

## MEAT PLANT INSPECTION FORMAT

Name of the Unit :

Date of Inspection :

*Evaluate on 5 Point Hedonic Scale*

1	2	3	4	5
Extremely Poor	Poor	Satisfactory	Good	Very Good

**A - General Hygiene & Sanitation**

- |     |                     |                          |
|-----|---------------------|--------------------------|
| 1)  | Factory gate        | <input type="checkbox"/> |
| 2)  | Foot bath           | <input type="checkbox"/> |
| 3)  | Arrival of Goods    | <input type="checkbox"/> |
| 4)  | Processing Area     | <input type="checkbox"/> |
| 5)  | Chiller Area        | <input type="checkbox"/> |
| 6)  | Deboning            | <input type="checkbox"/> |
| 7)  | Packing Area        | <input type="checkbox"/> |
| 8)  | Freezing Area       | <input type="checkbox"/> |
| 9)  | Blast Freezer       | <input type="checkbox"/> |
| 10) | Plate Freezer       | <input type="checkbox"/> |
| 11) | Cold Storage        | <input type="checkbox"/> |
| 12) | Despatch Room       | <input type="checkbox"/> |
| 13) | Workers Change Room | <input type="checkbox"/> |

- 14) Wash Basin with Disinfectant
- 15) Toilets
- 16) Bone/Waste Room
- 17) Trucks used in transportations 
  - a) Refi. Trucks
  - b) Non-Refi. Trucks
- 18) Condition of Roads 
  - a) Inside road
  - b) Approach road
- 19) Condition of walls 
  - a) Surrounding walls
  - b) Walls in meat processing area
- 20) Drainage status (Outside/inside)
- 21) Condition/location of fly /mosquito catcher
- 22) Condition of floor 
  - a) Processing Hall
  - b) Blast Freezer
  - c) Cold Storage
  - d) Freezing Area
  - e) Packaging Area
- 23) Tiling of the walls
- 24) Double closing device at the door

- 25) Condition of the door
- 26) Condition of railing
- a) Chiller
- b) De-boning Hall
- 27) Equipments
- a) Processing Tables
- b) Trays/trolleys
- c) Railing hooks
- 28) Availability of water

**B- Personal Hygiene of Workers**

1. Packing Staff
2. Butchers
3. Freezing Labour
4. De-boning labour
5. Supervisory Staff

Comments :-

TOTAL :

Please specify

i) Whether examination of meat workers is being done by a qualified doctor. If so,

a) The date of last examination \_\_\_\_\_

b) Frequency of examination \_\_\_\_\_

ii) Availability of hot water (82° C) Yes / No.

iii) Whether workers are using proper dress Yes / No

iv) Disinfection of equipment

a) Frequency \_\_\_\_\_

b) Process

by-chemical / by heat treatment

v) Is there any obnoxious smell

i) Inside the plant

Yes / No.

ii) Outside the plant

Yes / No.

vi) Whether antiseptic/disinfectant  
Foot wash provided

Yes / No

vii) Whether sign board light "do not spit/smoke" is on wall

Yes / No

viii) Whether adequate light at processing /packing area  
been provided

Yes / No

ix) Availability of exhaust fan as per requirement

Yes / No

x) Whether well equipped quality control laboratory,  
to conduct the routine test provided

Yes / No

xi) In cold storage

a) Bags are stacked properly

Yes / No

b) Proper space for air circulation

Yes / No

c) Condition of the General Stores

Yes / No

C. Condition of Processing & Packing Equipments  
Temperature and capacity

Temperature | degree (o)

Capacity (MT)

I Chiller :

a) Chiller No. 1

b) Chiller No. 2

c) Chiller No. 3

d) Chiller No. 4

e) Chiller No. 5

II Cold storage :

Cold Storage No. 1

Cold Storage No. 2

Cold Storage No. 3

Cold Storage No. 4

Cold Storage No. 5

III Blast Freezer

Blast Freezer No. 1

Blast Freezer No. 2

Blast Freezer No. 3

Blast Freezer No. 4

Blast Freezer No. 5

Temperature | degree (o)

Capacity (MT)

IV Plate Freezer

Plate Freezer No. 1

Plate Freezer No. 2

Plate Freezer No. 3

Plate Freezer No. 4

Plate Freezer No. 5

Plate Freezer No. 6

➤ Temperature in processing hall °C

➤ Temperature in packing hall °C

Slaughtering capacity of the unit

a. Large animals (buffaloes)

b. Small animals (sheep and goats)

- Whether following records are being maintained
- |    |  |          |
|----|--|----------|
| a. | Laboratory records – Test  | Yes / No |
| b. | Working sheet in the laboratory along with the test result records | Yes / No |
| c. | Provision for pest control measures                                | Yes / No |
- G. In case pest control services are out sourced, measures and cross checking the same with internal arrangements. Yes / No
- H. Is halal slaughtering done under the supervision of representative of Islamic body. Keeping record of Halal slaughter of animal by the representatives of Islamic body Yes / No
- I. Whether the unit has provision for in house calibration of equipments / temperature control devices Yes / No
- J. Whether regular training is being given to the workers, supervisors, Lab Technician on handling of meat, equipments, etc. Yes / No
- If answer to the above is yes, frequency of the training and date of last training should be mentioned.
- K. Whether packing material including cartons etc. is properly covered with plastic sheet to avoid contamination by dust etc. Yes / No
- L. Whether Halal method for slaughter of animal practiced properly especially in areas like stunning of animals etc. Yes / No
- M. Whether the unit has rendering plant in working condition Yes / No
- If answer to the above is yes, products manufactured in the rendering plant
  - If answer to the above is no, method for disposal of solid waste.
- N. Whether the unit has effluent treatment plant (ETP) in working condition Yes / No
- If answer to the above is "yes" state
    - (i) BOD level –
    - ii) COD level –
    - iii) Capacity of ETP –

If answer to the above is "no" state method for disposal of liquid waste.

- O. Whether the unit has complied with the observations made during last visit Yes / No
- P. Whether unit is HACCP certified, ISO 22000, etc. Yes / No
- Q. Whether the plant is maintaining the export records on monthly basis Yes / No
- R. Whether the plant has been submitting the records of export to APEDA in hard copies or through online Yes / No
- S. No. of qualified Veterinarians working in the plant :
- a. State Government
  - b. Own Employed
- T. Please indicate the source of raw material
- a. Name of APEDA approved slaughter houses
  - b. Capacity of slaughter
    - (i) Buffalo
    - (ii) Sheep & Goat
  - c. Other processing plants being sourced by this slaughter house.
- U. Observations state whether Major / Minor
- Recommended for approval - Yes / No

**SIGNATURES OF INSPECTING OFFICER  
WITH DESIGNATION**

Dated : .....

Document No. : APEDA/MPD/Registration/