

DEPARTMENT OF AGRICULTURE, FORESTRY AND FISHERIES

NO. 634

07 JULY 2017

**MEAT SAFETY ACT, 2000
(ACT NO. 40 of 2000)****MEAT INSPECTION SCHEME****ESTABLISHMENT OF THE MEAT INSPECTION SCHEME**

I, Senzeni Zokwana, Minister of Agriculture, Forestry and Fisheries, in terms of section 12(1) of the Meat Safety Act, 2000 (Act No. 40 of 2000), hereby publish the Meat Inspection Scheme for implementation in the Republic of South Africa.

The Scheme serves as the policy and procedure manual for the assignment of service providers to provide meat inspection at abattoirs across the country.

This notice also serves to invite all interested meat inspection service providers who comply with provisions of the Scheme to be assigned as meat inspection assignees under the Meat Safety Act, to apply to the Department using the application form as provided on the DAFF website (www.daff.gov.za) by the 5th May 2017.

Enquiries must be directed to: Director: Veterinary Public Health at 012 319 7572 or VPH@daff.gov.za


(MR) S ZOKWANA, MP
Minister: Agriculture, Forestry and Fisheries
Date: 02 / 05 / 2017

MEAT SAFETY ACT, 2000
(ACT No. 40 OF 2000)

**INVITATION TO PROSPECTIVE ASSIGNEES IN TERMS OF SECTION 4 OF THE MEAT
SAFETY ACT, 2000**

The Minister of Agriculture, Forestry and Fisheries in terms of section 4(1) of the Meat Safety Act, 2000 (Act No. 40 of 2000), is empowered to assign the application of the Act or certain provisions thereof throughout the Republic or in a particular area, to any person with an interest in or particular knowledge of meat and meat safety

Accordingly, prospective assignees that qualify and are competent to provide a meat inspection service under the meat inspection scheme established in terms of section 12 of the Meat Safety Act, 2000 are hereby invited to express interest by making applications to be assigned by the Minister. In order to evaluate the suitability and competence of the prospective assignees, the minimum requirements set out in meat inspection scheme should be taken into consideration when an application form accompanied by supporting documents are submitted to the Provincial Executive Officer (PEO).

The prospective assignees will be selected in accordance with their compliance with the requirements set out in the meat inspection scheme.

Submission of applications

Applications must be submitted in writing to the PEO in the province in which the prospective assignee wishes to operate. Contact details of the PEOs are provided in Part E of the application form.

Deadline: 04 August 2017

Information Session

All prospective assignees are invited to attend an information session to familiarize themselves with the minimum requirements set assignees and the detailed information which should accompany the written application.

Venue: G10, Delpen Building, Corner of Union Street and Annie Botha Avenue, Riviera, Pretoria

Date: 21 July 2017

Time: 10:00

Enquiries: Dr K.P. Ntsibande: 012 319 7439; email: KhomotsoN@daff.gov.za

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1. DEFINITIONS

- 1.1 **Abattoir** means a slaughter facility in respect of which a registration certificate has been issued in terms of section 8(1) and in respect of which a grading has been determined in terms of section 8(2) of the Act.
- 1.2 **Act** means the Meat Safety Act, 2000 (Act No. 40 of 2000).
- 1.3 **Assignee** means any competent person who meets the requirements of the scheme and who has been designated under Section 4 of the Act to provide a specific service.
- 1.4 **Authorized person** means a person contemplated in section 3(1)(a)(ii) of the Act.
- 1.5 **Client** means anyone who:
- a. Purchases meat and meat products from an abattoir for further processing or trade.
 - b. Supplies animals to an abattoir for slaughter either for trade or own consumption.
- 1.6 **Department** means the National Department of Agriculture.
- 1.7 **Independence** means that the meat inspection assignee has no business, financial, personal or any other interest in the abattoir other than the rendering of a meat inspection service, or where the PEO permits, meat classification, for which he/she may receive fair remuneration for work performed; and that there are no circumstances that may compromise the objectivity of the assignee in performing such services.
- 1.8 **Meat Examiner** means a person with a meat examination or equivalent qualification approved by the NEO.
- 1.9 **Meat Inspector** means a person with a minimum 3 year relevant bio-scientific qualification accredited by the relevant accreditation body.
- 1.10 **Meat Inspection Forum** means an advisory forum consisting of members of National and Provincial Departments of Agriculture and interest groups which advises the NEO/PEOs on meat inspection service in the country.
- 1.11 **Meat Inspection Service** means the performance of ante-mortem, primary and secondary meat inspections, verification of hygiene management systems, regulatory control and reporting to the PEO.

- 1.12. **Monitoring**, in relation to meat inspection service, means the oversight function which is played by a supervisory registered inspector, or an authorised Veterinary Public Health Official over the performance of an assignee or registered inspector. This may include regular visitations to audit and check the performance of the assignee/registered inspector and also to audit the feedback systems by the assignee/registered inspector to the Department
- 1.13. **National Executive Officer (NEO)** means an officer designated as such in terms of section 2(1) of the Act.
- 1.14. **Organoleptic Meat Inspection techniques** means the physical inspection of meat and meat products through observation, palpation, smell and where necessary incision.
- 1.15. **Poultry Meat Examiner Level 1** means a person with a poultry meat examination qualification approved by the NEO.
- 1.16. **Poultry Meat Examiner Level 2** means a person with a poultry meat inspection/Quality assurance qualification approved by the NEO.
- 1.17. **Provincial Executive Officer (PEO)** means an officer of a province in question designated as such in terms of section 5(2)(a) of the Act.
- 1.18. **Rabbit Meat Examiner Level 1** means a person with a rabbit meat examination or equivalent bio-scientific qualification approved by the NEO
- 1.19. **Rabbit Meat Examiner Level 2** means a person with a rabbit meat examination or equivalent bio-scientific qualification approved by the NEO.
- 1.20. **Registered Inspector** means a person appointed, authorised or assigned in terms of the Act to perform the scope of meat inspection service as defined in this document.
- 1.21. **Supervision** means direct observation of the performance of meat inspection personnel by a suitably qualified person.
- 1.22. **Supplier** means anyone who supplies any commercial commodity and/or service to an abattoir for usage in the abattoir operations. These include the supply of animals, equipment, chemicals, cleaning material, etc., Suppliers include all animal farmers, feedlots, animal traders and animal commodity associations whose members may be potential suppliers.
- 1.23. **trained person (game)** means a person registered by the PEO who is or accompanies a harvester(s) to verify proper shooting, bleeding times, hygienic harvesting and transport procedures during game slaughter, as well as identifying abnormal behaviour

in the live animal and deviations from procedures and in such cases alerting the registered inspector at the harvesting depot or game meat abattoir.

- 1.24. **Veterinarian** means a person as defined in section 1 of the Veterinary and Para-Veterinary Professions Act, No 19 of 1982.
- 1.25. **Veterinary Public Health (VPH)** means a component of Veterinary Services in the national and provincial Departments of Agriculture responsible for the administration of the Act.
- 1.26. **Veterinary Public Health Officer (VPHO)** means a person employed by the national or provincial Department of Agriculture and delegated under Section 5(3)(a) of the Act to enforce meat and food safety.

