



MEAT FOOD SAFETY SCHEME APPLICATION FOR ACCREDITATION

This form is to be completed and signed by the owner, manager or the principal partner in the business seeking accreditation pursuant to the **Primary Produce (Food Safety Schemes) (Meat) Regulations 2017**. This application **must** also be completed where a business changes hands or where the business has relocated to another site. This application **must** also be completed if the operator wishes to alter their approved food safety arrangement.

The completed application along with all the relevant fees and charges are to be returned to:
Administrative Officer, Food Standards Program, GPO Box 1671, ADELAIDE, SA, 5001.

See last page of this application for all fees and charges to be paid.

An accreditation can only be issued in the name of an individual or an incorporated body (an ACN registered company).

BUSINESS DETAILS

Please include your contact phone and facsimile numbers and email address, if applicable. Contact with the business will be made through the person nominated on this application.

Name (First Names and Surname)	
Position in Business	
Phone Number	Mobile Number
Facsimile Number	
Email Address	

Company Name	
Trading Name	
Australian Business Number (ABN)	
Location of Operation	
	Post Code
Postal Address	
	Post Code

Is the company registered with the **Commonwealth Department of Agriculture, Environment and Water** under the **Commonwealth Export Control Act 2020**?

☐

Yes

☐

No

If you answered Yes to the above question, does your company trade meat or meat products on the domestic market (ie locally or interstate)?

☐

Yes

☐

No

TYPE OF OPERATION

Please indicate all the types of operations carried out by the business. Unless otherwise stated all processing is deemed to be for human consumption. **You may tick more than one box.**

TYPE OF OPERATION	DEFINITION	✓
Animal Processing (slaughtering)	An operation where livestock is killed, flayed and dressed for human consumption, May trade locally, interstate or overseas.	
Poultry Processing (slaughtering)	An operation where birds are slaughtered for human consumption.	
Pet Meat Processing (slaughtering)	An operation where animals or birds are slaughtered and/or flayed for consumption by pets.	
Pet Meat Processing	An operation where meat is further processed for consumption by pets where the nature of the meat is altered by cutting, dicing, mincing etc., is mixed with another substance or is repackaged. Includes the cooking of pet meat.	
Manufacturing of Smallgoods	An operation where meat products are manufactured for wholesale or retail sale. Includes raw smallgoods such as sausages.	
Further Processing of Meat and Poultry	An operation where meat (including poultry) is boned out and/or further processed for resale.	
Cold Storage	An operation where meat or meat products are stored in chillers or freezers prior to distribution.	
Transportation	Applies to all commercial operations moving meat, including those involved in	

	transporting mixed loads that includes meat.	
Game Meat Processing	An operation where animals or birds that have lived in a wild state and not under any artificial confinement are processed for human consumption.	

STAFFING

Please indicate the number of people involved in the processing, handling or packing of meat and meat products, including people in a supervisory role.

Including yourself, have any of these people had any training relating to your processing operation. For example, qualifications in butchering, hygiene, HACCP based food safety?

☐ Yes

☐ No

If yes, what type of qualifications do these employees hold?

MANAGEMENT DETAILS

Please list all persons responsible for the day to day operations of the business, including all principal directors of the company or partners in the business.

Name (First Names and Surname)	
Position in Business	
Phone Number	Mobile Number
Residential Address	
Post Code	

Name (First Names and Surname)	
Position in Business	
Phone Number	Mobile Number
Residential Address	
Post Code	

Name (First Names and Surname)	
Position in Business	
Phone Number	Mobile Number
Residential Address	
Post Code	

In the last five years, have you, the company, any directors of the company or anyone in a management role been convicted of –

• An offence against the Primary Produce (Food Safety Schemes) Act 2004, or the Food Act 2001, or any related Commonwealth, Territory or State law	<input type="checkbox"/> Yes	<input type="checkbox"/> No
• An offence of dishonesty	<input type="checkbox"/> Yes	<input type="checkbox"/> No
• An indictable offence	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Please specify for individual applicants or body corporate applicants		
1. Have you / any director of the body corporate ever committed an offence against	<input type="checkbox"/> Yes	<input type="checkbox"/> No
a. The Act	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. The Food Act 2001	<input type="checkbox"/> Yes	<input type="checkbox"/> No
c. A law of the Commonwealth or any State or Territory of the Commonwealth that corresponds to any of the above Acts	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Have you / any director of the body corporate ever committed an offence of dishonesty	<input type="checkbox"/> Yes	<input type="checkbox"/> No

