the last audit was performed by AUS-MEAT and what was the outcome?</p> <p>Export meat operational guideline: 1.3 Department-recognised animal welfare system</p>	
<p>Who are the animal welfare officers? Sight training records.</p>	

Export Control (Meat and Meat Products) Rules 2020 – Section 5-44	
Since the last EMSAP audit have any corrective / preventive actions been required in response to monitoring? Examine records including MHA process monitoring and last internal audit report. Export Control (Meat and Meat Products) Rules 2020 – Section 5-45, 5-56, 5-57	
Show me any animal welfare incident reports. Export Control (Meat and Meat Products) Rules 2020 – Section 5-44, 11-9, Export meat operational guideline 1.2 Animal welfare incident reporting	
Observe animal handling and facilities with animal welfare officer or MHA process monitor. Sight ramps, lairage, yards, stocking density and water access. Record names of staff handling animals to verify training records. How are suspects drafted from other animals? Examine suspect pen area. Australian Meat Standard (AS4696) –Section 7	
Discuss with staff emergency kill process and observe if possible. Record details of stun equipment used (and back up) to verify in maintenance records. How are non-ambulatory cattle excluded from USA? What are the handling procedures for weekends or during break downs? Australian Meat Standard (AS4696) –Section 7.8	
Observe routine stun / stick process (calf slaughter must include thoracic stick). Is restraint prior to stunning adequate? Record details of stun equipment used to verify in maintenance records. How is effectiveness of stun assessed? Record names of staff to verify training records against specific WI. Australian Meat Standard (AS4696) –7.10, 7.11, Primary Industries Standing Committee Model Code of Practice for the Welfare of Animals Livestock at Slaughtering Establishments SCARM Report 79 – item 2.6.2.4, Export Control (Meat and Meat Products) Rules 2020 – Section 5-44	
Review SOP version is current and correlates to checklist responses and observation findings. Export Control (Meat and Meat Products) Rules 2020 – Section 5-44, Australian Meat Standard (AS4696) –Section 7	
Audit Evidence:	
Audit Findings:	

M15 Inspection

C – complies; NC - Non-compliance; NR – not recorded; NA – not applicable	
	Rating
What is the inspection process at this establishment, AAOs, third party AAOs or FSMA? Export Control Act 2020 – Section 291, Export Meat Operational Guideline 3.16 Authorisation and use of third party authorised officers	

<p>Where AAOs are used, is the approved arrangement policy and procedures clear that inspection is their primary function and management will not interfere or compromise performance of official inspection functions? Export Meat Operational Guideline 3.16 Authorisation and use of third party authorised officers</p>	
<p>Request names of AAOs, sight ID cards and training records. Where inspection is provided by a third-party provider, discuss with senior on-site representative. What is the system for communication with the OPV? Has any action been required in response to department post-mortem verification (PMV)? Export Control Act 2020 – Section 21, Export Control (Meat and Meat Products) Rules 2020 – Section 5-46, 11-9</p>	
<p>Do AAOs have access to department IML WIs for post-mortem inspection (where applicable – ante-mortem)? Sight evidence. Are the current version of the WI and disposition notes available? Export Control (Meat and Meat Products) Rules 2020 – Section 9-21, 9-22</p>	
<p>Observe inspection process to verify correct performance of procedures. Are AAOs wearing the correct uniform? Is the point of carcass correlation to carcass parts clear and understood? Ask AAO to explain process of reconciliation of ante-mortem card to kill sheet. What action is taken if no ante-mortem card is presented for an animal lot? Export Control (Meat and Meat Products) Rules 2020 – Section 9-21, 9-22, Australian Meat Standard (AS4696) –6.13, 10.10</p>	
<p>Observe the process to identify carcasses for further inspection, and how final disposition and clearance of the retain rail is managed. Export Control (Meat and Meat Products) Rules 2020 – Section 9-21, 9-22, 9-24</p>	
<p>Request management to demonstrate lighting level at inspection points is >600 lux. Are other facilities suitable including access to stop button for processing chain? Export meat operational guideline: Provisions for Commonwealth authorised officers at registered establishments (PCORE), Export Control (Meat and Meat Products) Rules 2020 – Section 9-27</p>	
<p>Have any corrective / preventive actions been recorded since last audit in response to MHA or PMV monitoring? Export Control (Meat and Meat Products) Rules 2020 – Section 5-46</p>	
Audit Evidence:	
Audit Findings:	

References

Legislation

- [Export Control Act 2020](#)
- [Export Control \(Meat and Meat Products\) Rules 2020](#)

Departmental policies and guidelines

- [Approved arrangement guidelines - Meat](#)
- [Export meat operational guideline 1.2 Animal welfare incident reporting](#)
- [Export meat operational guideline: 1.3 Department-recognised animal welfare system](#)
- [Export Meat Operational Guideline 3.16 Authorisation and use of third party authorised officers](#)
- [Export meat operational guideline: 3.17 Pest control](#)
- [Export meat operational guideline: Provisions for Commonwealth authorised officers at registered establishments \(PCORE\)](#)
- [Export meat operational guideline: 3.13 Use of hazardous materials on-plant](#)
- [Meat Export Policy: Significant and non-significant variation of an Establishment approved arrangement by the holder under the Export Control Act 2020](#)
- [Market access advices: Micor \(log-in required\)](#)
- [Meat Notices](#)
- [Product hygiene indicator \(PHI\) program](#)
- [Manual of importing country requirements \(Micor\)](#)

Animal welfare

- [ELMER-3: Animal Welfare](#)
- [Primary Industries Standing Committee Model Code of Practice for the Welfare of Animals Livestock at Slaughtering Establishments SCARM Report 79](#)

Meat hygiene assessment

- [Meat hygiene assessment Objective Methods for the Monitoring Processes and Product, 2nd edition](#)
- [Meat operational guideline: 16.1 meat hygiene assessment-product-monitoring, 3rd edition](#)

Australian and New Zealand Food Standards Code

- [Food Standards Code legislation](#)