

**OBTAINING A GRANT OF INSPECTION OR CUSTOM EXEMPTION FOR
LIVESTOCK SLAUGHTER AND MEAT/POULTRY PROCESSING ESTABLISHMENTS**

PREFACE

“Meat and meat food products are an important source of the nation’s total food supply. It is essential in the public interest that the health and welfare of consumers be protected by assuring that meat and meat food products distributed to them are wholesome, unadulterated, and properly marked, labeled, and packaged....”¹

The *Texas State Meat and Poultry Inspection Program (State Program)* partners with the citizens, communities, and meat and poultry industries of Texas to protect, promote, and improve health. We accomplish our mission by regulating and enforcing public health laws and rules necessary to prevent disease and protect the public's well being. Our efforts assure the citizens of the State that products bearing the *Texas Mark of Inspection* originate from healthy, humanely slaughtered livestock and are prepared in a sanitary manner, contain no harmful ingredients, and have truthful marking and labeling.

The *State Program* operates in cooperation with the *Federal Meat and Poultry Inspection Program (Federal Program)* of the Food Safety and Inspection Service (FSIS), U.S. Department of Agriculture (USDA). The *State Program* regulates and enforces regulatory requirements that are “*at least equal to*” those enforced under the *Federal Program*, and Persons have the option to apply for Federal or State inspection for their establishment. We intend for this guide to provide the information necessary for Persons to obtain the appropriate State grant to conduct livestock slaughter and/or meat/poultry processing operations. The information we present in this guide is applicable to large, small, and very small businesses.

Livestock slaughter and meat/poultry processing establishments have the responsibility to comply with state and federal rules and laws to produce safe and wholesome food products. The *State Program’s* objective is to protect public health by maximizing voluntary compliance with laws and rules governing livestock slaughter and processing of meat and poultry products. The *State Program* has the responsibility to verify that establishments meet regulatory requirements, and we encourage businesses’ voluntary compliance in meeting the regulatory requirements. This relationship ensures the production, in a humane and sanitary environment, of wholesome, unadulterated meat and poultry products that are properly marked, packaged, and truthfully labeled.

The Texas Department of State Health Services and the U.S. Department of Agriculture are equal opportunity employers and providers. If you believe you have been discriminated against based on race, color, national origin, age, sex, religion, or disability, contact the U.S. Department of Agriculture, Director, Office of Adjudication and Compliance, 1400 Independence Avenue S.W., Washington, D.C. 20250-9410; or call (866) 632-9992 (toll free), (202) 260-1026, (202) 401-0216 (TDD), or (800) 877-8339 (TDD toll free).

¹ *Texas Health and Safety Code, Texas Meat and Poultry Inspection Act, §433.002*

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Chapter 1: INTRODUCTION

1. Mission Statement of the *Texas Meat and Poultry Inspection Program*

The mission of the *Texas State Meat and Poultry Inspection Program (State Program)* is to protect the public health by assuring the citizens of the State that products bearing the *Texas Mark of Inspection*² originate from healthy livestock animals that are humanely slaughtered and are prepared in a sanitary manner, contain no harmful ingredients, and are truthfully labeled.

2. Legal References

The *State Program* is a cooperative program between the Department of State Health Services (DSHS) and the Food Safety and Inspection Service (FSIS), U.S. Department of Agriculture (USDA). The *Texas Meat and Poultry Inspection Act*³, the *Federal Meat Inspection Act*, and the *Federal Poultry Products Inspection Act*, provide the State and Federal legal foundations of the *State Program*. DSHS employs these laws and the rules derived from them to administer the *State Program* in regulating businesses that slaughter livestock animals and/or process meat and poultry products and that enter their products in intrastate commerce.

- DSHS administers the *State Program* in accordance with the *Texas Meat and Poultry Inspection Act*, which establishes the basic State laws, and with the rules set forth in *Title 25: Health Services, Texas Administrative Code (TAC), Chapter 221 Meat Safety Assurance*⁴. In accordance with *Subchapter III§661 Federal Meat Inspection Act*, the *State Program* must maintain its program in a status that is “at least equal to” the federal requirements. To help achieve this requirement, the *State Program* has adopted by reference various parts of *Title 9: Animals and Animal Products, Code of Federal Regulations (9CFR)* in *25TAC§221.11(a)*.
- FSIS administers the *Federal Meat and Poultry Inspection Program (Federal Program)* in accordance with *9CFR*. Please see *9CFR§300 –§592*.

3. Policy of the Texas Meat and Poultry Inspection Program

The *Texas Meat and Poultry Inspection Act* (§433.002) documents the *State Program*’s policy.

“(a) *Meat and meat food products are an important source of the nation's total food supply. It is essential in the public interest that the health and welfare of consumers be protected by assuring that meat and meat food products distributed to them are wholesome, unadulterated, and properly marked, labeled, and packaged. Unwholesome, adulterated, or misbranded meat or meat food products:*

- (1) *injure the public welfare;*
- (2) *destroy markets for wholesome, unadulterated, and properly labeled and packaged meat and meat food products;*
- (3) *cause losses to livestock producers and processors of meat and meat food products;*
- (4) *cause injury to consumers; and*
- (5) *can be sold at lower prices and compete unfairly with wholesome, unadulterated, and properly labeled and packaged articles, to the detriment of consumers and the public.*

² The *Mark of Inspection* is an outline of the State of Texas with the words “Texas Insp. & Psd.” (meaning “Texas Inspected and Passed”) and the establishment’s number within the outline. See the example at the top right of the next page. The other logo on the top left is the Great Seal of the State of Texas.

³ The *Texas Meat and Poultry Inspection Act* is the short title citation for Chapter 433, Health and Safety Code.

⁴ You may read and obtain a copy of the *Texas Meat and Poultry Inspection Act* from the MSA web page at <http://www.dshs.state.tx.us/msa/>. Once there, click on Statutes/Law to link to the act which is also known as *Chapter 433: Texas Health and Safety Code*. Also from the MSA web page, you may click on Rules/Regulations to link to *25 Texas Administrative Code (TAC), Chapter 221: Meat Safety Assurance* contains the *State Program*’s rules.

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“(b) Regulation by the commissioner and cooperation by this state and the United States as provided by this chapter are appropriate to protect the health and welfare of consumers and otherwise accomplish the purposes of this chapter.”

4. Philosophy of the Texas Meat and Poultry Inspection Program

State Program employees will act in accordance with the highest standards of ethics, accountability, efficiency, and openness. We affirm that public health is a public and private trust. We approach our activities with a deep sense of purpose and responsibility. We assure the public and regulated community alike that we will provide a balanced, sensible, and fair approach to regulation. We respect the individual’s rights to achieve and sustain social and economic prosperity and the public’s rights to expect safe and wholesome meat and poultry food products.

5. Administration of the Texas Meat and Poultry Inspection Program

The DSHS Commissioner administers the *State Program* through the Meat Safety Assurance Unit (MSA) (the operational arm of the *State Program* that verifies day-to-day in-establishment operations) and the Meat Group (MG), Policy, Standards, and Quality Assurance Unit (PSQA) (the compliance and quality assurance arm of the *State Program*.) Collectively, MSA and MG-PSQA operate under the general guidance and operational direction of the State Director who serves concurrently as the MSA Manager.

To maintain the *State Program* “at least equal to” the *Federal Program*, we must provide ante-mortem and post-mortem inspection services for 100% of livestock slaughtered under inspection. For establishments that produce meat and poultry products under inspection, we must conduct in-establishment inspection tasks every day that the establishment produces under inspection.

6. State Program Outreach

The *State Program* is responsible for regulating the livestock slaughter and meat/poultry processing industry. *State Program* employees verify that establishments meet regulatory requirements, and we document and report any noncompliance that may occur. To avoid real or even the appearance of a potential conflict of interest, we prohibit *State Program* employees from advising, advocating, directing, endorsing, proposing, recommending, suggesting, or in any other manner telling establishments the “how-to” aspects of constructing, operating, and maintaining your facilities or operations to meet any regulatory requirement.

Establishments are responsible for constructing, operating, maintaining, *etc.* their facilities and operations to comply with regulatory requirements. **We cannot accept the following statement as supporting documentation for any of the establishment’s decisions: “I did it that way because that is who/ what/ when/ where/ how the State Program employee told me to do it.”**

On the other hand, *State Program* employees will provide assistance to establishments by explaining regulatory requirements, providing references about groups that may assist the establishment, providing information on training opportunities, *etc.*

Please see *Appendix A: OUTREACH RESOURCES* for a listing of some of the resources available to establishments for direct help in planning, constructing, maintaining, and operating your building, facilities, equipment, and operations.



7. Scope of Activities of the Texas Meat and Poultry Inspection Program

The Texas Meat and Poultry Inspection Act is the basic state law establishing the regulation of the humane and sanitary slaughter of "livestock" and the processing involved in producing meat and poultry products entering into wholesale intrastate commerce. "Livestock" include the following species:

- ▶ Cattle
- ▶ Domestic Rabbits
- ▶ Exotic Animals**
- ▶ Sheep
- ▶ Domesticated Game Birds
- ** Axis Deer
- ▶ Goats
- ▶ Swine*
- ** Nilgai Antelope
- ▶ Poultry
- * Includes non-hunter killed feral swine
- ** Other ruminants with cloven hooves

- **Feral swine:** "Nondomestic descendants of domestic swine that have either escaped or were released and subsequently developed survival skills necessary to thrive in the wild. Some are out-crossed with 'Russian boar'."⁵ In general, the State Program regulates feral swine in accordance with the same regulatory requirements as swine. However, please see 25TAC§221.14(a) and 25TAC§221.14(b) for exemption of hunter-killed feral swine to custom slaughter and processing rules, respectively.
- **Exotic animals:** "A member of a species of game not indigenous to this state, including an Axis deer, Nilgai antelope, or other cloven hoofed ruminant animal."⁶ Exotic animals are not amenable under Federal law. As stated above, State rules define them as "livestock," and therefore, they are amenable species. Additionally, State rules classify them as *Alternate Source Food Animals*. Please see 25TAC§221.14(a) and 25TAC§221.14(b) for exemption of hunter-killed exotic animals to custom slaughter and processing rules, respectively.
- **Alternate Source Food Animals:** "Animals slaughtered and processed for food that are amenable to inspection under the Texas Meat and Poultry Inspection Act but are not amenable to inspection under the federal meat and poultry inspection acts."⁷ Specific regulatory requirements of 25TAC§221.15 apply to *Alternate Source Food Animals* that are in addition to the regulatory requirements for livestock under the Texas Meat and Poultry Inspection Act and the Federal regulations adopted in 25TAC§221.11(a).
- **Game animals:** "Wild animals that are hunted for food or recreational purposes and for which the hunter must obtain a hunting license from the Texas Parks and Wildlife Department prior to hunting such animals."⁸ Game animals are not amenable either to the *Federal Meat Inspection Act* or to the *Texas Meat and Poultry Inspection Act*, and therefore the State Program does not regulate the slaughter (harvesting) or processing of game animals. White tail deer and mule deer are examples of game animals that are not amenable to the *Texas Meat and Poultry Inspection Act*.

Notably, fish and game animals are not subject to the provisions of the Texas Meat and Poultry Inspection Act. Food products derived from such species may be subject to other State food

⁵ 25TAC§221.12(b)(17)
⁶ 25TAC§221.12(b)(15)
⁷ 25TAC§221.12(b)(3)
⁸ 25TAC§221.12(b)(18)

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inspection laws and/or local ordinances, and if shipped in interstate or foreign commerce, they are subject to the provisions of the *Food, Drug, and Cosmetic Act*, administered by the Food and Drug Administration (FDA), U.S. Department of Health and Human Services.

8. Cost of Inspection Services

No establishment may conduct operations requiring inspection unless and until they have a DSHS **Grant of Inspection**, a **Grant of Custom Exemption**, and/or a **Grant of Poultry/Rabbit Exemption**.

Persons⁹ who want to obtain a grant must meet the standards established by the *Texas Meat and Poultry Inspection Act*; the rules in **25TAC§221 SUBCHAPTER B**; and, the Federal regulations that DSHS adopted by reference in **25TAC§221.11(a)**.

There is no fee for applying for, obtaining, or maintaining a **Grant of Inspection**, a **Grant of Custom Exemption**, or a **Grant of Poultry/Rabbit Exemption**.

The State of Texas, through DSHS, pays the salaries and expenses of *State Program* employees for performing inspection services during the basic workweek. The basic workweek is five consecutive eight-hour days, Monday through Friday, inclusive, excluding the lunch period. Establishments with a **Grant of Inspection** must pay fees to the State for the cost of inspection services provided on a holiday, on an overtime basis, and/or for providing inspection services for products that do not require inspection by State or Federal law.¹⁰ Additionally, establishments with a **Grant of Inspection** must pay fees for inspection services associated with slaughter and/or processing *Alternate Source Food Animals*.¹¹ The fee schedule is in **25TAC§221.12(d)**.

The State of Texas is not responsible for the cost of preparing, equipping, maintaining, and operating the establishment to meet regulatory requirements. The State of Texas is not responsible for losses resulting from condemnation of animals, carcasses, or products.

9. “What type of grant do I need?”

A Person engaging in the business of slaughter livestock and/or processing of meat from livestock must meet the standards established in the *Texas Meat and Poultry Inspection Act* and in the DSHS rules in **25TAC§221**, including the Federal regulations adopted by reference in **25TAC§221.11(a)**. Furthermore, the Person must have the appropriate and active DSHS grant before and during slaughter livestock and/or producing meat and/or poultry products.

We briefly discuss the three types of grants in the following section. The *State Program* will assist the Applicant in determining whether the proposed business is required to have State inspection, and if so, the *State Program* will provide guidance about the particular type of grant. Please furnish information relative to the nature and volume of the operations to the *State Program*. Please see Appendix A for our phone numbers and mailing address.

⁹ 25TAC§221.12(b)(24): Person: Any individual, partnership, association, corporation, or unincorporated business organization.

¹⁰ 25TAC§221.12(d)

¹¹ 25TAC§221.15(b)



10. Types of Grants

An establishment must have written authorization from DSHS to engage in a livestock slaughter and/or meat/poultry processing business. We refer to this written authorization as a “grant.”

“A Person shall not engage in a business subject to the Act unless that Person ... has obtained the appropriate Grant of Inspection, custom exemption, and/or poultry/rabbit exemption issued by the department (DSHS).”¹²

The *State Program* issues three different types of “grants.”

A. Grant of Inspection.

Persons that slaughter livestock animals and/or process meat/poultry to produce products intended for human consumption and who enter those products for wholesale in intrastate commerce must have a **Grant of Inspection** prior to and during operations. This grant is an authorization from the *State Program* to engage in a business subject to inspection under the *Texas Meat and Poultry Inspection Act*. Sometimes referred to as “full inspection,” the **Grant of Inspection** is required for operations that slaughter and/or process livestock for intrastate commerce. Please see Chapter 2 for additional information.

B. Grant of Custom Exemption.

Persons that slaughter livestock animals and/or process meat/poultry delivered by or for the owner of the livestock to produce products intended for the exclusive personal use of the owner of the livestock must have a **Grant of Custom Exemption** prior to and during operations. Custom slaughtered and/or processed carcasses and parts may not be sold or donated to the public¹³; they are for the exclusive use by the owner of the livestock, members of the owner’s immediate household, and non-paying guests in the household of the owner of the livestock. Please see Chapter 2 for additional information.

C. Grant of Poultry/Rabbit Exemption.

Persons that produce less than 10,000 poultry, rabbits, or a combination thereof of their own raising on their own property each year, and who wish to slaughter and process them for retail sale must have a **Grant of Poultry/Rabbit Exemption** prior to and during operations. Persons that have this grant of limited inspection may sell the carcasses and parts therefrom at an off-premise retail outlet. Please see Chapter 2 for additional information.

¹² 25TAC§221.12(c)(1)(A)

¹³ **Texas Meat and Poultry Inspection Act, §433.006(c)** states that the personal use exemption does not apply to an owner who intends to give carcasses, parts of carcasses, meat, or meat food products to any person other than a member of the owner’s family or a nonpaying guest of the owner.

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Chapter 2: THE APPLICATION PROCESS

1. Legal Requirements for Obtaining and Keeping a Grant

We assure the public and regulated community alike that we will provide a balanced, sensible, and fair approach to regulation. We respect the individual's rights to achieve and sustain social and economic prosperity and the public's rights to expect safe and wholesome meat and poultry food products. Livestock slaughter and meat/poultry processing establishments have the responsibility to comply with state laws and rules and to produce a safe and wholesome food product. The *Texas State Meat and Poultry Inspection Program's (State Program)* objective is to protect public health by maximizing the establishments' compliance with laws and rules governing livestock slaughter and processing of meat and poultry products.

No establishment may conduct operations requiring inspection unless they have a DSHS **Grant of Inspection**, a **Grant of Custom Exemption**, and/or a **Grant of Poultry/Rabbit Exemption**. Persons¹⁴ who want to obtain a grant must meet the standards established by the *Texas Meat and Poultry Inspection Act*, the rules in **25TAC§221 SUBCHAPTER B**, and the Federal regulations that DSHS adopted by reference in **25TAC§221.11(a)**.

To obtain a grant, Applicants must submit an application to the *State Program*. However, prior to submitting the application, Applicants must be ready to meet all regulatory requirements. Paragraph two of this chapter presents an overview of the administrative process involved in obtaining a grant. Following this overview, we present some technical considerations for the regulatory requirements that may help the Applicant get ready for the initial inspection.

