

TECHNICAL INTERPRETATION POLICY MANUAL (TIPM)

SUBJECT: Meat Facilities- Licensing of	01-A-01
REGULATORY REFERENCES: <u>M-9 RSA 2000 Meat Inspection Act (Current to 4/29/2009)</u> Section 3.1 <u>AR 42/2003 Meat Inspection Regulations (Consolidated to 112/2009)</u> Sections 15.1, 11, 12 & 13 <u>AR 116/2009 Fees Regulation</u> Section 1	Initial Release Sept 1, 2009 Revised Sept 1, 2010
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RATIONALE

In accordance with section 3.1(a) of the *Meat Inspection Act* (MIA) a “Meat Facility” can’t be operated, in the Province of Alberta, without a license.

Note: By definition the term “Meat Facility” includes the following:

- (a) abattoirs,
- (b) meat facilities operated by a person with a mobile butcher license
- (c) other meat processing facilities that may come under the jurisdiction of the Regulatory Services Division (RSD) of Alberta Agriculture and Rural Development (ARD) in the future.

An “Abattoir” is a premise where animals are slaughtered, or where animals are slaughtered **AND** meat is:

- a) prepared;
- b) packaged, or
- c) stored

Abattoirs are the only facilities in which animals can be slaughtered.

Other licensed meat facilities (including those of mobile butchers) can only prepare, package and/or store meat.

“Meat Facility” licenses are issued by RSD.

Note: The type of facility being licensed will be stated on the license.

To be licensed and to remain licensed, a “Meat Facility” must comply with the *Meat Inspection Act* (MIA) and AR 42/2003.

Note: All aspects must be in compliance, including construction and maintenance of the facility and the processes used. In the case of abattoirs the ongoing activities of MIB inspectors will ensure the abattoir remains in compliance.

Other meat facilities will be inspected and/or audited, at least once a year, to verify compliance.

Licensing of a “Meat Facility” provides assurance, to the public, that the facility is meeting food safety and regulatory standards.

Note: Any facility that is out of compliance is obviously not meeting all of the minimum

TECHNICAL INTERPRETATION POLICY MANUAL (TIPM)

TIPM – 01-A-01 Page 2 of 2– **RATIONALE** (continued)

standards, and thus is not eligible for continued licensing.

Licenses are not transferable from one operator to another and the facility can only have one operator at a time.

OBJECTIVE/OUTCOME

The facility will have a valid license.

Note: The Director of the RSD will only issue a license to individuals that have:

- a) submitted a complete application on an approved form
- b) paid an appropriate fee (The current fee is \$100 for 5 years, set in section 1 of AR 116/2009, is subject to amendment from time to time)
- c) demonstrated that they are, in addition to AR 42/2003, compliant with all other applicable legislation (e.g. environmental, municipal, building and plumbing codes, etc)

The Director may place conditions on a license, at any time, if deemed necessary to ensure that meat products produced in the abattoir are safe for human consumption.

The facility will have an assigned number

Note: The assigned number will be on the license.

Applications for the licensing of a new abattoir will undergo a Blueprint Submission and Approval Process as outlined in TIPM document 02-A-01.

Note: A representative from the MIB will perform a “New Facility Final Inspection” (TIPM document 02-A-02) to verify that the abattoir was constructed in an acceptable manner and that written food safety control processes have been evaluated.

REQUIREMENTS FOR AN AUDITABLE SYSTEM

Requirements for “**Licensing**” will be met when a valid “Meat Facility License” is on file.

Note: In accordance with section 12 of AR 42/2003 all licenses expire on December 31st unless suspended or revoked earlier. The expiry date is stated on the license.

Expired licenses are not valid.

RELATED SECTIONS OF TIPM

01-A-02 Meat Facility- Renewal of

01-A-03 License Refusals- Appeal of

02-A-01 New Facility Blueprint Submission and Approval

02-A-02 New Facility Final Inspection

TECHNICAL INTERPRETATION POLICY MANUAL (TIPM)

ATTACHMENT-TIPM DOCUMENT 01-A-01

Government of Alberta
Agriculture and Rural Development

Application for a Meat Facility License

Applicant

By completing this application, you are applying for a licence to operate a meat facility legislated under the Meat Inspection Act.