2. NAME OF THE SCHEME

2.1. The scheme is known as the meat inspection scheme.

3. OBJECTIVES OF THE SCHEME

- 3.1. To define the scope of meat inspection in abattoirs.
- 3.2. To ensure that there is provision of a meat inspection service that is independent at all abattoirs.
- 3.3. To make provision for a meat inspection service that is independent at all other facilities under the authority of the Meat Safety Act, where deemed necessary by the NEO. These facilities include export and import approved cutting plants, processing plants and cold stores.
- 3.4. To set the procedure for the assignment and/or authorization of meat inspection personnel and service providers.
- 3.5. To set standards for the operations of meat inspection assignees at abattoirs and other facilities as in 3.3.

4. SCOPE OF APPLICATION

The scheme is compulsory and applies to all abattoirs in the Republic of South Africa. The scheme applies to all animals listed under Schedule 1 of the Act.

The NEO/PEO may use the services of a meat inspection service provider at export and/or import approved cutting plants, processing plants or cold stores serviced under the provisions of the Meat Safety Act. e.g., An assignee may be assigned to provide an inspection service at a processing plant that is responsible for the treatment of imported meat before release by the veterinary authority.

A meat inspection system approved for implementation in South Africa is a combination of public and private meat inspection service model in which meat inspection assignees provide meat inspection service at all high throughput and frequently slaughtering low throughput

abattoirs, whereas a government meat inspection service (whenever it becomes implemented) provides such services at rural and infrequently slaughtering low throughput abattoirs.

Until a period at which the government meat inspection service is implemented, abattoirs that are to be serviced by government must procure a meat inspection service, which may not be independent as defined in this document. The meat inspection personnel to provide the service to these abattoirs must have the same competencies in terms of qualifications, personal integrity and observance of confidentiality related to the service provided. The meat inspection service provided in these abattoirs will be monitored either by veterinary services in the Province or a meat inspection assignee (at the cost to the abattoir).

In terms of the application of meat inspection service, abattoirs have been classified as High throughput, frequently slaughtering low throughput, infrequently slaughtering low throughput and rural throughput abattoirs. The definition of high throughput and rural throughput is as prescribed in the applicable regulations.

It became necessary to separate the low throughput category into infrequently and frequently slaughtering groups to facilitate the implementation of the meat inspection service. The two groups differ depending on the category of animals involved. As a general definition, an infrequently slaughtering abattoir is an abattoir which slaughters less than three days in a week on a regular basis. The National Executive Officer may classify a low throughput abattoir with a slaughter frequency which falls outside the definition as given as an infrequently slaughtering abattoir, after considering, inter alia, aspects such as the daily throughput of the abattoir, the location of such an abattoir and availability of assignees to provide the service. All other low throughput abattoirs are hereby regarded as frequently slaughtering.

In the case of game, ostriches and crocodiles, in addition to the definition above, an infrequently slaughtering low throughput abattoir slaughters on an ad hoc basis and is not linked to regular harvesting activities or culling projects to supply products to the commercial market.

An abattoir which is classified as an infrequently slaughtering abattoir and as a result thereof, where applicable, benefits from the concessions associated with such a classification as opposed to other categories, may be restricted to selling its products within a specified radius/vicinity of the abattoir location.

5. DURATION OF THE SCHEME

The scheme is intended to serve as a tool for the assignment and/or authorization of meat inspection service providers for the provision of a meat inspection service in the country.

The scheme will be in force in perpetuity until the Minister decides otherwise. The Minister may suspend or terminate the scheme on the following grounds:

- a. If for whatever reason, the continuation of the scheme will negatively impact on the objectives of providing meat safety in the country.
- b. If the objectives of the scheme have been achieved and there is no further need for the scheme.
- c. If the objectives of the scheme have not been met and therefore a different approach to meeting the desired intentions of the scheme is being implemented.
- d. If an alternative method of implementing a meat inspection service is implemented.
- e. If government develops a government meat inspection service which provides for meat inspection in all abattoirs and establishments covered under the Meat Safety Act, 2000.
- f. If the Minister deems it necessary, after consultation with the MECs responsible for Agriculture and the meat industry.

6. LEGISLATIVE MANDATE

According to section 12(1) of the Meat Safety Act, 2000, the Minister may by notice in the Gazette establish a scheme for the improvement of meat safety and safety of animal products. Meat inspection is a critical component of ensuring meat safety and safety of animal products.

Section 11(1)(b) of the Meat Safety Act, 2000 indicates that the owner of an abattoir must procure a meat inspection service for that abattoir. Section 11(1)(c) further indicates that meat inspection services may only be performed by the national executive officer, a provincial executive officer, an authorised person or an assignee, who must perform that function independently from the abattoir. A person performing a meat inspection service must be a veterinarian, meat inspector, meat examiner, animal health technician or such other duly qualified person as may be prescribed (section 11(1)(d)).

In order to permit meat inspection personnel to conduct a service legally, the Minister may assign the application of the Act or certain provisions thereof throughout the Republic or in a particular area, to any person with an interest in or particular knowledge of meat and meat safety (Section 4(1)).

The NEO may, with the approval of the Minister, delegate any power conferred on him or her or assign any duty imposed on him or her under the Act, to a person who is not an officer (section 3(1)(a)(ii)). An assignment as contemplated must set out the powers and duties of the assignee who must exercise the powers and perform the duties subject to the directives of the national executive officer.

Unless the Minister in a particular case directs otherwise, an assignee has no recourse against the State in respect of any expenses incurred in connection with the exercise of the powers or the performance of the duties in question (Section 4(3) of the Act).

Regulation 111 of the red meat regulations No. 1072 of 2004 and regulation 84 of the poultry meat regulations No. 153 of 2006 state that the person contemplated in section 11(1)(c) of the Act must register with the PEO to perform meat inspection at a specific abattoir

Regulation 84 of the red meat regulations and regulation 76(1) of the poultry meat regulations further state that the Provincial Executive Officer may determine the number of meat inspectors and meat examiners required at an abattoir after having considered the abattoir design, number of inspection stations, line speed, different species, structural and managerial aspects.

7. ASSIGNMENT OF MEAT INSPECTION SERVICE PROVIDERS

7.1. Criteria for assignment as a meat inspection service provider

- a. The Minister may assign any meat inspection service provider that complies with the requirements of the scheme to deliver a meat inspection service at an abattoir in South Africa. There is no limit to the number of service providers that may be assigned.
- b. The Minister will determine the scope of activity for a particular assignee and this will be indicated in the letter of assignment.

- c. An assigned meat inspection service provider is not limited to the Province in which the assignment process was initiated, but may offer their service at any abattoir in the country, but within the limits of the scope of activity indicated in the letter of assignment
- d. A meat inspection assignee may subcontract the services of meat inspection personnel who will report to that assignee.
- e. Assignment of a service provider will not lapse, unless the Minister determines otherwise or the service provider has not complied with the requirements as indicated in section 8 of this document.
- f. The service provider will be expected to comply to all other applicable legislative and policy requirements. This includes, but not limited to:
 - Labour relations
 - Economic empowerment and equity
- g. The department may, in consultation with the relevant competent departments, intervene on the minimum salaries for meat inspection personnel at abattoirs.

7.2. Attributes of an assignee

a. General

Essential National Standards as contained in the Meat Safety Act require that meat inspection services be performed independently from the abattoir. In light of the view that no definition for independence is offered within the relevant legislation, the following criteria are therefore to be used for the purpose of meat inspection service.

b. Integrity

Meat inspection assignees, their personnel or any person deemed to be employed within its structures may not:

- i. be in the direct employment of an abattoir in any capacity except for meat inspection services;
- ii. in relation to an abattoir, be a supplier, client or have any contractual relationship other than a contract for rendering of meat inspection services, and where the NEO and/or PEO deems practicable, may perform meat classification and/or, be a professional advisor but only in a capacity as a Registered Inspector;

- iii. have in its shareholding, board of directors, management, administration, technical operations, anyone who is an abattoir owner, is representing an abattoir or is a client or supplier to an abattoir;
- iv. receive direct remuneration or any incentive from an abattoir and/or its representatives in terms of services rendered; unless written permission has been granted by the NEO.
- v. Have been convicted of a criminal offence related to theft, fraud, dishonesty or similar offence.