2. Administrative Process for Obtaining a Grant: An Overview

A. Prior to submitting an application, the Applicant will complete the following components to meet regulatory requirements:

- In preparation of applying for a **Grant of Inspection**, **Grant of Custom Exemption**, or **Grant of Poultry/Rabbit Exemption**, the Applicant:
 - Prepares the grounds and facilities; equipment and utensils; sanitary operations; and, employee hygiene to meet regulatory Sanitation Performance Standards (SPS)
 - Prepares written Sanitation Standard Operating Procedures (SSOP)
 - Prepares a Plot Plan
 - Obtains water potability certification
 - Obtains sewage certification
 - Insures compliance with OSHA safety requirements in 29CFR§1910 (*e.g.* lock-out/tag-out procedures; adequacy of and marking of facility exits, including coolers and freezers; *etc.*)
 - Insures compliance with humane slaughter regulations (slaughter establishments)
 - Prepares a written *Humane Handling SOP* (optional)
 - Ritual slaughter establishments obtain a written, signed, and dated document from an appropriate authority attesting to the conduct of ritual slaughter
 - Prepares a written *Food Defense Plan* (optional)
- In preparation of applying for a **Grant of Inspection**, the Applicant also:
 - Prepares written Hazard Analysis and Critical Control Point (HACCP) plan(s)
 - Prepares a written *Listeria monocytogenes* control program (ready to eat products only)
 - Prepares a written *Escherichia coli* sampling program (slaughter establishments only)
 - Prepares product sketch labels, markings, and devices (brands)

¹⁴ **25TAC§221.12(b)(24)**: Person: Any individual, partnership, association, corporation, or unincorporated business organization.



- B. The Applicant may obtain current grant and label application forms from the *State Program* central office.
- Meat Safety Assurance Unit - Mail Code 1872
Texas Department of State Health Services
P.O. Box 149347
Austin, TX 78714-9347
(512) 834-6760
- *Application for Texas Meat and Poultry Inspection or Exemption* (MSA 54)
The grant application contains instructions for each entry. Please accurately complete it in full.
 - *Application for Approval of Labels, Markings, or Devices* (Z 1)
 - If the Applicant is applying for a **Grant of Inspection**, the Applicant must also submit a completed *Application for Approval of Labels, Markings, or Devices* (Z 1). The label application contains instructions for each entry. Please accurately complete it in full.
- C. After the Applicant completes the items listed in 2.A and B. above, ***and is ready for inspection***, the Applicant for a **Grant of Inspection, Grant of Custom Exemption, and/or a Grant of Poultry/Rabbit Exemption** submits an accurately completed grant application (MSA 54) to the *State Program* central office.
- D. If the Applicant is applying for a **Grant of Inspection**, the Applicant also submits an accurately completed label application (Z 1) and sketch labels, marks of inspection, and/or devices. At this step, you may show three zeros (000) on the inspection legend of the sketch label in lieu of an actual establishment number.
- Applicants for a **Grant of Custom Exemption** or a **Grant of Poultry/Rabbit Exemption** do not need prior approval of labels.
- E. The *State Program* will review the grant application (MSA 54).
- If the application is not fully complete:
 - The *State Program* will return the application to the Applicant for additional information
 - The Applicant may update the application and resubmit it for review
- F. The *State Program* will review the label application (Z 1) and sketch labels, marks of inspection, and/or devices.
- With exception of an actual establishment number, if the label application is not fully complete and/or if the sketch labels, marks of inspection, and/or devices are not compliant:
 - The *State Program* will return the label application (Z 1) and the sketch labels, marks of inspection, and/or devices to the Applicant for additional information.
 - The Applicant may update the application and/or the sketch labels, marks of inspection, and/or devices and resubmits them for review.
- G. When the *State Program* accepts the grant application (MSA 54), the label application (Z 1), and the sketch labels, marks, and/or devices, the *State Program* central office will:
- Assign an official establishment number to the Applicant
 - The establishment will use this number on the inspection legend to identify all inspected and passed products prepared in the establishment.
 - Notify the area Circuit Supervisor to conduct an initial inspection of the establishment (MSA 59 i) and
 - Provide a copy of the grant application to the Circuit Supervisor
 - Provide an *Authorization Certificate* (MSA 65) to the Circuit Supervisor for slaughter establishments requesting a **Grant of Inspection**
 - The Applicant will eventually use the completed *Authorization Certificate* (MSA 65) to obtain brands/devices from the manufacturer of the Applicant's own choosing and at the Applicant's expense.



- H. The Circuit Supervisor will arrange an inspection date with the Applicant and will complete the initial inspection of the establishment within sufficient time to provide the final report to the *State Program* central office within 30 calendar days of receiving the notification to conduct the inspection from the *State Program*.
- For a **Grant of Inspection, Grant of Custom Exemption, or Grant of Poultry/Rabbit Exemption**, the initial inspection includes confirmation of the establishment's:
 - Compliance with SPS (including buildings, grounds, and facilities; equipment and utensils; sanitary operations; and, employee hygiene)
 - Written SSOP (including sanitation procedures for pre-operation and for during operation)
 - Plot Plan
 - Water potability certification, signed and dated by appropriate authority
 - Sewage certification, signed and dated by appropriate authority
 - Compliance with OSHA safety requirements in 29CFR§1910 (e.g. lock-out/tag-out procedures; adequacy of and marking of facility exits, including coolers and freezers; etc.)
 - Presence of Federal non-discrimination poster (provided by *State Program*)
 - Presence of a written *Food Defense Plan* (Optional) (If available)
 - Compliance with humane slaughter regulations (slaughter establishments only)
 - A written, signed, and dated document from an appropriate authority attesting to the conduct of ritual slaughter (ritual slaughter establishments only)
 - *Humane Handling SOP* (Optional) (slaughter establishments only; if available)
 - For a **Grant of Inspection**, the initial inspection also includes confirmation of the establishment's:
 - Written HACCP Plan(s) (including verification that the Person that developed the HACCP Plan(s) successfully completed a course of instruction in the application of the seven HACCP principles to livestock slaughter and/or meat/poultry processing)
 - Approved sketch labels, brands, and security for accountable items
 - *Listeria monocytogenes* Programs for Ready to Eat (RTE) Products (if applicable)
 - *Escherichia coli* Sampling Program for Slaughtering Operations (if applicable)
 - For slaughter establishments applying for a **Grant of Inspection**,
 - The Circuit Supervisor has the Applicant complete the Applicant's portion (Section I, items 1 - 12) of the *Authorization Certificate* (MSA 65)
 - The Circuit Supervisor completes Circuit Supervisor's portion (Section II, items 1 - 5) of the *Authorization Certificate* (MSA 65), entering the name of the Inspector in Charge (IIC) in item II 1, and the establishment's mailing address in items II 2 – 5.
- I. The Circuit Supervisor will submit the completed report (MSA 59 i), a copy of the Plot Plan, and, if applicable, the *Authorization Certificate* (MSA 65) to the *State Program* central office and provide a recommendation of whether to approve the grant application.
- J. The *State Program* will review the Circuit Supervisor's report and recommendation.
- K. If the Applicant does not meet all of the regulatory requirements, the *State Program* will deny the application and will notify the Applicant of the reasons thereof.
- In this situation, when the Applicant wishes to continue, the administrative process begins again at Step 2.A, above.
 - The Applicant may submit another complete application when the Applicant believes that the establishment complies with all regulatory requirements.
- L. When the *State Program* determines that the establishment meets all regulatory requirements, the *State Program* will issue a **Grant of Inspection**, a **Grant of Custom Exemption**, and/or a **Grant of Poultry/Rabbit Exemption** to the Grant Holder.
- The *State Program* central office will send the grant and, if applicable, the completed *Authorization Certificate* (MSA 65) to the Establishment.



- The *State Program* central office will complete the central office’s portion (Section II, items 6 – 9) of the *Authorization Certificate* (MSA 65) prior to sending it to the Establishment.
- M. The Circuit Supervisor will arrange a meeting with the Grant Holder or the Grant Holder’s designated representative (who must be a Person that the Grant Holder has listed in the grant application) and:
 - Determine a *Standard Work Schedule Agreement* (MSA 56) with the Grant Holder or designated representative.
 - The *Standard Work Schedule Agreement* (MSA 56) documents the days of the week and the time for each day that the Establishment plans to work under inspection.
- N. The Grant Holder will obtain labels, markings, and/or devices.
- O. The IIC must approve the labels, markings, and/or devices before the establishment begins slaughter and/or processing operations.
- P. After the establishment has operated under the appropriate grant for a minimum of three months or, for establishments with a **Grant of Inspection**, has operated a minimum of 120 days or has a minimum of approximately 90 days of HACCP records, whichever is less, the *State Program* will:
 - Conduct an in-depth review of the establishment to include, but not limited to, continued compliance with SPS, SSOP, labels, and records
 - At establishments with a **Grant of Inspection**, the in-depth review also includes the microbiological programs (if any) and a food safety assessment of the establishment’s HACCP Plan(s)
- Q. The establishment “passes” the in-depth review when the establishment complies with all regulatory requirements and/or has corrected all noncompliances.
- R. The establishment continues operations in compliance with regulatory requirements, and the *State Program* continues to verify compliance.
 - The establishment will take appropriate action(s) when it finds a noncompliance with a regulatory requirement or when the *State Program* identifies and reports a noncompliance with a regulatory requirement.
 - The *State Program* will take appropriated regulatory control action when it finds that the establishment does not comply with one or more regulatory requirements.

3. The Applicant’s Responsibilities

In the application process, the Applicant is responsible to have the building, facility, equipment, and the various programs and certifications ready for inspection prior to applying for inspection. The only exception is that labels may be in draft form pending receipt of an official establishment number.

In Chapter 3, we provide comments that may help the Applicant get ready for the initial inspection. We also encourage Applicants to seek other sources to assist them in their preparations. Such sources include, but are not limited to, the FSIS website (www.fsis.usda.gov) and the International HACCP Alliance (www.HACCPalliance.org). Please see *Appendix A: Outreach Resources*.

OBTAINING A GRANT OF INSPECTION OR CUSTOM EXEMPTION FOR LIVESTOCK SLAUGHTER AND MEAT/POULTRY PROCESSING ESTABLISHMENTS

Chapter 3: COMPONENTS REQUIRED TO OBTAIN A GRANT

In the following paragraphs, we provide comments that may help the Applicant get ready for the initial inspection. We also encourage Applicants to seek other sources to assist them in their preparations. Such sources include, but are not limited to, the FSIS website (www.fsis.usda.gov) and the International HACCP Alliance (www.HACCPalliance.org). Please see *Appendix A: Outreach Resources*.

1. Sanitation Performance Standards (SPS)

All establishments that operate under a State grant must comply with the regulatory sanitation requirements in **9CFR§416**.¹⁵ Pertaining to sanitation, **9CFR§416.1** states, “*Each official establishment must be operated and maintained in a manner sufficient to prevent the creation of insanitary conditions and to ensure that product is not adulterated.*”

To obtain (and maintain) a **Grant of Inspection**, a **Grant of Custom Exemption**, or a **Grant of Poultry/Rabbit Exemption**, the establishment must comply with the regulatory sanitation performance standards in **9CFR§416.2-§416.6**. These relate to establishment grounds and facilities; equipment and utensils; sanitary operations; and, employee hygiene.

We may define sanitation as the formulation and application of procedures that establish an environmental state that promotes cleanliness and protects public health. Proper and effective sanitation is vital to every step of a food manufacturing process. The wholesomeness of the products is directly dependent on the sanitary practices conducted in the food production operation. Insanitary facilities and equipment, poor food handling, improper personal hygiene, and similar insanitary practices create an environment conducive to contamination of products.

All establishments must meet two sets of regulations concerning sanitation. The first is the Sanitation Performance Standards (SPS). The second is Sanitation Standard Operating Procedures (SSOP). Compliance with both is necessary if an establishment is to prevent the creation of insanitary conditions that can cause the adulteration of product. We will discuss SPS in this section and SSOP in the following section.

The SPS establish the **results** for the establishment to achieve; they **do not** prescribe the step-by-step “**how-to**” procedures to produce safe meat and poultry products. **Simply put, the regulations define the expected result; they do not specify the methods by which establishments achieve that result.** The establishment is responsible for determining “*how-to*” meet the SPS.

Although establishments can use varying means to meet the performance standards, the required results are always the same. Establishments must:

- Operate under sanitary conditions
- Ensure product is not adulterated
- Operate in a manner that does not interfere with State inspection and enforcement of the standards

Many of the regulatory sanitation performance standards address conditions within and around the establishment (*e.g.*, ventilation, lighting, facility and equipment construction, and maintenance of the grounds.) Constructing, operating, and maintaining your facilities to meet these SPS will help ensure that you are operating and maintaining your establishment “... *in a manner sufficient to prevent the creation of insanitary conditions and to ensure that product is not adulterated.*”

¹⁵ Adopted by reference in **25TAC§221.11(a)(32)**

Considerations contained herein are for information only and are not directive in nature. Establishments cannot cite these considerations or this Consumer Guide as supporting documentation for their decisions.



Please see Chapter 4, *Appendix D*, *Appendix E*, and *Appendix F* for some general principles that you may consider in constructing and/or refurbishing in a manner that may help you comply with the SPS.

The FSIS *Sanitation Performance Standards Compliance Guide* is another useful guide in attaining the SPS during planning, construction, maintaining, and operating meat and poultry establishments. Please see <http://www.fsis.usda.gov/OPPDE/rdad/frpubs/sanitationguide.htm>.

2. Sanitation Standard Operating Procedures (SSOP)

All establishments must meet two sets of regulations concerning sanitation. The first is the Sanitation Performance Standards (SPS). The second is Sanitation Standard Operating Procedures (SSOP). Compliance with both is necessary if an establishment is to prevent the creation of insanitary conditions that can cause the adulteration of product. We discuss SPS in the previous section and SSOP in this section.

All establishments that operate under a State grant must comply with **9CFR§416¹⁶** that states, “*Each official establishment must be operated and maintained in a manner sufficient to prevent the creation of insanitary conditions and to ensure that product is not adulterated.*”

To obtain (and maintain) a **Grant of Inspection**, a **Grant of Custom Exemption**, or a **Grant of Poultry/Rabbit Exemption**, the establishment must comply with **9CFR§416.11 through §416.16**, Sanitation Standard Operating Procedures (SSOP). These regulations require that the establishment prepare and maintain written SSOP. These SSOP contain established procedures to follow routinely to maintain a sanitary environment for producing safe and unadulterated food products. Establishments that conduct operations under any State grant must develop written standard operating procedures for sanitation (Sanitation SOP or SSOP) tailored to the establishment’s unique venue and operations before we can grant inspection. Establishment management must develop written SSOP that describes daily sanitation procedures the establishment will perform. The establishment must designate, in writing, establishment employee(s) to monitor the SSOP and to document adherence to the SSOP and any corrective actions taken to prevent direct product contamination or adulteration. This written documentation must be available to *State Program* employees.

The establishment’s SSOP must detail daily sanitation procedures it will use before operations (pre-operational sanitation) and during operations (operational sanitation) to prevent direct product contamination or adulteration. The establishment must update the SSOP to reflect changes in equipment, facilities, processes, new technology, or designated establishment employee(s).

Chapter 5 of this guide contains some general principles for SSOP. Additionally, there is a FSIS example of SSOP at *Appendix C*.

3. Plot Plan

To obtain a **Grant of Inspection**, a **Grant of Custom Exemption**, or a **Grant of Poultry/Rabbit Exemption**, the establishment must prepare a description of the boundaries of the establishment’s official premises that will be under State inspection. We refer to this as a “Plot Plan.”

At a minimum, the plot plan must show or describe the entire official premises on which the establishment is situated, including locations of buildings and facilities, roadways, water wells, routing of

¹⁶ Adopted by reference in **25TAC§221.11(a)(32)**

Considerations contained herein are for information only and are not directive in nature. Establishments cannot cite these considerations or this Consumer Guide as supporting documentation for their decisions.



sewer lines on premises, septic tanks, or holding tanks. Additionally, it may show or describe the character and surfacing of roadways, driveways, and streets on the premises.

The establishment may provide a drawing depicting the boundaries of the official premises that will be under State inspection, or the establishment may provide a written description of the boundaries. If it is a drawing, place a North compass heading on the drawing.

State Program personnel may request to review blue prints on site. However, *please* do NOT submit blue prints to the *State Program* central office in Austin. The *State Program* central office will NOT review, approve, or provide comment on any blue prints. We will NOT return blue prints, and we will shred and dispose of any blue prints.

4. Water Potability Certification

Establishments that conduct operations under a **Grant of Inspection**, a **Grant of Custom Exemption**, or a **Grant of Poultry/Rabbit Exemption** must obtain certification from a competent authority that certifies their water is from an approved source. If a city, county, or other public water system supplies the water entering your establishment, the Municipality, the State Public Health Service, or a county office will issue the letter. If the water is from a private water supply (such as a private well), the appropriate county office must issue the letter.

In the certification, the authority should identify the source of the water; state that the agency is an approved source; and, state that the water is potable and meets tests prescribed by the Environmental Protection Agency's "*Drinking Water Standards*." In addition to the water certification, the establishment must have a current and acceptable water laboratory report ("water potability certification") on file before we can grant inspection. **Note:** If the water is from private wells, the certification also must state that the wells are on the premises of the establishment and that the establishment effectively protects them from pollution. Please see *Appendix B* for a FSIS sample certification letter.

5. Sewage System Certification

Establishments that conduct operations under a **Grant of Inspection**, a **Grant of Custom Exemption**, or a **Grant of Poultry/Rabbit Exemption** must obtain certification from a competent authority that certifies their sewage system is acceptable. State or local health authorities can provide a letter stating that the establishment's sewage system is acceptable. If State and local authorities certify the water source, they may certify the sewage system in the same letter. Please see *Appendix B* for a FSIS sample certification letter.

6. Food Defense Plan (Optional)

Although not currently required, all establishments with a **Grant of Inspection**, a **Grant of Custom Exemption**, or a **Grant of Poultry/Rabbit Exemption** should consider preparing a written *Food Defense Plan*.

