

FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA**NOTIFICATION**

New Delhi, the 17th November, 2020

F. No. 15(6)2017/FLRS/RCD/FSSAI.—The following draft of certain regulations further to amend the Food Safety and Standards (Licensing and Registration of Food Business) Regulations, 2011, which the Food Safety and Standards Authority of India, with previous approval of the Central Government, proposes to make in exercise of the powers conferred by clause (o) of sub-section (2) of section 92 of the Food Safety and Standards Act, 2006 (34 of 2006), is hereby published as required by the sub-section (1) of section 92 of the said Act for the information of all persons likely to be affected thereby and notice is hereby given that the said draft regulations will be taken into consideration after the expiry of the period of sixty days from the date on which copies of the Official Gazette in which this notification is published are made available to the public;

Objections or suggestions, if any, may be addressed to the Chief Executive Officer, Food Safety and Standards Authority of India, Food and Drug Administration Bhawan, Kotla Road, New Delhi- 110002 or sent at email address, regulation@fssai.gov.in;

Objections and suggestions received with respect to the said draft regulations before the expiry of the period so specified, will be considered by the Food Authority.

Draft Regulations

1. (1) These regulations may be called the Food Safety and Standards (Licensing and Registration of Food Businesses) Amendment Regulations, 2020.

(2) They shall come into force with effective date for implementation to be either 1st January or 1st July subject to a minimum of 180 days from the date of their final publication in the official Gazette.

2. In the Food Safety and Standards (Licensing and Registration of Food Businesses) Regulations, 2011 (herein after referred as said regulations), -

(1) In regulations 1.2, in sub-regulations 1.2.1,

(a) the clause (1) relating to “Central Licensing authority” shall be renumbered as (1a) ;

(b) before the clause (1a) so renumbered, the following clause shall be inserted, namely: -

“1. “Brand Franchiser” means the entity who owns or has the right to use a brand of food or food business, used in a food business and operates through more than one premise through franchise or other such arrangements”.

(c) after clause (2), the following clauses shall be inserted, namely: -

“2(a) “Digital and electronic network” means network of computers, television channels and any other internet application used in an automated manner such as web pages, extranets, mobiles, etc.

2(b) “Direct selling entity” means an entity, not being engaged in a pyramid scheme, which sells or offers to sell goods or services through a direct seller.

2(c) “Direct Seller” means a person appointed or authorized, directly or indirectly, by a Direct Selling Entity through a legally enforceable written contract to undertake direct selling business on principal to principal basis.

2(d) “E-Commerce entity” means third party online food trading platform providers who provide a web-based platform to connect and facilitate sellers and buyers with or without last mile delivery.

2(e) “Food Handler” means a person who directly handles packaged or unpackaged food, food preparation equipment and utensils or food contact surfaces.

2(f) “Food Safety Supervisor” means a person appointed by the Food Business Operator and holds a valid food safety certificate of training approved by the Food Authority.

(d) in clause (4),

(i) in line 1, word “Petty Food Manufacturer” shall be substituted by “Petty Food Business Operator”

(ii) in line 1, word “food manufacturer” shall be substituted by “food business operator”

(iii) in clause 4 (b), shall be substituted by the following:

“such other food businesses including small scale or cottage or such other industries relating to food business or tiny food businesses with an annual turnover not exceeding Rs. 12 lakhs.”

(iv) after clause 4(b), clause 4(c) shall be inserted namely:-

“Food Authority may by an order exclude specific type of business from the Petty Food Business Operator.”

(e) clause (5), the word “State” shall be omitted.

(f) after clause (5), the following clauses shall be inserted, namely: -

5(a) “Relabeller” means a food business operator who gets his/her product(s) manufactured/packed from a third party manufacturer/processor.

(2) In regulation 2.1,

(a) in sub-regulations 2.1.1,

(i) in clause (1) the words “provided in Schedule 3” shall be substituted by “specified by Food Authority”

(ii) in clause (2) the words “petty food manufacturer” shall be substituted with “Petty Food Business Operator”;

(iii) in clause (4), in second paragraph,

a) after the word “decision”, the words “or objection or query” shall be inserted, and

b) after the words “in above sub regulation (4),” following words shall be inserted, namely:-

“a certificate of registration shall be issued and”;

(iv) for clause (6), the following clauses shall be substituted : -

“(6) The Petty Food Business Operator shall submit an annual declaration with regard to continuance of food business, compliances and eligibility for registration in the format as given in Schedule 2 of these regulations. The annual declaration shall be submitted by 31st May after closing of each financial year as given in Form D.

(7) In case FBO fails to submit annual declaration within the prescribed time, the certificate of registration shall be suspended and cancelled as per the procedure mentioned in sub-regulation 2.1.8 of these regulations.

(8) The last mile delivery person, direct sellers, food carts, food vending machines, water vending machines, food ATMs or similar units shall be exempted from this provision for registration subject to compliance of conditions by the entity as specified in Annexure 5 of Schedule 2 and general conditions specified under relevant part of Schedule 5.

Provided that a producer of milk who is a registered member of a dairy Cooperative Society registered under Cooperative Societies Act and supplies or sells the entire milk to the Society shall be exempted from this provision for registration.”

(b) in sub-regulation 2.1.2,

(i) for clause (3), following shall be substituted, namely: -

“(3) The eligibility criteria and the licensing authority or registration authority for License and Registration for various food businesses is to specified by the Food Authority.”;

(ii) for clause (4), following clause shall be substituted, namely: -

“(4) At the time of applying for License or modification or at any time as specified by Food Authority, manufacturers/ processors need to get the standards of their products verified through the mechanism as specified by the Food Authority.

(4a) In case, a Food Business Operator has two or more premises, he shall declare one of the premises as Head Office and obtain a Head Office License for this premise. This license shall be linked to all other licensed or registered premises of such Food Business Operator.

(4b) Brand Franchiser shall obtain License. This license shall be linked to all other licensed or registered premises of such Food Business Operator.

(4c) A relabeller is a deemed manufacturer, shall obtain a License. Separate license/ registration shall be required for each third party manufacturer.

(4d) An e-Commerce entity conducting any of the activities under Section 3(n) of Food Safety and Standards Act. 2006, shall obtain a License.

(4e) Food Business Operators falling under clauses (4a), 4(b), 4(c), 4(d) of Regulations 2.1.2 shall follow general conditions as specified under relevant parts of Schedule 5.

Provided the food business operators linked to a Head Office/Brand Franchiser/Relabeller having central license, may have the option to obtain a Central license.”;

(iii) after clause (5), after the first proviso, following proviso shall be inserted, namely; -

“Provided also that the specific hygienic and sanitary practices given in schedule 4 and general conditions for other business under Schedule 5 of these regulations can be amended by the Food Authority, by an order, from time to time.”;

(c) in sub-regulation 2.1.3

(i) the words “prescribed in Schedule 3” shall be substituted by “as specified by Food Authority”

(d) in sub-regulation 2.1.5

(i) In the Heading – the word “local” shall be omitted.

(ii) after clause (2), the following clause shall be inserted, namely: -

(3) A unified License may be issued by the Licensing Authority with the approval of Food Safety Commissioner to central/state government Institutions or to organisations with multiple food establishments in a campus by a single entity. However, establishments run by outsourced or another entity will need to apply for separate license

Provided that such unified licensee shall centrally maintain the records pertaining to location of individual units, their person in-charge, training of food safety supervisors and food handlers in respect of each premise and establishment operated by it or any other record as specified by food authority from time to time and inform the Licensing Authority about them. The unified licensee shall give an identification number to all individual establishments, which shall be displayed along with the FSSAI licence number by them.

(e) for sub-regulations 2.1.6, the following shall be substituted, namely: -

“An applicant may commence his food business and a license shall be issued to such business if, from the date of making the application, a license is not issued within 60 days provided that the applicant has not received any intimation of inadequacy under Regulation 2.1.4(2) or inspection report indicating defects from the concerned Licensing Authority under Regulation 2.1.4(4)

Provided that it will be incumbent on the Food Business Operator to comply with any improvement suggested by the Licensing Authority even later.

(f) for sub-regulations 2.1.7, the following shall be substituted, namely: -

“2.1.7 Validity of Registration and license

(1) A license and registration certificate granted under these Regulations shall be valid and subsisting, unless otherwise suspended or cancelled”

Provided that any food business operator fails to pay the annual license fee as prescribed by Food Authority or fails to submit the Return or Declaration as per sub-regulation 2.1.13 and 2.1.1 (6), the licence or registration shall be deemed suspended.

Also provided that Food Authority may through an order, prescribe any condition or procedure in this regard for the purpose of enacting this provision.

(g) in sub-regulation 2.1.9, in the proviso, the words “one-year license fee”, shall be substituted with words “as prescribed by the Food Authority”;

(h) For sub-regulation 2.1.13, following shall be substituted, namely: -

“2.1.13 Return

1) Every licensee shall on or before 31st May of each year, submit a return electronically or in physical form as may be prescribed by the concerned Commissioner of Food Safety, in ‘Form’ provided in Schedule 2 of these Regulations to the Licensing Authority in respect of food products handled by him during the previous financial year.

(2) A separate return shall be filed for every license issued under the Regulations.

(3) Any delay in filing return beyond 31st May of each year shall attract a penalty of Rs. 100 per day for delay till the date of filing the return. The maximum penalty that can be levied shall not exceed 5 times the annual fees.

(4) The licensing authority, after considering the facts and circumstances of the case including the intent and cause of delay, can impose an additional penalty upto 5 times the annual fees.

(5) In case of non-compliance with respect to clause 3 above, action against FBO shall be initiated in accordance with sub-regulation 2.1.8 of these regulations.

(6) In respect of the Food Business Operator whose license has been cancelled due to non-submission of return, the amount of penalty due shall be payable in case the suspension/cancellation is revoked or the same FBO applies for a new license for the same premises as the case may be.”

(i) after sub-regulation 2.1.16, following sub-regulations shall be inserted, namely: -

“2.1.17: Fee and other charges

(1) The fee for licence and registration and other charges under these Regulations shall be as prescribed by the Food Authority in accordance with the Section 82 of the Act.

(2) The non-payment of prescribed fees and charges, action against FBO shall be initiated in accordance with sub-regulation 2.1.8

2.1.18: Testing

(1) Manufacturing/Processing license holder shall implement and maintain a system of control to ensure the quality of his production or process by means of a specific plan of testing so that the food product or process comply with the relevant regulations/standard(s):

Provided that the Food Authority may specify the periodicity of the tests to be carried out on certain products or category of products.

Provided further that Food Authority may also specify the tests to be carried out in-house along with the required laboratory and the testing personnel.

2.1.19: Inspection and Audit

(1) Food Authority may by order provide a scheme of periodic inspections of the food businesses.

(2) The Commissioners of Food Safety shall draw plans for periodic inspections of food businesses in their respective jurisdiction on the basis of risk associated with food and the establishment.

(3) The Food Business operator, himself or on the direction of the Commissioner of Food Safety or Food Authority, shall be required to get a food safety audit done by one of the third party auditing agencies/auditors recognized by FSSAI at its own cost. Food Business Operator shall grant access to the auditor and provide them all records requested by them.

(4) The Registering Authority or any officer or agency specifically authorised for this purpose shall carry out inspection of the registered food business operators periodically or as approved by Commissioner Food Safety under clause 2.1.19(2).

(5) Food Business Operators himself or on the direction of the Commissioner of Food Safety or Food Authority, shall be required to obtain hygiene rating for his/her food business as per the terms determined by the Food Authority.

Explanation –Hygiene rating shall be as per the framework approved by the Food Authority and is different from the audit mentioned in clause 2.1.19(3).

2.1.20 Food Safety Supervisor

Food Business Operators shall ensure training of Food Safety Supervisor under training programmes of FSSAI. Food Authority may by an order prescribe the requirements regarding the training of Food Safety Supervisor and also the minimum number of Food Safety Supervisors required for any Food Business Operator. Food Safety Supervisor shall supervise the food handlers and also ensure their training.

2.1.21 Scheme for Facilitators

(1) The Food Authority may empanel individuals/companies/organisations to facilitate the food business operators in applying for Registration/License and the related activities such as modifications, and submission of annual returns and annual declaration with such terms and conditions as may be determined by the Food Authority.

(2) The Food Authority may empanel individual auditors/agencies for implementing the clause 2.1.19(6). The Food Authority may prescribe by an order the requirements, conditions etc. for empanelling auditors for hygiene rating.”;

(3) after the regulation 2.1, the schedule 1 shall be omitted;

(4) the schedule 2 shall be substituted as: -

SCHEDULE 2

[See Regulation 2.1.1 and Regulation 2.1.7]

Form 'A'

Application for Registration under Food Safety and Standards Act, 2006

1	Location of Premise	States/UTs (other than Railway) Railway		
2	Kind of business			
3	a) Name of the FBO b) Type: Individual/ Self Help Group/ Cottage Industry /Others c) Key Person Name, Designation and Contact			
4	Correspondence Address			
5	a) PAN (if available) b) GST No. (if available) c) Aadhaar (if Available)			
6	Premises address from where business activity to be conducted			
7	Any previous license/ registration obtained on same premises by same/related entity	If yes, mention License/Registration no: _____ Reasons for new Registration :		
8	Contact Details	Mob no.	Email id	
9	Product category (Applicable for Manufacturing/Processing KoB)	Name of food items	Whether Organic as per FSS Regulations	Whether Fortified as per FSS Regulations
10	Documents Upload	1. Passport Size Photograph of key person 2. Govt issued ID Card of key person 3. Proof of Premise (applicable only in case of fixed premise, if the address is different from Govt issued ID Card) e.g. Rent Agreement, Electricity Bill etc. 4. Identity Proof of applicant (for applicant other than individual)		
	Fee Structure	As decided by the Food Authority		
11	Declaration for applicant for new Registration I declare that – a) I assure that articles of food mentioned in form satisfy the requirements of FSS Act 2006, Rules and Regulations made thereunder. b) I shall comply with the general hygiene and sanitary requirements as mentioned in the Schedule 4 of the FSS (Licensing and Registration of Food Businesses) Regulations, 2011. c) I shall abide all conditions of Registration. d) Expected Annual turnover of the food business is under Rs.12 Lacs. I will apply for License as and when annual turnover of food businesses exceeds Rs. 12 Lacs. e) I do hereby solemnly affirm and declare that all information and particulars furnished here by me are true and correct to the best of my knowledge.			
12	In case of filing through facilitator, Details of Facilitator:			

(Signature of the applicant/authorized signatory)

Form 'B'

Application for License under Food Safety and Standards Act, 2006

[See Regulation 2.1.2, Regulation]

1	Location of Premises	States/UTs (other than Airport/Seaport/Railway) Airport/Seaport Railway		
2	Kind of business			
3	a) Name of entity b) Type – Proprietorship/Partnership/			

	LLP/Company/Others (specify)				
4	a) PAN (if available) b) GST No (if available) c) if company, CIN d) if Proprietorship, Aadhaar (if available)				
5	Premises address where business activity to be carried out				
6	Any previous license/registration obtained on same premises by same or related entity	If yes, mention License/Registration no: _____ Reasons for new License :			
7	Registered office address with contact details				
8	Person/signatory authorized by the company/Board of Directors for applying for License. (In case of proprietorship, Proprietor is by default authorised signatory)	Name	Contact number	Email id	Attach Govt issued photo id proof
9	Person responsible for ensuring compliance (as nominated in Form IX of FSS Rules) (In case of proprietorship, Proprietor is by default nominee)	Name	Contact number	Email id	Attach Govt issued photo id proof
10	a) Food Safety Supervisor(s)	Name	Identification number issued by FSSAI		
	b) Technical person in charge of operation	Name	Contact number	Email id	Attach Govt issued photo id proof
11	Details of Consumer Helpline or Nodal person deputed for Handling Consumer Grievances				
12	Product category (Applicable for Manufacturing/ Processing KoB)	Name of food items		Whether Organic as per FSS Regulations	Whether Fortified as per FSS Regulations
13	Laboratory details (as specified by Food Authority from time to time)	(Yes/No)	Details thereof		
14	In case of Head Office/Relabeller/ Brand Franchiser, details (License no, etc.) of linked FBOs				
15	Do you Export also?	(Yes/No)			
16	IEC Code	Mandatory only for Importers/Exporters			
17	Declaration (Annexure-1 of Schedule 2)				
18	KoB wise Documents required as per Annexure-2 of Schedule 2				
19	In case of filing through facilitator, Details of Facilitator				
20	Fee Structure	Application fee and annual fee as decided by Food Authority			

(Signature of the applicant/authorized signatory)

Annexure - 1**Declaration**

I/We declare that –

- I/We have food safety plan to ensure that articles of food mentioned in form satisfy the requirements of FSS Act 2006 and Rules and Regulations made thereunder.
- Our facility shall comply with the general hygiene and sanitary requirements as mentioned in the Schedule 4 of the FSS (Licensing and Registration of Food Businesses) Regulations, 2011.
- In case of proprietary food manufactured by us in our manufacturing facilities, I/we shall follow the FSS Act, 2006 and subsequent rules and regulations made their under and shall be fully responsible for the safety of proprietary food as mentioned in the form.

- In case of repacking of food articles, the food items shall be brought/transported to our unit under hygienic conditions with proper bulk packaging while maintaining the required special storage/transport conditions.
- I/We shall abide with all conditions of License.
- Expected capacity of the business is to the best of my knowledge. I/We will modify our License as and when our eligibility in the mentioned criteria for License changes.
- I will be responsible for Permissions/No Objection Certificates from other Govt. bodies wherever required

I do hereby solemnly affirm and declare that all information and particulars furnished here by me are true and correct to the best of my knowledge.

(Signature of the applicant/authorized signatory)

Annexure-2

Documents to be enclosed for new application for license to State/Central Licensing Authority

Any document may be prescribed additionally by an order of the Food Safety Commissioner

Part A: Documents required for all Food Sectors

1. Form-B duly completed and signed by the proprietor/ authorised person.
2. List of Directors/Partners with full address and contact details.
3. Blueprint/layout plan of the processing unit showing the dimensions in metres/square metres and operation-wise area allocation.
4. Document regarding authorisation of Signatory-except individuals and proprietors.
5. Educational Qualification of Technical person.
6. Proof of possession of premises. (Sale deed/ Rent agreement/ Electricity bill, etc.)
7. Partnership Deed/Affidavit/Certificate of Incorporation/Article of Association/Copy of certificate obtained under Coop Act - 1861/Multi State Coop Act - 2002 in case of Cooperatives. (as applicable)
8. Nomination of Person incharge at each unit in Form IX of FSS Rules, 2008 - except individuals and proprietors.

Part B: Additional Documents for Manufacturing/ Processing

9. Analysis report of water (Chemical & Bacteriological) to be used as ingredient in food from a NABL accredited /FSSA notified labs to confirm the potability indicating the name of authorized representative of Lab who collected the sample and date of collecting sample. Analysis report shall not be more than six months old.
10. Manufacturers of Packaged Drinking water, packaged Mineral water and/or carbonated water shall also enclose Pesticide residues report as per FSS Regulation for packaged drinking water.
11. Recall plan.

Part C: Additional Documents for Food Service and Catering

12. Analysis report of water (Chemical & Bacteriological) to be used as ingredient in food from a NABL accredited /FSSA notified labs to confirm the potability indicating the name of authorized representative of Lab who collected the sample and date of collecting sample. Analysis report shall not be more than six months old.

Part D: Additional Documents for Relabeller/Brand Franchiser

13. NOC and Copy of License from manufacturer or linked food business operator
14. Recall plan.

Part E: Additional Documents for Importers

15. DGFT Import Export Code Certificate
16. Recall Plan

Part F: Additional Documents for Networked/Other Businesses

17. Recall plan applicable for businesses falling under Trade/Other Businesses.

Annexure-3**CONDITIONS OF LICENSE**

All Food Business Operators shall ensure that the following conditions are complied with at all times during the course of its food business.

Food Business Operators shall:

1. Display a copy of the license granted in Form C or Food Safety Display Board, if specified at all times, at a prominent place in the premises.
2. Inform Authorities about any change or modifications in activities.
3. Separately obtain any required permission/NOC/license as per the requirements of other Government Departments/Bodies, if required.
4. Hold a single license for multiple kind of business in the same premises.
5. Give access to Licensing Authorities or their authorised personnel/agencies to the premises for inspections, audits and sampling.
6. Comply with all the applicable provisions of the FSS Act and Regulations made there and orders issued by FSSAI.
7. Employ the specified numbers of trained & certified Food Safety Supervisors.
8. Submit annual return timely as specified in regulations or by Food Authority from time to time.
9. Ensure that no other food business activity, product which is not indicated in the license is produced, stored or packed in the licensed premises.
10. Ensure testing of relevant contaminants in food products in accordance with these regulations as required on the basis of historical data and risk assessment to ensure production and delivery of safe food through own or NABL accredited/FSSAI notified labs at least once in six months or as specified by the Food Authority for different products or kind of businesses from time to time.
11. Have own laboratory facility for analytical testing of samples as specified by Food Authority.
12. Ensure procurement of food products only from, licensed food businesses/registered vendors.
13. Have Food Safety Management System/ Plan applicable to each stage of Food Business from Manufacturing, Storage, transportation to Selling shall be designed based on the Schedule 4 of the Food Safety and Standards (Licensing and Registration) Regulations, 2011 and shall be implemented & Recorded by each Licensee to ensure safe and wholesome food.
14. Have Consumer Grievance Redressal System in any suitable channel / Medium via online / telephone to address the grievances whenever received from the consumer, to address the issues referred by the regulator and other stakeholders in the Food Safety System.
15. Shall have a customized Recall Plan in compliance to FSS (Food Recall Procedure) Regulations 2017 as applicable.
16. Comply with all rules and regulations made under Food Safety and Standards Act, 2006.

Annexure-4**Conditions of Registration**

All Food Business Operators having registration certificate under FSS Act, 2006 shall ensure that the following conditions are complied with at all times during the course of its food business.

