



## CONDITIONS OF LICENSING OF POULTRY SLAUGHTER-HOUSE

WHOLESOME MEAT AND FISH ACT. Wholesome Meat and Fish (Slaughter-houses) Rules.

[The following conditions of licensing are issued pursuant to section 11 of the Wholesome Meat and Fish Act. The licensee of a poultry slaughterhouse is compelled under section 11 of the aforesaid Act to strictly comply with all the conditions of licensing. Any licensee who breaches any of the conditions of licensing shall be guilty of an offence under the aforesaid Act, and is liable on conviction to a fine not exceeding to \$10,000 or 12 months jail or both. The slaughterhouse licence issued to any licensee may also be suspended or revoked. These conditions of licensing shall remain in force as long as your slaughterhouse is in operation.]

### A) Structure

1. The buildings of the establishment, including their structures, rooms, and compartments must be of sound construction, kept in good repair, and be of sufficient size to allow processing, handling, and storage of product in a manner that does not result in product adulteration or the creation of insanitary conditions.
2. The establishments must be designed in a manner so as to allow one directional flow to prevent cross-contamination between live poultry and dressed carcasses. In this respect, the live poultry handling area must be properly demarcated from the dressed carcasses area where finished products are handled.
3. The premises should be painted with durable and light coloured paint that is easy to clean.
4. All ceilings must be so constructed and finished as to prevent condensation, leakage, and formation of moulds and can be easily cleaned. The ceiling of all processing rooms must be at least 3 metres high.
5. Walls, floors, ceilings, partitions and doors must be constructed with smooth and durable materials impervious to moisture and be cleaned and sanitised as necessary to prevent adulteration.
6. Windows and all openings must be constructed, maintained and meshed to prevent the entrance of dust and pests, such as flies, rats and mice.
7. Floors must be made of non-slip materials, evenly graded to prevent water stagnation and drained off to trapped outlets protected by grilles.
8. All floor and wall junctures should be covered with a radius of at least 75mm. Wall to wall junctions should be covered with a radius of at least 25mm.
9. There must be proper floor drainage and wastewater channelled into the sewerage system. Effluent containing solid materials shall be directed through as separator, indirect waste separator or save-all, which should effectively retain the solids prior to the discharge of the effluent.
10. Adequate disinfecting facilities such as foot-bath must be provided at the entrance to the processing areas.
11. Adequate hand wash basins equipped with non-hand operated taps, liquid soap and disposable hand paper towels must be provided for food handlers.
12. All contact surfaces in dressed carcass handling areas must be non-toxic, smooth, impervious and in sound condition.

13. A separate slaughtering room for stunning, bleeding, scalding, waxing (for ducks only) and defeathering shall be provided. The bleeding and defeathering area shall be separated from the live birds holding area by a wall.
14. An appropriate clean and hygienic system for removing feathers from the birds must be provided. Non-toxic wax can be used in defeathering .
15. A room for evisceration next to the slaughtering room shall be provided. Defeathered poultry from the slaughtering room shall enter the evisceration room by railing system or a chute.
16. Crates washing facilities must be provided.
17. Proper signages shall be provided for all rooms.

**B) Reception Area of live Poultry (Unloading and Holding Bays)**

1. All live poultry shall be delivered directly to the slaughterhouse. Live poultry are not allowed to be taken out of the slaughterhouse or sold without the prior permission or approval of the AVA.
2. Adequate sheltered holding facilities shall be provided for live birds awaiting slaughter.
3. The live poultry unloading area shall be so constructed that waste and dirty water are drained into manure sump, and no pollution shall occur to the neighbouring unit or other parts of the building.
4. The holding areas shall be well ventilated and effectively drained to provide proper cleaning of the area.
5. All crates carrying live poultry shall carry labels/tags showing the name of farm, farm code, exporter name and date of export.
6. All poultry shall be given sufficient rest and water before slaughtering.
7. Live poultry shall be slaughtered within 24 hours of their arrival at the slaughterhouse.

**C) Slaughtering of Live Poultry**

1. All poultry shall be stunned to the right voltage and ampere depending on the size and weight of the birds before killing.
2. The method of slaughter shall be as humane as possible and approved by the AVA.
3. All poultry shall be bled for about 90 seconds after killing.
4. Knife sterilizer(s) with hot water maintained at 82° C shall be provided at the killing point, and the knife used for killing of poultry shall be sterilised regularly.
5. All poultry shall have the feathers completely removed before evisceration to prevent cross-contamination.
6. Evisceration of poultry from the side of the carcass is not permitted. Evisceration of poultry in water is strictly prohibited.
7. The cloaca of the poultry carcasses shall be properly ringed with an appropriate vent cutter. The ringed cloaca shall be completely removed together with the offal.

