

**[ BFAR FISHERIES ADMINISTRATIVE ORDER NO.  
212, s. 2001, May 17, 2001 ]**

**GUIDELINE ON THE IMPLEMENTATION OF HACCP SYSTEM**

Pursuant to Sections 62, 65 (I) and 67 (c) of R.A. No. 8550, this guideline on the implementation of the Hazard Analysis Critical Control Point is hereby issued for the information and guidance of all concerned.

**Section 1. Definition.** — The terms as used in this Order, shall be construed as follows:

- a. *Accreditation* — A procedure wherein BFAR gives a formal recognition to a fish processing plant as having the competency to carry out the HACCP program.
- b. *Corrective Action Request (CAR)* — Issued to the company to correct serious deficiencies noted during inspection.
- c. *Critical Control Point (CCP)* — A process step in which control can be applied to prevent, eliminate, or reduce food safety hazards.
- d. *Control Point (CP)* — A step, process and/or an operation in the manufacturing process from raw material to its final consumption.
- e. *Critical Limit (CL)* — One or more prescribed tolerances that must be met to control hazards at the critical point which separates acceptability from unacceptability.
- f. *Fish* — includes all fish and other aquatic species such as crustaceans (Crabs, prawns, shrimps and lobsters), cephalopods (squid, cuttlefish and octopus) and mollusks (clams, mussels, scallops, oyster, snail and gastrophods).
- g. *Fish processing plant* — The facility where fish and fishery products are prepared, processed, chilled, frozen, packaged and stored.
- h. *Fishery Products* — include all seawater or freshwater animals or other products of aquatic living resources or parts thereof, e.g., seaweeds, invertebrates, etc.
- i. *Food safety* — The assurance that the food is processed properly and when consumed will not be harmful.
- j. *Good Manufacturing Practices (GMP)* — The set of rules implemented in the processing plant which includes adherence to existing rules and regulations in force respecting plant construction, personnel hygiene and sanitation that

supports company's policy and standards.

- k. *Hazard Analysis Critical Control Point (HACCP)* — A preventive food quality management system which identifies, evaluates and controls the hazards significant to food safety specific to a product.
- l. *HACCP plan* — A written document delineating the formal procedure to be followed in accordance with the seven HACCP principles in order to ensure food safety specific to a product.
- m. *HACCP compliance certificate* — A written document issued by BFAR attesting that the fish processing plant is HACCP compliant.
- n. *International standards* — Standards established by the Codex Alimentarius Commission.
- o. *Monitor* — The act of conducting a planned sequence of observations or measurements of control parameters at the CCP.
- p. *Prerequisite program* — involves or is composed of Good Manufacturing Practices and Sanitation Standard Operating Procedures.
- q. *Processors* — are the people engaged in the commercial or institutional processing of fish and fishery products for export and the domestic market.
- r. *Satellite fish processing plant* — Fish processing plant/s owned and operated by a single company located in different areas where fish and fishery products are processed.
- s. *Sanitation Standard Operating Procedures (SSOP)* — A set of rules and guidelines on hygiene and sanitation established by processing plant to achieve the goal of food safety.

**Sec. 2. Fish inspection.** — The Bureau of Fisheries and Aquatic Resources shall be the primary agency responsible in implementing the HACCP-based fish inspection and, in consonance thereto, shall have the following functions.

- a. Inspect, monitor, assess/audit fish processing plants;
- b. Inspect fish and fishery/aquatic products coming into or going out of the country;
- c. Document and authorize the movement or trade of fishery products to ensure compliance to the requirements of the national and international market;
- d. Conduct monitoring and surveillance of imported fish and fishery products to verify its intended use;
- e. Issue voluntary product certificate for the export of fish and fishery/aquatic products as required by the importing countries;

- f. Impose sanctions on accredited fish processing plants not complying with national/international standard rules and regulations;
- g. Provide laboratory services to the industry on product testing and analysis;
- h. Dispose of fish and fishery products found to be adulterated, decomposed or unsafe for human consumption;
- i. Upgrade the skill and competence of personnel performing regulatory assessment of fish and fishery products and including fish processing plants; and
- j. Provide training and advisory services to the industry.

**Sec. 3. Qualification of HACCP Inspector.** — The HACCP system Inspector/Auditor shall have the following qualifications:

- a. A degree in fisheries, food science or allied courses;
- b. Experience of at least two years in inspection and quality assurance activities;
- c. Trained on HACCP and has acquired competency and skills required in conducting the inspection/audit; and
- d. Has knowledge and understanding of the national and international standards and regulatory requirements.

**Sec. 4. Purpose of HACCP-based inspection.** — The inspection shall be carried out to establish the capability of fish processing plants to manufacture and/or distribute safe food and obtain evidence that the HACCP system is effectively implemented. The inspection may be applied in a mandatory or voluntary basis.

- a. Mandatory inspection shall be conducted to enforce relevant national and international legislation and regulations and assess fish plant compliance.
- b. Voluntary inspection shall be conducted upon request in writing by the management of the fish processing plant for appropriate guidance, technical assistance and development of expertise in the HACCP implementation.

**Sec. 5. Scope.** — HACCP-based inspection shall cover the following:

- a. Fish and fishery/aquatic products intended for human consumption, to include
  - 1) Raw fish intended as raw material for processing or distribution;
  - 2) Locally processed or manufactured fish and fishery products;
  - 3) Imported fish and fishery/aquatic products; and
  - 4) Fish and fishery/aquatic products intended for export.
- b. *Fish processing plants.* — Registered and licensed fish plants and their satellite plants, processing fish and fishery/aquatic products for the domestic and

export markets.

**Sec. 6. Requirement for inspection.** — Fish plants including those processing fish and fishery/aquatic products for export to countries with which the Philippines has entered into an agreement, which BFAR has been tasked to implement, shall be subject to mandatory inspection.

**Sec. 7. Application for inspection.** — Operators of fish processing plants shall file the application with BFAR containing the following information together with the HACCP documents required including the plant's SSOP and GMP:

- a. Name and address of the fish processing plant;
- b. Type of fish product/s processed at the plant;
- c. Operation for which inspection is being sought.

**Sec. 8. Conduct of inspection.** — Inspection of fish processing plants shall be carried out by an authorized fish inspector to ensure that:

- a. Prerequisite programs are properly implemented and the objectives conform with written standard procedure;
- b. Documented GMP procedures are up to date and properly implemented to meet the objectives set in the documents; and
- c. The written HACCP plan satisfactorily addresses food safety and has been properly implemented and maintained.

**Sec. 9. Nature of inspection.** — The Director of BFAR or his duly authorized representative shall determine the frequency, intensity and type of inspection to be conducted. An inspection may be unannounced. For announced inspection, notice shall be given at least five (5) days before the inspection.

**Sec. 10. Assistance to inspectors.** — The plant management shall provide assistance to the inspectors including access to areas necessary in carrying out the inspection by making available documents and records relating to HACCP, and interview of concerned personnel when necessary.

**Sec. 11. Requirements of pre-requisite program.** — Processors of fish and fishery products shall develop and implement a set of written rules and guidelines on the following:

- a. *SSOP* — Processors and importers shall monitor the following specific conditions and practices and keep records thereof, that will be made available during inspection:
  - 1) Safety of water used in the processing and in the manufacture of the ice;
  - 2) Condition and cleanliness of food contact surfaces, pieces of equipment and containers used during the processing;
  - 3) Application of measures to prevent cross-contamination of the food, packaging material and contact surfaces;