

In case of discrepancies between the English version and Chinese version, the Chinese version shall prevail.

## **Operation Directions for the Implementation and Measurement of the Certification for the Hazard Analysis and Critical Control Point for Slaughterhouses**

**Promulgated on December 15, 2020**

### Article 1

The Council of Agriculture, Executive Yuan (hereinafter referred to as the COA), in order to improve the autonomous cleaning and sanitation management measures of the slaughterhouse, establishes these directions to carry out the certification operation of hazard analysis and critical control point in slaughterhouses, in accordance with the Subparagraph 2, Paragraph 1, Article 2 of the Regulations for Slaughter Operations.

### Article 2

With regard to “Hazard Analysis and Critical Control Point for Slaughterhouses” (hereinafter referred to as the system) referred to in these directions, the objectives are to identify, evaluate, and manage the meat hygiene and safety hazards in the procedures of slaughter operation; and to use the principles of hazards analysis and critical control point (hereinafter referred to as HACCP)

to manage and control the acceptance and slaughtering of livestock and poultry and the system of management of carcasses, meat cuts, viscera, and blood.

### Article 3

#### Scope of certification

1. The scope of the system must be the same as that of the registered slaughterhouse. The application for HACCP is voluntary.
2. The slaughterhouses applying for certification of the system must comply with the Animal Industry Act, the Establishment Standards for Slaughterhouse, and the Regulations for Slaughter Operation. In addition, its scope must include animals' reception, slaughtering, and management of carcasses, meat cuts, viscera, and blood.

### Article 4

The system must include the following:

1. Putting together and creating a team of hazards analysis and critical control point for slaughterhouses (hereinafter referred to as the HACCP team).
2. Conducting hazard analysis.
3. Determining the critical control points (hereinafter referred to as CCP).
4. Establishing critical limits.

5. Establishing and implementing monitoring plans.
6. Establishing and implementing corrective actions.
7. Confirming the effectiveness of the system implementation.
8. Establishing documents and records for the system implementation.

#### Article 5

The slaughterhouse must prepare the procedure documentation of the system in accordance with the "Guideline for the Implementation of HACCP for Slaughterhouses" and confirm its applicability.

#### Article 6

The HACCP team:

1. The slaughterhouse must establish a HACCP team to manage matters described from Subparagraphs 2 to 8 of Article 4 and Article 5.
2. The members of the HACCP team must have attended and completed at least 48 hours of courses recognized by the COA and have the relevant certificates; 18 hours of which must be related to professional courses of slaughter sanitation; and the remaining 30 hours courses that may be those which are recognized by the central health competent authority. Members of the HACCP team must continue to take professional courses of slaughter sanitation recognized by the COA, and have

accumulated at least 12 hours every three years, during the period of implementing HACCP.

3. The HACCP team must be based on the description of the products of the slaughterhouse (carcasses, meat cuts, viscera, and blood), the intended use, and the steps of the slaughter flow chart, in order to confirm the on-site operation and list all possible hazards (biological, chemical, and physical). Subsequently, they must conduct a hazard analysis, identifying factors that could affect meat safety, their frequency and severity, and establish preventive, removing and reductive measures for hazardous factors.
4. The HACCP team must develop corrective actions for each CCP case when deviations occur. Such actions must include at least one the following:
  - (1) Correction of the cause of deviation.
  - (2) If the deviation of production of edible products as carcasses, meat cuts, viscera, and blood in the slaughterhouse violate relevant laws and regulations or are likely to be harmful to human health, such products must be properly disposed of.
5. When necessary, the HACCP team must respond to the deviation in the preceding subparagraph (Subparagraph 4) by conducting a hazard analysis again.
6. The HACCP team must conduct an internal audit at least once a year to confirm the effectiveness of the system implementation.

7. The HACCP team must carry out internal training for the system implementing personnel in the slaughterhouse at least once a year. The total hours must not lower than three. The training must include the relevant content from the Sanitation Standard Operation Procedure under the Animal Industry Act and this system.

The HACCP team must keep a set of written records of the implementation of Subparagraph 4 to Subparagraph 7 of the preceding paragraph, together with relevant documents, compile them into files, and keep them for at least five years. The written record must be signed by the person in charge or his/her agent, and the date must be marked.

## Article 7

Regarding HACCP certification application procedures:

1. The Applicant must fill out the application in accordance with the "Guideline for the Implementation of HACCP for Slaughterhouses", the "Sanitation Standard Operation Procedure for Slaughterhouses", and the "Project of Hazard Analysis and Critical Control Point for Slaughterhouses" and submit the application to the COA.
2. For the document review process:
  - (1) The Applicant must attach the "Sanitation Standard Operation Procedure for Slaughterhouses" and the "Project of Hazard Analysis and Critical Control Point for

Slaughterhouses” as required by the system; these will be reviewed by the COA.

(2) If the result of the document review is satisfactory, the COA will arrange for an on-site inspection.

(3) If the result of the document review needs to be supplemented or corrected, the COA will notify the Applicant to complete the correction within two months. For those who fail to complete the corrections within two months, the Applicant may send a letter requesting the COA to grant an extension of one month; the number of corrections is limited to two times, and if the corrections are not completed within the deadline, the COA will reject the application.

3. For the on-site inspection:

(1) For those who have been notified by the COA for on-site inspection, they must cooperate with the COA and proceed with slaughter operations during the on-site inspection.

