

**PROCEDURE FOR GRANT OF REGISTRATION CERTIFICATE TO THE INTEGRATED
ABATTOIRS CUM MEAT PROCESSING PLANT/MEAT PROCESSING
PLANTS/ABATTOIRS**

The Directorate General of Foreign Trade (DGFT), Ministry of Commerce & Industry, Govt. of India vide notification No. 12/(2004-2009) dated 21/12/2004 and DGFT notification no -82(RE-2010)/2009-2014, dated: October 31, 2011, has made it mandatory to have the Integrated abattoirs cum meat processing plants/ meat processing plants/ abattoirs registered with APEDA prior to export. In view of this the following procedure for grant of registration certificate shall be adopted. This notification supercedes the earlier notification issued in this regard:

01	APPLICATION FOR REGISTRATION	<p>1.1 All applications may be made to the Secretary, APEDA in Form I (Schedule I).</p> <p>1.2 The application should be accompanied with meat plant data in Form II (Schedule II).</p> <p>1.3 The application duly completed may be submitted either at the Head Office of APEDA at New Delhi or at any of its regional offices, who will forward the same to the Head office.</p> <p>1.4 Declaration in Form III (Schedule III).</p> <p>1.5 The application should be accompanied by a declaration Form IV (Schedule IV) that the manufacture/exporter has complied with the sanitary and other requirements of meat processing plants as laid down under the Export of Raw Meat (Chilled/Frozen) (Quality Control & Inspection) Rules, 1992. And</p> <p>1.6 The application should be accompanied by a fee of Rs. 60,000/- in case of Integrated Abattoirs-cum-Meat Processing Plants and Rs. 30,000/- in case of Meat Processing Plants or Abattoirs by way of demand draft / cheque in favour of APEDA alongwith the application. And</p> <p>1.7 The following additional documents should be submitted along with the application and all documents should be attested by one of the authorized Directors or Partner as the case be.</p> <p>a) Lay out of the premises.</p> <p>b) Names and addresses of owners/partners/ directors/trustees etc. along with documentary evidence.</p> <p>c) No objection/clearance certificate from the Pollution Control Board of the State in which the plant is situated.</p>
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		<p>d) Permission from the local / municipal / competent body to establish and run the abattoir / processing unit for meat and meat products.</p> <p>e) Copy of the lease agreement in case the processing unit is being run on lease basis.</p> <p>f) Declaration in Form III (Schedule III) and Form IV (Schedule IV).</p> <p>g) Confidential reports issued by financial institutions/banks mentioning the financial status of the manufacture /exporters</p> <p>h) Copies of Bio-data of the veterinarians supported by registration certificate with Veterinary Council of India (VCI) and appointment letters of the veterinarians and lab. technologists along with the dates of their joining the organization.</p> <p>i) Copy of HACCP certificate / applicable quality safety system certificate.</p> <p>j) Copy of testing report of water used in processing & ETP from out side NABL accredited Lab.</p> <p>k) The application should be signed by the owner/partner/director/managing trustee duly authorized for the purpose and a documentary evidence/power of attorney/copy of the resolution, as the case may be, must accompany the application.</p> <p>l) Any other relevant document concerning the plant, operations and quality system.</p>
02	PLANT REGISTRATION PROCEDURE	<p>2.1 Preliminary scrutiny of the application will be carried out by APEDA and in case the application is in order, will forward the papers to the Plant Registration Committee, for carrying out physical inspection of the plant.</p> <p>2.2 Physical inspection of the processing plant will be carried out for registration by a Plant Registration Committee comprising of at least three members of the following:</p> <ol style="list-style-type: none"> 1. Representative from APEDA, who shall be convener of the Committee. 2. Representative from Department of Animal Husbandry, Dairying and Fisheries, Ministry of Agriculture, Government Of India. 3. Representative from Department of Animal Husbandry & Dairying of the respective State Government. 4. Representative from Export Inspection Council (EIC). 5. Representative from Food Safety and Standards Authority of India (FSSAI). 6. Representative from Ministry of Food Processing

