

**Ministry of Agriculture and Forestry  
P O Box 2526, Wellington, New Zealand**

**MAF Food: Dairy & Plants**

**Circular number 60**  
*Dairy Industry Regulations 1990*

***D101.2 Product Safety Programmes***

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## Issue of Circular

Regulation 59 of the *Dairy Industry Regulations 1990* allows the Director-General of the Ministry of Agriculture and Forestry to issue circulars setting out criteria for matters which must be approved by, or done to the satisfaction of, the Director-General pursuant to the *Dairy Industry Regulations 1990*.

This Circular number 60 containing 'MAF Standard D101.2 "Product Safety Programmes"' is issued in accordance with that regulation 59.

Circular number 38 "Product Safety Programmes" issued on 23 December 1999 is revoked.

This Circular number 60 takes effect on 21 December 2000.



Tim Knox  
**Director, Dairy and Plant Products**  
**MAF Food Assurance Authority**

21 December 2000

*(Signed under authority delegated by the Director-General of MAF, pursuant to regulation 59 of the Dairy Industry Regulations 1990.)*

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### **Two: IMPORTING COUNTRY REQUIREMENTS**

## **1 Background**

The MAF Standard on Product Safety Programmes (PSPs) (D101.1) was promulgated by Circular 38 on 23 December 1999 to:

- outline regulatory requirements specified in New Zealand dairy legislation for Product Safety Programmes;
- describe acceptable criteria (means for satisfying MAF that the requirements are being achieved); and
- outline relevant importing country requirements.

As a consequence of the following events, MAF has identified that revision of the MAF Standard on Product Safety Programmes is required:

- implementation of MAF Standard D101.1 “Product Safety Programmes”; and
- implementation other MAF standards; and
- recent amendments to the *Dairy Industry Act 1952*; and
- actions identified as a result of the audit of MAF by the European Commission in May 2000.

The MAF Standard on Product Safety Programmes has been revised. MAF Standard D101.2 “Product Safety Programmes” is attached. A line in the right hand margin marks the changes to the standard.

## **2 Summary**

This standard specifies requirements that must be satisfied for the Director-General of MAF to approve a PSP.

Appendix One outlines Acceptable Criteria for demonstrating that the outcomes in the standard are achieved, including:

- all operations being fully described in approved PSPs;
- operating in accordance with an approved PSP;
- developing, approving and verifying PSPs;
- reviewing and revising PSPs;
- providing training to staff, contractors and visitors in their roles and responsibilities with respect to the PSP; and
- an outline of the content of PSPs.

Proposals for alternative criteria may be approved by MAF, provided it can be demonstrated to MAF's satisfaction that the required outcomes will be achieved.

Appendix Two of this standard provides references to importing country requirements which have been officially confirmed.

### **3 Outcome**

Every party involved in the production, manufacture, transport, storage or export of dairy produce/product operates in accordance with a Product Safety Programme approved by MAF in compliance with regulations 3, 4, 5, 6, 7, 8, 9, 10, 11, and 12 of the *Dairy Industry Regulations 1990*.

Where MAF provides official assurances to the competent authority of an importing country, the relevant requirements of that importing country are demonstrated to be met.

### **4 Effective changes**

This standard introduces the following changes from the previous version of the MAF Standard on Product Safety Programmes (D101.1).

#### **4.1 Significant Changes**

The following are significant changes. PSPs will require review and where revisions are made, the change will need to be evaluated and approved.

4.1.1 For PSPs generally, the accountable person is responsible for ensuring that the PSP contains procedures to ensure that:

- Where required for official assurances pertaining to animal health, radiation and/or environmental contamination, appropriate documentation relating to imported raw materials, ingredients, additives, and processing aids is available.
- Where official assurances provided by MAF include guarantees relating to standards of raw materials, ingredients, additives, processing aids, packaging, and/or cleaning chemicals that these components comply with those standards.
- Pest management plans are validated and evaluated.

*Note: A database of microbiological, chemical and physical standards for raw materials, ingredients, additives, processing aids, packaging, and cleaning chemicals will be developed to identify specific country's requirements relating to those components added to New Zealand dairy products. This database will also identify those component standards guaranteed by MAF in official assurances. As the Importing Country Requirements become available, these market access requirements will be implemented. A schedule for implementation will be negotiated between manufacturers, exporters, MAF and the competent authorities of the importing country and will, where necessary, take existing stocks of dairy products into consideration.*

4.1.2 For PSPs covering the operation of farm dairies, the accountable person is responsible for ensuring that:

- farm dairy operators have access to the PSP that they are required to operate in accordance with;
- colostrum is segregated from milk and excluded from supply except where there is a written supply agreement;
- farm dairy assessors meet the minimum requirements provided and that the PSP contains procedures for the selection, training and on-going management of farm dairy assessors.

4.1.3 For PSPs covering the storage of raw milk and dairy raw materials, the accountable person is responsible for ensuring that the PSP contains procedures to segregate and clearly identify colostrum from white milk.

4.1.4 For PSPs covering the manufacture of dairy products, the accountable person is responsible for ensuring that the PSP contains procedures:

- for segregation and identification of colostrum;
- to validate environmental pathogen management plans;
- to check the operation heat treatment equipment (pasteurisers);
- to ensure the provision of water, ice, and steam are safe for their intended use at the point of use, and do not compromise the safety of the dairy product being processed;
- to maintain the integrity of dairy products, including the segregation and identification of colostrum and colostrum products;
- for the operation of the audit sampling/regulatory verification sampling programme (export product only).

## **4.2 Minor Changes**

The following are minor changes. These changes can be included at the next review and revision of the PSP.

4.2.1 The owner of the dairy produce at the time of sale or export keeps records that demonstrate that the dairy produce is handled by parties operating in accordance with approved PSPs at all stages. That is, from the farm dairy to the export of the dairy produce/product or entry of the dairy produce into the New Zealand retail chain.

## **4.3 No Change**

These changes require no changes to PSPs although the clarification provided by the commentary may indicate that changes are required to the PSP at the next review and revision.

4.3.1 References to information and forms referenced in the standards and available from MAF Food: Dairy and Plant Products or its website have been provided.

4.3.2 MAF/TPA is responsible for verifying:

- the records of results from the audit sampling/regulatory verification sampling programme confirm that the systems managed by manufacturers for the verification of product conformance, generate credible information for the provision of MAF assurances;
- the records and test results of dairy produce covered by official assurances provided by MAF, confirm the produce complies with the official assurances.

4.3.3 Commentary has been provided to assist understanding of:

- record keeping demonstrating PSP coverage;
- dual product stores' options for PSP verification;
- requirements of factories with attached retail outlets;
- the requirements for PSP coverage for dairy products entering the New Zealand retail chain and dairy products being exported;
- the extent of a PSP and changes to documents referenced in a PSP;
- consideration of equivalent experience, qualifications and training for PSP validators;
- the requirement for registration of dairy factories and stores and the approval of alternations to buildings, equipment and facilities prior to construction commencing;

- the management of trials and new products within the scope of a PSP and reporting these when they are outside the PSP scope;
- the status of reworked, reprocessed or reconstituted dairy produce as a dairy raw material or ingredient;
- permitted raw materials, ingredients etc and how this requirement is satisfied;
- the disposal of milk withheld by farm dairies;
- the required content of farm dairy PSPs with respect to the design and maintenance of milking plant and the materials of construction;
- sampling and testing already being undertaken to satisfy customer specifications;
- the arrangements until the following MAF standards have been promulgated:
  - MAF Standard D205 “Regulatory Verification Sampling Programme”;
  - MAF Standard D301 “MAF-Approved Dairy Test Methods”;
  - MAF Standard D401 “Evaluation of Environmental Pathogen Management Plans”;
  - MAF Standard D402 “Evaluation of Pest Management Plans”;
  - MAF Standard D403 “Evaluation of Heat Treatment Equipment Plans”;
  - MAF Standard D404 “Evaluation of Dairy HACCP Plans”.

4.3.3 The flowchart has been revised to align with the standard and Acceptable Criteria.

4.3.4 A table has been provided to assist readers of the standard to determine which sections of the Acceptable Criteria are relevant to their activities.

4.3.5 The requirements of importing countries have been moved from Appendix Two to the MAF website.

#### **4.4 Importing Country Requirements**

The following changes to importing country requirements have been made. Refer to the MAF website ([www.maf.govt.nz/Dairy](http://www.maf.govt.nz/Dairy)) for further details. These are significant changes. PSPs will require review and where revisions are made, the change will need to be evaluated and approved.

4.4.1 For PSPs covering the operation of farm dairies, manufacturing, storage and transportation of product destined for the EU, the accountable person is responsible for ensuring the product complies with EU requirements, including:

- the management of raw materials, ingredients, additives and processing aids to ensure eligibility; and
- the management of EU destined product to ensure eligibility and prevent contamination and substitution; and
- the labelling of product.

## 5 Implementation

All PSPs must comply with this standard by 31 May 2001.

For new PSPs, this standard will apply from the date of promulgation.

To allow the orderly evaluation and approval of previously approved PSPs the implementation has been split.

- **For EU listed plants and registered stores who store product destined for the EU**, any previously approved PSP shall be deemed to be approved until 31 March 2001. These previously approved PSPs must be reviewed and, where necessary, revised to comply with the EU related requirements contained in this standard. Where the revisions result in significant changes, the changes are evaluated by MAF /TPA and approved again by MAF. By 31 March 2001 all existing PSPs of EU listed plants and registered stores who store product destined for the EU must comply with the EU related requirements in this standard and significant changes to the PSP submitted to MAF/TPA for evaluation. By 31 May 2001, all existing PSPs of EU listed plants and registered stores who store product destined for the EU must comply with this standard and significant changes to the PSP submitted to MAF/TPA for evaluation.
- **For all plants excluding the EU listed plants and registered stores who store product destined for the EU**, any previously approved PSP shall be deemed to be approved until 31 May 2001. These previously approved PSPs must be reviewed and, where necessary, revised to comply with this standard. Where the revisions result in significant changes, the changes are evaluated by MAF /TPA and approved again by MAF. By 31 May 2001, all existing PSPs must comply with this standard and significant changes to the PSP submitted to MAF/TPA for evaluation.

Changes to PSPs do not need to be validated until the next PSP review. Pest management programmes and pathogen management programmes do, however, need to be validated if this has not been undertaken previously.