Information about Facility

A 5 year* licence fee is \$100.00
* Year is from January 1 to December 31

Information about Activities

Payment Method

____ Cheque payable to Minister of Finance
____ Visa ____ MasterCard
Card No _____
Expiry Date _____
Card Holder _____

Mail or Fax completed application to :
Regulatory Services Division
Licencing Office
304 J G O'Donoghue Building
7000 - 113 Street
Edmonton, AB T6H 5T6
Phone (780) 427-5083

For office use only:

Facility ID:
Client ID:
Licence ID:
Date Approved:

APPLICATION TYPE NEW RENEWAL
 ABATTOIR MOBILE BUTCHER FACILITY

Name of applicant	
Address	
Town or city	Postal code
Phone number	Fax number

Legal Name under which business is carried out	
Owner of Facility (if partnership, list names of all parties)	
Mailing address of Facility	
Town or city	Postal code
Phone number	Fax number
Legal land location or street address of Facility	

Meat Facility Operations Information (both abattoirs and mobile butcher facilities)

Primary Processing (Cutting /Boning)-Check all species that apply					
Beef	Pork	Sheep	Rabbits	Poultry	Alternative Livestock (eg elk, bison, emu, ostrich)
Further Processing – Check all operations that apply					
Curing	Dry Cure	Cooking	Smoking	Fermented	Ground Meat
<input type="checkbox"/> Other (Please specify): _____					
Water Source					
<input type="checkbox"/> Well	<input type="checkbox"/> Well with Treatment	<input type="checkbox"/> Municipal	<input type="checkbox"/> Other (specify) _____		

Abattoirs Only

Species slaughtered- check all that apply					
Beef	Pork	Sheep	Rabbits	Poultry	Alternative Livestock (eg elk, bison, emu, ostrich)
Approximately how many will be slaughtered each week, of:					
Beef	Pork	Sheep	Rabbits	Poultry	Alternative Livestock
___	___	___	___	___	___
Days of slaughter? (Check all that apply)					
<input type="checkbox"/> Mon	<input type="checkbox"/> Tues	<input type="checkbox"/> Wed	<input type="checkbox"/> Thurs	<input type="checkbox"/> Fri	<input type="checkbox"/> Sat <input type="checkbox"/> Sun

The personal information requested on this form is being collected for the purpose of licensing meat facilities under the authority of the Freedom of Information and Protection of Privacy (FOIP) Act and is protected by the FOIP Act. If you have any questions about this collection, please contact the Meat Inspection Branch at (780) 422-2104.

Signature of applicant	Date
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TECHNICAL INTERPRETATION POLICY MANUAL (TIPM)

SUBJECT: Meat Facility Licence –Renewal of	01-A-02
REGULATORY REFERENCES <u>M-9 RSA 2000 Meat Inspection Act</u> (Current to 4/29/2009) Section 3.1 <u>AR 42/2003 Meat Inspection Regulation</u> (Consolidated to 112/2009) Sections 15.1, 11, 12 & 13	Initial Release Sept 1, 2009 Page 1 of 2

RATIONALE

In accordance with section 3.1(a) of the *Meat Inspection Act* (MIA) a “Meat Facility” can’t be operated, in the Province of Alberta, without a license.

Note: By definition the term “Meat Facility” includes the following:

- a) abattoirs;
- b) meat facilities operated by a person with a mobile butcher license;
- c) other meat processing facilities that may come under the jurisdiction of the Regulatory Services Division (RSD) of Alberta Agriculture and Rural Development (ARD) in the future

An “Abattoir” is a premise where animals are slaughtered, or where animals are slaughtered and meat is:

- a) prepared;
- b) packaged, or
- c) stored

Abattoirs are the only facilities in which animals can be slaughtered.

Other licensed meat facilities (including those of mobile butchers) can only prepare, package and/or store meat.