When we refer to Food Safety, we are referring to the protection of food products from **unintentional** contamination by various agents; you can predict many of the potential occurrences. In contrast, when we refer to Food Defense, we are referring to the protection of food products from **intentional** adulteration by biological, chemical, physical, or radiological agents, the occurrences of which are **not** predictable. Food Defense considers vulnerabilities of the establishment and its processes not typically considered in its food safety system. For example, a HACCP plan does not consider the outside security



of the establishment but a *Food Defense Plan* would.

FSIS has developed a guide to assist small and very small establishments entitled *Developing a Food Defense Plan for Meat and Poultry Slaughter and Processing Establishments*. It contains directions, tools, and a sample plan, and you may obtain it at

http://www.fsis.usda.gov/Food_Defense_&_Emergency_Response/Security_Guidelines/index.asp

7. Humane Slaughter

A. General

To obtain and maintain a **Grant of Inspection**, a **Grant of Custom Exemption**, or a **Grant of Poultry/Rabbit Exemption**, all slaughter establishments must comply with **9CFR§313, Humane Slaughter of Livestock**¹⁷. Additionally, establishments with a **Grant of Custom Exemption** are also subject to **25TAC 221.14(a) (4), Humane Treatment of Animals**.

A written standard operating procedures addressing humane treatment of animals, although not a current regulatory requirement, could assist the establishment in addressing and complying with all aspects of humane handling.

B. Ritual Slaughter

Establishments conducting ritual slaughter must have a written, signed, and dated document from an appropriate authority attesting to the conduct of ritual slaughter at that establishment.

Ritual slaughter is defined in **7USC§1902(b)** as a process that, “... *by slaughter in accordance with the ritual requirements of the Jewish faith or any other religious faith that prescribes a method of slaughter whereby the animal suffers loss of consciousness by anemia of the brain caused by the simultaneous and instantaneous severance of the carotid arteries with a sharp instrument and handling in connection with such slaughter.*”

This definition does not exempt your establishment from insuring that the animal is unconscious and insensible to pain prior to and during the performance of carcass dressing procedures (*e.g.*, head skinning, leg removal, ear removal, horn removal, opening hide patterns, *etc.*). In addition, it does not exempt your establishment from the regulatory requirements of all other aspects of humanely and sanitarily handling animals prior to “... *handling or other preparation of an animal for ritual slaughter...*”¹⁸ Specifically, your establishment will still be responsible for meeting the regulatory requirements of:

- **9CFR§313.1** pertaining to livestock pens, driveways, and ramps;
- **9CFR§§313.2(a-e)** pertaining to handling of livestock prior to preparation for slaughter;
- However, excluding the regulatory requirements of **9CFR§313.2(f)**, **§313.5**, **§313.15**, **§313.16**, and **§313.30**, all pertaining to stunning methods.

Additionally, the *State Program* will enforce the provisions of **9CFR§313.50** pertaining to:

- **9CFR§313.50(a)** inhumane treatment due to facility deficiencies, disrepair, or equipment breakdown;
- **9CFR§313.50(b)** inhumane treatment due to establishment employee actions in the handling or moving of livestock prior to preparation for slaughter;

¹⁷ Adopted by reference in **25TAC§221.11(11)**

¹⁸ **7 USC§1906**



- However, excluding 9CFR§313.50 (c) pertaining to stunning, unless the slaughter step is not performed in accordance with **7USC§1902(b)**, i.e. “...by a method of slaughter whereby the animal suffers loss of consciousness by anemia of the brain caused by the simultaneous and instantaneous severance of the carotid arteries with a sharp instrument...”

8. Hazard Analysis and Critical Control Point (HACCP) Plan

To obtain (and maintain) a **Grant of Inspection** the establishment must comply with **9CFR§304.3(b) and (c) and §417**, Hazard Analysis and Critical Control Point (HACCP) Systems. Neither State nor Federal laws require establishments with a **Grant of Custom Exemption** or a **Grant of Poultry/Rabbit Exemption** to comply with the HACCP regulatory requirements.

Rules and regulations require that meat and poultry establishments take preventive and corrective measures at each stage (step) of their food production processes where food safety hazards are likely to occur. Establishments accomplish this by developing and implementing HACCP into their operation processes.

Establishments that conduct operations under a **Grant of Inspection** must conduct, or have conducted for it, a hazard analysis. A hazard analysis is the process used to determine the food safety hazards reasonably likely to occur in the slaughter and production processes. Whenever a hazard analysis identifies that one or more food safety hazards are reasonably likely to occur, the establishment shall develop a written HACCP plan.

The Person developing and reassessing the HACCP plan must have successfully completed a course of instruction in the application of the seven HACCP principles to livestock slaughter and/or meat or poultry processing. The Person developing and reassessing the HACCP plan may be an establishment employee or you may use a consultant who is not an establishment employee to help you develop and reassess your HACCP plan.

FSIS has identified state HACCP Coordinators to assist establishments with the development of HACCP Plans and other aspects of meeting regulatory requirements. The Texas HACCP Coordinator is the International HACCP Alliance; it is housed within the Department of Animal Science at Texas A&M University. Please see their web page at <http://haccpalliance.org/>.

FSIS conducts HACCP workshops around the country and can provide a self-study guide and video through the USDA Outreach Program (<http://fsis.usda.gov>).

Additionally, various meat processing associations may have information regarding availability of training or may be able to recommend HACCP trained consultants to help you develop your plan. Colleges and universities, private individuals, and businesses may have Process Authority that may help provide assistance to new and existing livestock slaughter and/or meat/poultry processing establishments. *State Program* employees are available to help you find information about training courses or materials. Please see *Appendix A: OUTREACH RESOURCES*.

9. *Listeria monocytogenes* Control Programs: Ready to Eat (RTE) Products

In accordance with **9CFR§430.4¹⁹**, establishments that produce certain RTE products must have a written plan to prevent product adulteration by the pathogenic environmental contaminant

¹⁹ Adopted by reference in **25TAC§221.11(35)**

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L. monocytogenes. The plan must contain procedures for controlling *L. monocytogenes* through their HACCP plan, SSOP, or other prerequisite program²⁰.

L. monocytogenes is a pathogen that is widely distributed in the environment. For example, plants, soil, animal, water, dirt, dust, and silage can be sources of this pathogen. Because *L. monocytogenes* may be present in slaughter animals and subsequently in raw meat and poultry as well as other ingredients, continuous reintroduction into the processing environment is a serious possibility. The pathogen can cross-contaminate food contact surfaces, equipment, floors, drains, standing water and employees. In addition, the pathogen can grow in damp environments and can establish a niche and form biofilms in the processing environment that are difficult to eliminate during cleaning and sanitizing. Other characteristics of *L. monocytogenes* that makes it a formidable pathogen to control are its heat and salt tolerance and its ability to grow at refrigeration temperatures and survive at freezing temperatures.

The lethality treatment received by processed ready-to-eat (RTE) meat and poultry products generally eliminates *L. monocytogenes*; however, product exposure after the lethality treatment during peeling, slicing, repackaging, and other procedures can recontaminate the product. Researchers have linked several outbreaks of foodborne illness resulting in hospitalization, miscarriage, stillbirth, and death to the consumption of deli meats and hotdogs containing *L. monocytogenes*. One of the most likely causes of *L. monocytogenes* contamination in these outbreaks was post-lethality exposure and contamination by the pathogen. Deli and hotdog products are examples of RTE meat and poultry products that receive a lethality treatment to eliminate pathogens, but subsequently experience exposure to the environment during peeling, slicing, and repackaging operations. If *L. monocytogenes* is present on the equipment used for peeling, slicing or repackaging, the pathogen transfer to the product upon contact. These products are examples of RTE meat and poultry products that can support the growth of *L. monocytogenes* during refrigerated storage. Since people consume RTE products without further cooking, if the products are contaminated, there is a possibility of the occurrence of foodborne illness.

The establishment can select one of three alternatives from the regulation to meet the regulatory requirement to address post-lethality contamination by *L. monocytogenes* in these products.

- Under Alternative 1, the establishment applies a treatment to the product after its exposure to the processing environment (post-lethality treatment) and uses a growth inhibitor (antimicrobial agent or process) to prevent the growth of *L. monocytogenes* in the product up to its declared shelf life.
- Under Alternative 2, the establishment can use either a post-lethality treatment or an antimicrobial agent/process to control *L. monocytogenes*.
- Alternative 3 requires the establishment to have a sanitation program controlling *L. monocytogenes* contamination in the processing environment and on the product.

FSIS has prepared the **COMPLIANCE GUIDELINES TO CONTROL LISTERIA MONOCYTOGENES IN POST-LETHALITY EXPOSED READY-TO-EAT MEAT AND POULTRY PRODUCTS**. They have made it available on the internet. Please see: http://www.fsis.usda.gov/OPPDE/rdad/FRPubs/97-013F/Lm_Rule_Compliance_Guidelines_May_2006.pdf

²⁰ A prerequisite program is a procedure or set of procedures that is designed to provide basic environmental or operating conditions necessary for the production of safe, wholesome food, *i.e.*, it is a “prerequisite” to a HACCP plan.

Considerations contained herein are for information only and are not directive in nature. Establishments cannot cite these considerations or this Consumer Guide as supporting documentation for their decisions.



10. *Escherichia coli* Sampling Program for Slaughtering Operations

Fecal contamination is one of the principal sources of pathogenic organisms contaminating carcasses. The best indicator of fecal contamination is *Escherichia coli* (*E. coli*), Biotype 1, also called generic *E. coli*, because it is a common, non-pathogenic inhabitant in the intestinal tract of food animals. The intestinal tract is also the primary pathway for contamination of meat and poultry with pathogens such as *E. coli* O157:H7, *Salmonella*, and *Campylobacter*. Ongoing *E. coli* testing by slaughter establishments helps them detect the presence or absence of microbiological organisms in order to determine whether the slaughter process is under control or whether feces has contaminated the carcasses. In other words, testing is an objective process control indicator for fecal contamination.

All slaughter establishments operating under a **Grant of Inspection** must develop and implement a written *E. coli* sampling program in accordance with **9CFR§310.25**²¹ for meat or **9CFR§381.94** for poultry²². The program must describe the procedures for collecting and submitting samples for *E. coli* testing and must identify the establishment employee designated to collect the sample. The procedures must identify the location from which the establishment will collect the samples; must address how the establishment achieves randomness of sampling; and, address how the establishment will handle the samples to ensure sample integrity.

11. Labels, Markings, and Brands

A. The Mark of Inspection

The *Mark of Inspection* is an inspection legend consisting of an outline of the State of Texas with the words “Texas Insp. & P.S.D.” (meaning “Texas Inspected and Passed”) and the establishment’s number within the outline. See the example at the top right of this page. The other logo on the top left is the Great Seal of the State of Texas.

B. Grant of Inspection

All meat and poultry products produced under inspection must bear the official *Mark of Inspection* prior to entering commerce. Establishments that conduct operations under a **Grant of Inspection** must obtain approval for their labels, markings, and brands before using them. We cannot provide inspection until we have approved the establishment’s labels, markings, and brands and the establishment has them on-hand.

The slaughter establishment must legibly apply the *Mark of Inspection* to all carcasses that pass inspection... one way to accomplish this is to ink-brand all carcasses with the State inspection legend that includes the establishment number. The processing establishment must apply the *Mark of Inspection* to all packaged meat products... one way to apply the *Mark of Inspection* to packaged products is to apply labels to the packaging.

When an Applicant submits a completed grant application, we will assign an official establishment number for the establishment. The establishment will use this number to identify all of their inspected and passed products; we refer to this as “applying the *Mark of Inspection*.” To obtain approval for labels, markings, and brands, submit a completed label application (Z 1) and a label sketch. Please see our mailing address in paragraph 2.B. of this chapter or Appendix A.

²¹ Adopted by reference in **25TAC§221.11(8)**

²² Adopted by reference in **25TAC§221.11(8)**



C. Grant of Custom Exemption

Establishments operating under a **Grant of Custom Exemption** must label their products; however, the establishment does not need approval for these labels. Meat and poultry products must be packaged and clearly marked “**NOT FOR SALE**” and with the name of the owner of the carcass or product. **25TAC§221.14(a)(7)** states: “*Carcasses and parts therefrom that are prepared on a custom basis shall be marked at the time of preparation with the term ‘NOT FOR SALE’ in letters at least three-eighths inch in height, and shall also be identified with the owner’s name or a code that allows identification of the carcass or carcass part to its owner. Ink used for marking such products must be labeled for such purpose. Ink containing FD&C Violet No. 1 shall not be used.*”

D. Grant of Poultry/Rabbit Exemption

Establishments operating under a **Grant of Poultry/Rabbit Exemption** must label their products; however, the establishment does not need approval for these labels. The establishment must package and clearly identify meat and poultry products with the slaughterer’s name and address and the term “**EXEMPTED P.L. 90-492.**” **25TAC§221.14(c)(5)** states: “*Carcasses and parts therefrom that are prepared under a grant of limited inspection for low volume poultry and rabbit producers to be sold through an off premise retail outlet, shall be packaged and the container marked with the slaughterer’s name and address and the term ‘Exempted P.L. 90-492’ in letters at least one-quarter inch in height.*”



Summary Table: Components Needed for a Grant

Component	Grant of Inspection	Grant of Custom Exemption	Grant of Poultry/Rabbit Exemption	Comment
Application	Yes	Yes	Yes	
SPS	Yes	Yes	Yes	
SSOP	Yes	Yes	Yes	Written
Plot Plan	Yes	Yes	Yes	Written or drawing
Water Potability Certification	Yes	Yes	Yes	Appropriate authority
Sewage Certification	Yes	Yes	Yes	Appropriate authority
OSHA Safety	Yes	Yes	Yes	
Federal Non-discrimination Poster	Yes	Yes	Yes	Provided by State Program
Food Defense Plan	Optional	Optional	Optional	
Humane Handling Required	Yes	Yes	Yes	Slaughter only
Humane Handling SOP	Optional	Optional	Optional	Slaughter only
Ritual Slaughter Documentation	Yes	Yes	Yes	Slaughter only; appropriate authority
HACCP	Yes	No	No	Written; appropriate training required
<i>L. monocytogenes</i> control and sampling program	Yes	No	No	Ready to Eat only
<i>E. coli</i> sampling program	Yes	No	No	Slaughter only
Labels: Approved Labels, Markings, Devices	Yes	No	No	Form Z1 from Central Office
Labels: Owner's Name & "NOT FOR SALE"	No	Yes	No	No approval required
Labels: Slaughterer's Name, Address & "Exempted - P.O. 90-492"	No	No	Yes	No approval required
Records	Yes	Yes	Yes	Must be available after receiving the Grant

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OBTAINING A GRANT OF INSPECTION OR CUSTOM EXEMPTION FOR LIVESTOCK SLAUGHTER AND MEAT/POULTRY PROCESSING ESTABLISHMENTS

Chapter 4: SANITATION PERFORMANCE STANDARDS (SPS)

All establishments must meet two sets of regulations concerning sanitation. The first is the Sanitation Performance Standards (SPS). The second is Sanitation Standard Operating Procedures (SSOP). Compliance with both is necessary if an establishment is to prevent the creation of insanitary conditions that can cause the adulteration of product. We discuss SSOP in Chapter 5.

In this chapter, we present the regulatory Sanitation Performance Standards (SPS) of **9CFR§416**. Additionally, we present for your consideration some general principles for construction and equipment and for maintaining sanitary conditions in livestock slaughter and meat/poultry processing establishments. These general principles are not requirements, and establishments may not cite this document as supporting documentation for the choice(s) they make in design, construction, maintenance, or operations to meet SPS.

Establishments that consider the topics in this chapter can be reasonably certain that they can comply with the SPS. Establishments should keep in mind, however, that each slaughter and processing environment is unique and that in some cases, the principles presented in this chapter may be inadequate to ensure compliance with SPS or to prevent the adulteration of carcasses or products. Establishments that choose to innovate or customize their construction and/or sanitation procedures may find this document useful as a starting point for designing their new facilities.

Each official establishment must operate and maintain their facility in a manner sufficient to prevent the creation of insanitary conditions and to ensure that they do not produce adulterated product. SPS set forth in **9CFR§416.2 (a), (b), (c), (d), (e), (f), (g), (h)** and **§416.3** establish regulatory requirements in terms of an objective to be achieved, but they do not prescribe the means to achieve that objective. Therefore, to meet the SPS, establishments may construct their facilities, design their equipment, and develop and employ sanitation, slaughter, or processing procedures customized to the nature and volume of their production.

While compliance with the regulatory standards is mandatory, the general principles described in this chapter are not “requirements.” Establishments must comply with the regulatory SPS, but they may do so by whatever means they determine to be appropriate and for which they have supporting documentation that their solution will result in compliance with the regulatory performance standards.

The *Texas State Meat and Poultry Inspection Program (State Program)* will verify that official establishments comply with the regulatory performance standards, regardless of whether the establishments consider the information in this document. Again, the principles herein are not requirements, and establishments may not cite this document as supporting documentation for the choice(s) they make in design, construction, maintenance, or operations to meet SPS.

1. General Rules (9CFR§416.1)

Each official establishment must be operated and maintained in a manner sufficient to prevent the creation of insanitary conditions and to ensure that product is not adulterated.

2. Grounds and Pest Control (9CFR§416.2(a))

(a) Grounds and pest control. The grounds about an establishment must be maintained to prevent conditions that could lead to insanitary conditions, adulteration of product, or interfere with inspection by FSIS program employees. Establishments must have in place a pest management program to prevent the harborage and breeding of pests on the grounds and within establishment facilities. Pest control substances used must be safe and effective under the conditions of use and not be applied or stored in a manner that will result in the adulteration of product or the creation of insanitary conditions.