In terms of the above, assignees may be required to submit declarations in this regard and may also be required to have similar declarations signed by its employees, irrespective of their position or work within the organization, on or prior to them being employed.

c. Independence

Assignees must give clear guidelines on how they will ensure that they or their employees will not be subjected to any situation that may negatively affect meat safety or compromise the objectivity of their employees in the performance of meat inspection services at facilities. These guidelines must include but are not limited to the following:

- i. steps to be taken to mitigate the potential risk where employees may be subjected to any form of influence or bribes to alter decision making;
- ii. steps to be taken to support employees in exercising the authority accorded to them in terms of the Act and the regulations;
- iii. methods for reporting, investigating and addressing complaints of untoward actions received from or about its employees;
- iv. methods of reporting the above cases to the relevant Provincial Authorities;

d. Confidentiality

Assignees, in accordance with section 17 of the Act, must ensure confidentiality of information acquired in the course of the inspection service. They must undertake not to divulge any information without written consent of the owner except where such information is required by the NEO or PEO in the administration of the Act.

Assignees must refer all requests for information that they may hold as a result of the performance of an inspection service in terms of the Act and the Regulations, to the NEO or the PEO to be dealt with in accordance with the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000)

7.3. Organisation and Management

- a. The assignee must have an organisational structure that enables it to maintain the capability to perform its functions.
- b. The assignee must define and document the responsibilities and reporting structure of the organisation.
- c. The assignee must provide effective supervision by a registered Veterinarian familiar with the inspection methods and procedures, the objectives of the inspection and the assessment of the examination results as required by the NEO and/or PEO.
- d. Each operation within the service must be described. These job descriptions must include the requirements for education, training, technical knowledge and experience.
- e. The assignee must maintain a system for control of all documentation relating to its activities. It must ensure that:
 - i. the current issues of the appropriate documentation are available at all relevant locations and to all relevant staff;
 - ii. all changes of documents or amendments to documents are covered by the correct authorization and processed in a manner which will ensure timely availability at the appropriate location;
 - iii. records are maintained for a period of 5 years;
 - iv. any authorized parties, as necessary, are notified of changes and provided with the necessary documents as may be determined.
- f. The assignee must have documented procedures for dealing with feedback and corrective action whenever discrepancies are detected in the performance of services.

- g. The management of the assignee must review the service at appropriate intervals to ensure its continuing suitability and effectiveness. The results of such reviews must be recorded.

7.4. Personnel

- a. The assignee must have a sufficient number of personnel with the range of meat inspection personnel necessary for a comprehensive meat inspection service for a particular category of abattoirs as assigned for, as contemplated in section 15 of the scheme, to carry out its normal functions – this includes the services of veterinarians, meat inspectors/examiners and relief personnel.
- b. The staff responsible for meat inspection service must have appropriate qualifications and experience as determined by the NEO. They must also undergo continuous professional development in meat inspection and/or food safety hygiene management to keep pace with developments in the meat industry.
- c. Meat inspection personnel must have the knowledge of the Meat Safety Act and applicable regulations, with specific focus on the requirements of meat inspection as prescribed in the relevant regulations. They must have the ability to make professional judgments as to conformity with regulatory requirements and to report thereon. They must also have relevant knowledge of the technology used in the slaughter process, and of the defects which may occur during these processes.
- d. The assignee must establish a document management system to ensure that the training of its personnel, in the technical and administrative aspects of the work in which they will be involved, is kept up-to-date in accordance with its quality management system.
- e. The assignee must ensure that all meat inspection personnel undergo an induction period of at least 1 day under qualified and experienced personnel to prepare them for their duties and familiarize them with the particular abattoir operations.

- f. All newly qualified or inexperienced meat inspection personnel must work under direct supervision of an experienced meat inspector for at least 1 month, however, the NEO or PEO may extend this period if deemed necessary.
- g. The assignee must provide guidance for the conduct of its staff, and a written code of conduct must be available.
- h. The assignee must ensure that persons engaged in inspection do not receive any compensation and/or gifts for their meat inspection service from sources other than the assignee.
- i. All personnel must be clearly identifiable as being a veterinarian, meat inspector or meat examiner in service of the assignee and must have proof of authorization/registration available at all times.

7.5. Facilities and equipment

- a. The assignee must have access to adequate and suitable facilities required for rendering the service. These include vehicles needed to service different abattoirs and provide the necessary support and supervision to primary meat inspection personnel as required.
- b. The assignee must have the following equipment to provide a meat inspection service:
 - i. Protective clothing for each meat inspection personnel which is compliant to the Meat Safety Act, 2000.
 - ii. Calibrated thermometers for every abattoir serviced.
 - iii. Calibrated light meter for every abattoir serviced.
- c. The assignee must ensure that all such equipment is properly maintained, in accordance with documented procedures and instructions. Defective equipment must be removed from service

- d. The assignee must ensure that, where appropriate, abattoir supplied equipment is calibrated before being put into service and thereafter according to an established hygiene management programme.

7.6. Inspection methods and procedures

- a. The assignee must use the methods and procedures which are defined in the regulatory requirements for inspection.
- b. The assignee must have and use adequate documented instructions on inspection planning and on standard sampling and inspection techniques. Where applicable, this requires sufficient knowledge of statistical techniques to ensure statistically sound sampling procedures and the correct processing and interpretation of results.
- c. When the assignee has to use inspection methods or procedures which are non-standard, such methods and procedures must be appropriate and fully documented in a protocol, and approved by the NEO or PEO.
- d. All instructions, standards or written procedures, worksheets, checklist and reference data relevant to the work of the assignee must be maintained up-to-date and be readily available to the relevant authority.
- e. Observations and/or data obtained in the course of inspections must be recorded in a timely manner to prevent loss of relevant information.
- f. All calculations and data transfers must be subject to appropriate checks by the assignee.

7.7 Handling inspection samples and items

- a. The assignee must ensure that carcasses and parts thereof are inspected, identifiable and correlated to avoid confusion regarding the identity of such items at any time.

- b. Any carcass or part thereof with apparent abnormalities notified to or noticed by the inspector must be dealt with in accordance with regulatory requirements.
- c. The assignee must have documented procedures and appropriate facilities to avoid deterioration or damage to inspection items which are under its responsibility.

7.8. Records

- a. The assignee must maintain a record system to suit the meat inspection service that it is rendering, in compliance with all relevant statutes and regulations and in accordance with the provisions set out herein above regarding "Organization and Management".
- b. The records must include sufficient information to permit satisfactory evaluation of the service.
- c. All records must be safely stored for a period provided for herein above, held secure and in confidence to the client, unless otherwise required by law.

7.9. Complaints and appeals

- a. The assignee must have documented procedures for dealing with complaints received from clients or other parties about the assignee's activities.
- b. The assignee must have documented procedures for the consideration and resolution of appeals against the results of its inspections, as these are carried out under legally delegated authority.
- c. A record must be maintained of all complaints and appeals and of the actions taken by the assignee.