		<p>Industries, Government of India.</p> <p>7. Expert on Quality & Food Safety System and /or Veterinary Expert nominated by APEDA.</p> <p>8. Secretary or other authorized Representative from Veterinary Council Of India.</p> <p>9. One of the following reputed veterinary Scientists:</p> <ul style="list-style-type: none"> ➤ Representative from Indian Veterinary Research Institute (IVRI), Izzatnagar, U.P. ➤ Representative from Animal Science Division, ICAR, Krishi Bhawan, New Delhi. ➤ Director, National Research Centre on Meat, Hyderabad ➤ Professor, Department of Livestock Products Tech. College of Veterinary University, Hyderabad. ➤ Professor or University Head of veterinary public health from Bombay Veterinary College, Mumbai ➤ Professor/ Head of Tamil Nadu University of Veterinary and Animal Science. ➤ Professor/ Head of Veterinary College Choudhary Charan Singh University, Hissar ➤ Professor/ Head of College of Veterinary Sciences, Bikaner. ➤ Professor/ Head of West Bengal University of Animal & Fisheries Services, Kolkata, West Bengal ➤ Professor/ Head College of Veterinary Science, Guwahati, Assam. <p>2.3 APEDA shall inform the manufacturer/exporter one week in advance of the date of inspection, by such time, the processing unit should be ready along with requisite records in original as required under Schedule II, for verification of the Plant Registration Committee.</p>
03	ISSUE OF PLANT REGISTRATION CERTIFICATE	<p>3.1 In case of major non-conformities observed by the Plant Registration Committee, the compliance so reported shall be physically verified by at least a two member Committee.</p> <p>3.2 In case, the Plant Registration Committee is satisfied that the plant conforms to the standards as prescribed under the Export of Raw Meat (Chilled/Frozen) (Quality Control and Inspection) Rules 1992, and recommends issue of a Plant Registration Certificate, then the same shall be issued by APEDA in the Form VI (Schedule VI). The certificate will bear a Registration Number issued by APEDA.</p> <p style="text-align: center;">**Please see the addendum**</p> <p>3.3 The re-inspection of the plant may be carried out in case the plant registration committee observes that the plant does not conform to the required standards.</p> <p>3.4 The Plant Registration Certificate shall be prominently displayed in the meat processing unit.</p> <p>3.5 Any change in the lay out, design or capacity of processing unit shall be got registered by APEDA within</p>

		<p>days of such change.</p> <p>3.6 The registration of the plant will be mandatory.</p> <p>3.7 The date of validity of the Registration shall be specified on the Plant Registration Certificate. Normally in case of Integrated meat plant it will be two years and in case of meat processing plant or abattoirs, it will be for one year.</p> <p>3.8 The meat processing plants shall compulsorily be re-inspected by the Plant Registration Committee for the purpose of renewal of the certificate.</p> <p>3.9 Surprise inspection may be carried out by officials of APEDA and/or meat plant registration committee members to check if meat plant is conforming to the prescribed standards.</p> <p>There will be no requirement for minimum number of members for carrying out surprise inspections.</p> <p>3.10 In case the processing of meat and meat products is carried out in a leased plant, the certificate shall be issued to the manufacturer exporter who may be the leasee and not the owner of the plant. In case the lease agreement expires before the expiry of the certificate, then the validity of the certificate will be limited to the date of expiry of the lease agreement. In case of extension of the lease agreement, the same certificate shall be renewed in terms of clause 3.8 above.</p> <p>3.11 In case of agreement made to source the carcass from APEDA registered abattoir, the validity of the Certificate will be limited to the date of the expiry of the agreement.</p> <p>3.12 The manufacturer/exporter shall also comply with such other instructions as may, from time to time, be issued by APEDA.</p>
04	REFUSAL/CANCELLATION OF PLANT REGISTRATION CERTIFICATE	<p>4.1 Issue of certificate may be refused or, if issued, may be cancelled or suspended:</p> <p>a) If the processing unit does not conform to the prescribed standards and instructions issued from time to time.</p> <p>b) If the meat is processed in violation of the foreign trade policy of the Govt. of India or state legislations of the respective state</p> <p>c) If there are adverse reports from the financial institutions/banks/importing countries against any of the owner/ directors/partners/ trustees.</p> <p>d) If there are quality/other complaints from the importing countries / importers against the unit.</p>

