



Food
Authority

Small independent poultry producers

Food Safety Management Statement template

Contents

Introduction	2
About the national Poultry Standard.....	2
What is a food safety management statement (FSMS)?	2
Important notes about this document	2
How to use this document.....	2
Business details	3
1. Management responsibility	4
2. Poultry production operations	4
2.1 Flock maintenance	4
2.2 Live poultry transport.....	4
3. Inputs	4
3.1 Stockfeed.....	4
3.2 Veterinary medicines and chemicals	4
3.3 Water supply.....	5
3.4 Sourced poultry birds	5
3.5 Litter.....	5
4. Waste disposal	5
4.1 Litter.....	5
4.2 Dead birds	5
5. Health and hygiene	5
5.1 Poultry handler health and hygiene	5
5.2 Biosecurity	6
6. Skills and knowledge	6
7. Design, construction and maintenance of premises, equipment and transportation vehicles	6
7.1 Premises, equipment and transportation vehicles.....	6
7.2 Pest control.....	6
8. Traceability	7
References	7
Appendix	8
Veterinary Medicine Record	8
Monitoring checklist.....	9

Introduction

About the national Poultry Standard

National Standard 4.2.2 – Primary Production and Processing Standard for Poultry Meat 4.2.2 requires businesses involved in the growing and/or live transport of poultry for human consumption (ie poultry producers) to have a food safety management statement (FSMS). This Standard is available at www.foodstandards.gov.au

What is a food safety management statement (FSMS)?

An FSMS sets out how a poultry producer complies with the requirements of Standard 4.2.2. An FSMS must be approved by the NSW Food Authority (the Authority) and be subject to verification activities by the poultry producer and the Authority.

A poultry producer must operate according to their FSMS.

Important notes about this document

This FSMS template has been developed by the Authority to help small independent poultry producers comply with their legal requirement of completing an FSMS.

This is not a legal document. It is a guidance document that outlines best practice on how producers can comply with the Standard.

Poultry producers may do things differently and still be able to comply so long as they can show what they do achieves the same outcome for the relevant clause(s) of the Standard. Any alternative means of complying needs be documented in this FSMS.

The [National Farm Biosecurity Manual Poultry Production \(2009\)](#) (the Biosecurity Manual), whilst covering areas broader than food safety, is an important reference document for poultry producers completing an FSMS. There has been national agreement that where producers comply with the Biosecurity Manual then they will be deemed to satisfy the requirements of Standard 4.2.2.

How to use this document

This document needs to include all food safety operations undertaken by poultry producers and how they are done. Therefore, producers must review each section of this document and, where necessary, change the wording so that it reflects how they carry out these activities.

If a business undertakes all the operations in this document then it can be adopted in full.

Although not a mandatory requirement, completing the monitoring forms included in the appendix of this document is considered best practice.

Business details

Business company name: _____

Business trading name (if applicable): _____

Address of business: _____

Postal address: _____

Business phone number: _____ Mobile number: _____

Email: _____

Approximate number of meat birds: _____

Approximate number of meat birds sent for processing per annum: _____

Name of licensee/owner: _____

NSW Food Authority licence number (if applicable): _____

Name of processor meat supplied to (if applicable): _____

Signature: _____

1. Management responsibility

The scope of this Food Safety Management Statement covers the activities undertaken at [insert name of poultry business].

These activities include the receipt and/or growing of poultry birds on farm and transporting them to the designated processing facility.

2. Poultry production operations

2.1 Flock maintenance

Each shed is physically checked daily for suitable water and feed supply (eg equipment is clean and in good repair; feed and water is uncontaminated and in sufficient quantity).

Dead poultry birds are removed from the shed daily.

Sick and unthrifty birds are culled daily.

Increased bird mortality rates are investigated. Identified causes are rectified.

2.2 Live poultry transport

Where non-farm personnel are used to pick up poultry for transportation they sanitise their hands and use footbaths (unless separate shed boots are being used) before entering sheds.

Birds are transported in suitably designed and maintained crates or modules (eg clean; in good repair; no harbourage of pests) to the processing facility.

NB: The [Requirements for transporters of live poultry](#) factsheet outlines further details on the food safety requirements for businesses that transport live poultry from farm to abattoir (eg contract pick-up crews). However, the section on how to effectively clean and sanitise crates and modules is likely to apply to either poultry growers or processors, and if so, should be followed at the stage where such cleaning occurs.

3. Inputs

3.1 Stockfeed

Stockfeed is stored in a manner that prevents contamination from pests, vermin and other foreign materials (eg stock food is stored in sealed feed silos or sealed feed bags off the ground). Where spillage occurs then this will be cleaned up to facilitate pest and vermin control.

3.2 Veterinary medicines and chemicals

Veterinary medicines are used and stored according to the manufacturer's instructions. All veterinary medicines are registered for use with the Australian Pesticides and Veterinary Medicines Authority (APVMA). This register is available at www.apvma.gov.au

All chemicals are fit for their intended purpose, and used and stored according to the manufacturer's instructions.