This standard has been written to enable continuation of the evaluation and verification of PSPs under the existing system and under the ORM system. During this transition period, PSPs will continue to be evaluated and verified by a National Assessor, MAF Compliance. When the party moves to the ORM system, the PSP will be evaluated and verified by approved individuals employed by an approved Third Party Agency (TPA). This change is indicated in the standard by the use of "MAF/TPA" in appropriate places.

## **6 Effect on compliance costs**

Additional compliance costs are anticipated in the following areas.

- 6.1 For holders of all approved PSPs, additional costs are associated with reviewing, and where necessary revising, evaluating and approving the changes to PSPs to ensure that operations covered by PSPs meet the changed regulatory requirements.
- 6.2 For owners of dairy product at the time of sale or export, additional costs are anticipated for maintaining records that show the dairy produce is handled by parties operating in accordance with approved PSPs at all stages. That is from the farm dairy to the export of the dairy produce/product or entry of the dairy produce into the New Zealand retail chain.
- 6.3 For holders of PSPs generally, additional costs may be associated for the following:
  - Appropriate documentation relating to imported raw materials, ingredients, additives and/or processing aids is available where required for provision of official assurances.
  - Where a standard is guaranteed in an official assurance, raw materials, ingredients, additives, processing aids, packaging, and/or cleaning chemicals comply with the microbiological, chemical and physical standard for that component.
  - Pest management plans are validated and evaluated, if this has not been undertaken.
- 6.4 For holders of approved PSPs covering the operation of farms dairies, additional costs may be associated with:
  - providing farm dairy operators with information on and accessibility to the farm dairy PSP;
  - segregating colostrum where it is produced for sale;
  - ensuring that farm dairy assessors meet the minimum criteria for farm dairy assessors; and
  - improving systems for the selection, training and on-going management of farm dairy assessors.

- 6.5 For holders of PSPs covering the storage of raw milk and dairy raw materials, additional costs may be associated with ensuring that the PSP contains procedures to segregate and clearly identify colostrum from white milk.
- 6.6 For holders of PSPs covering the manufacture of dairy products, additional costs may be associated with:
- the validation of pathogen management plans if this has not been undertaken;
  - the checking of the operation of heat treatment equipment (pasteurisers) if this has not been undertaken;
  - provision of water, ice, and steam that are safe for their intended use at the point of use, and do not compromise the safety of the dairy product being processed;
  - segregating and identifying colostrum and colostrum products;
  - the operation of the audit sampling/regulatory verification sampling programme (export product only).
- 6.7 For operators handling product destined for the EU, additional costs may be associated with ensuring that the product complies with EU requirements, including:
- the management of raw materials, ingredients, additives and processing aids to ensure eligibility; and
  - the management of EU destined product to ensure eligibility and prevent contamination and substitution; and
  - the labelling of product.

## **7 Future intentions**

It is MAF's intention to consider, with input from interested parties, the information required to measure performance, make decisions and where necessary take action. This review will consider how this performance measurement information is most effectively obtained and what additional reporting is required. As a consequence, this review may impact on the scope and content of MAF Standard D101 "Product Safety Programmes".

# MAF Standard D101.2 “Product Safety Programmes”

## 1.0 SCOPE

This standard contains the outcomes for Product Safety Programmes (PSPs).

Everyone who:

- operates a farm dairy;
- stores or transports dairy produce before it enters the retail chain or is exported; and/or
- manufactures, stores, or transports dairy product before it enters the retail chain or is exported

must comply with this standard.

## 2.0 PURPOSE

This standard sets out the outcomes that are specified in the *Dairy Industry Regulations 1990* relating to Product Safety Programmes that must be achieved to satisfy the Director-General of MAF to approve a PSP.

The acceptable criteria outlined in Appendix One of this standard were developed in consultation with industry to establish clear rules for judging whether or not a proposed PSP is satisfactory, and to assist parties to achieve the outcomes described in the standard. Proposals for alternative criteria will be approved by MAF, provided it can be demonstrated to MAF’s satisfaction that the required outcomes will be achieved.

Appendix Two of this standard provides references to importing country requirements which have been officially confirmed.

## 3.0 OUTCOME

Every party involved in the production, manufacture, transport, storage or export of dairy produce/product operates in accordance with a Product Safety Programme approved by MAF in compliance with regulations 3, 4, 5, 6, 7, 8, 9, 10, 11, and 12 of the *Dairy Industry Regulations 1990*.

Where MAF provides official assurances to the competent authority of an importing country, the relevant requirements of that importing country are demonstrated to be met.

#### 4.0 INTERRELATED REQUIREMENTS

The following standards must be read in conjunction with this standard.

- MAF Standard D102 “Product Safety Programme Reporting Requirements”. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D103 “Labelling of Dairy Products”. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D104 “Milk Cooling”. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D105 “Milking Animal Health”. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D106 “Farm Dairy Water”. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D107 “Dairy Product Safety”. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D108 “Non-conforming Dairy Produce”. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D109 “Dairy Product Conformance”. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D110 “Dairy HACCP Plans”. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D112 “MAF Approved for Export Mark”. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D113 “Dairy Factory Water” (once promulgated). Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D201 “Performance Measurement of Dairy Manufacturers” (for manufacturers operating under ORM only). Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D205 “Regulatory Verification Sampling Programme” (once promulgated). Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D206 “Dairy Sanitary and Related Export Certification”. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.

- MAF Standard D401 “Evaluation of Environmental Pathogen Management Plans” (once promulgated). Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D402 “Evaluation of Pest Management Plans” (once promulgated). Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D403 “Evaluation of Heat Treatment Equipment Plans” (once promulgated). Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard D404 “Evaluation of Dairy HACCP Plans” (once promulgated). Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard MRD-Stan 1 “Standard for Inspection, Audit, Validation and Approval Services”. Regulatory Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard MRD-Stan 3 “Standard for Pasteurisation Heat Treatments”. Regulatory Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard MRD-Stan 4 “Standard for Checking the Operation of Pasteurisers”. Regulatory Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard MRD-Stan 8 “Maintaining and Restarting Non-Operating Dairy Factories and Stores”. Regulatory Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard MRD-Stan 10 “Validation of Environmental Pathogen Surveillance Programmes”. Regulatory Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard MRD-Stan 11 “Validation of Pest Management Programmes”. Regulatory Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard MRD-Stan 12 “Acceptance Standards for Raw Milk”. Regulatory Authority, New Zealand Ministry of Agriculture and Forestry.
- MAF Standard MRD-Stan 13 “Actions to be Taken for Non-Complying Results for Raw Milk Used for the Manufacture of Dairy Products for Export to the European Union”. Regulatory Authority, New Zealand Ministry of Agriculture and Forestry.

The following information and forms are available from MAF Food: Dairy and Plant Products or its website ([www.maf.govt.nz/Dairy](http://www.maf.govt.nz/Dairy)).

- List of Dairy Classes, Descriptions and Product Descriptions;
- Importing Country Requirements (Overseas Market Access Requirements);
- Form: “Advice of Change: Accountable and/or Designated Persons”.

## 5.0 ADDITIONAL RESOURCES

The following documents are useful resources:

- *Dairy Products Safe and True*. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry, 1999. Website address: [www.maf.govt.nz/Dairy](http://www.maf.govt.nz/Dairy);
- MAF Standard D202, “Registration of Dairy Premises”. Dairy and Plant Products Group, Food Assurance Authority, New Zealand Ministry of Agriculture and Forestry;
- New Zealand Drinking Water Standard, Ministry of Health;
- New Zealand *Food Act 1981*;
- “Policy for the Resolution of Regulatory Non-Compliances and the Application of Sanctions”. Dairy and Plant Products Group, Food Assurance Authority, Ministry of Agriculture and Forestry.

## 6.0 DEFINITIONS

These definitions must be read in conjunction with the interpretations in the *Dairy Industry Act 1952* and the *Dairy Industry Regulations 1990*.

MAF Food: Dairy & Plants definitions of terms can be found in their “Glossary of Terms” available on the Dairy & Plants website ([www.maf.govt.nz/Dairy/](http://www.maf.govt.nz/Dairy/)).

**Accountable person**—the person named in a MAF-approved programme (e.g. PSP, QCP) who is responsible for all operations covered by the programme, and for ensuring that those operations comply with regulatory requirements.

**Agricultural compound**—substance used in agriculture, as defined by the *Agricultural Compounds and Veterinary Medicines Act 1997*, including pesticides, as defined by the *Pesticides Act 1979*.

**Approval**—written confirmation from MAF pursuant to the *Dairy Industry Regulations 1990* where action or participation is dependent on the Director-General of MAF’s formal acceptance or permission.

**Approved**—approved by the Director-General of MAF pursuant to the *Dairy Industry Regulations 1990*.

**Assessment**—systematic examination of an individual, organisation, plan, programme, or system against regulatory requirements.

**Code of practice**—document developed and owned by industry, which sets out means of meeting regulatory requirements. Codes of Practice may be approved by MAF as the basis for satisfying all or part of the dairy industry regulatory requirements.

**Conflict of interest**—any circumstance which may undermine or detract from the impartiality and/or independence of an individual or organisation.

**Corrective action**—action taken to rectify, eliminate the causes of, and prevent recurrence of any problem/failure/non-compliance identified in a plan, procedure, process, product, programme, or system.

**Critical hazard**—hazard that could result in contamination that could be injurious to health or contamination by foreign matter.

**Critical non-compliance**—an action, event or omission which may result in:

- failure of dairy produce to comply with regulatory requirements;
- failure to follow the lawful direction of an inspector;
- an alleged offence against the *Dairy Industry Act 1952* or *Dairy Industry Regulations 1990*;
- a critical situation;
- failure of a critical control point within a MAF-approved programme or plan;
- failure to identify when dairy produce is non-conforming;
- failure to stop a non-compliance;
- failure to keep accurate and complete records;
- failure to provide accurate, complete, and timely reports;
- failure to dispose of non-conforming dairy produce in compliance with regulatory requirements;
- failure to prevent recurrence of a non-compliance; and/or
- failure to rectify a non-compliance within the specified timeframe.

**Critical situation**—any situation which, in the professional judgement of the Inspector, places public health, animal welfare, market access, official assurances, national good, or MAF's credibility at risk, or where an offence is suspected.

**Dairy produce**—milk, cream, butter, cheese, and any other product of milk or cream.

**Dairy product**—dairy produce intended for sale in, or export from, New Zealand for human consumption; and

- (a) includes raw milk or cream intended for sale in New Zealand for human consumption as raw milk or cream; but
- (b) does not include raw milk or cream intended to be processed before sale in New Zealand for human consumption.