“Meat Facility” licenses are issued by the Director of the Regulatory Services Division (RSD) of Alberta Agriculture and Rural Development (ARD).

Note: The type of facility being licensed will be stated on the license.

All “Meat Facility” licenses will have an expiry date.

Note: Currently, in accordance with section 1 of AR 116/2009 all licenses expire on December 31st in each calendar year. Consideration is being given to changing the terms of a license. If and when this happens there will be appropriate amendments made to AR 116/2009. Regardless of the length of the term there will always be an expiry date on each license.

TIPM – 01-A-02 Page 2 of 2 – RATIONALE (continued)

Re-licensing, following an expiry date, has the effect of ensuring that the facility remains in compliance with the *Meat Inspection Act* (MIA), AR 42/2003 and any other applicable legislation.

Note: In accordance with section 119(c) of AR 42/2003 the Director of the RSD may suspend, revoke, or refuse to re-issue, a license if of the opinion that the individual is no longer in compliance with legislation.

Remaining in compliance provides assurance, to the public, that the facility is meeting food safety and regulatory standards.

OBJECTIVE/OUTCOME

Application for license renewal will be made before the expiry date noted on the license.

Note: A “Meat Facility” license is valid until the expiry date unless suspended, or revoked, earlier by the Director. Licenses will only be renewed if the facility is in compliance with the MIA, AR42/2003 and the MFS.

The Director may suspend, revoke, or refuse to re-issue a license, if in his opinion the individual holding the license has committed any contravention of the legislation that affects, or may affect food safety.

A recommendation, for not renewing a license, can be made by the Head of the Meat Inspection Branch (MIB). The Head of the MIB must clearly state the reason(s) for this recommendation to the Director.

A pre-licensing audit may be required if the facility is deemed to be, or is suspected of being, out of compliance with the MIA, AR 42/2003 or the MFS. The purpose of this audit would be to inform the operator of his obligations and to give an opportunity for compliance before the license is re-issued.

Applications will be submitted to the Director of the Regulatory Services Division in a form that has been approved by the Director.

In accordance with section 1 of AR 116/2009 an appropriate license fee will be tendered.

Note: The fee stipulated in AR 116/2009 is \$100.00 per year. This is subject to amendment from time to time.

REQUIREMENTS FOR AN AUDITABLE SYSTEM (MFS)

Requirements for “**Meat Facility License- Renewal of**” will be met when a valid “Meat Facility License” is on file.

Note: There is an expiry date on each license.

Expired licenses are not valid.

RELATED SECTIONS OF TIPM

02-A-01 Meat Facilities - Licensing of

01-A-03 License Refusals - Appeal of

TECHNICAL INTERPRETATION POLICY MANUAL (TIPM)

SUBJECT: License Refusals – Appeal of	01-A-03
REGULATORY REFERENCES <u>AR 42/2003 Meat Inspection Regulation</u> (Consolidated to 112/2009) Section 15(1)	Initial Release Sept 1, 2009 Page 1 of 1
RATIONALE Suspension, revocation, or failure to renew, a meat facility, or mobile butcher, license can cause serious financial hardship for the operator. Note: The term “Meat Facility” includes abattoirs and other facilities where meat is processed, packaged or stored. To ensure that these decisions have not been made in error section 15(1) of AR 42/2003 allows the applicant to appeal unfavorable licensing decisions.	
OBJECTIVE/OUTCOME In the event that a license has been suspended, revoked, or not renewed, the meat facility operator, or mobile butcher, may: <ol style="list-style-type: none">1. Correct the issue of non-compliance that led to the suspension, revocation, or non-renewal and re-apply for licensing, or2. Make an appeal in accordance with the provisions of section 7(4) of the MIA and/or section 15(1) of AR 42/2003. Note: Licenses may be suspended, revoked, or not renewed for contraventions of meat inspection legislation that affects, or may affect, food safety. Usually a suspension, or revocation, will not take place unless there is a serious breach of legislation. Minor contraventions, if the licensee is unwilling to make corrections, will lead to a refusal to renew after the expiry date noted on the license. To launch an appeal the applicant must send a “Notice of Appeal” to the Minister of Agriculture and Rural Development. Note: The appeal form is located, as a schedule, at the end of AR 42/2003. Upon receipt of a properly completed appeal the Minister will schedule a hearing at which all parties that are entitled to be heard will be given an opportunity to make their representation pertaining to the appeal. Following the hearing the Minister may: <ol style="list-style-type: none">a) refuse the appeal thereby upholding the suspension, revocation or non renewal or;b) allow the appeal If the Minister allows the appeal an order will be issued for reinstatement of the license on any terms, or conditions, the Minister deems to be appropriate.	
RELATED SECTIONS OF TIPM 01-A-01 Meat Facilities - Licensing of 01-A-02 Meat Facility License - Renewal of 01-A-04 Mobile Butchers - Licensing of	