3.3 Water supply

Water supplied in poultry sheds for drinking, cooling and cleaning is from a clean, good quality (no mould or algae) source.

NB: As a guide, producers can refer to the Biosecurity Manual which outlines recommended water treatment (Appendix 3) and water quality guidelines (Appendix 4) for poultry drinking water.

3.4 Sourced poultry birds

Birds are sourced from a reputable supplier and delivered in suitably designed vehicles and crates (eg clean, in good repair, no harbourage of pests). Removal and disposal of any sick or dead birds is done promptly after delivery.

NB: This section may not be relevant for poultry growers that are also breeders.

3.5 Litter

Litter is sourced from a reputable supplier. Litter is delivered and stored in a clean and dry environment. Litter is not sourced from timber treated with Copper Chromium Arsenic (CCA).

4. Waste disposal

4.1 Litter

Litter is collected at the end of each batch and disposed of in a safe and hygienic manner.

Litter that is to be reused is heaped to allow heating and pasteurisation.

4.2 Dead birds

Dead birds are promptly (at least daily) removed from the sheds.

Dead birds are collected by a contractor for off site disposal, or composted.

NB: As a guide, producers can refer to the Biosecurity Manual which outlines best practice for dead bird collection (Appendix 7) and composting (Appendix 8).

5. Health and hygiene

5.1 Poultry handler health and hygiene

All staff and visitors (eg contractors and suppliers):

- wear clean (ie laundered) protective clothes and footwear
- sanitise hands and use footbaths before entering sheds (unless separate shed boots are being used)
- sanitise hands after handling sick or dead birds

5.2 Biosecurity

Although these biosecurity measures are not mandatory under the Standard, the Authority considers them best practice and recommends that producers include them in their FSMS. If a business chooses to do this, and follows the procedure below, the wording will need to be changed from 'should' to 'must' or 'will'.

To protect birds from infectious diseases:

- visitors should move through the premises in one direction (ie day old chicks to older birds)
- visitors should not have been in contact with any avian species or untreated poultry manure on the same day
- visitors and staff should not keep poultry, caged birds or pigs at their home

A visitors log should be kept of all visitors to the poultry sheds and ranges.

6. Skills and knowledge

Staff are trained in the appropriate skills and knowledge of safe food handling and food hygiene to perform their job safely and competently.

Staff are made aware of their responsibilities according to this FSMS.

7. Design, construction and maintenance of premises, equipment and transportation vehicles

7.1 Premises, equipment and transportation vehicles

The premises, equipment and transport vehicles are designed and constructed to:

- minimise the contamination of poultry
- allow for effective cleaning and sanitising
- minimise the harbourage of pests and vermin

The premises, equipment and transport vehicles are maintained in good working order.

7.2 Pest control

To minimise the entry of pests into sheds:

- sheds are designed and maintained to prevent the entry of wild birds and limit the access of vermin as far as practical
- the area around the sheds is free from debris, is regularly mown and has no pooling water

NB: As a guide, producers can refer to the Biosecurity Manual which outlines best practice for pest control including what to do when a pest problem is detected.

8. Traceability

Copies of suppliers' invoices for stockfeed, veterinary medicines and chemicals, sourced poultry birds and litter (where applicable) are retained for traceability purposes.

References

FSANZ (2010), [Standard 4.2.2 Primary Production and Processing Standard for Poultry Meat](#).

[National Farm Biosecurity Manual Poultry Production](#) (2009), Department of Agriculture, Fisheries and Forestry.

[Guideline Food Safety Management Statement for Poultry Producers: Production of Poultry only](#), no processing.

Appendix

Veterinary Medicine Record

Shed treated	Name of drug used	Date used	Withholding period	Date poultry processed	Signed by

Monitoring checklist

Yes (✓) No (✗) and complete corrective action column

Date:	✓/✗	Corrective action/ comment
Increased mortality rates observed		
Increased mortality rates investigated and cause rectified (if applicable)		
Feed is stored to prevent contamination from pests, vermin and other foreign materials		
Veterinary medicines and chemicals used and stored according to manufacturer's instructions		
Drinking water is clean with no mould or algae		
Sourced birds that are sick or dead on arrival are promptly removed and/or disposed		
Litter is stored in a clean and dry environment, and not sourced from treated timber		
Litter is disposed of at the end of each batch		
Dead birds are collected by a contractor or composted		
Staff and visitors comply with section 5.0 for health and hygiene		
Staff are trained as per section 6.0		
Transport vehicles routinely cleaned and in good repair		
Equipment (eg drinkers, feeders, crates) routinely cleaned and in good repair		
Premises (eg shed/storage areas) tidy and in good repair		
No evidence of pests or vermin in sheds		
Completed by:	Signed:	

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