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3. Construction (9CFR§416.2(b))

- (1) Establishment buildings, including their structures, rooms, and compartments must be of sound construction, be kept in good repair, and be of sufficient size to allow for processing, handling, and storage of product in a manner that does not result in product adulteration or the creation of insanitary conditions.
- (2) Walls, floors, and ceilings within establishments must be built of durable materials, impervious to moisture, and be cleaned and sanitized as necessary to prevent adulteration of product or the creation of insanitary conditions.
- (3) Walls, floors, ceilings, doors, windows, and other outside openings must be constructed and maintained to prevent the entrance of vermin, such as flies, rats, and mice.
- (4) Rooms or compartments in which edible product is processed, handled, or stored must be separate and distinct from rooms or compartments in which inedible product is processed, handled or stored, to the extent necessary to prevent product adulteration and the creation of insanitary conditions.

An important area of construction design is the selection of appropriate construction materials for the establishment.

CONSIDERATIONS FOR MEETING PERFORMANCE STANDARDS

A. Building Construction Materials for Rooms (Finished Surfaces)

Product in production and storage areas is at risk for contamination from indirect contact with materials used for construction of the building. Consider constructing production and storage areas with materials that are readily and thoroughly cleanable. Consider materials that are:

- Rigid and durable
- Non-toxic and non-corrosive
- Impervious to moisture
- A light, solid color such as white
- Smooth or textured with an easily cleaned, open pattern, for example, a pattern where the veins and depressed areas are continuous or have an outlet and are not enclosed

In addition, consider:

- In non-production and non-storage areas, building construction materials that are easy to clean thoroughly
- Special consideration before using wood as a construction material
 - Wood is absorbent and can absorb not only water but also other substances including chemicals that create a risk for contamination of meat or poultry products
 - Wood is easily damaged and may create wood particles (splinters) that contaminate meat or poultry products
 - If you use wood as a construction material in exposed product areas of the official establishment, consider milling the wood smooth and completely sealing it with a coating to prevent the wood from adulterating meat or poultry product. Consider coatings that are readily and thoroughly cleanable, durable, rigid, and impervious to moisture, non-toxic, and non-corrosive.
 - Hot linseed oil to treat or coat wood in exposed product areas promotes the growth of molds and fungi

B. Floors

In addition to any obvious debris on a floor, microorganisms living in debris in tiny crevices in the floor can contaminate and adulterate product. In order to avoid these sources of contamination, consider the following when selecting and installing flooring in your establishment:

- Constructing floors in areas where you handle or store products with durable, easily cleanable materials that are impervious to moisture.

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- Commonly used materials are concrete, quarry tile, brick, and synthetic material
- Linoleum usually does not withstand heavy traffic very well; linoleum tiles result in cracks between tiles that are difficult to clean
- Installing and maintaining floors to reduce the likelihood of cracks, depressions, or other low areas that would accumulate moisture
- Installing slip-resistant surfaces for floors in operational areas, *e.g.* brick or concrete floors with abrasive particles embedded in the surface. Consider rough finish for concrete floors
- Constructing sloping floors to avoid puddles

C. Coving/Curbs

Builders use coving at the wall-floor juncture, column (post)-floor juncture, and equipment support-floor juncture to provide a smooth transition for ease of cleaning and inspection. Consider the following when using coving or curbs:

- Tight fitting and sealed seams help to eliminate cracks and crevices that may shelter insects, vermin, and microorganisms
- Sharp angles allow the accumulation of materials and debris
- Curbs help protect walls and wall finishes.
 - If high enough, curbs help protect the walls from pallets, trucks, or containers used in the establishment.
 - Consider providing coving at the base of the curb

D. Stairs

In selecting stairs, consider:

- Solid treads and closed risers with side curbs of similar material.

E. Catwalks and Access Platforms

When installing catwalks and access platforms consider the following:

- Constructing catwalks and access platforms in edible product handling departments with materials that you select after considering the same general principles as for flooring
- Open grating as flooring of catwalks and access platforms inside the establishment, particularly in production areas could scrape dirt and other debris from shoe soles and contaminate product, packaging material, and equipment
- Consider avoiding installing catwalks and access platforms over production lines and processing equipment

F. Interior Walls Including Posts and Partitions

To prevent product from contamination by contact with interior walls, consider the following when selecting materials for the finished surface of walls:

- Finishing interior walls in areas where product is stored or handled with materials that are readily and thoroughly cleanable and impervious to moisture.
 - Examples of such materials are glazed brick, glazed tile, smooth concrete, and fiberglass reinforced plastic (FRP)
- Using a smooth texture for walls
- Using solid, smooth headed and non-recessed fasteners for wall covering material to minimize the collection of foreign material

G. Ceilings

When constructing ceilings in areas where you will store and handle product, consider:

- Preventing the collection of dirt or dust that might sift through from the areas above or fall from



- overhead collecting surfaces onto equipment or exposed products
- Maintaining ceilings and overhead structures free of scaling/flaking paint or plaster, dust, condensate, leaks, and other materials or defects
- Constructing ceilings in areas where product is stored or handled and finished with materials that you can thoroughly clean and that are moisture resistant;
 - Examples include smooth concrete, fiberglass reinforced plastic, *etc.*

H. Windows and Skylights

Windows (and skylights) can be a potential source of contamination of product by dirt, water, debris, or broken glass. Consider:

- Protecting all outside windows to exclude insects, birds, and other vermin
- Sloping window ledges about 45 degrees to prevent the accumulation of dirt, water, or debris
- Constructing windowsills at least 3 feet above the floor to avoid damage to window glass from impact of hand trucks and similar equipment
- Installing windows in walls in exposed product rooms that have panes of acrylic or polycarbonate plastic or other shatterproof material

I. Doorways and Doors (General)

Doors are barriers that allow the movement of product and people, but also present a barrier to contamination such as dirt, insects, and other vermin as well as the microbiological hazards that they carry. The door type, construction material, and room in which the door is located are all important considerations when installing doors in the establishment. Doors are important in maintaining sanitary conditions especially in production and storage areas. For production and storage areas, consider:

- Imperviousness to moisture
- Tightness fitting to minimize air exchange and to prevent the entry of insects and vermin into the establishment
- Self-closing and used throughout the establishment to prevent contamination of products with odors and their associated contaminants.
- Height and width to allow the movement of exposed product through the doorways without it contacting the door or jambs
- Rigid and durable with sealed junctions at jambs, walls
- Constructing an intervening closed space such as a vestibule on an enclosed lock for doors that open directly to the outside of the building from production rooms to help prevent the direct access of contaminants and microbial organisms to areas inside the establishment

J. Types of Doors

In selecting a type of doors for your establishment, consider:

- The horizontal double-swinging, impact door is a bi-parting, inflexible panel door with plastic windows (vision panels) that swings only in the horizontal plane. If you select this door, consider the following:
 - This door may be useful in rooms with dimensions that would not permit the use of a roll-up, vertical sliding or horizontal sliding door.
 - An automatic opening option may help for sanitation reasons and in preventing damage.
- The vertical sliding door (manual or automatic) is a single, inflexible panel door that moves only in the vertical plane. Consider:
 - This door may be useful in rooms with dimensions that would not permit the use of a roll-up or horizontal sliding door.
 - An automatic opening option may help for sanitation reasons and in preventing damage.

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- The overhead garage-type door (manual or automatic) is a hinged, multi-paneled door that moves from the vertical to the horizontal plane. Consider:
 - This door may be an excellent choice for sheds or buildings used to store equipment that you use for the outside maintenance of the establishment's property, *e.g.* a lawn mower.
 - This type of door has spaces between the panels that allow the collection of product, such as meat and fat, as well as contaminants; they may not be suitable in areas of exposed product or areas subject to wet clean up.
- The roll-up door (manual or automatic) is a single flexible panel door that moves only in the vertical plane and when open, coils tightly onto a drum assembly. Consider:
 - This door can be an alternative where space for opening a door is limited.
 - Installing several additional features to make it an effective barrier against contamination
- The air curtain or air door is a door that uses a layer of air generated by mechanical fans to separate two rooms or areas. Consider:
 - Careful selection, installation, and maintenance for effectiveness
 - You may diminish or eliminate the separation effect if an air imbalance (pressure imbalance) develops at the door opening. Air imbalance can occur from airflow changes from any other openings in the rooms especially other doors.
 - The movement of the air can stir up contaminants, such as dirt and dust

4. Light (9CFR§416.2(c))

Lighting of good quality and sufficient intensity to ensure that sanitary conditions are maintained and that product is not adulterated must be provided in areas where food is processed, handled, stored, or examined; where equipment and utensils are cleaned; and in hand-washing areas, dressing and locker rooms, and toilets.

Controlling the manufacturing environment is important in maintaining a sanitary environment in meat and poultry operations. Lighting is a key aspect of controlling the manufacturing environment.

CONSIDERATIONS FOR MEETING PERFORMANCE STANDARDS

A. General Lighting

Lighting is critical to maintaining a sanitary environment for slaughter and processing operations. Without adequate lighting, insanitary conditions are often difficult to see and correct. When selecting and installing lighting systems, consider:

- Ensuring maximum safety to preclude contamination of products with broken glass and prevent the collection of dirt, product, and debris on lamp surfaces by including fixture surfaces that you can easily clean in rooms where you have exposed meat or poultry
- Providing lighting that is intense enough to allow both the establishment and inspection personnel to see insanitary conditions and product contamination. Lighting experts measure the intensity of lighting in "foot-candles."

Consider the charts in *Appendix G* for minimum foot-candles for artificial lighting.

5. Ventilation (9CFR§416.2(d))

Ventilation adequate to control odors, vapors, and condensation to the extent necessary to prevent adulteration of product and the creation of insanitary conditions must be provided.

Controlling the manufacturing environment is important in maintaining a sanitary environment in meat and poultry operations. Ventilation is a key aspect of controlling the manufacturing environment.



CONSIDERATIONS FOR MEETING PERFORMANCE STANDARDS

A. General Ventilation

A good ventilation system is important to the production of wholesome meat and poultry products. Adequate ventilation helps ensure sanitary conditions in all areas of the establishment including workrooms, processing, packaging, and welfare rooms. Without controlling the quality of the air coming into the establishment, dust, insects, odors, or condensation may contaminate and adulterate products. Consider:

- Designing the ventilation system to avoid turbulence; the longer the distance the air has to flow, the greater the resistance the air encounters not only from static air, but also from solid objects such as walls, equipment, people, and product
- The size of the establishment; the larger the facility, the greater the volume of air that must be moved
- Compensating for changes in outside temperature and humidity that cause condensation problems within the establishment
- Installing screens and filters to screen out dust, odors, and insects brought in from the outside to prevent product contamination
- Using mechanical ventilation bring in fresh air to areas where natural ventilation is inadequate
- Preventing vapor formation, such as steam or fog that would affect sanitation or interfere with the inspector's ability to perform inspection
- Providing enough outside make up air for exhaust fans to prevent air from passing into and through docks, coolers, and production areas to the area served by the exhaust fan

6. Plumbing (9CFR§416.2(e))

Plumbing systems must be installed and maintained to:

- (1) Carry sufficient quantities of water to required locations throughout the establishment;
- (2) Properly convey sewage and liquid disposable waste from the establishment;
- (3) Prevent adulteration of product, water supplies, equipment, and utensils and prevent the creation of insanitary conditions throughout the establishment;
- (4) Provide adequate floor drainage in all areas where floors are subject to flooding-type cleaning or where normal operations release or discharge water or other liquid waste on the floor;
- (5) Prevent back-flow conditions in and cross-connection between piping systems that discharge waste water or sewage and piping systems that carry water for product manufacturing; and
- (6) Prevent the backup of sewer gases.

Plumbing is a key aspect of controlling the manufacturing environment. If you do not properly design and install the plumbing system, contamination of products can occur from flooding, back siphonage, stoppages, and cross-connections with the potable water system. This section provides information concerning the plumbing facilities in meat and poultry establishments. For additional information on the design and modification of plumbing facilities, consult the National Plumbing Code.

CONSIDERATIONS FOR MEETING PERFORMANCE STANDARDS

A. Hose Connections and Hoses

Consider providing a sufficient number of conveniently located hose connections with hot and cold water mixing valves or hot water connections throughout the establishment for cleaning purposes. Hose connections are important in promoting routine cleaning of the establishment. Consider:

- The number and location of drains
- Installing vacuum breakers on the hot and cold water supplies prior to the mixing valve
- Providing hose connections with vacuum breakers to prevent back siphoning



B. Establishment Drainage System

Efficient and effective drainage and plumbing systems are necessary for the prompt removal of liquid and suspended solid wastes from the processing environment. Consider:

- Designing, installing, and maintaining all plumbing in accordance with applicable state and local plumbing codes, ordinances, and regulations
- Locating drainage lines so that if leakage occurs, it will not affect product or equipment
- Separating toilet drain lines from other establishment drainage to a point outside of the building, beyond the grease trap

C. Floor Drains

There are two basic types of drains: point drains and trench drains. Point drains, the most commonly used drains in most areas, are located in strategic points in the room with the floor sloped toward the drain. The wastewater flows over the surface of the floor until it reaches and enters the drain. Trench drains involve a trough or trench that collects the waste from a larger area and directs the flow to a drain opening. The flooring is sloped toward the trench. Consider:

- Providing one four-inch drainage inlet for each 400 square feet of floor space
- Providing a uniform slope of about one-quarter inch per foot to drainage inlets to ensure proper flow and avoid puddles
- The location of floor drains depends upon many factors such as the type of task conducted in the space, the geometric shape of the area, truck traffic patterns, and equipment locations
- Designing trench drainage for areas in which there is a high volume of water usage flowing in the opposite direction of the product flow
- Consider the pitch of all parts of floors where you have extremely wet operations or where you frequently hose down floors
- Consider not locating floor drains under equipment that would make them inaccessible for cleaning
- Consider using mechanical cleaning machines (*e.g.*, floor scrubbers; dry/wet vacuum machines) instead of installing drains in rooms without floor drains such as dry storage, large finished product coolers, and distribution warehouses

D. Trap Seals

Consider equipping each floor drain with a deep seal trap and vent it properly to the outside. The purpose of such traps is to seal off the drainage system so that foul odors (sewer gases) cannot enter the establishment. Effectiveness of the trap depends upon enough water remaining to constitute a seal. As water flows through the trap and down the drainpipe, suction is created that will pull the water out of the trap and break the seal unless the suction is broken by venting the drainpipe on the effluent side of the trap to the outside air. Evaporation of trapped water also can break the seal.

E. Drainage Lines

All drainage lines must comply with local code requirements. Consider effective rodent screens to prevent drainage lines from becoming entrances into the establishment for pests, including rats and mice.

F. Line Cleanouts

A line cleanout can help prevent sewer blockages. Consider:

- Locating the line cleanouts so they are readily accessible and are usable without constituting a threat of contamination to edible products
- Locating the cleanouts on the “high lines” of floor slopes and away from traffic patterns could help avoid water puddles



7. Sewage Disposal (9CFR§416.2(f))

Sewage must be disposed into a sewage system separate from all other drainage lines or disposed of through other means sufficient to prevent backup of sewage into areas where product is processed, handled, or stored. When the sewage disposal system is a private system requiring approval by a State or local health authority, the establishment must furnish FSIS with the letter of approval from that authority upon request.

The design and construction of sewage treatment facilities must comply with local code requirements. An improperly designed sewage system can contaminate the ground and water supply.

CONSIDERATIONS FOR MEETING PERFORMANCE STANDARDS

A. Establishment Sewage Disposal

Sewage is one the most dangerous sources of human pathogens. Sewage should never contact products, equipment, utensils, or any food contact surfaces. Consider:

- The system should be large enough to handle the amount of sewage that the establishment produces and accommodate future increases
- Designing and operating a private septic tank, a pre-treatment system, or treatment system to prevent contamination of products
- Locating the sewage facility away from product operations and ingredient and packaging storage areas
- Locating an area for cleaning solid waste containers with hot water, drains, and curbing near any solid waste disposal facility

B. Grease Catch Basins or Interceptors

Grease catch basins can be a source of contamination of products if you do not properly design and locate them. Consider:

- Locating grease catch basins or interceptors for recovering grease away from edible product departments and shipping and receiving areas
- Sealing catch basins that you locate inside an establishment with a gas-tight cover and locating it in a ventilated room
- Constructing grease catch basins so you can completely empty them of their contents for cleaning
- Paving and providing drainage for the area surrounding an outside catch basin with impervious material, such as concrete

8. Water Supply and Water, Ice, and Solution Reuse (9CFR§416.2(g))

(1) A supply of running water that complies with the National Primary Drinking Water regulations (40 CFR part 141), at a suitable temperature and under pressure as needed, must be provided in all areas where required (for processing product, for cleaning rooms and equipment, utensils, and packaging materials, for employee sanitary facilities, etc.). If an establishment uses a municipal water supply, it must make available to FSIS, upon request, a water report, issued under the authority of the State or local health agency, certifying or attesting to the potability of the water supply. If an establishment uses a private well for its water supply, it must make available to FSIS, upon request, documentation certifying the potability of the water supply that has been renewed at least semi-annually.

(2) Water, ice, and solutions (such as brine, liquid smoke, or propylene glycol) used to chill or cook ready-to-eat product may be reused for the same purpose, provided that they are maintained free of pathogenic organisms and fecal coliform organisms and that other physical, chemical, and microbiological contamination have been reduced to prevent adulteration of product.

(3) Water, ice, and solutions to chill or wash raw product may be reused for the same purpose if measures are taken to reduce physical, chemical, or microbiological contamination so as to prevent contamination or

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adulteration of product. Reuse that has come into contact with raw product may not be used on ready-to-eat product.

