

1 *3rd Draft as of 21 February 2014*

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3 **ADMINISTRATIVE CIRCULAR**

4 **NO:** _____

5
6 **SUBJECT: GUIDELINES ON GOOD HYGIENIC PRACTICES FOR SLAUGHTERING**
7 **OF POULTRY IN LOCALLY REGISTERED POULTRY DRESSING PLANT**
8 **(GHP-LRPDP)**
9

10
11 **WHEREAS,** the National Meat Inspection Service serves as the sole
12 national/controlling/competent authority tasked to implement policies, programs,
13 guidelines and rules and regulations pertaining to meat inspection and meat hygiene to
14 ensure meat safety and quality from farm to table;

15
16 **WHEREAS,** with the urbanization there is an increasing human population and an
17 increasing demand for food such as poultry meat. henceforth, a clean and hygienic
18 production of poultry meat is necessary in order to ensure public health and safety;

19
20 **WHEREAS,** people engaging into the process of slaughtering poultry lacks skills because of
21 no adequate training or little experience in hygienic slaughtering of poultry;

22
23 **WHEREAS,** closures of this kind of establishment, located and have an on-going operations
24 near or in the market will be a huge lost to the operators, workers and retailers and nation
25 as a whole;

26
27 **WHEREAS,** Philippines is an Avian Influenza (AI) virus free country, and as part of the
28 National Preparedness and Response Plan for AI, there is a need for a stringent adoption of
29 rules and regulations governing the handling and trading of poultry in markets for the
30 maintenance of disease freedom status from the highly pathogenic microorganism;

31
32 **WHEREAS,** there are still a big number of consumers that buy fresh as opposed to chilled
33 and/or frozen meat.

34
35 **NOW, THEREFORE, I, PROCESO J ALCALA,** Secretary of the Department of Agriculture,
36 pursuant to the foregoing premises, do hereby issue the Guidelines on Good Hygienic
37 Practices for Locally Registered Poultry Dressing Plant.

38
39 **SECTION 1**
40 **SCOPE**
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42 This Guidelines is intended for LRPDP and shall cover the transportation of poultry from
43 farm to LRPDP, humane slaughtering, good hygienic practices, distribution and marketing
44 of poultry meat and meat products.

45

46

47 **SECTION 2** 48 **DEFINITION OF TERMS**

49

For the purpose of this guideline:

50 **Ante-mortem inspection**- means any methods of the inspection of animal health prior to
51 slaughtering by official inspector for consumers' safety.

52 **Crate** means cages or boxes used to confine birds for transport and they shall be
53 appropriate to each strain and breed of poultry.

54

55 **Cutting** means the dividing of carcass into the required parts.

56 **Good Hygienic Practices in LRPDP** – means all practices regarding the conditions and
57 measures at all slaughtering stages including marketing in LRPDP necessary to ensure the
58 safety and wholesomeness of meat and meat products.

59 **Humane slaughtering** means methods of slaughtering poultry whereby poultry shall not
60 be suffering.

61 **Locally Registered Poultry Dressing Plant** – means poultry dressing plant allowed to
62 operate by the city/municipal government but are not accredited by the NMIS.

63 **Offal** means visceral organs in both abdominal and thoracic cavity except lungs.

64 **Package** means packages or containers in which carcass, meat and products are packed.

65 **Post-mortem inspection** means any methods of the inspection of carcass and visceral
66 organ by official inspector for the consumers' safety.

67 **Poultry** means chicken, ducks, turkey, quails and pigeons being transported from farm to
68 LRPDP for slaughter.

69 **Poultry carcass** means the whole of bird after the processing of humane slaughtering for
70 human consumption by bleeding and eviscerating, either head removal or not.

71 **Poultry meat** means tissue parts from carcass that are safe and fit for human consumption.
72 The majority of tissue parts consist of bird skeletal muscle. The meat shall not be treated in
73 any way for preservation, except chilling.