7 10. Lines of communication

- a. All official communication between the assignee, the NEO and the PEO must be in writing.

- b. Any amendments to particulars of the assignee must be in writing and be forwarded to the NEO and PEO at least 14 days prior to effect.

7.11 Reporting

An annual report (or more often if required) must be submitted to the PEO. The format of such a report must be negotiated with individual PEOs and should form the basis of discussion pertaining to the performance criteria of the inspection service provided by the assignee in the province.

7.12. Assignment process

- a. An assignee intending to provide a meat inspection service at an abattoir must apply to the PEO in a Province in which they wish to operate.
- b. The PEO will assess the application and if found to be compliant, will recommend the application to the NEO for further processing.
- c. The NEO will assess the documents submitted by the PEO and make a recommendation to the Minister for approval.
- d. If the Minister is satisfied that the application meets the requirements to be assigned for meat inspection service, she/he will approve the application.
- e. Feedback on the approval/disapproval of the application will be sent to the assignee via the PEO.
- f. The assignee will be listed by the NEO in the list of approved assignees

All meat inspection personnel must register with the PEOs in which they operate. Meat inspection personnel are to be procured by abattoirs from assigned meat inspection service providers only.

The PEO may allow an owner of a rural or infrequently slaughtering low throughput abattoir to procure a meat inspection service from a registered and authorised meat inspection person who has not been assigned by the Minister. Any such inspection service must be conducted under the monitoring of the NEO or an assignee as the case may be.

8. EXEMPTION FROM PROVISIONS OF THE SCHEME

The scheme shall not apply to abattoirs that are being serviced under a government meat inspection service, or those that have been exempted by the NEO. In making a decision on exemptions, the NEO shall use the following categories as guidelines:

8.1. Category 1 - Abattoir throughput

The NEO may allow an owner of a rural or infrequently slaughtering low throughput abattoir to procure a meat inspection service from an authorised meat inspection person who has not been assigned by the Minister. The PEO and/or an assignee must monitor the service(s) provided by the meat inspection person referred to in this category

8.2. Category 2 - Poultry Meat Examiner Level 1

PME Level 1s are exempted from independence and may be directly employed by the abattoir. PME Level 1s must work under the supervision of an assigned meat inspection personnel or a government appointed inspection personnel at the abattoir. Where PME Level 1s provide the service in the absence of an assignee or government meat inspection personnel, as may be the case in rural and infrequently slaughtering abattoirs, the PEO or an assignee within reach of the abattoir must monitor the meat inspection service provided.

8.3. Category 3 - Game trained person

A game trained person provides an inspection service during harvesting on farms servicing rural and infrequently slaughtering game abattoirs. Large operations making use of harvesting depots must have an independent meat inspection personnel at harvesting.

9. TERMINATION AND SUSPENSION OF THE ASSIGNMENT BY THE MINISTER

9.1 The Minister may terminate or suspend an assignment of a service provider to conduct meat inspection service at abattoirs in South Africa if the service provider in question:

- a. does not comply with a provision of the Meat Safety Act, 2000 or with a directive by the national executive officer;
- b. no longer complies with any condition subject to which the assignment was issued;
- c. is found incompetent by a court of law to operate a similar business;

- d. has at any time by reason of improper conduct been disqualified or dismissed from a position of trust;
- e. has at any time been found guilty of an offence involving an element of dishonesty; or
- f. does not have the necessary capacity and resources to conduct a meat inspection service;

9.2 The Minister may not withdraw an assignment unless he or she has:

- a. informed the service provider in question of the intended withdrawal and of the grounds upon which it is based; and
- b. afforded the assignee a reasonable opportunity to state his or her case or to rectify any shortcoming within the period specified by the Minister.

10. RESPONSIBILITIES OF MEAT INSPECTION ASSIGNEES

Meat inspection assignees' roles in the meat inspection service include:

- a. Provision of meat inspection personnel

An owner of an abattoir must procure a meat inspection service through a registered meat inspection assignee. Inspection capacities must be maintained at all times during and for the full duration of production cycles at abattoirs. These include extended working hours, overtime, night, weekend and holiday shifts, multiple shifts, and emergencies. Provision must be made for relief personnel and to service peak production periods.

- b. Provision of secondary meat inspection service by veterinarians

All abattoirs must have a registered inspector who is a veterinarian to conduct the duties as listed elsewhere in this document. All veterinarians servicing abattoirs as registered inspectors, with the exception of state veterinarians, must be procured through meat inspection assignees. This means that meat inspection assignees must therefore be able to provide veterinarians to abattoirs as required. A veterinarian must visit an abattoir for a pre-determined period of time on slaughter days as determined by the PEO.

c. Registration of meat inspection personnel

The meat inspection assignee must ensure that all meat inspection personnel under their employment are registered with the PEO to provide meat inspection at abattoirs.

d. Monitoring of meat inspection personnel by the supervisory registered inspector

The meat inspection assignee must provide supervisory meat inspection personnel to monitor the performance of meat inspection personnel in all abattoirs they are servicing. The supervisor is also responsible for the assessment of meat inspection personnel in accordance with regulations 55(c)(ii) and 53(c)(ii) of the red meat and poultry meat regulations respectively.

e. Induction and continuous training of meat inspection personnel

New or inexperienced meat inspection personnel must receive direct supervision by a senior and more experienced inspector for a period of at least 1 month. The meat inspection assignee must ensure that the meat inspection personnel receive continuous professional development related to their duties in abattoirs.

f. Liaison with the PEO in relation to meat inspection

The meat inspection assignee must provide regular reports on meat inspection service at abattoirs they are servicing to the PEO at a frequency to be determined by the PEO. The reports must include slaughter statistics. The PEO may require an assignee to report to him/her on any activity under their scope of activity.

11. RESPONSIBILITIES OF THE OWNER OF AN ABATTOIR

The abattoir owner has a responsibility to supply meat that is safe for human and animal consumption. The owner must:

- a. Procure meat inspection service for the abattoir
- b. Ensure that all meat inspection personnel are registered by the PEO
- c. Comply with all provisions of the Act and its regulations
- d. Provide and implement a hygiene management system
- e. Avail the necessary resources for the production of safe meat and meat products, including meat inspection facilities.

- f. Allow the meat inspection personnel to exercise their duties within the abattoir without undue pressure and influence.
- g. Respect the decisions of meat inspection personnel.

Any change of meat inspection assignees and/or meat inspection personnel must be approved by the PEO in advance. The owner of an abattoir must provide reasons to the PEO for the need for change. The PEO must consider the reasons provided by the owner to ensure that no reasons that are in contravention of meat safety are used to change meat inspection personnel. If an owner is unhappy with the performance of a registered inspector or assignee servicing their abattoir, they should approach the PEO for a resolution.

12. RESPONSIBILITIES OF THE PROVINCIAL EXECUTIVE OFFICER

- a. Enforcement of the Meat Safety Act in accordance with section 5(1) of the Act.
- b. Monitoring of the performance of meat inspection personnel, including the supervisory meat inspection personnel and registered veterinarian.
- c. Registration of meat inspection personnel.
- d. The PEO may overrule a registered inspector at an abattoir after considering all factors at hand, in which case the assignee shall be entitled to written reasons from the PEO for being so overruled, which written reasons must be provided within 5 days from date of being requested.
- e. The PEO must determine the number of registered inspectors required at an abattoir after having considered the abattoir design, number of inspection stations, line speed, different species, structural and managerial factors.

