Arkansas Department of Agriculture
Meat Inspection Program

Obtaining Inspection for Official Slaughter Plants

LIVESTOCK AND
POULTRY DIVISION

INTRODUCTION

This guide is intended as a general overview of our requirements and should not be considered all-inclusive. Please contact our office at 479-619-9231-if you require further information.

Two programs enforced by the Arkansas Department of Agriculture's Meat Inspection Program are Sanitation Standard Operating Procedures (SSOP) and Hazard Analysis Critical Control Points (HACCP). These programs are required of all official establishments operating under the ADA's inspection authority.

SSOP is required by Sec. 416 of the regulations and specifically requires plants to maintain their own sanitation programs. This program is to monitor sanitation and prevent direct product contamination in slaughtering and processing establishments. Each establishment's SSOP is unique to that plant.

HACCP is required by Sec. 417 of the regulations. This plan details all food safety hazards that are reasonably likely to occur in the manufacturing process to adulterate or contaminate food products and their preventive measures. There are no operations that do not contain at least one CCP. This is also a plant-developed program where each HACCP plan is unique to that plant.

There are many training materials available to you, the plant owner or manager. The USDA/FSIS website contains guidance and information on HACCP.

IMPORTANT

ITEMS THAT **MUST** BE COMPLETED **BEFORE** LICENSE WILL BE ISSUED

SEC. 1. Slaughterhouse Minimum Requirements

SEC. 2. Humane Slaughter of Livestock

SEC. 3. Water sample certificate with results for coliforms and sewer system approval by the local municipal authorities

SEC. 4. Adequate SSOP Plan

SEC. 5. Adequate HACCP Plan

SEC. 6. Approval of labels and formulas

SEC. 7. Submission of license application and payment of fees.

Sec. 1 SLAUGHTERHOUSE MINIMUM REQUIREMENTS

The following should be provided in departments for slaughtering cattle, calves, sheep, and hogs.

1. Metal knocking box or concrete box with metal door.

2. Dry landing area in front of the knocking box. This area should be separately drained.

3. Curbed-in bleeding area so located that blood will not splash upon stunned animals lying in dry landing area or upon carcasses being skinned on the siding bed. A blood collecting drum can be substituted.

4. A distance of at least 5 feet from the curbed-in bleeding area to the siding bed. This area should be separately drained.

5. A distance of at least 14 feet from the vertical of the drop-off to the vertical of the hoist where carcasses are eviscerated.

6. An area for washing carcasses. This area should be curbed and sloped to a separate drain within the area, or it may be a slope of approximately ½ inch to foot leading to a separate drain. This is not required if only doing one animal, completely, at a time.

7. Dressing rails and cooler rails not less than eleven feet in height.

8. In cases where special limitations do not allow for above stated minimum distances, only one animal can be slaughtered at a time.

Floor, walls, and ceilings in the various edible departments of the plant must be constructed of material that can be readily kept clean. Wooden structures and equipment are absorbent and difficult to clean, hence their use should be kept at a minimum. Floors requiring drainage should be constructed of dense concrete or floor brick laid on a concrete base. The interior walls and, where practical, ceiling surfaces should be smooth and flat. In edible product departments, the walls should be constructed of glazed tile, smooth Portland cement plaster, fiberglass wall panels or other non-absorbent material. Walls must be free of cracks and crevices, and where brick or tile is used, the mortar joints must be flush with the surface of the walls.

The floors of the plant should be well-drained; a slope of ¼ inch to the foot drainage is recommended. The floors must be smooth and impervious and in good repair; they should be free from cracks and depressions which could hold various floor liquids. Wooden floors are not permissible. Junctions of floor and walls should be coved.

Walls, ceilings, beams, and hangers should be cleaned at frequent intervals. Hangers, meat trolleys, and rails must receive special attention, as they rust and scale easily. Smooth Portland cement plaster walls preferably should not be painted.

Driveways, approaches, yards, pens, and alleyways need not be paved but must have some provision for dust control.

DISPOSAL OF BLOOD

When blood is not permitted to drain into the sewage system, it may be collected in a properly constructed metal blow tank and removed from the premises or blown to the blood drier in such a manner as to create no objectionable conditions.

TOILET FACILITIES AND DRESSING ROOMS

Toilets must be of the flush type and be conveniently located. They must be separated by an intervening room from any department or room in which edible products are stored or handled. This intervening room may be a vestibule or may be the dressing room. If the toilet room is not an outside room, it must be properly vented to the outside, and forced ventilation provided, when necessary. The doorway between the toilet room and intervening room must have a tight, full-height, self-closing door. Floors of toilet rooms must be of impervious material pitched to floor drains.