		<p>e) If plant does not have and / or the required quality and food safety procedures are not followed.</p> <p>f) If the plant does not have proper and functional quality control laboratory.</p> <p>g) If technically qualified personnel are not available to manage the plant / laboratory.</p> <p>h) In case of unsatisfactory arrangement for disposal of effluents, bones, meat waste, etc.</p> <p>i) In case of cancellation of NoC and / or consent issued by the respective pollution control board.</p> <p>j) In the absence of a valid license / Permission from the local / competent bodies.</p> <p>k) If the Plant Registration Committee feels that the plant is situated at a place where it will be injurious to the inhabitants.</p> <p>l) In the case of leased plants, if the lease expires or terminates or if the plant is used for purpose other than processing of meat and meat products.</p> <p>m) If the Meat Plant Registration Committee during the inspection or the officers during the surprise inspection are of the opinion that the required health and sanitary norms are not fulfilled by the plant as per Annexure-I (Sanitary and phyto-sanitary requirements in export oriented red meat processing plants).</p> <p>n) Any obstruction / refusal to allow surprise inspection will be construed as major non-conformity and liable for cancellation / suspension of meat plant registration certificate.</p> <p>o) It can also be cancelled/suspended for non-submission of regular returns to APEDA in the prescribed format.</p> <p>Refusal of application for certificate or its cancellation/suspension, as the case may be, shall be communicated to the exporter. The exporter in such cases shall be required to surrender the original certificate in their position to APEDA.</p>
05	<p>APPEAL AGAINST REFUSAL/CANCELLATION/SUSPENSION OF PLANT REGISTRATION CERTIFICATE</p>	<p>5.1 Appeal against refusal/cancellation/suspension of certificate shall reach to the Secretary, APEDA within 30 days from the receipt of such order.</p> <p>5.2 In case of cancellation/suspension of certificate, the appeal shall be accompanied by the original certificate of plant registration.</p>

		<p>5.3 Secretary, APEDA will consider the application on merit and, in case, found necessary, order such measures as required under the circumstances including re-inspection of the unit during which time the anomalies pointed out by the Committee should be rectified.</p> <p>5.4 The intervening period between the cancellation / suspension of the certificate and revoking or issuing of fresh certificate as the case may be shall be taken to imply that the plant is not registered during this period.</p>
06	ISSUE OF DUPLICATE CERTIFICATE IN CASE OF LOSS OR MUTILATION	6.1 In case of loss or mutilations of any certificate, a duplicate certificate may be issued on payment of Rs.15,000/-. The validity of the duplicate certificate shall be the same as that of the original.

(SANTOSH SARANGI)
SECRETARY

PLACE: NEW DELHI
DATE: 6th December, 2013

FORM - I

APPLICATION FOR REGISTRATION

1. Name and address of the exporter/applicant :
APEDA'S Registration-cum-membership no
of the exporter. :
3. Name & Address of the abattoir/processing
plant :
4. Factory license number and date :
5. Name and address of the owner of the
plants. If it is different from the
exporter /applicant :
6. Date of expiry of lease agreement,
if applicable :
7. Name and address of the financial
Institutions/Banks who have financed the
plant. :
8. Details of Bank draft :

AUTHORISED SIGNATORY

PLACE :

DATE :

VERIFICATION

I ----- do hereby declare that to the best of my knowledge and belief, the above information is complete and correct and that I agree to abide by the conditions and standards laid down in this behalf.

AUTHORISED SIGNATORY

DATE :

PLACE :

FORM – II

MEAT PLANT DATA

1. **NAME OF THE ABATTOIR/PROCESSING PLANT:**

2. **ADDRESS :**

3. **EXTERNAL INSPECTION :**
 - I. Surroundings (clean / unclean) :
 - II. Whether situated near obnoxious industry like fish canning, tanneries, chemical plants, fertilizer plants releasing Hydrogen sulphide etc and whether likely to be injurious to local inhabitants. :
 - III. Whether the plant is used for processing material other than meat as allowed under foreign trade policy of the Govt. :
 - IV Condition of approach, service roads :
 - V Whether boundary wall provided what is height of boundary wall :
 - VI Presence of birds, crows, vultures, etc., if any :
 - VII Condition of drainage system whether open or permanently installed underground :
 - VIII Arrangement for disposal of waste material :
 - IX. Whether wash and change room for workers provided. if provided, number of toilets for each sex of workers and provision for water, soap, towels, etc. :
 - X. Whether the external walls are properly plastered and free from crevices, holes, dampness. :
 - XI. Whether separate loading docks for edible and inedible products are provided and whether the loading docks are covered to avoid exposure of :

