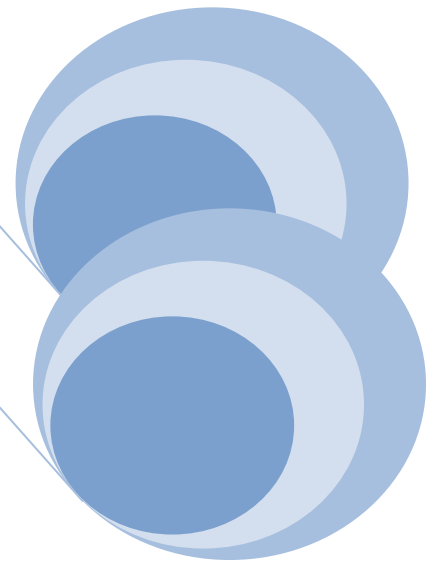


CONDITIONS FOR THE APPROVAL OF INDEPENDENT COLLECTION CENTRES



GOVERNING EU AND NATIONAL LEGISLATION:

The European Union (Animal By-Products) Regulations 2014 (S.I. No 187 of 2014) and in accordance with Regulation (EC) No. 1069 of 2009 and Regulation (EU) No. 142 of 2011.



27th June 2014
Milk & Meat Hygiene/ABP/TSE Division

CONDITIONS FOR APPROVAL OF AN INDEPENDENT COLLECTION CENTRE

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GLOSSARY OF TERMS

A

‘**Animal By-Products**’ (**ABP**) means entire bodies or parts of animals, products of animal origin or other products obtained from animals, which are not intended for human consumption, including oocytes, embryos and semen.

B

‘**Batch**’ means a unit of production produced in a single plant using uniform production parameters, such as the origin of the materials, or a number of such units, when produced in continuous order in a single plant and stored together as a shipping unit;

C

‘**Competent Authority**’ means the central authority of a Member State competent to ensure compliance with the requirements of EU ABP Regulations or any authority to which that competence has been delegated; it also includes, where appropriate, the corresponding authority of a third country;

D

‘**DAFM**’ means the Department of Agriculture, Food and the Marine;

‘**Derived products**’ means products obtained from one or more treatments, transformations or steps of processing of animal by-products;

E

‘**Establishment**’ or ‘**plant**’ means any place where any operation involving the handling of animal by-products or derived products is carried out, other than a fishing vessel;

‘**EU**’ means the European Union.

F

‘**Feed Material**’ means those feed materials, as defined in Article 3(2)(g) of Regulation (EC) No 767 of 2009, that are of animal origin, including processed animal proteins, blood products, rendered fats, egg products, fish oil, fat derivatives, collagen, gelatine and hydrolysed proteins, dicalcium phosphate, tricalcium phosphate, milk, milk-based products, milk-derived products, colostrum, colostrum products and centrifuge or separator sludge;

O

‘**Operator**’ means the natural or legal persons having an animal by-product or derived product under their actual control, including carriers, traders and users.

U

‘**User**’ means the natural or legal persons using animal by-products and derived products for special feeding purposes, for research or for other specific purposes;

SECTION 1**GENERAL INFORMATION AND REQUIREMENTS**

1.1 GENERAL INFORMATION AND REQUIREMENTS

- A plant involved in handling Animal By-Products (ABP) or carrying out intermediate operations (as defined in Article 2 of Regulation (EU) No. 142/2011) following their collection must be approved by the Department of Agriculture, Food and the Marine (DAFM) and the approval must be in date. (Article 24 (h) and (i) of Regulation (EC) No. 1069/2009.
- A plant seeking to supply ABP as feed as derogated for in Article 18 1. of Regulation (EU) No. 1069/2009 must be authorised to be a collection centre and must comply with this authorisation which will authorise provision of feed to one or more of the following end-users:
 - a) zoo animals;
 - b) circus animals;
 - c) reptiles and birds of prey other than zoo or circus animals;
 - d) fur animals;
 - e) wild animals;
 - f) dogs from recognised kennels or packs of hounds;
 - g) dogs and cats in shelters;
 - h) maggots and worms for fishing bait.
- The operator must comply with all relevant requirements listed in the European Union (Animal By-Products) Regulations 2014 (S.I. No. 187 of 2014) and EU Legislation (Regulation (EC) No. 1069/2009 and Regulation (EU) No.142/2011).
- Licenses and authorisations required to operate must be valid from all relevant licensing authorities while the plant is operational.
- The operator must notify DAFM immediately if significant changes are proposed to plant activities.
- The operator must notify DAFM immediately if the plant is no longer to be used for handling ABP. The plant must be decommissioned at this time and prior to use for any other activity. The operator will organise the decommissioning of the plant and clean up of the site and buildings as well as safe disposal of all equipment in a reasonable time period, under the supervision of DAFM.
- The operator must provide data and statistics to DAFM as and when required and in whichever format requested.
- All records must be accessible to DAFM and must be kept for a minimum of 3 years.