(4) Reconditioned water that has never contained human waste and that has been treated by an onsite advanced waste water treatment facility may be used on raw product, except in product formulation, and throughout the facility in edible and inedible production areas, provided that measures are taken to ensure that this water meets the criteria prescribed in paragraph (g)(1) of this section. Product, facilities, equipment, and utensils coming in contact with this water must undergo a separate final rinse with non-reconditioned water that meets the criteria prescribed in paragraph (g)(1) of this section.

(5) Any water that has never contained human waste and that is free of pathogenic organisms may be used in edible and inedible product areas, provided it does not contact edible product. For example, such reuse water may be used to move heavy solids, to flush the bottom of open evisceration troughs, or to wash antemortem areas, livestock pens, trucks, poultry cages, picker aprons, picking room floors, and similar areas within the establishment.

(6) Water that does not meet the use conditions of paragraphs (g)(1) through (g)(5) of this section may not be used in areas where edible product is handled or prepared or in any manner that would allow it to adulterate edible product or create insanitary conditions.

The water supply should be ample, clean, and potable with adequate pressure and facilities for its distribution in the establishment and its protection against contamination and pollution.

CONSIDERATIONS FOR MEETING PERFORMANCE STANDARDS

A. Potable Water

An adequate supply of fresh clean water is of primary importance in establishment operations. The first requirement is that the water supply to the establishment be potable or safe for human consumption or food processing. The establishment water supply must meet the potability standards in the *National Primary Drinking Water Regulations* issued by the Environmental Protection Agency (EPA).

B. Backflow

Public health officials have long been concerned about cross-connections that may permit backflow in potable water supply distribution systems. Cross-connections may appear in many forms and in unsuspected places. Reversal of pressure and flow in the water system may be unpredictable. Plumbing cross-connections between a potable and nonpotable water supply may constitute a serious public health hazard. There are numerous cases where cross-connections have been responsible for contamination of potable water and have resulted in the spread of disease. These concerns, as they relate to meat and poultry establishments, deserve special attention. The concerns continue when you install, repair, replace, or extend potable water and piping systems.

Two basic types of hazard are of primary concern in piping systems: the *solid pipe* with valved connections and the *submerged inlet*. The solid pipe connection supplies an auxiliary piping system from the potable source. It is a direct connection of one pipe to another pipe or receptacle. Installers may accidentally make solid pipe connections to waste disposal lines when the installer incorrectly assumes that the flow will always be in one direction. An example would be connecting a line carrying used, nonpotable cooking water from a water jacket or condenser directly to a waste line without an air gap (see below). "Backflow" will occur with a submerged inlet if the pressure differential reverses without an air gap. Covering the outflow end of a potable water line with water or other liquid may create a submerged inlet. The other liquid may not be potable. For example, a hose lying in a pool or puddle of water on the floor could create a submerged inlet.

When a cross-connection exists, any situation that causes a pressure differential with the potable line



having the lower pressure can result in contamination of the entire water distribution system and potable water supply; the term for this is “backflow.” The circumstances illustrated below can produce backflow:

- “Back siphonage” is one form of backflow. It results from negative pressure in the delivery pipes of a potable water supply that results in fluid flow in the reverse direction. Other causes include atmospheric pressure exerted on a pollutant liquid source that forces the pollutant into a potable water supply system that is under vacuum. The action in this case is the common siphon phenomenon. The negative pressure differential that will begin the siphoning action is a potential occurrence in any supply line.
- “Differential pressure backflow” refers to a reversed flow because of backpressure other than siphon action. Any interconnected fluid systems in which the pressure in one exceeds the pressure of the other may cause flow from one to the other because of the differential. This type of backflow is of concern in buildings where you maintain two or more piping systems. The potable water supply is usually under pressure from the city water main. Occasionally, a booster pump is used. A centrifugal pump often pressurizes the auxiliary system although gas or steam pressure from a boiler may cause the backpressure. A reversal in differential pressure may occur when pressure in the potable system drops below that in the system to which the potable water is connected. The best method of preventing this type of backflow is the complete separation of the two systems and/or use of an air gap. Other safety methods involve the installation of mechanical backflow prevention devices. All methods require regular scheduled inspection and maintenance to ensure ongoing effectiveness of installed devices.

In providing protection from backflow and back siphonage, consider:

- Water supply to pens for wash down or livestock watering
- Water supply to compressor cooling systems, cooling towers, and boiler rooms
- Water supply to cleanup systems, clean in place (CIP) systems, *etc.*
- Water supply to hose connections

Various mechanical anti-backflow devices are available to prevent backflow into a potable water supply system. Consider:

- Size of pipe, location, the need to test periodically the backflow devices to ensure proper operation

Six basic types of devices to correct cross-connections are:

- Air gap
- Barometric loops
- Vacuum breakers - both atmospheric and pressure type
- Double check valves with intermediate atmosphere vent
- Double check valve assemblies
- Reduced pressure principal backflow preventers

Also, consult local building and Board of Health codes that may contain specific requirements concerning backflow.

9. Dressing Rooms, Lavatories, and Toilets (9CFR§416.2(h))

(1) Dressing rooms, toilet rooms and urinals must be sufficient in number, ample in size, conveniently located, and maintained in a sanitary condition and in good repair at all times to ensure cleanliness of all Persons handling any product. They must be separate from the rooms and compartments in which products are processed, stored, or handled.

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(2) Lavatories with running hot and cold water, soap, and towels, must be placed in or near toilet and urinal rooms and at such other places in the establishment as necessary to ensure cleanliness of all Persons handling any product.

(3) Refuse receptacles must be constructed and maintained in a manner that protects against the creation of insanitary conditions and the adulteration of product.

One source of potential contamination of product is cross contamination from employee welfare facilities. In designing and locating employee facilities, consider preventing overcrowding and congestion and providing enough hand wash sinks and toilets for employees.

CONSIDERATIONS FOR MEETING PERFORMANCE STANDARDS

A. Dressing (Locker) Rooms

In addition to privacy considerations, consider locating dressing rooms where they will not be a potential source of cross contamination of product. Consider:

- Separating dressing rooms from rooms or compartments where product is prepared, stored, or handled
- Separating dressing rooms from the toilet area
- Providing separate dressing rooms for each sex if both sexes are on site
- Providing separate dressing rooms for inspectors at slaughter establishments
- Providing dressing rooms with abundant, well-distributed good quality light
- Providing separate dressing rooms for raw product and other product department employees to help prevent cross contamination of product
- Providing receptacles for soiled clothing adjacent to employees' dressing rooms
- Providing shower facilities for slaughter employees and a separate shower facility for the inspector(s)

B. Lockers

Consider providing lockers for employees' clothing and personal items:

- Locating lockers separately from rooms or compartments where product is prepared, stored, or handled to prevent the potential for cross contamination
- Sizing the lockers to store a change of clothing and other personal items
- Lockers constructed of materials that are rigid, durable, non-corrosive, easily cleaned and inspected, impervious to moisture, a light, solid color, with a smooth or easily cleaned texture, and have sloping tops
- Either installing lockers that have enough room under them that they can be easily cleaned and inspected, or sealing the lockers to the floor

C. Drinking Fountains

If you provide sanitary drinking water fountains, consider:

- Installing drinking water fountains at convenient locations throughout the establishment to minimize the distance that employees need to travel to reach a fountain. This is especially important in preventing cross-contamination from employees working in raw or inedible product areas and traveling to processing or ready-to-eat areas to use a fountain. Consider the following locations for placing drinking fountains:
 - Welfare areas including cafeterias, dressing (locker) rooms, and toilet rooms
 - Inspector's office
 - Edible product areas including kill floor, de-boning, and cut-up areas
 - Inedible product areas



- Immediately outside freezers and coolers
- Storage areas
- Connecting drinking water fountains to the potable water supply
- Connecting the discharge either directly to the under floor drainage system or through an air gap to a hub drain
- Consider drinking water fountains that are other than hand operated, and if placed as a part of the hand wash sink, locating the drinking spout high enough to avoid splash from the sink

D. Toilet Rooms

Toilet rooms can easily become a source of potential contamination of product. In the design, location in the establishment's layout, and determining the number of toilets provided, consider:

- Separating toilet rooms from the rooms and compartments in which products are prepared, stored, or handled
- Self-closing doors
- Ventilation to the outside of the building
- Arranging toilet rooms so they are entered through an intervening dressing room or vestibule and not directly from a production or storage room

E. Eating Rooms and Areas

To prevent employees from contaminating products or contaminating their food with microorganisms from the raw products or from their working environment, consider:

- Providing separate eating rooms or areas for employees

F. Hand Wash Sinks

One of the most important steps you can take to prevent cross contamination of product by your employees is to provide conveniently located hand wash sinks. Consider providing hand wash sinks in or near toilet rooms, dressing (locker) rooms, and production rooms. Also, consider:

- Providing hand wash sinks that are other than hand operated
- Providing hot and cold running water, soap, and single-use towels
- Providing hand wash sinks in welfare rooms and product areas with a combination mixing-faucet delivering both hot and cold water high enough above the rim of the bowl to enable the washing of arms as well as hands

G. Ventilation

In designing your welfare rooms, ventilation for toilet and dressing rooms can help prevent odors from entering production areas. Consider:

- Mechanical ventilation (*e.g.*, exhaust fan) for welfare rooms, toilet, and dressing rooms that are not air-conditioned to take air to the outside
- Providing doors with louvers for dressing and toilet rooms with mechanical ventilation exhausted to the outside to facilitate airflow

H. Employees Working in Inedible Product Areas

Commingling of employees working in inedible product areas with other employees through common welfare rooms increases the risk of cross-contamination of product. Consider:

- Separating welfare rooms for employees working in areas such as hide cellars, condemned, or inedible product rooms, live animal holding areas, or slaughter departments from welfare rooms of other employees working with raw or heat processed, exposed, edible product



10. Equipment and Utensils (9CFR§416.3)

(a) *Equipment and utensils used for processing or otherwise handling edible product or ingredients must be of such material and construction to facilitate thorough cleaning and to ensure that their use will not cause the adulteration of product during processing, handling, or storage. Equipment and utensils must be maintained in sanitary condition so as not to adulterate product.*

(b) *Equipment or utensils must not be constructed, located, or operated in a manner that prevents inspection program employees from inspecting the equipment or utensils to determine whether they are in sanitary condition.*

(c) *Receptacles used for storing inedible material must be of such material and construction that their use will not result in the adulteration of any edible product or in the creation of insanitary conditions. Such receptacles must not be used for storing any edible product and must bear conspicuous and distinctive marking to identify permitted uses.*

CONSIDERATIONS FOR MEETING PERFORMANCE STANDARDS

A. General Equipment

Consider equipment materials that comply with **21CFR§170-§190** of the Food and Drug Administration (FDA) regulations for direct food contact. You may obtain a copy of this document from the Government Printing Office, Superintendent of Documents, Mail Stop: SSOP, Washington, DC 20402-9328.

B. Equipment and Utensils

Equipment and utensils used for handling and preparing edible product or ingredient in any official establishment should be easily cleaned and not be a source of contamination. Consider:

- Contact surfaces that are smooth; maintained free of pits, cracks, crevices and scale; corrosion and abrasion resistant; non-absorbent; shatterproof; nontoxic; and not capable of migrating into food products
- No paint on equipment surfaces or on areas in or above the direct product contact area
- Construction materials that are sources of contamination include cadmium, antimony or lead as plating or the plated base material, lead exceeding 5 percent in an alloy and enamelware and porcelain used for handling and processing product
- Designing and installing equipment to preclude foreign materials, such as lubricants, heat exchanger media, condensate, cleaning solutions, sanitizers, and other nonfood materials from contaminating and adulterating food ingredients and products
- Equipment that is self-draining or designed for water evacuation
- All product contact surfaces allow contact with cleaning solutions and rinse water
- Clean-in-place (CIP) systems with sanitation procedures that are as complete and effective as those you would use for cleaning and sanitizing disassembled equipment
- To remove all organic and inorganic residues from/in CIP systems, consider:
 - Ease with which cleaning and sanitizing solutions and rinse water contact all interior surfaces of the system
 - Systems that are self-draining, with no low or sagging areas
 - Pipe interiors that are highly polished stainless steel for easy inspection
 - Easily removable elbows with quick-disconnect mechanisms installed at each change of direction
 - Short elbows to permit verification that the interior is clean

11. Sanitary Operations (9CFR§416.4)

(a) *All food-contact surfaces, including food-contact surfaces of utensils and equipment, must be cleaned and sanitized as frequently as necessary to prevent the creation of insanitary conditions and the adulteration of product.*

(b) *Non-food-contact surfaces of facilities, equipment, and utensils used in the operation of the establishment must*

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be cleaned and sanitized as frequently as necessary to prevent the creation of insanitary conditions and the adulteration of product.

(c) Cleaning compounds, sanitizing agents, processing aids, and other chemicals used by an establishment must be safe and effective under the conditions of use. Such chemicals must be used, handled, and stored in a manner that will not adulterate product or create insanitary conditions. Documentation substantiating the safety of a chemical's use in a food processing environment must be available to FSIS inspection program employees for review.

(d) Product must be protected from adulteration during processing, handling, storage, loading, and unloading at and during transportation from official establishments.

12. Employee Hygiene (CFR§416.5)

(a) Cleanliness. All persons working in contact with product, food-contact surfaces, and product-packaging materials must adhere to hygienic practices while on duty to prevent adulteration of product and the creation of insanitary conditions.

(b) Clothing. Aprons, frocks, and other outer clothing worn by persons who handle product must be of material that is disposable or readily cleaned. Clean garments must be worn at the start of each working day and garments must be changed during the day as often as necessary to prevent adulteration of product and the creation of insanitary conditions.

(c) Disease control. Any person who has or appears to have an infectious disease, open lesion, including boils, sores, or infected wounds, or any other abnormal source of microbial contamination, must be excluded from any operations which could result in product adulteration and the creation of insanitary conditions until the condition is corrected.

OBTAINING A GRANT OF INSPECTION OR CUSTOM EXEMPTION FOR LIVESTOCK SLAUGHTER AND MEAT/POULTRY PROCESSING ESTABLISHMENTS

Chapter 5: Sanitation Standard Operating Procedures (SSOP)

All establishments must meet two sets of regulations concerning sanitation. The first is the Sanitation Performance Standards (SPS). The second is Sanitation Standard Operating Procedures (SSOP). Compliance with both is necessary if an establishment is to prevent the creation of insanitary conditions that can cause the adulteration of product. We discuss SPS in Chapter 4, and in this chapter, we address SSOP.

Establishments that conduct operations under any State grant must develop written SSOP tailored to their establishment before we can grant inspection. The written SSOP describes the sanitation procedures the establishment will perform daily. In general, the SSOP contain established procedures to follow routinely to maintain a sanitary environment for producing safe and unadulterated food products.

All establishments with a **Grant of Inspection**, a **Grant of Custom Exemption**, or a **Grant of Poultry/Rabbit Exemption** must comply with **9CFR§416.11 through §416.16**, which require written standard operating procedures for sanitation (Sanitation SOP or SSOP). This written documentation must be available to the *Texas State Meat and Poultry Inspection Program (State Program)* at all times.

The *Texas State Meat and Poultry Inspection Program (State Program)* will verify that official establishments comply with the regulatory SSOP requirements, regardless of whether the establishments consider the information in this document. Again, the principles herein are not requirements, and establishments may not cite this document as supporting documentation for the choice(s) they make in design, construction, maintenance, or operations to meet SPS.

1. General Rules (9CFR§416.11)

“Each official establishment shall develop, implement, and maintain written standard operating procedures for sanitation (Sanitation SOP's) in accordance with the requirements of this part.”

2. Development of SSOP (9CFR§416.12)

(a) The Sanitation SOP's shall describe all procedures an official establishment will conduct daily, before and during operations, sufficient to prevent direct contamination or adulteration of product(s).

(b) The Sanitation SOP's shall be signed and dated by the individual with overall authority on-site or a higher level official of the establishment. This signature shall signify that the establishment will implement the Sanitation SOP's as specified and will maintain the Sanitation SOP's in accordance with the requirements of this part. The Sanitation SOP's shall be signed and dated upon initially implementing the Sanitation SOP's and upon any modification to the Sanitation SOP's.

(c) Procedures in the Sanitation SOP's that are to be conducted prior to operations shall be identified as such, and shall address, at a minimum, the cleaning of food contact surfaces of facilities, equipment, and utensils.

(d) The Sanitation SOP's shall specify the frequency with which each procedure in the Sanitation SOP's is to be conducted and identify the establishment employee(s) responsible for the implementation and maintenance of such procedure(s).

The SSOP can identify establishment employee(s) (positions rather than specific names of establishment employees) responsible for the implementation and maintenance of the Sanitation SOP. The establishment will identify establishment employee(s) to monitor and evaluate the effectiveness of the Sanitation SOP and to make corrections when needed. The employee of the identified position may use one or more of the following methods to conduct the evaluation: (1) organoleptic (sensory--e.g., sight, feel, smell); (2) chemical (e.g., checking the chlorine level); (3) microbiological (e.g., microbial swabbing and culturing of product contact surfaces of equipment or utensils).

Establishments might specify the method, frequency, and recordkeeping processes associated with monitoring.

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3. Implementation of SSOP and Monitoring (9CFR§416.13)

- (a) Each official establishment shall conduct the pre-operational procedures in the Sanitation SOP's before the start of operations.
- (b) Each official establishment shall conduct all other procedures in the Sanitation SOP's at the frequencies specified.
- (c) Each official establishment shall monitor daily the implementation of the procedures in the Sanitation SOP's.