The Food Business Operators shall:

1. Apply for license if the annual turnover of food business has exceeded Rs 12 Lakh per annum.
2. Not involved in any activity whereby registration is not allowed as per Schedule 1

3. Hold a single Registration for multiple kind of business as listed under Schedule 1 in the same premises.
4. Shall undergo basic training as prescribed by the food authority from time to time.
5. Comply with General Hygienic and Safety requirements as per Schedule 4 of FSS (Licensing and Registration of Businesses) Regulations, 2011.
6. Shall buy food products only from licensed/registered vendors under FSS Act, 2006.
7. Display a true copy of the Registration Certificate granted or food safety display board, if specified at all times, at a prominent place in the premises.
8. Submit annual declaration timely as specified in regulations or by Food Authority from time to time.
9. Give access to Registering/Licensing Authorities or their authorised personnel/agency to the premises for inspections, audits and sampling.
10. Inform authority about any change in issued Registration. In the event of suspension or cancellation of Food Registration Certificate, shall stop carrying out food business activity.

Annexure-5**Conditions of Compliance by Food Business Operators opting for clause 2.1.1 (8)**

These conditions are optional and are applicable to those cases where the main entity accepts the responsibility of regulatory compliance by last mile delivery person, Direct Seller, individual food unit/entity etc. In this regard, the main entity shall communicate in writing to its individual entities and to respective Licensing Authorities, its decision to undertake the responsibility of such compliance. In case option is not preferred, the requirement of FSSAI registrations by such persons continue.

In addition to condition of License (Annexure 3) and hygienic and sanitary conditions as specified in Schedule 4 applicable, the main entities shall also ensure the following:

1. Maintain the database/record of all such individual entities/units.
2. Issue ID Cards (digital/physical), bearing unique identity number and main entity/unit's FSSAI License number. In case, ID card does not have photo of the individual, it must be accompanied with a Govt issued photo ID Card.
3. Ensure that the individual FBO entity/unit shall display Name and FSSAI License number of main entity.
4. Facilitate the training of individual entities/units under the training program as approved by Food Authority from time to time.
5. Ensure the hygienic and sanitary conditions by individual entities/units as specified in Part I of Schedule 4.
6. Ensure that annual turnover of individual entity/unit falls under the criteria for registration as specified under Schedule-1.

FORM 'C'**License Format****(See Regulations 2.1.4(6))****Government of India / State Government****Food Safety and Standards Authority of India (FSSAI)****License under Food Safety and Standards Act, 2006**

License No _____ , Category of License _____ (Central/State)

1. Name of Food Business Operator _____
2. Licensed Premise Address _____
3. Registered Office address _____
4. Kind of Business _____
5. Product details (in case of manufacturers):

S.No.	Food Product Category	Product Name	Whether Product is Organic	Whether product is fortified

Date of issue of License:

Name of Designated Officer
Issuing Authority**Annexure to License**

1. Linked unit details (in case of Head Office/Brand Franchiser/Relabeller)

S.No.	License No	FBO Name	Address	State	Kind of Business	Product endorsed in case of manufacturing/processing FBOs

2. Name and Details of Person Responsible for Compliance (Nominated in Form IX):

3. Details of Consumer Helpline or Nodal person deputed for Handling Consumer Grievances:

FORM 'C-1'
State Government
Food Safety and Standards Authority of India (FSSAI)
Registration Certificate under Food Safety and Standards Act, 2006

Registration No: _____

Photograph of Proprietor/Partner or Director of FBO

1. Name of Food Business Operator _____
2. Premise Address/Location where food activity is carrying out: _____
3. Correspondence Address: _____
4. Kind of Business _____
5. Product details (in case of manufacturers):

S.No.	Food Product Category	Product Name	Whether Product is Organic	Whether product is fortified

Date of issue of Registration:

Name of Registering Authority

Form D**ANNUAL DECLARATION FOR REGISTERED FOOD BUSINESSES**

I “_____” (Name) being an registered food business operator having FSSAI Registration number” _____” hereby declare that:

- i. Food business activity for which Registration was obtained is operational and wish to continue the Registration.
- ii. Turnover of food business activity has not exceeded Rs 12 Lakh per annum.
- iii. No food business activity is being carried out whereby registration is not allowed as per Schedule 1 of FSS (Licensing and Registration of Food Businesses) Regulations, 2020.
- iv. No change in the information as provided in the application made at the time of obtaining/modifying the Registration Certificate. For any modification in issued Registration Certificate, information will be updated from time to time.
- v. Basic sanitary and hygienic requirements as per Schedule 4 of FSS (Licensing and Registration of Businesses) Regulations, 2011 has been met.

Above information is furnished to the best of my knowledge and I will be held responsible for any incorrect information found.

Place:

Date:

Sign:

'FORM D-1'

Annual Return

(See Regulation 2.1.13)

Financial Year :

Fields marked with * are mandatory

Note: Wherever figures vary over the reported period or is not available for the licensed premises, an indicative average figures may be filled, on best available data basis.

PART A: GENERAL INFORMATION

1. Name and address of Licensee*:-
2. Address of the authorized premises*:
3. License No*:

Part B: COMPLIANCE INFORMATION

1. No. of Food Handlers Employed*:
2. No. of Food Safety Supervisors*:
3. No. of FoSTaC Trained Personnel*:

Name of personnel	Certificate details

4. No. of Inspections/Audits Conducted*
 - a. By FSSAI recognised Auditing Agencies/Auditors
 - b. By Food Safety Officer/ Designated Officer
5. Any change in Layout Plan*: Yes/No, if yes, Attach new plan
6. Any Change in Recall Plan (Wherever applicable)*: Yes/No, if yes, Attach new plan
7. Any Change in FSMS Plan/certificate*: Yes/No, if yes, Attach new plan/ certificate
8. No. of Recalls during FY and details thereof*:
9. Details of Consumer Grievance Handling*
 - a. Correspondence Address*
 - b. Email ID*
 - c. Phone Number*
- 10a. No. of Consumer Grievance Received during FY*
- 10b. No. of Consumer Grievance Resolved during FY*

Part C: KOB specific data (Please fill applicable parts)

I Slaughtering of Animals

1. Capacity/Production Details:

S.no	Large Animals/ Small Animals/ Poultry Birds*	Types of Animals such as Buffaloes, Sheep/Goat, Broiler, etc.*	No. of Animals/ Birds Slaughter in Financial year *	Qty of Finished Meat Product in Kg/MT in Financial year*
1				
2.				

2. Major Source of live animals/Poultry Birds and Meat carcasses

Source 1:

IA Processing of Meat**1. Capacity/Production Details:**

S.No	Large Animals/ Small Animals/ Poultry Birds*	Types of Animals such as Buffaloes, Sheep/Goat, Broiler, etc.*	Qty of Finished Meat Product in Kg/MT in Financial Year*	Value (in Rs.)*	Lab test Report for Apr- Sep pdf	Lab test Report for Oct- March pdf	Attach Product label (wherever applicable)
1							

2. Major Source of Raw Material (from FSSAI Licensed source)

Name of the FBO (as in License/Registration)	License/Registration No

3. Attach Potable Water Test Report -

- For the period of Apr- Sep:
- For the period of Oct-Mar:

II Manufacturers/Processors (including Repacker and Relabellers) other than Slaughtering houses and Meat Processing units**1. Capacity/Production Details:**

S.No	Food Product Category*	Products as endorsed in License*	Kind of Business (Manufacturer/Repacker/Relabeller)	General Organic certified by NPOP/PGS India Fortified as per FSSR Low Gluten as per FSSR Low Sodium as per FSSR*	Qty Produced in FY*	Value of Sale in FY*	BIS/Agmark Certification of Product wherever specified in FSSR	Lab test Report for Apr-Sep pdf	Lab test Report for Oct-March pdf	Brand under which products sold	Attach Product Label
1											
2											

2. Installed Capacity*: (MT DAY or MT/YEAR)**3. Provide License number of Major FBOs (Source of Raw Materials):**

Name of the FBO (as in License/Registration)	License/Registration No

3. Attach Potable Water Test Report -

- For the period of Apr- Sep: **PDF**

b. For the period of Oct-Mar: **PDF**

4. Do you have internal laboratory*: Yes/No

5. Location and installed capacity of Milk Chilling Centres/Bulk Milk Cooling Centres/Milk Processing/Packaging unit/Milk Collection Centres owned or managed, only in case of Milk and Milk Products Manufacturers (Applicable for Dairy Units)

6. Use of Edible Oil per day for the purpose of frying (in litres):

III. Importers

1. Details of imported food product

S.No	Food Product Category*	Name of the imported food product with ITC-HS code*	Port-wise Bill of entries filed for clearance in FY*		Whether cleared through RMS/ Green Channel (Yes/No)*	Whether exempted from FSSAI NOC in case of personnel exemption/R&D purpose/100% Re-export/ Exhibition/Sports Event/ Vienna convention of consular relations (Y/N with reason) *	Qty (In MT/Kg)*	Value (in Rs.)*
			PoE	BoE				
1								
2								

* **PoE – Point of Entry, BoE- Bill of Entry Number**

2. Details of Warehouses/Storage/Transporters Owned (if any):

State	District	Drop Down (Warehouses/Storage/Transporters/ others)	License number

FORM E

Form of Guarantee
(Refer Regulation 2.1.14(2))

FSSAI License/Registration Number: _____

Invoice No. _____ Place: _____

From: _____ Date: _____

To: _____

Date of sale	Nature and quality of article/brand name, if any	Batch No or Code No.	Quantity	Price
1	2	3	4	5

I/We hereby certify that food/foods mentioned in this invoice is/are warranted to be of the nature and quality which it/ these purports/purported to be.

Signature of the manufacturer/Distributor/Dealer

Name and address of Manufacturer/Packer (in case of packed article)

License No. (wherever applicable)".

(5) after the schedule 2 so revised, the schedule 3 shall be omitted.

(6) The schedule 4 shall be substituted as; -

SCHEDULE-4

Part I

Registered Food Business Operators (FBO's)

Sub part (a)

General Manufacturing of food products

The establishment in which food is being handled, processed, manufactured, packed, stored and distributed by the Food Business Operator and the persons handling them should conform to the sanitary and hygienic requirement, food safety measures and other standards as specified below.

In addition to the requirements specified below, the food business operator shall continually identify steps in the activities of food business, which are critical to ensure food safety and such control measures should be identified, implemented, monitored and reviewed periodically.

FBOs engaged in any other kind of business (such as storage, transport, retail etc.) shall also comply with the requirements as applicable under different parts of Schedule 4.

1. Food Establishment shall take sufficient and appropriate measures to protect from hazardous contaminants like smoke, chemical pollutants etc. that pose a serious threat to food safety.
2. The food establishment & layout of equipment shall be so designed & constructed, that it permits adequate cleaning, maintenance, avoid pest entry & harbourage.
3. Structures & fittings where glass breakage could result in the contamination of food shall be constructed of alternative materials or be adequately protected.
4. Equipment used to process food shall be designed to achieve the required temperatures and should have effective means of controlling and monitoring temperature.
5. Water used as an ingredient, to prepare ice or steam and for any other purpose which comes in contact with food shall be potable in nature and shall be tested bi-annually to ensure that it meets the quality standards. Non-potable water systems shall be identified and shall not connect with, or allow reflux into, potable water systems.
6. Adequate number and means of hygienically design hand washing facility shall be provided. Adequate number of toilets of appropriate hygienic design each with hand-washing facilities shall also be available and connected to an effective drainage system.
7. Raw material shall be procured from vendor licensed/registered under FSSA, 2006.
8. All raw materials shall conform to the regulations laid down under the Food Safety & Standards Act, 2006. Raw materials or ingredients should be examined for suitability of use. In case of packed raw material, then 'expiry date'/ 'best before'/ 'use by' date, packaging integrity shall be verified before accepting and stored.
9. Receiving and storage temperature of high risk food/temperature sensitive products shall be 5⁰C or below which are intended to be cold; or 60⁰C or above which are intended to be hot. Receiving temperature of frozen food shall be -18 ⁰C or below. Records of the receiving temperatures of high risk and frozen foods shall be maintained.
10. Storage area shall be kept dry, well ventilated & effectively protected from dirt, dust, condensation, pests, waste and other sources of contamination during storage. Storage area for high risk food/temperature sensitive products shall be able to meet and hold the temperature requirements.
11. The storage of raw materials, ingredients, work-in-progress and processed / cooked or packaged food products shall be subjected to *FIFO (First in First out)*, *FEFO (First Expire First Out)*. To meet this, adequate stock rotation systems should be in place.

12. Processing of raw material to prepare finished products shall be done in hygienic manner and as per the documented procedure to ensure food safety at all stages of production. Finished product shall be able to meet the documented specifications.
13. System shall be developed to ensure that the time and temperature is controlled effectively during processing, where it is critical to the safety and suitability of food. Temperature shall be appropriately monitored and records thereof shall be maintained.
14. The packaging design and materials shall provide adequate protection to food product in order to prevent contamination, damage and accommodate required labelling requirements as laid down under the Food Safety and Standards (Packaging & Labelling) Regulations, 2011. Only Food grade packaging materials &/or gases shall be used.
15. Each category or type of finished food product shall be tested as per Food Safety & Standards Act, 2006 & the regulations there under, annually from an NABL Accredited or FSSAI notified laboratory. Records of testing shall be maintained.
16. There shall not be dust/ dirt in the surroundings of food establishment which may contaminate the product. Equipment shall be kept clean and maintained to prevent contamination of food. Cleaning chemicals used shall be able to effectively clean the food contact surfaces and shall not pose as a threat to food safety. Records of preventive and breakdown maintenance of equipment shall be maintained.
17. Food establishment shall be maintained in a hygienic condition to deny access, shelter & food to the pests. Pest infestations shall be dealt with immediately and without adversely affecting the food safety or suitability. Monitoring pest control activities shall be undertaken by authorized and trained personnel. Records of pesticides/insecticides used shall be maintained to show the type, quantity and concentrations used; where, when and how applied, and the target pest.
18. Food handlers shall undergo a medical examination by a registered medical practitioner annually to ensure that they are free from any infectious and other communicable diseases. . Food handlers shall also be inoculated against the enteric group of diseases. A record of these examinations shall be maintained.
19. Food handlers shall maintain personal cleanliness with washed hands; trimmed hair, beard and nails & wear protective clothing to prevent contamination.
20. Any behaviour or unhygienic practices which could result in contamination of food shall be prohibited in food handling areas. This includes smoking, chewing or eating, sneezing or coughing over unprotected food, spitting or wearing jewellery, watches etc.
21. Food establishment shall have a system to handle consumer complaints in timely and effective manner.
22. All food handlers shall be trained of necessary knowledge & skills on food safety & hygiene to enable them to handle food hygienically. Records of training shall be maintained.
23. Appropriate documentation & records of processing, production and distributions shall be maintained in a legible manner, retained in good condition for a period of one year or upto the shelf-life of the product, whichever is more.

Sub Part (b)

Food service including street food vending

These are the Good Hygiene Practices (GHPs) and Good Manufacturing Practices (GMPs) for Petty Food Service Establishments in which food is being handled, processed/prepared, stored, distributed and ultimately sold to the customers for consumption in a short period. The persons handling them should conform to the sanitary and hygienic requirement, food safety measures and other standard as specified below. It shall also be deemed to be the responsibility of the food business operator to ensure adherence to the necessary requirement. It includes premises where public is admitted for repose or for consumption of any food or drink or any place where cooked food is sold or prepared for sale.

The place where food is being prepared, dispensed, handled or sold shall comply with following requirements:

1. The food premises shall be located away from environmental contamination. It shall be kept clean and well ventilated and no water stagnation is allowed.

2. Floor, wall and ceiling must be clean, non-absorbent & cleanable and waterproof.
3. Door and windows shall be smooth, impervious and easy to clean. The food premises area shall be protected by mesh or any other method preventing entry of animals, birds & pests.
4. There shall be adequate lighting in the food preparation area and it should be shatterproof.
5. Fresh perishables food items such as vegetables, fruits, milk, meat, etc. shall be carefully inspected for freshness, absence of contaminations, etc. at time of purchase.
6. All packaged food items shall be procured from FSSAI licensed/ registered vendors. These should have FSSAI license number, best before/expiry date on mentioned on them. Loose powdered spices and oil shall not be used.
7. All food items shall be stored in clean and closed food grade containers and where required at appropriate temperature. No food item shall be kept directly on floor.
8. Cooking and reheating of food shall be done for an adequate time and temperature. Multiple times heating and frying shall be avoided.
9. Food surface shall be cleaned prior to starting work. Chopping boards, knives, utensils, etc. shall be kept clean before food handling.
10. Food kept on display shall be kept covered and held at appropriate temperature. Food kept at room temperature shall be consumed within 4 hours after which it shall be discarded.
11. Vegetarian and non-vegetarian food, raw and cooked food shall be segregated at all times to prevent cross contamination. Separate serving spoons shall be used for each food item.
12. All equipment and utensils should of food grade quality.
13. All packaging must be done only in clean food grade packing material.
14. Drinking water shall be potable and shall be stored safely in clean containers/ dispenser.
15. Equipment and storage shall be cleaned regularly. Equipment such as grinders, cutting blades etc. shall be sanitized wherever required. They must be protected from any foreign matter contamination.
16. Hazardous substance like cleaning and sanitization chemicals, pest controls chemicals; fuel, etc. shall be stored away from food preparation area, handling and serving area. They shall be labeled and kept in their original packaging.
17. Waste bins shall be foot operated, kept covered and waste shall be disposed on regularly. Waste bins shall be cleaned regularly.
18. Food handlers shall wear clean, protective clothing, hand gloves, and head wears, as and where required.
19. Food handlers shall avoid wearing jewellery such as earring, bangles, rings, etc.
20. Facility for hand wash i.e. running water, soap and clean cloth shall be available near food preparation area.
21. Food handler shall undergo medical examination annually. Food handler shall be free from infections and shall avoid handling food when sick.
22. All food handlers shall keep their finger nails trimmed, clean and wash their hands with soap and potable water followed by drying and sanitizing in the situation given under:
 - before starting work;
 - after handling chemicals;

- after handling incompatible food products (for example, raw versus cooked or ready-to eat) or contaminated materials;
- after breaks; after using toilet facilities.
- after coughing or sneezing or blowing their nose; and
- after using telephone / cell phones, handling currency
- after smoking in designated areas etc.

23. Record of FSSAI registration and medical certificate of food handler shall be maintained.

24. Additional requirements for street food vendors

- a. The surrounding area shall not be prone to environment pollution. Vending unit shall not be directly exposed to effluent water, heavy smoke, hazardous waste, etc.
- b. All care shall be taken to broom & clean the surrounding to prevent settling of dust and other pollutant or contamination in food.
- c. Cart shall be made from material that is washable and cleanable. Vending cart shall be at least one and a half feet above the ground. The cart shall not provide easy access to rodents and reptiles.
- d. The cart shall be closed during non-operational hours with proper covers are kept insulated from rain, animals, birds, pests and rodents.
- e. Place of hand wash for customers & waste disposal must be separated from food vending place.
- f. In case of street food vendors, selling chilled beverage & cold dessert, appropriate temperature shall be maintained.
- g. Leftover ready to eat food or prepared food shall be disposed off at regular interval .

Sub Part (c) Transport of food products

The transporters with single vehicle engaged in transport activity of pre-packed products, cereals & grains, fruits & vegetable (fresh produce) shall conform to the sanitary and hygienic requirements, food safety measures and other standards as specified below. It shall also be deemed to be the responsibility of the food business operator to ensure adherence to necessary requirements.

Transporters with single vehicle involved in transportation of high risk foods, temperature controlled food products and bulk transport such as oil, milk etc shall comply with the requirements mandated for licensed FBOs engaged in transportation.

FBOs engaged in any other kind of business (such as manufacturing, storage, retail etc) shall also comply with the requirements as applicable under different parts of Schedule 4.

1. Loading & unloading of food products shall be done in area that is free from environmental contaminants such as animal faeces, open and overflowing drains, dead pest, rodents etc & disagreeable odour.
2. The vehicle shall be designed, constructed such that there are no chances of contamination of food products from construction material and it does not permit entry of pest.
3. The vehicle shall be able to maintain the requisite temperature of food in transit. There shall be no leakage of cooling material.
4. The vehicle shall be maintained in good condition with no flaking paint & corrosion.
5. Cleaning of vehicle before loading and after unloading shall be done with potable water.
6. Waste raised out of cleaning activity of vehicle shall be disposed off in hygienic manner.
7. Hand washing/sanitization shall be done by food handler before loading and during unloading of food products.

8. Lighting inside the vehicle if any, shall be covered with unbreakable material, to avoid contamination of food due to glass breakage.
9. Inspection of vehicle shall be done prior to loading and at the time of unloading to ensure there is no waste or non-food material present in the vehicle which may contaminate the food.
10. Effective separation shall be done, if transportation of different food products is done at the same time in same vehicle.
11. Effective cleaning of vehicle shall be done if transportation of non-food item is done in the same vehicle, which is currently being used for transporting food stuff.
12. Temperature controlled product if transported in single vehicle for short distance movement, shall be packed in insulated boxes/crates with potable ice/gel packs or any other suitable material which is efficient in maintaining the temperature.
13. Contaminated or adulterated foods and foods that have been subject to temperature abuse shall be discarded or disposed off.
14. Cleaning and disinfection chemicals shall be food grade, handled and used carefully to avoid the risk of contaminating food.
15. Food materials shall be stored in pest-proof containers stacked on pallets, above the ground and away from walls.
16. Pest infestations shall be dealt immediately and without adversely affecting the food safety or suitability.
17. Transporters shall refrain from unhygienic behaviour such as smoking, chewing or eating tobacco, drinking alcohol while transporting food products.
18. The driver shall be in sound health and if suffering from a disease or illness likely to be transmitted through food, shall be prevented from driving the vehicle to avoid contamination of food.

Sub Part (d)

Retail of food products other than meat and fish products

The FBOs applying for registration and engaged in retail of pre-packed products, cereals & grains, fruits & vegetable (fresh produce), milk & milk products etc. shall conform to the sanitary and hygienic requirements, food safety measures and other standards as specified below.

FBOs engaged in any other kind of business (such as manufacturing, transport, storage etc) shall also comply with the requirements as applicable under different parts of Schedule 4.

