

Appendix A: U.S. Checklist to Recommend Approval of Pet Food Manufacturers to Export to Australia

1. Animal and Plant Health Inspection Service (APHIS) Approval Number (This line should be left blank for newly inspected facilities): _____.

2. Pet food producer/company name: _____.

3. Address of facility being inspected:

_____.

4. Address of headquarters if different from facility address:

_____.

5. Contact person at plant: Name _____, Telephone _____, Facsimile _____.

6. ___ yes ___ no Did the facility present, for your review, a process flow diagram which demonstrates the production of the pet food from raw materials to final product? (This flow diagram must provide detail on the activities conducted in each production and supply area of the plant.)

7. ___ yes ___ no Did the facility provide you with a list of all pet food products to be exported to Australia? (If this is a re-inspection, the facility should have records for shipments to Australia already shipped.)

8. ___ yes ___ no Do the premises and equipment appear to have been maintained in such a manner as to ensure that finished product meets necessary product specifications, and to ensure that product contamination is prevented?

9. ___ yes ___ no Are the storage facilities adequate to prevent product contamination during storage?

10. ___ yes ___ no Are the storage areas large enough to allow orderly storage of the various categories of materials and products?

11. ___ yes ___ no Does the facility have dated records for incoming raw materials, for incoming packaging materials, and for finished products for export to Australia?

12. ___ yes ___ no Does the facility have records for raw animal origin ingredients** showing country and species of origin of each ingredient?

13. ___ yes ___ no ___ n/a If the facility uses processed animal origin ingredients** in the manufacture of their product (e.g., digesta, meals), do they have statements from their suppliers verifying processing methods for these ingredients (i.e., minimum internal temperature/minimum time plus other treatments, such as pH adjustment)? The statements should be signed by company officials with knowledge of the processing methods.

14. ___ yes ___ no Does the facility have lists of all animal origin ingredients** in each product for export to Australia? (This list must be signed by a competent company official.)

15. ___ yes ___ no If any imported animal origin ingredients** are included in materials to be exported to Australia, does the facility have copies of export certificates for the country of origin for all those imported ingredients? (The facility should have these records for at least 2 years if this is a re-inspection.)

16. ___ yes ___ no Does the facility have a system of written records allowing the tracing of each lot of material produced for export to Australia to be traced back to the raw materials? (For each package of pet food produced for export to Australia, the facility should be able to demonstrate, in writing, the source of each animal origin ingredient.**)

17. ___ yes ___ no Do the lot records referenced in number 16 above include detailed information on the minimum processing time and temperature for each lot produced for export to Australia?

18. Comments:

19. Recommendation for forwarding approval request to Australia:

Approve

Disapprove

Printed name of inspector

Signature of inspector

Inspection date

Signature of Veterinarian in Charge concurring
with recommendation in number 19

Date

Please forward a copy of this completed checklist to the National Center for Import and Export, Animal and Plant Health Inspection Service, 4700 River Rd., Unit 40, Riverdale, MD 20737-1231 (telephone: 301-734-3277; fax: 301-734-8226).

NOTE: To maintain approval, facilities must be inspected at least once every 12 months.

** Animal origin ingredients in this case mean any materials derived from animals, including fish and microorganisms.

NOTE: Completion of this checklist does not automatically mean that a facility is approved to export to Australia.