74 **Products** mean unprocessed parts of poultry other than meat that are fit for human

75 consumption such as blood and stomach.

76 **Stunning** means processes in which poultry are rendered completely unconscious prior to
77 bleeding and remain unconscious until bleeding is completed.

78 **Transportation of poultry** means movement of poultry humanely by vehicle from farm to
79 abattoir.

80 **Transportation of carcass, poultry meat and products** means movement of poultry
81 carcass, poultry meat and products by vehicle from abattoir to market.

82 **Vehicle for poultry** means transport vehicles i.e. truck including transport receptacles in
83 which poultry is transported.

84 **Vehicle for poultry carcass, poultry meat and products** means vehicles appropriately
85 designed to control the temperature for transporting carcass, poultry meat and products.

86 **Visual inspection** means inspection of physical appearance of the objects such as meat,
87 meat product and general appearances by visual observations. However, physical contact,
88 smelling or other tools such as magnifying glass can be used to aid in observations
89 depending upon the criteria for inspections and evaluate whether the results are in
90 compliance with the requirements. The inspections may include interview or observe on
91 working or operation processes.

92 **Water and ice** means water and ice complied with the standards of potable water.

93

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SECTION 3

95

TRANSPORTATION OF POULTRY

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97 1. Vehicles for poultry transportation

98 - Vehicle shall be designed such that they are strong and appropriate for poultry species
99 and have adequate spaces for poultry crate.

100 - Poultry vehicle shall have adequate ventilation, a proper drainage with a roof to protect
101 the sun and the rain.

102 - Number of poultry shall correspond with crate size.

103 - Poultry crate shall have adequate space and height comfortable for poultry movement
104 during transportation.

105

106 2. Methods of transportation

107 - Transportation of poultry shall be in compliance with the Regulation on Movement of

108 Live Poultry and Poultry Carcass issued by BAI and NMIS.

109 - During transportation, poultry shall be handling with a good care to avoid any risk
110 causing injury e.g. transport vehicle shall be driven smoothly, without jerks or sudden stops.

111 - Sick poultry shall not be transported with the healthy ones.

112 - Transport shall be short-haul journeys, to avoid pain or stress.

113 - Stop feeding at least one hour before loading for transport.

114 - Health conditions of poultry shall be regularly inspected during transportation.

115 - Poultry shall arrive at abattoir at least 30 min before slaughtering in order for poultry
116 taking a rest.

117 3. Accreditation of Meat Transport Vehicles

118 - Transport vehicle must be accredited by NMIS.

119

120

SECTION 4

121

RECEIVING OF LIVE POULTRY AND PRE-SLAUGHTER HYGIENIC PRACTICES

122

123 1. The following documents shall be inspected by the meat inspector:

124 a. Shipping Permit issued by DA RFU, PVO or BAI; and

125 b. Veterinary Health Certificate issued by duly licensed veterinarian

126

127 2. The following procedures shall be undertaken:

128 a. Waiting area for poultry loaded vehicle shall be provided with roof to protect from the
129 sun and the rain and have adequate ventilation and appropriate temperature. The vehicle
130 shall be organized as slaughtering schedule.

131 b. Loading and unloading of poultry shall be done with caution.

132 c. Weighing and counting the pre-slaughtered poultry.

133 d. Ante-mortem inspection shall be done by the meat inspector before slaughtering.

134 e. Sick or suspected poultry suffering from diseases shall be isolated and holding for last
135 kill after slaughtering the normal poultry in separated area. Killed poultry that pose a
136 contagious diseases shall be disposed using incinerator or burial, and all concerned
137 parties shall be informed accordingly.

138 f. Poultry suffered severe injury and deemed to be in pain shall be subjected to humane
139 slaughtering instantaneously.

140 g. After unloading poultry, poultry crate and vehicles shall be cleaned and disinfected
141 immediately.

142 h. Clean and wash lairage areas including conveyor, drainage system, hanging machine

143 immediately after slaughtering process.