13. RESPONSIBILITIES OF THE NATIONAL EXECUTIVE OFFICER

- a. Oversight and monitoring of the meat inspection service in South Africa
- b. Recommendation to the Minister for assignment of meat inspection service providers
- c. Maintenance of the national register of assigned meat inspection service providers
- d. Maintenance of essential national standards

14. RELATIONSHIP BETWEEN THE MEAT INSPECTION ASSIGNEE AND THE PEO

A meat inspection assignee registered to perform meat inspection service at an abattoir acts on behalf of government in the performance of their responsibilities as defined elsewhere. The relationship between government and the meat inspection assignee is therefore regulated as follows:

- a. The NEO/PEO is responsible for the regulatory control of abattoirs and meat inspection service in the country.
- b. The meat inspection assignee will report to the PEO on matters related to the performance of their duties as defined in the scope of meat inspection service.
- c. A registered inspector may issue an order to suspend or not to start slaughter at an abattoir if he/she deems the non-compliances at the abattoir are critical and will have a direct impact on the hygiene of the products. It is important to note that a decision to be made by a registered inspector on the fate of the products inspected should be based on the inspection results and considerations of the abattoir and harvesting depot (in case of game) hygiene.
- d. An order issued by a registered inspector must be communicated to the PEO at the earliest convenience.
- e. Orders issued to an abattoir by a registered inspector must be put in writing at the earliest convenience.
- f. An abattoir owner may refer a decision made by a registered inspector to the PEO for resolution.
- g. The PEO may overrule a decision made by meat inspection personnel.

15. SCOPE OF MEAT INSPECTION

A meat inspection service at an abattoir must comply with and include the following:

- a) Ante-mortem inspections (where applicable) of all animals presented for slaughter.
- b) The inspection or examination of carcasses, parts thereof, including cut or deboned meat or processed meat products.

- c) The inspection or examination of all incoming and outgoing carcasses, meat or meat products, including products that have been returned to an abattoir.
- d) Provision of secondary meat inspection by a veterinarian.
- e) The approval of fitness for human consumption of the final products to be dispatched. i.e., the approval of the products must extend beyond the meat inspection points and must include the approval at the point of dispatch.
- f) Registered inspectors who may not necessarily be involved in the "on line" meat inspection function, must mainly focus on the verification of compliance to a 'Farm to Fork' and in-house Food Safety Management Systems and must also be involved in exercising control over the inspection or release of products or consignments from such facilities.
- g) In poultry abattoirs, the above mentioned Registered Inspectors will also be responsible for monitoring and assessing the meat inspection efficiencies of the abattoir appointed registered inspectors.
- h) Verification of hygiene management systems.
- i) Sampling of meat, surfaces, water and any other relevant material/object for monitoring of potential hazards.
- j) Subject to the approval of the PEO, the implementation of a hygiene management system at an abattoir may be included under activities to be performed by a meat inspection assignee separate from the meat inspection service only under exceptional circumstances and where alternatives are not available, as may be the case in some low throughput and rural abattoirs. If such approval has been granted, the PEO must continuously monitor the performance of these separate roles by the assignee to ensure that there is no negative impact to the independence and integrity of the meat inspection service.
- k) Monitoring the handling and disposal of condemned material and abattoir waste.
- l) Providing written authorization, in consultation with the NEO/PEO, for the taking and removal of samples for research or training purposes in line with the requirements of the relevant regulations.
- m) Reporting to the PEO/NEO on matters relating to regulatory compliance. This includes, inter alia, reports on meat inspection, abattoir hygiene management, animal health, animal welfare and disease control. The enforcement of the Act and regulations remain the responsibility of the PEO. Frequency of reporting may increase on the basis of the impact of transgression on food safety.

- n) Meat inspection service must be provided under the monitoring of a veterinarian registered by the PEO as a registered inspector.

A registered inspector must take into consideration the welfare of the animals waiting to be slaughtered, the practical and logistical implications.

The regulatory authority assigned to a meat inspection personnel at an abattoir is limited to:

- i. Decision making on fitness of animals for slaughter during ante-mortem inspections
- ii. Decision making on carcasses and offal – Pass, condemn, detain
- iii. Decision making on commencement of slaughtering. Slaughter may only start with the consent of the meat inspection personnel (not abattoir-appointed meat inspection personnel where applicable)
- iv. Suspending the slaughter operation if non compliances warrant such
- v. Controlling the slaughter line speed
- vi. Sampling of products and facilities
- vii. Preparing and submitting official reports and statistics and may be needed by the NEO/PEO

The services of meat inspection assignees at export approved cutting plants, processing plants and cold stores, and import approved cold stores will be determined by the NEO/PEO as and when necessary

15. ROLES OF DIFFERENT MEAT INSPECTION PERSONNEL AT ABATTOIRS

16.1 General

16.1.1 Reporting lines for meat inspection personnel

An assignee rendering a meat inspection service at an abattoir reports to the PEO in the Province in which they operate. Meat inspection personnel servicing abattoirs under assignment by the Minister must report to the assignee who is accountable for their performance.

Abattoir management and supervisors do not have any oversight and managerial roles over assigned and government meat inspection personnel. Abattoir-appointed meat inspection personnel (where applicable) must report, in relation to meat inspection service (technical line function), to the independent meat inspection personnel assigned to that particular abattoir or to the government meat inspection personnel. In cases where abattoir-appointed meat inspection personnel do not have direct supervision by an assigned or government appointed registered inspector, as the case may be in rural poultry abattoirs, the local Veterinary Public Health Officer must have constant monitoring over the activities of these registered inspectors.

16.1.2 Decision making on commencement of slaughter process

A registered inspector who is not in the employment of the abattoir (with exception of game harvesting where a trained person is in charge) must give consent to the abattoir manager for commencement of slaughter. The registered inspector will consider the following before making the decision:

- a. The cleanliness of the abattoir slaughter floor, equipment
- b. Personal hygiene of slaughter personnel
- c. Available chilling capacity
- d. Animal welfare considerations
- e. Whether equipment is in a good state of repair
- f. Sterilizers are working properly
- g. There is sufficient lighting on the slaughter floor
- h. Availability of potable water at prescribe temperatures

16.2 Red Meat and Farmed Ostriches Abattoirs

a. Meat Examiner

- a. Conduct primary meat inspection of carcasses and offal.

In addition to the core duties of a meat examiner as described above, additional duties for a meat examiner may extend to the following in agreement with the PEO:

- i. Monitoring of the dispatch processes.
- ii. Monitoring of the handling of condemned material until safe disposal.
- iii. The NEO/PEO may authorize a meat examiner to perform meat examination (ante-mortem and primary meat inspection) in the absence of a Meat Inspector/VPHO at a rural abattoir. In this case the NEO/PEO must set up the necessary monitoring (carried out either by the NEO/PEO or an assignee) and reporting systems to ensure that meat safety and abattoir hygiene are maintained. A meat examiner such authorized must receive additional training and continuous professional development to be able to manage all aspects necessary to ensure that the meat and products released from the abattoir are safe for human consumption.

b. Meat Inspector

- i. A meat inspector may perform any of the duties of a meat examiner.
- ii. Conduct ante-mortem inspection of slaughter animals. Training of meat inspectors in animal behavior must be included in the scope of training or as additional in-service training
- iii. Prepare and submit to the PEO a monthly report on the meat inspection service, including slaughter statistics, as well as any non-conformances which require immediate intervention.
- iv. Regulatory control including verification of the abattoir hygiene management system

The functions of a meat inspector may be carried out by an animal health technician (AHT) provided that he/she has acquired additional training in meat examination to carry out primary meat examination

c. Veterinarian

- i. A veterinarian may perform any of the functions of a meat inspector
- ii. Conduct ante-mortem inspection of animals that have been deemed not fit for slaughter by the meat inspector/examiner
- iii. Conduct secondary meat inspection on all carcasses detained by the meat inspector/examiner, all carcasses of animals that had been referred by the meat inspector/examiner for veterinary ante-mortem inspection, and all carcasses that underwent emergency slaughtering.