3. Have you /any director of the body corporate or entity which you/ they operate or have operated ever been the subject of any investigation/disciplinary/regulatory or legal process under a regulatory scheme relating to food or food production in South Australia or any other State or Territory of the Commonwealth?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>If Yes to any of the above questions, please provide details of the offence and any penalties imposed. Please attach any relevant supporting documentation</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	

Have you, or the company, previously held accreditation with the Food Standards Program? ☐ Yes ☐ No

If yes, what was the name of the business or operation accredited?

Is the operation under a QA or HACCP food safety program audited by another company? ☐ Yes ☐ No

If yes, please name the company auditing your QA or HACCP program.

SLAUGHTERING OF ANIMALS OR BIRDS

Please complete this section if your operation involves the killing, flaying and dressing of animals or the killing and dressing of poultry either for human consumption or for pet food. Also includes the processing of wild game animals. **You may tick more than one box.**

Cattle/Calves	<input type="checkbox"/>	Chickens	<input type="checkbox"/>
Sheep/Lambs	<input type="checkbox"/>	Hens	<input type="checkbox"/>
Pigs	<input type="checkbox"/>	Quail	<input type="checkbox"/>
Goats	<input type="checkbox"/>	Turkey	<input type="checkbox"/>
Deer	<input type="checkbox"/>	Duck	<input type="checkbox"/>
Buffalo	<input type="checkbox"/>	Geese	<input type="checkbox"/>
Kangaroo	<input type="checkbox"/>	Pheasant	<input type="checkbox"/>
Emu/Ostrich	<input type="checkbox"/>	Pigeon	<input type="checkbox"/>
Other (please state)	<input type="text"/>	Other (please state)	<input type="text"/>

FURTHER PROCESSING OF MEAT (INCLUDING GAME MEAT) AND POULTRY

Please complete this section if you further process meat and/or poultry either for human consumption or pet food by carrying out any of the activities listed below. Please disregard this section if these activities are carried out in the course of making smallgoods. **You may tick more than one box.**

- | | | |
|---|------------------------------|-----------------------------|
| Is your business involved in the processing of raw meats, including value adding (eg schnitzels)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is your business involved in the cooking of meats (eg roast meats)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is your business involved in the packing of non ready to eat meats? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does your business supply meat or meat products to the vulnerable population (eg nursing homes etc.)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is your business involved in the retail sale of meat and meat products? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the majority of your business involved in the processing of meat or meat products for wholesale? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does your business wholesale more than 4 tonnes of meat and meat products a month? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

MANUFACTURING OF SMALLGOODS

Please complete this section if you manufacture smallgoods, whether for retail sale through your own butcher shop or for wholesale to other outlets, or to the catering or hospitality industry. **You may tick more than one box.**

TYPE OF PROCESS	DEFINITION	✓
Salted/Cured Meats	Salted meat includes meat that has undergone such treatment as pumping with brine, soaking in brine or coating with salt crystals. Cured meat is meat that has been prepared by treating with salt, potassium chloride or a mixture thereof.	<input type="checkbox"/>
Raw Smallgoods	Includes raw product such as sausages, patties rissoles, etc.	<input type="checkbox"/>
Heat Treated Smallgoods	A meat product that has been core heated at 55°C for at least 20 minutes.	<input type="checkbox"/>
Cooked Smallgoods	A meat product that has been core heated at 65°C for at least 10 minutes.	<input type="checkbox"/>
Dried Meat Products	A meat with low moisture content that has been heat or air dried (jerky).	<input type="checkbox"/>
Fermented Uncooked Smallgoods	A fermented meat product that has undergone a chemical reaction to reduce micro organisms in uncooked product to a level that is safe for human consumption.	<input type="checkbox"/>
Fermented Heat Treated Smallgoods	A fermented meat product that has been core heated at 55°C for at least 20 minutes.	<input type="checkbox"/>
Fermented Cooked Smallgoods	A fermented meat product that has been core heated at 65°C for at least 10 minutes.	<input type="checkbox"/>
Vacuum packing of ready to eat meats	Such as cooked ready to eat meats, sliced deli meats, smallgoods, etc.	<input type="checkbox"/>

