



དཔལ་ལྷན་འབྲུག་གཞུང་། གསོ་བ་ལྷན་ཁག འབྲུག་བཟའ་ཚེས་དང་སྐྱེན་རིགས་དབང་འཛིན།

ROYAL GOVERNMENT OF BHUTAN
MINISTRY OF HEALTH
BHUTAN FOOD AND DRUG AUTHORITY
INSPECTION SERVICES



INSPECTION CHECKLIST FOR MEAT SHOP

Name of BFDA Office:	Name of Inspector/Official:	Date (DD/MM/YY)	Time (1-24 hrs.)
.....
Name of Meat shop:	License Number:	Name of Location:	
.....	
Reasons for Inspection (Please <input checked="" type="checkbox"/> one):			
<input type="checkbox"/> Regular <input type="checkbox"/> Follow-up <input type="checkbox"/> Complaint <input type="checkbox"/> Others:			

SN	REQUIREMENTS (Please either <input checked="" type="checkbox"/> Yes/No)	YES	NO	NA	Evidence/ Remarks
1	LOCATION OF THE MEAT SHOP				
1.1	The shop is located away from the Industrial area and any other establishments that produce toxic elements & smoke				
1.2	The shop is located away from the public toilet and other dumping yards				
2	BUILDING AND FACILITIES				
2.1	Outside premises of meat shop is kept clean				
2.2	Foul odour is not present in the premises meat shop				
2.3	Drainage is properly cleaned and maintained				
2.4	Main door to meat shop has mesh screens, are well-sealed, and are equipped with a self-closing device				
2.5	Floor, wall, windows, tables, chairs, etc are all clean				
2.6	Washable waterproof paint is used for inner walls of meat shop				
2.7	Ceiling is non-absorbent and easy to clean and disinfect				
2.8	There are adequate lighting facilities with clean fittings				
2.9	Meat sale counters are made of marble, aluminum or stainless-steel sheet				
2.10	The meat shop has efficient drains for washing and cleaning the floor				
2.11	There are separate workers changing and dining facility				



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2.12	There is adequate exhaust fans or ventilation				
2.13	Notice board is available displaying Fit for Human Consumption issued by BFDA				
	Hand washing facilities				
2.14	There is hand washing facility for customers and employee in meat shop equipped with soap and water				
2.15	Hand-washing facilities of are kept clean				
2.16	Proper hand-washing method chart is available in all the facilities				
	Toilets				
2.17	There is toilet facility for the shop				
2.18	Toilet is located at appropriate location				
2.19	Toilet is operational and clean				
2.20	Toilet is equipped with toilet paper or water				
2.21	Toilet has hand-washing facility				
3	PERSONAL HEALTH AND HYGIENE (Specify No.)	Total FHs who require	Total FHs in compliance	NA	
3.1	Meat Handlers (MHs) are trained and possesses valid Meat Handler's license				
3.2	MHs displayed ID cards issued by BFDA				
3.3	MHs have signed Health Requirement Form				
3.4	MHs are with clean and proper attire (apron)				
3.5	MHs are with clean and effective hair restraints				
3.6	MHs are not wearing jewelry, rings, watches and bangles				
3.8	MHs have clean, short and unpainted nails				
3.9	MHs are not eating, chewing tobacco, eating doma or smoking in meat shop				
3.10	MHs have covered well burns, wounds, sores or scabs, or splints if any				
4	MEAT HANDLING PRACTICES				
4.1	MHs are washing their hands properly, frequently, and at appropriate time				
4.2	MHs are using clean and dry towels or hand dryers				
4.3	MHs are not stepping their feet on meat during loading and unloading of meat				
4.4	No other person other than those possessing MH's licence issued by BFDA is allowed to handle meat				

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4.5	Meat of different species of animals are stored separately and without coming into contact with one another				
4.6	Meat of different species of animals are displayed separately and without coming into contact with one another				
4.7	Edible offal like livers, lungs, kidneys, stomach, etc are displayed separately without coming in contact with other meat type				
4.8	Edible offal like livers, lungs, kidneys, stomach, etc are properly cleaned				
4.9	Trotters are cleaned and displayed away from other meat				
4.10	Head of animal species are de-haired, dehorned and cleaned properly and displayed away from other meat				
4.11	No meat item is kept or stored on the floor				
4.12	Meat are stored in clean freezer				
4.13	There is adequate number of meat freezers				
4.14	All Meet freezers are in working condition and maintain at appropriate storage temperature ($\geq -18^{\circ}\text{C}$)				
4.15	Meat are hung in a manner that precludes drips from a piece falling onto another meat				
4.16	Distance between lower part of meat and floor level is ≥ 1 meter				
4.17	There is sufficient number of fans to maintain adequate and continuous circulation				
4.18	Separate chopping boards are used for meat of different species of animals				
4.19	Separate knives, or knives are washed and cleaned properly between uses for meat of different species				
4.20	First-in First-out (FIFO) system of meat is in practice				
4.21	Water and ice used are potable and safe				
4.22	Packaging materials are clean, safe and food grade				
4.23	Customers or visitors are not allowed entry into meat storage area				
4.24	Hooks used for hanging meat quarters are made of stainless steel rods (rust-free)				
4.25	Rods used for hanging meat are made of stainless steel				

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4.26	Adequate preventive measures are taken at points where hazards (physical, chemical and biological) could be introduced into meat				
4.27	Meat shop equipment, utensils, and food contact surfaces are properly washed, rinsed, and sanitized before every use				
4.28	There is no build-up of blood, meat waste, food or other materials in meat shop				
4.29	Floor of meat shop is cleaned and washed properly with potable water at the end of every day				
4.30	Chicken, fish, crustaceans are transported in cool pack boxes				
4.31	Meat transport vehicles are cleaned, washed and disinfected after unloading and before loading				
4.32	Meat is transported in vehicles equipped with enclosed compartment to protect meat from dust, dirt, flies and other sources of contamination				
4.33	Rotten meat is not displayed for sale (all spoiled meat must be disposed-off safely)				
4.34	Meat waste (including bile and intestine of fish) are disposed properly in waste bins				
5	GARBAGE STORAGE AND DISPOSAL	YES	NO	NA	
5.1	Garbage bins are clean and kept covered				
5.2	Garbage bins are not overflowing				
5.3	Separate waste bins for organic waste and other waste are available				
6	PEST CONTROL	YES	NO	NA	
6.1	Appropriate measures are taken to control contamination of meat from the environment. For example self-closing door, window screens, etc				
6.2	The meat shop is free of pest like rodent, houseflies, cockroaches, ants or insects				
6.3	Regular schedule of pest control is in practice				
6.4	There is a documentation of chemicals used for pest control				
6.5	Pesticides and application equipment are stored safely and away from meat				
6.6	Dogs, cats and other pet animals are not present in the facility				

Signature of the Owner/Manager/Representative:

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Name of the Owner/Manager/Representative:

Contact Number: **Contact Email:**

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