



MEAT NOTICE NUMBER: 2014/07		<b>Title: Procedure for establishments ordering, possessing, applying and disposing resemblances of official marks.</b>	
NSFS Ref. 4			
Issue Date: 12/11/2014		Contact Officers:	
Date of Effect: Immediate	Date of Review: November 2016	Samantha Gladwish Ph 02 6272 4260 Email: Samantha.gladwish@agriculture.gov.au	Christine Coulson Ph: 02 6272 4167 Email : Christine.coulson@agriculture.gov.au
Distribution Categories			Last notices on this issue <b>MEAT 2001/06</b>
Central & Regional Office <input checked="" type="checkbox"/> OIC Inspection Staff Meat Establishments	<input checked="" type="checkbox"/> Managers, <input checked="" type="checkbox"/> Export Meat Establishments <input checked="" type="checkbox"/> State Regulatory Authorities		
<b>Implementation Schedule</b> (to be completed by the departmental on-plant officer on the Department of Agriculture file copy) Date Received: _____ Date discussed with Est. Management: _____ Initial Implementation Date: _____ Date Completed: _____ Est. Representative Initials: _____ Departmental officer Initials: _____			

## 1. Purpose

To provide guidance to Department of Agriculture staff, State Regulatory Authorities and establishment management on the procedures to be followed for management of resemblances of official marks applied to:

- Meat and meat products
- Poultry and poultry products
- Wild game meat and wild game meat products.

## 2. Scope

This notice is applicable to:

- All export meat registered establishments who use and order resemblances of official marks.
- Departmental officers responsible for verification of establishment approved arrangements.

## 3. Background

The department has recently completed a review of the legislation surrounding resemblances of official marks. Resemblances of official marks are very similar to official marks in appearance; however they must be different sizes, they have different uses and are subject to a different level of control. Resemblances are used on inner packaging and are often either pre-printed on plastic packaging, are sticky labels that are attached to the inner packaging, or are inserts within IW or bulk packed meat and meat products.

Under superseded legislation, manufacturers were required to seek prior approval to produce resemblances of official marks. Current legislation applies only to the application of resemblances to meat, poultry meat and wild game meat. Under legislation, persons designated in an establishment's Approved Arrangement (AA) can apply a resemblance to meat or meat products, poultry meat or poultry meat products, wild game meat or wild game meat products in accordance with the AA. The AA guidelines require resemblances to be controlled through general departmental supervision and verification activities, unless otherwise required by an importing country.

Meat notice 2001/06 details the responsibilities surrounding resemblances when an establishment ceases operations (the establishment is: closed down; suspended; temporarily shut down; converted to domestic; relinquishes export registration). As detailed in the notice, management of those establishments permanently or temporarily ceasing operations must discuss with their Area Technical Manager (ATM) or Senior Food Safety Auditor (SFSA) or State Regulatory Authority officer the method of disposal of labels and packaging material bearing resemblances of official marks.

## 4. Actions and responsibilities

The Department no longer requires manufacturers to submit a Code of Practice to produce resemblances of official marks. Previous Instruments of Approval (IOA) issued to companies producing resemblances will be revoked as they are no longer required. Management of the application and disposal of resemblances will be described in establishment AAs.

### 4.1. Establishment management must

Amend their AA to include the following:

- In line with the following legislation, designate persons to be responsible for the system in place with regard to applying resemblances of official marks to meat and meat products.
  - Clause 66.1 of the *Export Control (Meat and Meat products) Orders 2005*
  - Clause 66.1 of the *Export Control (Wild Game Meat and Wild Game Meat products) 2010*
  - Clause 7.02 of the *Export Control (Poultry Meat and Poultry Meat products) 2010*

- Detail how resemblances will be managed if the establishment ceases operations (the establishment is: closed down; suspended; temporarily shut down; converted to domestic; relinquishes export registration). The AA needs to describe stock take and disposal procedures for managing resemblances.
  - If the establishment is closed for more than 2 months, they should perform a stock take of resemblance material. The stock take should be at the level of number of boxes rather than the exact number of individual bags/packaging material bearing the resemblance.
  - If the establishment is closed for a period of 12 months or more a final stock take should be performed and the resemblance material should be disposed of.
- Cease use of the EX92 form when ordering resemblances of official marks once changes have been made to the AA.

*These amendments will need to be submitted to the Department or State Regulatory Authority within one month of this notice being published.*

#### **4.2. Department of agriculture on-plant staff and State Regulatory Authority**

- Review any AA amendments and recommend to Area Technical Manager (ATM) for approval.
- Once changes to the AA have been approved, cease use of the EX92 form when ordering resemblances of official marks.

#### **4.3. Department of Agriculture Area Technical Managers/ Senior Food Safety Auditors**

- Review and where appropriate approve proposed amendments to an Establishments AA.
- Once change to the AA have been approved, cease use of the EX92 form when ordering resemblances of official marks

Director,  
Export Meat Program  
Food Exports Branch