**Dairy raw materials**—milk and/or products obtained from milk, which are ingredients of dairy products.

**Evaluation**—assessment of an individual, plan, programme, or system to determine compliance with regulatory requirements. This will involve review of documentation and, in some cases, review of operations or observation of practice. It is undertaken by a competent individual contracted to an impartial agency (e.g. TPA or National Assessor, MAF Compliance Group).

**Foreign matter**—any extraneous thing:

- (i) that is injurious to health or harmful; or
- (ii) that is offensive; or
- (iii) the presence of which would be unexpected or unreasonable in food of that description prepared or packed for sale in accordance with good trade practice.

**Importing country requirement**—official sanitary, truth of labelling, and/or related specifications set by the relevant competent authority for the importation of animal or plant products.

**Inspector**—a person appointed under section 4 of the *Dairy Industry Act 1952* with powers under that Act, the *Animals Act 1967* and the *Food Act 1981*. This includes the Director-General of MAF.

**MAF Compliance**—the Compliance and Investigation Group of MAF Food, reporting to the Director, Compliance and Investigation Group.

**MAF Food: Dairy & Plants**—the Dairy and Plant Products Group of MAF Food, reporting to the Director, Dairy and Plant Products.

**Non-compliance**—any failure to comply with regulatory requirements.

**Non-conforming**—in relation to dairy produce, any that is suspected or known not to meet regulatory requirements.

**Occupier**—in relation to a farm dairy, includes every person presently managing or controlling the farm. In relation to any other premises, includes every person presently carrying on business there.

**Official assurance**—statement made by MAF to a foreign government, or an agent of a foreign government attesting that, as appropriate, any one or more of the following applies in respect of any product:

- (a) any specified process has been completed under the relevant legislation with respect to the product concerned;
- (b) the product concerned meets the standards set under the legislation for that product;
- (c) any market access requirements of the importing country, which New Zealand has agreed to meet, that are stated in the assurance have been met by the system under which the product was produced or processed; and/or
- (d) the situation in New Zealand, in relation to any matter concerning animal material or animal products, is as stated in the assurance.

**Pathogens**—disease-causing organisms.

**Pests**—harmful or destructive organisms which may affect wholesomeness or product safety.

**Product Safety Programme (PSP)**—a programme of conditions, processes, procedures, measures, and standards to be complied with, performed, undertaken, taken, or met in relation to:

- (a) any process or activity related to dairy produce, ingredients used in the manufacture of dairy products, or both; and
  - (b) sampling, examination, inspection, and testing, or any of those actions, relating to any such process or activity; and
  - (c) the recording and inspection( by persons with qualifications and experience approved by the Director-General for the purpose) of information relating to any such action;
- and (without limiting the generality of the foregoing) may include conditions, processes, procedures, measures, or standards relating to the production, manufacture, storage, or transport of dairy produce.

**Registration**—the official process whereby MAF formally confirms approval by the Director-General pursuant to the *Dairy Industry Regulations 1990*. This applies to individuals, organisations, laboratories and premises; includes adding those to its records, and other administrative aspects.

**Regulatory verification sampling programme**—an independent check of all systems required for export certification.

**Safe**—in relation to any dairy product, “safe” means satisfactory, fit for human consumption, and not having in it or on it any pathogenic organisms

- (a) that are present in an amount that makes the product harmful or injurious to the health of the people who may eat or drink it; or
- (b) that
  - (i) are not present in an amount that makes the product harmful or injurious to the health of the people who may eat or drink it; but
  - (ii) by virtue of their ability to reproduce, to produce toxins, or both, make the product potentially harmful or injurious to the health of the people who may eat or drink it.

In relation to any dairy produce that is not a dairy product, “safe” means satisfactory, and fit for the manufacture of dairy products.

**Satisfactory**—in relation to any dairy produce, means:

- (a) not having in it or on it any harmful or injurious substance in an amount that makes it harmful or injurious to the health of people who may eat or drink it or dairy products made from it;
- (b) not being, or containing anything that is, decomposed, dirty, rotten, spoiled or diseased;
- (c) not affected by disease;
- (d) not affected by any objectionable taint or smell;
- (e) not containing any foreign matter; and
- (f) not condemned under Section 9 of the *Dairy Industry Act*.

**Service provider**—organisation approved by MAF to carry out evaluation and/or verification services.

**Significant change**—any change made to key staff, environment, premises, equipment, facilities, process or product, which may affect food safety.

**Start up**—commencement of operations after a period when operations ceased e.g. for maintenance or the installation of new equipment, or following the commissioning of a new factory.

**Third Party Agency (TPA)**—organisation approved by MAF to carry out evaluation and/or verification services.

**Validation**—assessment of a plan, programme or system to ascertain that it is complete, is being implemented as documented, and delivering the expected outcomes. It is undertaken by the owner of the plan, programme or system.

**Verification**—application of methods, procedures, tests and other checks to determine compliance with MAF-approved plans, programmes and systems and to confirm the ongoing applicability of those.

**Veterinary medicine**—any substance, mixture of substances, or biological compound used or intended for use in the direct management of an animal.

**Wholesome**—dairy produce that is free of any characteristic that renders it offensive or unpalatable to the consumer, including anything that is decomposed, dirty, rotten, spoiled or diseased, or affected by any disease, objectionable taint or smell or containing any foreign matter.

## 7.0 REQUIREMENTS

Every person who:

- produces any milk or cream; or
- transports or stores any dairy produce that is not dairy product; or
- manufactures, transports or stores any dairy product

must take all reasonable practicable steps to ensure that it is safe and stays safe and do so in accordance with a Product Safety Programme (PSP) approved by the Director-General of MAF.

### 7.1 Approvals of PSPs

#### 7.1.1 New PSPs

Applications to the Director-General for approval of a PSP must be in writing.

#### 7.1.2 Variations to approved PSPs

Variations to approved PSPs must be approved by the Director-General and must specify whether the variation replaces the existing PSP or is in addition to the existing PSP.

### **7.1.3 Withdrawal of approval**

If after taking all reasonable steps to get all relevant information, the Director-General is no longer satisfied with one or more of the matters required by regulations 6 to 10 of the *Dairy Industry Regulations 1990*, the Director-General may at any time withdraw approval of an approved PSP. Withdrawal of approval may be by written notice to the person who originally applied for approval of the PSP concerned or by notice in the *Gazette*.

## **7.2 Requirements of all PSPs**

### **7.2.1 Records**

To be approved by the Director-General, the PSP must provide for:

- the keeping of such records;
- the availability for inspection of those records in such a manner and to such an extent; and
- such inspection of those records;

in order to be readily ascertained whether or not the PSP has been, and is being, complied with.

### **7.2.2 Health and hygiene**

To be approved by the Director-General, the PSP must provide adequately for the people involved in the matters to which the programme relates who may come into direct or indirect contact with dairy produce, to:

- be free from communicable diseases;
- be unlikely to contaminate dairy produce with pathogenic organisms; and
- keep themselves and their clothing clean.

## **7.3 Requirements of PSPs for the production or transport of milk or cream**

### **7.3.1 General**

To be approved by the Director-General, a PSP for the production or transport of milk or cream must ensure that milk or cream produced, sampled, examined, tested, stored, and transported in accordance with the PSP will be safe.

### 7.3.2 Farm dairies

To be approved by the Director-General, a PSP covering the operation of farm dairies must provide adequately for the following:

- locating farm dairies to minimise the risk of flooding, objectionable smells, smoke, dust, and other contaminants;
- keeping the surroundings of farm dairies clean and tidy, and free from harbourage for birds, rodents, and insects;
- milking only dairy animals free of diseases capable of contaminating milk with pathogenic micro-organisms;
- excluding from sale milk that may be contaminated with extraneous substances, toxic substances, or pesticides, capable of rendering raw milk unsafe;
- locating, designing, and constructing milking areas so that:
  - (i) walls and floors are easily cleaned;
  - (ii) drainage is effective;
  - (iii) lighting is adequate for proper milking; and
  - (iv) working space is sufficient to minimise the risk of contamination of milk during milking.
- ensuring that the milking plant used is designed and maintained so that materials and substances coming into contact with milk do not contaminate the milk or cause it to deteriorate;
- ensuring that milking areas are only used for milking, breeding, veterinary treatment, and animal husbandry;
- ensuring that milk receiving areas and milk storage areas:
  - (i) protect milk against manure, dust and other contamination, objectionable smells, birds, rodents, insects, and other vermin;
  - (ii) are easy to wash and clean; and
  - (iii) have proper and adequate facilities for filtering and cooling milk.
- ensuring that farm dairies have enough water, of suitable quality to clean the premises, animals, and plant, and, if necessary, cool the milk;
- ensuring that milking plant in farm dairies is:
  - (i) used only for handling milk;
  - (ii) designed and constructed to be easily and properly cleaned;
  - (iii) cleaned to minimise the risk that milk may deteriorate or be contaminated;
  - (iv) cleaned only with approved detergents and sanitisers; and
  - (v) cleaned to minimise the risk of contaminating milk with the detergents and sanitisers.
- minimising the risk of the contamination of milk by pesticides by:
  - (i) preventing the storage of pesticides and similar substances in farm dairies; and
  - (ii) controlling the use of pesticides and similar substances in or near farm dairies;

- milking only milking animals with clean udders and teats;
- filtering milk in farm dairies;
- cooling the filtered milk immediately, cooling it to at least 7°C within 3 hours of finishing milking and keeping it at or below 7°C until the milk is collected;
- the steps to be taken if any dairy produce is found or suspected not to be safe;
- colostrum shall not be sold or supplied to dairy manufacturer unless it is clearly stated in writing to be colostrum at the time of sale or supply.

#### **7.4 Requirements of PSPs for the manufacture of dairy products**

To be approved by the Director-General, a PSP for the manufacture of dairy products must ensure that dairy products manufactured, sampled, examined, tested, stored and transported in accordance with the PSP will be safe.

To be approved by the Director-General, a PSP in respect of the manufacture of dairy products must provide adequately for the following:

- using only permitted raw materials, ingredients, additives and processing aids;
- using only safe dairy produce;
- the traceability of all ingredients to the product in which they have been used;
- the protection of milk, cream, and other ingredients from contamination, infestation, and spoilage;
- the protection of edible materials from contamination by inedible materials;
- the monitoring of the safety of all milk received or sold for manufacture;
- the maintenance and cleaning of manufacturing and storage areas, and of equipment and product contact surfaces;
- the use of clean, non-toxic, non-contaminating materials for packaging;
- the protection of the manufacturing process from the entry of, or contamination from, foreign matter;
- the microbiological surveillance of equipment, manufacturing processes, and manufacturing environment;
- sampling and testing;
- the control of potentially pathogenic organisms;
- the steps to be taken if any dairy produce is found or suspected not to be safe.