- material to vultures, dropping of birds, flies, rough weather, dust etc.
- XII. Whether the entry is restricted and the entries and exits are provided with double doors having fly proofing and self closing devices. :
- XIII. Whether the windows are fly proof :
- XIV Whether incinerator for disposal of condemned carcasses/waste material exists. :
- XV. Whether rendering plant exists in working condition :
- If answer to the above is yes, products manufactured in the same and purpose for which they are used :
- If answer to the above is no, method for disposal of solid waste :
- XVI. Whether antiseptic/disinfectant foot wash is provided at the entrance :
- XVII Whether the unit has effluent treatment plant (ETP) :
in working condition
- If answer to the above is yes state
- i) BOD level –
ii) COD level –
iii) Capacity of ETP-
iv) Report Reference No & Name of the Lab -
- If answer to the above in no, state method of disposal for liquid waste
- XVIII. Provision for pest control measures :
- XIX. In case pest control measures are out sourced, name of the agency, detailed report about the measures and cross checking the same with internal arrangement. :

4. INTERNAL INSPECTION

- I Whether the walls and ceilings are properly white washed/tiled etc. :
- II. Whether the floors, walls and ceilings and properly plastered with impervious material :
- III. Conditions pertaining to Fissures, holes and crevices, dampness. :
- IV. Whether the walls are tiled up to a height of at least 1.5 meters. Whether the windows are at a sufficient height and away from working platform/ tables to avoid contamination by dust, accidentally broken glass panes. :
- V. Whether any wooden material used in the processing plant if yes give details of the necessary safe guard.
- VI. Whether adequate foot operated/hands free faucets with hot and cold water supply provided alongwith liquid soap at every entry point. :
- VII. Whether sufficient care is being exercised to ensure that each worker before entering and leaving the factory, washes his/her hands properly. :
- VIII. Whether sufficient signboards indicating “do not spit/smoke” in the premises are displayed prominently and other signages are conspicuously displayed :
- IX. Whether adequate lighting arrangements provided in the working area and all the lights are duly covered. :
- X. Whether adequate exhaust fans provided and covered with nets to prevent entering of dust, flies etc.
- XI. Whether the processing area free from cow webs and spiders.
- XII. Whether adequate fire safety measures are taken :

5. WATER SUPPLY :

SOURCE: MUNICIPAL OR OPEN WELLS OR TUBE WELLS :

- I. Whether adequate potable water supply with pressure is provided . :
- II Whether hot water (82 degree C) is available for sterilization of equipments including knives & hooks :
- III. Condition of overhead storage tank. :
- IV. If water is treated separately, if so, system followed :
- V. If water is treated regularly for its potability, the frequency of testing in the lab both internal and external :

6. PERSONNEL

- I Whether the staff is periodically examined for medical fitness by a qualified doctor if so, what is the periodicity. It should be at least twice a year :
- II. Date of last medical Examination :
- III. Whether the nails and hairs are properly trimmed (use of nail polish to be prohibited) :
- IV. Whether clean uniforms, caps, hand gloves and gum boots provided. :
- V. Whether educated to observe personal hygiene. :
- VI. Whether informed that smoking, chewing spitting in the processing area is prohibited. :
- VII. Whether regular training is being given to the workers and supervisors on handling of meat and equipments :

If answer to the above is yes, frequency of the training and date of last training should be mentioned. :

7. EQUIPMENT :

- I. Condition of working equipments, e.g. knives, hooks, containers for storage of meat, tables and other cutting tools :

- II. Whether the equipments are clean and disinfected :
daily. If so frequency and process i.e., by chemical/
by heat treatment
- III. Whether equipment, utensils, trollies used for :
inedible/waste material are properly marked so
that they are not used for edible meat
- IV. Whether there is proper storage system of working
equipments to prevent contamination.