**D) Inspection Station/Point**

1. An inspection station/point must be provided on-line after the evisceration process.
2. Adequate inspection mirror(s) and knife sterilizer(s) with hot water maintained at 82° C shall be provided at the inspection station/point.
3. Adequate veterinary inspector(s) must be engaged to carry out or supervise ante-mortem and post-mortem inspection and examination of the carcasses.

**E) Chiller Tank**

1. Dressed poultry shall be chilled to 4° C or below within 1<sup>1/2</sup> hours of evisceration.
2. The flow of the water in the chiller tank shall be on the opposite direction where the dressed poultry is moving.
3. The contact time of the dressed poultry in the spin chiller shall be at least 20 minutes.
4. Ice used for processing and chilling of dressed poultry must be manufactured from potable water.
5. Utilised ice must be stored and protected from contamination.

**F) Tagging of dressed & thawed poultry**

1. All freshly slaughtered poultry carcasses shall be individually tagged.
2. The tags shall carry the name of the slaughter-house and the date of slaughter. Post-dated tagging is not permitted.
3. Service slaughter-house slaughtering on behalf of clients shall indicate both the client's name and the slaughterhouse name on the tags.
5. Slaughter-houses with prior permission from AVA to carry out thawing of frozen poultry and poultry parts shall ensure that the thawed poultry/poultry parts are tagged and labelled with the following information:
  - the chicken/duck was thawed from frozen chicken/duck;
  - do not refreeze;
  - use within 3 days from \_\_\_\_\_ (to state the date of the thawing);
  - keep refrigerated, and
  - state the country of origin if the chicken/duck is imported.

**G) Chiller & Freezers**

1. Adequate built-in chiller(s) and freezer(s) must be provided for storage of poultry and its products.
2. The temperature of chiller must be maintained between 0 °C – 4 °C and that of freezer must be –18 °C or below. Every chiller/freezer must be fitted with temperature recorder charts/graphs, and proper signage(s) to indicate the temperature of the chiller/freezer. The temperature records/charts up to three months period must be available for inspection by AVA.
3. Chillers & freezers must not be over loaded beyond their designated capacity.

4. Adequate racks made of material impervious to moisture must be installed inside chillers & freezers to allow proper storage of poultry and its products and in a manner that allows proper circulation of cold air around the products.
5. Chillers and freezers must be maintained in a sanitary condition at all times and there must be no accumulation of ice formation in the chambers.

#### H) Thawing Room

1. Thawing or processing of frozen poultry or its parts is not permitted unless with the prior approval from AVA.
2. When permitted, a proper thawing or processing room(s) and facilities must be adequately provided for the purposes
3. The temperature of the thawing and processing rooms must be maintained at around 12 °C.

#### I) Cutting Room

1. Any further cutting up of the dressed poultry shall only be carried out in a separate room approved by the Authority.
1. The temperature of the room must be controlled at around 12 °C – 15 °C.
2. A knife sterilizer with potable water maintained at 82° C must be provided.
3. The use of vacuum tumbler for thawing of frozen poultry is not permitted.

#### J) Packing Room

1. This room must ideally be located between the cutting room and the finished product coldroom or delivery area.
2. The room temperature must be controlled at around 12 °C – 15 °C.
3. Only wrapping materials and carton boxes required for the day's use are permitted to be kept in this room.
4. All food packaging activities must be carried out on stainless steel tables.

#### K) Storage Rooms for non-food items

1. Only new and clean wrapping and packaging materials must be used.
2. A store room for wrapping/packaging materials must be provided.
3. Chemicals, detergent and any hazardous materials must be properly labelled and stored in a separate store room. Only approved chemicals must be used & stored in the establishment.
4. The rooms for hazardous materials must be located away from any room where food products are handled.

#### L) Equipment Washing Room

1. A room or a demarcated area must be provided for the washing of utensils and equipment.

2. Only food-graded chemicals must be used for the cleaning of equipment and utensils.
3. Hot water must be provided in this room for the cleaning of greasy equipment, utensils and floor.

