

**[BFAR FISHERIES ADMINISTRATIVE ORDER NO.
211-01, May 17, 2001]**

**REQUIREMENTS FOR PRE-PROCESSING AND PROCESSING
PLANTS, THE SSOP THEREOF AND THE PROCESSING AND
QUALITY REQUIREMENTS FOR SHELLFISH**

Pursuant to Section 62 of RA 8550 in relation to the GATT-WTO Agreement on Sanitary and Phytosanitary Measures and the FAO Code of Responsible Fisheries, this guideline on the requirements for pre-processing and processing plants for shellfish, the Sanitation Standard Operating Procedure thereof and the processing of shellfish is hereby promulgated for the information and guidance of all concerned.

Section 1. Definition of Terms. — For purposes of this Order, the following definitions shall apply.

- a. *Approval Number* — A number assigned to a pre-processing plant certifying to its compliance with the requirements established by the BFAR.
- b. *Faecal coliform* — Aerobic, gram-negative, non-spore forming rod-shaped bacteria present in the guts of animals and human beings that can pose food safety problem.
- c. *Good Manufacturing Practices (GMP)* — Practices and procedures implemented in processing plants to ensure product safety, product quality and prevention of economic fraud.
- d. *Hazard Analysis Critical Control Point (HACCP)* — A preventive food quality management system in the production and processing that identifies, evaluates, and controls hazards which are significant to food safety.
- e. *Pre-processing plant or establishment* — A facility where preliminary processing or preparation of product is undertaken.
- f. *Processing* — The act of subjecting shellfish to steaming, boiling, freezing or packing in hermetically sealed container and to heat treatment prior to consumption.
- g. *Shellfish* — All species of univalves and bivalves which are filter feeders such as lamellibranch mollusks such as gastrophods.
- h. *Standard Sanitation Operating Procedures (SSOP)* — are the set of practices, procedures, and rules designed for the promotion and maintenance of health and cleanliness in the processing plant.

- i. *Self-cleaning* — Soaking live shellfish in clean seawater for 12 hours or more to remove dirt, mud and sand.

Section 2. Requirements for pre-processing and processing establishments. — Pre-processing and processing establishment for shellfish shall comply with the following minimum requirements in addition to the environmental regulations:

a. Premises:

- 1) Premises and surroundings shall be free of animals, rodents, garbage and other potential sources of contaminations or pollutants.
- 2) Proper drainage for wastewater shall be provided.

b. Physical facilities and equipment

- 1) Adequate working area for processing under sanitary and hygienic conditions;
- 2) Design and layout shall be in such a way that clean and dirty parts of the operation shall be separated to prevent contamination of the product.
- 3) Processing plant shall comply with the following:
 - a) Flooring shall be made of concrete or waterproof material; properly sloped to facilitate the flow of liquid waste; floor surfaces smooth, clean and sanitized before and after operation; free from cracks and crevices; drainage canal provided with cover.
 - b) Walls shall be made of smooth concrete; cleaned and sanitized regularly at pre-determined time; and free from gaps and openings.
 - c) Entrance/exit doors shall be provided with plastic curtains or screen and swinging outward; and properly maintained;
 - d) Ceiling or roof linings designed for easy cleaning and properly maintained;
 - e) Properly illuminated; all lights at the working area shall be provided with covers that are easily cleaned and well maintained.
 - f) Exhaust fan or similar device to extract hot air or steams during cooking/steaming shall be provided.

Section 3. Requirements for Sanitation Standard Operating Procedures (SSOP) in pre-processing and processing plants.

a. Safety of Water and Ice Used

- 1) Water for processing used in cooking and steaming shall be potable, clean or bacteriologically safe and free from faecal coliform.

2) Free chlorine level of 1 to 1.5 ppm shall be monitored and recorded at least twice a day.

3) Water from approved or government source shall be analyzed for microbial safety at least twice a year; monthly for deep well or private source and record thereof be kept and made available for verification during inspections;

4) Water for ice making shall be potable and microbiologically acceptable. Ice purchased from private sources shall be analyzed to determine its acceptability. Processors shall also conduct a quarterly laboratory analysis of its ice used and record thereof shall be kept and made available during inspection.

5) Deep well source shall be provided with cover to prevent entry of dust and extraneous materials that might contaminate the water.

b. Conditions and cleanliness of utensils/equipment and working clothes of workers

1) All equipment such as cooking or steam vat, shucking utensils, working tables and other containers used shall be of food grade material and shall be cleaned and sanitized before and after use;

2) Equipment and utensils used shall be free from rust and kept well maintained;

3) Handles of shucking/shelling knives shall not be made of wood, non-corrosive, cleaned and sanitized before and after operation;

4) Workers shall wear clean and appropriate working clothes.

c. Prevention of cross-contamination on shell meat, packaging materials and other contact surfaces

1) All workers shall wash their hands before starting to work, after toilet use, after touching dirty objects, and after each work break;

2) All food contact surfaces shall be properly cleaned and sanitized before and after use.

3) Packaging materials used shall be properly stored and protected from contamination.

4) Only clean packaging material shall be used.

5) Chlorinated hand dip shall be provided inside the working area with the free chlorine concentration of 5 to 10 ppm and monitored at pre-determined time.

d. Maintenance of hand washing, sanitizing and toilet facilities.

- 1) Entrance into the processing area shall be provided with footbath and hand washing/sanitizing facilities with free chlorine concentration of 150 to 200 ppm.
- 2) Toilet and hand washing facilities shall be provided with faucets (not hand operated) and liquid soap.
- 3) Chlorinated hand dip shall be provided inside working area with free chlorine concentration of 5 to 10 ppm; monitored at pre-determined time; and records kept and made available during inspection.
- 4) Adequate number of flushable toilet bowls shall be provided; cleaned and sanitized.
- 5) Toilet doors swinging outside; floors should be provided with drainage.

e. Protection of packaging material and contact surfaces from adulteration

- 1) All packaging material shall be properly stored separately from other cleaning and toxic compounds; protected from dust and dirt and not in direct contact with the floor.
- 2) All food contact surfaces shall be non-corrosive, cleaned and sanitized before and after use.

f. Proper labeling, storage and use of toxic compounds

- 1) Cleaning, sanitizing and toxic substances shall be correctly labeled and properly stored.

g. Control of employees' health and conditions

- 1) Workers shall undergo medical check-up before employment; record thereof shall be made available for verification by inspectors.
- 2) Annual medical check-up shall be required.
- 3) Workers shall have short, clean, and unpolished fingernails.
- 4) Workers with hand cuts or wounds shall not be allowed to work.
- 5) Eating, drinking, and smoking shall be prohibited in the pre-processing and processing plants.
- 6) Spitting can be done in properly designated area.

h. Exclusion of pests and animals

- 1) Pre-processing plant shall be properly enclosed to prevent entry of pests, animals, insects and rodents.
- 2) Pest control program shall be established and implemented.