



THE
JAMAICA GAZETTE
SUPPLEMENT

PROCLAMATIONS, RULES AND REGULATIONS

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No. 11

No. 15

**THE AQUACULTURE, INLAND AND MARINE PRODUCTS AND BY-PRODUCTS
(INSPECTION, LICENSING AND EXPORT) ACT**

**INSPECTION AND CERTIFICATION OF FISHERY FACILITIES (PRESCRIBED FORMS)
REGULATIONS, 2002**

In exercise of the powers conferred upon the Minister by section 35 of the Aquaculture, Inland and Marine Products and By-Products (Inspection, Licensing and Export) Act, the following Regulations are hereby made:—

1. These Regulations may be cited as the Inspection and Certification of Fishery Facilities (Prescribed Forms) Regulations, 2002.
2. The forms, Form 1A, Form 1B and Form 2, set out in the Schedule are hereby prescribed for the purposes of section 12 (2) of the Aquaculture, Inland and Marine Products and By-Products (Inspection, Licensing and Export) Act.

SCHEDULE

FORM 1A

THE COMPETENT AUTHORITY, VETERINARY SERVICES DIVISION, MINISTRY OF AGRICULTURE

Inspection Report in respect to an Application for a License to Operate a Processing Establishment (Pursuant to section 12 (2) of the Act)

Date:					
Inspector's No.:					
Reviewed By:					
Authorized By:					
	Exterior				
Regulation	Criterion	Grade			Comments
		A	B	C	
17 (2)	Grading, dust proofing of roads, lots, other exterior areas.				
17 (1) (b), 17 (3) 17 (4), 17 (15)	Proper drainage and prevention of stagnant water and area used for cleaning of transport vehicles.				
17 (5)	Buildings and facilities of sound construction and maintained in good repair.				
17 (9)	Designed to prevent pest entry into building i.e. screens, door seals, door closure.				
17 (9)	Designed to prevent entry of contaminants				
17 (10) 17 (11) 17 (12)	Designed so as to provide separation of operations including receiving and handling of prescribed products, waste disposal, laboratories.				
93 (1) 93 (3) (a) to (d)	Inspection protocol with frequency, regular verification treatment of inadequacies, corrective action.				
32 (1), 32 (2) 33 (1), 34 (1)	Adequate toilets, hand washing stations, changing rooms, easily cleaned and disinfected that do not open into product handling areas.				

GRADE

- A Meets minimum requirements stipulated by Competent Authority.
- B Adequate but with specified minor deficiencies which must be corrected prior to the granting of licence.
- C Does not currently meet minimum requirements and with one or multiple major deficiencies.

SCHEDULE

FORM 1B

THE COMPETENT AUTHORITY, VETERINARY SERVICES DIVISION, MINISTRY OF
AGRICULTURE

*Inspection Report in respect to an Application for a License to Operate a
Processing Establishment (Pursuant to section 12 (2) of the Act)*

Date:					
Inspector's No.:					
Reviewed By:					
Authorized By:					
Interior					
Regulation	Criterion	Grade			Comments
		A	B	C	
17 (6) 20 (1) 21 (1)	Walls are made of durable, impermeable light coloured material, there is sealing of all joints, impact resistant, smooth and without crevices, do not pose contamination threat.				
20 (2) to (3)	Angles on walls and ceilings are sealed, covered or capped				
18 (a) to (e) 19 (1)	Floors are water proof, non-absorbent, without crevices, easily washable and of non-slip materials and sufficiently sloped for liquids to drain to trapped outlets.				
19 (2), (3), (4), (5), (6) 39 (2)	Drains that are sealed with water trap, adequately vented, adequate access for cleaning, have solid waste traps, floor drain should not be connected to sanitary drain, open drains should flow away from product handling areas, prevent storm flooding.				
22 (1) and (2)	Windows of product handling areas shall not be capable of being opened, air vents into product handling areas are fitted with insect-proof screens which are easily removed.				
22 (3) 22 (4)	Doors and hatches are close fitting, have clean smooth, non-absorbent, washable surfaces, impact resistant, durable material.				
22 (6), (7) 24 (7)	Conveyors or chutes through external walls sealed to prevent entry of pests and other contaminants, constructed with cleaning and inspection hatches.				