TECHNICAL INTERPRETATION POLICY MANUAL (TIPM)

SUBJECT: Mobile Butchers- Licensing of	01-A-04
REGULATORY REFERENCES: <u>M-9 RSA 2000 Meat Inspection Act (Current to 4/29/2009)</u> Section 3.1 <u>AR 42/2003 Meat Inspection Regulations (Consolidated to 112//2009)</u> Sections 11(1)(c), 11(2), 11(3), 11(4), 12, 13, 32, 33 & 34	Initial Release Sept 1, 2009 Revised Sept 1, 2010
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RATIONALE <p>In accordance with section 3.1(a) of the <i>Meat Inspection Act</i> (MIA) a person can't operate as a mobile butcher, in the Province of Alberta, without a license.</p> <p>Note: Mobile Butcher licenses are issued by the Director of Regulatory Services Division (RSD) of Alberta Agriculture and Rural Development (ARD).</p> <p>A "Meat facility License" is required, in addition to the mobile butcher license, if an individual wants to operate a facility for processing, packaging and storing meat products.</p> <p>To be licensed an individual must comply with all aspects of AR 42/2003 that apply to mobile butchers.</p> <p>Note: All aspects of a mobile butcher's activities must take place on the premises of the owner of the animal unless approval has been obtained, under section 32 (1) (b) of AR 42/2003, to conduct some of the operations at another location.</p> <p>In accordance with section 12 of AR 42/2003, mobile licenses expire on Dec 31st unless suspended or revoked earlier.</p> <p>Note: This expiry date is stated on the license.</p> <p>Expired licenses are not valid thus must be renewed at the expiry date.</p> <p>Note: A mobile butcher that is out of compliance is not eligible for continued licensing</p> <p>Licenses are not transferable from one mobile butcher to another.</p> <p>In the event that the Director refuses to renew a mobile butcher license the mobile butcher has the right to appeal the decision under section 15(1).</p>	
OBJECTIVE/OUTCOME <p>The mobile butcher will have a valid license.</p> <p>Note: The Director of the RSD will only issue a license to individuals that have:</p> <p>a) submitted a complete application on an approved form (see attachment #1)</p>	

TECHNICAL INTERPRETATION POLICY MANUAL (TIPM)

TIPM – 01-A-04 Page 2 of 2– **OBJECTIVE/OUTCOME** (continued)

- b) paid an appropriate fee (The current fee is \$100 for 5 years, set in section 1 of AR 116/2009, is subject to amendment from time to time)
- c) demonstrated that they are, in addition to AR 42/2003 that apply to mobile butchers.

Each mobile butcher will have an assigned “client” identification number.

Note: The assigned number will be on the license.

RELATED SECTIONS OF TIPM

01-A-01 Meat Facilities- Licensing of

01-A-03 License Refusals- Appeal of

01-B-01 Mobile Butcher Licensee- Responsibilities of

TECHNICAL INTERPRETATION POLICY MANUAL (TIPM)

ATTACHMENT-TIPM DOCUMENT 01-A-04

Government of Alberta ■
Agriculture and Rural Development

Application for a Mobile Butcher License

Applicant

By completing this application, you are applying for a license to operate as a mobile butcher regulated under the Meat Inspection Act.