1. Surroundings of the retailer's premise shall be kept clean with no garbage accumulation, no flies/ rodents and no accumulation of stagnant water or open sewage lines.
2. There shall be no signs of dampness, cracks or crevices in walls, ceiling and floors of the retail shop to avoid contamination of food products. Drains if any, in or near the retail shop shall be kept clean and covered with trapping device.
3. Windows and ventilators shall be easy to clean, and where necessary fitted with cleanable mesh that shall not be cut or damaged and thus allow insects in.
4. While unloading the material in retail shop, the food product shall be protected from environmental conditions such as rain, pest etc. to avoid food deterioration.
5. Structures for displaying and storing foods including temporary structures shall be easy to clean and do not permit pest harbourage.
6. Lightings inside the retail shop shall be covered with unbreakable material, to avoid contamination of food due to glass breakage.

7. Pallets used for storing food products off the floor shall preferably be made of plastic or any other food grade material. Any other item may also be used to store the food off the floor. However, care shall be taken to ensure that it does not contaminate the product.
8. Scoops & storage containers shall be made of food grade material.
9. Equipment used for keeping the food hot such as hot case and cool such as refrigerator, freezer etc shall be able to meet & hold the temperature as mentioned on the food product label.
10. Sufficient dustbins shall be available in retail shop to hold waste and shall be discarded periodically to avoid accumulation.
11. Hand washing and toilet facilities shall be available for food handlers.
12. Storage of food products shall be done off the floor and away from walls to allow inspection, cleaning and pest control activities.
13. All food products displayed shall have FSSAI License/Registration number on their label.
14. Procurement of food products shall be done from FSSAI licensed/registered vendor only.
15. The quantity of food products procured shall be in accordance with the storage capacity of the retail premise.
16. Food products shall be stored as per their storage conditions. Temperature while storage/display shall be maintained, especially for high risk foods such as frozen foods, milk & milk products, meat & meat products etc.
17. Pre-packaged products shall be checked for 'expiry date/' 'best before/' 'use by' date, packaging integrity and storage conditions before accepting them and stored accordingly. Fresh food materials shall be inspected and sorted/graded before retailing.
18. Food items shall be stored away from non-food items to avoid contamination of food products.
19. Once a product is expired, it shall be immediately removed from stock and discarded. Specified stock rotation systems such as First In First Out (FIFO) or First Expiry First Out (FEFO) shall be observed.
20. Loose staples such as cereal, grains etc shall be stored in food grade container with proper lids.
21. Retail counters, surfaces, utensils, equipment, fixtures and fittings shall be kept clean. Cleaning operations shall be carried out hygienically to avoid contamination of food products.
22. Identification of pest shall be done & suitable pest control programmes shall be in place for controlling or eliminating the risk of pest infestation in the premises.
23. Food handler shall refrain from unhygienic behaviour such as smoking, chewing or eating tobacco, drinking alcohol while handling food products.
24. Food handlers shall wash/sanitize their hands periodically to maintain personal hygiene. Hand washing/sanitization shall specifically be done after visiting toilets, eating food and performing cleaning activity.
25. Food handler shall be in sound health and if suffering from a disease or illness likely to be transmitted through food, shall be prevented from handling food to avoid contamination of food.

Sub Part (e)
Retail Meat and Meat Products Shop

For ensuring the hygiene and safety of meat being sold at retail meat shops, the following requirements should be followed:

1. The meat shop shall be located at a place having least access to environmental pollutants like dust, dirt, fumes and smoke etc.
2. The FBO shall obtain NOC from the Local Body/ Municipality/district administration wherever applicable.

3. The meat shop / sale outlet shall be free from undesirable odour, smoke, dust or other contaminants. The animals such as dog, cat, other scavengers' entry in the premises shall be restricted and the premises shall be free from pests.
4. All the meat shops located in the vicinity of religious places shall be fitted with black glass doors, which must be kept closed all times except in case of entry or exit.
5. Premise shall be lighted with at least 220 lux intensity and properly ventilated.
6. The premises shall not be used for residential purposes nor it shall communicate with any residential quarter. No personal belonging like clothing, bedding, shoes etc. shall be kept in the premises. Only dressed carcasses of clean meat shall be stored at the premises.
7. The height of meat shops should be not less than 3 meters, while in case of air conditioned meat shops, it should not be less than 2.5 meters.
8. The premises shall be structurally sound. The walls up to the height of minimum 5 feet from the floor level shall be made of impervious concrete material (e.g. glazed tiles or hygienic panels, etc.) for easy washing and cleaning purposes.
9. The floor should be made of impervious and non-slippery materials with a slope for easy cleaning and removal of filth, waste and dirty water.
10. The door of the shop should be of self-closing type. The door of the shop should be of dark glass top and be kept closed. No carcasses should be kept in a manner so as to be seen by the public from outside.
11. The fittings and the equipment used in the meat shop should be non-corroding. The knives, hooks, dressing table used for cutting & dressing shall be preferably of stainless steel.
12. The chopping block shall be of food grade synthetic material or Hard Wood trunk but without chipping and be kept neat and clean all the time. The top/working surface may be sanitized by placing sea salt over it followed by cleaning with hot water on daily basis.
13. There shall be adequate and efficient drainage and disposal of refuse / waste. All drainages shall have traps and screens so as to prevent entry of pests and vermin like rats, mice, cockroaches etc.
14. There should be provision of continuous supply of potable (Hot and Cold) water inside the premises.
15. Hand washing facility to be provided in the premises. Hands shall be washed thoroughly before start of the work, after use of toilet, after handling chemicals / disinfectants or after touching unclean surfaces.
16. Wholesome meat duly stamped and obtained from the Govt. authorised / Municipal slaughter house only be sold at the meat shop with a record thereof to be shown to any officer of concerned Panchayats / Municipality at the time of inspection. The meat obtained from the unauthorised sources is liable to be confiscated and destroyed.
17. If the meat is outsourced, then it shall be from FSSAI licensed facility.
18. Live poultry birds shall be procured from a Govt. authorised poultry market and should be transported in a vehicle to the meat shop without inflicting cruelty to the birds.
19. The cages for poultry birds shall be cleaned regularly. There shall not be any overcrowding of birds in the cages.
20. The transportation of carcasses from the slaughter house to the premises shall be done under hygienic conditions.
21. The birds should be kept in the cages avoiding overcrowding with provision of feed & water. The birds shall be handled carefully and examined for any kind of injury before slaughter.
22. The slaughter in case of poultry birds shall be carried out at the demarcated rear portion of the premises which shall be kept neat and clean, well-lighted and ventilated with facility of potable hot and cold water for proper cleaning of blood, waste etc.

23. Slaughtering of animals inside the meat shop should be strictly prohibited. The hides, skins, hoofs, heads, uncleaned guts will not be allowed to be stored inside the meat shop.
24. The operations of dressing, cutting & packing shall be carried out in a hygiene way . Carcass should not be hanged for display at ambient temperature.
25. The dressed meat shall be washed with clean potable water before cutting into pieces / further processing.
26. The knives, tools be cleaned & sterilized before & after use at regular intervals with hot potable water at 82 degrees Celsius and disinfectants.
27. The floor should be washed with appropriate disinfectant / detergent / sanitizer at the start and close of the business each working day.
28. Non edible meat portions / waste / offal shall be removed regularly and put into dustbin and disposed off through a certified / approved bodies / agencies or local municipalities.
29. Proper measures taken to prevent entry of animals like dog, cat etc. and also to control pests.
30. There shall be separate storage facility to keep the dressed meat to prevent cross contamination.
31. Use food grade packaging material for packaging of meat.
32. The meat shall be stored between below 4oC in chiller as per requirement.
33. The deep freezer shall be there for keeping & retailing of frozen meat / meat products at -18oC or less.
34. A medical examination for the butcher / meat handlers shall be done annually from a Registered Medical Practitioner.
35. The meat handlers shall regularly trim their nails, hairs, shave properly. Wear clean clothing, apron and hair-net (cap) during cutting / handling of chicken/meat or meat products.
36. Eating, spitting, nose cleaning or the use of tobacco in any form or chewing betel leaves shall be prohibited within the premises of meat shop processing, packing and storage area of the unit. "No smoking "and "No Spitting "boards shall be prominently displayed in the shop.
37. Don't allow persons / meat handlers suffering from infectious disease or having open cut wounds/injuries or skin allergies/infection to work and handle the meat.
38. The registered unit shall ensure that the personnel engaged (butcher, meat handlers) shall undergo basic training with regard to GHP including storage, hygienic handling of meat as decided by food authority from time to time.

Sub part (f)
Retail fish and fish products shop

To ensure hygiene and safety of fish being sold at point of retail, the following general requirements should be followed:

1. The facility shall be located in the areas not subjected to regular and frequent flooding, and shall be free from undesirable odour, smoke, dust, pest, and other contaminants.
2. The facility shall have adequate drainage and provision for easy cleaning. The facility premise shall be constructed / located in a way that drain/ storm water should not enter the premises, to avoid contamination of fish and fish products.
3. The area should provide ease of transportation of fish towards the market and outwards in minimum possible time and be easily accessible for vehicles and public.
4. Sufficient parking facility, loading and unloading facility for fish, cleaning facility for fish transportation vehicle, fish storage crates, chilled fish storage, solid waste disposal facility, effluent treatment plant etc may be provided.
5. In wholesale fish markets raised platforms with drainage facility and easy fish movement facility may be provided for auctioning of fish.

6. A sign board indicating the type of fish and fish products sold shall be displayed prominently. In case more than one type of fish is being sold, care should be taken to avoid cross-contamination.
7. The surfaces of walls, partitions and floors of retail area shall be made of impervious materials for easy cleaning and sanitation and to avoid accumulation / absorption of dust, blood / fish material, microbial / fungal growth.
8. Fish laid down for sale shall not come into direct contact with floors, walls or other fixed structures, except those which are specifically designed for contact with fish.
9. Doors, windows and floors shall be constructed for effective cleaning & sanitation to avoid accumulation / absorption of dust, blood / fish particles, microbial / fungal growth. Floors shall have adequate drainage and must be strong enough to withstand movement of trolleys carrying fish and ice.
10. The facility shall provide protection to avoid entry of flies, other pests and stray animals to avoid contamination
11. There shall be an adequate supply of potable water.
12. Fish handlers shall be provided facilities for cleaning their hands and toilet facilities. When wholesale activities will take place in early morning hours, lodging facility may be provided, if required, to wholesale traders.
13. The equipment such as knives etc. in the facility shall be of such material so as to enable easy cleaning, maintain hygiene and to avoid contamination. Those shall be durable, resistant to corrosion and capable of withstanding repeated exposure to normal cleaning and disinfection.
14. The chopping block should be of food-grade synthetic material, which does not contaminate the fish and fish products. If the block is of wooden it should be of hardwood trunk, must be free of splits, cracks and holes and must be maintained in a hygienic condition and shall not contaminate the fish and fish products.
15. For retailing frozen fish and fish products, the facility shall have deep freezers capable of maintaining product temperature of -18°C or lesser. In case of chilled product, must be stored below 4 degree Celsius.
16. Facility for temperature recording should be present and all temperature monitoring equipment must undergo regular, annual internal and external calibration
17. Clean, disinfected fish holding crates used for storage and transportation of fish. It is ideal different colour crates for waste disposal.
18. Fish vending tables should be used for display and sale of fish that are easy to clean, maintain and durable and made of smooth, non-absorbent materials, and must be inert to the food, to detergents and disinfectants under normal operating conditions.
19. There should be a drain tube from the vending table / platform to the drain so that water from the vending table / platform will not splash in the ground and will form a source of contamination and inconvenience. Fish trading table/ platforms have to be provided with ridge all around to prevent spilling of water. It must have proper slope towards drain tube for easy flow of water. However, small level area has to be provided in the platform / table for placing weighing balance.
20. To prevent contamination of equipment and facility shall be cleaned and sanitized before and after use.
21. Cleaning and disinfection shall be done preferably with hot water or 50 ppm chlorinated water.
22. Facility shall have waste and garbage collection bins with lids which should be effectively cleaned and sanitized.
23. The garbage bins shall be lined with garbage collection bags and should have lids to be kept closed so they do not provide a breeding ground for pests.
24. Facility shall ensure there are no pest infestations which may cause food safety threat. Regular pest control treatments have to be adopted.
25. Fish and fish products handlers of the facility shall undergo a medical examination by a registered medical practitioner annually to ensure that they are free from any infectious and other communicable diseases.

26. Every person engaged in a fish and fish product handling area shall keep their finger nails trimmed and should wash his hands frequently and thoroughly with a suitable hand cleaner with potable water. Hands should always be washed before commencement of work, immediately after using the toilets, after handling contaminated material and whenever else necessary.
27. The fish and fish products handlers working in a retail shop shall wear clean clothing and head wears and if possible disposable gloves.
28. Eating & chewing of tobacco, gums, any other items, smoking and spitting should be prohibited in any part of retail facility. It is recommended to display sign boards like 'No Smoking' and 'No Spitting'.
29. Does and Don'ts of hygienic practices have to be displayed prominently within and outside the fish markets.
30. Fish and Fish Products shall only be procured approved vendors.
31. The quality of fish and fish products should be checked for organoleptic tests like texture, colour, odour, etc.
32. The temperature at receiving should be between 0-4 0C. However, in case of frozen products it should be - 18oC.
33. Ice, produced using potable water should be used for chilling the fish.
34. Consumer information such as storage conditions, preparation procedures and potential risks of seafood products if mishandled or improperly prepared, should be made available at the point of purchase to ensure product safety and quality.
35. A system of tracking the origin and codes of fish, shellfish and their products should be established to facilitate product recall in the event of failure of prevention of health protection.
36. All personnel handling fish in the markets should be trained in all aspects of food safety and hygienic fish handling practices.
37. Also, data logger of the vehicle, wherever applicable should be checked, records should be examined to verify adherence to temperature requirements.
38. Care must be taken to avoid cross contamination like ready to eat product not to be exposed to raw product.
39. All products should be examined for decomposition and spoilage at receipt. Products exhibiting signs of decomposition should be rejected.
40. Seafood should be regularly examined for adherence to purchasing specifications.
41. Retail operators should develop and use written purchase specifications designed to ensure food safety and desired quality levels.
42. Seafood should be properly protected from filth and other contaminants through proper packaging and stored off the floor.
43. Product should be stacked to allow proper air circulation.
44. A proper product rotation system should be established. This system could be based on first-in, first-out usage, production date or "best before" date on labels, sensory quality of the lot, etc, as appropriate.
45. Live products must be kept at an appropriate temperature and in a manner, that does not adversely affect food safety or their viability.
46. Raw product should be stored on shelves below cooked product to avoid cross-contamination from drip.
47. Ready-to-eat items and molluscan shellfish should be separated from each other and from raw food products in a chilled display.
48. Products in an open full display should be protected from the environment, for example, by the use of display covers.

49. Product should not be added above the “load line” where a chilled state cannot be maintained in cabinet self-service display cases of packaged products.
50. Upright freezer self-service display cases should have self-closing doors or air curtains to maintain a frozen state.
51. Each commodity in a display should have its own container and serving utensils to avoid cross-contamination
52. If ice is used, proper drainage of melt water should be in place, particularly, self-draining. Replace ice daily and ensure ready-to-eat products are not placed on ice upon which raw product has previously been displayed.
53. Care should be taken to arranging product to such depth so that proper chilling is maintained and product quality is compromised.
54. Care should be taken to avoid drying of unprotected products in full-service displays. Use of an aerosol spray, under hygienic conditions, is recommended
55. Product should not be exposed to ambient room temperature for a prolonged period of time when filling/stocking display cases.
56. Seafood in display cases should be properly labelled by signs or placards to indicate the commonly accepted name of the fish so the consumer is informed about the product.
57. Frozen seafood in retail displays should be examined periodically to assess packaging integrity and the level of dehydration or freezer burn.

PART II

General Requirements on Hygienic and Sanitary Practices to be followed by all Food Business Operators applying for License

The establishment in which food is being handled, processed, manufactured, packed, stored and distributed by the food business operator and the persons handling them should conform to the sanitary and hygienic requirement, food safety measures and other standards as specified below. It shall also be deemed to be the responsibility of the food business operator to ensure adherence to necessary requirements. In addition to the requirements specified below, the food business operator shall identify steps in the activities of food business, which are critical to ensure food safety, and ensure that safety procedures are identified, implemented, maintained and reviewed periodically.

1. LOCATION AND SURROUNDINGS

- 1.1 Ensure that Food establishments maintain a suitable distance from sources of smoke, chemical pollutants, objectionable odours, other pollution sources, hazardous sites & flooding areas in a way that it does not pose any threat to food safety.
- 1.2 Surrounding areas of the establishment shall be kept clean, maintained in good order and adequately drained to minimize any potential contamination from pests, water, debris etc. The premise shall have separately demarcated and should not have direct access to any residential area.

2. LAYOUT AND DESIGN

2.1 Construction, design and Layout –

The construction, design & layout of food premises shall be:

- 2.1.1 permit adequate maintenance, cleaning and/or disinfection, prevent any potential contamination, and provide adequate working space to allow good manufacturing and hygienic practices for all operations;
- 2.1.2 to the extent that is practicable, neither permit the entry of pests nor provide harbourage for pests.
- 2.1.3 be such that the movement patterns of materials, products and people, and the layout of equipment, shall be designed to protect against potential cross-contamination between and during operations by foodstuffs.

2.2 Internal Structure & fittings

This requirement applies to areas used for food handling, cleaning, sanitizing & personal hygiene. All interior structures (including floors, walls, ceilings, doors, windows, partitions, overhead fixtures, working surface, stairs, elevators, etc.) shall be soundly constructed of materials that are durable, impervious to food particles, grease and water, with no toxic effect in intended use, shall be unable to provide pest harbourage, as far as practicable; and be easily and effectively cleaned and where appropriate, disinfected. Where appropriate, all junctions and corners should be rounded in processing areas to facilitate effective cleaning. Structures where glass breakage could result in the contamination of food, shall be constructed of alternative materials or be adequately protected.

In addition, following specific conditions are necessary to be met to protect the safety and suitability of food:

2.2.1 Walls and partitions

- shall be provided where they are necessary to protect food from contamination.
- walls shall have a smooth surface upto a height appropriate to the operation
- sealed to prevent the entry of dirt, dust and pests;
- shall be free from flaking paint or plaster, finished and maintained to prevent the accumulation of dust, minimise condensation, and shedding of particles

2.2.2 Ceilings and overhead fixtures

- ceilings shall be provided where they are necessary to protect food from contamination
- sealed to prevent the entry of dirt, dust and pests;
- shall be free from flaking paint or plaster, finished and maintained to minimize the accumulation of dust, condensation, mould growth, and shedding of particles

2.2.3 floors

- shall be sloped appropriately, to allow adequate drainage and cleaning, and non-slippery,
- shall be maintained in good repair and facilitate cleaning
- shall withstand operations, cleaning materials and methods.

2.2.4 Windows

- shall be constructed to minimize the accumulation of dirt
- windows, roof vents or exhaust fans that open to the external environment shall be fitted with removable and cleanable insect-proof screens;
- where open windows would result in contamination, windows must remain closed and fixed during operations.

2.2.5 doors

- shall have smooth, non-absorbent surfaces
- shall be close-fitting and with suitable precautions to prevent entry of pests.

3. EQUIPMENT & CONTAINERS

3.1 Equipment, containers and other food contact surfaces that come in direct contact with food shall be safe, innocuous, hygienically designed, free from holes, cracks, made of corrosion free materials, do not impart any toxicity to the food material and kept clean, disinfected to prevent contamination of food. Shall be able to withstand frequent cleaning and disinfection or operation.

3.2 Equipment used to cook, heat-treat, cool, store or freeze food shall be designed to achieve the required food temperatures as rapidly as necessary to meet the food safety requirements, and maintain them effectively. Such equipment shall also be designed to control and monitor temperature, humidity, air-flow and any other characteristic likely to have a detrimental effect on the safety or suitability of food.

3.3 Containers for chemicals (eg. cleaning materials, lubricants, fuels, boiler chemicals etc.) or hazardous substances, shall be specifically identifiable and made of impervious material, be easy to clean, and stored separately to prevent malicious or accidental contamination of food.

4 FACILITIES / UTILITIES

4.1 Water supply

4.1.1 FBOs shall use potable water that complies with latest edition of BIS standard on drinking water (IS 10500).

- 4.1.2 Storage facilities shall be adequately designed, made of food grade material, cleaned periodically and must prevent contamination. Water filters used shall be regularly changed.
- 4.1.3 Non potable water shall be used with a separate system for use in, steam production, fire-fighting & refrigeration equipment and other similar purposes, where it will not come in direct contact with food.
- 4.1.4 Potable water shall be analysed at least semi-annually and all records shall be maintained.

4.2 Waste disposal and Drainage

- 4.2.1 Containers for holding waste should be of adequate size, separate for wet and dry garbage, made of impervious material, leak-proof, clearly identified, kept closed & periodically cleaned.
- 4.2.2 Drains shall be designed & located in such a way so that they can be effectively cleaned and inspected & must have appropriate traps to capture contaminants.

4.3 Cleaning

- 4.3.1 Adequate facilities easy to clean and having adequate supply of hot and cold potable water, shall be provided for cleaning food, utensils and equipment.
- 4.3.2 Cleaning and sanitizing facilities should be separated from food processing, storage, distribution and handling areas to prevent contamination. Detergents and disinfectants shall be used that are safe and harmless to the human body.

4.4 Personnel hygiene and employee facilities

- 4.4.1 Personnel hygiene facilities (washing, drying and where required, sanitizing hands facility including wash basins and a supply of hot and cold or suitable temperature controlled water and/or sanitizer) shall be suitably located & designated.
- 4.4.2 An adequate number of toilets of appropriate hygienic design each with non- hand operated, hand-washing, drying and, where required, sanitizing facilities; shall be available and connected to an effective drainage system.
- 4.4.3 Adequate changing facilities for personnel shall be provided. Toilets and change rooms shall not open directly into rooms in which food is handled and shall be maintained in a clean condition. The facilities designated for hand washing should be separate from facilities for washing food. They should ideally be located at the entrance of the food processing, storage, distribution and handling areas. Rest & refreshments areas shall be situated away from the production area so that the potential for cross-contamination is minimized.