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SECTION 5 SLAUGHTERING PROCEDURES OF POULTRY

1. STUNNING

148 1. Methods of slaughtering shall be humane slaughtering which consists of two methods, i.e.,
149 stunning and cutting jugular and carotid vessels without stunning.
150

151 2. Stunning is the process in which poultry are rendered completely unconscious prior to
152 bleeding in order to eliminate pain, discomfort and stress and remain unconscious until bleeding
153 is completed. The state of unconsciousness includes completely relaxed muscle, no blink reflex
154 and free of convulsions.

155 3. Cutting jugular and carotid vessels and bleeding without stunning consists of two methods as
156 follows:

157 (1) Cutting on side of the neck, starting by placing the blade of the knife just behind and
158 below the ear lobe and the angle of the jaw in order to completely cut both carotid arteries and
159 jugular veins.

160 (2) Cutting at the throat, starting by placing the blade of the knife at the throat just below
161 jaw bones, in order to completely cut carotid arteries, jugular veins trachea and esophagus.

162

163 -Cutting knife shall not be utilized for other purposes. The knife shall be cleaned and sterilized
164 every time before use.

165 -After cutting, complete bleeding shall not be less than two minutes. If blood is utilized for
166 human consumption, blood containers shall be clean.

167 -Bleeding equipment, tools and floor shall be cleaned after the bleeding processes.

168 2. SCALDING AND DEFEATHERING

169 1. Poultry carcass shall be immersed into scalding vat that has sufficient warm water for a
170 period at which the feathers are loosened. The water temperature shall be 58 ° C or higher.
171 The water temperature and period of immersion shall be determined relatively to the size
172 of poultry carcass.

173

174 2. After scalding, poultry carcass shall be moved to a plucking area by a clean containers or
175 shackles. Poultry carcass shall not come into contact with the floor.

176 3. Feathers shall be removed completely or with few pinfeather. Defeathering process shall not
177 damage carcass quality.

178 4. After defeathering process, poultry carcass shall be inspected for incomplete defeathering. If

179 pinfeatheris visible, forceps shall be used to remove all pinfeather.

180 5. All poultry carcasses shall be cleaned with water.

181 6. Wash and clean equipment, tools, scalding and plucking area including floor and wall after
182 operation.

183 **3. HEAD REMOVAL AND SHANK CUTTING**

184 1. After scalding and defeathering processes, head removal and shank cutting shall be done prior
185 to enter evisceration area except under certain conditions, head and shank intact is allowed.

186 2. Head removal shall be done using head removal devices. If head removal devices are not
187 available, cutting at the neck is allowed.

188 3. Shank cutting shall be done by electric saw or knife.

189 4. Head removal and shank cutting devices or tools shall be always maintained in working
190 conditions.
191

192 **4. EVISCERATION**

193 1. Eviscerating process is operated by cutting around the vent The cut shall be enough to remove
194 poultry offal comfortably. The incision shall be made carefully so that intestines and bile sac are
195 not cut.

196 2. After offal is removed, offal and carcass shall be placed together for inspection.

197
198 3. Edible offal shall be separated from inedible offal. Edible offal shall be cleaned and chilled.
199 Within one hour after chilling, the core temperature of edible offal shall not be exceed 7 ° C.

200 **5. INSIDE AND OUTSIDE CARCASS WASHING**

201 1. The final cleaning of poultry carcass shall be washed thoroughly inside and outside with
202 water.

203 **6. TRANSPORTATION OF POULTRY CARCASS, MEAT AND PRODUCTS**

204 1. Movement of poultry carcass, meat and products shall be hygienically handled with care to
205 prevent contamination and/or damages.

