

1. Business Identification		
1.1 Business ID:	1.2 RMP No.: ___ ___	
1.3 Unique Location Identifier for Dairy Business Operators:		
2. Operator Name, Business Address and Contact Details		
2.1 Full legal name (Company, sole trader, partnership):		
2.2 Trading name (if different):		
2.3 Physical address(es) of premises:	2.5 Contact details: Phone No:  Fax No:  E-mail:  <input type="checkbox"/> I give consent to being provided electronic information.	
2.4 Postal address (for communication):		
3. Responsible Person		
Role	Name or position or designation	Contact details (if different from above)
Day-to-day Manager of the RMP		

<b>4. Scope of the RMP</b>	
4.1 Physical boundaries	
<input type="checkbox"/> The physical boundaries of the RMP are shown on the attached site plan.	
4.2 The RMP covers the following processes or activities for <b>Non-Dairy Animal Products for Human Consumption</b> (e.g. meat, seafood, poultry, bee products):	
<input type="checkbox"/> Freezing of packed, chilled animal products	<input type="checkbox"/> Storage of chilled animal products
<input type="checkbox"/> Freezing of chilled meat carcasses	<input type="checkbox"/> Dry storage (ambient temp.) of animal products
<input type="checkbox"/> Freezing of chilled whole fish	<input type="checkbox"/> Further chilling of packed animal products
<input type="checkbox"/> Storage of frozen animal products	<input type="checkbox"/> Other (specify) _____
4.3 The RMP covers the following processes or activities for <b>Non-Dairy Animal Products for Animal Consumption</b> (e.g. petfood) :	
<input type="checkbox"/> Freezing of packed, chilled animal products	<input type="checkbox"/> Storage of frozen animal products
<input type="checkbox"/> Freezing of chilled meat carcasses	<input type="checkbox"/> Dry storage (ambient temp.) of animal products
<input type="checkbox"/> Storage of chilled animal products	<input type="checkbox"/> Further chilling of packed animal products
	<input type="checkbox"/> Other (specify) _____
4.4 The RMP covers the following processes or activities for <b>Dairy Products</b> :	
<input type="checkbox"/> Freezing of packed, chilled dairy products	<input type="checkbox"/> Dry storage (ambient temp.) of dairy products
<input type="checkbox"/> Storage of chilled dairy products	<input type="checkbox"/> Further chilling of packed dairy products
<input type="checkbox"/> Storage of frozen dairy products	<input type="checkbox"/> Transport of dairy products
	<input type="checkbox"/> Other (specify) _____
4.5 <b>Non-animal food products</b>	
<input type="checkbox"/> Non-animal food products (e.g. vegetable and fruit products) are stored within the physical boundaries of the RMP, but they are excluded from the RMP and are covered under the Food Act (i.e. Food Hygiene Regulations or Food Safety Programme).	
<input type="checkbox"/> Procedures are in place for ensuring that non-animal food products are not a source of contamination to any animal product processed or stored within the physical boundaries of the RMP.	
4.6 <b>Non- food products</b>	
<input type="checkbox"/> Non- food products are stored within the physical boundaries of the RMP, but they are excluded from the RMP.	
<input type="checkbox"/> Procedures are in place for ensuring that non-food products are not a source of contamination to any food product processed or stored within the physical boundaries of the RMP.	

5. Product Description			
Products	Non-dairy animal products for human consumption	Dairy products for human consumption	Animal products for animal consumption
Intended use of product	Human consumption	Human consumption	Animal consumption
Requirements for the chilling, freezing and storage of animal products	<p>HC Spec 76(2) and 104(2) specifies the following critical preservation temperatures:</p> <ul style="list-style-type: none"> <li>• Chilled mammals, ostriches, emus and poultry: ≤ 7°C</li> <li>• Frozen mammals, ostriches, emus and poultry: ≤ -12 °C</li> <li>• Chilled whole fish: -1°C to 1°C</li> <li>• Chilled fish product: - 1°C to 4°C</li> <li>• Frozen fish or fish products (including shellfish): ≤ -18°C</li> <li>• Brine frozen fish: ≤ -15°C</li> <li>• Shucked paua intended for canning in NZ: ≤ 6°C</li> </ul>	<p>Dairy Approved Criteria for Storage and Transportation of Dairy Material and Products 6(13) requires that stores have adequate facilities for storing refrigerated or frozen foods; monitoring food temperatures; and when necessary, controlling ambient temperatures to ensure the safety and suitability of food.</p>	<p>AC Spec 66 requires that chilling or freezing are conducted without any unnecessary delay and in a manner that minimises any potential microbial proliferation and contamination of animal material or product.</p>
Labelling	<p>Labelling of transportation outers as specified in HC Spec 32.</p>	<p>The Approved Criteria for Storage and Transportation of Dairy Material and Products 9(1) (c) requires that products are labelled in a manner that enables traceability to be maintained.</p>	<p>Labelling of transportation outers as specified in AC Spec 31</p>