**8. CONDITION OF THE COLD STORAGE,
CHILLING ROOMS AND FREEZERS**

- I Numbers, capacity and temperature maintained
for cold storage , chilling rooms, blast freezers and
plate freezers should be mentioned
(use separate sheet, if required) :
- II. Cleanliness and lighting :
- III. Condition of floors, walls and ceilings :
- V. Whether provided with thermometers to
record the temperatures. :
- VI. Are temperature recording devices of required
accuracy calibrated at specified intervals & record
thereof maintained? Attach Calibration Certificate.
- V. Meat properly stored or not :
- VI. Alarm system and it's working condition. :
- VII. Cold storage licence no. if applicable :

9. LABORATORY :

- I. Whether a laboratory exists :
- II. List of Lab equipments ,glasswares, chemicals and :
Microbiological Media
- III. Names of tests performed, SOP of test to be done :
alongwith relevant standard.
- IV. Person in-charge of the laboratory :
supported with a biodata & educational
qualification.

- V. Whether the unit has provision for in house calibration of equipments / temperature control devices. :
- VI. In case calibration is done outside Lab, attach Calibration certificates of Lab instruments. :
- VII. Whether working sheet is kept in laboratory along with the test results :
- VII. Whether proper records of lab. test maintained to ensure traceability :

10. LAIRAGE

- I. Is there a proper unloading dock and holding area for animals .
- II. Size and condition of Lairage :
- III. Facility for washing of animals and drinking water :
- IV. Provision for keeping the animals sick/ unfit for slaughter :
- V. Capacity of the lairage in terms of no. of animals :

11. SLAUGHTER FACILITIES

- I. Whether provision for stunning of animals exists if so, the method of stunning . :
- II. Whether provision for killing / knocking box exists :
- III. Whether provision of animal welfare are adequately addressed :
- IV. Method of slaughter :
- V. Whether Halal method for slaughter of animals practiced properly. :
- VI. Whether record about number of animals slaughtered kept by the representatives of the Islamic organization also. :
- VII. Whether ante-mortem and post-mortem examinations facilities exists. :
- VIII. Number of registered veterinary officers for carrying

- out ante- mortem and post-mortem examination :
- IX. Whether adequate facilities exist for dressing on the rails :
- X. Bleeding time given after slaughter and start of dressing :
- 12. CAPACITY OF THE UNIT**
- I. Slaughter capacity per day
 - A. Buffaloes :
 - B. Sheep / Goat :
 - C. Other :
- II. Processing capacity per day :
 - A. Chilling room :
 - B. Blast freezer :
 - C. Plate freezer :
 - D. Canning unit :
- 13. TRANSPORTATION**
- I. Animals are carried through own transport or out sourced. Is the vehicles meant for carrying animals specially designed to address animal welfare issues :
- II. Whether transport of animals is in the vehicle cleaned and disinfected before loading without coming in contact with other animals not permitted for exports :
- III. Whether Transportation Rules are followed in Transportation of animals :
- IV. Number and capacity of each insulated/reefer truck :
- V. In case meat / carcasses are sourced from outside sources, the name and addresses of the abattoirs from where meat /carcasses are sourced along with APEDA registration no. :
- VI. Transportation distance from abattoirs and mode of transportation of meat/carcasses from abattoirs, how the quality is ensured :
- VII. Mode of transportation of finished product :

**14. HACCP CERTIFICATION /
FOOD SAFETY MANAGEMENT SYSTEM**

I. Whether unit has HACCP / Food Safety
Management System Certification

If Yes

(i) Enclose copy of the certificate :

(ii) Provision and periodicity for surveillance audit :

(iii) Are proper records maintained :

15. TRACEABILITY

Is adequate traceability maintained, if yes upto
which level :

16. BACKWARD LINKAGES

(i) Is there adequate backward linkages to
source animals for meat and what steps
are being taken in this regard. :

**17. WHETHER ADEQUATE FIRE SAFETY
MEASURES HAVE BEEN ENSURED IN THE
MEAT PLANT :**

SIGNATURES OF THE APPLICANT

(Name with designation)

PLACE:

DATE:

Details about the facilities in the plant
(To be filled in by all Exporters)