(2) For the Applicant who fails to comply with on-site inspections, the COA may reject its application.

(3) The duration of the on-site inspection is usually completed within a day. The COA may extend the duration for over one day when necessary.

(4) The person in charge of the slaughterhouse or one appointed by him/her and the members of the HACCP team must be present during the on-site inspection and to comply with the

inspection process and to explain the implementation of the system.

- (5) After complete the on-site inspection, the COA will notify the Applicant the outcome of the on-site inspection in written form.
- (6) If the Applicant fails to pass the on-site inspection, the COA will notify the Applicant to make a correction. The Applicant must apply for re-inspection after the correction. Two re-inspections are generally allowed within a period of 3 months. If the Applicant fails to apply for re-inspection or complete the correction within 3 months, the COA may reject the application. If there are special extenuating circumstances that the Applicant can provide proof of, the COA may extend the times of correction, re-inspection, and correction period.

#### 4. Follow-up inspections:

- (1) For slaughterhouses that have obtained the HACCP certificate, the COA must carry out at least once regular (or irregular) follow-up inspection every year to confirm that the slaughterhouse complies with the “Establishment Standards for Slaughterhouse” and the “Regulations for Slaughter Operations”, and to confirm that the system is actually implemented as stated. The COA may increase the frequency of follow-up inspections when necessary.
- (2) If the slaughterhouse fails to comply with the provisions of the preceding subparagraph after the follow-up inspection, it

must complete the improvement in accordance with the requirements of the COA. In addition, for violations of the “Establishment Standards for Slaughterhouse” or “Regulations for Slaughter Operation”, the COA will fine and penalize the violator in accordance with the law thereof.

## Article 8

To convene a certification review committee (hereinafter referred to as the committee) and establish a working group:

1. The committee consists of seven to fifteen members who are the academic experts, government institution representatives, and relevant personnel from various professional fields in order to conduct the application document review, on-site inspections, and follow-up inspections of the system.
2. The committee may set up a working group that conducts preliminary review, and assists in on-site inspections, and follow-up inspections of the system.

## Article 9

The HACCP certificate:

1. For a slaughterhouse approved by the document review and on-site inspection, the COA will issue HACCP certificates in both Chinese and English.
2. The HACCP certificate must include the following:
  - (1) The registration number of the slaughterhouse.
  - (2) The name of the slaughterhouse.



- (3) The address of the slaughterhouse.
  - (4) The name of the person in charge of the slaughterhouse.
  - (5) The HACCP certificate number.
  - (6) The validity period.
  - (7) The issuance date.
3. The validity period of the HACCP certificate is 3 years, starting from the date issued by the COA. Once the 3 year period has passed, the certificate becomes invalid.
  4. When a HACCP certificate needs to be renewed or reissued because of loss, damage, or change in the contents of the HACCP certificate, the validity period will be the same as the original HACCP certificate, and the issuance date is the actual renewal and reissuance date.
  5. The COA needs at least 3 months to conduct the inspection process. The period of applying for renewal from the COA must be within 3 to 6 months before the expiration date of the original HACCP certificate. The issuance date of the renewed HACCP certificate would be the day following the expiration date of the original.

## Article 10

### Changes to the HACCP certificate:

1. If there are any changes to the name of the slaughterhouse, the name of the person in charge, and the address (due to the reorganization of the house number or adjustment of the

administrative area) and other changes in the content of the HACCP certificate, the slaughterhouse must apply to the COA within 15 days, after the registration of the slaughterhouse change in accordance with the “Enforcement Rules of Animal Industry Act”.

2. When necessary, the COA may notify the slaughterhouse to carry out a follow-up inspection of the changes in Subparagraph 1, Article 10.

#### Article 11

Reapplying for certification:

1. When there will be changes in the slaughtering operation process, facilities, or equipment, the slaughterhouse must notify the COA before implementing such changes. In addition, the COA must decide whether the Applicant needs to reapply for the HACCP certificate based on the content of the change.
2. In order to maintain or confirm the effectiveness of the system, leading to changes in the content of "Sanitation Standard Operation Procedure for Slaughterhouses" and "HACCP plan for slaughterhouses" without any changes from the preceding subparagraph, the Applicant may only notify the COA without having to reapply for certification again.

#### Article 12

Revocation or abolishment of the HACCP certificate:

1. If any of the following circumstances occur, the COA may revoke, abolish, and request the return of the HACCP certificate:
  - (1) The provided documents are false or untrue.
  - (2) Avoidance, obstruction, or refusal to the follow-up inspections.
  - (3) Serious violation of Establishment Standards for Slaughterhouse or Regulations for Slaughter Operation, etc., or unauthorized changes on slaughtering operation process, facilities, or equipment without permission of the COA, having been determined by the certification review committee.
  - (4) Follow-up inspection finds that the system has not been implemented in the slaughterhouse and the slaughterhouse fails to implement improvement by the deadline, and the certification review committee has determined that the violations are serious in nature.
  - (5) Violation of articles in this direction or other matters and violations that the COA deems to be serious in nature.
2. When the cause of the revocation or abolishment of the HACCP certificate has ceased to exist, the slaughterhouse may reapply for HACCP certificate in accordance with Article 7.

## Article 13

Information disclosure:

In order to make consumers aware of the slaughterhouse certification information, the COA must publish the information on its official website which includes relevant information on the HACCP certificate from slaughterhouses, the follow-up inspections, and revoking or abolishing of the HACCP certificate.