SCHEDULE
FORM 1B, *contd.*

Date:					
Inspector's No.:					
Reviewed By:					
Authorized By:					
Interior					
Regulation	Criterion	Grade			Comments
		A	B	C	
23 (a) (b)	Stairs, catwalks, stands, platforms and ladders in product handling areas are constructed from impervious, non-slip, non-corroding impact resistant and easy to clean material, are so situated as not to pose contamination risk.				
24 (1), (2), (3), (5) 25 (1)	Equipment and utensils have smooth surfaces, non-corrosive, made of durable materials non-toxic, have sealed joints, impact resistant, installed so as to permit easy cleaning, disinfected and be accessible for inspection, equipment raised from floor with a minimum of 100mm clearance, no wooden surface on which prescribed products are prepared.				
26 27	Adequate facilities that are easily cleanable, corrosion resistant for cleaning and disinfecting of product handling equipment and utensils.				
17 (12), (13) 83 (1)	Designed to provide adequate working space, cleaning and disinfecting, facilitate a regulated flow of ingredients, products, packaging material, operator to take steps to prevent cross contamination.				
24 (8)	Overhead structures and fittings do not pose threat of contamination from condensation, drip, dust, mould, flaking and easily cleanable.				
93 (1) 93 (3) (a) to (d)	Measures taken to ensure compliance with regulations, regular verification treatment of adequacies and corrective action.				
37 (1), (3)	Lighting fixtures adequate and to be covered to prevent contamination in case of breakage.				

SCHEDULE
FORM 1B, *contd.*

Date:					
Inspector's No.:					
Reviewed By:					
Authorized By:					
Interior					
Regulation	Criterion	Grade			Comments
		A	B	C	
38 (1), (2)	Adequate ventilation for the prevention of build up of heat, steam, condensation, dust, air flow to be controlled to prevent cross contamination.				
35 (1) 36 (a) (b) 42 (1)	Efficient waste disposal system designed to prevent access to waste or inedible material by pests, waste and inedible material to be stored separately and receptacles used for storage of waste should not pose cross contamination risk, easily cleaned and disinfected.				
45 (4) 34 (1), (2), (3) and (4)	Adequate hand washing station, non-hand operated valves, adequate supply of facilities for washing and drying of hand, properly located food baths and notices advising use of stations posted.				
47	Signs advising that smoking, eating, spitting and drinking in product handling areas are prohibited and are adequately displayed				
30 (a) (b) 82 (1), (2) and (3)	Areas for storage of cartons, wrapping materials and empty product containers are dust proof, pest proof, constructed to prevent contamination to materials, conveyance equipment suitable and adequate for the protection of prescribed products.				
75 (1), (2) and (3)	Potable water with adequate pressure and sufficient quantity, suitable temperature, conform to standards indicated in the regulations.				
75 (7) 77 (1) to (5)	Records of water testing results to be kept, routine examinations, testing to standards.				
75 (8) 78 (a) (b)	Steam and ice generated from potable water should be stored and handled to prevent contamination.				

SCHEDULE
FORM 1B, *contd.*

Date:					
Inspector's No.:					
Reviewed By:					
Authorized By:					
Interior					
Regulation	Criterion	Grade			Comments
		A	B	C	
75 (12), (13) 75 (14), (15)	Non-potable water should be separated from potable water and clearly identified.				
75 (18)	All storage tanks, cooling towers, pipelines to be constructed to facilitate easy inspection and cleaning.				
79 (a) to (c)	Compressed air or other processing gases are filtered, do not contain oil or other substances hazardous to health.				
81	Prescribed products that are unfit for human consumption to be isolated and disposed of to prevent contamination.				
84	All measuring devices, scales, thermometers, temperatures recorders certified or calibrated for accuracy.				
86 (1), (2) 87 (1) to (4)	Freezing to be done in room or chamber designated for that purpose; products to be stored in conformity with regulation 87.				
88 (1) (a) to (c)	Thawing system adequate and suitable.				
89 (1) 28 (2), (3), (4)	Temperature recording devices present and capable of recording temperature at least once every hour.				
44 (2)	Adequate secure storage area(s) for hazardous substances.				
119 (1), (2) 120 (a) to (g) 124 (1), (2)	Prescribed products to be transported in accordance with regulation 120 (a)—(g).				
40 (1), (2)	Cleaning personnel to be trained in cleaning techniques and procedures, competent authority to be provided with cleaning and disinfectant programme in writing.				