1.	Name of the Plant	
2.	Address of the Plant	
3.	Layout of the unit	
4.	Start of Commercial Production (dd/mm/yy)	
5.	Make & Capacity of slaughter Line (per hour). Show the relevant literature/ brochure/letter to prove the claim of the manufacturer. What is the bleeding time given for each animal?	
6.	Shift timings of the plant. Normally how many shifts the plant is working?	
7.	Briefly describe the process flow of the plant.	
8.	Total no. of chillers, including dimensions of the rooms (length, breadth and height), with individual chiller capacity. Total no. of conveyor railings, length of conveyor railings. No. of carcasses (quarter or half carcasses) per railing.	
9.	Total no. of processing/deboning halls with dimensions. No. of tables and workers working in the processing / deboning hall	
10.	Total no. of frozen packing rooms with dimensions. No. of tables and workers working in the frozen packing rooms.	
11.	Total no. of product chillers with dimensions and capacity.	
12.	Total no. of blast freezers with dimensions and individual blast freezer capacity. No. of trolleys that can be accommodated inside with proper air circulation.	
13.	Total no. of plate freezers with dimensions and individual plate freezer capacity. No. of trays in each plate freezer. Size of the trolleys. How many trays can be accommodated in each trolley. Capacity of standard trays used in Blast and Plate freezer.	
14.	Total no. of Cold Storage with dimensions and total Cold Storage capacity.	
15.	Make & Capacity of Rendering plant (per hour). Support with relevant literature/brochure of the manufacturer claiming the capacity.	
16.	Name of supplier of the Refrigeration plant system; whether it is PLC controlled or manually operated	
17.	Are temperature recording devices of required accuracy calibrated at specified intervals and record thereof maintained? Attach calibrated certificates for all temperature recording devices.	
18.	Source of water and total capacity of storage tanks. Details of water processing and treatment/disinfection process.	

19.	Whether condition for approval of cold storages are met as per notification?	
20.	Capacity of ETP. Briefly describe the process. (Use separate sheet if required)	
21.	Total capacity of the animal quarantine before slaughter in the plant per Sq.m. Size of the lairage. No. of pens in the lairage. Size of each pen.	
22.	Total no. of people working in the plant (please provide department wise breakup)	
23.	Total no. of Veterinarians in the company accompanied with a copy of registration certificate. Date of joining along with their appointment letter.	
24.	Whether ante-mortem& post-mortem inspection is conducted by Government veterinarians or Private veterinarians?	
25.	Are all the products produced at the facility Halal?	
26.	Name of the Halal Certifying Body	
27.	Is the plant ISO/HACCP certified? (Attach copy of certificate)	
28.	List of laboratory equipments, glass wares, chemicals and media. Details of test, SOP of test to be done with relevant standards. Also attach calibration certificates of lab. Instruments/equipments (Use separate sheet if required)	
29.	Coding system of the finished product. How is traceability system put on place?	
30.	Any other information about the Plant or the Company, which may be useful for the delegation visit	

Date :

Place :

Signature with Designation

FORM – III

DECLARATION

I/we hereby declare that the information given in the application and details about the facilities in plant is correct to the best of my knowledge and nothing has been concealed.

I/ we declare that I/we possess the full authority and right to process/store meat and meat products in the above premises and to effect any structural and/or other modifications required to confirm to instructions issued by the Authority from time to time.

SIGNATURES OF THE APPLICANT

(Name with designation)

PLACE:

DATE:

FORM –IV

DECLARATION

I, ----- declare that I have read and understood the Export of Raw Meat (Chilled/Frozen) (Quality Control and Inspection) Rules, 1992 and other instructions issued in this regard, and have complied with the same in respect of my abattoir/ meat processing plant located at-----.

I have also read and understood the foreign trade policy of the Govt. of India and shall abide by the same.

I also agree to maintain the plant as per the above standards always and also agree to abide by any instructions that may be issued by APEDA in this respect from time to time and get my above plant inspected whenever called on to do so by the Authority including regular and surprise / surveillance. I also understand that non-compliance will entail cancellation of certificate issued to me under these regulations and other action as per applicable laws.