DRAINAGE

Floors which require flushing during operations must have a sufficient number of floor drains, properly spaced, to adequately carry off the floor drainage. Each floor drain must be equipped with a deep-seal trap; the drainage lines should be properly vented to the outside, in accordance with local plumbing codes. In no case should a drain line be less than 4 inches in diameter and should be larger where required.

The implant sewage system must meet all applicable local codes as to sizes and types of slopes, connection, etc. A letter must be on file at the Meat Inspection Office from local jurisdiction stating that sewage system is acceptable.

EQUIPMENT AND UTENSILS

Equipment should be constructed of metal and should be so constructed that it can be easily cleaned. Cutting boards may be of synthetic material but equipment, such as the framework of boning or cutting tables, scalding vats, offal racks, and trees, product storage racks, and product trucks should be of metal construction. Rusty or otherwise worn-out equipment must be replaced.

All equipment must be thoroughly cleaned following each day's operations. The use of a clear, colorless, odorless, tasteless, edible mineral oil is recommended for use on metal equipment, such as choppers, grinders, mixers, tables, meat trucks, offal racks, hooks, and trolleys. Scale must not be permitted to accumulate on metal equipment; the formation of scale usually indicates improper cleaning of equipment. Shovels used for transferring ice or other edible materials from one container to another must not touch the floor.

VENTILATION AND LIGHTING

Natural ventilation may be supplemented by artificial means and must be sufficient to assure the absence of dust, objectionable odors, or steam vapors. To assure adequate sanitation at all times, artificial lighting of good quality and sufficient quantity must be in product cutting rooms.

WATER SUPPLY, WASH BASINS, STERILIZING FACILITIES

Ample supplies of hot and cold running water, under adequate pressure, must be available at all parts of the plant. Clean-up hose must be conveniently located.

Foot-pedal operated wash basins must be placed in or near processing rooms. These wash basins must be equipped with running hot and cold water, delivered through combination mixing faucet with outlet 12 inches above the rim of the bowl. The drainage outlet must lead directly into the sewage system. Soap and towels, and a receptacle for dirty paper towels or other trash, must be convenient to the wash basin.

One or more wash basins must be located in the slaughtering department, and one or more in the sausage manufacturing room and at such other places in the establishment as may be essential to ensure cleanliness of all persons handling products. These wash basins must be equipped with hot and cold running water, delivered through a combination mixing faucet with outlet 12 inches above the rim of the bowl. They must be foot-pedal operated, and the outlet must lead directly into the sewage lines. Soap and disposable towels must be convenient to the wash basin.

Water for sterilizing purposes must be maintained at a temperature of at least 180º F.

One or more sterilizing receptacle of rust-resisting, impervious material must be placed at convenient locations in the slaughtering department for the sterilization of all implements which have been contaminated or which have been used on a diseased carcass or part of a carcass. The sterilizer must be equipped with a cold water and steam line, or other satisfactory means to maintain water at a temperature of at least 180º F during all slaughtering operations. The sterilizer must also contain a drain so that water may be completely drained out for daily cleaning of the sterilizer. Boilers, water heaters, etc. should not be located near the slaughter department or in any edible products department. To prevent possible back siphonage, vacuum breakers should be provided on all steam and water lines when the open ends are submerged or connected to equipment.

PROTECTION AGAINST FLIES, RODENTS OR OTHER VERMIN

Plants must be kept free of flies, rats, mice, roaches, etc. Rat proof construction is suggested to prevent entrance of rats and mice to the premises, but the elimination of breeding places from the surrounding areas in the establishment is also important.

Construction of the plant should be such as to eliminate roaches and other insect harbors. Windows, doors and other openings to the plant should be provided with insect screens, must be kept in good repair. Sprays containing DDT or other residual-acting chemicals should not be used in edible products departments. Stock pens, runways, etc. must be cleaned as often as necessary and the manure or other waste materials removed not be permitted to accumulate at or near the plant.

GENERAL CONSTRUCTION AND EQUIPMENT REQUIREMENTS

A. FLOORS: Shall be smooth and impervious to water, grease and acid; and of easily cleanable construction. Concrete floors are acceptable when properly installed,

smooth finished and sealed with commercial concrete sealers specific for this purpose.

B. WALLS: Shall be smooth and nonabsorbent, with a light colored, easily cleanable finish. Metal, ceramic tiles, or F.R.P. panels are acceptable.

C. CEILINGS: Ceilings in food preparation and utensil washing areas shall be smooth and nonabsorbent, with a light colored, washable finish. Acoustical tile may be used if it complies with the above requirements.

