

Department of Agriculture

National Directorate Veterinary Services

Notice No. VPN/18/2019-01

To: STATE VETERINARY OFFICERS

SUBJECT: Law enforcement at export approved establishments

***PART I* Introduction**

***PART II* System of Non-Compliance Report Cards**

***PART III* Serving of a Notice**

***PART IV* Serving an Instruction**

***PART V* Legal Action**

***PART VI* Rapid Alert System for Food and Feed (RASFF) notifications**

This VPN/18/2019-01 replaces VPN/2007/01



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Dr. Mphane Molefe
Director: Veterinary Public Health

2019 -04- 29

.....
Date

PART I

INTRODUCTION

It is imperative that documented proof be recorded in all cases of non-compliance, including the corrective actions taken.

It is important to implement a law enforcement system based on escalation of response.

1. System of non-compliance report cards
2. Serving a notice
3. Serving of instruction
4. Legal Action
5. Handling of RASFF notifications

PART II

NON-COMPLIANCE REPORT CARDS

Implementation of a system of non-compliance report cards:

The purpose of these cards is to communicate a situation of non-compliance to the establishments, Hygiene Manager (HM) on a continuous basis.

1. PRIORITY RATINGS

The main purpose of a Hygiene Management System (HMS) is to identify points of non-compliance. This would be a futile exercise if no corrective actions are taken. It is therefore essential that comprehensive corrective actions be planned pro-actively, as well as a strategy to implement them. Priority ratings must be defined for different categories of defects. E.g.:

Critical rating is given to a problem that directly affects the product adversely.

Example: No hot water available during slaughter.

Response: All critically rated problems require immediate correction to safeguard the product.

Major rating is given to problems that have the potential to affect the product.

Example: *Flies on the slaughter floor have the potential for contaminating the carcasses.*

Response: *Major rating problems are resolved using rapid corrective actions with acceptable short target times. Major problems are prioritised for quick correction.*

Minor rating is given to problems that do not directly affect the product but is contrary to good working practices and affects the overall standards within the abattoir.

Example: *Flaking exterior paintwork give the abattoir a shabby appearance.*

Response: *The problem is put on a repairs and maintenance list with more extended target dates.*

2. DOCUMENTED, AUDITED AND APPROVED CORRECTIVE ACTIONS (CA's) THAT CAN BE TAKEN WITHOUT HESITATION WHEN A DEVIATION IS OBSERVED, MUST BE PROVIDED.

Such corrective action (CA) should include:

- a. Proper identification of the persons responsible for the implementation of the corrective action.
- b. A description of the means and action required.
- c. Action to be taken with regard to the products that have been manufactured during the period when the process was out of control.
- d. Timeframe in which actions are to be taken.
- e. Written records of measures taken

3. REPORTING OF NON-COMPLIANCE

Non-compliance report cards ("NCR cards") should contain the following detail:

- a. Name of program
- b. Number of non-compliance report -cards
- c. Name and signature of Official State Veterinarian reporting the defect
- d. Detail of defect reported
- e. Date
- f. Time
- g. Timeframes in which the defect must be corrected.
- h. Signature of HM - See example attached

The HM will, having received the NCR card, set in motion the corrective actions as decided upon in the program. Corrective actions must be taken without hesitation when non-compliance has been observed.

Corrective Action's (CA's) should also address actions to be taken with regard to meat having been handled during the period of non-compliance.

4. VERIFICATION OF (CA'S)

The Official State Veterinarian (OSV) should make it a matter of high priority to verify that CA's had been taken and a state of compliances has been achieved.

The Official State Veterinarian must record his/ her verifications with his/ her signature as well as indicating the date and time of his/ her inspection.

NON-COMPLIANCE
REPORT CARD

No. _____

Name of Official State Veterinarian: (OSV) _____

Date: _____

Time: _____

Detail of defect:

Risk category/ratings

Timeframe in which corrections as stipulated above have to be completed:

Signature: (OSV)

(Official State Veterinarian)

Received:

(HM)

Verification: Date: _____

Time: _____

Signature: (OSV) _____

(HM) _____

PART III

SERVING OF A NOTICE

Where a situation or situations of non-compliance occurs repetitively it will require serving a notice on management.

