Manual for manufacturing UCFM in NSW
Summary of changes (September 2025)

Page number	Updates (*in italics*)
Purpose and Scope	
4	The reference to the NSW Food Regulation 2025 was updated. Additional sentence was added: *Compliance with this Manual is a condition of licence for manufacturers in NSW*
Definitions	
5 – 8	Additional definition was added for: — cooked fermented comminuted processed meat — fermentation — heat treated fermented comminuted processed meat — maturation — pH — water activity. The definition of the following items was clarified: — a batch and the examples — monitoring requirement — raw meat testing — starter culture.
Step 1 – A UCFM manufacturer must be licensed with the NSW Food Authority	
9	Additional sentence for new manufacturers of UCFM was added: *The business cannot make a UCFM product for sale until a letter of approval is received.*

Page number	Updates (*in italics*)
Step 3 – A UCFM manufacturer must submit a pro forma for each product	
11	A trial batch was clarified: *A trial batch must be clearly labelled so there is no confusion with the products made for sale. Products made during a trial must not be sold. It is recommended to make a small batch of products for the trial to reduce waste.*
12	Additional sentence for important information was added: *For exported products, it is the responsibility of the UCFM manufacturer to comply with the specific requirements of the importing countries.*
12	Clarification on when a new pro forma is needed: A new pro forma must be filled in and sent to the Food Authority for approval if there is a change in the following: — the type or *amount* of meat and *fat*, or — the diameter of the product, or — the type of casing, or — the type or amount of curing agent (nitrate/nitrite), or — the amount of salt, or — the *brand or type* of starter culture, or — the ingredients (for example different dried spices for seasoning, addition of cut olives, truffles, cheese), or — the fermentation & maturation time or temperature (and any other process like smoking or heat treatment).
14	Additional paragraph for determining the shelf life of a UCFM was added: *A UCFM product that is intended to be shelf stable must have a pH and/or water activity which will prevent the growth of pathogenic bacteria at ambient temperatures. UCFM products which do not meet the established pH and water activity parameters for shelf stability must be refrigerated throughout their shelf life.* *For more information on foods requiring temperature control, please refer to 'Potentially hazardous foods' on the Food Authority's website.*

Page number	Updates (*in italics*)
Step 4 – Letter of approval and starting the manufacture of a UCFM for sale	
15	Additional information on the minimum limit was added: The information provided in the pro forma is used to assess the following: — Compatibility of the starter culture and the fermentation temperature, — Salt in moisture content – *a minimum of 2.5% is required*, — Appropriate level of nitrate and/or nitrite input – *a minimum of 100 ppm of total nitrite/nitrate is required,* — pH drops (pH at 24 hours and 48 hours) – *pH of 5.2 or lower within 48 hours is required,* — Final characteristics of the product (pH, water activity or weight loss), and — *E. coli* inactivation – a minimum of 2-log inactivation is required.
15	Additional information on the timeline was added: Timeline^: — For traditional products using beef, pork or *lamb*, the approval process will be completed within one month after all information is received. — For products using other types of meat, *not commonly used ingredients or unusual manufacturing processes,* the approval process will be completed within 6 months after all information is received. This is to allow time for a risk assessment to be conducted. ^Note that the NSW government agency has a shut-down period over the Christmas/New Year.
16	Additional sentence on monitoring and production record was added: *Monitoring and production records to demonstrate compliance with the process outlined in approved pro forma and any special conditions outlined in this letter must be available to be examined during a compliance audit.*
16	Additional information on verification testing was added: *Once approved, the licensee must submit one sample from each of the first two production batches to the Food Authority. For a minimum, it will be tested for E. coli, pH and water activity (and other testing requirement specified in the approval letter).* *The testing is conducted to verify the information provided in the pro forma and to ensure that the prescribed process is able to produce products with consistent characteristics.*

Page number	Updates (*in italics*)
Step 5 – UCFM manufacturer must comply with the Regulations	
18	Comments for Standard 1.2.3 was updated: *If the ingredient, additive or processing aid used in the manufacturing of the product contain any of the most common food allergens, they must be declared, no matter how small the amount (with some exemptions).* *These allergens are listed in Schedule 9 of the Code.* *Only the 'required names' listed in Schedule 9 of the Code can be used for declarations.* *Allergen declarations must appear in the ingredient list and in a co-located summary statement.* *Refer to the 'Food allergen rules' page on the Food Authority's website for more information.*
21	The reference to the NSW Food Regulation 2025 was updated. The notification requirement was added: *Section 109 states that the holder of a licence must notify the Food Authority if the results of the analysis indicate the sample analysed failed to meet the standards set out in the NSW Food Safety Schemes Manual.* *Notification should be given:* — *orally as soon as practicable and not later than 24 hours after the license holder becomes aware of the results of the analysis by calling the Food Authority on 1300 552 406 and* — *in writing within 48 hours after the license holder becomes aware of the results of the analysis by using the 'Notify a pathogen detection' form that can be found on the Food Authority's website.*