SIGNATURES OF THE APPLICANT

PLACE :

DATE :

FORM -V

UNDERTAKING BY WAY OF AFFIDAVIT

I, _____ working in the capacity as _____ in _____ having its Registered Office at _____ and processing plant at _____, do hereby undertake and affirms as under :-

1. That I shall source raw material (carcasses) for processing of meat in the above referred plant from APEDA registered slaughter houses only.
2. That I shall abide by the provisions of Foreign Trade Policy in particular DGFT notification No.82(RE-2010)/2009-2014 dated 31st October, 2011, and other provisions notified from time to time.
3. That I shall abide by all the rules, norms and regulations prescribed by APEDA.
2. That I will take all precautions and ensure that only quality products are produced from our above referred processing plant.
3. That I undertake to maintain all the health and safety standards that are required for the above mentioned processing plant and there shall be in no way any illegal or unauthorized work at the premises of the processing plant.
6. That I am fully aware of the consequences in case of violations of the Foreign Trade Policy, Govt. of India and the processing plant shall be liable for any violation / infringement of the rules, regulations of APEDA and the Foreign Trade Policy.
7. That I have the power and authority to submit this undertaking / affidavit.

DEPONENT

VERIFICATION :-

Verified at Delhi of this _____ day of _____ that the contents of the aforesaid undertaking are true and correct to my knowledge, no part of it is false and nothing material has been concealed there from.

DEPONENT

FORM – VI

**THE AGRICULTURAL AND PROCESSED FOOD PRODUCTS EXPORT DEVELOPMENT
AUTHORITY**

(MINISTRY OF COMMERCE, GOVT. OF INDIA)

CERTIFICATE OF PLANT REGISTRATION FOR MEAT PROCESSING PLANT

This is to certify that the meat processing plant described below has been inspected by a Plant Registration Committee constituted by APEDA and existing facilities are considered adequate to meet the hygienic and sanitary conditions required for export:

1. Name of the exporter :
2. Registration No. :
3. Name & address :
of the processing plant
4. Slaughter capacity per day : a. large animals
b. Small animals.....
5. Processing capacity per Day : a. Chilling room.....
b. Blast freezer
c. Plate freezer.....
d. Canning unit.....
e. Cold store.....
6. Meat and meat product :
authorized for exports

Certificate valid up to :
.....
for and on behalf of APEDA.

Place : New Delhi

Date :

SECRETARY

3rd Floor, NCUI Building, 3 Siri Institutional Area,
August Kranti Marg (Opp. Asiad Village), New Delhi - 110016
Tel: 011-26513204, 26514572, 26513219 Fax: 011-26519259 e-mail: headq@apeda.com

Checklist of the documents to be submitted preferably in the same order give below along with the application to enable to finalize the visit of the Committee:

1. Demand Draft of requisite amount in favour of APEDA.
2. Valid copy of the APEDA Registration-cum-Membership Certificate of the exporter.
3. Layout of the unit.
4. Questionnaire about the facilities/ capacity in the plant in the enclosed format
5. Copies of bio-datas of the veterinarians registered with VCI supported with registration certificates along with the dates of their joining the organization.
6. List of machinery and equipment in the premises and the laboratory.
7. Details of chillers, blast freezers, plate freezers and cold rooms with temperature maintained and capacity of each unit in MTs as per enclosed questionnaire.
8. Complete list of laboratory equipments / chemicals /microbiological media.
9. Details of the tests being conducted in house laboratory, SOP of test to be done along with relevant standards.
10. Self attested photocopies of the valid pollution control certificates with water analysis. Report of ETP treated water (both inlet water and final outlet). Also, briefly describe the different stages of ETP treatment with flow diagram.
11. Copy of testing report of water used in processing hall from outside NABL accredited lab.
12. Details of exports made-country wise by your company for the last three years, if applicable.
13. Copy of the lease agreement in case the processing unit is being run on lease basis.
14. Copy of Permission letter from the local /Municipal body / Competent authority to run the processing unit for meat and meat products.
15. Copy of HACCP certificate/ Food Safety Management System Certificate along with Surveillance report
16. Copy of Pest Control agreement with prevention extermination measures.
17. Affidavit or undertaking that Meat for the purpose of exports will be processed as per Foreign Trade Policy.
18. Copy of agreement (in stamp paper) to source the carcass from APEDA registered slaughter house or integrated plants as per the condition of DGFT. The agreement copy should clearly mention the number of carcass to be sourced.