D. CONDUITS: All plumbing, electrical, and gas lines shall be concealed within the structure to as great an extent as possible. Where it is not possible, all runs shall be at least one inch away from the walls or ceiling and 4-6 inches off the floor or flush with the surface and completely sealed. Where conduit or pipelines enter a wall, ceiling or floor, the opening around the line shall be tightly sealed. Conduit or pipelines shall not be installed across any aisle, traffic area or door opening at or near the floor surface. Multiple runs or clusters of conduit or pipelines shall be furred in, encased in an acceptable runway.

REFRIGERATION

All cold storage units shall comply with the following requirements.

A. Shelving must be non-absorbent, non-corroding, and easily cleanable. NO wood construction.

B. Must open into an approved food preparation area of the building.

C. Must have smooth, non-absorbent and easily cleanable surfaces. Metal, ceramic tile, F.R.P. boards are some acceptable materials.

D. Condensate waste from the reach-in units may be drained into a floor sink, floor drain, or other approved plumbing fixture.

Walk-in boxes shall also:

1. Have a cove base with a radius of at least 3/8” at the floor/wall juncture (metal, tile, cement, or factory installed rubber are some acceptable materials.)
2. Have shelving that is at least 12 inches off the floor with round metal legs or cantilevered from the wall for ease of cleaning.

HANDWASHING SINKS

Lavatory sinks shall be provided in the food preparation areas. Soap and towels shall be provided in single service dispensers at the lavatory sink. Non-hand contact method for operations is required

WINDOW SCREENS

All openable windows shall be screened.

RESTROOMS

Toilet facilities shall be provided on the premises of each establishment, convenient for the employees. The floors, walls, and ceilings shall have surfaces that are smooth, non-absorbent, light in color, and easily cleanable. Handwashing lavatories shall be provided with hot and cold water in a mixing type faucet. Non-hand contact method for operations is required. Soap and towels in single service dispensers shall be provided at the lavatory sink. The restrooms shall be provided with tight fitting, self-closing doors. All toilet rooms shall be provided with ventilation; if adequate ventilation cannot be provided by an open window, mechanical ventilation shall be require.

DELIVERY DOORS

All delivery doors leading to the outside shall open outward, be self-closing, and may require an overhead air curtain. The air curtain, when installed inside the building, must produce a downward-outward air velocity of 750 feet per minute over the entire opening down to a point 3 feet above the floor and turn on automatically when the door is opened. When installed outside the building, the same velocity of air must be directed straight down over the entire door opening.

CUSTOMER DOORS

All entrance doors leading to the outside shall open outward and be self-closing.

LIGHTING

Shall be adequate for the area.

EQUIPMENT

All meat or meat food cases, counters, shelves, tables, refrigeration equipment, sinks, and other equipment used in connection with the preparation shall be made of nontoxic materials so constructed and installed as to be readily cleaned. All equipment shall be placed on sanitary legs with a minimum height of 12 inches, on acceptable casters or cantilevered from the wall in an acceptable manner.

FINAL INSPECTION

UPON COMPLETION OF 100% OF THE CONSTRUCTION, INCLUDING ALL FINISH WORK, call the Little Rock office 501-516-7946 to arrange for a final inspection. In no case should a final inspection be requested less than 2 working days prior to the proposed opening of the establishment. Acceptable materials and good workmanship are significant factors in the evaluation and approval of establishment construction and equipment installation.

You will not be issued a license until you pass a final inspection.

Sec. 2 Humane Slaughter of Livestock

The Arkansas Department of Agriculture strictly enforces all humane handling and slaughtering of livestock. Arkansas Revised Statutes § 20-60-200 and 9 CFR 313 detail requirements of this section. Livestock pens, driveways, and ramps shall be maintained and in good repair.

Floors of livestock pens, ramps, and driveways shall be constructed and maintained so as to provide good footing for livestock.

Driving of livestock from the unloading ramps to the holding pens and from the holding pens to the stunning area shall be done with a minimum of excitement and discomfort to the animals. Livestock shall not be forced to move faster than a normal walking speed.

Sec. 3. WATER SAMPLE CERTIFICATE WITH RESULTS FOR COLIFORMS AND SEWER SYSTEM APPROVAL BY THE LOCAL MUNICIPAL AUTHORITIES

Water must be potable and be certified by a laboratory as negative for coliforms. A certificate from the lab or analyst must be submitted. Water from a municipal source must be tested once, while water from a private well must be certified every 6 months.

The sewer or septic system must be approved by the local authority having jurisdiction. A letter from the governmental authority approving the system must be submitted.

Sec. 4 SSOP REQUIREMENTS

Sec. 9 CFR 416

1. Procedures the establishment will conduct **prior to the start of operations**. These procedures at a minimum must address the cleaning of food contact surfaces of facilities, equipment, and utensils. Establishments must explicitly identify pre-op sanitation procedures in their written SSOP, distinguish them from sanitation activities to be carried out during operations.

