

FISH PROCESSING FACILITIES

Detailed Plant Inspection and Rating Report

Operating Requirements

Plant Name: _____ Owner/Supervisor: _____

Address: _____ Phone No. _____ Premises Number: _____

Date Inspected: ____/____/____ Reason: ☐ Routine ☐ Complaint ☐ Follow-up ☐ Other _____

M D Y

Regulation	Item	Deficiency		Description/Comments
	Sub-item	Mod	Crit	Dates for Correction
FIR Sch.A.I.2 FIR Sch.B.I.12,13	A. FACILITIES – General Work & Storage Areas Floors (Dry Areas), Equipment, Drains, Ceilings, Light Fixtures, Walls, Hand Washing Facilities. <input type="checkbox"/> 1. floors properly constructed <input type="checkbox"/> 2. kept in good repair <input type="checkbox"/> 3. kept clean & free of unnecessary materials			
FIR Sch.A.I.1 FIR Sch.A.I.3 FIR Sch.B.IV.8	A. FACILITIES – Floors – Wet Working Areas <input type="checkbox"/> 4. properly constructed, proper floor/wall joint proper slope (min 1/8 in/ft), drains <input type="checkbox"/> 5. impervious finish, in good repair <input type="checkbox"/> 6. kept reasonably clean during processing <input type="checkbox"/> 7. washed/disinfected daily			
FIR Sch.A.I.4 FIR Sch.A.IV.1 FIR Sch.A.II.2	A. FACILITIES – Walls & Ceilings (Wet or Dry Areas) <input type="checkbox"/> 8. smooth, crack-free surfaces <input type="checkbox"/> 9. light-coloured <input type="checkbox"/> 10. waterproof <input type="checkbox"/> 11. washable <input type="checkbox"/> 12. windowsills sloped inward <input type="checkbox"/> 13. no pipes over work surfaces			
FIR Sch.A.I.15	A. FACILITIES – Lighting <input type="checkbox"/> 14. acceptable light levels (min. 50 ft candles in processing area) <input type="checkbox"/> 15. protective covers provided <input type="checkbox"/> 16. designed to facilitate cleaning			
FIR Sch.A.I.5	A. FACILITIES – Ventilation <input type="checkbox"/> 17. provides for odour, smoke, steam removal <input type="checkbox"/> 18. prevents condensation <input type="checkbox"/> 19. filters on intakes and changed on regular basis			
FIR Sch.A.I.6 FIR Sch.A.I.7 FIR Sch.B.I.6 FIR Sch.B.I.7	A. FACILITIES – Toilet Facilities <input type="checkbox"/> 20. adequate number of fixtures <input type="checkbox"/> 21. properly constructed (floors, walls, ceiling, anteroom, toilet room doors of approved type) <input type="checkbox"/> 22. in good repair, kept clean, toilet tissue provided <input type="checkbox"/> 23. adequately ventilated <input type="checkbox"/> 24. approved disposal of sewage <input type="checkbox"/> 25. hand washing facilities in toilet area and signage to wash hands			

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FIR Sch.A.I.8	A. FACILITIES – Hand-washing Facilities <input type="checkbox"/> 26. adequate number of fixtures <input type="checkbox"/> 27. kept in good repair, kept clean <input type="checkbox"/> 28. equipped with hot and cold running water <input type="checkbox"/> 29. stocked with soap (liquid or powder) & individual towels & signage to wash hands			
FIR Sch.B.9 FIR Sch.B.8 FIR Sch.A.I.12.1 Sch.A.I.12.2 FIR Sch.B.I.7	A. FACILITIES – Offal & Refuse Disposal <input type="checkbox"/> 30. offal bins used only for offal and labelled <input type="checkbox"/> 31. offal removed at regular periods suitable for the volume <input type="checkbox"/> 32. offal containers water tight approved container & pest-proof <input type="checkbox"/> 33. sloped surface under elevated offal bins <input type="checkbox"/> 34. satisfactory method of disposal & in accordance with MOE <input type="checkbox"/> 35. sewage & liquid waste shall be inaccessible to flies, and, <input type="checkbox"/> 36. not contaminate the water supply			
FIR Sch.B.I.13	A. FACILITIES – Plant Surroundings <input type="checkbox"/> 37. kept clear with no rodent harbourage areas			
FIA 10.d FIA 9.3	B. RAW MATERIALS – Source & Licence <input type="checkbox"/> 1. source of product is approved <input type="checkbox"/> 2. fish is safe for human consumption <input type="checkbox"/> 3. fish/invertebrates processed in plant match licence type			
DWPR 15 or FIR Sch.A.I.9.1.a Sch.A.I.9.1.b Sch.B.IV.2	B. RAW MATERIALS – Water & Ice <input type="checkbox"/> 4. potable water or sanitary water <input type="checkbox"/> 5. testing of well water and other non-city sources <input type="checkbox"/> 6. adequate volume and pressure (min 20 lb in ²) <input type="checkbox"/> 7. ice made of water from approved source <input type="checkbox"/> 8. ice free of foreign matter / food grade <input type="checkbox"/> 9. ice properly stored/handled <input type="checkbox"/> 10. ice containers maintained and kept clean Hot Water Supply <input type="checkbox"/> 11. available in sufficient quantity <input type="checkbox"/> 12. minimum of 110°F			
FIR 20 FIR 20 FIR 21	B. RAW MATERIALS – Transportation of Fish for Processing <input type="checkbox"/> 13. fish adequately iced & chilled under transport <input type="checkbox"/> 14. fish protected from contamination & weather <input type="checkbox"/> 15. frozen fish must not exceed -18°C (0°F) at destination; temp must not increase >5.6°C (10°F) during transport <input type="checkbox"/> 16. records kept			