COLD STORAGE AND TRANSPORTATION OF MEAT AND MEAT PRODUCTS

Please complete this section if you store meat or meat products in chillers or freezers or transport meat and meat products to another location. Includes the transport of product to farmer's markets or direct to the consumer.

CHILLERS AND FREEZERS

- | | | |
|---|------------------------------|-----------------------------|
| Is meat and/or meat product (including poultry and pet meat) stored overnight at your premises either in chillers or freezers | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|------------------------------|-----------------------------|

MEAT TRANSPORT VEHICLES

- | | |
|--|--|
| How many refrigerated meat transport vehicles or semi-trailers are operated by the business? | <input type="text"/> |
| Are these vehicles or semi trailers registered or licensed by another State Meat Authority? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Carcase Meat (includes quarters)	<input type="checkbox"/>	Boxed Red Meat	<input type="checkbox"/>	Boxed Offal	<input type="checkbox"/>
Poultry Carcasses	<input type="checkbox"/>	Boxed Poultry Meat	<input type="checkbox"/>	Smallgoods	<input type="checkbox"/>
Game (kangaroo) Carcasses	<input type="checkbox"/>	Boxed Game Meat	<input type="checkbox"/>	Pet Meat	<input type="checkbox"/>

If more space is required please attach details of the vehicles or semi-trailers to this application

[illegible]

DECLARATION OF APPLICANT

I
of
located at
.....

declare that the particulars set out in this application with all supporting documents are true to the best of my knowledge and belief.

Signature of Applicant

Date

FEES AND CHARGES TO ACCOMPANY THIS APPLICATION

If you require further clarification or assistance in completing the application form please contact the Administrative Officer, Food Standards Program on 8429 0867.

The completed application, together with the all relevant fees and charges are to be returned to:
Administrative Officer, Food Standards Program, G.P.O. Box 1671, ADELAIDE, SA, 5001

An assessment of premises is normally carried out prior to approval of accreditation. The assessment and other audits and/or inspections carried out by the Biosecurity SA Food Standards Program are charged at **\$319.00 per hour**.

Fees and charges to accompany this application

Application Fee	6 or less employees	\$193.00
Application Fee	more than 6 employees	\$442.00
Assessment of Premises/Vehicle		To be invoiced

The application fee is to accompany this application. This application does not operate as accreditation. You are reminded that in South Australia it is an offence to carry on the applied for activity without approved accreditation.

Only when the Food Standards Program has received all the relevant fees will the application be processed.
The applicant will be invoiced separately for the annual fee based on the information contained in the application.

PAYING BY VISA OR MASTERCARD

If paying the application fee and initial assessment charge by Visa Card or Mastercard please complete the details below and forward with the application.

☐ Visa ☐ Mastercard (please tick card applicable)

Card Number _____

Expiry Date ____/____

CCS No _____ (the three digit number on the reverse side of the card)

Cardholder's Name (as shown on the card) _____

Cardholder's Signature _____

PIRSA BANKING DETAILS

The applicant can use their bank's facilities to make an electronic funds transfer (EFT) from their bank account directly into the PIRSA bank account.

Various bank's electronic funds transfer facilities offer one or two short description fields to convey information from the customer to PIRSA. If the applicant provides insufficient or ambiguous descriptive information with their EFT payment, then PIRSA will have difficulty in allocating the money correctly. Please quote enough information to match the EFT with this application.

Bank Australia and New Zealand Banking Group (ANZ)
BSB 015-101
Account 838531884
Account Name PIRSA Collection Account
In Reference Please include your name and "Application Fee"
Please attach the remittance to this application.