206 **Section 6** 207 **GENERAL HYGIENE**

208 **HYGIENIC PRACTICES**

- 209 a. Poultry abattoir shall follow processing steps as outlined in Annex below.
- 210 b. The inspection and record of cleanliness before operation are required.
- 211 c. Effective pest control program shall be in place for inside and out side production
212 building.
- 213 d. Cleaning and maintenance program shall be in place for processing area, equipment,
214 machinery and tools to ensure cleanliness of plant before and after operation. Special
215 care shall be focused on the surface that contact with poultry carcass, meat and products.
- 216 e. Adequate hand washing facilities shall be provided.
- 217 f. Adequate space of washing facilities shall be provided corresponding to equipment and
218 utensils. The facilities may be located at any side of the building.
- 219 g. Cleaning sink shall have proper size for cleaning equipment and utensils.
- 220 h. Garbage bin with lid shall be provided and removed after operation hour to prevent
221 contamination.
- 222 i. Plant and equipment shall be washed and cleaned before and after operation. After the
223 final operation they shall be completely cleaned and disinfected to ensure no meat is left
224 overnight.
225

226 **PERSONAL HYGIENE**

- 227 a. To ensure that all personnel working in the slaughterhouse are healthy and free
228 from transmissible diseases, they shall pass medical examinations before hiring and
229 annually thereafter;
- 230 b. Persons known or suspected to be suffering from, or to be carriers of illness likely to
231 be transmitted through meat, shall not be allowed to enter the slaughterhouse
232 premises;
- 233 c. Meat butchers/meat handlers so affected should immediately report illness or
234 symptoms of illness (eg jaundice, diarrhoea, vomiting, fever, sore throat with fever;
235 visibly infected skin lesions (eg boils, cuts etc), discharges from eye or nose) to the
236 slaughterhouse management;
- 237 d. Meat butchers/meat handlers must take all necessary steps to prevent the
238 contamination of meat by maintaining a high degree of personal cleanliness that
239 include, but not limited to the following:
 - 240 a. Taking a bath before attending to work;
 - 241 b. Wearing clean Personal Protective Equipment (PPE) (eg white T-shirts, long
242 pants, head covering and white rubber boots) during work;

- 243 c. Keeping nails trimmed, clean and without nail polish; and
244 d. No wearing of jewelleries/accessories and application of perfumes.
245 e. All personnel should be aware and adapt an effective hand washing program
246 including:
247 i. Steps in hand washing:
248 a. Wet hands with potable water
249 b. Soap, lather and scrub all parts of the hands, fingers and wrists
250 c. Rinse and dry with clean cloth or towel
251 ii. Wash hands frequently to prevent contamination of the meat, including but not
252 limited to the following:
253
254 a. Before, during and after work;
255 b. Immediately after using the toilet;
256 c. After coughing and sneezing;
257 d. After contact with dirty objects, abnormal animal/carcasses and
258 materials, and animal wastes;
259 e. Before and after eating
260
261 f. To prevent contamination inside the slaughtering area, all personnel shall refrain from
262 the following, but not limited to:
263 a. Smoking;
264 b. Drinking;
265 c. Spitting;
266 d. Chewing or eating;
267 e. Sneezing or coughing over carcass;
268 f. Urinating in the slaughtering area; and
269 g. Loitering and littering
270

271 Section 7

272 ESSENTIAL FACILITIES AND EQUIPMENT

273

274 The management of the LRPDP should provide the following:

- 275 a. An adequate supply of potable water for use of each person working in the plant;
276 b. An adequate supply for hot potable water for cleaning and sterilizing equipment and
277 utensils;
278 c. Cages made of metal for holding poultry immediately prior to slaughter;
279 d. Container for feathers, blood and visceral organs;
280 e. An adequate number of enclosures for fowls pending slaughter. The enclosures
281 should be so located as not to create nuisance and should be kept always in a
282 satisfactory state or repairs;
283 f. Bleeding and sticking cones for individual birds;
284 g. Blood cups;
285 h. Refrigerator;
286 i. Holding tank;

- 287 j. Plucker;
- 288 k. Packaging and sorting table;
- 289 l. Sink;
- 290 m. Eviscerating table;
- 291 n. Draining racks with iron frame;
- 292 o. Portable chilling tank;
- 293 p. Scalding;
- 294 q. Weighing scale.

