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1. INTRODUCTION

This booklet is designed to provide meat transport vehicles with a **Food Safety Arrangement** that ensures that the wholesomeness of meat is maintained at all times during transport and delivery of the product. These guidelines will assist companies and drivers to comply with the ***Australian Standard for the Hygienic Production and Transportation of Meat and Meat Products for Human Consumption*** (SCARM 80).

The Arrangement is based on Hazard Analysis Critical Control Point (HACCP) principles, which form the basis of many quality assurance (QA) programs. HACCP is a system of checks and balances that assists in maintaining product quality and which also provides corrective action should faults be detected. Such a system not only helps to limit the number of things that can go wrong, but also enhances customer confidence in the business.

By completing the declaration in the Arrangement, an operator agrees to, and will be subject to annual audits to confirm that procedures are being followed as outlined in the Arrangement. Failure to demonstrate a satisfactory level of compliance with the Food Safety Arrangement may result in additional audits at the operator's cost.

Review and Amendments

The Accredited Operator will ensure that the following steps are undertaken if any changes need to be made to the procedures in this arrangement:

- comply with the requirements of the Australian Standard
- be documented in the Amendment Record

2. GLOSSARY

Accreditation	An approval granted under the <i>Primary Produce (Food Safety Schemes) (Meat Industry) Regulations 2006</i> to carry out meat processing, including the transportation of meat and meat products.
Accredited Operator	A person(s) approved under the <i>Primary Produce (Food Safety Schemes) (Meat Industry) Regulations 2006</i> who is/are responsible for the operation of the accredited business.
Clean	Free of any visual contamination and free of objectionable odour.
Contamination	Faeces, ingesta, grease dirt, rail dust, residues from detergents, metals and micro organisms (<i>Salmonella, E.coli</i>)
Driver	Accredited Operator, or a person authorised by the Accredited Operator, responsible for transporting meat under an accreditation.
Approved Food Safety Arrangement	When used in relation to a provision of this Standard applying to a meat business or meat transport business means the arrangement from the business that is approved by the controlling authority.
Food Safety Auditor	A person recognised by PIRSA's Meat Hygiene Unit, to carry out audits of premises and vehicles under the <i>Primary Produce (Food Safety Schemes) (Meat Industry) Regulations 2006</i> .
Meat	Food that is the whole, or part of, a killed animal or bird.
Meat product	A product containing meat.
MHU	PIRSA's Meat Hygiene Unit, responsible for administering of the <i>Primary Produce (Food Safety Schemes) (Meat Industry) Regulations 2006</i> .
Surface Temperature	Temperature of meat carcasses or quarters taken within two millimetres of the surface.
Core Temperature	The temperature of the meat portions at the centre core.
Vehicle Temperature	The air temperature of the meat carrying compartment of the vehicle.
Wholesome	Any meat or meat product that has been passed for human consumption and is free of any visible contamination, off condition, spoilage, disease, parasite or any abnormality that might compromise human health.

3. DECLARATION

I/We
(Accredited Operator)

of.....
(Company Name)

Advise that this declaration forms part of our Approved **Food Safety Arrangement** in accordance with the provisions of the *Primary Produce (Food Safety Schemes) Act 2004* in respect of the granting of accreditation by the Meat Hygiene Unit (MHU) of Primary Industries and Resources South Australia for the purpose of transporting meat and/or meat products in South Australia and other parts of Australia.

The meat transportation vehicle(s) listed in association with the accreditation, shall comply with the requirements of the:

- ***Primary Produce (Food Safety Schemes) (Meat Industry) Regulations 2006***
- ***Australian Standard for the Hygienic Production and Transportation of Meat and Meat Products for Human Consumption (SCARM 80)***
- ***Conditions of accreditation and any specifications nominated by the MHU.***

The company is committed to continually assess procedures for improvement in efficiency and effectiveness to ensure our client's product is received, transported and unloaded in the best possible manner.

It is the company's aim and responsibility to maintain product specifications for both our customers and government authorities.

Full access will be granted to Meat Hygiene Officers appointed by the Minister for Agriculture, Food and Fisheries, at any time for the purpose of auditing matters specified in this booklet.

Name

Signature

Date

4. SCHEDULE OF TRANSPORTED PRODUCT

Meat and meat products are transported under conditions that maintain their wholesomeness and ensure that during transport their wholesomeness is not jeopardised.

5. SPECIFICATIONS OF TRANSPORTED PRODUCTS

Temperature of product

Cartons, portion and carcase meats shall be transported in the meat carrying compartment of the vehicle. The compartment shall operate at an air temperature to ensure meat temperatures are maintained in accordance with the Australian Standard. That is, <+5 °C for portion and carton meats and, <+7 °C for carcase meats, and be capable of maintaining frozen product if applicable.