SECTION 2

BIOSECURITY, PLANT STRUCTURE, HYGIENE AND TRANSPORT

2.1 PERIMETER

- The premises must be located so that it is adequately separated from public highway, and other appropriate premises sufficient to prevent cross-contamination of food and feed for humans and animals respectively. Animals must not be allowed access to the plant.

2.2 BUILDINGS/STRUCTURAL

- There must be a sufficiently large covered space to receive, handle and store the ABP. All ABP must be under cover.
- All buildings must be maintained clean and in good condition and any necessary repairs must be made on a regular basis.
- The floors must be smooth and sloped to facilitate the drainage of liquids. The inner walls must be smooth, clean and well maintained.
- The layout of plants must ensure the total separation of Category 3 material (i.e. hides) from all other materials until dispatch.
- The plant must be designed and personnel must work so as to assure adequate separation of the handling of materials for different end-usage destinations.
- There must be adequate separation between the area of the plant where incoming material for handling is unloaded and the areas set aside for the storage of products.
- Suitable office facilities where an examination of records can take place must be provided on site and be made available to DAFM staff. Satisfactory office facilities must be provided to ensure a suitable environment for DAFM officers engaged in TSE sampling i.e. it must be weatherproof, adequately lit, capable of being heated and have storage space for supplies. A system for the disposal of used sampling gloves, overalls etc. must be provided.

2.3 PLANT HYGIENE

- The operator must ensure that a hygiene plan has been designed and implemented effectively for all areas of the plant. A power washer or equivalent must be available at all times to enable collection vehicles to be washed on leaving the collection centre.
- All handling and storage locations and equipment must be emptied and cleaned regularly to the extent necessary to ensure hygienic practice.

2.4 PERSONNEL AND WORKFLOWS

- Management at the plant must implement effective procedures and training plans for all operatives employed or subcontracted, ensuring to focus the procedures and training (including training records) on:
 - Safe handling of ABP and derived products;
 - Ensuring the acquisition and correct completion of documentation so as to contribute to safe intake of ABP, safe dispatch of ABP to suitable safe end-usage and safe dispatch of ABP 'waste' to suitable, legal disposal. Examples of documentation would include:
 - Commercial documentation and proof of arrival at destination for documentation going with outgoing consignments.
 - Supervision of meat staining, labelling and temperature controls.
- Operatives must use suitable dedicated protective clothing when handling ABP which must be removed/cleaned/disinfected or discarded before leaving the plant.
- Footbaths/bootwashes must be provided at all entrances and exits to the plant. These must be signposted and replenished regularly so as to provide effective disinfection.
- There must be access to adequate facilities for personal hygiene including lavatories, changing rooms and washbasins for staff. The washing facilities must be equipped with hot water, soap and paper towels.

2.5 PESTS AND BIRDS

- The operator must have a documented rodent control program in place which includes the following:
 - a bait map;
 - service schedule for bait points;
 - service records for bait points.