- iv. Prepare and submit to the PEO a report on the meat inspection service(s) conducted.
- v. Prepare and report on secondary meat inspection services to the owner of an animal or the abattoir owner.
- vi. Verification of the abattoir hygiene management system.

The veterinarian may engage any personnel in the abattoir for assistance with the performance of his/her responsibilities.

16.3 Poultry and Rabbit Abattoirs

a. Poultry Meat Examiner Level 1

Poultry meat examiners level 1 are abattoir appointed meat inspection personnel and are added in this section to complete the scope of meat inspection personnel and not to define their role under assignees

- i. Conduct meat examination of carcasses and offal under supervision of a senior meat inspection personnel.
- ii. Monitoring of the dispatch processes.
- iii. Monitoring of the handling of condemned material until safe disposal.

b. Poultry Meat Examiner Level 2

- i. A PME Level 2 may perform any of the functions of a PME level 1.
- ii. Responsible for meat inspection at recovery point
- iii. Monitoring of the slaughter processes.
- iv. Monitoring and direct supervision of the meat examination by the PME level 1(s)
- v. Verification of the abattoir hygiene management system.
- vi. Approval of the products after the assessment of the slaughter and meat examination processes and abattoir hygiene management.
- vii. Prepare and submit to the PEO a monthly report on the meat inspection service, including slaughter statistics.

c. Meat Inspector

Meat inspectors will be attached to all high throughput abattoirs to perform the same activities as for PME 2 as described above.

d. Veterinarian

1. A poultry/rabbit abattoir must have access to the service of a veterinarian to carry out farm health and welfare management systems. This must include:

- An applicable flock health control programme, which includes verification that all day old chicks placed comply with Salmonella control and pathogen reduction programmes as well as the necessary vaccination requirements.
 - Farm flock health certification before catching, including compliance with withdrawal periods
 - Disease control measures including:
 - vaccination of birds.
 - Ecto and endoparasite control of birds.
 - Treatment of sick and/or injured birds.
 - Post mortem examination of dead birds on the farm and at the abattoir.
- ii. Prepare and submit to the PEO a report on the meat inspection service(s) conducted.
- iii. Verification of the abattoir hygiene management system.

16.4 Game Meat and Wild Ostriches Abattoirs

Where reference is made to game, the same applies to wild ostriches and crocodiles

a. Trained person

- i. Conduct ante-mortem inspection of game animals to be slaughtered. In the context of game slaughter, ante-mortem inspection is limited to a visual appraisal, which in most cases may be from a distance further than in red meat and poultry, of the behavior and actions of the game animal to determine its fitness for slaughter

- ii. Verification of proper shooting, bleeding times, hygienic harvesting and transport procedures of harvested game.
- iii. Identification of abnormal behaviour in the live animal and deviation from procedures.
- iv. Reporting to the registered inspector at the harvesting depot or game meat abattoir

b. Game Meat Examiner

- i. Conduct examination of carcasses and offal at the game harvesting depot.
- ii. Conduct examination of carcasses and offal at the game meat abattoir.
- iii. Monitoring of hygiene control during harvesting and at the game harvesting depot.

In addition to the core duties of a meat examiner as described above, additional duties for a meat examiner may extend to the following in agreement with the PEO:

- i. Monitoring of the dispatch processes at the abattoir.
- ii. Monitoring of the handling of condemned material until safe disposal.

Due to the locations, numbers and accessibility of game farms, the infrequent slaughtering/harvesting and the challenges with accessing the animals on a game farms, it may not always be possible to have independent meat inspection personnel servicing the game harvesting depots on these farms. The NEO/PEO may therefore waive the requirement for independence for game meat examiners at game harvesting depots for small game harvesting operations for practical reasons as described. This means that the owner must have a game meat examiner during game harvesting, but such an individual may not necessarily be independent of the owner or farm.

A game meat examiner operating under the waiver of independence must report to the PEO on the meat examination service provided at a frequency as shall be determined by the PEO. The game meat examiner must also submit a meat examination report to the game abattoir with each consignment for the attention of the abattoir meat inspector.

c. Meat Inspector

- i. A meat inspector may perform any of the duties of a game meat examiner.
- ii. Conduct primary meat inspection on all carcasses.
- iii. Prepare and submit to the PEO a monthly report on the meat inspection service, including slaughter statistics.
- iv. Verification of the abattoir hygiene management system.

d. Veterinarian

- i. Conduct secondary meat inspection on all carcasses detained by the meat inspector/examiner for a veterinary decision.
- ii. Conduct inspection on all emergency slaughter carcasses and offal.
- iii. Prepare and submit to the PEO a report on the meat inspection service(s) conducted.
- iv. Verification of the abattoir hygiene management system.

16.5 Crocodile Abattoirs

a. Meat Examiner

- i. Conduct post mortem inspection of carcasses and offal at the abattoir.
- ii. Monitor receiving of chilled harvested crocodiles at the abattoir.

b. Meat Inspector

- i. A meat inspector may perform any of the duties of a meat examiner.
- ii. Conduct ante-mortem inspection at harvesting of crocodiles.
- iii. Monitor receiving of chilled harvested crocodiles at the abattoir.
- iv. Prepare and submit to the PEO a monthly report on the meat inspection service, including slaughter statistics, as well as any non-conformances which require immediate intervention.
- v. Regulatory control including verification of the abattoir hygiene management system

c. Veterinarian

- i. Monitor ante-mortem done by meat inspector.

- ii. Conduct secondary meat inspection on all carcasses detained by the meat inspector/examiner for a veterinary decision.
- iii. Prepare and submit to the PEO a report on the meat inspection service(s) conducted.
- iv. Verification of the abattoir hygiene management system.

17. TRAINING OF MEAT INSPECTION PERSONNEL

Training of veterinarians, meat inspectors and animal health technicians is carried out at institutions of higher learning registered with the Department of Higher Education and Training. There are quality management systems at these institutions to maintain standards of training. The qualifications and curricula are registered with the South African Qualifications Authority.

Training for meat examiners is offered by private service providers and is unregulated. The standards and duration of training for meat examiners differ. In order to have some degree of control of training for meat inspection personnel, the NEO will form a unit to be led by DAFF that will monitor training of all meat inspection personnel. The terms of reference for the unit will be:

- 1. To set standards for training of meat inspection personnel.
- 2. To assess and endorse all qualifications for meat inspection personnel to ensure that they meet the requirements.
- 3. To monitor the training of meat inspection personnel.

The unit will use expertise from government and industry for advice on any matter related to training of meat inspection personnel.

18. FUNDING MODEL

In accordance with section 11(1)(b) of the Act, the owner of an abattoir must procure a meat inspection service for that abattoir. On the basis of this prescript, each abattoir that is to be service by an assigned meat inspection service provider will be responsible for the payment of the meat inspection service provided at their abattoir.