6. Process Description				
Further chilling, or freezing of non-dairy animal products (e.g. meat, seafood, poultry, bee products)	Further chilling, or freezing of dairy products	Storage of chilled or frozen animal products (including dairy)	Dry storage of animal products (including dairy)	Others
<input type="checkbox"/> Receiving	<input type="checkbox"/> Receiving	<input type="checkbox"/> Receiving of chilled or frozen products	<input type="checkbox"/> Receiving of packaged products	
<input type="checkbox"/> Blast chilling	<input type="checkbox"/> Blast chilling	<input type="checkbox"/> Storage in chiller	<input type="checkbox"/> Transfer to dry store	
<input type="checkbox"/> Blast freezing	<input type="checkbox"/> Blast freezing	<input type="checkbox"/> Storage in freezer	<input type="checkbox"/> Storage	
<input type="checkbox"/> Storage	<input type="checkbox"/> Storage	<input type="checkbox"/> Dispatch	<input type="checkbox"/> Dispatch	
<input type="checkbox"/> Dispatch	<input type="checkbox"/> Dispatch	<input type="checkbox"/> Transport *	<input type="checkbox"/> Transport *	
	<input type="checkbox"/> Transport*			

\* Store operators involved in the transport of **dairy** products must comply with the requirements given in Part 2, Section 14.2.4 of the COP, and they must include the transport of dairy products in the RMP.

Store operators who are involved in the transport of **non-dairy** products must comply with the transportation requirements specified in Part 15 of the Human Consumption Specifications, but the inclusion of transport of non-dairy animal products in the RMP is optional.

**7. External Verification**

I have contracted a recognised verifying agency to perform external verification activities.

Name and contact details of verifier:

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A letter from the verifying agency confirming they will verify the RMP at all sites covered by this RMP is attached.

I authorise my contracted verifier to have the freedom and access necessary to allow him/her to carry out verification functions and activities as specified in AP RMP Specifications clause 15 and AP Dairy RMP Specifications clause 14.

8. RMP Document List, Responsibilities For and Authorisation of RMP							
Document	Documents from the COP		Operator's own documents based on the COP		Operator's own documents for additional products/processes/procedures		Person responsible for Implementation
	Reference	Date	Reference	Date	Reference	Date	
Main part of RMP (this document)	N/A		Completed RMP template				
<b>GOP Supporting Systems:</b>							
Design & construction of facilities, equipment	Part 2, Section 2						
Potable water	Part 2, Section 3						
Cleaning and sanitation	Part 2, Section 4						
Personnel competency, health and hygiene	Part 2, Section 5						
Control of chemicals	Part 2, Section 6						
Pest control	Part 2, Section 7						
Calibration	Part 2, Section 8						
Process control	Part 2, Section 9						
Document control and record keeping	Part 2, Section 10						
Traceability and inventory control	Part 2, Section 11						
Recall of products	Part 2, Section 12						

Document	Documents from the COP		Operator's own documents based on the COP		Operator's own documents for additional products/processes/procedures		Person responsible for Implementation
	Reference	Date	Reference	Date	Reference	Date	
Operator verification and other operational requirements	Part 2, Section 13						
Other requirements specific to dairy	Part 2, Section 14						
<b>HACCP Application and Identification of other risk factors</b>	Part 3						
<b>Other documents:</b>							
Site plan of physical boundaries							
Letter from Verification Agency							
Assessment of Water Supply Status (only necessary for own supply)							
Record forms							

**9. Confirmation**

- I confirm that all of the documents listed in Section 8 are appropriate for my operation.
- I confirm that all facilities and equipment necessary to implement the RMP are available and ready to operate.
- I confirm that the RMP, including all supporting systems, has been authorised by me.
- I confirm that the RMP will be implemented as written, including all relevant parts of the code of practice.

**Signature of Operator or Day-to-day Manager of RMP:** \_\_\_\_\_ **Date:** ...../...../.....