A. Pre-operational Sanitation

According to **9CFR§416.12(c)**, pre-operational sanitation procedures shall address, at a minimum, the cleaning of food contact surfaces of facilities, equipment, and utensils. Established procedures of pre-operational sanitation must result in clean facilities, equipment, and utensils prior to starting production. Clean facilities, equipment, and utensils are free of any soil, tissue debris, chemical or other injurious substance that could contaminate a meat or poultry food product. Established procedures for pre-operational sanitation shall describe the daily, routine sanitary procedures to prevent direct product contamination or adulteration. The sanitary procedures must include the cleaning of product contact surfaces of facilities, equipment, and utensils to prevent direct product contamination or adulteration.

The following two pre-operational sanitation sanitary procedures are not regulatory requirements for SSOP; however, you might consider including:

- Descriptions of equipment disassembly, reassembly after cleaning, use of acceptable chemicals according to label directions, and cleaning techniques
- The application of sanitizers to product contact surfaces after cleaning to reduce or destroy bacteria that may have survived the cleaning process

B. Operational Sanitation

All meat and poultry establishments must describe daily, routine sanitary procedures that the establishment will conduct during operations to prevent direct product contamination or adulteration.

Established procedures for operational sanitation must result in a sanitary environment for preparing, storing, or handling any meat or poultry food product in accordance with sections 416 of the Meat and Poultry Inspection Regulations. Established procedures during operations might include, where applicable:

- Facility, equipment and utensil cleaning--sanitizing--disinfecting during production, as appropriate, at breaks, between shifts, and at mid-shift cleanup
- Employee hygiene: includes personal hygiene, cleanliness of outer garments and gloves, hair restraints, hand washing, health, *etc.*
- Product handling in raw and in cooked product areas
- Condensation Control

The established sanitary procedures for operational sanitation will vary with the establishment. Establishments with complex processing need additional sanitary procedures to ensure a sanitary environment and to prevent cross contamination.

C. Monitoring

A designated establishment employee(s) must monitor the SSOP and document adherence to the SSOP and any corrective actions taken to prevent direct product contamination or adulteration. For pre-operational sanitation monitoring, consider evaluating and documenting the effective cleaning of all direct product contact facilities, equipment, and/or utensils that the establishment will use at the start of production. For operational sanitation monitoring, consider documenting adherence to the

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SSOP, including actions that identify and correct instances or circumstances of direct product contamination which occur from environmental sources (facilities, equipment, pests, *etc.*) or employee practices (personal hygiene, product handling, *etc.*)

4. Maintenance of SSOP (9CFR§416.14)

Each official establishment shall routinely evaluate the effectiveness of the Sanitation SOP's and the procedures therein in preventing direct contamination or adulteration of product(s) and shall revise both as necessary to keep them effective and current with respect to changes in facilities, equipment, utensils, operations, or personnel. The establishment must update the SSOP to reflect changes in equipment, facilities, processes, new technology, or designated establishment employee(s).

5. Corrective Actions (9CFR§416.15)

a) Each official establishment shall take appropriate corrective action(s) when either the establishment or FSIS determines that the establishment's Sanitation SOP's or the procedures specified therein, or the implementation or maintenance of the Sanitation SOP's, may have failed to prevent direct contamination or adulteration of product(s).
(b) Corrective actions include procedures to ensure appropriate disposition of product(s) that may be contaminated, restore sanitary conditions, and prevent the recurrence of direct contamination or adulteration of product(s), including appropriate reevaluation and modification of the Sanitation SOP's and the procedures specified therein or appropriate improvements in the execution of the Sanitation SOP's or the procedures specified therein.

Corrective actions for SSOP should include restoration of sanitary conditions, documentation whether product were involved, and preventive measures to prevent recurrence. When deviations from the established sanitary procedures within the SSOP occur, the establishment must take corrective and preventive actions to prevent direct product contamination or adulteration. The establishment must record the corrective and preventive actions taken. Consider instructing employees and management officials on the protocol for documenting corrective actions.

6. Recordkeeping Requirements (9CFR§416.16)

(a) Each official establishment shall maintain daily records sufficient to document the implementation and monitoring of the Sanitation SOP's and any corrective actions taken. The establishment employee(s) specified in the Sanitation SOP's as being responsible for the implementation and monitoring of the procedure(s) specified in the Sanitation SOP's shall authenticate these records with his or her initials and the date.
(b) Records required by this part may be maintained on computers provided the establishment implements appropriate controls to ensure the integrity of the electronic data.
(c) Records required by this part shall be maintained for at least 6 months and made accessible available to FSIS. All such records shall be maintained at the official establishment for 48 hours following completion, after which they may be maintained off-site provided such records can be made available to FSIS within 24 hours of request.

All establishment records of pre-operational and operational sanitation monitoring, including corrective actions to prevent direct product contamination or adulteration, must be maintained by the establishment for at least six months, and be made available to the *State Program*. After 48 hours, the establishment may maintain the records off-site, but must make records available to the *State Program* within 24 hours of request.

7. FSIS Sample SSOP

A sample SSOP provided by FSIS is at *Appendix C*. We present it for instructional purposes only and recommend that you study it but do not use it verbatim.

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Appendix A: OUTREACH RESOURCES

The *Texas State Meat and Poultry Inspection Program (State Program)* is responsible for regulating the livestock slaughter and meat/poultry processing industry. *State Program* employees verify that establishments meet regulatory requirements, and we document and report any noncompliance that may occur. To avoid real or even the appearance of a potential conflict of interest, we prohibit *State Program* employees from advising, advocating, directing, endorsing, proposing, recommending, suggesting, or in any other manner telling establishments the “*how-to*” aspects of constructing, operating, and maintaining your facilities or operations to meet any regulatory requirement.

Establishments are responsible for constructing, operating, maintaining, *etc.* their facilities and operations to comply with regulatory requirements. **We cannot accept the following statement as supporting documentation for any of the establishment’s decisions: “I did it that way because that is who/ what/ when/ where/ how the State Program employee told me to do it.”**

On the other hand, *State Program* employees will provide assistance to establishments by explaining regulatory requirements, providing contact information of groups that may assist the establishment, providing information on training opportunities, *etc.*

The *State Program* provides this listing as assistance for you; we do not represent this as an “approved list,” and we do not assume any responsibility for the actions or inactions of any Person in this list. If you are, or if you know of, another reference, please contact us at the *State Program* central office.

Meat Safety Assurance Contact Information

Meat Safety Assurance Unit - Mail Code 1872
Texas Department of State Health Services
1100 W. 49th St.
P.O. Box 149347
Austin, TX 78714-9347

(512) 834-6760 Phone
(512) 834-6763 Fax

- Texas State Meat and Poultry Inspection Program <http://www.dshs.state.tx.us/msa>
- Texas Meat Safety Assurance Unit <http://www.dshs.state.tx.us/msa>

Links to Regulatory Requirements:

- **9CFR§300-§599 (Title 9 Animal and Animal Products, Code of Federal Regulations, §300-§599, *Food Safety Inspection Service*):** <http://ecfr.gpoaccess.gov>
- **Texas Meat and Poultry Inspection Act (Texas Health and Safety Code, Chapter 433):** <http://tlo2.tlc.state.tx.us/statutes/hs.toc.htm>
- **25TAC§221 (Title 25 Texas Administrative Code (TAC), Part 1, Department of State Health Services, Chapter 221 Meat Safety Assurance, Subchapter B Meat and Poultry Inspection):** [http://info.sos.state.tx.us/pls/pub/readtac\\$ext.viewtac](http://info.sos.state.tx.us/pls/pub/readtac$ext.viewtac)

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International HACCP Alliance Contact Information

FSIS has identified state HACCP Coordinators to assist establishments with the development of HACCP Plans and other aspects of meeting regulatory requirements. The Texas HACCP Coordinator is the International HACCP Alliance; it is housed within the Department of Animal Science at Texas A&M University.

- International HACCP Alliance <http://www.haccpalliance.org>

Meat Processing Association Contact Information

Numerous meat processing associations may have information regarding availability of training or may be able to recommend HACCP trained consultants to help you.

- American Association of Meat Processors <http://www.aamp.com>
- Oklahoma-Texas Meat Processors Association <http://www.otmpa.com>
- Southwest Meat Association <http://www.southwestmeat.org>
- Texas Association of Meat Processors **Phone: 979-458-0530**

Colleges and universities, private individuals, and businesses may have Process Authorities that may help provide assistance to new and existing livestock slaughter and meat/poultry processing establishments.

FSIS Contact Information

The *State Program* is a partner with the Food Safety Inspection Service (FSIS), and we recommend that you visit their various web pages. FSIS conducts workshops around the country and can provide a self-study guide and video through the USDA Outreach Program (<http://www.fsis.usda.gov>).

- Home Page: Food Safety Inspection Service, USDA
<http://www.fsis.usda.gov>
- Small Business Regulatory Enforcement Fairness Act (SBREFA)
<http://www.sba.gov/advo/laws/sbrefa.html>
- FSIS Code of Federal Regulations
<http://www.gpoaccess.gov/cfr/index.html>
- FSIS Directive 5000.1 – Verifying an Establishment’s Food Safety System – Revision 1 (95 pp)
http://www.fsis.usda.gov/regulations_&_policies/5000_Series-Program_Services/index.asp
- HACCP Contacts and Coordinators
http://www.fsis.usda.gov/contact_us/_state_haccp_contacts_&_coordinators/index.asp
- Small and Very Small Establishments Page
http://www.fsis.usda.gov/Small_Very_Small_Plants/index.asp
- Labeling and Consumer Protection Staff (LARC)
http://www.fsis.usda.gov/About_FSIS/labeling_&_consumer_protection/index.asp
- Sign up for the FSIS e-mail alert service for up-to-date information at
http://www.fsis.usda.gov/news_&_events/email_subscription/index.asp

***OBTAINING A GRANT OF INSPECTION OR CUSTOM EXEMPTION FOR
LIVESTOCK SLAUGHTER AND MEAT/POULTRY PROCESSING ESTABLISHMENTS***

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Appendix B: FSIS SAMPLE WATER AND SEWAGE CERTIFICATION

FSIS SAMPLE LETTER FOR APPROVED MUNICIPAL WATER SUPPLY

<<APPROVAL AUTHORITY LETTER HEAD>>

Mi O'Globin Meat Packers, Inc.
9876 Meat Packers Row
Dripping Springs, TX 12345

Dear Sir:

I certify that the City Municipal Water Co. supplies approved potable water to Mi O'Globin Meat Packers, Inc., located at 9876 Meat Packers Row, Dripping Springs, Texas. The <<APPROVAL AUTHORITY>> has approved the City Municipal Water Co. This water is potable and meets tests prescribed by the Environmental Protection Agency in its "Drinking Water Standards."

Attached please find a current water potability certification and laboratory sample report from the <<APPROVAL AUTHORITY>>.

Sincerely,

Mr. Cer T Fier
<<Title>>

FSIS SAMPLE LETTER FOR APPROVED SEWAGE SYSTEM

<<APPROVAL AUTHORITY LETTER HEAD>>

Mi O'Globin Meat Packers, Inc.
9876 Meat Packers Row
Dripping Springs, TX 12345

Dear Sir:

I certify that Mi O'Globin Meat Packers, Inc., located at 9876 Meat Packers Row, Dripping Springs, Texas, is connected to the Dripping Springs Municipal Sewage System. I have inspected the establishment disposal system and have found it to be acceptable to this department.

Sincerely,

Ms. Cer T Fier
<<Title>>

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Appendix C: FSIS SAMPLE SSOP

GENERAL

Mi O'Globin Meat Packers, Inc. is a red meat processing establishment. This establishment receives beef and pork for further processing. This establishment cuts and grinds product and packages it.

MANAGEMENT STRUCTURE

- Owner –
- Manager –
- Team Captain 1 –
- Team Captain 2 –

The Team Captains are responsible for implementing and daily monitoring of Sanitation SOP and recording the findings and any corrective actions. The Team Captains are responsible for training and assigning specific duties to other employees and monitoring their performance within the Sanitation SOP. The Establishment Manager will maintain all records, data, checklists, and other information pertaining to the Sanitation SOP on file and will make them available to inspection personnel upon request.

I. PREOPERATIONAL SANITATION – EQUIPMENT AND FACILITY CLEANING OBJECTIVE

A. The Team Captains or designee will be disassemble, clean, and sanitize all equipment before starting production.

1. Establishment sanitary procedure for cleaning and sanitizing equipment.

Team Captain or designee will:

- a. *Remove product debris from all equipment.*
- b. *Rinse equipment with potable water to remove remaining debris.*
- c. *Apply an approved cleaner to equipment and properly clean it.*
- d. *Sanitize equipment with approved sanitizer and rinse it with potable water.*
- e. *Reassemble the equipment after pre-operational inspection by plant management or inspection personnel.*

2. Implementing, Monitoring, and Recordkeeping

The Team Captain performs daily organoleptic sanitation inspection after completion of preoperational equipment cleaning and sanitizing. The Team Captain will record results on a Preoperational Sanitation form. If the Team Captain finds a piece of equipment to be acceptable, the Team Captain will check the appropriate line on the form. If the Team Captain determines that a piece of equipment is not acceptable, they will document such actions and take corrective actions.

3. Corrective Actions

If the Team Captain determines that the equipment on hand does not pass organoleptic examination, the Team Captain will repeat the cleaning procedure and inspections. The Team Captain will monitor the cleaning of the equipment on hand and retrain employees if necessary. The Team Captain records the corrective actions on Pre-Operational sanitation forms.

B. Cleaning of Facilities including floors, walls, and ceilings.

1. Cleaning procedures

- a. *Sweep debris and discarded it.*
- b. *Rinse the facilities with potable water.*
- c. *Clean facilities with approved cleaner.*
- d. *Rinse facilities with potable water.*

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2. Cleaning of floors and walls

- a. Clean floors and walls at the end of each production day.
- b. Clean ceilings as needed.

3. Establishment monitoring

- a. The Team Captain performs daily organoleptic inspection before operation begins.
- b. The Team Captain records results on a Pre-Operational sanitation form.

4. Corrective action

When the Team Captain finds that the facilities do not pass organoleptic inspection, the cleaning procedures and inspections are repeated. The Team Captain inspects the cleaning of the facilities and retrains employees as needed. The Team Captain records corrective action to prevent direct product contamination or adulteration on Preoperational Sanitation forms.

II. OPERATIONAL SANITATION: EQUIPMENT AND FACILITY CLEANING OBJECTIVE

A. Processing is performed under sanitary conditions to prevent direct and cross contamination of the product.

1. Sanitary procedures for processing

- a. Employees clean and sanitize hands, gloves, knives, other hand tools, cutting boards, etc., as necessary during processing to prevent contamination of products.
- b. Employees clean and sanitize all equipment tables and other product contact surfaces throughout the day as needed.
- c. Employees hang outer garments such as aprons and gloves in designed areas when employees leave processing area. Employees maintain outer garments in a clean and sanitary manner and change at least daily and more often if necessary.

2. Monitoring and Recordkeeping

The Team Captain is responsible for ensuring that employees maintain sanitary hygiene practices, sanitary handling procedures, and cleaning procedures. The Team Captain monitors the sanitation procedures during the day and records results on an Operational Sanitation form daily.

3. Corrective Action

The Team Captain identifies sanitation problems, stops production if necessary, and notifies processing employees to take appropriate action to correct sanitation problems. If necessary, the Team Captain retrains processing employees and records corrective actions on Operational Sanitation form.

OBTAINING A GRANT OF INSPECTION OR CUSTOM EXEMPTION FOR LIVESTOCK SLAUGHTER AND MEAT/POULTRY PROCESSING ESTABLISHMENTS

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Appendix D: FACILITY PLANNING AND CONSTRUCTION (GENERAL)

INTRODUCTION

Please refer to Chapter 4 for considerations of regulatory Sanitation Performance Standards (SPS).

In this appendix, we present some general principles for construction and for maintaining sanitary conditions in livestock slaughter and processing establishments. Establishments that consider the topics in this chapter can be reasonably certain that they can comply with the regulatory Sanitation Performance Standards (SPS). Establishments should keep in mind that each slaughter and processing environment is unique. In some cases, the principles presented in this chapter may be inadequate to ensure compliance with SPS or to prevent the adulteration of carcasses or products in your venue and under your operational conditions. However, establishments that choose to be innovative or to customize their construction and/or sanitation procedures may find this document useful as a starting point for constructing their new facilities or refurbishing their current facilities.

While compliance with the regulatory standards is mandatory, the general principles described in this chapter are not “requirements.” Establishments must comply with the regulatory SPS, but they may do so by whatever means they determine to be appropriate and for which they have supporting documentation that their solution will result in compliance with the regulatory performance standards. Again, these principles are not requirements, and establishments may not cite this document as supporting documentation for the choice(s) they make in design, construction, maintenance, or operations to meet SPS.

The *Texas State Meat and Poultry Inspection Program (State Program)* will verify that official establishments comply with the regulatory SPS, regardless of whether the establishments use the information in this document.

GENERAL CONSIDERATIONS

1. Location

Selecting the location for your establishment is an important factor in providing a sanitary environment for producing meat and poultry products. When selecting a location, you may want to consider the physical environment of the site; accessibility; separation of your premises from other businesses; common areas you share with other establishments; and, whether you will conduct *State Program* uninspected businesses such as retail sales or custom slaughter on or near your premises.

A. Site

Consider the size of the site to allow for buildings, parking lots, access roads, and future expansion. The site should be large enough to accommodate a potable water supply for your processing needs, and a sewage system that can efficiently handle liquid waste and process water created by your establishment. In addition, evaluate potential building locations for sanitation hazards. Consider:

- Locating your establishment in areas free of industries that attract vermin such as sanitary landfills and junkyards
- Locating your establishment in an area free of odors and airborne particulate matter from neighboring industries or other outside sources they may produce: *e.g.*, oil refineries, trash dumps, chemical establishments, sewage disposal establishments, dye works, and paper pulp mills
- The prevailing winds as a factor in site determination because the winds may carry substances emanating from distant sources

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B. Separation of Official and Non-Official Establishments

Sometimes an establishment is located next to or in the same building as other businesses that are not under State inspection. In those circumstances, you should take great care to keep the operation of the adjoining business from contaminating product. When making *Application for Grant*, the Applicant must submit a Plot Plan (written designation of the official premises boundaries.) Please see Chapter 3.