Section 8
POULTRY INSPECTION

299 Ante-Mortem:

- 300 1. Pre-slaughter inspection should be made of all poultry on the day of slaughter;
- 301 2. And poultry showing any disease or condition on ante-mortem inspection that
302 would warrant its condemnation on ante-mortem inspection that would warrant its
303 condemnation on post-mortem inspection should be condemned;
- 304 3. Any poultry that on ante-mortem inspection does not plainly show but is suspected
305 on being infected with any disease or condition that may cause its condemnation on
306 post-mortem inspection should be held apart from other birds for separate
307 slaughter, evisceration and post mortem inspection;
- 308 4. It is the duty of the management of the slaughterhouse or establishment to present
309 the bird in such manner that the ante-mortem inspection can be carried out
310 thoroughly.

311
312 Post-Mortem

- 313 1. Whether the bird presented for controls hung on the transport line on “on the the
314 table”, the body cavity should be opened and the liver, spleen, proventriculus, crop
315 and intestine should be drawn out through the transverse incision but in such
316 manner that the organs mentioned are still connected to the body;
- 317 2. As far as possible, the intestinal canal should be undamaged so as to prevent
318 contamination of the body and organs

319
320 Other inspection

- 321 1. The outer inspection comprise the dorsal, lateral, and ventral surface of the body as
322 well as the head, tail, wings and legs;
- 323 2. The dorsal surface is inspected at the the time of the inspection of the extracted
324 organs and the inner inspection;
- 325 3. During the outer inspection, attention should be specifically directed towards the
326 following diseases and conditions which would warrant segregation or
327 condemnation of the animals:
 - 328 a. Eczematous diseases
 - 329 b. Wounds
 - 330 c. Other lesions

- 331 d. Staining
- 332 e. Inadequate bleeding
- 333 f. Hemorrhage in the skin
- 334 g. Hemorrhage in the subcutaneous, tissues or musculature
- 335 h. Heavy contamination by intestinal contents or oil
- 336 i. Emaciation
- 337 j. Fractures
- 338 k. Abscesses
- 339 l. Tumors

340 4. On inspecting the organs, it should be noted whether there are inflammation of other
341 pathological conditions. Inflammatory processes are occasionally seen on the surface
342 of the crop, e.g. perforation by a foreign body;

343
344 **Inner Inspection**

- 345 a. In the inner inspection, the other abdominal and thoracic organs are
346 examined, together with the serous membranes and the air sacs;
- 347 b. In addition, it should be noted whether there is abnormal odor or collection
348 of blood, exudate or transudate in the body cavity;
- 349 c. Birds in which the head of the femur has been pressed in to the body cavity
350 should be segregated.

351
352 **Diseases of poultry**

- 353 a. CRD
- 354 b. Salpingitis
- 355 c. Tumors
- 356 d. Hepatitis
- 357 e. Etc

358
359 **Section 8**
360 **LABORATORY TESTING**

- 361
- 362 a. NMIS Pathogen Monitoring Program
- 363 i. This national program shall monitor the presence of disease-causing organisms in
364 meat and determine the level of sanitation in the slaughtering of food animals.
- 365 ii. The local meat inspector upon due notice by NMIS, shall collect carcass and
366 equipment swab samples from the LR-PDP and submit to the nearest DA NMIS Regional
367 Laboratory/Office.
- 368
- 369 b. NMIS Veterinary Drug Residue Monitoring Program
- 370 i. This national program shall monitor the presence of banned veterinary drugs in
371 animals slaughtered for food such as Chloramphenicol, Nitrofurans, Beta-agonists,
372 hormones like Corticosteroids; and regulated antibiotics with maximum residue limits
373 like Penicillin, Erythromycin, Streptomycin, Tetracycline, Quinolones and others.