Unacceptable Product

If during the loading or unloading of meat and meat product, unacceptable conditions are identified, the company's HACCP person in charge at that point shall be notified to identify and to isolate the effected product for further assessment and disposition.

Vehicle specification

Vehicles shall comply with the Australian Standard for Hygienic Production and Transportation of Meat for Human Consumption. (SCARM 80).

6. CALIBRATION

Vehicle Temperature Gauge

The temperature gauge of the meat carrying compartment is calibrated by the operator every three months to ensure its accuracy of between -15 to +10 °C. Results of tests are kept.

(See Work Instructions for procedure:)

7. HYGIENE AND SANITATION

Purpose

To ensure that people, the vehicle and equipment involved in the transportation of meat and meat products do not jeopardise the wholesomeness of the product.

Personnel

Personnel shall

- i) Be knowingly free from any infectious disease or skin condition that may be transferred through handling meat.
- ii) Be free from any exposed open wound or sore. Any dressing or bandage worn will be clean, waterproof, detectable (distinctively coloured) and secure.
- iii) Only commence work if all the exposed parts of the body, clothing and protective clothing are clean. A set of clean protective clothing, including smock and headgear, will be kept in the vehicle for use when protective clothing becomes contaminated.
- iv) Wear protective clothing such as smocks, aprons and the like to prevent meat from contaminating any portion of their ordinary clothing when loading and unloading unwrapped meat.
- v) Wear clean hair covering when loading or unloading unwrapped meat to prevent hair from coming into contact with the meat.

- vi) Wash hands with soap and potable water–
 - before and after handling any exposed meats
 - after handling raw meat and before handling cooked meat
 - after work breaks
 - after blowing the nose
 - after visiting the toilet
 - whenever chance contamination has occurred.
- vii) If required, use dry hand using facilities such as paper towels that will not contaminate washed hands.
- viii) Where hand washing is not possible, wear disposable gloves. Such gloves must be replaced at the same interval that would apply for hand washing. A supply of disposable gloves will be kept in the vehicle.
- ix) Not engage in any activity that may place the wholesomeness of meat at risk. Such activities include spitting, smoking and the like while in a premises or vehicle that is accredited or registered with MHU.

Vehicle and equipment

Personnel will clean the internal meat compartment, appliances and equipment at the end of each day's operation. (See Work Instruction 4 for procedures)

The exterior of the vehicle shall be cleaned when signs of road dirt and soiled hand marks are evident.

The operator and/or driver shall keep the interior driving compartment clean and free of rubbish.

8. VEHICLE MAINTENANCE

During the daily pre-operational hygiene inspection, a maintenance check is performed by the operator and any deficiencies are to be recorded on the Vehicle Log.

Where a maintenance problem that poses a risk to the product arises it is to be corrected immediately. In the case of other maintenance problems, they are to be assessed by the operator and programmed for correction as soon as possible. Any long-term construction problems are to be recorded on the Vehicle Program of Works register.

9. TRAINING

All new employees and/or drivers are to be instructed by the Accredited Operator in basic hygiene rules, including no smoking, eating or drinking except in designated areas, and the need to wash hands after going to the toilet. Staff suffering from infectious illnesses are not allowed to work in areas where edible products are handled.

New employees and/or drivers are to be instructed during initial training on the procedures involved in hygienic handling procedures including washing of hands. Training records are kept.

10. MHU POLICY STATEMENTS AND NOTICES/LETTERS

The MHU communicates on a range of matters, mostly through a system of numbered circulars. There is a list kept of all inwards correspondence as evidence that it has been read, and if necessary, incorporated into the relevant section of the HACCP manual.

WORK INSTRUCTION 1

LOADING OF PRODUCT

1. Check vehicle thermometer and thermostat settings to enable product temperature to be maintained during transport.
2. Open the door and check general hygienic condition and general repair of the compartment (floor, walls, ceilings and rails etc).
3. Is refrigeration working effectively?
4. Ensure loading surrounds and equipment are clean from possible contamination of product.
5. Ensure protective clothing including a hat for loading is clean.
6. Ensure random inspection of approximately 10% of the load is taken for hygienic and/or contamination condition and meat carton repair.
7. Temperature of products (established by company load out)
 - the temperature for chilled carton meat shall be $<+5$ °C.
 - the temperature for chilled carcass meat shall be $<+7$ °C.
 - frozen carton meat or carcass shall be frozen.
 - the product shall be free of contamination.
8. If product is outside the temperature specification it shall not be loaded.
9. If product is damaged or contaminated it shall not be loaded.
10. The load out checks and any action taken are recorded on Vehicle Log Sheet.
11. This procedure is to be carried out on each load out.