4.5 Temperature control

Depending on the nature of the food operations undertaken, adequate temperature monitoring and recording devices shall be in place to monitor heating, cooling, cooking, retorting, pasteurization , refrigerating and freezing food to ensure the safety and suitability of food.

4.6 Air quality and ventilation

Ventilation systems whether natural and /or mechanical, shall be designed and constructed in such a way that air does not flow from contaminated areas to clean areas.

4.7 Lighting & Electricity

- 4.7.1 Adequate natural or artificial lighting shall be provided. The intensity of light shall not be less than 540 lux at inspection points, 220 lux in work rooms and 110 lux in other areas.
- 4.7.2 Lighting fixtures shall be protected to ensure that food is not contaminated in case of breakages.
- 4.7.3 Lighting should not be such that the resulting colour is misleading.
- 4.7.4 In case of electricity breakdown, minimum electricity power backup shall be available to maintain the temperature of storage area where meat and poultry meat products are stored.

4.8 Storage facilities

- 4.8.1 Where necessary, adequate facilities for the storage of food, ingredients, packaging, non-food chemicals and hazardous substances (e.g. cleaning materials, lubricants, fuels) shall be provided. The food storage facilities shall be designed and constructed to:
- 4.8.2 provide protection from dust, condensation, waste, pest access and harbourage and other sources of contamination.

- 4.8.3 be dry, well ventilated and enable monitoring and control of temperature and humidity in storage areas where specified.
- 4.8.4 be easy to maintain and clean. All materials and products shall be stored off the floor and away from the walls to allow inspection and pest control activities to be carried out.
- 4.8.5 Separate secure storage facilities for non-food chemicals and hazardous substances shall be provided. Such facilities shall be located where there is no possibility for cross-contamination of food or food contact surfaces.

4.9 Compressed air and other gases

Compressed air, carbon dioxide, nitrogen and other gas systems wherever required used in manufacturing and/or filling shall be constructed and maintained so as to prevent contamination.

5 FOOD OPERATIONS AND CONTROLS

5.1 Food Receipt (Procurement of raw materials and ingredients)

- 5.1.1 All raw materials or ingredients, where applicable, shall conform to the Regulations laid down under the Act. No raw material or ingredient or any other material used in processing of products shall be accepted by a food business operator, if it is known to contain chemical, physical or microbiological contaminants.
- 5.1.2 Raw materials or ingredients should be inspected and sorted before processing. The FBO shall have procedures in place to confirm that the incoming food materials meet the documented specifications. This may be ensured through supplier control, certificate of conformity, incoming inspection, testing, review of label for allergens etc. Packaged raw materials must be checked for 'expiry date/' 'best before/' 'use by' date, packaging integrity and storage conditions before accepting them and stored accordingly.
- 5.1.3 Receiving temperature of chilled food must be 4°C and of frozen food shall be -18°C or below.
- 5.1.4 Records of raw material or ingredient or any other material used in processing as well as their source of procurement including receiving temperatures of potentially hazardous and frozen foods shall be maintained for inspection and traceability.

5.2 Food and packaging materials storage including warehousing

- 5.2.1 A food business shall store food and packaging materials in appropriate areas for effective protection from dust, condensation, drains, waste and other sources of contamination during storage.
- 5.2.2 Storage areas shall be dry and well ventilated. When storing potentially hazardous food, a food business must store it under temperature control (and humidity control, where necessary) and if the food is intended to be frozen, ensure that the food remains frozen during storage.
- 5.2.3 All materials and products shall be stored off the floor and with sufficient space between the material and the walls to allow inspection, cleaning and pest control activities to be carried out.
- 5.2.4 All raw materials, food additives and ingredients shall be stored in separate areas from packaging materials, stationery, hardware and cleaning materials & Segregation shall be provided for the storage of raw, processed, rejected, recalled or returned materials or products and shall be clearly marked.
- 5.2.5 The storage of raw materials, ingredients, work-in-progress and processed / cooked or packaged food products shall be subjected to FIFO (First in First out), FEFO (First Expire First Out).
- 5.2.6 Ingredients and products containing allergens should be clearly identified and stored to prevent cross-contamination with ingredients and products not containing allergens.

5.3 Food processing and preparation

- 5.3.1 Systems shall be in place to prevent contamination of foods by foreign bodies such as glass, metal shards from machinery and dust. In manufacturing and processing, suitable detection or screening devices should be used where necessary. Procedures shall be in place for food handlers to follow in the case of breakage. Systems shall be in place to prevent contamination of foods by harmful chemicals also.
- 5.3.2 The Food Business Operator shall develop and maintain the systems to ensure that the time and temperature is controlled effectively where it is critical to the safety and suitability of food. Such controls shall include time and temperature of receiving, processing, cooking, cooling, storage, packaging, distribution, upto retail as applicable. Such systems shall also specify the tolerable limits for time and temperature variations. Temperature shall be appropriately monitored with temperature recording devices and records thereof shall be maintained.

- 5.3.3 Whenever frozen food / raw materials are used / handled / transported, adequate care shall be taken so that defrosted / thawed material are not re-frozen for future use.
- 5.3.4 Surfaces, utensils, equipment, fixtures and fittings shall be thoroughly cleaned and where necessary disinfected after raw food preparation, particularly when high risk food has been handled or processed.

5.4 Allergenic Contamination

Presence of allergens listed in the relevant Food Safety and Standards Regulation must be identified/labelled and controls shall be put in place to prevent their presence in foods.

5.5 Food Packaging

5.5.1 Packaging materials shall provide protection for all food products to prevent contamination, damage and shall accommodate required labelling as laid down under the FSS Act & the Regulations there under.

5.5.2 For primary packaging only Food grade packaging materials are to be used. Packaging materials or gases shall be non-toxic & shall not pose a threat to safety and for all packaging material materials, the standards to be followed are as mentioned under the FSS Regulations and rules framed there under.

5.5.3 Wrapping and packaging operations shall be carried out so as to avoid contamination of the products.

5.5.4 All finished product shall be passed through metal detector. Metal detector shall be calibrated/ verification at frequency appropriate to assure food safety.

5.6 Rework and control of non-conforming products

5.6.1 Stored rework materials shall be protected from exposure to microbiological, chemical or extraneous matter contamination.

5.6.2 Rework shall be clearly identified and/or labelled to allow traceability. All traceability records for rework shall be maintained. (e.g. Product name, production date, shift, line of origin, shelf-life).

5.6.3 Where rework is incorporated into a product as an “in-process” step, the acceptable quantity, the process step and method of addition, including any necessary pre-processing stages, shall be defined.

5.6.4 Where rework activities involve removing a product from filled or wrapped packages, controls shall be put in place to ensure the removal and segregation of packaging materials and to avoid contamination of the product with extraneous matter.

5.7 Food Distribution / Service

5.7.1 All critical links in the supply chain need to be identified and provided for to minimize food spoilage during transportation. Processed / packaged and / or ready-to-eat food shall be protected as per the required storage conditions during transportation and / or service.

5.7.2 The conveyances and /or containers shall be designed, constructed and maintained in such manner that they can effectively maintain the requisite temperature, humidity, atmosphere and other conditions necessary to protect food conveyances and / or containers used for transporting / serving foodstuffs shall be non-toxic, kept clean and maintained in good condition in order to protect foodstuffs from any contamination.

5.8 Receptacles in vehicles and/ or Containers

Receptacles in vehicles and / or containers shall not be used for transporting anything other than foodstuffs where this may result in contamination of foodstuffs. Where the same conveyance or container is used for transportation of different foods, or high risk foods such as fish, meat, poultry, eggs etc., effective cleaning and disinfections shall be carried out between loads to avoid the risk of cross- contamination. For bulk transport of food, containers and conveyances shall be designated and marked for food use only and be used only for that purpose.

5.9 Food Traceability and recall

5.9.1 The food business operator shall have a system of traceability & documented product recall plan in accordance with the Food Safety & Standards (Food Recall) Regulations, 2017 enabling them to rapidly recall the implicated lot of the product from the market.

5.9.2 Where a product has been recalled because of an immediate health hazard, other products which are produced under similar conditions which may also present a hazard to public health shall be evaluated for safety and may need to be recalled.

5.9.3 Recalled products shall be held under supervision until they are destroyed, used for purposes other than human consumption, determined to be safe for human consumption, or reprocessed/reworked in a manner to ensure their safety.

6. QUALITY CONTROL

6.1 The food business operator shall have a quality control programme in place to include inspection and testing of incoming, in-process and finished products.

6.2 Adequate infrastructure including a laboratory facility and trained and competent testing personnel should be available for carrying out testing. Calibration of laboratory equipment shall be done periodically.

6.3 In case adequate in-house test facilities are not available, a system shall be in place for testing these materials in an NABL accredited external laboratory/ laboratory notified by FSSAI.

6.4 Each category or type of finished food product shall be tested as per FSS standards & regulations at least once in six months. It is recommended to retain the control samples, 3 months after the end of shelf life.

6.5 In case of complaints or feedback on the product, the food business operator shall carry out the testing in the lab notified by FSSAI to ensure product compliance to latest standards.

7. SANITATION AND MAINTENANCE

7.1 Cleaning and sanitation

7.1.1 Food premises and equipment shall be maintained in an appropriate state of repair and cleanliness in order to function as intended, facilitate all sanitation procedures and prevent contamination of food, such as from metal shards, flaking plaster, food debris and chemicals.

7.1.2 A cleaning and sanitation programme shall be drawn up and observed and the record thereof shall be properly maintained, which shall indicate specific areas to be cleaned, cleaning frequency and cleaning procedure to be followed, including equipment and materials to be used for cleaning.

7.1.3 The cleaning programmes shall specify:

- Areas, items of equipment and utensils to be cleaned;
- Responsibility for particular tasks;
- Cleaning method and frequency of cleaning; and
- Monitoring arrangements for checking effectiveness of cleaning (eg. through audits or microbiological sampling and testing of the environment and food contact surfaces).

7.1.4 Cleaning procedures should generally involve:

- Removing gross visible debris from surfaces;
- Applying a detergent solution to loosen soil and bacterial film (cleaning);
- Rinsing with water (hot water where possible) to remove loosened soil and residues of detergent;
- Dry cleaning or other appropriate methods for removing and collecting residues and debris (may be needed in some operations where water enhances the risk of microbiological contamination);
- Where necessary, cleaning should be followed by disinfection with subsequent rinsing.

7.1.5 Cleaning and disinfection chemicals shall be food grade, handled and used carefully and in accordance with manufacturers' instructions, for example, using the correct dilutions, and stored, where necessary, & shall be stored away from food, in clearly identified containers to avoid the risk of contaminating food.

7.1.6 Cleaning shall remove meat residues and dirt and it can be carried out by a separate or the combined use of physical methods, such as heat, scrubbing, turbulent flow and vacuum cleaning or other methods that avoid the use of water, and chemical methods using detergents, alkalis or acids. For eg. Tables, Floor and walls should be scrubbed and washed with soap and potable water (temperature not less than 65 degree celcius) and should be sanitized with appropriate sanitizer thereafter Knives , scissors, honing steels, etc . should be washed & sterilized /disinfected (temp not less than 82 degree Celsius).

7.2 Maintenance

7.2.1 Preventive maintenance of equipment and machinery shall be carried out regularly as per the instructions of the manufacturer. A preventive maintenance (including calibration) programme must include all devices used to monitor and/or control food safety hazards and cover the maintenance procedure, frequency and identification of the person (and/ or external agency) responsible for maintenance activity. Cleaning in place shall be adopted wherever necessary.

7.2.2 Corrective maintenance shall be carried out in such a way that adjoining food items are not at risk of contamination.

7.2.3 Temporary fixes when used shall not put product safety at risk and shall be removed / permanently fixed in a timely manner.

7.2.4 Lubricants, heat transfer fluids or any other similar material used shall be food grade where there is a risk of direct or indirect contact with the product.

7.3 Pest Control System

7.3.1 Good sanitation, inspection of incoming materials and good monitoring can minimize the likelihood of infestation and thereby limit the need for pesticides.

7.3.2 Preventing access : Buildings shall be kept in good repair and condition to prevent pest access and to eliminate potential breeding sites. Holes, drains and other places where pests are likely to gain access shall be kept sealed. Wire mesh screens, for example on open windows, doors and ventilators, will reduce the problem of pest entry. Animals, birds and pets shall be excluded from the food premises.

7.3.3 Harborage and infestation

Storage practices shall be designed to minimize the availability of food and water to pests. Food materials shall be stored in pest-proof containers and/or stacked above the ground and away from walls. Where outside space is used for storage, stored items shall be protected from weather or pest damage (e.g. bird droppings). Where appropriate, refuse shall be stored in covered, pest-proof containers. Any potential harbourage, such as old, unused equipment shall be removed. Potential pest harbourage (e.g. burrows, undergrowth, stored items) shall be removed. Materials found to be infested shall be handled in such a way so as to prevent contamination of other materials or products.

7.3.4 Monitoring and detection

Establishments and surrounding areas must be regularly examined for evidence of infestation. Pest monitoring programmes shall include the placing of detectors and/or traps in key locations to identify pest activity. A map of detectors and/or traps shall be maintained. Detectors and/or traps shall be designed and located so as to prevent potential contamination of materials, products or facilities.

7.3.5 Eradication

Pest infestations shall be dealt with immediately by a competent person and without adversely affecting food safety or suitability. Treatment with permissible chemical, physical or biological agents, within the appropriate limits, shall be carried out by trained operatives without posing a threat to the safety or suitability of food. The cause should be identified and corrective action taken to prevent a recurrent problem. Records of pesticides/insecticides used shall be maintained to show the type, quantity and concentrations used; where, when and how applied, and the target pest.

7.4 Waste disposal Management

7.4.1 Accumulation of food waste, non-edible by products and other refuse shall not be allowed in food handling or storage areas. Removal frequencies shall be managed to avoid accumulation and overflow in food handling, food storage, and other working areas and the adjoining environment.

7.4.2 No waste shall be kept open inside the premise and shall be disposed as per local rules and regulations.

7.4.3 Waste stores must be kept appropriately clean and free of pests.

7.4.4 The disposal of sewage and effluents (solid, liquid and gas) shall be in conformity with standards laid down under Environment Protection Act, 1986 and the local rules wherever prevalent.

8. PERSONAL HYGIENE

8.1 Health Status

8.1.1 Food business operators shall ensure that any food handler known to be suffering from any infections, contagious diseases and other communicable diseases, shall not handle food products.

8.1.2 Food business operator should get medical examination of food handlers done regularly by a registered medical practitioner be at least once annually and get recommended inoculations of vaccine. In case of an epidemic, all workers are to be vaccinated in case advised. A record of these examinations & vaccinations shall be maintained for inspection purpose.

8.2 Illness and injuries

8.2.1 Personnel known, or, suspected to be suffering from, or to be a carrier of a disease or illness likely to be transmitted through food, shall be prevented from handling food or materials which come in contact with food.

8.2.2 Employees shall report to the management if suffering from – jaundice, diarrhoea, vomiting, fever, sore throat, infected lesions, boils, cuts, sores and discharges from ear, eye or nose, for exclusion from food handling areas. Medical examination of a food handler shall be carried out apart from the periodic medical examination, if clinically or epidemiologically indicated.

8.3 Personal Cleanliness

8.3.1 Food handlers shall maintain a high degree of personal cleanliness and shall wear protective clothing, head covering, gloves and footwear that is fit for purpose, clean and in good condition (eg. free from tears, rips or fraying material). Work-wear shall provide adequate coverage to ensure that hair, beards, moustaches, perspiration, etc. cannot contaminate the product. Fingernails should be kept clean, trimmed & without nail polish.

8.3.2 All people entering food processing, storage, distribution and handling areas shall wash their hands with soap and potable water, followed by drying and sanitization. Hand washing notices shall be posted at appropriate places. Personnel hygiene practices in simple local language or a language understood by personnel or a pictorial should be suitably displayed in appropriate places.

8.4 Personal Behaviour

8.4.1 The FBO shall implement an effective personal hygiene programme that identifies hygienic behaviour and habits to be followed by personnel to prevent contamination of food.

8.4.2 Any behaviour or unhygienic practices which could result in contamination of food shall be prohibited in food processing, distribution, storage and handling areas. This includes smoking, chewing or eating, sneezing or coughing over unprotected food, spitting.

8.4.3 Personal belongings such as jewellery, watches, pins or other items should not be worn or brought into food handling areas.

8.5 Visitors

Generally, Visitors should be discouraged from going inside the food handling areas. The Food Business shall ensure that visitors to its food manufacturing, processing or handling areas must wherever appropriate, wear protective clothing, footwear and adhere to the all the personal hygiene provisions envisaged in this section.

9. PRODUCT INFORMATION AND CONSUMER AWARENESS

9.1 Product information & labelling

All packaged food products shall carry a label and requisite information as per provisions of Food Safety and Standards Act, 2006 and Regulations made there under so as to ensure that adequate and accessible information is available to next person in the food chain.

9.2 Consumer awareness and complaint handling

9.2.1 Information shall be presented to consumers in such a way so as to enable them to understand its importance and make informed choices. Information may be provided by labelling or other means, such as company websites, education programmes and advertisements, and may include storage, preparation and serving instructions applicable to the product.

9.2.2 The Food Business shall have a system to handle product complaints with identified person or people responsible for receiving, evaluating, categorizing, investigating and addressing complaints. Complaints shall be accurately categorized according to safety concerns and other regulatory concerns, such as labelling and shall be investigated by appropriately-trained technical personnel.

10. TRAINING AND MANAGEMENT

10.1 Training

10.1.1 The Food Business shall ensure that all the food handlers are trained in food hygiene and food safety aspects along with personal hygiene requirements commensurate with their work activities, the nature of food, its handling, processing, preparation, packaging, storage, service and distribution.

10.1.2 A food production or trade enterprise shall employ Food Safety Management Personnel, and strengthen the training and assessment of them. Those who have been proven by assessment to be incompetent in food safety management may not hold such positions.

10.1.3 All personnel should be aware of their role and responsibility in protecting food from contamination or deterioration. The Food Business operators shall ensure that all food handlers have the necessary knowledge and skills to enable them to handle food hygienically. Those who handle strong cleaning chemicals or other potentially hazardous chemicals should be instructed in safe handling techniques.

10.2 Management and supervision

Technical managers and supervisors should do effective monitoring and supervision to ensure safe food. The FBO management shall provide and maintain documented standard operating procedure for FSMS systems compliance and its supervision at site through records /checklists on routine basis to control any possible hazards throughout supply chain.

11. AUDIT, DOCUMENTATION AND RECORD KEEPING

11.1 Self-evaluation and review

11.1.1 The FBO shall conduct a self-evaluation & review of the implemented food safety system at periodic intervals through internal and external audits or other mechanisms at least once in a year.

11.1.2 Necessary corrective actions based on evaluation results, customer feedback, complaints, new technologies and regulatory updates shall be taken.

11.2 Documentation and records

The important records of processing, production and distributions (including incoming material checks, inspection and testing, calibration of food safety equipment, water testing, operational controls (such as temperature, pressure, time etc.), product recall and traceability, storage, cleaning and sanitation, pest control, medical examination and health status of food handlers, training) shall be legible & maintained for a period of one year or upto 03 months after the shelf-life of the product, whichever is more.

PART III (Milk and Milk Products)

In addition to Part-II of Schedule 4, Specific Hygienic and Sanitary Practices to be followed by Food Business Operators engaged in manufacture, processing, storing, transport and selling of Milk and Milk Products.

1. MILK COLLECTION LEVEL

As Raw Milk is highly perishable in nature; care shall be taken during milk collection, storage and transportation to the processing unit so that the quality and food safety of milk are not compromised.

1.1. At village level collection (VLC)

- 1.1.1. Location and building layout must be in order to prevent any contamination from chemicals, insect/pest, biological and other hazardous substances.
- 1.1.2. Use of proper milk collection equipment's – preferably from STAINLESS STEEL.
- 1.1.3. Ensure use of clean milk storage cans/containers.
- 1.1.4. Proper personal hygiene and cleaning /sanitation protocol at the centre.
- 1.1.5. Adequate weighing and testing facilities for Fat, SNF and organoleptic evaluation.
- 1.1.6. Cans / Containers made up of mild steel, GI and plastics shall not be used.

1.2. Bulk Milk Collection/ Milk Collection Centre (BMC/MCC)

- 1.2.1. Proper location, building layout so as to prevent cross contamination from, objectionable odours, chemicals, insect/pest, biological and other hazardous substances. It shall be at least 500 metres away from slaughter house/ meat cold stores, sewage treatment plants or any other possible threats to food safety.
- 1.2.2. Use of proper milk collection equipment's – preferably from Stainless Steel.
- 1.2.3. Appropriate facilities for cleaning and sanitation of milk storage cans, tanks, pipelines and equipment.
- 1.2.4. Arrangements for cooling the milk including use of suitable technologies (BMCs/MCCs) for chilling milk to 5 °C or below
- 1.2.5. Proper personal hygiene and cleaning, sanitation and waste disposal protocol at the centre.

1.2.6. Adequate weighing and testing facilities for Fat, SNF, organoleptic evaluation and check for adulterants.

1.2.7. Ensure clean milk tankers for dispatching of milk.

1.3. Transportation of milk from collection centre to milk processing unit

1.3.1. Raw Milk shall be transported from VLC to MCC/BMC/ processing unit as applicable within 4 hours of milking and it shall be cooled as soon as practicable to a temperature of 5 degree Celsius or below.

1.3.2. The transportation of raw chilled milk to processing unit shall be done in clean, insulated container/milk tanker (Stainless Steel) and avoid any physical, chemical and biological contamination of the raw milk.

1.3.3. Adequate precautions also need to be taken to ensure that integrity and temperature of milk is maintained.

2 MILK PROCESSING

2.1 Facilities

2.1.1 Chillers & Cold room

2.1.1.1 Chill rooms/Cold room/Deep freeze rooms having adequate size with appropriate refrigeration system to maintain temperature at the required level as per the requirements of the product shall be provided in the processing section or outside.

2.1.1.2 The cold storage shall have suitable refrigeration system to maintain the required product temperature.

2.1.1.3 The floor, ceiling and walls of the cold storage and other storage rooms shall be smooth and easy to clean and disinfect.