2.6 ABP TRANSPORT AND SIGNAGE

- Operators transporting ABP to the plant or from the plant must be registered ABP hauliers and listed on DAFM's ABP transport register.
- The operator must maintain receptacle registers for each ABP haulier used. Each haulier must provide each ABP plant they service with a copy of the receptacle register which should contain the following information:
 - container number;
 - receptacle chassis number;

- authorised ABP or derived product category;
 - registered owner;
 - date of listing/commission;
 - date of delisting/decommission;
 - date of cleaning and disinfection as indicated on cleaning certificate at time of delisting.
- ABP transport vehicles must be designed so as to prevent any accidental discharge of organic material or liquids to the environment and must have well fitted covers in use. These vehicles must be well maintained.
 - The operator must have a system for cleaning and disinfecting the vehicles or reusable containers or receptacles in which ABP are transported and must include a wheel wash, with disinfectant, at the entrance and exit to the plant.
 - ABP must not be stored overnight in transport vehicles or transferred between vehicles (this constitutes handling) or stored at premises other than those approved by DAFM.
 - Transport vehicles or containers must be dedicated to the carriage of a single category of ABP or derived (final) product. Raw and processed product must not be transported in the same vehicle or container unless transport takes place in sealed packaging in both instances (preventing cross-contamination). Transport vehicles and containers must be permanently and prominently marked on both sides appropriately, as follows:

Transport vehicles for Category 2 material must be dedicated to the carriage of Category 2 material (ABP) and must be permanently and prominently marked on both sides with:

- Haulier registration code and receptacle number
- "CATEGORY 2 Material Not for Animal Consumption"

Transport vehicles consigning Category 3 Material (ABP) must be permanently and prominently marked on both sides with:

- Haulier registration code and receptacle number
- "CATEGORY 3 Material Not For Human consumption"

- During transport and storage of meat for feeding to hounds, a label attached to the packaging, container or vehicle must clearly indicate the category of the ABP and bear the following words visibly and legibly displayed on the packaging, container or vehicle, as applicable:

“Category 2 Material for feeding to... (name species)”

OR

“Category 3 Material for feeding to ... (name species)”,

whichever is relevant.

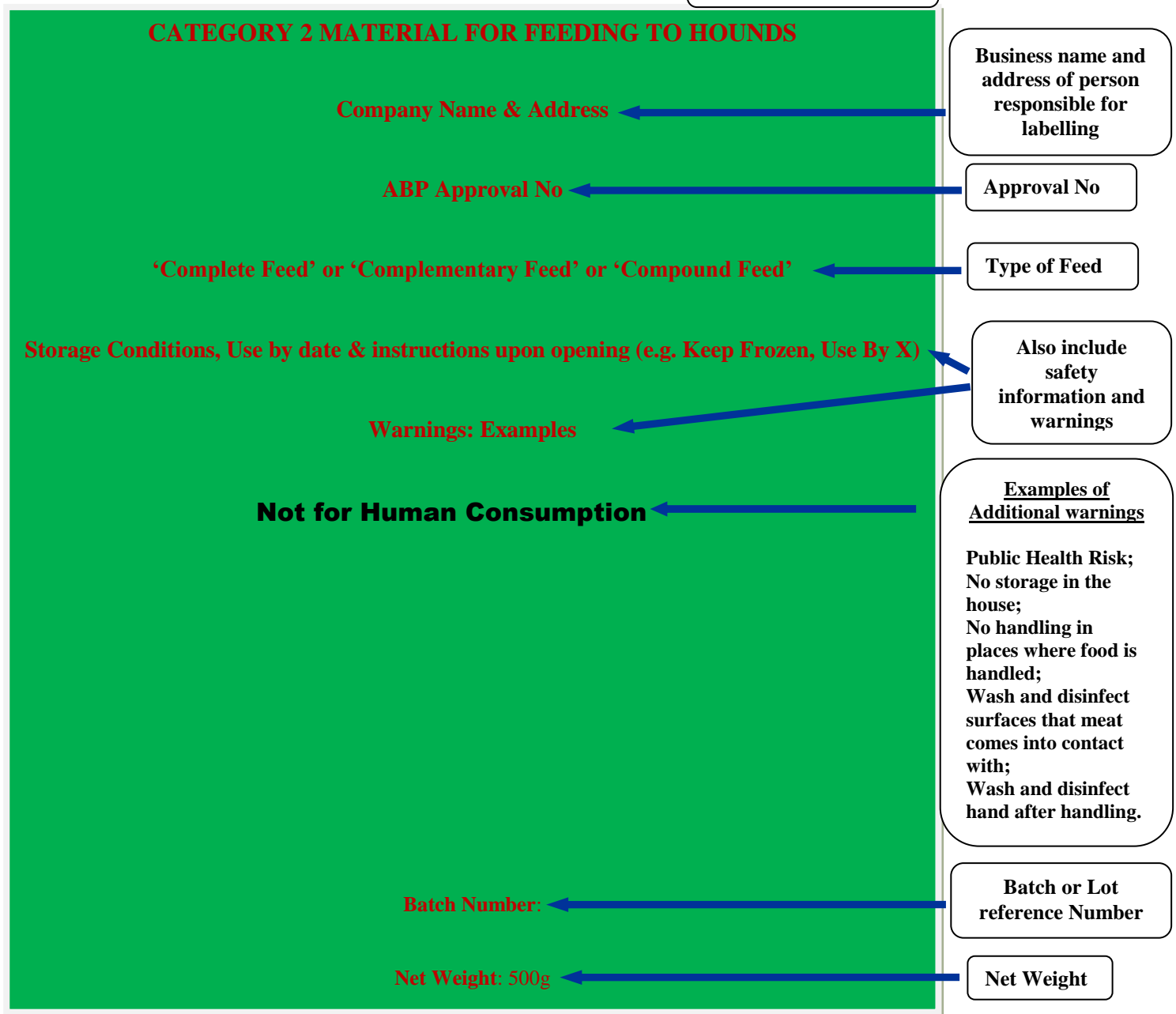
- The labelling and the presentation of feed shall not mislead the user, in particular:
 - a) as to the intended use or characteristics of the feed, in particular, the nature, method of manufacture or production, properties, composition, quantity, durability, species or categories of animals for which it is intended;
 - b) by attributing to the feed effects or characteristics that it does not possess or by suggesting that it possesses special characteristics when in fact all similar feeds possess such characteristics;
- The person responsible for the labelling shall ensure the presence and substantive accuracy of the labelling particulars. The person responsible for the labelling shall be the feed business operator who first places feed on the market or, where applicable, the feed business operator under whose name or business name the feed is marketed.
- All meat prepared for feeding must comply with the following:

A feed material or compound feed shall not be placed on the market unless the following particulars are indicated by labelling:

 - a) the type of feed: ‘feed material’, ‘complete feed’ or ‘complementary feed’
 - for pets other than cats and dogs, ‘complete feed’ or ‘complementary feed’ may be replaced by ‘compound feed’;
 - b) the name or business name and the address of the feed operator responsible for the labelling;
 - c) the establishment approval number of the person responsible for the labelling;
 - d) the batch or lot reference number;
 - e) the net quantity expressed in units of mass in the case of solid products;
 - f) safety information.

Example:

Text in Red is required



Note: With regard to the above, the detail on this label must be clearly legible and the bag must be a green bag with labelling written in red.

2.6 PLANT WASTE DISPOSAL

- All waste ABP from the plant must be disposed of appropriately in compliance with National and EU legislation and in a way that mitigates risk. Traceability of waste disposal must be ensured.

- The operator must ensure to maintain and implement measures to prohibit the disposal of ABP, intermediate or derived products via the waste water stream. This may be achieved by the use of drain traps or screens with apertures with a filter pore or a mesh size of no more than 6 mm. Waste water that has passed through the screen is no longer regarded as ABP. However, the operator has a responsibility to ensure that waste water is treated in accordance with relevant Community environmental legislation. See Trader Notice 02/2011 which can be found on the DAFM website by using the following link:
<http://www.agriculture.gov.ie/agri-foodindustry/animalbyproducts/animalbyproducts-tradernotices/>

SECTION 3

INTAKE

3.1 RAW MATERIAL INTAKE PROCEDURES

- Only Category 2 material as defined in Article 9 of Regulation (EC) No. 1069/2009 and Category 3 Animal By-Product Material as defined in Article 10 of Regulation (EC) No. 1069/2009 may be accepted into the plant. However, the following materials described in Article 10 must be excluded:

Article 10 (n), (o) and (p) of Regulation (EC) No. 1069/2009

All material upon entry to the plant must then be designated Category 2 material and upon placement in a Category 1 skip shall be designated Category 1 material.