## **7.5 Storage or transport of dairy produce**

To be approved by the Director-General, a PSP for the storage or transport of dairy produce must ensure that dairy produce stored or transported in accordance with the PSP is safe and will stay safe.

To be approved by the Director-General, a PSP in respect of the storage or transport of dairy produce must provide adequately for the following:

- keeping produce clean;
- handling produce so as to minimise:
  - (i) the risks of contamination and spoilage;
  - (ii) the proliferation of pathogenic micro-organisms; and
  - (iii) the development of toxins;
- maintaining the following records for all dairy produce manufactured or stored:
  - (i) the source of the dairy produce (or the ingredients it was manufactured from), and when it/they arrived; and
  - (ii) the destination of the dairy produce and when it departed.

## **8.0 VERIFICATION**

Verification of compliance with this standard is undertaken by MAF or a MAF-approved TPA as part of a PSP assessment.

### **8.1 Criteria**

The criteria for assessing compliance with this standard are as follows:

- The means to deliver the requirements of this standard are documented in a MAF-approved PSP;
- The party operates in accordance with that MAF-approved PSP;
- The records of results from the audit sampling/regulatory verification sampling programme confirm that the systems managed by manufacturers for the verification of product conformance, generate credible information for the provision of MAF assurances;
- The records and test results of dairy produce covered by official assurances provided by MAF confirm the produce complies with the official assurances.

### **8.2 Decision**

The party is non-compliant if one or more of the criteria for assessing compliance is not met.

## 8.3 Result

### 8.3.1 Compliant parties

Compliant parties operating in accordance with MAF-approved PSPs are entitled to:

- produce milk or cream intended for the manufacture of dairy products;
- transport or store dairy produce; and/or
- manufacture, transport, or store dairy products.

### 8.3.2 Non-compliant parties

Non-compliance with a MAF-approved Product Safety Programme (including selling or exporting dairy products not manufactured in accordance with an approved PSP) constitutes an offence under regulation 49 of the *Dairy Industry Regulations 1990*.

If a party does not operate in accordance with a MAF-approved PSP:

- an Order may be issued by a MAF Inspector to remedy any defects;
- export certification and/or use of any MAF marks may be suspended;
- approval of the PSP may be withdrawn; and/or
- prosecution of offences may occur.

## 9.0 VERSION CONTROL

Version	Date	Status	By	Approved
101.1	23 December 1999	Promulgated by Circular number 38. Revoked by Circular number 60	Director, MAF Food: Dairy & Plants	
101.2	21 December 2000	Promulgated by Circular number 60	Director, MAF Food: Dairy & Plants	

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# Appendix One

## ACCEPTABLE CRITERIA

Following are criteria by which a Product Safety Programme may be judged to satisfactorily achieve the requirements described in section 7 of this standard. A Product Safety Programme which includes procedures for ensuring that each of these criteria is satisfied, and meets all other relevant PSP requirements, will be approved by MAF.

Proposals for alternative criteria may be approved by MAF, provided it can be demonstrated to MAF's satisfaction that the required outcomes will be achieved. A guide to the information required in these proposals and the procedures used by MAF to assess proposals can be obtained from MAF Food.

### 1.0 Responsibilities

#### 1.1 PSP coverage

The owner of the dairy produce ensures that the dairy produce they sell or export is safe and truthfully labelled.

The owner of the dairy produce at the time of sale or export ensures and keeps records to demonstrate that the dairy produce is handled by parties operating in accordance with approved PSPs at all stages, from the farm dairy to the export of the dairy produce/product or entry of the dairy produce into the New Zealand retail chain. For total coverage, the owner of the produce ensures approved PSPs cover all the following activities:

- operation of farm dairies;
- storage of raw milk and/or dairy raw materials;
- transport of raw milk and/or dairy raw materials;
- manufacture of dairy products;
- storage of dairy produce; and
- transport of dairy produce.

#### *Commentary*

*A Manufacturers ensure that the milk and other dairy raw materials that they purchase are covered by approved PSPs for production, storage and transport. The PSPs could have been developed by either the manufacturer or the farm dairy occupier or a combination of both. To ensure total coverage, e.g. for shipment overseas, there may be instances where an exporter may require an approved PSP as transport includes loading and shipping.*

- B Suitable records to demonstrate PSP coverage include recording in the PSP the number of the approved PSPs providing PSP coverage before and after this PSP. Where PSPs are referenced in this manner the accountable person is not required to hold a copy of these PSPs. The MAF website ([www.maf.govt.nz/Dairy](http://www.maf.govt.nz/Dairy)) provides a list of approved PSPs.*
- C “Dairy raw materials” includes both raw and partially processed produce such as wholemilk, buttermilk, skim milk, cream, standardised milk, whey, and lactose concentrate. “Manufacture” includes initial product manufacture as well as secondary processing such as reblending, repacking, and similar activities.*
- D Dual product stores, i.e. stores that hold dairy products and either animals products (e.g. meat) or food, have an option of having PSP verification activities performed by MAF VA.*
- E Factories manufacturing dairy products that have a retail outlet as part of the premises, are required to have a PSP for the factory. The retail outlet is not covered by the PSP and complies with the requirements of the Food Act 1981.*
- F On entering the New Zealand retail chain, dairy products are handled in accordance with the Food Act 1981, i.e. the stores, transport and retail premises comply with the requirements of that legislation. To ensure there is no gap at the interface, approved PSPs cover any transportation or stores not covered by the Food Act 1981.*
- G For export of dairy products, approved PSPs cover:*
- the store from which the product leaves to be loaded on the vessel or aircraft; and*
  - the means of transport, e.g. the shipping container.*

## **1.2 Operations**

The person responsible for the dairy production, transport, storage and/or manufacturing operation(s), otherwise known as the accountable person, ensures that there are approved PSP(s) covering all dairy operations for which they are accountable.

The accountable person ensures operation in accordance with the approved PSP for the activity concerned.

## *Commentary*

*A PSP coverage may be provided in a number of ways, such as:*

- one PSP for all operations undertaken or supervised by an organisation, e.g. a company-wide PSP;*
- one PSP for all operations undertaken on a site, e.g. a site PSP;*
- a separate PSP for each registered premises on a site and/or activity undertaken, e.g. a PSP for a registered factory and a PSP for all farm dairies contracted to supply milk to a site or company; or*
- any combination of these, e.g. one “umbrella” PSP for all general activities undertaken by an organisation with separate PSPs covering each registered premises or activity. These separate PSPs reference the “umbrella” PSP to cover the general requirements.*

*There are inherent advantages and disadvantages to each of these options. Verification of compliance and performance-based assessment are on a registered premises basis. The accountable person decides the most appropriate way to obtain the required PSP coverage for the operation.*

*B A form to advise additions and deletions to MAF’s accountable person and designated person database is available and can be obtained from the Dairy and Plant Products Group of MAF Food or its website ([www.maf.govt.nz/Dairy](http://www.maf.govt.nz/Dairy)).*

### **1.3 Non-operational factories and stores**

The accountable person maintains an approved Product Safety Programme for a non-operational factory or store. MAF Standard MRD-Stan 8 “Maintaining and Restarting Non-Operating Dairy Factories and Stores”, contains the specific requirements to be met when “moth-balling” or restarting a non-operational factory or store.

## 2.0 Management of PSPs

A flowchart for the management of PSPs is provided in Figure A1.1.

All PSPs are developed, approved and managed in accordance with the following.

### 2.1 Development of PSPs

The development of a PSP consists of development, validation, evaluation, approval, and verification.

#### 2.1.1 Development

The PSP is developed either by:

- developing the PSP for all components; or
- developing the PSP for some components, and one or both of the following:
  - referencing and complying with MAF-approved industry Codes of Practice; or
  - referencing and complying with MAF-approved standards.

Where a PSP references a MAF-approved industry Code of Practice or a MAF-approved standard, a copy of the most recent version of the referenced document is kept with the PSP.

Where a PSP references internal documented policies and procedures, these policies and procedures are verified as part of the on-site PSP verification assessment.

Either company staff or external consultants can develop the PSP. The accountable person ensures there is no conflict of interest between the consultant and individuals involved in the subsequent validation, evaluation or verification of the PSP.

#### *Commentary*

*A PSP in its entirety consists of the PSP document and all the other documents, e.g. policies, procedures, codes of practice, and records, that the PSP document references. Where there is a significant change in one of the referenced documents, this is a significant change to the PSP and the changes will require evaluation and approval. (Refer section 2.2.4 below).*

### 2.1.2 Validation

The accountable person has the PSP validated by a person who meets the following minimum requirements:

- has relevant dairy industry knowledge or experience;
- has successfully completed a NZQA-approved auditing qualification; and
- has practical experience in writing and implementing PSPs.

*Commentary*

*These minimum requirements set the benchmark for validators. Other criteria that demonstrate equivalent competency will be considered.*

Where the PSP has been developed by company staff and is validated by company staff, the accountable person demonstrates that there are no conflicts of interest.

The validation ensures that the PSP:

- is complete;
- demonstrates how the legislative and regulatory requirements are complied with; and
- can be implemented as documented, i.e. the means documented in the PSP exist and are being employed or are ready to be adopted when the operation commences.

### 2.1.3 Evaluation

The accountable person submits the validated PSP to MAF/TPA for evaluation.

MAF/TPA confirms that the PSP meets the regulatory requirements of this standard. If the PSP does not meet the standard, MAF/TPA addresses this with the accountable person.

Where the PSP meets the requirements, MAF/TPA then confirms either:

- for existing operations, that the PSP is being followed; or
- for start-ups, the facility has the provisions to follow the PSP.

Where there are any non-compliances, MAF/TPA ensures that these are resolved.

When satisfied that the PSP meets the requirements and is being followed, MAF/TPA sends the PSP to the Director, MAF Food: Dairy & Plants with a recommendation that it be approved.

#### **2.1.4 Approval**

When satisfied that a Product Safety Programme complies with the requirements outlined in this standard, MAF issues a certificate of approval to the accountable person.

#### **2.1.5 Verification**

For new PSPs, the accountable person ensures that within three months of approval by MAF the PSP is verified by MAF/TPA.

For previously approved PSPs, the accountable person ensures that the PSP is verified by MAF/TPA as per the normal verification of the PSP except where MAF instructs verification to be completed within a specified period.