2.1.1.4 Proper steps shall be taken to avoid contamination of the materials stored.

2.1.1.5 There shall be adequate lighting with protective covers.

2.1.2 In-house laboratory

The establishment shall have a well-equipped in house laboratory for testing microbiological and other chemical parameters. The testing shall be done by qualified and trained lab persons/veterinarian/Microbiologist/Dairy technologist (s).

2.2 Processing

2.2.1 Food processing operations, flow diagram and standard operating procedures shall be documented, implemented and displayed at particular operations site. Standard operating procedures for process changeover from one kind of product to another shall be maintained and implemented.

2.2.2 The production of heat-treated milk or the manufacture of milk-based products, which might pose a risk of contamination to other dairy products, shall be carried out in a clearly separated working area.

2.3 Wrapping and Packaging

2.3.1 The wrapping and packaging of dairy products shall take place under satisfactory hygienic conditions and in rooms provided for that purpose.

2.3.2 The manufacture of dairy products and packaging operations may take place in the same room if the following conditions are satisfied: —

i. The room shall be sufficiently large and equipped to ensure the hygiene of the operations;

ii. the wrapping and packaging shall have been brought to the treatment or processing establishment in protective cover in which they were placed immediately after manufacture and which protects the wrapping or packaging from any damage during transport to the dairy establishment, and they shall have been stored there under hygienic conditions in a room intended for that purpose;

iii. The rooms for storing the packaging material shall be free from vermin and from dust which could constitute an unacceptable risk of contamination of the product and shall be separated from rooms containing substances which might contaminate the products. Packaging shall not be placed directly on the floor;

iv. Packaging shall be assembled under hygienic conditions before being brought into the room, except in the case of automatic assembly or packaging, provided that there is no risk of contamination of the products;

- v. Packaging shall be done without delay. It shall be handled by separate group of staff having experience in handling and product wrapping and
 - vi. Immediately after packaging, the dairy products shall be placed in the designated rooms provided for storage under required temperature.
- 2.3.3 Wrapping or packaging may not be re-used for dairy products, except where the containers are of a type which may be re-used after thorough cleaning and disinfecting.
- 2.3.4 The packaging materials used shall be able to provide protection to all milk and milk products to prevent contamination, damage. It shall be able to accommodate required labelling as laid down under the FSS Act & the Regulations there under.
- 2.3.5 Food grade packaging materials shall be used for all packaging materials coming in direct contact with the food.
- 2.3.6 The packaging materials or gases where used, shall be non-toxic and pose no threat to the safety and suitability of food under the specified conditions of storage and use.
- 2.3.7 Milk and milk packaging materials shall be inspected before use to prevent using damaged, defective or contaminated packaging, which may lead to contamination of the product.

3 QUALITY CONTROL

- 3.1 The food business operator shall ensure that adequate quality check programme exists at all levels, namely, village level collection, Bulk Milk Chiller, Milk chilling centre and processing plant. Quality control programme shall be in place to include inspection and testing of incoming raw materials and finished products. The Food Business Operator of Dairy Processing plants shall follow the Scheme of Testing and Inspection (STI) as may be specified by the Food Authority from time to time, for the purpose of self-monitoring as well as for strengthening of internal controls.
- 3.2 The food business operator (Processing and Manufacturing) shall have a well-established laboratory to test compositional parameters. The laboratory shall be equipped to conduct routine microbiological tests for milk, milk products and sanitary assessment (Plant, equipment and personnel hygiene). Parameters for which testing facilities are not available in house, the testing shall be done through an NABL accredited external laboratory/ FSSAI notified laboratory.
- 3.3 Calibration records of laboratory equipment and instruments shall be maintained.
- 3.4 In case of complaints or feedback on the product, the FBO shall carry out the testing either through their in-house/ external NABL accredited labs/ lab notified by FSSAI to ensure product compliance to standards.
- 3.5 Laboratory facility and trained and competent testing personnel shall be available for food testing. If there is no in-house testing facility present for testing of incoming raw materials / Bulk chemicals / Ingredients test records or COA shall be maintained.
- 3.6 In dairy Plants, equipment shall be subjected to routine microbiological monitoring to verify the effective cleaning of milk cans, storage/holding/process/transport tank, ice cream freezer, HTST Plate Pasteurizer/ Heat Treatment pasteurizer, homogenizer and cream separator, filling machines and filling machines nozzles.

4 SANITARY REQUIREMENTS FOR DAIRY ESTABLISHMENTS

- 4.1 Facilities for the hygienic handling and protection of raw materials and of non-packed or non-wrapped dairy products during loading and unloading, transport & storing including Bulk Milk cooling facilities.
- 4.2 Special watertight, non-corrodible containers to put raw materials or dairy products intended for human consumption. Where such raw materials or dairy products are removed through conduits, these shall be constructed and installed in such a way so as to avoid any risk of contamination of other raw materials or dairy products.
- 4.3 A waste water disposal system which is hygienic and approved.
- 4.4 Facilities for cleaning & disinfecting of tanks used for transporting dairy products and raw milk. These containers have to be cleaned after every use.
- 4.5 Use and control of foot dips or shoes changes or shoe cover addition at the entry points of the processing facility to be practiced to avoid any contamination getting into the plant.

- 4.6 Where a dairy establishment produces food stuffs containing dairy products together with other ingredients, which have not undergone heat treatment or any other treatment having equivalent effect, such dairy products and ingredients, shall be stored separately to prevent cross-contamination.
- 4.7 The production of heat-treated milk or the manufacture of milk-based products, which might pose a risk of contamination to other dairy products, shall be carried out in a clearly separated working area.
- 4.8 Equipment, containers and installations which come into contact with dairy products or perishable raw materials used during production shall be cleaned and if necessary disinfected according to a verified and documented cleaning programme.
- 4.9 Equipment, containers, instruments and installations which come in contact with microbiologically stable dairy products and the rooms in which they are stored shall be cleaned and disinfected according to a verified and documented Food Safety management programme drawn up by the owner/occupier of the dairy establishment.
- 4.10 Disinfectants and similar substances used shall be used in such a way that they do not have any adverse effects on the machinery, equipment, raw materials and dairy products kept at the dairy establishment. They shall be in clearly identifiable containers bearing labels with instructions for their use and their use shall be followed by thorough rinsing of such instruments and working equipment with potable water, unless supplier's instructions indicate otherwise.

5 Sanitary Requirements for Storage

- 5.1 Immediately after procuring, raw milk shall be placed in a clean container/tanks, which is suitably equipped so as to prevent any kind of contamination.
- 5.2 The cans/ containers made up of mild steel metal and plastic material used for storage and transportation of milk and milk products shall not be allowed.
- 5.3 If raw milk is brought to the dairy plant by a producer or farmer then it shall be ensured that he brings it within four hours of milking and it shall be cooled as soon as practicable to a temperature of 5°C or lower and maintained at that temperature until processed.
- 5.4 When the pasteurization process is completed, pasteurized milk shall be cooled immediately to a temperature of 4 °C or lower.
- 5.5 Where raw milk is collected daily from a producer, it shall be cooled immediately to a temperature of 4°C to 6°C or lower and maintained at that temperature until processed.
- 5.6 The maximum temperature at which pasteurized milk may be stored until it leaves the treatment establishment shall not exceed 5°C.
- 5.7 Any dairy product not intended to be stored at ambient temperature shall be cooled as quickly as possible to the temperature established by the manufacturer of that product as suitable to ensure its durability and thereafter stored at that temperature.
- 5.8 Where dairy products other than raw milk are stored under cooled conditions, their storage temperatures shall be registered and the cooling rate shall be such that the products reach the required temperature as quickly as possible.
- 5.9 Where a dairy establishment produces food stuffs containing dairy products together with other ingredients, which have not undergone heat treatment or any other treatment having equivalent effect, such dairy products and ingredient, shall be stored separately to prevent cross-contamination.

6 Documentation and records

The FBO shall maintain at least following records:

- i. Product recall and Traceability records pertaining to the raw milk, other food ingredients, additives, preservatives etc.
- ii. FSSAI License and Registration details of Supplier and to whom products supplied.
- iii. Milk production monitoring records, Daily production, raw material utilised etc.
- iv. Training record of Food handlers.
- v. Raw material receiving (including records for milk being received from Milk Collection Centres, BMCs, Chilling Centres) and evaluation records.
- vi. Temperature records of cold room (s)/storage tanks pasteurizer, chillers, driers etc.

- vii. Quality Control / Lab test reports records.
- viii. Consolidated daily production records.
- ix. Internal and external audit records and Consumer complaint records
- x. Microbiological / /chemical test reports pertaining to milk and milk products, water, other food ingredients, additives etc.
- xi. Packing/packaging material and despatch records.
- xii. Cleaning, plant hygiene and sanitation records.
- xiii. Pest Control and routine treatment records.
- xiv. Calibration records
- xv. Health record of the employees (involved in milk handling operations)
- xvi. Transport vehicle inspection record.

PART IV (MEAT & FISH)

In addition to Part-II of Schedule 4, Specific Hygienic and Sanitary Practices to be followed by Food Business Operators engaged in manufacture, processing, storing, transport and selling of Meat and Meat Products.

Point 1 to 6 is applicable to all three i.e. Poultry, Animal and Fish.

1. General requirements

NOC from the municipality or Panchayat or applicable local body shall be obtained before the grant of license.

2. **LOCATION AND SURROUNDINGS** Access to animals and birds other than intended for slaughter shall be restricted. Open areas in the factory shall have covered wire rope netting to prevent carrion birds from access to the slaughter hall or the factory.
- 2.2. Should be linked to a meat market located away from Vegetable, fish or other food markets and shall be free from undesirable odour, smoke, dust or other contaminants. The premises shall be located at elevated level in a sanitary place.
- 2.3. Roadways and areas serving the meat processing unit which are within its boundaries or in its immediate vicinity should have a hard paved surface suitable for wheeled traffic. There should be adequate drainage and provision for cleaning.

3. LAYOUT AND DESIGN

3.1 General Requirement

- 3.1.1 Establishment shall be laid out and equipped to ensure that edible meat & meat products does not come in contact with the floors, walls or other fixed structures, except those which are specifically designed for contact with meat.
- 3.1.2 The rooms and compartments where edible products are handled shall be separate and distinct from the rooms and compartments for inedible products
- 3.1.3 Establishment shall have clear separation between clean and unclean sections.
- 3.1.4 The rooms and compartments where edible products are handled shall be separate and distinct from rooms and compartments for inedible products.
- 3.1.5 The establishment shall have separate sections i.e. Holding area, Slaughter area, Deboning/Portioning Area, Processed Product area and Storage area.
- 3.1.6 It shall permit adequate maintenance, cleaning and/or disinfection, prevent any potential contamination, and provide adequate working space to allow good manufacturing and hygienic practices for all the operations.

3.2 Internal Structures & fittings

- 3.2.1 The surfaces of walls, partitions and floors of slaughter halls, work rooms, hanging rooms shall be made of impervious, washable, waterproof, non-toxic and non-slippery material without crevices for easy cleaning and sanitation and to avoid accumulation / absorption of dust, blood / meat particles, microbial / fungal growth and allow adequate drainage and cleaning.

- 3.2.2 The internal walls shall be paved with impervious glazed tiles up to 1 meter height in case of small ruminant animals/poultry and 5 meter height in case of large ruminant animals.
- 3.2.3 Doors and Windows shall be made of impervious materials for easy cleaning and sanitation and to avoid accumulation / absorption of dust, blood / meat particles, microbial / fungal growth and should be self-closing and closed fitting.
- 3.2.4 The wall to floor and wall to wall junctions shall be smooth and coved to facilitate easy cleaning and sanitation.
- 3.2.5 Ceilings and overhead fixtures shall be constructed and finished so as to minimize the build-up of dirt, mould development, condensation, flaking and the shedding of particles.
- 3.2.6 Windows and other openings shall be insects and dust proof and easily cleanable to minimize the build-up of dirt.
- 3.2.7 Stairs, lift cages and auxiliary structures such as platforms, ladders, chutes, should be so situated and constructed as to facilitate easy cleaning, sanitation and maintenance to avoid contamination.
- 3.2.8 Suitable and sufficient facilities shall be provided for sterilization of knives, sharpeners/honing steel and other equipment's. Knives and sharpeners shall be of Stainless Steel preferably.

4. FACILITIES / UTILITIES

4.1 Implements sterilization

Suitable and sufficient facilities shall be provided within the establishment for the sterilisation of knives, scissors, sharpener etc. The knives and scissors shall be of stainless steel. They should be sterilized at a temperature of 82°C and above.

4.2 Water Supply

A constant and sufficient supply of clean potable cold water with pressure hose pipes and supply of hot water should be made available in the slaughter hall during working hours.

4.3 Storage Facility

All units shall make separate provision for storage of chilled or frozen poultry meat and poultry meat products at or below 4 °C and at or below -18 °C respectively.

4.4 Waste disposal and drainage

- 4.4.1 There shall be adequate and efficient drainage and plumbing systems and all drains and gutters shall be properly cleaned and permanently installed to avoid stagnation of water, non-edible offal and blood to maintain clean and hygienic conditions to avoid contamination of food, potable water and equipment or building. There shall be provision for the scientific disposal of refuse like rendering plant, ETP etc.
- 4.4.2 The blood should be collected in an under-drainage facility/tank and removed on regular intervals.
- 4.4.3 Disposal of waste shall be done in accordance with Pollution Control Board norms and local rules which are enforced from time to time.
- 4.4.4 The drainage system for blood shall either be underground with facility for easy cleaning or a portable receptacle with lid. All drainages will have traps and screens so as to prevent entry of scavengers like rats, mice, vermin etc.
- 4.4.5 All slaughter house refuse and waste materials will be suitably processed to prepare animal bye products or dumped in pits that are suitably covered so as to prevent its access to scavengers. For large slaughter houses, a suitable provision of Effluent Treatment Plant will be made.
- 4.4.6 In case of small slaughter houses, waste material should be composted which can be used for manure purpose and in case of large slaughter houses, waste material should be rendered (cooked) in a rendering plant to produce meat, bone meal and inedible fats.

4.5 Laboratory and Technical Staff

- 4.5.1 Every slaughter house shall engage registered veterinarians depending on the size of the operation for ante-mortem and post-mortem examination.

- 4.5.2 Consistent with the size of the slaughter house and volume and variety of meat food products manufactured, a laboratory shall be provided, equipped and staffed with qualified (chemist/analyst and Microbiologist/ Veterinary Microbiologist/Veterinary Public Health) and trained personnel.
- 4.5.3 Every slaughter house shall have in-house microbiological laboratory with sterilization room and other rooms for incubation, laminar flow/ bio safety cabinets and washing to do the microbiological examination of meat, meat products, water, air, contact surface of product and personnel working in the plant.
- 4.5.4 The Chemist/analyst shall have a graduate degree with Chemistry as one of the subject or atleast two years of experience in Meat analysis.
- 4.5.5 The food business operator shall have adequate quality control programme in place to include inspection and testing of incoming, in-process and finished products. Adequate infrastructure including a laboratory facility, trained and competent testing personnel shall be available for carrying out testing. Calibration of laboratory equipment shall be done periodically.
- 4.5.6 Microbiological examination needs to be carried out periodically for air, water, personnel hygiene (hand swabs) and food contact surfaces (knives, packaging tables, equipment etc.) to ensure food safety in finished products.

5. Post Slaughter Requirements

5.1 Carcass Shower Wash

- i) After the carcasses have been inspected and passed, they shall be washed with water. If required, water may have chlorine concentration of 20-50 PPM depending upon facility requirement.
- ii) Wash station nozzles and their angles to be maintained for effective cleaning.

5.2 Carcass Chilling and Storage in Chillers

- i) Dressed carcass shall be sanitized with appropriate sanitizer before or during the chilling of carcass.
- ii) Washed carcasses of poultry shall be chilled at or below 4°C by appropriate methods within 4 hours of slaughter. It shall further be stored at or below temperature of 4°C. Temperature of storage chillers shall be monitored at regular interval.
- iii) In small and large animals, after washing, the carcass should be immediately shifted to the chiller, the loaded animal carcass should attain the core temperature of 7°C or below at a set temperature of 2 to 4°C in chillers within 18-24 hours of chilling.

6. Portioning/ Deboning process

- 6.1 Portioning / Deboning section should be separate from slaughter and evisceration area.
- 6.2 Attention needs to be given to temperature control. It is important that cold chain shall not be interrupted except to a minimal extent necessary for practical operations.
- 6.3 The temperature in rooms for de skinning, portioning, bone -out, trimming and packing shall be controlled and held suitably low so that the meat temperature can be controlled between 10°C to 12 °C.

A. POLUTRY SLAUGHTER

In addition to Part-II of Schedule 4, the Slaughtering and Meat Processing (poultry) establishment should conform to the sanitary and hygienic requirement, food safety measures and other standard as specified below:

7. Receipt of birds

- 7.1 During loading and unloading reasonable precaution shall be taken to minimize injury to poultry bird. Catcher / handler need to be trained to minimise injury to poultry birds.
- 7.2 Transportation of healthy live birds free from diseases shall be done in properly ventilated vehicle in such way to avoid injuries and stress to the birds.
- 7.3 Coops used for transportation shall preferably be made up of plastic.
- 7.4 Vehicle & coops shall be thoroughly cleaned after unloading of birds for subsequent transportation of live birds.
- 7.5 The bird vehicle holding area shall be adequate in size.

- 7.6 The bird vehicle holding area for resting of poultry before slaughter shall have suitable facilities to park transport vehicles in areas that are well ventilated and are protected from direct sunlight and extremes of temperature.
- 7.7 The birds should be given rest of minimum 30 min before slaughter. Poultry intended for slaughter plant shall be in good health.
- 7.8 Unloading of the birds from vehicle shall be done with due care.
- 7.9 Throwing of coops must be avoided

8. Ante mortem

- 8.1 Poultry shall be rested and subjected to ante-mortem examination by qualified veterinarian before slaughter.
- 8.2 Ante-mortem examination shall be done on a lot basis while poultry birds are in the coops before or after their removal from the vehicle. Generally, a lot is made up of birds reared on a particular farm. Lot size determination depends upon the criteria defined by the slaughter house.
- 8.3 In Ante-Mortem examination, external examination of general condition of live poultry is carried out. Ante mortem Judgments includes:
 - i) Fit / Approved for Slaughter
 - ii) Unfit / Not approved for Slaughter.
- 8.4 Poultry found not fit for slaughter on ante-mortem inspection shall be rejected and sent back for treatment and record must be maintained for the same.
- 8.5 In case of threat of Avian influenza or any other zoonotic importance disease signs and symptoms if observed in the poultry birds at the time of ante-mortem examination, appropriate measures/action should be taken for the safe disposal of the affected birds and report to the State Animal Husbandry Dept.

9. Slaughter hall requirements

- 9.1 Birds shall be held with care and hanged by both legs on the shackle of the slaughter line.
- 9.2 Every poultry slaughter house shall make separate provision for different methods of slaughter (like Halal, Jewish, Jhatka, mechanical, etc.).
- 9.3 After every type of operation, the slaughter house shall be cleaned, washed and sanitized thoroughly.
- 9.4 The slaughter house shall have separation between clean and unclean sections.
- 9.5 Stunning and bleeding areas shall be physically separated from de-feathering area, so that cross contamination is minimized.
- 9.6 Areas for scalding, de-feathering, evisceration (or similar operations) shall also be appropriately separated from portioning and processing areas.
- 9.7 Slaughter area shall have provision of collection of blood and wastes & holding area for condemned carcasses.
- 9.8 Establishment shall have adequate facility for chilling of carcasses.
- 9.9 The internal walls will be paved with impervious glazed tiles up to 1 meter height in case of poultry. The walls and floors should be epoxy coated so as to avoid accumulation/absorption of dust, blood/meat particles, microbial /fungal growth.

10. Stunning

- 10.1 Stunning is essential for the effectiveness of the killing process, bleeding and for animal welfare.
- 10.2 Stunning equipment shall be properly maintained to confirm that poultry are un-conscious before slaughter and the time between stunning and slaughter shall be minimal. It shall minimize the reaction of fear, anxiety, pain and distress to birds.
- 10.3 Effective Stunning decreases the number of haemorrhages, largely reducing possible damage to the birds and thus benefiting meat quality.
- 10.4 Water bath electrical stunning or gas stunning may be used for poultry birds.
- 10.5 **Water bath electrical stunning (Reversible)**

- 10.5.1 Precaution shall be taken to avoid pre-stun shock to the birds while entering the stunner.
- 10.5.2 Birds shall enter the stunning bath in such way that the heads of all birds shall be immersed in water.
- 10.5.3 To improve efficiency of stunning, salt solution can be added in water bath of stunner.
- 10.5.4 To improve stunning efficiency water spray can be done at the juncture of feet & shackles before birds entering stunner.
- 10.5.5 Water level in the stunner shall be sufficient enough so that heads of all the birds are properly immersed in to the stunner water bath.
- 10.5.6 Frequency of Stunner shall be set as per the size of birds to get effective stunning. Frequency will depend on the type of stunner, size of bird & the stunner manufacturer specification. The objective is to have proper stunning & no bird dies of stunning.
- 10.5.7 Personnel responsible for assessing proper stunning shall be able to evaluate and recognize signs of an effective stunning and person shall take immediate corrective action in case of ineffective or incomplete stunning of birds.
- 10.5.8 Stunning efficiency shall be monitored immediately after stunning or before slaughtering of birds. Stunning efficiency is to be ensured in such a way that the recovery time of bird is within 150 seconds.

11. Slaughter

- 11.1 Humane slaughtering methods to be used for slaughtering. Slaughtering can be done by different methods of slaughter (like Halal, Jhatka, Mechanical etc.)
- 11.2 All knives, sharpener etc. used for slaughtering shall be sterilized to a minimum temperature of 82 degree Celsius.
- 11.3 After slaughtering, sufficient time i.e. minimum 150 seconds shall be allowed to bleed out the poultry effectively before the bird entering the Scalding.