SCHEDULE
FORM 1B, *contd.*

Date:					
Inspector's No.:					
Reviewed By:					
Authorized By:					
Interior					
Regulation	Criterion	Grade			Comments
		A	B	C	
139 (a) to (e)	The immediate container of prescribed products to be embossed or marked with identification code.				
160	Records of repairs and maintenance of equipment, water supply tests, retorts and refrigeration equipment, harvesting, handling, processing or movement into or out of prescribed areas.				
13 (4) (a)	Compliance with Public Health (Food Handling) Regulations, 1998				
15 (1) (a) 93 (2) to (7)	HACCP Plan (Hazard Analysis and Critical Control Point Plan) for relevant prescribed products.				
15 (1) (a) 40 (2)	Sanitation Standard Operating Procedure Plan.				
15 (1) (b)	Good Manufacturing Practices Outline.				
15 (2) (a)	Site Plan showing location of any factory or industry within 2 kilometers or processing establishment that may affect the hygienic preparation of prescribed products.				
12 (4)	Prescribed fees.				
15 (2) (b)	Site Plan(s) scale 1:500 showing layout of premises, roads, water supply, storm water drainage, waste water drainage, on site waste water disposal, all salient features of the site.				
15 (2) (c) 15 (2) (f)	Floor plan(s) scale 1:100 showing auxilliary areas (including laboratories, stores, cold stores, amenities, permanent fixtures and layout of equipment) and areas in which prescribed products will be handled and amenities to be used by Inspectors.				

SCHEDULE

FORM 1B, *contd.*

Date:					
Inspector's No.:					
Reviewed By:					
Authorized By:					
Interior					
Regulation	Criterion	Grade			Comments
		A	B	C	
15 (2) (d)	Product flow chart and the main features of the product flow.				
15 (2) (e) 15 (3) (a) to (d)	Descriptive statement on all major items of equipment used in the processing of prescribed products. Specification as to details of construction materials of the equipment.				
75 (9) (a) to (c)	Notification of source of water supply, distribution and recirculation plan showing location of all water outlets and location drains.				
15 (3) (f) to (g) 15 (4) (a) to (b)	Statement prepared by a qualified refrigeration engineer detailing all freezers, cold stores, refrigerated holds and tanks, refrigeration equipment, method of refrigeration, freezer capacity in kilograms for the relevant prescribed products, freezing rate of freezers, holding capacity of cold stores in kilograms for relevant prescribed products holding temperatures.				

GRADE

- A Meets minimum requirements stipulated by Competent Authority.
- B Adequate but with specified minor deficiencies which must be corrected prior to the granting of licence.
- C Does not currently meet minimum requirements and with one or multiple major deficiencies.

SCHEDULE

FORM 2

THE COMPETENT AUTHORITY, VETERINARY SERVICES DIVISION, MINISTRY OF
AGRICULTURE

*Inspection Report in respect to an Application for a License to Operate a Carrier
Vessel, Factory Vessel or Freezer Vessel (Pursuant to section 12 (2) of the Act)*

Date:					
Inspector's No.:					
Reviewed By:					
Authorized By:					
Regulation	Criterion	Grade			Comments
		A	B	C	
18 (a) to (e)	Floors are water proof, without cracks and crevices, easily washable, non-slip and non-absorbent.				
52 (a) to (c)	The product handling areas, the inspection area shall be fit during loading, off-loading, and handling of prescribed products.				
53 (2) (a) to (b)	Hatches and hatch plugs adequately sealed.				
53	Refrigerated holds and tanks of licensed vessels should comply with standards set out in regulations 54 to 59.				
54 (3) (c) 74	Temperature recording devices present and capable of recording temperatures which can be easily read.				
84	All measuring instruments, gauges and devices should be graduated in a manner which enables them to be read accurately and should be calibrated accurately.				
15 (1) (a)	HACCP Plan (Hazard Analysis and Critical Control Point Plan) for relevant prescribed products.				
15 (1) (a)	Sanitation Standard Operating Procedure Plan.				