374 ii. The local meat inspector upon due notice by NMIS shall collect muscle tissue (250
375 grams) from the LR-PDP and submit upon due notice by NMIS to the nearest DA NMIS
376 Laboratory/office.
377

378 **Section 8**
379 **PROPER MARKING AND ISSUANCE OF MEAT INSPECTION CERTIFICATE (MIC)**
380

381 Carcasses found to be fit for human consumption shall be properly marked
382 "Inspected and Passed" and issued with Meat Inspection Certificates by the meat inspector.
383 The brands and stamps used to apply the marks of inspection shall be kept clean while in
384 use, and shall be held under the control and supervision of the meat inspector.
385

386 **Section 8**
387 **LABELLING REQUIREMENT**
388

389 **Section 9**
390 **TRAINING**
391

- 392 a. All employees involved in the transport, production and marketing of meat shall be
393 trained in personal hygiene, good hygienic practices, cleaning and disinfection
394 procedures, product handling and protection;
395 b. Regular and refresher/follow-up training courses shall be part of the overall
396 training program;
397 c. Training program shall be routinely reviewed and updated when-ever necessary. A
398 checklist to assess the training program attended by the personnel (criteria,
399 monitoring, corrective action, records) shall be developed by the LGU responsible
400 officer in coordination with NMIS.
401

402 **Section 23**
403 **UNANNOUNCED MONITORING**
404

405 Unannounced visits shall be undertaken by NMIS as the competent authority for
406 verification of compliance.
407

408 **Section 24**
409 **RESPONSIBILITIES**
410

411 To ensure effective implementation of this Order, concerned entities shall:
412

- 413 a. Local Government Unit (component City and Municipality)
414 i. Ensure the implementation and/or enforcement of this Order;
415 ii. Coordinate with the Provincial Veterinary/Agricultural Office for technical
416 assistance; and
417 iii. Initiate corrective actions for the improvement of establishments

- 418
419 b. Provincial and independent/chartered City
420 i. Enforce the provisions of this Guidelines;
421 ii. Train the meat inspectors and meat butchers/meat handlers;
422 iii. Conduct a periodic inspection of establishments in their respective
423 territories to enforce adequate hygiene and sanitation according to the
424 provisions of this Order;
425
426 c. Poultry producers and traders:
427
428 i. Record relevant information on the health status of animals as it relates to
429 the objective of producing meat that is safe and suitable for human
430 consumption;
431 ii. Make available to the meat inspector the health status of animals as the
432 need arises;
433 iii. Refrain from selling or offering for slaughter, any animal exhibiting signs of
434 disease or abnormality; and
435 iv. Report any observation of animals dying or getting sick to nearest
436 veterinary office.
437
438 d. LRPDP Operator:/workers
439 i. Ensure that these guidelines are properly complied with.
440
441 e. The NMIS as the Competent Authority:
442 i. Monitor the adoption of this Order;
443 ii. Provide capacity-building interventions to the Provincial Meat Inspection
444 Service (PMIS);
445 iii. Support the training of City/Municipality Meat Inspection Service by the
446 PMIS;
447 iv. Monitor and evaluate the training activity conducted by the PMIS;
448 v. Monitor and evaluate the adoption of this Order in provinces, cities, and
449 municipalities;
450 vi. Extend technical assistance as may be needed to facilitate the adoption of
451 this Order.
452

453 **Section 25**
454 **ADDITIONAL REGULATIONS**
455

456 The national, provincial, city or municipal government may adopt and promulgate other
457 regulations as maybe necessary to ensure the production of clean, safe, and wholesome
458 meat.
459

460 **Section 26**
461 **EFFECTIVITY**

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463 This order shall take effect fifteen (15) days after its publication in a news paper of national
464 circulation or in the Official Gazette or its filing with the UP Law Center.
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466
467 **APPROVED:**

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470 **PROCESO J ALCALA**
471 Secretary
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474 **RECOMMENDED BY:**

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477 **DR MINDA S MANANTAN**
478 Executive Director
479 National Meat Inspection Service
480 References:

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