12. Scalding and De-feathering

- 12.1 Scalding should be done in hot water to loosen the feather follicle for effective de-feathering of birds.
- 12.2 No live bird shall enter the Scalding.
- 12.3 Scalding of slaughtered birds shall be carried at appropriate temperature depending upon size of the bird.
- 12.4 Scalding process efficiency is determined by time-temperature combination and will vary as per machine manufacturer and speed of line.
- 12.5 De-feathering is done through a mechanical type of de-feathering machine.
- 12.6 It can be done in multiple stages to have better quality. Care shall be taken to maintain the rubber fingers softness to get better de-feathering quality and avoid rupturing of skin.
- 12.7 Feathers collected during de-feathering operations must be removed regularly or continuously.
- 12.8 All birds shall pass through potable water shower after de-feathering.

13. Evisceration

- 13.1 Evisceration consists of removal of all internal organs from the slaughtered birds in such a way to minimise internal organs rupture. After evisceration carcass along with the viscera and edible offal's shall be subjected to post-mortem examination by the registered veterinary doctor.
- 13.2 Non-edible offal's shall be removed regularly from the evisceration section to avoid cross contamination.

14. Post Mortem

- 14.1 Post Mortem Examination refers to systematic examination of dressed poultry carcass & visceral organs by veterinarian for evidence of abnormal condition.
- 14.2 The slaughter house shall provide appropriate facility like light, hand wash stations and container for condemned birds/organs for post-mortem examination. The general method to conduct on-line post mortem involved visual examination to detect diseases and abnormalities. Internal organs must be exposed for visual examination and palpation.
- 14.3 Light intensity of minimum 540 Lux shall be provided to conduct the post mortem examination.
- 14.4 Post Mortem Judgments includes:

- i. Approved / Fit for human Consumption
- ii. Unfit for human consumption
- iii. Partial Condemnation.

14.5 Post Mortem reports shall be prepared, and records shall be maintained as per lot.

14.6 All carcasses declared as “unfit” on post-mortem inspection shall be marked as “condemned”. Condemned birds/parts shall be stored separately for disposal and thereof their disposal shall be carried out under direct supervision of the plant veterinarian and record must be maintained for the same.

B. ANIMALS SLAUGHTER

In addition to Part-II of Schedule 4, the Slaughtering and Meat Processing (Animals) establishment should conform to the sanitary and hygienic requirement, food safety measures and other standard as specified below:

This standard specifies the hygienic and sanitary practices to be followed for Food Business Operators engaged in slaughter, dressing, processing including further processing, storing and transport of large animals (Bovine), Small Animals (Ovine, Caprine, Rabbit & Swine).

15. Transportation of Live animals

- 15.1 Livestock are transported from the farm/livestock markets to the slaughterhouse. Depending on the transit time and condition care should be taken to minimise stress. Wherever possible the farm/livestock market should be located near to the slaughter house.
- 15.2 Only healthy animals in good condition shall be transported unless they are meant for emergency slaughter. These animals should be certified by a qualified veterinarian for freedom from infectious diseases and their fitness to undertake the journey.
- 15.3 Pregnant animal should not be transported as they are not permitted to be slaughtered.
- 15.4 When transporting large animals, special arrangements shall be made by providing suitable partitions to protect the animals from infighting. Similar arrangement to be made to protect the young ones from being crushed when they are transported.
- 15.5 To avoid exhaustion, the animals shall be given humane treatment and care during transportation. The space provided for them shall be large enough for them to stand or lie.
- 15.6 An attendant along with first aid equipment shall accompany the animals in transit.
- 15.7 Before loading, the animals should not be fed heavily. Only light feed may be allowed. For journeys less than 12 hours no feed need be carried but for longer journeys sufficient feed shall be carried to last during the journey. Watering facilities shall be provide at regular intervals.
- 15.8 Small and large animals shall be separated by providing partitions.
- 15.9 All vehicles should be inspected for safety, suitability and cleanliness before loading the animals. The floor and walls should be free of nails or sharp projections which may injure the animals.
- 15.10 The vehicles should be disinfected before loading the animals.
- 15.11 The transport vehicle floor and sides shall be provided with proper padding material to avoid injuries to the animals during transport.
- 15.12 Animals when driven for loading or unloading shall never be struck with stick, instead a soft-rubber pipe may be used.
- 15.13 If animals are to be transported in extreme cold or hot climate, it is preferable to transport them in covered lorries on road and proper care shall be taken to minimise transport stress. Journey under such adverse climate shall be minimised.
- 15.14 The trucks transporting the livestock should not exceed the speed limit of 40 km/hour so as to avoid jerks and injuries to the animal. The truck shall not load any other merchandise and shall avoid unnecessary stops on the road. However, for journeys exceeding 12 hours, the animals shall be transported by railways.
- 15.15 Suitable ramp shall be provided for loading and unloading the animals. The ramp shall be covered with straw to avoid slipping. At any time of loading or unloading the vehicle shall be kept clean to avoid slipping of animals.
- 15.16 In case of railway wagons when loading is done on the platform, the door of the wagon may be used as ramp.

- 15.17 Each consignment should bear a travel document showing the following particulars-
- Number and kind of animal loaded
 - Name, address and telephone number, if any, of the consignor
 - Name, address and telephone number, if any, of the consignee
 - Instructions regarding feeding and watering.
- 15.18 Receipt of animals, raw material receiving, and dispatch of finished products places shall be located away separately to avoid cross contamination of finished products.
- 15.19 Conveyances and/or containers used for transporting shall be kept clean and maintained in good repair condition to protect meat from contamination and shall be designed and constructed to permit adequate cleaning and/or disinfection.
- 15.20 Food products in containers are to be so placed and protected as to minimize the risk of contamination.
- 15.21 Meat & meat products shall be transported under hygienic conditions and at appropriate temperature (Chilled Meat at or below than 4°C and frozen meat at or below than minus18°C).
- 15.22 In case the meat need to be transported away from the place of slaughter, it shall be transported in a refrigerated vehicle in hygienic and sanitary condition. It can also be transported in a clean insulated container with precautions to ensure that no contamination/cross contamination or deterioration takes place and temperature of the product is maintained as per the prescribed standards.

16. Receipt of animal

- 16.1 Animals intended for slaughter shall be in good health.
- 16.2 All animals should be assigned and marked with unique identification number at receipt.
- 16.3 All animals should be inspected for any disease by a registered Veterinarian.
- 16.4 Animals suspected of contagious or infectious diseases shall be segregated and kept in separate isolation pens which shall also be provided with arrangements for watering and feeding.
- 16.5 Animal should be loaded on a ramp which could have a gradual slope (not greater than 30°) and with anti-slippery device with cleats at frequent intervals. It is better to have those ramps covered to avoid extreme weather conditions.
- 16.6 The reception area/animal holding yard/ resting yard shall have facilities for watering and examining the animals before they are sent to holding pens/lairage.
- 16.7 Animal shall be allowed to rest between 12- 24 hours (recommended) in resting pens after transportation. They should be provided with adequate ventilation and climate control facilities such as fans and foggers with adequate quantity of drinking water.
- 16.8 The space provided should be such that animal can move freely. It should be maintained dry, clean and free from pest and vermin.
- 16.9 The size of lairage shall be in proportion to the slaughter capacity and it should be covered with overhead shed.

17. Ante mortem

- 17.1 All animals shall be rested before slaughter and shall be subjected to ante mortem examination and inspection well in advance of the time of slaughter.
- 17.2 In case of ante-mortem examination, veterinary doctor for examining 12 animals in one hour is adequate i.e. 96 animals in a shift of 8 hours No animal which have been received into a slaughter hall for the purpose of being slaughtered shall be removed/slaughtered without a written consent of the qualified veterinarian.
- 17.3 The ante mortem examination shall be done as per the prescribed format and records shall be maintained.
- 17.4 An animal which on inspection found fit, shall be approved for slaughter.
- 17.5 An animal which, on inspection is found to be not fit for slaughter shall be marked as "suspect" and kept separately. Each such animal shall be marked as "suspect" only by or under the personal supervision of the registered Veterinary Doctor.

- 17.6 All animals which, on ante-mortem inspection, show symptoms of railroad sickness, parturient paresis, rabies, tetanus or any other communicable diseases shall be marked as "Rejected" and appropriate measures/action should be taken for the safe disposal of the affected animals and refer to the State Animal Husbandry Dept.
- 17.7 Animals found not fit for slaughter on ante-mortem inspection shall be rejected and sent back for treatment and record must be maintained for the same.
- 17.8 Every animal which upon AM found to show symptoms of or is suspected of being diseased or animals declared as "suspect" shall be at once be removed to isolation pen and kept there for observation for period as may be considered necessary to ascertain whether the animal is diseased or not. This will be done under the supervision of registered veterinarian.
- 17.9 Animals showing signs of anthrax should not be allowed for slaughter and should be disposed and condemned immediately either by (i) complete incineration or (ii) thorough denaturing with prescribed denaturant.

18. Stunning

- 18.1 Stunning before the slaughter should be mandatory, except in the case of ritual slaughter.
- 18.2 Stunning equipment should be properly maintained in good working condition to confirm that animal is insensible prior to slaughter.
- 18.3 The time between stunning and slaughter should be minimal.

Types of Stunning process

i. Electrical (stunning / slaughtering with electric current is known as electro narcosis)

This method is used for swine, sheep, calves, cattle, goats etc. Electric head stunners may be preferred for sheep and goat where both electrodes are placed on head region. The low and controlled current must be maintained so that stunning will not damage the heart and brain or cause physical disability and death of the animals.

ii. Mechanical Stunning

It can be carried out by methods-:

Captive Bolt Stunning is used mainly for stunning cattle, sheep and goats, it is also employed to a lesser extent for pigs. A captive bolt gun has a steel bolt that is powered by either compressed air or a blank cartridge. The bolt is driven into the animal's brain. After the animal is shot the bolt retracts and is reset for the next animal.

Pneumatic percussive stunning:

For cattle optimum position is that the center of the stunner should contact the animal at a point of intersection of lines drawn from the medial corners of the eyes and the base of the ears.

For pigs on the midline just above eye level, with the host directed down the line of the spinal cord.

For sheep and goat its behind the poll, aiming towards the angle of the jaw.

iii. Gas Stunning

Stunning of pigs by exposure to carbon dioxide (CO₂) may be preferred. The concentration of CO₂ should be preferably 90% by volume but shall not be less than 80% by volume and ideally pigs should be exposed for 3 minutes. Sticking should be done immediately after exit from the gas chamber. Over-crowding of animal should be avoided in the gas chamber.

In case of pigs,

Scalding means passing the animal through scalding tank containing water at appropriate temperature (usually 60-65°C for 5-6 minutes), so as to loosen the hair follicle so that de-hairing of animal will be done effectively.

Scalding is a process based on time and temperature combination and it will vary as per animal size, machine manufacturer and speed of the line. No live animal shall enter the scalding tank.

De-hairing of pigs means removal of loosed hair immediately after scalding. After de-hairing, slaughtered pigs shall pass through a potable water shower.

19. Slaughter

- 19.1 Separate provision in the slaughter hall for the slaughter of different species which are proposed to be slaughtered (like large animal viz; Cattle and Buffalo, Pigs and small animals like Sheep & Goat) and for different methods of slaughter (like Halal, Jewish and Jhatka). After every type of operation the slaughter house shall be cleaned, washed wiped/dried and sanitized thoroughly.
- 19.2 Vocalization is to be watched for discomfort of animals. Slaughtering should not be done in the sight of other live animals.
- 19.3 Electric pods for moving animals shall not be used.
- 19.4 Humane slaughtering methods to be used for slaughtering.
- 19.5 After slaughtering, sufficient time shall be allowed to bleed out from the carcass.
- 19.6 Bleeding conveyor shall be so located, that the blood shall not be splashed on another carcass adjacent animals on the rail.
- 19.7 Working platform for on- rail operations should be of such height that the operator should be able to reach operation zone in his natural standing position.
- 19.8 The dressing of the carcass shall not be done on the floor. Suitable hoists will be provided to hang the carcass before it is eviscerated.
- 19.9 Adequate means and tools for skinning of the animal should be provided. The inner side of the skin shall not be rubbed or caused to be rubbed upon the ground within any portion of the slaughter hall.
- 19.10 Hides and skins shall not be dragged and be carried in proper trolleys within the slaughter/dressing hall Suitable and separate space shall be provided for the storage of hides and skins. This room shall have a separate exit.
- 19.11 Stamping of carcass should be done for identification at the time of slaughter. Permitted food grade dyes should be used.

20. Evisceration

- 20.1 In small and large animal, before evisceration the carcass has to be examined carefully for any pathological lesions.
- 20.2 Evisceration consists of removal of all internal organs from the slaughter animals in such a way that the internal organs do not rupture.
- 20.3 After evisceration carcass along with the viscera and edible offal's shall be subjected to post-mortem examination by the registered veterinary doctor.
- 20.4 Non-edible offal shall be removed regularly from the evisceration section to avoid cross contamination.

21. Post Mortem

- 21.1 Post Mortem Examination refers to systematic examination of dressed carcass & visceral organs by veterinarian for evidence of abnormal condition.
- 21.2 There should be adequate number of veterinary doctors for performing the post mortem inspection of the slaughtered animals. To ensure that the whole carcasses and edible offal's are thoroughly checked and any post mortem changes in the tissues/organs are appropriately considered for rejection/condemnation thereof as the case may be.
- 21.3 The post mortem inspection shall be done as per the prescribed format and records shall be maintained.
- 21.4 A careful and detailed post-mortem examination and inspection of the carcasses and parts thereof of all animals slaughtered shall be made soon after slaughter. Post-mortem inspection shall be a detailed one and shall cover all parts of the carcass, the viscera, lymph glands and all organs and gland.
- 21.5 Post Mortem examination and destruction in case of condemned shall be done in presence of registered veterinarian.

- 21.6 All organs and parts of the carcasses and blood to be used in the preparation of meat food products shall be held in such a manner as to preserve their identity till the completion of the post-mortem inspection so that they can be identified in the event of the carcasses being condemned.
- 21.7 Every carcass including all detached parts and organs thereof which show evidence of any condition which will render the meat or any part or organ unfit for human consumption and which for that reason may require subsequent inspection, shall be retained by the Registered Veterinarian. The identity of such carcass including the detached parts and organs thereof shall be maintained until the final inspection is completed.
- 21.8 Retained carcasses, detached parts and organs thereof shall be maintained and in no case be washed, trimmed or mutilated in any manner until the final inspection is completed by the Registered Veterinarian.
- 21.9 If in the opinion of the Registered Veterinarian a carcass, organ or part thereof is to be held back for further detailed examination, the carcass, organ or part concerned shall not be released till the examination in detail is completed by the Registered Veterinarian and it is declared thereafter by him as fit. When it is to be detained for detailed examination, the carcass, organ or part thereof shall be marked as "Held". If on subsequent inspection, the carcass, organ or part thereof is found to be unwholesome and unfit for human food, the Registered Veterinarian shall mark such a carcass, organ or part thereof as "condemned" and shall dispose it off.
- 21.10 No air shall be blown by mouth into the tissues of any carcass or part of a carcass.
- 21.11 Carcasses, parts and the organs thereof found to be sound, wholesome, healthful and fit for human consumption shall be marked as "Inspected and passed".
- 21.12 Every carcass or part thereof which has been found to be unfit for human consumption shall be marked by the Qualified Veterinary Doctor as "Inspected and condemned".
- 21.13 All such condemned carcasses, parts and organs thereof shall remain in the custody of the Registered Veterinarian pending disposal at or before the close of the day on which they are marked "Inspected and condemned".
- 21.14 All condemned carcasses, organs or parts thereof shall be completely destroyed in the presence of the Registered Veterinarian by incineration or denatured, after being slashed freely with a knife, with crude carbolic acid, cresylic-disinfectant or any other prescribed agent unless such carcasses, organs or parts thereof are sterilized for the preparation of bone-cum-meat meal before leaving the slaughter house premises.
- 21.15 When on inspection only a portion of a carcass on account of slight bruises is decided to be condemned, either the bruised portion shall be removed immediately and disposed of or the carcass shall be retained and kept till such time it is chilled and the bruised portion removed and disposed off.

C) FISH AND FISH PRODUCTS

In addition to Part-II of Schedule 4, specific requirement for establishment in which fish and fish products are being handled, processed, manufactured, packed, stored, distributed and transported.

22. Internal Structure & fittings

22.1 All interior structures (including floors, walls, ceilings, doors, windows, partitions, overhead fixtures, working surface that come into direct contact with fish, shellfish and their products, such as stairs, elevators, etc.) shall be constructed of materials that are corrosion-resistant, light-coloured, durable, impervious to minimize the build-up of fish slime, blood, scales and guts and to reduce the risk of physical contamination, with no toxic effect in intended use, shall be unable to provide pest harbourage,; and be easy for cleaning and disinfection.

22.2 Equipment & containers

- 22.2.1 Conveying equipment for live and slaughtered products should be constructed of suitable corrosion-resistant material that doesn't transmit toxic substances and shouldn't cause mechanical injuries.
- 22.2.2 Cooling chambers for storage of fish food products are equipped with thermometers and (or) automatic air temperature controllers in the chamber as well as with temperature recording devices.

23. Procurement of raw materials and ingredients

23.1 Immediately on receipt, the raw material and ingredients to be procured from registered or approved supplier. Other raw material or ingredient or any other material used in processing products shall not be accepted by a food business operator, if it is known to contain chemical, physical or microbiological contaminants which would raw material shall be washed or cleaned as necessary to remove soil or other contaminants using potable

water. It is recommended that temperature of fish and fish products at the time of delivery shall be in the range of 0°C to +4.0°C. In case of frozen products, receiving temperature shall be -18°C or below.

- 23.2 Shrimps shall be procured from farmers registered under authorized agencies.
- 23.3 Aqua inputs used in aquaculture farms should be on CAA approved list and Aqua feed from BIS.
- 23.4 Fish should smell fresh and mild, not fishy, sour, or ammonia-like. A fish's eyes should be clear and shiny.
- 23.5 Whole fish should have firm flesh and red gills with no odour. Fresh fillets should have firm flesh and red blood lines, or red flesh if fresh tuna. The flesh should spring back when pressed.
- 23.6 Fish fillets should display no discoloration, darkening, or drying around the edges.
- 23.7 Shrimp, scallop, and lobster flesh should be clear with a pearl-like colour and little or no odour.

24. Food and packaging materials storage including warehousing

It is recommended that temperature of fish and fish products at the time of storage shall be in the range of 0°C to +4.0°C for chilled/refrigerated and -18 °C or below for frozen. Too long storage time and sever fluctuation should be avoided. Where the product is susceptible to temperature abuse and / or weather damage, covered bays should be provided for loading and unloading.

25. Processing

- 25.1 Fin fish and shellfish should be handled and conveyed with care during processing operations to avoid physical damage such as puncture and mutilation. Food contact surfaces shall be made of food grade material. Personnel shall put on clean protective clothing and wash their hands before entering processing area.
- 25.2 Ice used in cooling and holding raw material should not be mixed with ice used to store processed and packed products. Wherever steam is used directly on food during processing, the steam shall be made from potable water.

26. Packaging

- 26.1 Avoid packages with signs of frost or ice crystals, which may mean the fish has been stored a long time or thawed and refrozen.
- 26.2 Avoid packages where the "frozen" fish flesh is not hard. The fish should not be bendable.
- 26.3 Packaging used for storing ice cooled fish food products should ensure the drainage of the melt water.
- 26.4 The packaging of fish food products should ensure safety of fish food products and invariability of the organoleptic properties before the expiration date of such products.

27. Food Transportation

- 27.1 Where appropriate with chilling equipment to maintain chilled fish or shellfish during transportation to a temperature at or below 4 °C or, for frozen fish, shellfish and their products, to maintain a temperature at or below -18 °C. Allow those temperatures to be monitored.
- 27.2 To provide the fish or shellfish with protection against contamination, exposure to extreme temperatures and the drying effects of the sun or wind
- 27.3 To permit the free flow of chilled air around the load when fitted with mechanical refrigeration means.
- 27.4 Cargo compartments of transport vehicles and containers should be subjected to regular washing and disinfection with a frequency necessary to prevent cargo compartments of transport vehicles and containers from becoming sources of contamination (dirtying) of products
- 27.5 Inner surfaces of transport vehicles should be smooth and easy to wash and disinfect.

28. Quality control

- 28.1 Fish food products should not contain natural or synthetic hormonal substances or genetically modified organisms.
- 28.2 Biological water resources catchments and food products of aquaculture of animal origin should be examined for parasites (parasitic affections).
- 28.3 The fish and fish products should be free from ammonia and formalin.

Part V**License Food Business Operators (FBO'S) engaged in catering or food service operations**

Specific requirement for Catering/ food establishment in which food is being handled, processed/prepared, stored, distributed and ultimately sold to the customers in addition to PART II requirements.

1. Temporary Premises

- 1.1 Premise and structures established shall be sited, designed, constructed and kept clean and maintained in good repair. Adequate measures shall be taken to avoid risks of contamination of food, harbourage of pests and animals. Adequate facilities for safe handling of food and to maintain personal hygiene such as toilets for staff, hot and cold running water, soap and clean towels for hand washing shall be made available.
- 1.2 Adequate arrangements for the hygienic storage and disposal of hazardous food and /or inedible substances and waste should be available.

2. FOOD OPERATIONS AND CONTROLS**2.1 Food Receipt (Procurement of raw materials and ingredients)**

- 2.1.1 Receiving of food must be done at a designated place or a specific platform. It must be kept cleaned and where appropriate disinfected.
- 2.1.2 Farm produce like vegetables, fruits, eggs etc. must be checked for spoilage and accepted only in good condition.
- 2.1.3 Non vegetarian and vegetarian items must be received separately. Non-food items shall not be received at the same time when high risk food items are received.

3. Food and packaging materials storage

- 3.1 Food of animal origin shall be stored at a temperature of less than or equal to 5°C. Other raw materials requiring refrigeration such as fruits and vegetables shall be stored at a temperature allowing their quality to be maintained. Stored raw materials or ingredients shall be kept in adequate conditions to avoid deterioration and to protect them from contamination.
- 3.2 Raw meat, fish, poultry shall be stored separately. Also, there shall be a segregation of vegetarian and non-vegetarian food items.
- 3.3 Raw meat and other ingredients that need to be transferred from their original packages shall be handled in a manner that they remain prohibited and with the original label of the product intact or the label to be transcribed in any other form or any other method to ensure traceability of product.
- 3.4 Rejected food products shall be marked and kept away from access for other users.
- 3.5 Hazardous substance like cleaning and sanitization chemicals, pest controls chemicals, fuel, etc. shall be stored away from food handling area where there is a potential risk for contamination. Such substances shall be adequately labelled with information about their identity, use and toxicity.