A revenue collection system will be developed to ensure that there is no direct payment by abattoir and facility owners to assignees. The revenue collection system will operate as follows:

- a. The Minister will appoint revenue collection institution(s) for the collection of meat inspection revenue in line with treasury regulations.
- b. The abattoir/facility owner must pay money for the meat inspection service to the appointed revenue collection institution.
- c. The revenue collection institution must pay the assigned meat inspection service providers all monies due to them from the abattoirs for meat inspection service provided within 2 weeks of the revenue being made available.

The implementation of a revenue collection system for meat inspection service will be effective from the date to be determined by the NEO. The NEO may waive the use of a revenue collection system for revenue collection for various abattoir categories, such as rural and infrequently slaughtering abattoirs. Until the effective date for the implementation of the system, abattoirs may be allowed to directly pay assignees for services provided. The NEO must monitor the system to ensure that there is no compromise on the independence of the meat inspection service due to direct financial transactions.

19. MEAT INSPECTION FORUM

A meat inspection forum consisting of government and other stakeholders in the meat inspection service is to be set up to advise the NEO and PEOs on the implementation of meat inspection service in the country.

- a. Composition of the Meat Inspection Forum
 - i. National Executive Officer (Chairperson)
 - ii. All Provincial Executive Officers
 - iii. One representative of the meat inspection assignees
 - iv. One representative of the red meat industry
 - v. One representative of the poultry meat industry
 - vi. One representative of the game meat industry
 - vii. One representative of the ostrich meat industry
 - viii. One representative of the crocodile meat industry
 - ix. One representative of the rabbit meat industry

The MI Forum may co-opt any person relevant to the objectives of the scheme to attend and participate in meetings.

b. Meetings of the Meat Inspection Forum

The NEO (or representative) is the chairperson of the forum and presides over all meetings of the forum. In the absence of the NEO and his/her representative, the members present at a meeting must elect a chairperson for the meeting.

The Department of Agriculture, Forestry and Fisheries must provide administrative and secretarial services to the forum.

The forum is to meet at least twice per year. Any member of the forum may request an urgent/extraordinary meeting of the forum if supported by at least 50% of the members of the forum. The chairperson, however, has the power to call an urgent/extraordinary meeting of the forum if the need arises.

In addition to being a forum where feedback is given on the performance of meat inspection in the country, the forum will also advise the NEO/PEOs on:

- i. Any matter of relevance related to meat inspection service at abattoirs.
- ii. Grievances and complaints related to meat inspection services lodged by any party
- iii. Conditions of service for meat inspection personnel
- iv. Appropriate cost recovery for different sizes, category and species of abattoirs

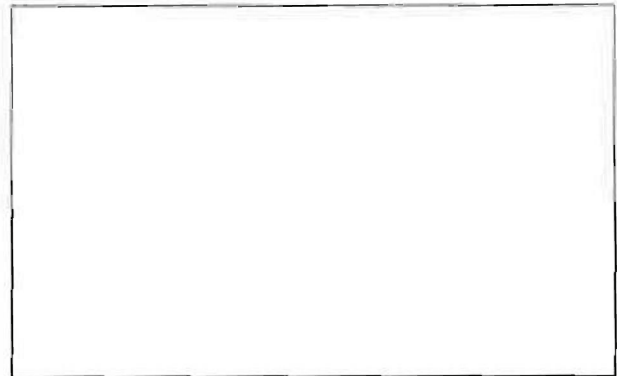
Recommendations of the meat inspection forum are not binding on the NEO and PEOs, however, the government must use the forum to learn about the developments and best practices in the meat industry.



agriculture,
forestry & fisheries

Department:
Agriculture, Forestry and Fisheries
REPUBLIC OF SOUTH AFRICA

Insert Provincial logo here



APPLICATION FOR ASSIGNMENT OF A MEAT INSPECTION SERVICE PROVIDER UNDER THE MEAT SAFETY ACT, 2000 (ACT NO. 40 OF 2000)

IMPORTANT NOTICE

1. Please complete this form fully, in **PRINT**, prior to the return thereof.
2. This form, together with all supporting documents must be sent to the Provincial Executive Officer (PEO) of the Province in which the organisation/prospective assignee wishes to operate. Contact details of PEOs are provided in Part E

PART A: MEAT INSPECTION SERVICE PROVIDER DETAILS

A1: APPLICANT'S DETAILS

Name and surname	
Identity Number	
Postal address	
Physical address	
Telephone No.	
Cell phone No.	
Fax no	
E-mail address	
CERTIFIED COPIES OF IDENTITY DOCUMENT MUST ACCOMPANY THIS APPLICATION. NO APPLICATION WILL BE CONSIDERED WITHOUT THESE DOCUMENTS BEING ATTACHED.	

A2: COMPANY DETAILS

Company name			
Registration number			
Shareholding			
Name and Surname	Identity Number	Percentage shareholding	
Postal address			
Physical address			
Telephone no.			
Cell phone No.			
Fax no			
E-mail address			
CERTIFIED COPIES OF BROAD-BASED BLACK ECONOMIC EMPOWERMENT (BBBEE) CERTIFICATE OF COMPLAINT MUST ACCOMPANY THIS APPLICATION.			

A3: PROVINCES AND CATEGORIES OF ABATTOIRS*

Provinces in which the assignee wishes to render services (Indicate with an X)					
Gauteng		Northern Cape		Mpumalanga	
Eastern Cape		North West		KwaZulu Natal	
Free State		Limpopo		Western Cape	
Category of abattoirs (Indicate with an X)					
Red Meat		Poultry		Ostrich	
Other (please specify)					

***Please Note:** A meat inspection service provider is not limited to the Province in which the assignment process was initiated, but may offer their service at any abattoir in the country, but within the limits of the scope of activity indicated in the letter of assignment

APPLICATION FOR ASSIGNMENT: MEAT INSPECTION SERVICE PROVIDER

Page 2 of 6

PART B: INFORMATION TO BE PROVIDED (*Meat Inspection Scheme: Section 7*)**IMPORTANT NOTICE**

1. Please refer to the Meat Inspection Scheme for detailed requirements, the relevant sections are indicated in italics.
2. Note that no application will be considered without all the relevant information being provided.

B.1. Integrity, Independence and Confidentiality

The organization/prospective assignee shall provide detailed information describing how it complies with the provisions of *Section 7.2 a to d* of the *Meat Inspection Scheme*

B.2. Organisation and Management

The organization/prospective assignee shall provide detailed information describing how it complies with the provisions of *Section 7.3 a to g* of the *Meat Inspection Scheme*

B.3. Personnel

The organization/prospective assignee shall provide detailed information describing how it complies with the provisions of *Section 7.4 a to i* of the *Meat Inspection Scheme*

B. 4. Facilities and Equipment

The organization/prospective assignee shall provide detailed information describing how it complies with the provisions of *Section 7.5 a to d* of the *Meat Inspection Scheme*

B.5. Inspection methods and procedures

The organization/prospective assignee shall provide detailed information describing how it complies with the provisions of *Section 7.6 a to f* of the *Meat Inspection Scheme*

B.6 Handling inspection samples and items

The organization/prospective assignee shall provide detailed information describing how it complies with the provisions of *Section 7.7 a to c* of the *Meat Inspection Scheme*

B.7. Records

The organization/prospective assignee shall provide detailed information describing how it complies with the provisions of *Section 7.8 a to b* of the *Meat Inspection Scheme*

B.8. Complaints and Appeals

The organization/prospective assignee shall provide detailed information describing how it complies with the provisions of *Section 7.9 a to c* of the *Meat Inspection Scheme*

B.9. Reporting

The organization/prospective assignee shall provide detailed information describing how it complies with the provisions of *Section 7.11* of the *Meat Inspection Scheme*

PART C. LIST OF DOCUMENTS PROVIDED

Please provide the titles/names of the documents provided

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If the space provided above is not enough, please provide a list of the additional supporting documents on a separate page

PART D. DECLARATION

By attesting my signature hereto, I –

- declare that **what I have stated** or provided **in this application** is **correct** at the time the application is made;
- understand that any **false or misleading information** provided may lead to **rejection of the application, prosecution** and/or other **legal action** taken against me;
- realise that if in the opinion of the Department I am wilfully providing false or misleading information this may be taken into consideration when considering future applications.