WORK INSTRUCTION 2

TRANSPORTATION OF PRODUCT

1. Ensure refrigeration is operating satisfactory.
2. Monitor and record the air temperature of the meat carrying compartment during transportation on the Vehicle Temperature Log.
3. Observe if air temperature decreases during transport. Adjustment to the thermostat may be required to ensure air temperature reduction.

WORK INSTRUCTION 3

UNLOADING OF PRODUCT

1. Monitor air temperature of meat compartment on arrival at destination for compliance with the Australian Standard.
2. Record the findings on the Vehicle Log Sheet.
3. Check the condition of the product for contamination.
4. If the temperature or condition of the product has deteriorated report to receival personnel on arrival for corrective action:
 - increase refrigeration settings
 - seek help from refrigeration mechanic
 - clean vehicle of any contamination.

WORK INSTRUCTION 4

VEHICLE CLEANING

1. Sweep out the meat-carrying compartment.
2. Wash down with cold water.
3. Apply hot water and apply detergent sanitiser. Use only approved chemicals and at the recommended dilution rate.
4. Foam up and wash floor and walls with scrubbing brush. Check the ceiling for contamination.
5. Rinse with cold water.
6. Allow to air dry.
7. If required, apply edible oil to rails.

WORK INSTRUCTION 5

CALIBRATION OF THERMOMETERS

1. Mix ice and water in a thermos flask or an appropriate receptacle, allowing 5–10 minutes to equilibrate.
2. Stir the closed receptacle for at least a minute to aid equilibration.
3. Carefully insert the testing thermometer into the ice water slurry, ensuring the thermometer is inserted sufficiently into the slurry.
4. Gently swirl the receptacle for a minute.
5. After a further minute record the temperature of the thermometer. The testing thermometer should read 0 °C.
6. Place the calibrated thermometer inside the meat-carrying compartment next to the vehicle's thermometer probe. After a minute check that the vehicle's thermometer has the same reading as the calibrated thermometer.

FREQUENCY OF CALIBRATION

Calibration is carried out at least once every 12 months.

RECORDS

Results are kept.

CORRECTIVE ACTION

1. If the thermometer reading differs from 0 °C more than 1 °C the thermometer is recalibrated.
2. If there is still a difference in the accuracy of the thermometer:
 - the difference is noted, or
 - an adjustment is made to the thermometer by the adjustment nut at the back of the thermometer.
3. any corrective action is noted in the Vehicle Calibration Record.
4. Replace thermometer.

HAZARD WORKSHEET FOR TRANSPORTATION OF MEAT AND MEAT PRODUCTS

CRITICAL OPERATION	Product Loading	Transport	Unloading
POTENTIAL HAZARD	Contamination of product. Damage to cartons	Growth of spoilage organisms and pathogens. Contamination	Growth of spoilage organisms and pathogens. Contaminations
CRITICAL CONTROL POINT	GMP	GMP	CCP 1
SPECIFICATION	Vehicle meat carrying compartment is to be free of contamination. Cartons to be damage free	Meat Temp Maintained Chilled C/c < +7°C Cartons/Other < +5°C Frozen meat is frozen Clean equipment	Meat Temp Maintained Chilled C/c < +7°C Cartons/Other < +5°C Frozen meat is frozen Free of Contamination
PREVENTIVE MEASURE	Ensure vehicle meat compartment is clean. Ensure product/packaging is in a sound clean condition (Work Instruction No. 1)	Monitor temperature gauge of vehicle. Monitor condition and cleanliness of equipment. (Work Instruction No. 2)	Monitor and record temperature gauge of vehicle. Monitor condition and cleanliness of equipment. (Work Instruction No. 3)
MONITORING PROCEDURE AND FREQUENCY	What: Meat carcasses/ cartons How: Visually Where: Load Out When: Each Load Out Who: Driver	What: Air Temperature How: Thermometer Where: Vehicle When: Random deliveries Who: Driver	What: Air Temperature and Meat How: Thermometer and Visually Where: Vehicle/Unloading When: Unloading deliveries Who: Driver
RECORD	Not Recorded	Vehicle Temperature Log	Vehicle Temperature Log
CORRECTIVE ACTION	Remove any contaminants from vehicle Request company to replace or tape up torn or damaged cartons	Adjust vehicle temperature setting Return meat to client Advise operators at destination Equipment Cleanup	Adjust vehicle temperature setting Equipment Cleanup
VERIFICATION	Pre-operational Vehicle Hygiene check	Pre-operational Vehicle Hygiene and Maintenance Thermometer calibration	Pre-operational vehicle Hygiene and Maintenance Thermometer calibration

VEHICLE CALIBRATION RECORD

DATE	ITEM TESTED	FINDINGS/ACTION	SIGNATURE

PERSONNEL TRAINING RECORD

NAME	TRAINING	SIGN