Information about Mobile Butcher

A 5 year* licence fee is \$100.00
* Year is from January 1 to December 31

Payment Method

___ Cheque payable to Minister of Finance

___ Visa ___ MasterCard

Card No _____

Expiry Date _____

Card Holder _____

Mail or Fax completed application to :
Regulatory Services Division
Licencing Office
304 J G O'Donoghue Building
7000 – 113 Street
Edmonton, AB T6H 5T6
Phone (780) 427-5083

For office use only:

Facility ID:
Client ID:
Licence ID:
Date Approved:

APPLICATION TYPE

NEW

RENEWAL

Name of applicant	
Address	
Town or city	Postal code
Phone number	Fax number

Name under which business is conducted	
Owner of Mobile Operation	
Mailing address of Mobile Operation	
Town or city	Postal code
Phone number	Fax number

Mobile Butcher Operations Information

Species of slaughter animal(s)? (Check all that apply)					
Beef	Pork	Sheep	Rabbits	Poultry	Alternative Livestock (eg elk, bison, emu, ostrich)
Method of Stunning? (Check all that apply)					
Gun	Captive Bolt	Electric Stunner	Ritual	Other (please state) _____	
<input type="checkbox"/> Other (Please specify): _____					
Transporting the carcass following slaughter? (Check all that apply)					
<input type="checkbox"/> Left with owner	<input type="checkbox"/> Transported to my facility	<input type="checkbox"/> Transported to another licenced facility	<input type="checkbox"/> Other (specify) _____		
Transport by mobile butcher only- Type of vehicle?					
<input type="checkbox"/> Pickup Truck	<input type="checkbox"/> Flatbed	<input type="checkbox"/> Truck with canopy	<input type="checkbox"/> Reefer vehicle	<input type="checkbox"/> N/A (no transport)	
<input type="checkbox"/> Other (Please specify): _____					

I certify that the foregoing information is, to the best of my knowledge, true and accurate.

If any of the information changes from what is stated above, I will notify Regional Manager, Meat Inspection Branch/Regulatory Services Division within 10 days of the date the changes are made.

Signature of applicant	Date
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TECHNICAL INTERPRETATION POLICY MANUAL (TIPM)

SUBJECT: Meat Facility Licensee – Responsibilities of	01-B-01
REGULATORY REFERENCES <i>AR 42/2003 Meat Inspection Regulation</i> (Consolidated to 112/2009) Sections 4(1), 40, 41(2), 41(5) & 41(6).	Initial Release Sept 1, 2009
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RATIONALE

In accordance with section 3.1(a) of the *Meat Inspection Act* (MIA) a “Meat Facility” can’t be operated, in the Province of Alberta, without a license.

In order to obtain the initial license and maintain eligibility for continuing licensing the applicant **must be in compliance with all** of the **requirements of AR42/2003** and the **Meat Facility Standards** (MFS) and any other pertinent federal, or provincial, legislation (e.g. building codes, environmental standards, etc.).

Note: Section 15.1(a) of AR 42/2003 specifically empowers the MFS.

The Regulatory Services Division (RSD) is responsible for the licensing of abattoirs and meat facilities that are owned and operated by individuals holding a mobile butcher license.

Note: To ensure compliance with AR 42/2003 and the MFS, the RSD will inspect the facility before issuing the initial license.

The MIB of the RSD will provide regular ongoing inspection services for abattoirs. In addition to the inspections of animals and carcasses ongoing inspections, in abattoirs, also apply to the facility, all meat products and processes that are being used.

Inspection of other meat facilities will be conducted on an ad hoc basis with a minimum of one annual inspection and/or audit.

In abattoirs **all** of the following requirements **must be met** before any meat, or meat products, can be sold, offered for sale, transported or delivered:

1. The animal must be inspected before it is slaughtered (ante-mortem inspection).
2. Slaughter must take place at a licensed facility (federal or provincial).
3. The carcasses and all internal organs must be examined after the animal has been slaughtered (post-mortem inspection).
4. The carcass and all edible organs or tissues must be deemed, by an MIB Inspector, to be healthy and fit for human consumption.
5. The final product must be stamped with an inspection legend, or labelled in any other appropriate manner, to show that it has passed inspection.