- Category 1 materials as defined in Article 8 of Regulation (EC) No. 1069/2009 must be excluded from the plant, with effective procedures implemented by the operator to guarantee their exclusion.
- The operator must communicate, as frequently as is necessary with suppliers and take whatever steps are necessary in these communications or supply contracts to ensure that only legal, approved raw materials are accepted into the plant.

3.2 DOCUMENTATION

- All ABP material delivered to the plant must be accompanied by a commercial document which meets the requirements as laid down in Annex VIII Chapter III of Regulation (EU) No. 142/2011. (The NBAS 31D form appropriately formatted does meet this requirement).
- The plant must keep an up-to-date electronic intake register, completed appropriately, in chronological order and should include:
 - a description of the material (including species of animal), age and quantities;
 - dates of intake;
 - a batch reference or consignment number if applicable;
 - a health certificate or commercial document reference number;
 - the name and address (and country) of the premises/holding of origin (and approval number if applicable);
 - the name and address of the carrier/haulier and the receptacle registration number (if applicable);
 - date of notification of the Regional Veterinary Officer of intake of material (if relevant).
- The operator must establish a system to notify the Competent Authority (Regional Veterinary Officer) if imported¹ ABP/derived products are received on site.

¹ Imported products are products received from non-EU countries.

SECTION 4**PROCESSING/HANDLING**

4.1 PROCESSING/HANDLING REQUIREMENTS

- The plant must not engage in activities other than the collection, acceptance, sorting, mincing, staining, storage and dispatching of the ABP specified in the plant's approval and, if authorised as a collection centre, the preparation of material for feeding purposes.
- Procedures on site should ensure the safe handling and temporary storage of ABP. ABP should be stored in temperature conditions that should be appropriate both in terms of mitigating public and animal health risks and preventing odours.
- Meat that is removed must be transferred to the relevant storage area without delay and processed waste must be placed into whichever relevant container (either Category 1 container or Category 3 container) without delay.
- Meat for feeding must be prepared as pieces of ABP or as mince. Bones including skulls or whole limbs must not be included.
- Following the preparation of meat ABP for feeding to packs of hounds or dogs in shelters, this product must be stored under suitably chilled or frozen conditions.
- Equipment used to mince or prepare feed, vehicles and reusable containers, and all reusable items or appliances that come into contact with feed must be maintained in a clean condition.
- Operators of authorised collection centres supplying relevant material other than fish offal to final users must ensure that the material being sold/supplied undergoes one of the following treatments:
 - denaturing/staining with a solution of a green/blue colouring agent for Category 2 materials and sunset yellow colouring agent for Category 3 material. The colouring agent must be clearly visible even when product is frozen;
 - sterilisation, by boiling or steaming under pressure, of the material until every piece is cooked throughout;
 - any other treatment approved by DAFM.
- The operator must have a detailed written treatment protocol to describe the treatment of material (e.g. boiling) for feeding. This protocol must be implemented. This protocol must have been approved in action by a DAFM authorised officer and should be modified only in consultation with a DAFM authorised officer.

- For staining/dying:
 - The dye solution must be of such strength that the staining is clearly visible.
 - All surfaces of the material must be visibly dyed with the dye solution.
 - Adequate staining of minced meat can be achieved by spraying all surfaces of a transparent bag with stain and then adding the meat and massaging the bag into the meat.
 - Immersion, spraying or other methods may be used also. Experience has shown that freezing will change the colour of the stain and its distribution in the meat, leaving all visible surfaces not clearly stained.
 - Where bags are frozen all visible surfaces do not need to carry stain as long as the meat is obviously stained.

4.3 CROSS-CONTAMINATION/BY-PASS

- All necessary measures must be taken to prevent contamination and the spreading of diseases communicable to humans or animals.