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FIR Sch.B.I.14	C. SANITATION – Cleaning Equipment & Supplies <input type="checkbox"/> 1. available for cleanup <input type="checkbox"/> 2. identified, used and stored properly			
FIR Sch.B.IV.9 FIR Sch.B.IV.10	C. SANITATION – Cleaning of Fish Contact Areas <input type="checkbox"/> 3. cleaned during shift <input type="checkbox"/> 4. cleaned & disinfected at end of work shift <input type="checkbox"/> 5. written procedures available			
FIR Sch.B.I.11.1 Sch.B.I.11.2	C. SANITATION – Rodent & Insects <input type="checkbox"/> 6. control program properly employed when problems evident, & does not contaminate fish <input type="checkbox"/> 7. insecticides, etc. of approved type, stored in secured cupboard <input type="checkbox"/> 8. should have continuous pest control program that monitors activity			
FIR Sch.B.I.10	C. SANITATION – Animals, Human Traffic <input type="checkbox"/> 9. animals not allowed in plant <input type="checkbox"/> 10. only authorized staff permitted in plant			
FIR Sch.B.I.1a FIR Sch.B.I.1b FIR Sch.B.I.1c FIR Sch.B.I.2 FIR Sch.B.I.3 FIR Sch.B.I.5 FIR Sch.B.IV.6	D. EMPLOYEES – Health & Hand-washing <input type="checkbox"/> 1. no communicable diseases <input type="checkbox"/> 2. no known carrier of diseases <input type="checkbox"/> 3. no open wounds or sores <input type="checkbox"/> 4. no coughing, sneezing, wiping nose over product <input type="checkbox"/> 5. hand-washing done after absence from line <input type="checkbox"/> 6. no finger nail polish if bare hand contact <input type="checkbox"/> 7. no smoking or spitting in work areas <input type="checkbox"/> 8. hand covering cleaning & disinfection done properly (at work shift breaks)			
FIR Sch.B.II.9.1, Sch.B.III.1, Sch.B.IV.7.1 FIR Sch.B.I.4, FIR Sch.B.V.1	D. EMPLOYEES – Outer Garments/Headgear <input type="checkbox"/> 9. smocks, coveralls, etc. of approved type, & waterproof in wet working areas <input type="checkbox"/> 10. headgear of approved type, covers hair (no bobby pins) <input type="checkbox"/> 11. garments kept clean <input type="checkbox"/> 12. garments hung up in approved manner <input type="checkbox"/> 13. outer garments not worn in toilet areas			
FIR Sch.B.III.2 FIR Sch.B.I.4	D. EMPLOYEES – Waterproof Garments <input type="checkbox"/> 14. worn where required <input type="checkbox"/> 15. properly cleaned after each shift <input type="checkbox"/> 16. hung up at breaks			
FIR Sch.A.II.8, FIR Sch.A.IV.7	E. PRODUCTION EQUIPMENT – Boxes, Carts, Bins (for holding fish prior to processing) <input type="checkbox"/> 1. if wood, treated to prevent moisture entry <input type="checkbox"/> 2. in good repair <input type="checkbox"/> 3. provide for drainage			