OBJECTIVE/OUTCOME

The licensee will comply with all of the requirements of the Alberta *Meat Inspection Act* and AR 42/2003 and any other Acts and Regulations (federal or provincial) that may apply.

Note: This means that the facility will be maintained and operated in accordance with the standards set out in the MFS.

Specifically the licensee will:

1. Ensure that all animals, carcasses and/or portions, ingredients, etc. are made available to a Meat Inspection Branch (MIB) inspector or assigned delegate.
2. Provide all reasonable assistance to a MIB inspector, or assigned delegate, as required in the performance of their official duties and functions.
3. Assist the MIB, or other assigned authority, in the management and control of any reportable disease that may occur.

Note: Reportable diseases are diseases that have been identified, as reportable, in either federal, or provincial legislation. Legally anyone that knows of, or suspects the presence of a reportable disease must make it known to appropriate authorities.

4. Ensure appropriate security of the premises is maintained.

Note: This includes access by personnel and visitors.

RELATED SECTIONS OF TIPM

All sections of TIPM relate to the responsibilities of meat facility licensees in one way or another.

TECHNICAL INTERPRETATION POLICY MANUAL (TIPM)

SUBJECT: Meat Inspection Branch – Responsibilities of	01-B-02
REGULATORY REFERENCES <i>AR 42/2003 Meat Inspection Regulation</i> (Consolidated to 112/2009) Section 41	Initial Release Sept 1, 2009
	Page 1 of 2
RATIONALE <p>The Meat Inspection Branch (MIB) of the Regulatory Services Division (RSD) of Alberta Agriculture and Rural Development (ARD) has been assigned responsibility for administrating all aspects of the Alberta <i>Meat Inspection Act</i> and AR 42/2003 <i>Meat Inspection Regulation</i>.</p> <p>Note: Administrative responsibilities include:</p> <ul style="list-style-type: none">a) provision of inspectors;b) training of inspectors and auditors to ensure that they are capable of inspecting all meat, meat products and processes to ensure compliance with all applicable legislation.	
OBJECTIVE/OUTCOME <p>The MIB will:</p> <ol style="list-style-type: none">1. Keep the licensees informed about regulatory requirements that must be implemented. <p>Note: Individual staff members, of the Meat Inspection Branch (MIB) (including inspectors and auditors) are competent authorities in the production of safe and wholesome meat and meat products.</p><p>MIB Inspectors are appointed in accordance with section 2 of the <i>Meat Inspection Act</i> of Alberta. Veterinarians licensed by the Alberta Veterinary Medical Association and other trained individuals are eligible for appointment.</p>2. Monitor and verify the performance of all activities related to food safety. <p>Note: Any appointed inspector (including auditors) has the authority to monitor and verify activities associated with food safety process control systems.</p><p>The nature and intensity of monitoring and verification should be based on risk level and compliance of the facility and should be sufficient to ensure that risks to the consumer are mitigated.</p><p>The frequency and intensity of monitoring should also take into account the quality assurance systems that have been properly implemented by the operator.</p>	

TIPM – 01- B-02 Page 2 of 2 - OBJECTIVE/OUTCOME (continued)

3. Verify that all regulatory requirements are met.
4. Implement enforcement actions as required for issues of non compliance.
5. Implement specified official controls such as sampling programs, inspection procedures, or other certification as required under the *Meat Inspection Act* or AR 42/2003.

Note: This includes the requirements of the Meat Facility Standards (MFS).

6. Administrate meat inspection **services for abattoirs.**

Note: Administrative duties include establishing the parameters for meat inspection services including hours of work and inspection fees.

In instances where inspection activities are shared between industry and government, the MIB is responsible for defining the respective roles of each in terms of personnel involvement and verifying that regulatory requirements are met.

RELATED SECTIONS OF TIPM

The MIB has responsibility for all sections of TIPM in one way or another.