Example:

Letter Head Of Controlling Authority

To owner/manager

.....abattoir

NOTICE IN TERMS OF THE MEAT SAFETY ACT, 2000 (ACT No 40 OF 2000)

You are required to correct the following deficiencies identified within the time frame indicated. Failure to correct the deficiencies/identified faults in this notice within the time frame indicated will result in the servicing of an instruction under Section 10 of the Meat Safety Act, 2000 and refusal of certification of meat for export purposes.

| No. | Description of defects | Date by which defect must be corrected | For official use only | |
|-----|------------------------|--|-----------------------|----------|
| | | | Date corrected | Verified |
| | | | | |
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| | | | | |

Signed.....
Official State veterinarian

Date.....

Acknowledgement of receipt:

Signed.....
Owner/ Manager

Date.....

PART IV

SERVING AN INSTRUCTION

Lack of response to non-compliance report cards or notice having been served must result in the serving of an instruction in terms of Section 10 of the Act.

Example:

Letter Head

Phone: Cell: Fax:

Name and address of Owner of abattoir

.....
.....
.....

Date and time.....

Dear Sir

INSTRUCTION TO STOP SLAUGHTER -ABATTOIR

You are hereby instructed in accordance with section 10(1)(d) of the Meat Safety Act, 2000 (Act No. 40 of 2000) to suspend operations at (Abattoir name) (.Abattoir number)..... with immediate effect.

This suspension will be in force until the following has been corrected to the satisfaction of the national executive officer (NEO):

Non conformance with Section/regulationof the Act relating to
.....
.....

If the defects mentioned above has been rectified you may notify the (NEO) who will arrange for an inspection.

Production may only commence with permission of the National Executive Officer.

Signed by

Official state veterinarian

PART V

LEGAL ACTION

As a final and ultimate step in law enforcement the laying of a charge with the S.A.P.S. may be required.

PART VI

RAPID ALERT SYSTEM FOR FOOD AND FEED (RASFF) NOTIFICATIONS

ROLES AND RESPONSIBILITIES

CONTACT POINT

- The RASFF contact point in South Africa is the Department of Health (DoH).
- When a RASFF is received, the contact point notifies the Director of Food Safety and Quality Assurance in DAFF who in turn forwards it to the National Executive Officer (NEO) for follow up.
- Contact point will provide feedback on the notification once it has been received from the NEO.

NATIONAL EXECUTIVE OFFICER

- Forward the notification to the Provincial Executive Officer (PEO) of the province where the establishment is situated.
- Receive feedback from the PEO following an investigation.
- Review the response from the PEO.
- Provide feedback to the RASFF contact point in DoH if satisfied with the response from the PEO.