### **2.2 Management of approved PSPs**

Management of approved PSPs consists of review, revision, validation, evaluation, approval, and verification.

#### **2.2.1 Review**

The accountable person ensures that the PSP is reviewed:

- on an ongoing basis and that it is current and valid at all times;
- following a critical non-compliance, including the production of non-conforming produce; and
- formally, at least annually, prior to verification.

#### **2.2.2 Revision/Variation**

The accountable person ensures that the PSP is revised/varied when:

- the review identifies that the existing PSP requires amendment;
- there is a significant change; or
- when a new process or product is introduced.

The PSP has provision for document control with page and version numbers. All amendments to the PSP are clearly identified.

### **2.2.3 Validation**

The accountable person ensures that there is a documented system that results in validation of the PSP at least annually by a person who meets the minimum requirements specified above (refer to section 2.1.2).

The accountable person ensures that all revisions/variations to the PSPs are validated by a person who meets the minimum requirements specified above (refer to section 2.1.2).

This validation ensures that the PSP:

- is complete;
- demonstrates how the legislative and regulatory requirements are complied with; and
- is implemented as documented.

### **2.2.4 Evaluation and approval by MAF**

When there is a significant change, the accountable person ensures that the revised/varied PSP is evaluated by MAF/TPA and approved again by MAF.

### **2.2.5 Verification**

The accountable person ensures that the PSP is verified by MAF/TPA on an annual basis.

### **3.0 PSP access and communication**

The following people have access to the latest approved version of the relevant PSP and all documents referenced in the PSP:

- all staff, contractors and farm dairy operators whose roles and responsibilities are covered in the PSP;
- TPA assessors; and
- MAF inspectors.

All staff, contractors, farm dairy operators and visitors are able to demonstrate their conversance with all aspects of the PSP relevant to their role and responsibilities.

## 4.0 Content of PSPs

The PSP outlines how the occupier ensures the food safety, truth of labelling, and importing country requirements specified by legislation, and MAF standards are delivered by the operation(s) contained within the scope of that PSP.

The PSP consists of a general section and as many of the following sections as are relevant to the occupier's activities:

- operation of farm dairies;
- storage of raw milk and/or dairy raw materials;
- transport of raw milk and/or dairy raw materials;
- manufacture of dairy products;
- storage of dairy produce; and
- transport of dairy produce.

Table A1.1 lists the MAF standards that are addressed in each section of the PSP. Table A1.2 provides a guide to the sections of these Acceptable Criteria that are relevant to each activity.

## 4.1 General section

The PSP provides the following.

### 4.1.1 Scope

A statement of who and what are covered in the operation, from receipt and acceptance of raw materials through to export or sale, including final product analysis.

A list of the activities covered by the PSP, including:

- production and collection of milk or cream;
- dairy produce storage and transport (including shipping); and
- dairy product manufacture, storage, and transport (including shipping).

A list of the locations at which those activities are conducted, with addresses, including:

- farm dairies; and
- registered premises; and
- registered laboratories.

For each registered premise, the MAF registration number and the descriptions of the products manufactured or activities undertaken there.

#### *Commentary*

- A. *Dairy products are manufactured and stored in registered premise. Refer MAF Standard D202 “Registration of Dairy Premises”. Dairy product that is manufactured and stored in unregistered premises is non-conforming and is managed in accordance with MAF Standard D108 “Non-conforming Dairy Produce”.*
- B. *Operations involved in trials and the development of new products are required to include procedures in their PSP that ensure both new and existing products are safe, truthfully labelled and meet importing country requirements. Trials and new products are outside the scope of the PSP (refer to section 4.1.1 above). and/or these procedures are to be reported as a proposed change to MAF/TPA in the regular report.*
- C. *Alterations to factories or stores, which include alterations to the building, equipment or facilities, must be approved by MAF before construction commences. Refer MAF Standard D202 “Registration of Dairy Premises”.*

#### **4.1.2 Roles and responsibilities**

##### **A The accountable person**

The name, title, responsibilities and authorities of the person responsible for all activities and locations covered by this PSP.

##### **B Contracted service provider(s)/TPA(s)**

For each recognised service provider/TPA contracted, the contact information and contracted services.

##### **C Contracted laboratories**

For each laboratory contracted, the contact information and contracted services.

#### **4.1.3 Personnel**

##### **A Health and hygiene**

The policies and procedures to ensure that those people, including staff, contractors and visitors, having direct or indirect contact with dairy produce, raw materials, ingredients, additives, processing aids and packaging:

- are not infected with any communicable diseases;
- are clothed in a manner that prevents contamination of ingredients, raw materials, additives, processing aids, packaging, and produce;
- maintain an appropriate degree of personal cleanliness; and
- conduct themselves so as not to compromise food safety.

##### **B Training**

The programme(s) to train staff, contractors and visitors in the requirements of the PSP relevant to their role and responsibilities.

##### **C Failure to follow the PSP**

The policies and procedures to be followed in the event of any staff, contractors or visitors failing to follow the PSP.

#### 4.1.4 Premises, facilities, and equipment

The procedures to ensure that all premises, facilities and equipment are suitable for, and capable of, handling safe dairy produce. This includes the assessment of new premises, facilities and equipment and significant changes to premises, facilities and equipment. This assessment is completed by a recognised service provider/TPA prior to MAF approval of the PSP.

#### 4.1.5 Control of operations

##### A Identification and traceability

The means by which all raw materials, ingredients, additives, processing aids, packaging, cleaning chemicals, and dairy produce are uniquely identified and traceable from source through the whole operation covered in the scope of the PSP.

This includes the following:

- the recording of the source of raw materials, ingredients, additives, processing aids, packaging, cleaning chemicals, and dairy produce, including delivery dates and batch/lot numbers or other specific identifier;
- the labelling and recording of the use of all raw materials, ingredients, additives, processing aids, packaging, cleaning chemicals, and dairy produce so as to ensure traceback to the dairy produce to which they are added;
- the recording of the destination of each parcel of dairy produce and the dispatch date;
- where dairy produce contains imported raw materials, ingredients, additives and processing aids of animal origin and official assurances regarding animal health are required, the availability of copies of the certificates from the competent authorities of the country of origin used to import the component into New Zealand to enable tracing and the provision for export certification. Refer MAF Standard D206 “Dairy Sanitary and Related Export Certification”.
- where dairy produce contains imported raw materials, ingredients, additives and processing aids and official assurances regarding radiation and/or other environmental contamination, e.g. dioxin contamination, are required, the availability of copies of the certificates from the competent authorities of the country of origin used to import the component into New Zealand to enable tracing and the provision for export certification.

##### *Commentary*

- A. *The certification requirements of the country importing the dairy produce exported from New Zealand determine the attestations required in the certificate from the country of origin. Information on the attestation required in the certificate from the country of origin can be obtained from MAF Food: Dairy and Plant Products Certification Group.*

- B. *For highly processed raw materials, ingredients, additives and processing aids containing components of animal origin, e.g. milk chocolate used as an ingredient, the certification requirements of the country importing the dairy produce exported from New Zealand determine if animal health certification from the country of origin is required.*
- C. *Dairy produce being reworked, reprocessed or reconstituted (“reconned”) is a dairy raw material or ingredient.*
- D. *Certificates may be held off site or by another organisation provided they are readily available when required for traceback, certification and verification.*

## **B Incoming goods**

### *Commentary*

*The phrase “permitted raw materials, ingredients...” is used in the section 7 of the standard. This refers to section 15 and 15A of the Dairy Industry Act 1952. Procedures in an approved PSP designed to deliver the requirements of this section (4.2.5B) will satisfy the requirement for written consent of MAF.*

The procedures to confirm and record that all raw materials, ingredients, additives, processing aids, packaging, and cleaning chemicals:

- are suitable for their intended use; and
- will not compromise the safety of dairy produce when used.

Where MAF provides official assurances relating to the microbiological, chemical and/or physical standard of raw materials, ingredients, additives, processing aids, packaging, and/or cleaning chemicals used in the manufacture of dairy products, the procedures to confirm and record that the raw materials, ingredients, additives, processing aids, packaging, and/or cleaning chemicals comply with the standard for that component.

### *Commentary*

*Where MAF provides an official assurance, e.g. a memorandum of understanding, or a sanitary certificate, that contains a guarantee regarding the standard of raw materials, ingredients, additives, processing aids, packaging, and/or cleaning chemicals used then those components must meet the standard specified in the official assurance. For example, MAF provides assurances to EU Member States that the additives used in the manufacture of milk and milk products destined for the EU comply with EU legislation.*

## **C Dairy raw materials**

The procedures to ensure and verify that all milk, cream, and other dairy raw materials are safe and wholesome.

## **D Non-conforming dairy produce**

The steps to be taken if any milk, cream, or dairy produce is found or suspected not to be safe. Refer to MAF Standard D108 “Non-conforming Dairy Produce”, which defines the specific requirements to be met.

### *Commentary*

*Milk withheld by farm dairies is utilised in accordance with the requirements of D105, “Milk Animal Health”. Withheld milk is not required to be disposed of in accordance with D108 “Non-conforming Dairy Produce”.*

## **E Pest management**

The pest management plan for ensuring that all premises and surroundings, transportation, dairy produce, raw materials, ingredients, additives, processing aids, packaging, and cleaning chemicals are kept free of animals, e.g. birds, rodents and insects.

The procedure for validating and evaluating the pest management plan in compliance with:

- MAF Standard MRD-Stan 11 “Validation of Pest Management Programmes”;
- MAF Standard D402 “Evaluation of Pest Management Plans” (once promulgated).

### *Commentary*

*When MAF Standard D402 “Evaluation of Pest Management Plans” is promulgated, all accountable people will have their pest management plans evaluated in accordance with the standard. Until the standard is promulgated, accountable people, recognised service providers and MAF/TPAs will continue to use the systems currently in use for approving pest management plans. Information on these systems can be obtained from MAF.*

### **4.1.6 Records**

The means by which complete and accessible records are securely kept for:

- all components of the PSP;
- all activities including assessments; and
- all failures or non-compliance and the corrective actions taken.

These procedures ensure that:

- all records are kept for a period sufficient for tracebacks; and
- all records are available for review by MAF or recognised service providers/TPAs.

#### **4.1.7 Reporting**

The procedures for reporting to MAF/TPA as specified by MAF Standard D102 “PSP Reporting Requirements”.

#### **4.1.8 References**

The references of any MAF-approved industry Codes of Practice and/or other MAF-approved standards used to meet the requirements of this standard.