TECHNICAL INTERPRETATION POLICY MANUAL (TIPM)

SUBJECT: Meat Inspectors – Responsibilities of	01-B-03
REGULATORY REFERENCES <i>AR 42/2003 Meat Inspection Regulation</i> (Consolidated to 112/2009) Sections 35 to 41 Inclusive	Initial Release Sept 1, 2009 Page 1 of 3
RATIONALE The Meat Inspection Branch (MIB) of the Regulatory Services Division (RSD) of Alberta Agriculture and Rural Development (ARD) has been assigned responsibility for administrating all aspects of the Alberta <i>Meat Inspection Act</i> (MIA) and AR 42/2003. As part of it's administrative function the MIB is required to provide inspectors for licensed abattoirs. This document is intended to highlight the responsibilities of appointed meat inspectors (MIB Inspectors).	
OBJECTIVE/OUTCOME The Meat Inspection Branch (MIB) will assign at least one MIB Inspector to the "Licensed Meat Facility" (abattoir). Note: MIB Inspectors are assigned to abattoirs by the Area Manager (AM) in accordance with section 41 of AR 42/2003. Sections 40, 44 & 47 of AR 42/2003 make it compulsory for a MIB Inspector to be present for ante-mortem (before death) and post-mortem inspections. Requirements for MIB Inspectors to be present during any further processing and storage of meat are determined by the MIB in accordance with the MIA, AR 42/2003 and the Meat Facility Standards (MFS). Normally the AM will assign a resident inspector for all regularly scheduled slaughter days. The operator of the abattoir is responsible for notifying the AM about any changes to their regular slaughter dates. In most instances the licensee will communicate with the AM through the Regional Supervisor (RS). A slaughter can't proceed if a MIB Inspector hasn't been assigned for that day. Assigned MIB Inspectors will present appropriate identification upon request. Note: MIB Inspectors are required to carry an identification certificate (card) during the time they are present in the abattoir. This document, signed by the Director of the Regulatory Services Division, provides proof of their appointment and qualifications. The MIB is responsible for ensuring that MIB Inspectors have the necessary training, knowledge, skills and ability to fully understand and perform their duties. Under Section 3 of the <i>Meat Inspection Act</i> (MIA) "Medical Officers of Health" and "Executive Officers" under the Public Health Act and the Regional Health Authorities Act are also, by virtue of their offices, considered to be inspectors. Their authority is restricted to their areas of jurisdiction and training. This means that they are not qualified to pass judgment on the suitability of a carcass for human consumption.	

TIPM – 01- B-03 Page 2 of 3 - OBJECTIVE/OUTCOME (continued)

MIB Inspectors will ensure that the abattoir is meeting the minimum requirements of the MIA and AR 42/2003.

Note: Inspection procedures are based on current scientific knowledge and practices.

MIB Inspectors and other individuals appointed by the MIB (e.g. veterinarians) have the authority to monitor and verify any activities conducted in the abattoir. Their activities include, but are not limited to:

- a) conducting ante-mortem inspections;
- b) conducting post-mortem inspections;
- c) inspection of facilities and equipment;
- d) assessment of food handling, or processing, activities;
- e) checking of documents (e.g. livestock manifests, written procedures, records, etc);
- f) collection of samples for laboratory examination;
- g) observation and verification of written food safety control programs

MIB Inspectors will have access to veterinary expertise at all times.

Note: MIB Inspectors are required to consult, with a veterinarian whenever they are not sure about the suitability of a carcass for human consumption.

Normally the MIB Inspector will consult with a veterinarian that is employed by Alberta Agriculture and Rural Development.

The MIB has the authority to appoint private veterinary practitioners as inspectors. In most instances “Appointed Veterinarians” deal with emergency slaughters but they can also be assigned, to an abattoir, if a regular MIB Inspector is not available.

In the case of on-farm emergency slaughter the “Appointed Veterinarians” can:

- a) conduct the ante-mortem inspection then proceed to the abattoir to conduct the post-mortem inspection or
- b) document the ante-mortem inspection (on a form approved by the MIB) and send the documentation to the abattoir along with the animal

To exercise option b) above, a MIB Inspector would have to be present at the abattoir to conduct the post-mortem inspection. In either situation the owner of the animal is responsible for paying the veterinarian.