SECTION 5

STORAGE, DISPATCH AND TRACEABILITY/RECALL

5.1 DISPATCH PROCEDURES

- The operator must ensure that ABP or products manufactured or derived from ABP, dispatched from the plant, are traceable and must be disposed of safely and in compliance with National and EU legislation.
- All ABP Category 1 material must be disposed of directly, in a manner that is safe, to a plant approved by the Competent Authority of that Member State to process², incinerate, co-incinerate or combust Category 1 material.
- All ABP Category 3 material must be disposed directly, in a manner that is safe, to a plant approved by the Competent Authority of that Member State and in such a way so as to comply with Article 14 of Regulation (EC) No. 1069/2009.
- All feed for hounds or other derogated species must be supplied, labelled appropriately, only to authorised end-users. The operator must verify authorisations in each instance.
- Management must organise for documentary and visual checks on consignments from the plant to verify that waste and products will be disposed of safely and in compliance with end-usage authorised in accordance with this approval.
- ABP suspected or discovered not to comply with the legislation or the specific plant approval requirements may not leave the plant unless destined for legal waste disposal.

5.2 DOCUMENTATION

- The operator must ensure that ABP consignments, or consignments of products manufactured or derived from ABP, dispatched from the plant are traceable and disposed of safely.
- Material for feeding must be supplied only to DAFM licensed end-users in accordance with the operator's authorisation. The operator must verify each time that the end-user has an in-date license. DAFM reserves the right to suspend the collection centre authorisation, suspend or remove the collection centre approval or restrict activities on site if the operator breaches any collection centre requirements.
- The plant must keep an up to date dispatch register completed appropriately, in chronological order and should include:
 - a description of the ABP (including waste), intermediate products or derived products dispatched (including quantities);

² Colloquial term 'render'.

- dates of dispatch;
 - a batch reference or consignment number if applicable;
 - a health certificate or commercial document reference number;
 - the name and address and country of the premises of dispatch (and approval number if applicable);
 - the name and address of the carrier/hauler and the receptacle registration number (if applicable);
 - date of notification of the Regional Veterinary Office of dispatch (if relevant e.g. for exportation);
 - weights of consignments of outgoing material (preferably using a plant's own weighbridge).
- A fully completed commercial document must accompany each load of ABP leaving the plant.

Operators must use A3 EU commercial documents for trade of material outside the state and within the European Union whereas an A4 commercial document may be used for trade within the state.

The commercial document must be assigned a unique identifiable number. The commercial document must be produced in quadruplicate (one original and 3 copies). The original must remain at the plant of origin, the transporter must retain one copy and the premises of destination the other. The fourth copy is signed or stamped by the premises of destination and returned to the plant of origin.

Operators must keep the copies of commercial documents for all outgoing loads filed and in date order.

- Collection centres preparing ABP for feed must establish a system of record-keeping (separate for Category 2 and Category 3 material) that can demonstrate on any given date:
 - the quantity of material for feeding within storage (stock control record);
 - the quantity of material prepared for feeding, i.e. that has undergone treatment on any given date. This record must describe the quantity of this material that went for sale, the quantity that has been placed in storage and the quantity of material disposed of as waste;
 - the quantity of material sold to specific licensed end-users on any given date. This record must be maintained in a way that it provides, at a glance, the cumulative annual quantity of meat, at any time, that has been provided to each specific licensed end-user. The record must incorporate the name, license number and date of issue of each license;
 - the quantity of feed material disposed as waste (i.e. placed in the skip) and the dates of placing said material in the skip.

Reconciliation on these records must be convenient to carry out.

- From time to time an authorised officer may request the submission of a report, in a format he/she prescribes, describing the activities of the collection centre and including information obtained from the collection centre records. The operator must comply with this request within a short-timeframe (and in no more than 10 working days).
- The operator must retain a record containing all receipts for purchase of stain for meat.
- A register of all clients purchasing ABP from the premises must be maintained. Ideally this register should be subdivided into registered clients purchasing hides and registered clients receiving feed. This register should be updated regularly.
- Copies of all health certificates issued must be retained. Health certificates may only be drawn up and signed by DAFM officials.
- The operator must retain proof of arrival destination for all ABP consignments (save for feed) or consignments of products manufactured or derived from ABP dispatched from the plant. This proof of destination would typically be the signed or stamped copy of the commercial document returned by the customer (consignee) or notification of arrival on the TRACES system.

CONTACT DETAILS

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