The procedures used to ensure access to the latest version of all:

- relevant legislation;
- MAF standards;
- MAF-approved industry codes of practice referenced in the PSP; and
- MAF-approved standards referenced in the PSP.

#### **4.1.9 Importing country requirements**

A list of all the markets that have specific importing country requirements that will receive either:

- dairy products manufactured, stored or transported under this PSP or
- dairy products containing dairy raw materials produced, stored, transported or manufactured under this PSP.

The procedures or references to procedures documented elsewhere in the PSP which ensure the delivery of the specific requirements for access to those markets.

#### **4.1.10 Assessment of the PSP**

##### **A Validation of the PSP**

The systems used for validation of the PSP.

##### **B Review of the PSP**

The systems used to ensure the PSP is reviewed.

##### **C Revision of the PSP**

The systems used to ensure that the PSP is revised and where appropriate evaluated and approved by MAF in compliance with the requirements of this standard.

## 4.2 Operation of farm dairies

The PSP covering the operation of farm dairies covers the following.

### 4.2.1 Premises, Facilities and Equipment

#### A Location, Design and Construction

Provision for locating farm dairies so as to minimise the risk of flooding, objectionable smells, smoke, dust, and other contaminants.

Provision for locating, designing, and constructing milking areas so that:

- walls and floors are easily cleaned;
- drainage is effective;
- lighting is adequate for proper milking; and
- working space is sufficient to minimise the risk of contamination of milk during milking.

Provision for designing, constructing and maintaining milking plant so as to ensure that:

- materials and substances coming into contact with milk do not contaminate the milk or cause it to deteriorate; and
- it can be easily and properly cleaned.

#### *Commentary*

*The PSP specifies acceptable and/or prohibited materials of construction and standards that milking plant, materials and substances coming into contact with milk have to meet.*

Provision for ensuring that milk receiving areas:

- protect milk against manure, dust and other contamination, objectionable smells, and animals, e.g. birds, rodents, and insects;
- are easy to wash and clean; and
- have proper and adequate facilities for filtering and cooling milk.

## **B Maintenance, housekeeping and hygiene**

Procedures that ensure that:

- rubbish and wastes are disposed of;
- facilities and equipment are maintained in a good state of repair;
- facilities and equipment are maintained in a good state of hygiene;
- building integrity is maintained;
- regular assessments are made and deficiencies documented; and
- appropriate corrective action is taken in the event of non-compliance.

## **C Cleaning**

Procedures to ensure that milking plant in farm dairies is:

- used solely for the handling of milk;
- so cleaned as to minimise the risk that milk may deteriorate or be contaminated;
- cleaned only with MAF-approved detergents and sanitisers;
- so cleaned as to minimise the risk that the detergents and sanitisers used may contaminate milk.

### **4.2.2 Control of operations**

#### **A Milking animal health**

Procedures ensuring that the farm dairy supplies raw milk from healthy milking animals, including the report by farm dairy occupiers of, and contingency measures for, the effective segregation and safe disposal of milk from animals showing clinical signs of, or diagnosed with, infectious diseases communicable through milk. Refer to MAF Standard D105 “Milking Animal Health.”

#### **B Agricultural compounds, veterinary medicines, and other toxic substances**

Procedures for minimising the risk of the contamination of milk by agricultural compounds by:

- preventing the storage in farm dairies of agricultural compounds and similar substances; and
- controlling the use of agricultural compounds and similar substances in or near farm dairies.

Procedures for excluding from sale milk that may be contaminated with veterinary medicines, extraneous substances, toxic substances, or agricultural compounds, capable of rendering raw milk unsafe. Refer to MAF Standard D105 “Milking Animal Health.”

**C Water**

Provisions for ensuring that farm dairies have enough water, of suitable quality, to clean milk contact surfaces. Refer to MAF Standard D106 “Farm Dairy Water” which defines the specific requirements to be met.

**D Usage**

Provision for ensuring that milking areas are not used for any purpose other than milking, breeding, veterinary treatment, and animal husbandry.

**E Milk quality**

Procedures for milking only animals with clean udders and teats.

Provision for the filtering and cooling of milk to at least 7°C within three hours of finishing milking in compliance MAF Standard D104 “Milk Cooling.”

Procedures for ensuring that the milk to be collected is satisfactory and complies with the requirements of MAF Standard MRD-Stan 12 “Acceptance Standards for Raw Milk.”

**F Colostrum**

Procedures for segregating colostrum to ensure it is not mixed with or collected as white milk, and clearly identifying it as colostrum, in order to maintain product integrity through harvesting and storage.

Procedures for withholding colostrum from supply except when there is a written supply agreement between the farm dairy and the dairy manufacturer for the supply of colostrum.

### 4.2.3 Farm dairy assessment

The system for the assessment of farm dairies to ensure production of safe milk in compliance with regulatory requirements.

The PSP describes the farm dairy assessment system for ensuring each farm dairy covered by the PSP is assessed at least annually by a farm dairy assessor who meets the following minimum requirements:

- relevant industry experience, e.g. in a laboratory, as an operator of a farm dairies or as a supervisor of dairy manufacturing operations;
- successfully completed a NZQA-registered course in food or dairy hygiene;
- successfully completed an NZQA-registered course in auditing;
- demonstrates understanding of milking machine function and cleaning;
- be conversant with the relevant legislation, MAF Standards and Codes of Practice.

#### *Commentary*

*These minimum requirements set the benchmark for new farm dairy assessors. For farm dairy assessors in the role at the date of promulgation, equivalent experience, qualifications and training undertaken will be taken into consideration.*

The farm dairy assessment system contains procedures for:

- selecting, training and on-going management of assessors;
- recording who performs each assessment;
- conducting assessments;
- reporting of assessment findings;
- follow-up of assessment findings;
- ensuring that appropriate corrective action is taken in the event of non-compliance; and
- ensuring the farm dairy assessment system is evaluated annually by MAF/TPA.

## **4.3 Storage of raw milk and dairy raw materials**

### *Commentary*

*This section relates to storage stations, bulk silos at rail heads and collection points but excludes on-farm silos which are covered by section 4.2, operation of farm dairies. Raw milk and dairy raw materials reception at factories may be covered in this section or covered by manufacturing, section 4.5.*

A PSP covering the storage of raw milk and dairy raw materials provides the following.

### **4.3.1 Premises, facilities and equipment**

#### **A Location, design, and construction**

Provision for locating produce storage facilities so as to minimise the risk of flooding, objectionable smells, smoke, dust, and other contaminants.

Provision for ensuring that dairy produce storage areas:

- protect dairy produce against manure, dust and other contamination, objectionable smells and animals, e.g. birds, rodents, and insects;
- are easy to wash and clean;
- have proper and adequate facilities for cooling milk/dairy produce; and
- segregate and clearly identify colostrum from white milk.

#### **B Maintenance, housekeeping and hygiene**

The procedures that ensure that:

- rubbish and wastes are disposed of;
- facilities and equipment are maintained in a good state of repair;
- facilities and equipment are maintained in a good state of hygiene;
- building integrity is maintained;
- regular assessments are made and deficiencies documented; and
- appropriate corrective action is taken in the event of non-compliance.

#### **C Cleaning**

The procedures which outline how equipment and produce contact surfaces are cleaned and how the effectiveness of cleaning is monitored.

## 4.3.2 Control of operations

### A Produce safety and HACCP

The HACCP plan for maintaining the safety of produce during storage. This plan is developed in compliance with MAF Standard D110 “Dairy HACCP Plans” and validated and evaluated in compliance with MAF Standard D404 “Evaluation of Dairy HACCP Plans” (once promulgated).

#### *Commentary*

*When MAF Standard D404 “Evaluation of HACCP Plans” is promulgated, all accountable people responsible for manufacturing, transportation and/or storage PSPs will have their HACCP plans evaluated in accordance with the standard. Until the standard is promulgated, accountable people, recognised service providers and MAF/TPAs will continue to use the systems currently in use for approving HACCP plans. Information on these systems can be obtained from MAF.*

### B Raw milk quality

The procedures for minimising the risk of contamination of milk by agricultural compounds and toxic substances by:

- preventing the storage in farm dairies of agricultural compounds and similar toxic substances; and
- controlling the use of agricultural compounds and similar toxic substances in or near farm dairies.

The procedures for the storage of raw milk in compliance with:

- MAF Standard D104, “Milk Cooling”;
- MAF Standard MRD-Stan 12 “Acceptance Standards for Raw Milk”; and
- MAF Standard MRD-Stan 13 “Actions to be Taken for Non-Complying Results for Raw Milk Used for the Manufacture of Dairy Products for Export to the European Union”.

## **4.4 Transport of raw milk and dairy raw materials**

A PSP covering the transport of raw milk and dairy raw materials provides the following.

### **4.4.1 Premises, facilities, and equipment**

#### **A Maintenance, housekeeping and hygiene**

The procedures that ensure that:

- hygienic standards are maintained and dairy produce is protected from contamination;
- equipment is maintained;
- regular assessments are made by suitably qualified persons at a frequency that ensures a satisfactory state of repair and hygiene is maintained;
- deficiencies identified during the assessment are documented; and
- appropriate corrective action is taken in the event of non-compliance.

#### **B Cleaning**

The procedures which outline how equipment and produce contact surfaces are cleaned and the effectiveness of cleaning is monitored.

### **4.4.2 Control of operations**

#### **A Produce safety and HACCP**

The HACCP plan for maintaining the safety of produce during collection and transportation. This plan is developed in compliance with MAF Standard D110 “Dairy HACCP Plans” and validated and evaluated in compliance with MAF Standard D404 “Evaluation of Dairy HACCP Plans” (once promulgated).

##### *Commentary*

*When MAF Standard D404 “Evaluation of HACCP Plans” is promulgated, all accountable people responsible for manufacturing, transportation and/or storage PSPs will have their HACCP plans evaluated in accordance with the standard. Until the standard is promulgated, accountable people, recognised service providers and MAF/TPAs will continue to use the systems currently in use for approving HACCP plans. Information on these systems can be obtained from MAF.*

## **B Raw milk quality**

The procedures for segregation and identification of colostrum.

The procedures for the collection and sampling of raw milk in compliance with:

- MAF Standard D104 “Milk Cooling”;
- MAF Standard MRD-Stan 12 “Acceptance Standards for Raw Milk”; and
- MAF Standard MRD-Stan 13 “Actions to be Taken for Non-Complying Results for Raw Milk Used for the Manufacture of Dairy Products for Export to the European Union”.

## **4.5 Manufacturing**

A PSP covering the manufacturing of dairy product provides the following.