SCHEDULE

FORM 2, *contd.*

Date:					
Inspector's No.:					
Reviewed By:					
Authorized By:					
Regulation	Criterion	Grade			Comments
		A	B	C	
16 (5) (a) to (i)	Plan(s) showing layout of vessel, position of all major facilities, equipment used in harvesting, handling, processing or storage of prescribed products, production flow chart, potable water supply, toilet facilities and means of disposal of solid waste, the number of dories or canoes, facilities for hygienic storage of diving, fishing and other equipment.				
13 (6) (a) First Schedule Form 5	Licensing of vessel conditioned on proof of Jamaican citizenship.				
First Schedule Form 5	Copy of certificate of sea worthiness.				
First Schedule Form 5	Proof of registration under the fishing Industry Act.				
15 (3) (d) to (g) 15 (4) (a) to (b)	Statement prepared by a qualified refrigeration engineer detailing all freezers, cold stores, ice-making equipment, refrigerated holds, tanks and chillers, refrigeration equipment, method of refrigeration, freezer.				
55 (1) to (3)	Capacity in kilograms for the relevant prescribed products, freezing rate of freezers, holding capacity in kilograms for the relevant prescribed products, holding temperature and chiller capacity.				
15 (1) (a)	Pest Control Program (part of SSOP).				
58 (1) (a) to (d)	Interior surfaces of holds, tanks and containers are waterproof, easy to wash and disinfect, smooth, painted with food grade paint and maintained in good condition.				

SCHEDULE
FORM 2, *contd.*

Date:					
Inspector's No.:					
Reviewed By:					
Authorized By:					
Regulation	Criterion	Grade			Comments
		A	B	C	
59 (1) (a) to (c)	Holds, tanks and containers have adequate drainage, are clean, protected from contamination by fuel, bilge water, hydraulic oil, refrigeration gases.				
60 (1) to (3) 62	Adequate amenities provided for normal crew compliment including one toilet for maximum of eight persons with hand basin, located therein or immediately outside the door of the toilet.				
64	Equipment used for gutting, heading and removal shall be water-proof, resistant to decay, smooth and easily disinfected and cleaned.				
66 (1)	Carrier vessel to be equipped with refrigerated or insulated containers.				Provisions apply to products that are not landed live.
66 (1) (b)	Refrigerated or insulated containers on carrier vessel are properly positioned to prevent contamination of products by fuel, oil, bilge water fumes or other contaminants present.				
75 (1) and (2)	Potable water with adequate pressure and sufficient quantity, suitable temperature, conform to standards set out in regulation 75 (2).				
75 (7)	Records for water sampling and testing shall be kept by operator.				
75 (16) 75 (17)	Clean sea water supplied through pump used only for that purpose extracted no less than 5m from the surface.				
75 (19)	Water storage tanks sealed to prevent entry of pests and other contaminants.				

SCHEDULE
FORM 2, *contd.*

Date:					
Inspector's No.:					
Reviewed By:					
Authorized By:					
Regulation	Criterion	Grade			Comments
		A	B	C	
45 (4)	Persons engaged in handling of prescribed products shall observe personal cleanliness.				
82 (1) (a)	Adequate areas for storage of packaging materials, ingredients and raw materials available that provide protection from pests and other contaminants.				
82 (2)	Conveyance and equipment suitable and adequate for the protection of prescribed product.				

GRADE

- A Meets minimum requirements stipulated by Competent Authority.
- B Adequate with some minor deficiencies which must be corrected prior to the granting of licence.
- C Does not currently meet minimum requirements and with one or multiple major deficiencies.

SUMMARY OF INSPECTION/EVALUATION

Signature of Inspector: _____

Date: _____

Signature of Supervising
Inspector: _____

Date: _____

Dated this 20th day of February, 2002.

ROGER CLARKE,
Minister of Agriculture.