4. Pre-preparation

- 4.1 It includes activities like washing of raw materials, cleaning, cutting, peeling, mixing kneading, pasting, etc.
- 4.2 Pre-preparation area shall be clean, free of pests and rodents and in good state of repair. All pre-preparation surfaces shall be kept clean and sanitized before handling food.
- 4.3 Raw materials shall be cleaned, washed in potable water. Fruits and vegetables to be consumed raw shall be sanitized with 50 ppm chlorine before cutting, peeling and/or serving.
- 4.4 Different chopping boards, knives and utensils shall be used for cooked & raw food, vegetarian and non-vegetarian food.
- 4.5 Surfaces coming in contact with food which include chopping boards, knives, peelers, utensils, etc. shall be cleaned thoroughly and if necessary, disinfected after using appropriate sanitisation techniques. Vegetarian cutting boards shall be sanitized with 50 ppm chlorine and non-vegetarian cutting board with 100 ppm chlorine.
- 4.6 Pre-prepared food products being stored for later use shall be date and time tagged.
- 4.7 Thawing of Food - shall be done in such a way so as to minimise the risk of growth of pathogenic microorganisms. Items being thawed shall be labelled with defrost date to indicate the beginning of second shelf life. After thawing, food must be consumed within 12 hours.

- 4.7.1 Meat, poultry and fish shall be thawed in refrigerator at 5°C or in a microwave.
- 4.7.2 Shellfish, seafood and any such special product that need to be thawed in running water shall be done in potable running water maintained at 15°C or less. The thawing in running water shall not exceed 90 minutes.
- 4.7.3 Any other means of thawing apart from refrigeration, in running water and microwave is not allowed.
- 4.7.4 Liquid coming from defrosting if posing threat/risk to health should be drained off adequately.
- 4.7.5 Food once thawed shall not be re-frozen for future use.

4.8 Food preparation

- 4.8.1 Potable water shall be used for cooking, pre preparation, steaming food, making ice cube and drinking purposes. Cooking/processing/preparation shall be done only in food grade containers/ equipment taking adequate precautions to prevent contamination from foreign matter.
- 4.8.2 Food must be cooked for a minimum of 65°C for 10 minutes or 75°C for 15 seconds core food temperature.
- 4.8.3 Allergenic Contamination - Presence of allergens e.g. nuts, milk and cereal grains must be identified in food ingredients and products and controls shall be put in place to prevent their presence in foods where they are not labelled. Controls to prevent cross-contact of foods containing allergens with other foods shall be implemented e.g. effective segregation of foods containing allergens and other food items during food preparation is important. Where cross-contact is unavoidable, consumers shall be informed.
- 4.8.4 Where cooking or frying of any kind is done, proper outlets for smoke/steam etc. like chimney, exhaust fan etc. shall be provided
- 4.8.5 Cooked or semi processed high risk food that is to be refrigerated shall be cooled and brought to room temperature and cooled to 5°C or below within maximum of two hours. This food shall be consumed within 24 hours of preparation.
- 4.8.6 In frying operations, only fats and oils suitable for cooking (as per specification under FSSA, 2006) shall be used. Where cooking fats and oil are reused, they shall be assessed to ensure they are fit for purposes. Fat and oil quality should be verified periodically by checking the texture suspended particles and rancidity. Good quality/ fats available in packaged should be used for cooking purposes.
- 4.8.7 Oil/Fat shall not be used beyond the maximum prescribed limit for Total Polar Compounds (TPC) of 25 per cent.

4.9 Holding

- 4.9.1 Prepared food shall be held in clean, food grade and where necessary sanitized equipment.
- 4.9.2 Hot holding for vegetarian and non-vegetarian foods intended to be consumed hot shall be done at 65°C and above.
- 4.9.3 Desserts and foods intended to be consumed cold shall be held at 5°C or below. Frozen desserts must be held at -18°C or less.
- 4.9.4 Where temperature and/or humidity are deemed critical to ensure safety and suitability of food, a control system shall be put in place and monitored.

Reheating

- 4.9.5 Food is heated uniformly and it must be assured that core temperature of food shall reach 75°C.
- 4.9.6 Indirect heating method like adding hot water or reheating under bainmaire or reheating under lamp are not permitted.
- 4.9.7 High risk food such as raw and cooked meat, fish, poultry, cooked gravies, etc. that are reheated shall not be cooled and reheated again for using second time.

4.10 Food Display and Service

- 4.10.1 Food Portioning: Portioning of food shall be done in strict hygienic conditions, in clean and sanitized utensils. High risk foods shall be portioned in the refrigerated area.
- 4.10.2 Prepared food shall be displayed/ served in clean, food grade and (where necessary) sanitized equipment, utensils, serving spoons, cutlery, etc. and shall be kept covered.
- 4.10.3 Each food item shall have a separate handling tool such as ladle, spoon tong, etc. at the time of serving and there should be no direct handling of ready to eat food through bare hands.

- 4.10.4 Temperature of hot food to be displayed or served hot shall be maintained at 65°C or above and cold food shall be maintained at 5°C or below. Temperature of frozen item at display or at the time of serving shall be maintained at less than -18°C.
- 4.10.5 Hot food can be kept below 65°C for up to 2 hours but this can be done only once. If any food product is left after that time it shall be reheated above 75° C for a minimum contact time of 2 minutes and put back to hot holding. Such food shall not be reheated again.
- 4.10.6 Cold food can be kept above 5° C but below 10° C for up to 2 hours but this can be done only once. If any food is left after this, it shall be discarded. Dry savouries can be at displayed at room temperature with the indication of use by date visible to consumers.
- 4.10.7 Cutlery, crockery used of serving food shall be clean and sanitized. Disposable serving plates, cutlery and other items such as straw, stirrers, etc. shall be clean and free from contamination. They shall be made from food grade material and dyes only.
- 4.10.8 Dispensing containers used for accompaniments at dining service like salt, pepper, sauces etc., shall be clean, sanitized and should be free of foreign matter and pests. While refilling these containers, care shall be taken to avoid contamination.
- 4.11 **Food Transportation**
- 4.11.1 Food transportation vehicle should be designed, constructed, maintained, cleaned and used in a manner that protects the food from contamination. Regular pest control of these vehicles shall be done.
- 4.11.2 Any transport of food like carrying raw materials into the food zone or movement of semi processed or processed items within the food zone or transport of prepared food from one place to another shall be protected from pests, foreign matter contamination and environmental pollution.
- 4.11.3 Food transport equipment that are intended to be in direct contact with food products should be constructed with non-toxic, food grade materials, which shall also be easy to clean and maintain.
- 4.11.4 High risk hot foods shall reach the point of consumption within two hours of preparation. Where food is to be transported over longer periods of time, then the temperature during transport shall be maintained at 65OC. Alternatively, the food shall be first chilled to 5OC or below (as per Section 2.4.5 above) and then transported with the temperature during transport maintained at 5OC or below.
- 4.11.5 All high risk food required to be served in chilled condition must be maintained during transport at 5OC or below. If transported at normal temperature, then the food shall be consumed within 4 hours.
- 4.11.6 All frozen items must be taken only in freezer or such ice boxes maintaining required temperature i.e. -18o C or below.
- 4.11.7 No trolley, tub or container which is used for carrying any other material like garbage, coal, chemicals, engineering or other supplies shall be used for transport of food materials.
- 4.11.8 Food vans of caterers must be covered and should have proper locks to prevent entry of rodents and pests and be protected against any other threat to food safety during transport.
- 4.11.9 Food and non-food products transported at the same time in the same vehicle shall be adequately separated (e.g. Wrapped and packed) to ensure that there is no risk of food spillage or contact that may contaminate the food.
- 4.11.10 If different types of food are transported within a vehicle, precaution should be taken to avoid cross contamination. For example, if both raw meat and ready to eat food are transported at the same time, they should be wrapped or kept separate covered and placed so that no cross contamination occurs.

Part VI

Licensed Food Business Operators (FBO's) engaged in storage, transport & trade

Sub Part (a)

Storage of food products

In addition to PART II , specific requirement for FBOs engaged in storage of food products.FBOs engaged in any other kind of business (such as manufacturing, transport, retail etc) shall also comply with the requirements as applicable under different parts of Schedule 4.

1. FOOD OPERATIONS AND CONTROL

- 1.1 Ensure FSSAI license for the manufacturer who is supplying food items for storage.

- 1.2 Incoming vehicle shall meet with the hygiene requirements & shall not carry any hazardous material. Fresh raw material shall be transported in clean & intact crates and wet meat shall be transported in chilled conditions.
- 1.3 1.1.3 Packaged food items shall conform to the regulations laid down under the Act. Packaged food items shall be checked for 'expiry date'/ 'best before'/ 'use by' date, packaging integrity and storage conditions before accepting them and stored accordingly.
- 1.4 No food item, processing aids & packaging material shall be accepted by a food business operator, if it is known to contain chemical, physical or microbiological contaminants which would not be reduced to an acceptable level by normal sorting and/or processing.
- 1.5 The FBO shall have procedures in place to confirm that the incoming food materials meet the documented specifications. This may be ensured through supplier control, certificate of conformity, incoming inspection, review of label for allergens etc.
- 1.6 Records of food items or any other material used in processing as well as their source of procurement shall be maintained for inspection and traceability.
- 1.7 Receiving temperature of potentially high risk food shall be 50C and below for chilled foods; 600C and above for hot foods. Receiving temperature of frozen food shall be -18 0C and below. Frozen food at -120C may be received, provided they are immediately transfer to freezer to attain temperature of -18 0C or below before sale. Records of the receiving temperatures of high risk food and frozen foods shall be maintained.
- 1.8 Ingredients containing allergens shall be clearly identified and stored to prevent cross-contamination with ingredients and products not containing allergens and with other material and products.

2. Storage

- 2.1 A food business shall store food and packaging materials in appropriate areas for effective protection from dust, condensation, drains, waste and other sources of contamination during storage.
- 2.2 Storage areas shall be dry and well ventilated. When storing potentially high risk food, a food business must store it under temperature control (and humidity control where necessary) and if the food is intended to be frozen, ensure that the food remains frozen during storage. Temperature shall be appropriately monitored with temperature recording devices and records thereof shall be maintained.
- 2.3 All materials and products shall be stored off the floor and with sufficient space between the material and the walls to allow inspection, cleaning and pest control activities to be carried out.
- 2.4 All food items shall be stored separately from non-food items such as hardware, tools, cleaning materials etc.
- 2.5 Unfit food items such as rejected, recalled, expired, contaminated shall be stored separately and shall be clearly marked.
- 2.6 The storage of food items shall be subjected to stock rotation practice such as FIFO (First in First out), FEFO (First Expire First Out).
- 2.7 Whenever frozen food items are stored, adequate care shall be taken so that the food items are not defrosted / thawed material. In case food items are thawed, it shall be discarded and shall not be refrozen for future use.
- 2.8 Personnel's safety shall be ensured when handling grains as grain flowing out of a container tends to form a funnel at the centre which is highly unstable surface can suck a person in within seconds. Also, crusts can form in damp grain beneath which the grain has run out. Walking on bridged grain can cause failure of the crust, resulting in burial and suffocation.
- 2.9 Stack planning shall be done as per the floor area. Stack plan shall be prepared in such a manner that the stacks shall not obstruct light and free flow air into godowns. Stacking of commodities in bags/containers/packages shall be done in the identified stacks on a suitable available dunnage material viz bamboo mats, polythene sheets, wooden crates, poly pallets etc.
- 2.10 Surfaces, utensils, equipment, fixtures and fittings shall be thoroughly cleaned and where necessary disinfected when meat and poultry has been handled or processed previously and now other food items are being handled.
- 2.11 Presence of allergens listed in the Food Safety and Standards (Labelling) Regulations, 2017 must be identified in food items and controls shall be put in place to prevent their presence in foods where they are not labelled. Controls to prevent cross-contact of foods containing allergens with other foods shall be implemented e.g. separate storage facilities. Where prevention from cross-contact cannot be guaranteed, consumers shall be informed.

- 2.12 Systems shall be in place to prevent contamination of foods by foreign bodies such as glass, metal shards from machinery and dust while carrying out primary processing activities such as sorting, grading etc.
- 2.13 The primary, secondary & tertiary packaging shall be prevented from wear and tear to avoid contamination of the food items.

Sub Part (b)
Transport of food products

Specific requirement for transportation of food items in addition to PART II. FBOs engaged in any other kind of business (such as manufacturing, storage, retail etc) shall also comply with the requirements as applicable under different parts of Schedule 4.

1 LAYOUT AND DESIGN OF FOOD ESTABLISHMENT PREMISES

1.1 The construction & design of transportation vehicle shall –

- i) Permit adequate maintenance, cleaning and/or disinfection & prevent any potential contamination.
- ii) Neither permit the entry of pests nor provide harbourage for pests.
- iii) Permit effective segregation of different foods and protect food products from cross – contamination.
- iv) Permit monitoring of the temperature from outside.
- v) Be suitable to the foodstuff & the environmental conditions of the area where transported.

1.2 Internal Structure & fittings

1.2.1 All interior structures (including floors, walls, ceilings, doors, partitions, overhead fixtures etc.) of transportation vehicle shall be constructed of materials that are durable, impervious to the food particles, grease and water, with no toxic effect in intended use, shall be unable to provide pest harbourage, shall be easily and effectively cleaned and where appropriate, disinfected.

1.2.2 Internal surfaces shall be smooth and free from crevices or sharp angles. Connections, nuts, and soldering at the internal surfaces shall be minimized.

1.2.3 Structures where glass breakage could result in the contamination of food shall be constructed of alternative materials or be adequately protected.

1.2.4 Refrigerated vehicles shall have insulated walls, specially designed flow chutes, corrugated floors and are fitted with evaporation units which create the cold air necessary to maintain the temperature required for the product. Adequate measures shall be in place to discover any leakage of the cooling material.

1.3 Doors

1.3.1 Plastic strips curtains, secondary doors or some other mechanism should be provided to reduce heat-gain during loading or unloading.

1.3.2 Doors/curtains should be in good condition and shall maintain an effective seal to the external environment

1.4 Floors

Floors shall be robust to enable safe loading and unloading operations.

1.5 Monitoring device

Equipment units must have accurate and reliable monitoring devices. All such devices should be calibrated at a pre-determined interval.

1.6 Vehicles

1.6.1 It shall be intact, well painted with no signs of flaking paint & corrosion.

1.6.2 It shall be watertight, dry, odourless and in a well maintained condition and shall be able to protect the goods effectively.

1.6.3 The food transportation unit shall be capable of keeping the transported food within the required temperature throughout the transportation period.

- 1.6.4** The equipment used for chilling the foods shall be designed in such a way that avoids contaminating the foods. Cooling fluids and refrigerants shall be accessed for their safety so as to avoid contamination.

1.7 Temperature control

Depending on the nature of the food being transported, adequate facilities shall be available for heating, cooling, refrigerating and freezing food, monitoring & recording of food temperatures to ensure the safety and suitability of food.

1.8 Air quality and ventilation

- 1.8.1** Transportation vehicle shall have adequate natural or mechanical ventilation to effectively remove condensation. Where temperature and/or humidity are deemed critical to ensure safety and suitability of food, a control system shall be put in place and monitored.
- 1.8.2** Ventilation systems shall be designed and constructed so that air does not flow from contaminated areas to clean areas and can be adequately maintained and cleaned. Sanitary conveniences are to have adequate natural or mechanical ventilation.

1.9 Lighting

- 1.9.1** Adequate lighting should be provided to enable the personnel to operate in a hygienic manner.
- 1.9.2** Lighting fixtures shall be protected to ensure that food is not contaminated in case of breakages.

2 FOOD OPERATIONS AND CONTROL

2.1 General requirements

- 2.1.1** Ensure FSSAI license for transporter who is supplying vehicle for transportation.
- 2.1.2** A food business must, when transporting food shall:
- i) Protect all food from the likelihood of contamination;
 - ii) Transport high risk food under temperature control.
- 2.1.3** All high risk and perishable foods requiring temperature controlled environments to extend their shelf life or limit microbial growth shall be transported in vehicle that consistently maintains those temperature controls –
- i) At or below 5°C if cold or at or above 60°C if hot ;
 - ii) Frozen at -18°C if they are intended to be stored frozen;
- 2.1.4** The food transportation unit may not be chilled for dry or canned foods. However, the temperature of transporting such foods shall not exceed the temperature of storing these foods.

2.2 Pre loading

- 2.2.1** Trailer interiors shall be free from all debris and odors from previous loads that can either mark or taint packaging or product.
- 2.2.2** Vehicles not fitted with cooling units or inadequately insulated vehicles i.e. unrefrigerated or substandard insulation capacity shall not be used to distribute fresh, chilled or frozen foods.
- 2.2.3** Food establishment should take necessary steps to monitor temperature of foods at the time of loading the vehicle. Products and records should be checked at the time of receiving and nonconforming products should not be accepted.
- 2.2.4** Before loading the products, all visible residues from the previous loads must be cleared from inside and outside of the vehicle.
- 2.2.5** Vehicle shall be closed or covered with tarpaulin to protect the food material from external environment and likelihood of contamination.

2.3 During Loading

- 2.3.1** While transferring chilled foods, foods should be quickly moved into temperature controlled vehicle, to minimize the time in which they are in the danger zone, i.e. between 5°C and 60°C. A deviation of not more than 5°C is allowed during the loading of chilled foods.
- 2.3.2** While transferring raw frozen foods, the temperature of the food shall not fall below -12°C. Such products shall immediately be brought to a temperature of -18°C.
- 2.3.3** All meat/carcasses during storage and transportation shall be properly covered with food grade material & temperature shall be maintained at 5°C and below.
- 2.3.4** Food handlers responsible for loading foods into vehicles, and filling display chillers and freezers should be familiar with capacity levels and restrictions to loading such as units, volume limits, air flow, temperature range variances, etc., in order to maintain the minimum/ maximum temperature needs of the products being placed therein.
- 2.3.5** It must be ensured that the operation is not performed outside during inclement weather conditions and that rain and spray cannot enter the container during transport.
- 2.3.6** The transport compartment must sufficiently protect the products being transported from the influence of other products transported at the same time when or where this occurs. Appropriate means must be taken to prevent any harmful influence from other products that could arise during loading and transport.
- 2.3.7** Where conveyances and/or containers are used for transporting anything in addition to foodstuffs or for transporting different foods at the same time, there shall be, where necessary, effective separation of products to prevent cross-contamination.
- 2.3.8** All Frozen Meat to be transported in refrigerated vehicle or with dry ice packing. All Fresh Meat to be transported in refrigerated vehicle or in insulated boxes/crates with potable ice/gel packs only. All Fresh Fish to be transported in insulated boxes / crates with potable ice only.

2.4 Post loading

- 2.4.1** In case of any breakdown for the vehicle or its cooling units, an alternative vehicle conforming to the stipulated standards shall be provided promptly to transport the foods to ensure their safety and hygiene.
- 2.4.2** If a vehicle is changed from transporting non-food products to transporting food products, the establishment has to ensure that proper and thorough cleaning is conducted to avoid food contamination, and records shall be kept.
- 2.4.3** Establish efficient defrost cycles using thermostat devices or manually defrost the refrigeration unit 15 to 20 minutes after loading where practicable or maybe after each delivery (if duration between drops is lengthy) to prevent ice build-up and air temperature loss causing product temperature changes.
- 2.4.4** Each delivery vehicle must have a means by which temperature can be monitored and recorded. Typically, chart-recording systems, data-logging monitoring systems and GPS Wi-Fi monitoring systems are being used.

2.5 Contamination

- 2.5.1** Food transportation units shall not be used for transporting non-food items in such a way that leads to cross contamination. Whenever, possible, food transportation units shall be solely designated for transporting specific food items.
- 2.5.2** Trailers shall not have transported any uncooked animal proteins (e.g. meat and fish), agricultural products or chemicals or products / materials which exhibit strong / unpleasant odours or health/safety, food safety risk.
- 2.5.3** Bulk foodstuffs in liquid, granulate or powder form are to be transported in receptacles and/or containers/tankers reserved for the transport of foodstuffs. Such containers are to be marked in a clearly visible and indelible fashion, in one or more Community languages, to show that they are used for the transport of foodstuffs, or are to be marked "for foodstuffs only".
- 2.5.4** Wherever possible, products shall be secured using tamper evident seal to the vehicle.
- 2.5.5** Record shall be maintained of the material loaded in the vehicle for each trip to facilitate cleaning and/or sanitation procedure to avoid contamination.

2.6 Allergens handling

Control to prevent cross contamination of foods containing allergens with other foods shall be implemented, in case mixed loads of items are being transported together.

2.7 Disposal

Contaminated or adulterated foods and foods that have been subject to temperature abuse shall be discarded or disposed off.

3 SANITATION AND MAINTENANCE OF ESTABLISHMENT PREMISES

3.1 Maintenance

- 3.1.1** Preventive maintenance of transportation unit shall be carried out regularly. A preventive maintenance programme must include all devices used to maintain and monitor the intended temperature and cover the maintenance procedure, frequency and identification of the person (and/ or external agency) responsible for maintenance activity.
- 3.1.2** Procedure for calibration checks on refrigeration compressor units on vehicles and the frequency of refrigeration performance checks using temperature data-loggers, radio frequency monitoring systems and or thermometer checks on goods shall be in place.
- 3.1.3** Refrigeration units must be serviceable and capable of maintaining the required product temperature at all times.
- 3.1.4** Procedures for dealing with vehicle or refrigeration systems breakdown shall be in place.