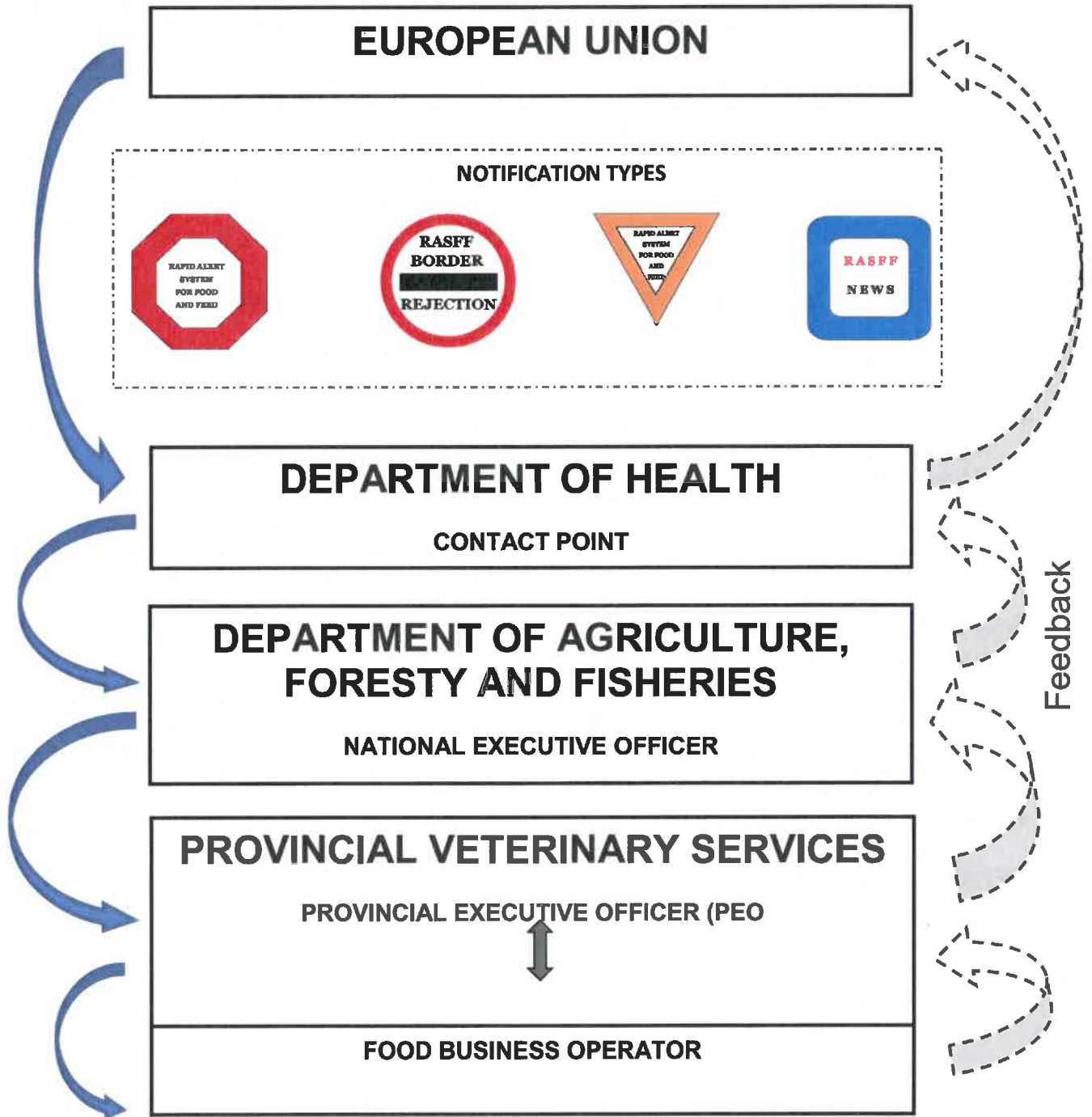
PROVINCIAL EXECUTIVE OFFICER (PEO)

- Receive RASFF notifications from the NEO.
- Forward the notification to the responsible to the official veterinarian responsible for the establishment where the consignment originated for further investigation.
- Ensure that appropriate corrective actions are taken.
- Review the response from the official veterinarian.
- Provide feedback to the NEO.

OFFICIAL VETERINARIAN

- Receive RASFF notifications from the PEO.
- Conduct appropriate investigations.
- Ensure and verify that appropriate corrective actions are taken.
- Provide feedback to the PEO.

PROCESS FLOW



KEY: TYPES OF NOTIFICATIONS



Alert Notifications

- Food for which a **serious health risk** has been identified
- Product is **on the market**
- **Immediate action** is required by another member of the network
- Withdrawal / Recall



Information Notifications

- Food for which a risk has been identified but **no rapid action** required on the product, because
 - not on the market
 - not a serious risk
- Useful for feed/food control
- For FOLLOW UP
 - Product is or may be placed on the market of another member country



Border Rejections Notifications

- **Rejection** of a consignment of food at a border inspection post for reason of a risk to human health / animal health / environment



News Notifications

- Information related to the safety of food/feed
- Not communicated as an 'alert' or an 'information'
- Judged **interesting** for the control authorities