Full Names as per ID document _____

ID number _____

Signature of applicant _____

Date _____

APPLICATION FOR ASSIGNMENT: MEAT INSPECTION SERVICE PROVIDER

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PART E. CONTACT DETAIL LIST OF PROVINCIAL EXECUTIVE OFFICERS (PEO) AND VETERINARY PUBLIC HEALTH MANAGERS

Province	Designation	Name	Tele/Fax	Email	PHYSICAL/POSTAL ADDRESS
Gauteng	PEO	Dr W Rabolao	082 373 7724	Wynton.Rabolao@gauteng.gov.za	No. 56 Eloff street. Johannesburg
	VPH Manager:	Dr Yemi Akerele	076 944 1101	Yemi.akerele@gauteng.gov.za	
Eastern Cape	PEO	Dr V Rozani	043 605 4227 /043 642 6987	Vusi.Rozani@edrcar.gov.za	Wodehouse Street, King Williams Town
	Technical manager	Ms G Jamani	039 737 4911	gcobisa.jamani@yahoo.co.za	Maluti College of Education, ERF 206, Magistrate Street, Maluti
Free State	PEO	Dr K Mojaelo	051 436 3677/051 436 5870	drkris@fs.agric.za	36A General Dan Pienaar drive, Dan Pienaar, Bloemfontein, 9301
	VPH Manager	Dr RI Matlala	016 976 2003/016 976 2013	pswylm@gmail.com	P.O. Box 6252, Bloemfontein, 9300
	Technical manager	Seipati Kgechane	051 436 3677/051 436 5825	seipati@fs.agric.za	
Northern Cape	PEO	Dr P Kegakiwe	053 839 7870 /086 622 8073	pkegakiwe@ncpg.gov.za	7 Elliot street Kimberley 8300
	VPH Manager	Dr A Victor	053 839 7807 /: 086 771 9040	AVictor@ncpg.gov.za	
	Technical manager	Mr T Mogongoa	053 839 7888/0867718871	tmogongoa@ncpg.gov.za	
North West	PEO	Dr L Madyibi	018 389 5102 /018 389 5090	LMadyibi@nwpg.gov.za	AgriCentre Building Cnr. Dr. James Moroka & Stadium Rd
	VPH Manager	Dr L Kgatswetswe	018 389 5578 /Fax to E 086 263 1583	LKgatswetswe@nwpg.gov.za	Private Bag X2039, Mmabatho 2735
	Technical Manager	Mr M Nkosi	018 389 5037/ 018 389 5090	nmuzikayise@nwpg.gov.za	
Limpopo	PEO	Dr L Mampane	015 294 3109	mampaner@agric.limpopo.gov.za	Office G17 .Agrivillage 1.69 Biccard Street, Polokwane 0699
	VPH Manager	Dr J Mentz	086 601 2592	jmentz@gmail.com	Private Bag x 9487 Polokwane 0700
	Technical manager	Ms Shalati Gana	015 294 3164/086 601 1671	ganas@agric.limpopo.gov.za	

APPLICATION FOR ASSIGNMENT: MEAT INSPECTION SERVICE PROVIDER

Mpumalanga	PEO	Dr BL Cele	013 741 3218/ 0137415087	lcele@mpg.gov.za	16 Reitz Street, Sonheuwel, Nelspruit
	Technical Manager	Mr D C Uys	013 741 3218/013 741 5087	DCUys@mpg.gov.za	Private Bag X11309 Nelspruit 1200
KwaZulu Natal	PEO	Dr D. I Mshali	035 780 6705	drdumisani.mshali@kzndard.gov.za	P/Bag X 9059, Pietermaritzburg, 3200
	VPH Manager	Dr A.M Warren	033 343 8418	Mark.Warren@kzndard.gov.za	P/Bag X6005, Hilton, 3245
	Technical manager	Mr JJ Mvelase	079 506 2092	James.mvelase@kzndard.gov.za	
Western Cape	PEO	Dr G Msiza	021 808 5002 /0218087619	GinindaM@elsenburg.com	Muldersvlei Road, ELSENBURG, 7607
	Technical manager	Mr. William Jephthas	021808 7751/ 021808 5274	williamj@elsenburg.com	Private Bag X1, Elsenburg, 7607

PEO-Provincial Executive Officer
VPH Manager-Deputy Director/Manager responsible for VPH
Technical Manager-Control VPHO responsible for whole Province

APPLICATION FOR ASSIGNMENT: MEAT INSPECTION SERVICE PROVIDER

**SUMMARY OF THE REQUIREMENTS FOR PROSPECTIVE ASSIGNEES IN TERMS OF
SECTION 4(1) OF THE MEAT SAFETY ACT, 2000 (ACT NO. 40 OF 2000)**

1. Attributes of an assignee (Integrity, Independence, and Confidentiality): *Section 7.2*

The assignee, their personnel or any person deemed to be employed by the assignee shall:

- i. not have direct or indirect interest in the abattoir(s) it is to provide service at;
- ii. ensure that all its rendered services are undertaken impartially; and
- iii. ensure confidentiality of information obtained in the course of its activities.

2. Organisation and Management *Section 7.3:*

The assignee shall:

- i. have an organizational structure that will enable it to maintain the capability to perform its functions effectively,
- ii. system to ensure effective supervision by a registered Veterinarian familiar with the inspection methods and procedures,
- iii. documented systems and procedures.

3. Personnel: *Section 7.4*

The assignee shall have a sufficient number of personnel:

- i. with knowledge of the Meat Safety Act and applicable regulations, appropriate qualifications and experience,
- ii. competent to provide a comprehensive meat inspection service for a particular category of abattoirs as assigned.

4. Facilities and Equipment: *Section 7.5*

The assignee shall have access to adequate, suitable facilities and equipment required for rendering its service.

5. Inspection Methods and Procedures: *Section 7.6*

The assignee shall use methods and procedures prescribed in the applicable regulations in exercising its function.

6. Handling inspection samples and items: *Section 7.7*

The assignee shall have documented procedures and appropriate facilities for handling samples.

7. Records: *Section 7.8*

The assignee shall maintain a record keeping system to suit the meat inspection service it is rendering, in compliance with all relevant statutes, regulations and ensure the confidentiality of its clients.

8. Complaints and Appeals: *Section 7.9*

The assignee shall have documented procedures for dealing with and maintain records for complaints and appeals

9. Lines of communication: *Section 7.10*

The assignee shall ensure that all official communication between it and the NEO or PEO is in writing.

10. Reporting: *Section 7.11*

The assignee shall report as required by the PEO

11. Broad-Based Black Economic Empowerment: *Section 7.1*

The assignee shall comply with the requirements as specified in the AgriBEE Sector Code in terms of Section 9 of the Broad-Based Black Economic Empowerment Act, 2003, as amended.