**M) Equipment and Utensils**

1. Equipment and utensils must be designed and constructed to be durable and to retain their characteristic qualities under normal use conditions.
2. Only food grade lubricants must be used for machines/equipment. Materials that are used in the construction of utensils, equipment and any food-contact surfaces, should not allow the migration of deleterious substances or impart colors, odors, or tastes to food and under normal use conditions must be:
  - a) Safe and non-toxic;
  - b) Durable, corrosion-resistant, and non-absorbent;
  - c) Sufficient in weight and thickness to withstand repeated washing;
  - d) Finished to have a smooth, light-coloured, easily cleanable surface; and
  - e) Resistant to pitting, chipping, cracking, scratching, scoring, distortion, and decomposition.

**N) Lighting**

1. Lighting of good quality and sufficient intensity must be provided in areas where food is processed, handled, stored, or examined; where equipment and utensils are cleaned; and in hand-washing areas, dressing and locker rooms, and toilets. All light fittings must be covered with non-shattering material.
2. At least 110 lux (10 foot candles) at a distance of 75cm (30 inches) above the floor, in walk-in refrigeration units and dry food storage areas and in other areas and rooms during periods of cleaning.
3. At least 220 lux (20 foot candles):
  - a) Inside equipment such as reach-in and under-counter refrigerators;
  - b) At a distance of 75 cm (30 inches) above the floor in areas used for handwashing, warewashing, and equipment and utensil storage, and in toilet rooms; and
4. At least 540 lux (50 foot candles) at the surface where a food employee is working with food or working with utensils or equipment such as knives, slicers, grinders, or saws where employee safety is a factor.

**O) Ventilation**

1. Ventilation must be adequate to control odors, vapors, and condensation to the extent necessary to prevent adulteration of product and the creation of insanitary condition.
2. Ventilation hood systems and devices must be sufficient in number and capacity to prevent grease or condensation from collecting on walls and ceilings
3. Heating, ventilating, and air conditioning systems must be designed and installed so that make-up air intake and exhaust vents do not cause contamination of food, food-contact surfaces, equipment, or utensils.
4. Over heating must be avoided and the premises must be comfortable for the workers to work in.

**P) Changing Rooms and Toilets**

1. Changing rooms and toilets must be sufficient in number, ample in size, conveniently located, and maintained in a sanitary condition and in good repair at all times to ensure cleanliness of all persons handling any product. They must be separate from the rooms and compartments in which products are processed, stored, or handled.
2. Toilets must not open directly into any place where food products are prepared, stored or handled.
3. Changing rooms must be separate from toilets.
4. Hand wash basins equipped with non-hand operated taps, liquid detergent and disposable hand paper towels must be provided adjacent to the toilets.
5. Separate changing rooms with lockers must be provided for use by male and female workers.

**Q) Welfare Room:**

1. A staff welfare room shall be provided for the workers to take their meals, rest and for recreational purposes.
2. The room must be separated and away from the rooms and areas in which products are processed, handled and stored.

**R) Disposal of Waste**

1. Sewage must be disposed into a sewage system separate from all other drainage lines or disposed of through other means sufficient to prevent backup of sewage into areas where product is processed, handled, or stored.
2. Sufficient leak-proof receptacles with covers that are clearly identified must be provided for trimmings and waste.
3. Trimmings and waste must be disposed of regularly during and after processing and the receptacles must be washed and disinfected before re-use.
4. Effluent or sewage lines must not pass directly over or through the production areas unless they are adequately controlled.

**S) Hygiene of Premises**

1. The whole premises including the walls, floors, working tables, utensils and equipment must be kept in good repair and in a clean and hygienic condition at all times.
2. Good house-keeping, Good Manufacturing Practices (GMPs) and Good Hygiene Practices (GHPs) must be observed at all times.
3. Workrooms must be washed and cleaned daily and disinfected whenever necessary.
4. All equipment, tables, utensils and protective clothing must be cleaned before and after operations and/or at regular intervals. They must be cleaned and disinfected whenever they become contaminated and at the end of the working day.

**T) Personnel Hygiene**

1. Cleanliness: All persons working in contact with product, food-contact surfaces, and product-packaging materials must adhere to hygienic practices while on duty to prevent adulteration of product.