In cases of non-compliance a MIB Inspector will initiate appropriate corrective actions.

Note: Actions taken will vary according to the seriousness of the problem. Serious issues of non-compliance may result in restriction, or suspension, of activities and refusal to use the Meat Inspection Legend.

MIB Inspectors are also authorized to follow-up on any corrective actions that are required to address issues of non-conformance that have been identified through the MIB audit program.

Note: This may be accomplished through the use of interviews with facility personnel, on-site observations or program reviews.

TIPM – 01- B-03 Page 3 of 3 - OBJECTIVE/OUTCOME (continued)

The MIB Inspector will not be expected to perform any duties other than those needed to verify that the requirements of the MIA and AR 42/2003 are being met.

Note: Although some MIB Inspectors may assist facility personnel with their duties it is not a requirement that they do so. These activities, when undertaken are voluntary and must not interfere with their duties as an inspector.

RELATED SECTIONS OF TIPM

Most sections of the TIPM relate to the responsibilities of MIB Inspectors in one way or another.

TECHNICAL INTERPRETATION POLICY MANUAL (TIPM)

SUBJECT: Mobile Butcher Licensee – Responsibilities of	01-B-04
REGULATORY REFERENCES <i>AR 42/2003 Meat Inspection Regulation</i> (Consolidated to 112/2009) Sections 21, 22, 22.1, 32, 33 & 34 Note: This document only applies to the responsibilities of mobile butcher licensees conducting mobile butchering activities performed outside of any licensed meat facility operated by the mobile butcher. Mobile butchers that hold a separate license for a meat facility have additional responsibilities that are outlined in TIPM document 01-B-01.	Initial Release Sept 1, 2009 Page 1 of 2
OBJECTIVE/OUTCOME The mobile butcher licensee will: <ol style="list-style-type: none">Perform the complete slaughter operation including stunning, bleeding, skinning, eviscerating and removal of the head and feet on the premises of the owner of the animal unless permission has been granted, under section 32(1)(b) of AR 42/2003, to conduct some of the slaughter operations at another location. Note: Stunning must be done in a humane manner (in accordance with section 58 of AR 42/2003). If the mobile butcher has a separate facility (room) for skinning the animal can be transported to this facility with the hide on. All other dressing procedures must still be completed on the premises of the owner of the animal.Identify the carcass and all edible portions as un-inspected. Note: This is done by applying a tag that states “UNINSPECTED - NOT FOR SALE”.Transport the carcass, and edible portions, in a manner that does not compromise the safety of the meat for human consumption. Note: This means that transportation must be done promptly and in a clean and sanitary manner. The mobile butcher must ensure that all carcasses are kept separate from hides, inedible parts and other sources of contamination.Submit a monthly report, to the MIB in a form required by the Director. Note: This report must provide the following information:<ol style="list-style-type: none">names, addresses & telephone numbers of owners of animals that were slaughtered;a full description of each animal;destination of each carcass;any other information requested by the Director of the RSD	

TIPM – 01- B-04 Page 2 of 2 - OBJECTIVE/OUTCOME (continued)

5. Remain eligible for relicensing by complying with all requirements.

Note: The Mobile Butcher Coordinator, or designate, will conduct periodic inspections of all mobile butchers. The results of these inspections will be recorded on a form called the MIF - 18 Mobile Butcher Inspection Report. This is an official form in the RSD Manual of Directives and Procedures.

Inspection of the mobile butcher will include:

- a) Method and Location of Slaughters
- b) Transportation Vehicle or Conveyance
- c) Identification of Carcasses
- d) Monthly Slaughter Reports

The coordinator, or designate, will report any issues of non-compliance, in writing, to the mobile butcher and to the Regional Supervisor and/or Area Manager.

The mobile butcher will be advised that items of non-compliance could result in loss of their license.

RELATED SECTIONS OF TIPM

01-A-03 License Refusals - Appeal of

01-A-04 Mobile Butchers - Licensing of

01-B-01 Meat Facility Licensee - Responsibilities of