2. Layout

Among the important decisions that you make in building or modifying an establishment is how you plan the layout of your building, including the placement of rooms and equipment, product flow, and people traffic patterns. Not only does a poorly designed establishment affect your productivity, but also it may result in congested operations that can lead to insanitary conditions.

A. Flow of Operations

The direction in and means by which product moves or flows within an establishment is an important, but often neglected, consideration that can have enormous influence on sanitation and the safety of finished products. From a product flow standpoint, consider that potential microbiological contamination may adulterate all raw meat and poultry products and handle them accordingly.

Product you are processing should flow progressively from highest potential exposure to contamination to the least potential exposure to contamination, with intervening processes designed to remove or otherwise reduce the contaminants whenever possible. The flow of air and people should be just the opposite, moving from the cleanest areas progressively toward less clean areas.

When designing product flow, consider:

- Moving product from raw to final cooked product areas to reduce systematically the risks of contamination along the way
- Locating trash dumpsters and receptacles so that they do not create a risk of product contamination
- Selecting rooms large enough to permit the installation of all necessary equipment with space for establishment operations and inspection
- Locating people passageways to provide maximum clearance to products, work areas, and production equipment
- Keeping truck ways unobstructed

B. People Traffic Flow

Inadequate control of the flow of people through product operational areas is one of the most serious risks for production contamination. People can act as carriers and bring from the outside contaminants such as dirt, debris, and vermin which are ideal vectors for microbiological growth and which can contaminate product both directly and indirectly. Consider:

- Designing the traffic patterns to preclude personnel who you do not routinely assign to specific work areas from traveling through those work areas
 - For example, design to keep personnel working in the live animal areas from traveling through cooked product areas to use welfare rooms
- Designing welfare rooms, such as toilet rooms, dressing (locker) rooms, and cafeterias, to minimize contamination because of the traffic patterns of the people

C. Separation of Raw and Ready-to-Eat Product

Cross contamination of ready-to-eat product by raw products may occur if the layout does not

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provide for separation of these products. To prevent cross contamination in the preparation of products, consider:

- Physically separating exposed cooked product areas from other areas of the establishment
- Providing non-pedestrian passage openings for the transfer of product or supplies
- Using a ventilation system to direct airflow away from exposed cooked product areas
- Locating environmental control equipment such as fans and evaporator condensation pans away from the product (*e.g.*, not above)
- Separating welfare rooms, dry storage, maintenance, box/carton make up, packaging, and palletizing areas from the exposed cooked product rooms
- Covering cooked product in rigid containers to protect it from contamination while in storage
- Providing separate coolers and/or freezers to use for exposed cooked product
- Providing separate entry and exit portals for all cooking apparatuses for exposed products
- No use of cooked product wash or reconditioning sinks

D. Perishable Product Rooms

Design and construct perishable product rooms to inhibit growth of microorganisms in operations that could contaminate product. In addition, prevent contamination from other operations such as where raw ingredients are prepared. Prepare non-meat or non-poultry ingredients in a room or rooms separate from meat or poultry processing rooms. For example, perform preparation of raw vegetables for use in product in a room separate from meat or poultry processing rooms.

E. Edible and Inedible Product Rooms and Areas

It is easy to contaminate edible product by contact with inedible products, grease, or sewage from inedible product areas. In order to prevent this contamination from occurring, consider:

- Designing the flow of inedible and condemned product so that it does not come into contact with edible product
- Separating and identifying the inedible products department, grease interceptors, and sewage treatment equipment in a distinct area away from the areas used for edible products
- Designing hooded, closed chutes that lead directly from the slaughter room to the inedible handling room to prevent objectionable odors from inedible and condemned products from entering edible products rooms
- If rendering facilities are not available at the establishment, providing refrigerated, watertight storage facilities to hold these products before their removal to rendering establishment
 - Separating these storage facilities from edible product rooms, and constructing them to prevent insanitary conditions including attraction or harborage for vermin
- Paving and enclosing areas for inedible product trucks for ease of cleaning and for control odors and vermin
- Providing, where necessary, for the boiler room to be a separate room to prevent dirt and objectionable odors entering from it into rooms where meat products are processed or handled

F. Byproducts for Use in Animal, Pet, or Fish Food

Establishments that process byproducts into animal, pet, or fish food should provide rooms for de-characterizing, chilling, packaging, or otherwise preparing the byproducts. Consider:

- Storing byproducts that you will use for producing animal, pet, or fish food separately to prevent cross contamination and commingling with edible products

G. Coolers and Freezers

Coolers and freezers need to have enough space to refrigerate and store product. Consider:

- Storing product in a manner that will preclude conditions that may lead to contamination

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- Constructing coolers and freezers, including doors, of materials that are readily and thoroughly cleanable, and are durable, rigid, impervious to moisture, non-toxic, and non-corrosive
- Constructing and installing freezer doors to prevent accumulation of frost and wide enough to prevent contamination of products from contact with the doorframe
- Equipping coolers and freezers with floor racks, pallets, or other means to ensure protection of product from contamination from the floor

H. Dry Storage

Packaging materials and ingredients should be stored to preclude conditions that may lead to contamination of product. Consider:

- Storing dry storage materials in a room dedicated to dry storage only
- Constructing the dry storage area so that racks can be spaced away from the walls and passageways maintained between rows to facilitate cleaning of the area.
- Storing all non-meat product ingredients in closed labeled containers on clean racks and/or pallets and separating them from other ingredients and/or packaging materials
- Constructing the storage racks and shelves to be high enough above the floor to facilitate cleaning
- Sealing racks to the floor to prevent insect harborage and accumulation of dirt and other materials

I. Office Area

Providing sufficient office space will allow the conduct of business in an area separate from production areas. You will provide office space, including necessary furnishings, light, heat, and janitor service, rent free, for the exclusive use for official purposes of the Inspector and other *State Program* employee(s) assigned for inspection duties at your establishment as provided by regulation.

- You should note that the *State Program* adopted **9CFR§307.1**: “*Office space, including necessary furnishings, light, heat, and janitor service, shall be provided by official establishments, rent free, for the exclusive use for official purposes of the Inspector and other (State) Program employees assigned (for inspection duties at your establishment.) This space shall meet with the approval of the circuit supervisor and shall be conveniently located, properly ventilated, and provided with lockers suitable for the protection and storage of (State) Program supplies and with facilities suitable for (State) Program employees to change clothing if such clothes changing facilities are deemed necessary by the circuit supervisor. At the discretion of the (State Program), small and very small establishments requiring the services of less than one full time inspector need not furnish these facilities where adequate facilities exist in a nearby convenient location....*”

J. Vehicular Areas Outside the Building

Design vehicular areas outside your building to provide room for trucks and other vehicles to operate without damaging your building and to prevent insanitary conditions that might contaminate product in your establishment. Consider:

- Using concrete or similar hard surface materials for paving vehicle parking and loading and unloading areas allow for cleaning and eliminating the potential for water puddles or dust
- Providing adequate drainage for areas outside the building where vehicles are loaded or unloaded
- Confining drainage from the loading docks to the immediate area of the dock
- Designing the vehicular areas to be large enough to accommodate the turning radius of the largest trucks or shipping vehicles used by the establishment
- Providing hose connections for cleaning the vehicular areas adjacent to the establishment

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OBTAINING A GRANT OF INSPECTION OR CUSTOM EXEMPTION FOR LIVESTOCK SLAUGHTER AND MEAT/POULTRY PROCESSING ESTABLISHMENTS

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Appendix E: CONSTRUCTING MEAT SLAUGHTERING FACILITIES

INTRODUCTION

Please refer to Chapter 4 for considerations of regulatory Sanitation Performance Standards (SPS) and to *Appendix D* for principles related to general facility planning and construction.

In this appendix, we present some general principles for construction and for maintaining sanitary conditions in meat slaughter establishments. Establishments that consider the topics in this chapter can be reasonably certain that they can comply with the regulatory Sanitation Performance Standards (SPS). Establishments should keep in mind that each slaughter environment is unique. In some cases, the principles presented in this chapter may be inadequate to ensure compliance with SPS or to prevent the adulteration of carcasses or products in your venue and under your operational conditions. However, establishments that choose to be innovative or to customize their construction and/or sanitation procedures may find this document useful as a starting point for constructing their new facilities or restructuring their current facilities.

While compliance with the regulatory standards is mandatory, the general principles described in this chapter are not “requirements.” Establishments must comply with the regulatory SPS, but they may do so by whatever means they determine to be appropriate and for which they have supporting documentation that their solution will result in compliance with the regulatory performance standards. Again, these principles are not requirements, and establishments may not cite this document as supporting documentation for the choice(s) they make in design, construction, maintenance, or operations to meet SPS.

The *Texas State Meat and Poultry Inspection Program (State Program)* will verify that official establishments comply with the regulatory SPS, regardless of whether the establishments use the information in this document.

GENERAL CONSIDERATIONS

Although the flesh of healthy livestock is practically sterile, when you slaughter the animal, many factors can contribute to contamination of the carcass... this includes improperly designed and constructed slaughter facilities.

This chapter provides information for meat slaughter facilities to consider in building or modifying slaughter facilities.

Due to the differences of the slaughter process for various livestock species, the facilities might need to reflect these differences. We organized this chapter in the following manner:

- Sections 1 through 8 describe some general information for facilities that slaughter cattle, calves, sheep, goats, and swine
- Sections 9 through 19 contain additional information for cattle slaughter operations
- Section 20 contains additional information for calf, sheep, and goat slaughter operations
- Sections 21 through 26 contain additional information for swine slaughter operations

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CATTLE, CALVES, SHEEP, GOATS, and SWINE: General Facilities Information

MEAT SLAUGHTER

General Facilities Information

The following general principles are for establishments that slaughter cattle, calves, sheep, goats, and swine.

1. Livestock Pens

In addition to preventing contamination of the slaughter department and minimizing contaminants on the hides of the animals, proper design and construction of livestock pens prevent injury to the animals. Consider the following information when designing and constructing livestock pens:

- Locating livestock pens outside the slaughter department to prevent contamination of products from dust, odors, and other contaminants
- Separating the livestock pens from other departments by full-height partitions of impervious material
- Constructing and maintaining livestock pens, driveways, and ramps to be free from sharp or protruding objects that could cause injury or pain to the animals
- Constructing floors of the pens, ramps, unloading chutes, and runways to provide good footing for livestock
 - Waffled floor surfaces and cleated ramps are effective construction designs
- Sloping floors of the pens, ramps, unloading chutes, and runways for drainage and cleaning
- Constructing pen enclosures high enough and sturdy enough to prevent livestock from escaping
- Providing gates, fences, and chutes with a smooth, easily cleanable surface
- Providing personnel gates or, if the walls are concrete, toeholds formed in the walls, to allow personnel to escape from pen enclosures in an emergency
- Providing water troughs with overflows located above or adjacent to pen floor drains to help prevent livestock from slipping and falling on floors covered with excess water, thereby further contaminating their hides
- Providing hose connections for cleanups
- Providing covering for pens to protect animals from adverse climatic conditions
- Providing enough room in the pens that, if held overnight, the animals may lie down in addition to having facilities for feed and water
- Arranging pens and driveways to minimize sharp corners and direction reversals of driven animals
- Providing a “Suspect” or “Condemned” pen that is available at all times and designed to allow for complete separation, including the drainage system, from other livestock

2. Ante-mortem Inspection Areas

Design and construct ante-mortem inspection areas to facilitate inspection and to prevent animals from being injured. Consider:

- Providing sufficient capacity for holding the maximum number of animals of the various species that the establishment will slaughter in a single day to avoid delays in slaughter operations
- Provide a separate suspect pen with a squeeze chute to facilitate the ante-mortem inspection of animals, including taking the animal’s temperature
- Providing the livestock pen, including the area of the suspect pen and squeeze chute, with a weather tight roof to provide an area for proper ante-mortem inspection during inclement weather
- Designing the ante-mortem inspection facilities to allow for humane transporting of crippled or downer animals into or out of the slaughter department, possibly using special doorways and hoists to transport them

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3. Slaughter Area

The slaughter area is one of the most difficult areas to keep sanitary because of the nature of slaughter operations. Consider:

- Separating the slaughter area from the outside by a full-height partition or wall made of impervious material
- Installing self-closing doors to the outside of the slaughter to minimize the risk of contamination, including contamination by vermin, and equipping them with an effective fly exclusion device
- Arranging the floor space in slaughter area to facilitate the sanitary conduct of operations and efficient inspection
- Locating truck ways through which you convey products from the slaughter area to rooms such as the offal cooler to avoid trucking beneath rails from which dressed carcasses and products are suspended
- Designing Personnel traffic flow to avoid movement through lines of carcasses

4. Stunning Areas Including Chutes and Alleys

Design and construct stunning areas, chutes, and alleys to prevent congestion, injury to animals, and minimize contamination of hides that can lead to contamination of the carcasses. Consider:

- Ensuring that the stunning area and all pathways, chutes, and alleys leading to it are large enough for the slaughtered species
- Keeping the stunning area and all pathways, chutes, and alleys that lead to it free from producing pain through attention to restraining devices; sharp projections such as loose boards; exposed bolt ends; splintered or broken planking; protruding metal; exposed wheels or gears; *etc.*
- Keeping the stunning area and all pathways, chutes, and alleys that lead to it free of unnecessary holes and openings where the animals' feet or legs may be injured
- Covering overhead gates at the bottom edges to prevent injury to the animals
- Constructing flooring of roughened or cleated cement to reduce falls
- Providing stunning areas for confining stunned animals before bleeding
- Providing shackles to confine the animals for ritualistic slaughter operations
- Designing the stunning area to limit the free movements of animals so that the operator can locate the stunning blow with a high degree of accuracy
- Designing and constructing the stunning are to ensure that any power-activated gates will not cause injury to the animals if you use electrical stunning

5. Rail Arrangement and Truck Ways

Arrange rails to prevent contamination of carcasses. Provide enough room to move carcasses without their touching equipment, walls, columns, other fixed parts of the building, and other carcasses. Consider:

- The type of rail and the rail speed when determining how to arrange rails
- Arranging the trim rail so that carcasses pass the final carcass inspection position after the final trim
- Providing sufficient cooler rail height for adequate clearance from the lowest part of the longest anticipated carcass to the highest point of the floor to prevent contaminating the carcass by debris on the floor and from splashes during cleanups
- Providing a room or area for washing gambrels, hooks, and trolleys with an exhaust fan in an outside wall to dispense steam

6. Viscera Separation and Edible Byproducts Refrigeration

Handling edible organs and parts (offal) at temperatures conducive to bacterial growth calls for separation of viscera and for refrigeration of edible byproducts to prevent them from becoming

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contaminated. Consider:

- Providing facilities or equipment, such as viscera trucks or pans, for separating and handling viscera of the various species of animals to prevent commingling
- Providing a separate cooler or a separately drained part of a carcass cooler for holding edible organs and parts (*offal*) under refrigeration to prevent cross contamination
- Providing a truck with removable metal drip pans to convey the edible byproducts to a cooler
- Ensuring that personnel from the slaughter department can access the edible byproduct cooler without passing through a line of carcasses or through a congested carcass cooler

7. Carcass Washing

You may remove bone dust and other accidental contamination from the inspected carcasses in a carcass washing area. Consider:

- Providing a separately drained area or an area that is sloped to a floor drain where you wash inspected carcasses
- Provide a platform to allow establishment personnel to be able to wash all parts of the carcass if you use manual washing of the carcasses

8. Retain Room/Compartment

Depending on the inspection needs, you may need to provide a retain room, cage, compartment, or receptacle. Consider:

- Equipping the retain room or compartment for locking or sealing
- Marking the room or compartment conspicuously as “Retained”
- Physically separating the retain compartment from the remainder of the cooler to prevent cross-contamination of inspected and passed carcasses.
- Accomplishing the separation by creating a compartment constructed of partitions of corrosion resistant wire screen or flat expanded metal

CATTLE: Additional Facilities Information

CATTLE SLAUGHTER

In addition to the general information in sections 1 through 8 of this chapter, consider the following additional information in sections 9 through 19 for cattle slaughter facilities.

9. Cattle Dressing Layout

A number of different cattle dressing layouts are possible in cattle-slaughter operations. Consider the number of animals slaughtered, rate of inspection, and number of inspectors for a layout for slaughter operations.

10. Rail Heights, Distances, and other Slaughter Area Dimensions

To assist you in planning the layout of your slaughter area, consider the chart in *Appendix H* for distances including rail heights, rail distances, and other dimensions for the cattle slaughter area.