2. Clothing such as aprons, frocks, and other outer clothing worn by persons who handle product must be of material that is disposable or readily cleaned. Clean garments, head covers and boots must be worn at the start of each working day and garments must be changed during the day as often as necessary to prevent contamination or adulteration of product.
3. Disease control: Any person who has or appears to have an infectious disease, open lesion, including boils, sores, or infected wounds, or any other abnormal source of microbial contamination must be excluded from any operations which could result in product adulteration until the condition is corrected.
4. Personnel must clean their hands using non-hand operated washing facilities and may not clean their hands in a sink used for food preparation, or in a service sink or a curbed cleaning facility used for the disposal of mop water and similar liquid waste.
5. Personnel must keep their fingernails trimmed, filed, and maintained so the edges and surfaces are cleanable and not rough.
6. While preparing food, personnel must not wear jewellery on their arms and hands. Other loose and uncovered jewellery or personal effects that pose any contamination risk must not be worn in food handling areas.
7. Smoking, chewing of gum or tobacco, littering and other undesirable behaviour in the premises are prohibited.
8. Hands must be washed before commencing work, after using toilets, when contaminated, and as frequently as necessary.

#### **U) Cold Chain System**

1. All dressed poultry shall be delivered in refrigerated vehicles that are so equipped as to be capable of maintaining the dressed poultry at a temperature of 4<sup>o</sup> C or below (for chilled poultry), -18<sup>o</sup> C or below (for frozen poultry) and with a core temperature not exceeding 7<sup>o</sup> C (for chilled poultry), -12<sup>o</sup> C (for frozen poultry) during transportation.
2. The transport vehicle must be fitted with temperature recorders adequately insulated and well maintained to prevent condensation, and kept in clean and sanitary condition at all times.

#### **V) Medical Examination & First Aid**

1. All workers handling food must be subjected to a medical examination prior to employment and repeated annually and when clinically indicated.
2. Medical records of such examinations must be readily available for inspection.
3. First aid facilities must be provided for workers and any cut or abrasion on an exposed part of the human body must at all times be covered by a waterproof dressing.

#### **W) Pest Control**

1. Slaughter-houses must have in place a pest management program to prevent the harborage & breeding of pests on the grounds and within establishment facilities.
2. Pest control substances used must be safe and effective under the conditions of use and not be applied or stored in a manner that will result in the adulteration of food product.

3. Effective means must be provided to exclude vermin, e.g. rats, mice, cockroaches and flies from entry and harbouring in the premises and any delivery vehicle.
4. The service of a professional pest control company must be required if the pest control carried out by the slaughter-house is found not effective.
5. No pets including birds and animals must be kept within or around the premises.

**X) HACCP (Hazard Analysis Critical Control Point) or Similar Food Safety Systems**

1. All slaughter-houses are required to implement HACCP or similar food safety system at their premises.
2. A tentative HACCP plan must be submitted within 3 months from the start of operation.
3. All HACCP plans must be implemented within 1 year from the date of issuance of the first licence.
4. There must be proper documentation of the establishment's sanitary Standard Operating Procedures (SSOPs). A proper recall system or program must be in place to remove or correct marketed consumer products that violate the law.

**Y) Personnel Training**

1. All Food handlers must have the necessary knowledge and skill to enable them to handle poultry and its products hygienically. They could either attend courses/seminars/workshops conducted by reputable institutions/companies or any in-house training sessions conducted by trained personnel.
2. All poultry slaughter-houses should ensure that individuals have received adequate and appropriate training in the design and proper application of a HACCP system and process control.

**Z) Restricted use of Premises:**

1. Only the type of poultry as stated in the licence is allowed to be slaughtered in the slaughterhouse.
2. The number of poultry to be slaughtered in each premises is subject to the approval of the AVA, which would be based on the capacity, and line speed of the slaughtering plant.
3. The licensee is not permitted to use any part of the licensed premises or compound for any other purpose or activity unless with the prior approval of the Director-General or an Authorised officer for such other purpose or activity.
4. No further washing, drying, processing or storing of feathers is permitted inside the slaughterhouse or within its vicinity.
5. No portion of the slaughter-house shall be used as living quarters or for other activities other than those approved by the AVA.
6. The licensee shall ensure that only authorised personnel are allowed into any area where the poultry is slaughtered, processed or handled.

**Checking & Submission of Documents**

7. The licensee of a poultry slaughter-house shall furnish a daily report stating the number and type of poultry for slaughter to AVA.

8. The licensee of a poultry slaughter-house shall provide all Customs Clearance Permits (CCPs) and all relevant import documents to any authorised officer\* who conducts inspections at the slaughter-house.

\*Authorised officer refers to an officer authorised under the Wholesome Meat & Fish Act

\* \*The Director-General may alter, delete or add any of the conditions of licensing as and when he deems necessary

*updated on Sep 2002*