### **4.5.1 Premises, facilities and equipment**

#### **A Maintenance, housekeeping and hygiene**

The procedures that ensure that:

- rubbish and wastes are disposed of;
- facilities and equipment are maintained in a good state of repair;
- facilities and equipment are maintained in a good state of hygiene;
- building integrity is maintained;
- regular assessments are made and deficiencies documented; and
- appropriate corrective actions are completed to rectify any deficiencies.

#### **B Cleaning**

The procedures which outline how equipment and product contact surfaces are cleaned and how the effectiveness of cleaning is monitored.

### **4.5.2 Control of operations**

#### **A Product safety and HACCP**

The HACCP plan for ensuring the safety of product in compliance with MAF Standard D107 “Dairy Product Safety.” This plan is developed in compliance with MAF Standard D110 “Dairy HACCP Plans” and validated and evaluated in compliance with MAF Standard D404 “Evaluation of Dairy HACCP Plans” (once promulgated).

##### *Commentary*

*When MAF Standard D404 “Evaluation of HACCP Plans” is promulgated, all accountable people responsible for manufacturing, transportation and/or storage PSPs will have their HACCP plans evaluated in accordance with the standard. Until the standard is promulgated, accountable people, recognised service providers and MAF/TPAs will continue to use the systems currently in use for approving HACCP plans. Information on these systems can be obtained from MAF.*

The sampling and testing that are carried out to verify that dairy product is safe. This includes the following.

- the procedures to demonstrate how it is ensured that samples are representative and sampling does not contaminate the produce. Refer to MAF Standard D109 “Dairy Product Conformance,” which defines the specific requirements to be met.
- the sampling and testing plans for product safety parameters. These plans outline test methods, sampling frequency, product safety limits and action if limits are exceeded. Refer to MAF Standard D109 “Dairy Product Conformance,” which defines the specific requirements to be met.

The procedures to ensure all testing and analyses are undertaken using an approved test method in a MAF registered laboratory accredited/recognised in the appropriate category for the required test.

#### *Commentary*

*A Sampling and testing of attributes listed in MAF Standard D109 “Dairy Product Conformance”, for the product concerned, which is already undertaken to meet customer specifications may be used to satisfy all or part of the requirements of D109 for sampling and testing. This is provided the sampling and testing uses an approved test method in a MAF registered laboratory accredited/recognised in the appropriate category for the required test.*

*B When MAF Standard D301 “MAF-Approved Dairy Test Methods” is promulgated, all accountable people responsible for manufacturing PSPs will have ensured MAF-approved test methods are used in accordance with the standard. Until the standard is promulgated, accountable people, will continue to use international test methods, i.e. published by Codex, IDF, ISO or AOAC, or historically approved test methods. Information on historically approved methods can be obtained from MAF.*

## **B Pathogen management**

The environmental pathogen management plan to monitor and control pathogens in the environment, in the manufacturing environment, in the manufacturing process and on equipment. In addition, the PSP provides the procedures for the validation of the environmental pathogen management plan and the evaluation of the environmental pathogen management plan in compliance to the requirements specified in:

- MAF Standard MRD-Stan 10 “Validation of Environmental Pathogen Surveillance Programmes”; and
- MAF Standard D401 “Evaluation of Pathogen Management Plans” (once promulgated).

*Commentary*

*When MAF Standard D401 “Evaluation of Pathogen Management Plans” is promulgated, all accountable people responsible for manufacturing PSPs will have their pathogen management plans evaluated in accordance with the standard. Until the standard is promulgated, accountable people, recognised service providers and MAF/TPAs will continue to use the systems currently in use for approving pathogen management plans. Information on these systems can be obtained from MAF.*

The pathogen management systems used to minimise the opportunities for pathogens to gain entry to the manufacturing premises. The system includes control of people, equipment and consumables. The system defines what materials may be introduced into critical hygiene areas and how each is handled safely. The introduction of wood into critical hygiene areas is avoided where possible. If wood is introduced, the PSP and HACCP plan demonstrate how the associated risks are managed.

Procedures for the operation, monitoring and recording of all critical control points in the manufacturing process, such as pasteurisation. The procedures for the operation, validation and evaluation of pasteurisation equipment in compliance with the requirements specified in:

- MAF Standard MRD-Stan 3 “Standard for Pasteurisation Heat Treatments”; and
- MAF Standard MRD-Stan 4 “Standard for Checking the Operation of Pasteurisers”; and
- MAF Standard D403 “Evaluation of Heat Treatment Equipment Plans” (once promulgated).

*Commentary*

*When MAF Standard D403 “Evaluation of Heat Treatment Plans” is promulgated, all accountable people responsible for manufacturing PSPs will have their heat treatment plans evaluated in accordance with the standard. Until the standard is promulgated, accountable people, recognised service providers and MAF/TPAs will continue to use the systems currently in use for approving heat treatment plans. Information on these systems can be obtained from MAF.*

## **C Foreign matter control**

Procedures to protect the manufacturing process from the entry of, or contamination from, foreign matter. These procedures include the following:

- the means to monitor and document all intrusive maintenance of product contact areas of equipment and to ensure that product safety is not compromised during these operations;
- the means to clean and maintain all in-line product filters, including milk filters, strainers, sifters and magnets;
- procedures to operate and check in-line metal detectors, to report and follow-up when metal is detected or the metal detector breaks down;
- procedures to regularly check all equipment in critical hygiene areas for potential sources of foreign matter, to report and rectify any problems.

## **D Raw milk**

The procedures for the receipt and testing of raw milk in compliance with:

- MAF Standard MRD-Stan 12 “Acceptance Standards for Raw Milk”; and
- MAF Standard MRD-Stan 13 “Actions to be Taken for Non-Complying Results for Raw Milk Used for the Manufacture of Dairy Products for Export to the European Union”.

## **E Ingredient control**

The procedures to ensure dairy raw materials, ingredients, additives, processing aids and cleaning chemicals are:

- stored under appropriate conditions;
- protected from potential contaminants, infestation and spoilage; and
- handled under appropriate stock management systems.

The procedures to prevent the contamination of edible materials by inedible materials.

## **F Services control**

The procedures for monitoring performance and maintaining filtration systems for ventilation and product contact air.

The procedures to ensure the provision of potable water, ice, and steam that are safe and suitable for their intended use at the point of use, and will not compromise the safety of the dairy product being processed.

Potable water meets the requirements of the latest edition of the Drinking-Water Standards of New Zealand, or is of a higher standard in compliance with MAF Standard D113 “Dairy Factory Water” (when promulgated).

## **G Packaging control**

The procedures for ensuring the use of clean, non-toxic, non-contaminating materials for product packaging. These procedures include provisions for:

- assuring the materials’ integrity, cleanliness, and freedom from contamination upon receipt;
- maintaining and assuring the materials’ integrity, cleanliness and freedom from contamination during storage and prior to use;
- controlling and protecting the materials marked with a MAF mark or device from unauthorised use.

## **H Integrity and labelling of dairy products**

The procedures to maintain the integrity of dairy products throughout the manufacturing process, including provision for the segregation and identification of colostrum and colostrum-containing products until the manufacturer makes a conscious decision to mix colostrum with other dairy products.

The procedures to ensure the labelling of dairy products in compliance with MAF Standard D103 “Labelling of Dairy Products.”

The sampling and testing that is carried out to verify that dairy produce is truthfully labelled. This includes:

- the procedures to demonstrate how it is ensured that samples are representative and sampling does not contaminate the produce. Refer to MAF Standard D109 “Dairy Product Conformance,” which defines the specific requirements to be met;
- the sampling and testing plans for truth of labelling parameters. These plans outline test methods, sampling frequency, truth of labelling limits and action if limits are exceeded. Refer to MAF Standard D109 “Dairy Product Conformance,” which defines the specific requirements to be met.

The procedures to ensure all testing and analyses is undertaken using an approved test method in a MAF registered laboratory accredited/recognised in the appropriate category for the required test.

*Commentary*

*When MAF Standard D301 “MAF-Approved Dairy Test Methods” is promulgated, all accountable people responsible for manufacturing PSPs will have ensured MAF-approved test methods are used in accordance with the standard. Until the standard is promulgated, accountable people, will continue to use international test methods, i.e. published by Codex, IDF, ISO or AOAC, or historically approved test methods. Information on historically approved methods can be obtained from MAF.*

**I Control of MAF marks and devices**

The procedures to ensure all MAF marks and devices are controlled and applied in compliance with MAF requirements. For the requirements associated with the use of the MAF AFE mark, refer to MAF Standard D112 “MAF Approved for Export Mark”.

**J Regulatory verification sampling programme**

The procedures for the operation of the audit sampling/regulatory verification sampling programme. This programme provides an independent check of the systems managed by manufacturers for the verification of product conformance, the outputs of which are the basis for the provision of MAF assurances. The audit sampling/regulatory verification sampling programme requires the independent sampling and independent testing of product for food safety, truth of labelling and importing country required attributes in accordance with the requirements specified in MAF Standard D205 “Regulatory Verification Sampling Programme” when promulgated.

*Note: This requirement is only applicable for manufacturers that are manufacturing product for export.*

*Commentary*

*When MAF Standard D205 “Regulatory Verification Sampling Programme” is promulgated, all manufacturers of product destined for export will operate audit sampling/regulatory verification sampling programme in accordance with the standard. Until the standard is promulgated the following arrangements apply:*

- *Manufacturers of export product who currently operate an audit sampling/regulatory verification sampling programme are required to continue its operation in its current form.*

- *Manufacturers of product destined for export to the EU, who currently do not operate an audit sampling/regulatory verification sampling programme are required to operate an audit sampling/regulatory verification sampling programme in accordance with the current audit sampling programme requirements. Information on current audit sampling programme requirements is available from MAF.*
- *Manufacturers of export product, except those manufacturing EU destined product who currently do not operate a audit sampling/regulatory verification sampling programme will not be required to introduce a programme until D205 is promulgated.*

## **K Performance-based assessment**

The procedures for implementing performance-based assessment as instructed by MAF in compliance with MAF Standard D201 “Performance Measurement of Dairy Manufacturers.” This includes advising and making the necessary contractual arrangements with the TPA.

*Note: This requirement is only applicable for manufacturers that are operating within the ORM system.*

## **4.6 Produce storage**

A PSP covering the storage of dairy produce provides the following.

### **4.6.1 Premises, facilities and equipment**

#### **A Maintenance, housekeeping and hygiene**

The procedures that ensure that:

- all areas are kept clean and tidy at all times;
- rubbish and wastes are disposed of;
- facilities and equipment are maintained;
- building integrity is maintained;
- regular assessments are made and deficiencies documented; and
- appropriate corrective actions are completed to rectify any deficiencies.