11. Dry Landing Area

The dry landing area accommodates stunned animals you remove from the stunning pen. Consider:

- Locating the area in close proximity to the stunning area
- Providing enough area for the livestock

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- Locating the dry landing area separately from the bleeding area
- Draining the dry landing area separately from the bleeding area
- Enclosing the dry landing area with a fence high enough and sturdy enough to prevent escape of inadequately stunned animals

12. Bleeding Area

A curbed bleeding area will help contain blood and prevent it from contaminating carcasses. Consider:

- Locating the bleeding area so that blood will not splash on stunned animals lying in the dry landing area or on carcasses being skinned on the cradle beds
- Constructing the curb around the bleeding area far enough from the dressing bed or cradle to allow room for maneuvering carcasses into the bed or cradle

13. Facilities for Head Removal

For head removal, consider:

- Providing sufficient space for dehorning, flushing, and washing
- Providing sufficient space for storing heads on racks or trucks after removal from carcasses
- Curbing and draining the head drop and head removal area if you use a down hide puller
- Providing a head wash cabinet
- Providing sufficient space for proper head presentation for inspection and for inspecting heads

14. Facilities for Hide Removal

To limit contamination by hides, provide a hide chute near the point where you remove hides from carcasses. Consider:

- Providing the chute with a hood of sturdy rust-resistant metal
- Providing the chute with a self-closing, push-in door that has a closely fitting metal frame
- Providing a vent pipe to evacuate airborne contaminants from hides such as scurf, dirt, spores, odors, and hairs
- Venting the vent pipe to the outside
- Providing enough space between hide pulling and carcass evisceration to permit cervical inspection prior to viscera inspection

15. Facilities for Feet and Udders

- Because of the high risk of contamination of carcasses from feet and udders that you have removed from carcasses, consider providing a chute or slide for transferring these parts to containers

16. Foot Platforms

In designing and installing foot platforms for establishment employees performing various carcass dressing operations, consider:

- Locating elevated foot platforms so they do not touch skinned portions of the carcass
- Setting stationary platforms far enough away from the dressing rail to prevent contact with the forelegs of cattle
- Spacing push-fingers or rail-stops on powered conveyor or gravity flow rails that are far enough apart to prevent contact between carcasses, to provide space for operations, and to prevent cross contamination by carcasses



17. Viscera Trucks

Establishments with a limited rate of slaughter usually place viscera in a specially designed hand truck for inspection. Consider:

- Constructing viscera trucks of stainless or galvanized steel for ease of cleaning
- Providing viscera trucks with an inspection pan and a lower viscera compartment
- Providing a separately drained area for washing and sterilizing such equipment
- Locating the viscera truck washing facilities at or near the point where you discharge condemned products from the trucks
- Constructing the walls of the truck washing area with walls that are high enough to contain any splash

18. Moving-Top Inspection Tables

Some establishments place viscera on a moving-top table for inspection. Consider:

- Installing a table of sufficient length to provide for evisceration, inspection, and viscera removal
- Installing a continuous cleaning and sanitizing system on the table
- Installing a drain under the table to prevent water from draining across the floor to other areas of the room
- Locating the foot platform, hand wash sinks, hand tool disinfection unit (sterilizer), boot washing cabinet, and boot storage locker alongside the loading end of the table

19. State Program Post-Mortem Inspection Station and Retain Rail

The *State Program* needs special facilities for post-mortem inspection for cattle. Consider:

- Providing an inspection station consisting of 5 feet of unobstructed line space for each head or carcass inspector
- If you use viscera tables, allow 8 feet for each viscera inspector on the inspector's side of the table
- A minimum of 50 foot candles of shadow-free lighting at the inspection surfaces of the head, viscera, and carcass
- A hand wash sink (other than one which is hand operated), furnished with soap, towels, and hot and cold water, and located adjacent to the inspector's work area
- For each head and viscera inspector on cattle slaughter lines, a sterilizer located adjacent to the inspector's work area
- For mechanized operations, a line control switch adjacent to each inspection station
- Rail(s) for holding retained carcasses for final disposition along with platforms and hand wash sinks
- Constructing the retain rail long enough to prevent carcasses from touching and causing cross contamination

CALF, SHEEP, AND GOAT: Additional Facilities Information

CALF, SHEEP, AND GOAT SLAUGHTER

In addition to the general information in sections 1 through 8 of this chapter, consider the following additional information in section 20 for calf, sheep, and goat slaughter facilities.

20. Calves, Sheep, and Goats: Considerations for Distances for Rails and Other Facilities

To assist you in planning the layout of your slaughter area, consider the chart in *Appendix H* for distances including rail heights, rail distances, and other dimensions for the calf, sheep, and goat slaughter area.

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SWINE: Additional Facilities Information

In addition to the general information in sections 1 through 8 of this chapter, consider the following additional information in sections 21 through 26 for swine slaughter facilities.

21. Livestock Pens

Pens for swine with a roof for shelter and with a misting shower system will help swine from overheating in weather with temperatures greater than 70°F

22. Location of Certain Operations

Locating some operations and/or equipment in an area or areas separate from the carcass dressing area will help prevent contamination. Consider:

- Hoisting, sticking, and bleeding
- Scalding vat
- Dehairing machine located within a curbed area having non-clogging drainage outlet
- Gambrelling table
- Singeing operations

23. Rail Arrangements for Swine

To assist you in planning the layout of your slaughter area, consider the chart in *Appendix H* for distances including rail heights, rail distances, and other dimensions for the swine slaughter area.

24. Scalding

Many establishments use a scalding tank to remove hair and other contaminants. To avoid contamination of the carcass, consider:

- Installing a mechanical exhaust fan above the scalding tank to disperse steam

25. Shaving, Singeing, and Carcass Washing

- Providing a shaving rail (throw-out rail) prior to the head dropping operation may facilitate removal of unclean swine from the dressing line for cleaning
- Providing an automatic cut-off and starter switch for a singer used to remove hair may help prevent the carcass from burning when the chain stops
- Providing water sprays to clean the carcass of hair if you use a polisher
- Locating a carcass washer to remove hair from the hide that the scalding and dehairing process missed near the point after completion of shaving operations and before the head dropper's station

26. Inspection Facilities

The *State Program* needs separate facilities for post-mortem inspection for swine. These include:

- An inspection station consisting of 5 feet of unobstructed line space for each head or carcass inspector
- When using viscera tables, 8 feet for each viscera inspector on the inspector's side of the table
- A minimum of 50 foot-candles of shadow-free lighting at the inspection surfaces of the head, viscera, and carcass
- A hand wash sink (other than one which is hand operated), furnished with soap, towels, and hot and

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- cold water, adjacent to the inspector's work area
- For each head inspector on swine slaughter lines, a sterilizer located adjacent to the inspector's work area
 - For mechanized operations, a line control switch adjacent to each inspection station
 - For swine slaughter lines requiring three or more inspectors, and for those one-and two-inspector configurations where the establishment installs a mirror, special facilities as follows:
 - At the carcass inspection station, one glass or plastic, distortion-free mirror, at least five by 5 feet mounted at the carcass inspection station. It should be far enough away from the vertical axis of the moving line to allow the carcass to be turned, but not over 3 feet away, to allow any inspector standing at the carcass inspection station to view the back of the carcass

OBTAINING A GRANT OF INSPECTION OR CUSTOM EXEMPTION FOR LIVESTOCK SLAUGHTER AND MEAT/POULTRY PROCESSING ESTABLISHMENTS

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Appendix F: CONSTRUCTING POULTRY SLAUGHTERING FACILITIES

INTRODUCTION

Please refer to Chapter 4 for considerations of regulatory Sanitation Performance Standards (SPS) and to *Appendix D* for principles related to general facility planning and construction.

In this appendix, we present some general principles for construction and for maintaining sanitary conditions in poultry slaughter establishments. Establishments that consider the topics in this chapter can be reasonably certain that they can comply with the regulatory Sanitation Performance Standards (SPS). Establishments should keep in mind that each slaughter environment is unique. In some cases, the principles presented in this chapter may be inadequate to ensure compliance with SPS or to prevent the adulteration of carcasses or products in your venue and under your operational conditions. However, establishments that choose to be innovative or to customize their construction and/or sanitation procedures may find this document useful as a starting point for constructing their new facilities or restructuring their current facilities.

While compliance with the regulatory standards is mandatory, the general principles described in this chapter are not “requirements.” Establishments must comply with the regulatory SPS, but they may do so by whatever means they determine to be appropriate and for which they have supporting documentation that their solution will result in compliance with the regulatory performance standards. Again, these principles are not requirements, and establishments may not cite this document as supporting documentation for the choice(s) they make in design, construction, maintenance, or operations to meet SPS.

The *Texas State Meat and Poultry Inspection Program (State Program)* will verify that official establishments comply with the regulatory SPS, regardless of whether the establishments use the information in this document.

GENERAL CONSIDERATIONS

The flesh of healthy living poultry is practically sterile. However, many factors can contribute to contamination of the carcasses during slaughter; improperly designed and constructed slaughter facilities are two of these factors. If you slaughter small animals such as rabbits or migratory fowl under voluntary inspection, consider the information in this chapter. Please see Sections 1 through 8 of *Appendix D* for general information concerning all official meat and poultry establishments.

1. Holding Sheds or Coops

When constructing holding sheds or coops for poultry, consider:

- Providing a minimum of 30 foot-candles of lighting to facilitate ante-mortem inspection
- Constructing the holding sheds to be weather-tight

2. Docks for Receiving and Hanging Live Poultry

Preventing dust, feathers, and other obnoxious substances from entering areas where edible products are prepared, handled, or stored can help control product adulteration. Physically separating the live hanging dock from areas where edible products are being prepared, handled, or stored can help. Consider

- Using full height impervious walls with self-closing impervious doors and limiting the number of openings in the walls to that necessary for poultry conveyor systems

3. Slaughter Area

Consider the following for the slaughter area to minimize risk of contamination to products:

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- Separating the slaughter area (including stunning, bleeding, picking, scalding, and eviscerating operations) from those areas of the establishment where you prepare or store edible products to minimize the risk of contamination
- Containing the blood in the slaughter area, especially the stunning and bleeding area, to as small an area as possible

4. Facility Information for Poultry Inspection Stations

Except for lighting, there are no general principles for the Traditional Inspection System facilities. Information for the Streamline Inspection System (SIS), the New Line Speed Inspection System (NELS), and the New Turkey Inspection system (NTI) are available in the USDA construction guidebook.

5. Evisceration and Reprocessing Areas

Appropriately arranging the evisceration area will facilitate efficient sanitary operations and the inspection process. Consider:

- Providing drip pans beneath production lines when you locate these lines above areas such as walkways, truck ways, workstations
- Providing equipment to prevent water, poultry products, or any other material from falling on the production areas below
- Providing an area for a reprocessing station for the reconditioning of retained products including removal of contamination

6. Inedible Offal

In poultry establishments, design the facilities for handling inedible offal to accommodate the number and size of the poultry you are processing and to prevent the contamination of edible products. Consider:

- Constructing troughs that are large enough to allow clean and orderly removal of inedible offal during processing, without a pile up, and without cross contamination of edible products
- Constructing the water rail for semi-dry poultry offal systems to an appropriate vertical height above the standing surface and positioned an appropriate distance horizontally from the vertical line of the shackle. Many establishments use the following:
 - Processing young chickens: Vertical distance 34 to 36 inches; Horizontal distance 7 to 10 inches
 - Processing turkeys: Vertical distance 34 to 36 inches; Horizontal distance 13 to 15 inches
- Constructing the floor gutter(s) with vertical sides inside the post supporting the water rail (a minimum of 6 inches) to prevent workers' feet from being in the gutter
- Constructing gutters to be wide enough to catch all material dropping from the carcasses
- Installing splash protectors at all points along the evisceration line where splashing of employees might occur
- Constructing pipes for conveying offal to permit daily cleaning and positioned so that sanitation will not be a problem, *e.g.*, no pipes lying on the floor or bottom of a gutter
- Providing sufficient pitch of the sidewalls of hoppers to assure that offal material deposited in the hopper will slide to the point of mechanical conveyance

7. Establishment Waste Disposal

Control and disposal of establishment wastes are major concerns. Optimum use and reduction of waste are essential goals of economic production in all establishments. From an establishment sanitation standpoint, there are two vital concerns with waste disposal. Consider:

- Establishment waste contains most of the contaminants and disease-producing and product-spoiling

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- microorganisms from the establishment production processes
- Establishment waste attracts pests such as insects and rodents

8. Organic Waste Disposal

Proper disposal of organic wastes such as feathers, viscera, blood, and manure are important to prevent contamination. Consider:

- Removing waste materials and not allowing it to accumulate on or near the premises
- Disposing waste without creating insanitary or objectionable conditions
- Removing waste daily
- Cleaning the holding bins before reuse and protecting them from insect and rodent harborage and infestations

9. Rubbish Removal

Rubbish, such as paper towels, cartons, office waste, and labeling materials, can become a sanitation problem. Consider:

- Conveniently locating suitable containers throughout the establishment and emptying them frequently
- Avoiding the accumulation of rubbish before its removal causes a nuisance
- Removing establishment refuse daily, or more often if necessary, to prevent nuisances

**OBTAINING A GRANT OF INSPECTION OR CUSTOM EXEMPTION FOR
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Appendix G: LIGHTING CONSIDERATIONS

1. Lighting Considerations for Meat Establishments

MEAT ESTABLISHMENT CONSIDERATIONS FOR MINIMUM LIGHTING INTENSITY		
Area	30 ft. Candles	50 ft. Candles
General Lighting (in areas where animals are killed, eviscerated, and products are processed or packaged)	X	
Offal Cooler	X	
Carcass Coolers	X	
Freezers	X	
Dry Storage	X	
Ante-mortem Inspection	X	
Suspect Pen Inspection Area		X
Inspection Stations		X
Establishment Quality Control Inspection Areas		X
Reconditioning and Reinspection Areas		X
All Other Areas	X	

2. Lighting Considerations for Poultry Establishments

POULTRY ESTABLISHMENT CONSIDERATIONS FOR MINIMUM LIGHTING INTENSITY			
Area	30 ft. Candles	50 ft. Candles	200 ft. Candles
Ante-mortem Inspection	X		
Inspection Station (Traditional)		X	
Inspection Station (NELS/SIS/NTI)			X
Pre and Post Chill Inspection Areas			X
Reconditioning and Reinspection Areas			X
Establishment Quality Control Inspection Areas			X
All Other Areas	X		

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Appendix H: CONSIDERATIONS FOR SLAUGHTER AREA DIMENSIONS

1. Considerations for Dimensions for Cattle Slaughtering

For horizontal distance measurements, measure the distance from the center of the rail.

For vertical distance measurements, measure the distance from the top of the rail to the highest part of the floor.

Item	Vertical Distance	Horizontal Distance
Bleeding rail (distance from rail to point of application of shackle to shackle foot - 4 feet)	16 feet	
Dressing rails (trolley length - 1 foot 3 inches)	12 feet 3 inches	
Beef rails (trolley length - 1 foot 3 inches)	11 feet	
Moving equipment - heights of conveyor rails, platforms, top of viscera inspection table		
Dry landing area in front of stunning pen		7 by 8 feet
Curb of bleeding area to pitch plates (no header rails)		5 feet
Between header rail and carcass washing rail, if parallel		6 feet
Between header or washing rails and wall of slaughter room		3 feet
Between center lines of dressing beds		8 feet
Between moving top table and dressing rail at inspector's platform		5 feet 6 inches
Area for sterilizing viscera inspection truck		7 by 8 feet

2. Considerations for Dimensions for Calf, Sheep, and Goat Slaughtering

For horizontal distance measurements, measure the distance from the center of the rail.

For vertical distance measurements, measure the distance from the top of the rail to the highest part of the floor.

Item	Vertical Distance	Horizontal Distance
Bleeding rail for calves (distance from top of rail to point of application of shackle to shackled foot - 2 feet 6 inches)	11 feet	
Bleeding rails if only sheep or goats are slaughtered	9 feet - 11 feet	
Dressing rail (trolley length - 1 foot)	8 feet 6 inches	
Cooler rails, calf carcasses (trolley length - 1 foot)	8 feet 6 inches	
Cooler rails, sheep or goat carcasses (trolley length - 1 foot)	7 feet 6 inches – 8 feet 6 inches	
Moving equipment		
Vertical of rail to edge of viscera inspection stand		2 feet
Length of rail from point of evisceration to point where carcass inspection is completed		6 feet

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3. Considerations for Dimensions for Swine Slaughtering

For horizontal distance measurements, measure the distance from the center of the rail.

For vertical distance measurements, measure the distance from the top of the rail to the highest part of the floor.

Item	Vertical Distance
Bleeding rail to sticker's platform	10 feet 6 inches
Extension of bleeding rail to top of scalding vat	9 feet
Dressing rails. Note: Heads dropped but still attached	11 feet
Gambrels (suspending carcasses to floor (1 foot)	10 feet
Distances from rail to bottom of inspection pans and various foot platforms	
Rails in coolers for swine carcasses with heads removed (1 foot)	9 feet
Rails to coolers for carcasses with heads attached (1 foot)	10 feet

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***OBTAINING A GRANT OF INSPECTION OR CUSTOM EXEMPTION FOR
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Please use this page for notes.

**OBTAINING A GRANT OF INSPECTION OR CUSTOM EXEMPTION FOR
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POSTSCRIPT

We agree with you that:

“Meat and meat food products are an important source of the nation’s total food supply. It is essential in the public interest that the health and welfare of consumers be protected by assuring that meat and meat food products distributed to them are wholesome, unadulterated, and properly marked, labeled, and packaged....”²³

Thank you for your interest in producing meat and poultry products that originate from healthy, humanely slaughtered livestock and are prepared in a sanitary manner, contain no harmful ingredients, and have truthful marking and labeling.

We hope that this *Consumer Guide* helps meet your needs for information about the *Texas State Meat and Poultry Inspection Program* and the process and the requirements to obtain and maintain a Grant of Inspection, a Grant of Custom Exemption, or a Grant of Poultry/Rabbit Exemption. If you have suggestions for improvement of this *Consumer Guide*, please contact us:

**Meat Safety Assurance Unit - Mail Code 1872
Texas Department of State Health Services
1100 W. 49th St.
P.O. Box 149347
Austin, TX 78714-9347**

**(512) 834-6760 Phone
(512) 834-6763 Fax**

<http://www.dshs.state.tx.us/msa>

²³ *Texas Health and Safety Code, Texas Meat and Poultry Inspection Act, §433.002*

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