2. Daily procedures the establishment will conduct to prevent product contamination or adulteration **during operations** and the **frequency** at which they will be conducted.

3. **Signed and dated by an official** with overall authority on site or a higher-level official of the establishment. The SSOP must be signed upon initiation and any modifications, and the signature shall signify that the establishment will implement the SSOP.

4. **Identifies establishment employees** who have responsibility for implementing and maintaining daily sanitation activities. The establishment does not need to necessarily identify the employee who will actually perform the sanitation procedure.

5. **Identifies the records to be maintained** on a daily basis that will document the implementation and monitoring of the SSOP and any corrective actions taken.

Sec. 5 HACCP REQUIREMENTS

Sec. 9 CFR 417

5 PRELIMINARY STEPS

1. Assemble the HACCP team

Employees that will develop the HACCP plan from production, marketing, QC, all dept. involved

2.Product description, method of distribution

Product name, intended consumers, methods of use (ready to eat, further processing, etc), packaging used, shelf life, where it will be sold, labeling instructions, distribution

3.List of ingredients and raw materials

Meat, non-meat ingredients

4.Develop a process flow diagram

Shows entire process step by step, how product moves through the plant, finds areas of hazards

5.SSOP requirements are met

Sanitary requirements.

7 HACCP PRINCIPLES

1. CONDUCT A HAZARD ANALYSIS

Prepare a list of steps in the process where significant hazards are reasonably likely to occur and describe the preventive measures, including supporting documentation.

Biological (bacteria: E. Coli, Salmonella, Listeria; viruses; parasites) temperature controls

Physical (any physical material not normally found in food that causes illness or injury: glass, metal, wood, rocks, etc.) observations, metal detection devices

Chemical (naturally occurring: aflatoxin, mycotoxins, manmade: pesticides, fungicides, insecticides, etc.)

2. IDENTIFY CCPs

"A point, step or procedure in a food process at which control can be applied and as a result a food safety hazard can be prevented, eliminated, or reduced to an acceptable level" e.g.: cooking, cooling, receiving, formulation, storage, evisceration, siding Use of the CCP decision tree

3. DETERMINE CRITICAL LIMITS

Maximum or minimum values to which a hazard must be controlled to prevent, eliminate, or reduce to acceptable levels the occurrence of a food safety hazard. E.g. cooking temps: 160ºF, PPM chlorine: 200ppm, receiving: no defects, etc.

4. ESTABLISH MONITORING PROCEDURES

Planned sequence of observations or measurements to assess whether a CCP is under control, and to produce an accurate record for future use in verification.

5. ESTABLISH CORRECTIVE ACTION PROCEDURES

Procedures to be followed when a deviation occurs. A deviation is a failure to meet the critical limits.

The regulations identify four requirements for corrective actions:

1) the cause of the deviation is identified and eliminated,
2) the CCP (critical control point) is under control after corrective action is taken,
3) measures to prevent recurrence are established, and
4) product that is injurious to health or otherwise adulterated does not enter commerce.

6. ESTABLISH RECORDKEEPPING PROCEDURES

Serves as written documentation of the establishment's compliance, plant is able to trace the history of an ingredient, helps to ID trends in a product, Helps to ID and narrow the scope of a recall, good evidence in legal action.

7. ESTABLISH VERIFICATION PROCEDURES

To determine whether the HACCP plan is working. Actions may include: calibration of temperature equipment, sampling the product, review of records, inspect and audit of establishment operations. Validates scientific and technical process for determining that the CCPs and associated critical limits are adequate and sufficient to control likely hazards

SEC. 6. DEVICES TO IDENTIFY INSPECTED AND PASSED PRODUCTS OF CATTLE, SHEEP, SWINE, OR GOATS.

The A.D.A. official inspection legend required to be applied to inspected and passed carcasses and parts of carcasses of cattle, sheep, swine and goats, meat food products in animal casings, and other products as approved by the Administrator.:

The Number 35 is used as a sample only.

One stamp is required per piece: side, quarter, head, heart, liver, primal, or sub primal, etc. prior to entering the post slaughter cooler.
The Establishment number will be assigned by the Department and be unique to the assigned establishment.

DO NOT HAVE THIS BRAND MADE OR CAST PRIOR TO OBTAINING PERMISSION.
Permission will be granted to have a metal brand cast once requirements have been met.

Sec. 7 SUBMISSION OF LICENSE APPLICATION AND PAYMENT OF FEES

Arkansas Revised Statutes **§20-60-200** requires all slaughter facilities (both official and exempt mobile and non-mobile) to be licensed by the department. The application will be signed and approved once all requirements have been met.