### **4.6.2 Control of operations**

#### **A HACCP and product safety**

The HACCP plan for ensuring the safety of products in compliance with MAF Standard D107 “Dairy Product Safety”. This plan is developed in compliance with MAF Standard D110 “Dairy HACCP Plans” and validated and evaluated in compliance with MAF Standard D404 “Evaluation of Dairy HACCP Plans” (once promulgated). The plan provides adequately for products to be kept clean, and in a manner that minimises:

- the risks of contamination and spoilage;
- the proliferation of pathogenic micro-organisms; and
- the development of toxins.

#### *Commentary*

*When MAF Standard D404 “Evaluation of HACCP Plans” is promulgated, all accountable people responsible for manufacturing, transportation and/or storage PSPs will have their HACCP plans evaluated in accordance with the standard. Until the standard is promulgated, accountable people, recognised service providers and MAF/TPAs will continue to use the systems currently in use for approving HACCP plans. Information on these systems can be obtained from MAF.*

**B Labelling of dairy products**

The procedures to ensure the labelling of dairy products in compliance with MAF Standard D103 “Labelling of Dairy Products.”

**C Control of MAF marks and devices**

The procedures to ensure all MAF marks and devices are controlled and applied in compliance with MAF requirements. For requirements associated with the use of the MAF AFE Mark, refer to MAF Standard D112 “MAF Approved for Export Mark.”

**D Assessment of incoming product**

The procedures for:

- assessing incoming product for potential contaminants and damage; and
- managing the disposal of product that fails this assessment.

## 4.7 Produce transport

A PSP covering the transport of dairy produce within New Zealand territory provides the following.

### 4.7.1 Premises, facilities, and equipment

#### A Maintenance, housekeeping, and hygiene

The procedures used to assess and ensure the suitability and cleanliness of all containers and vehicles used for the transportation of dairy produce.

### 4.7.2 Control of operations

#### A HACCP and product safety

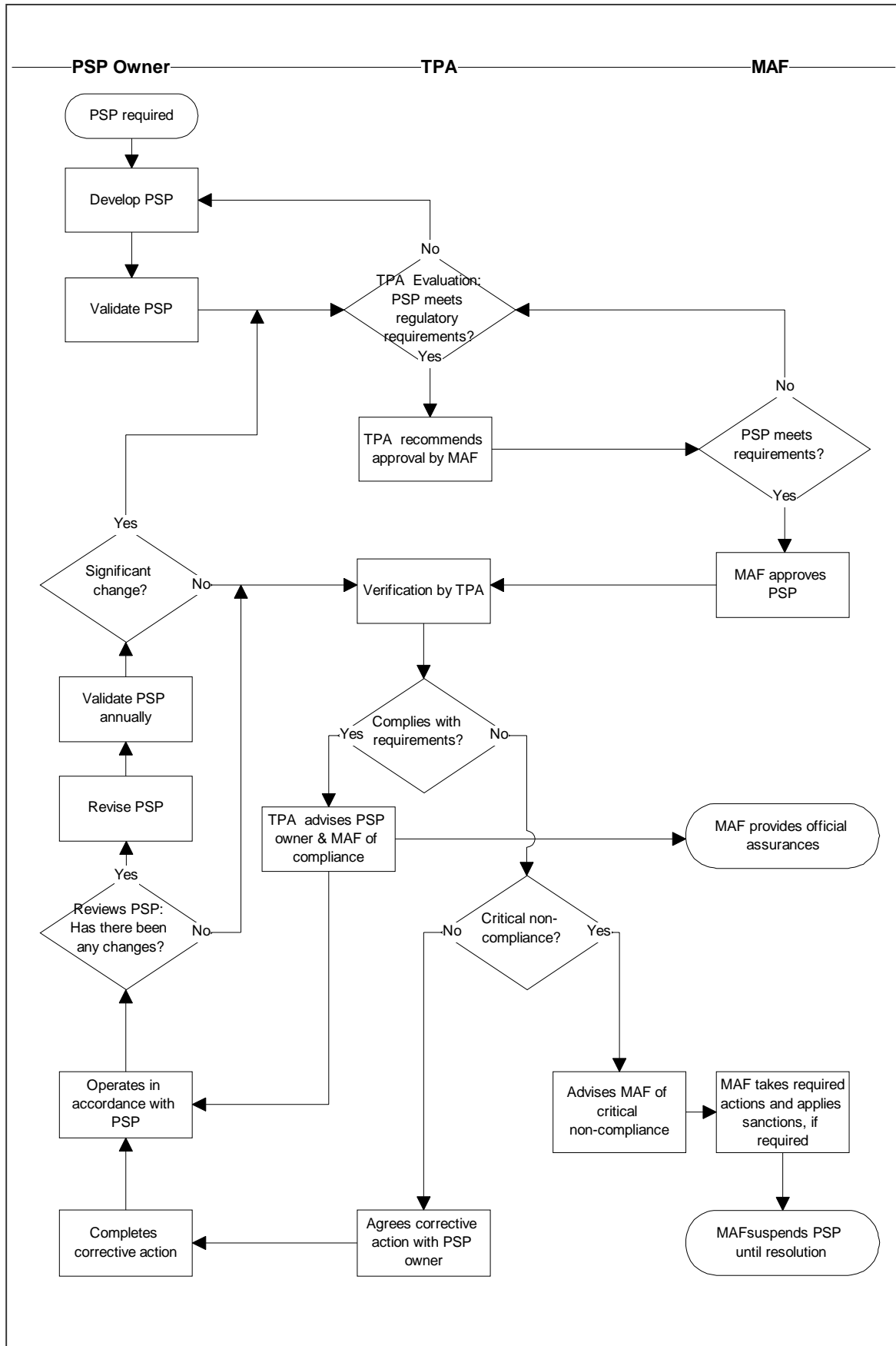
The HACCP plan for ensuring the safety of products in compliance with MAF Standard D107 “Dairy Product Safety.” This plan is developed in compliance with MAF Standard D110 “Dairy HACCP Plans”, and validated and evaluated in compliance with MAF Standard D404 “Evaluation of Dairy HACCP Plans” (once promulgated). The plan provides adequately for products to be kept clean, and in a manner that minimises:

- the risks of contamination and spoilage;
- the proliferation of pathogenic micro-organisms; and
- the development of toxins.

#### *Commentary*

*When MAF Standard D404 “Evaluation of HACCP Plans” is promulgated, all accountable people responsible for manufacturing, transportation and/or storage PSPs will have their HACCP plans evaluated in accordance with the standard. Until the standard is promulgated, accountable people, recognised service providers and MAF/TPAs will continue to use the systems currently in use for approving HACCP plans. Information on these systems can be obtained from MAF.*

**Figure A1.1: Flowchart for the management of PSPs**



**Table A1.1: MAF Standards addressed by PSPs**

No	Standard	Addressed in this section of the PSP						
		General	Operation of farm dairies	Storage of raw milk and dairy raw materials	Transport of raw milk and dairy raw materials	Manufacture of dairy produce and products	Storage of dairy produce	Transport of dairy produce
MRD-Stan 1	Standard for Inspection, Audit, Validation and Approval Services	Yes						
MRD-Stan 3	Standard for Pasteurisation Heat Treatments					Yes		
MRD-Stan 4	Standard for Checking the Operation of Pasteurisers					Yes		
MRD-Stan 8	Maintaining and Restarting Non-Operating Dairy Factories and Stores					Yes	Yes	
MRD-Stan 10	Validation of Environmental Pathogen Surveillance Programmes					Yes		
MRD-Stan 11	Validation of Pest Management Programmes	Yes						
MRD-Stan 12	Acceptance Standards for Raw Milk		Yes	Yes	Yes	Yes		
MRD-Stan 13	Actions to be Taken for Non-Complying Results for Raw Milk Used for the Manufacture of Dairy Products for Export to the European Union		Yes	Yes	Yes	Yes		
D101	Product Safety Programmes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
D102	PSP Reporting Requirements	Yes						
D103	Labelling of Dairy Products					Yes	Yes	
D104	Milk Cooling		Yes	Yes	Yes			
D105	Milking Animal Health		Yes					
D106	Farm Dairy Water		Yes					
D107	Dairy Product Safety					Yes	Yes	Yes
D108	Non-conforming Dairy Produce	Yes						
D109	Dairy Product Conformance					Yes	Yes	
D110	Dairy HACCP Plans			Yes	Yes	Yes	Yes	Yes
D112	MAF Approved for Export Mark					Yes	Yes	
D113*	Dairy Factory Water					Yes		
D201	Performance Measurement of Dairy Manufacturers					Yes ORM only		
D205*	Regulatory Verification Sampling Programme					Yes Exporters only		
D206	Dairy Sanitary and Related Export Certification	Yes						
D401*	Evaluation of Environmental Pathogen Management Plans					Yes		
D402*	Evaluation of Pest Management Plans	Yes						
D403*	Evaluation of Heat Treatment Equipment Plans					Yes		
D404*	Evaluation of Dairy HACCP Plans			Yes	Yes	Yes	Yes	Yes
All	Importing country requirements	Yes						

Note: \* to be addressed by PSP when Standard promulgated.

**Table A1.2: Guide to relevant section of Appendix One by activity**

Activity	Appendix One Section									
	1	2	3	4.1	4.2	4.3	4.4	4.5	4.6	4.7
Farm dairy operation	Yes	Yes	Yes	Yes	Yes					
Storage of raw milk and dairy raw materials	Yes	Yes	Yes	Yes		Yes				
Transport of raw milk and dairy raw materials	Yes	Yes	Yes	Yes			Yes			
Manufacture of dairy produce and products	Yes	Yes	Yes	Yes				Yes		
Dairy produce storage	Yes	Yes	Yes	Yes					Yes	
Dairy produce transport	Yes	Yes	Yes	Yes						Yes

## Appendix Two

### IMPORTING COUNTRY REQUIREMENTS

It is the responsibility of exporters to identify and comply with all importing country requirements; non-compliance is at their commercial risk.

Importing country requirements, which have been officially confirmed, can be obtained from the Dairy and Plant Product Group of MAF or its website ([www.maf.govt.nz/Dairy](http://www.maf.govt.nz/Dairy)).

Where MAF provides official assurances to competent authorities of importing countries, the statements to which MAF attests must be verifiable. Relevant requirements are described in MAF Standard D206 “Dairy Sanitary and Related Export Certification”.