3.2 Cleaning methods & programs

- 3.2.1** The transportation unit shall be maintained in an appropriate state of repair and cleanliness in order to function as intended, facilitate all sanitation procedures and prevent contamination of food.
- 3.2.2** A regular cleaning and sanitation program shall be developed and documents of such programs shall be recorded. Personnel in charge in cleaning and disinfecting the food transportation unit must be properly trained in handling chemicals and in carrying out the cleaning and disinfecting process.
- 3.2.3** Cleaning and disinfection chemicals shall be food grade, handled and used carefully and in accordance with manufacturers' instructions, for example, using the correct dilutions, and stored, where necessary, separated from food, in clearly identified containers to avoid the risk of contaminating food.
- 3.2.4** The transportation units shall be inspected pre loading for cleanliness and shall be pre-cooled before loading to verify the efficiency of the cooling unit. Slow pre-cooling is tantamount to defects in the cooling units, leakage of the refrigerant or in the rubber gasket seal of the vehicle. Pre-cooling shall reach the minimum required temperature for the storage of the food item to be loaded into the vehicle. Pre-cooling time and temperature shall be recorded and shall be made available for inspection at all times.
- 3.2.5** Where conveyances and/or containers have been used for transporting anything other than foodstuffs or for transporting different foodstuffs, there is to be effective cleaning between loads to avoid the risk of contamination. For each truck/trailer, record and store the history of the loads and cleaning operations.

3.3 Pest control systems

- 3.3.1** Transportation unit shall be kept in good repair and condition to prevent pest access and to eliminate potential breeding sites.
- 3.3.2** Food materials shall be stored in pest-proof containers stacked on pallets, above the ground and away from walls.
- 3.3.3** Pest infestations shall be dealt with immediately and without adversely affecting the food safety or suitability. Treatment with permissible chemical, physical or biological agents, within the appropriate limits, shall be carried out without posing a threat to the safety or suitability of food & shall meet the requirements of Insecticides Rules, 1971. Records of pesticides / insecticides used along with dates and frequency shall be maintained.

Sub Part (c) Trade of food products

The FBOs engaged in trade of food products includes wholesaler, distributor, supplier, marketer, merchant exporter or any FBO involved in business to business (B2B) transactions. They shall conform to the sanitary and hygienic

requirements specified for the food business activity they are involved in. For instance, if the wholesaler or supplier is involved in storage of food products, then they shall comply with the requirements specified for storage sector. Similarly, if the distributor is involved in transportation of food products, then they shall comply with the requirements specified for transportation sector.

In addition to the sector specified requirements, the food business operator shall also identify steps in the food businesses which are necessary to be controlled to ensure food safety and suitable controls shall be applied at these steps.

Part VII

Licensed Food Business Operators (FBO's) engaged in retail of food products

The FBOs applying for license and engaged in retail of pre-packed products, cereals & grains, fruits & vegetable (fresh produce), milk & milk products, wet meat & meat products, fish & sea food & their products shall conform to the sanitary and hygienic requirements, food safety measures and other standards as specified below. It shall also be deemed to be the responsibility of the food business operator to ensure adherence to necessary requirements.

In addition to the requirements specified below, the Food Business Operator shall identify steps in the activities of food business, which are critical to ensure food safety, and ensure that safety procedures are identified, implemented, maintained and reviewed periodically.

FBOs engaged in any other kind of business (such as manufacturing, transport, storage etc) shall also comply with the requirements as applicable under different parts of Schedule 4.

1. Additional product specific requirements –

1.1 Fruit and vegetable

- 1.1.1 Procurement shall be from identified sources (vendor/ farmer) that will allow trace back of the produce to the source. Testing to check the residues and contaminants (heavy metals, microbial, pesticide residues etc.) shall be done at frequencies pre-defined by the retailer or when the source has changed.
- 1.1.2 Fruits and vegetables shall be stored and transported under proper storage conditions. Cut fruits and vegetables shall be stored at 4°C to 7°C.
- 1.1.3 Crates used shall be clean and dry and not used for any other purpose, for example storing chemicals, garbage collection. Crates, once filled, shall be stored away from walls. Identification tags shall be there on all products.
- 1.1.4 Tables used for sorting and grading shall be suitably designed and constructed of food grade material so as to minimize food safety risks. These shall be made of an appropriate material to ensure that the surface is smooth, impervious and without cracks and shall be kept clean.
- 1.1.5 Vehicles for dispatching product to stores shall be clean and have suitable ventilation and temperature controls, as needed.
- 1.1.6 Only knives made from food grade material shall be used for preparing cut fruits and vegetables. Wood shall not be used for cutting platforms. Platform/knives used for cut vegetables/fruits shall be properly sanitized.
- 1.1.7 In the case of waxing or any coating of products, the material used shall be food grade. Only permitted chemicals may be used for ripening.
- 1.1.8 If water is sprinkled on fruits/ vegetables, or used in any operations where it is added to food or is in direct contact with foodstuffs, it shall be potable.
- 1.1.9 Where cut fruits are sold, the same shall be packed appropriately to protect it from environmental contamination & shall be stored at chilled temperature.

1.2 Meat cutting and packing centres

- 1.2.1 Raw meat procurement shall be from authorized sources (slaughter house/processing units) that will allow traceability back to the produce/source. All the meat must be with ante-mortem and post-mortem certification from a qualified and registered veterinarian.
- 1.2.2 All meat/carcasses during storage and transportation shall be properly covered with food grade material & temperature shall be maintained at 5°C and below.
- 1.2.3 Crates/containers used for meat storage shall be clean, sanitized and not used for any other purpose, for example vegetarian food, chemicals, and garbage collection. Colour coding shall be used for proper

identification and once filled the crates/ containers shall be stored on pallets with proper identification tags/number.

- 1.2.4 The processing unit shall be constructed and maintained so as to permit hygienic production. The floors, walls, ceiling, partitions, doors and other parts shall be constructed of such material and finish that they can be cleaned and sanitized thoroughly. It shall have efficient ventilation and drainage system. It shall be equipped with sufficient capacity air conditioning unit to maintain the temperature around 23°C to 25°C.
- 1.2.5 The processing unit shall be provided with a separate cleaning and sanitation area for cleaning the crates, containers, equipments etc.
- 1.2.6 Tables used for checking, cutting and packing shall be suitably designed to avoid any food safety issues. No vessel, container or other equipment that is likely to cause metal contamination injurious to health shall be used in the processing unit.
- 1.2.7 Only knives made from food grade material shall be used for cutting meat and wood shall not be used for the meat cutting board. Cutting board and knives used for cutting shall be sanitized with chorine water solution /heat sterilization.
- 1.2.8 The processing unit shall be provided with adequate light at processing and during quality control inspection.
- 1.2.9 Wash basins with running water facility shall be available.

1.3 Staples processing centres

- 1.3.1 Vehicles used for transporting bulk or packed products shall be checked for cleanliness and where the earlier load has been chemicals or non-food items, effective cleanliness/disinfection between the loads shall be ensured. A checklist may be effective for verification of cleanliness of arrival and dispatch trucks.
- 1.3.2 Where dried fruits are handled or stored, there shall preferably be an air conditioned room facility maintained at from 18°C to 25°C.
- 1.3.3 Raw material/final goods/ packaging material shall be stored on separate pallets/racks.
- 1.3.4 All packed material shall carry labels with date and code to ensure that material is not wrongly dated. The "best before" date shall be monitored for all packed products at all points in the retail chain.
- 1.3.5 Fumigation shall be carried out, where necessary, to ensure infestation free products until the end of their shelf life. There shall preferably be provision for an enclosed fumigation chamber with exhaust fans for fumigation. Fumigation shall be done by authorized personnel. Aeration time after fumigation shall be a minimum of three to four hours. Fumigation records shall be maintained.
- 1.3.6 Fumigation activity shall be carried out in such a way to ensure personnel and environmental safety. For spices, ethylene oxide as per appropriate doses may be used.
- 1.3.7 Non-fumigated stock shall be kept away from fumigated stock to avoid cross contamination.
- 1.3.8 No loose screws, nuts, bolts, etc. shall be placed close to packing and processing area. In the manual packing area, the floor shall be kept clean and clean surfaces (for example stainless steel/aluminium trays) shall be used for cleaning operations. Effective detection and screening devices such as magnets and metal detectors shall be used.
- 1.3.9 If the cleaning/packing activity is done mechanically, it shall be ensured that hygiene conditions are maintained and the product handled is free from cross-contamination and infestation.
- 1.3.10 Rejected material shall be kept at identified locations with status tag and shall be stored away from good stock. Timely disposal of rejected stock needs to be done to avoid cross-contamination by insects.
- 1.3.11 Shelf life tracking shall be carried out for both bulk stock and final products.

1.4 Frozen products

- 1.4.2 When frozen or chilled items are stored, appropriate segregation shall be done while storing veg and non-veg items.
- 1.4.3 Frozen products shall be received at frozen state (i.e. -18°C or below). Frozen products shall be stored immediately into the freezer to avoid thawing. If the product received is in thawed condition, it shall not be accepted. Refreezing of thawed product shall not be done.
- 1.4.4 Chilled products shall be received in chilled condition (5°C or below). Chilled products shall be immediately stored in chiller. If the product received is in warm condition, it shall not be accepted.

- 1.4.5 Food items shall be removed from freezer prior to defrosting and shall be placed back once temperature of -18°C is achieved. Drippings shall be collected effectively to avoid stagnation of water.
- 1.4.6 Areas around the evaporators and condensing units clear to ensure proper airflow. Do not allow trash or other debris to accumulate around the walk-in.
- (7) after the schedule 4 so revised, the schedule 5 shall be inserted.

Schedule 5

General Conditions for Licensed Food Business Operators (FBO's) engaged in other businesses

Sub Part (a)

E-commerce of food products

The e-commerce entities include selling of food products either on marketplace based model or inventory based model and selling of food from food service establishments. The e-commerce channels includes all platforms based on digital and electronic network & includes but not limited to computers, television, mobile phones, web pages, applications, extranets etc.

The entities engaged in retailing through e-commerce shall conform to the sanitary and hygienic requirements, food safety measures and other requirements as specified below. The FBOs engaged in retailing of the food items through their own e-commerce channel, shall also comply with the requirements as specified below along with compliance of sector specific requirements as laid down under Schedule 4.

FBOs engaged in any other kind of business (such as manufacturing, retail, storage etc) shall also comply with the requirements as applicable under different parts of Schedule 4.

1. General requirements for listing of food products

- 1.1. When selling food online, the e-commerce business's legal identity including trade name and contact details shall be displayed on the platform.
- 1.2. Information shall be presented to consumers in such a way so as to enable them to understand the safety and the suitability of the product and make informed choices.
- 1.3. All food products offered for sale shall be procured from FSSAI licensed/registered FBO.
- 1.4. The e-commerce shall display FSSAI license/registration number of the seller/Brand Franchiser/Relabeller/manufacturers on the platform.
- 1.5. All e-commerce shall clearly specify on their platform and specify in supplier's agreement that liability of any violation of the FSS Act and applicable rules & regulations there under would be with seller/ Brand Franchiser/ Relabeller/manufacturers of the food products.
- 1.6. Any food article delivered to consumer by e-commerce FBO shall have shelf life of 30 percent or 45 days before expiry at the time of delivery to the consumer.
- 1.7. E-commerce FBOs shall ensure that no misleading information/false claims to the product or misleading images of food products are made available or shown on their platform.
- 1.8. The e-commerce FBO/entities shall immediately delist any food products listed on their platform, which are not in compliance with the FSS Act or Rules or Regulations, made thereunder.
- 1.9. E-commerce entities providing listing/directory of FBO/food products on their platform shall list only FSSAI Licensed or Registered food business operators.

2. Specific requirements for selling of food products including health supplements

2.1. Listing of Food Products

- 2.1.1 All pre-packaged food products displayed for sale on website or any other platform shall display a high definition image of the principal display panel providing requisite information as per provisions of Food Safety and Standards (Packaging & Labelling) Regulations 2011.
- 2.1.2 The 'best-before' or 'use-by' date, date of manufacturing/packaging, batch code need not be provided before the customer purchases the food. However, all mandatory food packaging and labelling information shall be provided on the label of the food delivered to the customer.

- 2.1.3 There shall be supplier's control program through supplier's agreement or by any other means with a clause specific to adherence to Food Safety & Standards Act, 2006 rules & regulations thereunder. The agreement shall also clearly specify that:
- i. No misleading information pertaining to seller/ Brand Franchiser/Relabeller/manufacturers or misleading images of food products are made available or shown on their platform. The information provided must be accurate, clear and easy to understand. It must not be misleading. This includes any claims made in customer testimonials or blogs hosted on the seller website or social media page.
 - ii. No health claims or false claims shall be made on the products being displayed for sale. Claims shall be made only in accordance with the FSS Act 2006, rules & regulations thereunder.
 - iii. Food products under organic food category shall be checked for the authenticity of their certification.
 - iv. The food business shall not list for sale products that are banned or recalled. These include goods that have been:
 - Prohibited from sale in country, both online and offline
 - Recalled from the market, in a voluntary or mandatory manner
 - Inadequate product labelling and safety warnings
 - Products that do not meet mandatory standards as prescribed under FSS Act, 2006 and Rules and Regulations made thereunder.
- 2.1.4 There shall be a defined process for the selection, approval and monitoring of suppliers for high risk foods, including:
- i. Assessment of the suppliers' ability to meet food safety requirements
 - ii. Description of how suppliers are assessed. The method used shall be justified by hazard assessment, including the potential food safety hazard
 - iii. Assessment by competent persons
 - iv. Monitoring the performance of the supplier to verify continued approval status
- 2.1.5 Records of suppliers and procurement shall be maintained.

3. Specific requirements for selling food from food service establishments & fresh produce

In case of food service establishment, the information that must be provided before the purchase is concluded is information on ingredients that cause allergies as per Food Safety & Standards (Packaging & Labelling) Regulation, 2017. The sellers/Brand Franchisers dealing in fresh produce shall provide an indicative image of the same produce to the e-commerce FBOs for displaying on their platform to enable the consumers to recognize the product.

3.1 Last Mile Delivery /Transportation

- 3.1.1 Conveyances and/or containers used for transporting foodstuffs shall be kept clean and maintained in good repair and condition to protect foodstuffs from contamination and shall be designed and constructed to permit adequate cleaning and/or disinfection. Where direct contact with food may occur, materials used in construction of carrier shall be suitable for food contact.
- 3.1.2 Where conveyances and/or containers are used for transporting anything in addition to foodstuffs or for transporting different foods at the same time, there shall be, where necessary, effective separation of products to prevent cross-contamination.
- 3.1.3 Delivery of only fresh food to be ensured, All foods must be delivered in a way that ensures its fitness for human consumption. The temperature and other necessary conditions, as appropriate to the product, shall be maintained. For example food products requiring refrigeration shall be transported and stored at 5°C or less. Frozen products shall be transported and stored at temperatures of -18°C or below.

Sub Part (b)**Food Business Operators opting for Regulations 2.1.1(8) such as Direct Selling Entities/Food Vending Machines/Food or Water ATMs/Food carts or similar units**

Direct Sellers or Food Vendors/ATMs or similar petty food vending unit associated with a single main entity shall conform to the sanitary and hygienic requirements, food safety measures and other requirements as specified under relevant sections of Schedule 4. The entities selling products through social media platform shall also conform to the requirements laid down under Sub Part (a) of Schedule 5. The entities engaged in any other kind of business (such as manufacturing etc.) shall also comply with the requirements as applicable under different parts of Schedule 4.

The entities shall conform to the sanitary and hygienic requirements, food safety measures and other requirements as specified in other parts of Schedule 4. The entities selling products through social media platform shall also conform to the requirements laid down for e-commerce entities. The additional requirements to be followed by entities that are availing the option of Regulation 2.1.1(8) are as below:

1. The main entities shall issue photo-identity card (either Digital or paper form) for all its Direct Sellers/food vendors/units & the same shall be carried by Direct Sellers/food vendors/units while making a visit to the consumers. The identity card shall bear the unique identification number of individual Direct Seller/Food vendor/unit along with the FSSAI License number of the main Entity.
2. If the turnover of the individual Direct Seller/Food vendor/unit exceeds Rs. 12 lakhs per annum, the same shall obtain FSSAI License according to his eligibility as per criteria mentioned in Schedule 1.
3. Incoming packaged food product must be checked for 'expiry date/' 'best before/' 'use by date', packaging integrity and storage conditions before accepting them and shall be stored accordingly.
4. All the incoming food products shall display FSSAI license/registration number on their principal display panel.
5. All the food products shall conform to the regulations & standards laid down under the Food Safety & Standards Act, 2006. The FBO shall have procedures in place to confirm that the incoming food products meet the documented product specifications.
6. Records of incoming food products as well as their source of procurement shall be maintained for inspection and traceability.
7. Segregation shall be provided for the storage of accepted, rejected, recalled or returned food products and shall be clearly marked.
8. No expiry product shall be stored for sale purpose. Specified stock rotation systems such as First In First Out (FIFO) or First Expiry First Out (FEFO) shall be observed.
9. Control of non-conforming products (rejected, returned and recalled products) shall be done to ensure that they do not contaminate the confirming products.
10. The entity shall have a documented and effective product recall plan in place, in accordance with the Food Safety & Standards (Food Recall) Regulations, 2017. Such a plan shall allow the main entity to effectively locate all affected food products that may cause a potential threat to public health and enable the complete, rapid recall of the implicated lot of the product from the market.
11. Where a product has been recalled because of an immediate health hazard, other products which are produced under similar conditions which may also present a hazard to public health shall be evaluated for safety and may need to be recalled.
12. Recalled products shall be held under supervision until they are destroyed, used for purposes other than human consumption or determined to be safe for human consumption.
13. The entity shall have a system to handle product complaints with identified person or people responsible for receiving, evaluating, categorizing, investigating and addressing complaints. Complaints shall be accurately categorized according to safety concerns and other regulatory concerns, such as labelling and shall be investigated by appropriately-trained technical personnel.
14. All Direct Sellers/Food vendors shall be trained of necessary knowledge & skills on food safety & hygiene to enable them to handle food hygienically.

15. The entity shall ensure that all the food handlers including direct sellers are instructed and trained in food hygiene and food safety aspects along with personal hygiene requirements commensurate with their work activities, the nature of food, its handling, storage, transportation and distribution.
16. Periodic assessments of the effectiveness of training shall be carried out to ensure that food hygiene and food safety procedures are being carried out effectively.
17. Training programmes shall be routinely reviewed and updated wherever necessary. Systems should be in place to ensure that Direct Sellers/Food vendors remain aware of all procedures necessary to maintain the safety and suitability of food. Records of training shall be kept by the main entity.
18. The entity shall conduct a self-evaluation of the process to verify the effectiveness of the implemented food safety system at periodic intervals through internal and external audits or other mechanisms, but at least once in a year. Necessary corrective actions based on self evaluation results shall be taken.
19. The entity should also undertake a complete review of the systems including self- evaluation results, customer feedback, complaints and regulatory updates at periodic intervals but at least once in a year for continual improvement.
20. Appropriate documentation & records of procurement, incoming food products checks, storage, distributions, product recall, traceability, pest control, medical examination, training etc. shall be maintained by the main entity in a legible manner, retained in good condition for a period of one year or the shelf-life of the product, whichever is more.
21. The entity shall maintain the records of all its Direct Sellers/Food Vendors/units and shall communicate the same to FSSAI from time to time as specified by the Food Authority.

Sub Part (c)

Food Business Operators falling under clauses (4), (4a), (4b) and 4(c) of Regulation 2.1.2 such as Food Recovery Agencies, Head Offices, Brand Franchiser, Relabeller, Importer, Foreign Exporter, Government Institutions, Educational Institutions, Health Institutions & Irradiation/Ripening and other treatment

The other businesses including Food Recovery Agencies, Head Offices, Brand Franchiser, Relabeller, Importer, Foreign Exporter, Government Institutions, Educational Institutions, Health Institutions & Irradiation/Ripening and other treatment shall conform to the sanitary and hygienic requirements specified for the food business activity they are involved in. For instance, if an FBO having food activity such as storage of food products at his Head Office, then they shall also comply with the requirements specified for storage sector. Similarly, if the educational institutions are involved in catering/serving of food, then they shall comply with the requirements specified for food service/catering sector.

In addition to the sector specified requirements, the food business operator shall also identify steps in the food businesses which are necessary to be controlled to ensure food safety and suitable controls shall be applied at these steps.

The following must be additionally ensured by these FBOs:-

- i. FBO must ensure that there is a robust complaint redressal mechanism and a publically available complaint redressal policy to address the customers' complaints. In case of complaints received by the FBO directly, it shall ensure prompt action and feedback to the customer. Food Authority and Food Safety Commissioners shall also send all complaints received to the FBO who shall in turn take up the matter with the individual outlet and ensure prompt action and feedback to the customer.
- ii. FBO shall be responsible for the training and education of employees of the individual establishments linked to it for food safety.
- iii. FBO shall ensure compliance of hygiene conditions by the individual establishments linked to it. It shall have periodic checks and audits conducted
- iv. FBO, depending on the business model, shall also be responsible for issues related to food safety in supply chain management/ processes. Any improvement notice served to the FBO and consequent steps shall be done across the network chain, wherever required.
- v. A relabeller is responsible for safety and standards of all products manufactured/packed under his License.
- vi. A relabeller shall affix addresses and License numbers of both, the relabeller as well as those of the manufacturer/processor on the labels of his products.

- vii. Annexure of License of such FBOs shall include details of all the manufacturing/processing or other food units, as the case may be.
- viii. Any change, addition or deletion in locations of food units, working capacity or product category must be immediately incorporated in the License through modification.
- ix. The food business operator shall ensure an effective recall plan and traceability of food products handled by him.

Additional requirements as recommended by Food Authority, from time to time shall be updated & implemented by the business.

ARUN SINGHAL, Chief Executive Officer

[ADVT.-III/4/Exty./365/2020-21]

Note: The principal Food Safety and Standards (Licensing and Registration of Food Business) Regulations, 2011 were published in the Gazette of India, Extraordinary, Part III, Section 4, vide F.No. 2-15015/30/2010, dated the 1st August, 2011 and subsequently amended vide notification numbers, -

- (i) F. No. 2-15015/30/2012, dated 10th June, 2014;
- (ii) F. No. 2-15015/30/2012, dated 13th July, 2016 and
- (iii) F. No. Stds/O&F/Notification (6)/FSSAI-2017, dated 24th October, 2017.