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FIR Sch.A.I.10 FIR Sch.A.IV.5 FIR Sch.A.I.11 FIR Sch.A.IV.8	E. PRODUCTION EQUIPMENT – Surface – Tables, Conveyors & Equipment <input type="checkbox"/> 4. product contact surfaces of approved material <input type="checkbox"/> 5. joints smooth and watertight <input type="checkbox"/> 6. constructed to facilitate cleaning of table & area beneath <input type="checkbox"/> 7. stands for workers of approved materials <input type="checkbox"/> 8. conveyor equipped with water spray, scraper, etc.			
FIR Sch.A.IV.4.1-3	E. PRODUCTION EQUIPMENT – Cutting boards, Cracking Blocks & Mallets, Roller Devices <input type="checkbox"/> 9. of approved material <input type="checkbox"/> 10. in good repair, crack free <input type="checkbox"/> 11. roller devices & filleting tables equipped with spray washers			
FIR Sch.A.IV.6 FIR Sch.A.IV.9	E. PRODUCTION EQUIPMENT – Receptacles, Trays, Tanks, Vats & Utensils <input type="checkbox"/> 12. of approved material (no enamel or wire mesh utensils, etc.) <input type="checkbox"/> 13. surfaces smooth, crack free, in good repair <input type="checkbox"/> 14. provide for drainage, where required			
	E. PRODUCTION EQUIPMENT – Smoking Facilities <input type="checkbox"/> 15. smoking unit made of approved materials & easily cleaned <input type="checkbox"/> 16. unit located within the processing facility <input type="checkbox"/> 17. separate working areas for raw & finished product			
FIR Sch.B.IV.1 93/140/EEC USFDA Food Code 3-402.11	F. PRODUCTION CONTROL – Round/Dressed Fish <input type="checkbox"/> 1. adequate washing with potable water prior to further processing <input type="checkbox"/> 2. filleting & cutting carried out in a separate location from heading & gutting of fish <input type="checkbox"/> 3. fillets & steaks are iced or refrigerated without undue delay CONDITIONS CONCERNING PARASITES <input type="checkbox"/> 4. fish are visually checked for parasites <input type="checkbox"/> 5. fish or fish parts heavily infested are removed from distribution <input type="checkbox"/> 6. fish to be consumed raw undergo freezing: -35°C for 15 hours, -20°C for at least 7 days, or to -35°C until frozen, and held at -20°C for a minimum of 24 hours. <input type="checkbox"/> 7. processor verifies freezing is applied			

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FIR Sch.A.IV.11 FIR Sch.A.IV.12	F. PRODUCTION CONTROL – Freezing <input type="checkbox"/> 1. freezing reduces temp of 1inch filet block to -20°C (-5°F) in 2 hrs <input type="checkbox"/> 2. air temp is -28°C (-20°F), min 400 ft/min to freeze fish to temp of -20°C (-5°F)			
FIR 26 FIR Sch.B.IV.3 FIR Sch.B.IV.4 FIR Sch.B.IV.5	F. PRODUCTION CONTROL – Crustaceans <input type="checkbox"/> 2. no dead crab/lobster is processed <input type="checkbox"/> 3. cooking vats drained/cleaned at least every two hours <input type="checkbox"/> 4. product removed immediately after cooking & cooled in clean cold water <input type="checkbox"/> 5. cooked, cooled product properly stored			
FIR Sch.B.III.4 FIR Sch.B.III.6	F. PRODUCTION CONTROL – Salted/Dried <input type="checkbox"/> 1. packaging, materials & ingredients properly stored to protect from contamination <input type="checkbox"/> 2. product properly stored to protect from contamination and bacteriological growth			
FIR 58, 59, 60 FIR Part IV	F. PRODUCTION CONTROL – Pickled, Spiced & Marinated Fish <input type="checkbox"/> 1. curing ingredients thoroughly mixed <input type="checkbox"/> 2. fish are clean and wholesome <input type="checkbox"/> 3. curing ingredients evenly distributed in product <input type="checkbox"/> 4. product protected from freezing or overheating during curing <input type="checkbox"/> 5. Pickle or brine is made with clean, unused salt & completely covers fish <input type="checkbox"/> 6. At least 50% of pickle is acid and pH is below 4.6 <input type="checkbox"/> 7. pH is monitored & records are kept			
FDA FDR B.21.0125	F. PRODUCTION CONTROL – Smoked Fish <input type="checkbox"/> 1. raw & finished fish products are handled at separate locations <input type="checkbox"/> 2. liquid brines are discarded after each use <input type="checkbox"/> 3. brining is done at refrigerated temperatures <input type="checkbox"/> 4. 3.5% WPS is achieved <input type="checkbox"/> 5. hot smoking achieves minimum fish internal temp of 63°C (145°F) for 30 min <input type="checkbox"/> 6. cold smoking temp <37°C (99°F) <35 hrs AND total accumulated time (brine, cool etc.) is EITHER max 9hrs btw 10 to 21°C (50 to 70°F), OR max 6 hrs >21°C (70°F) <input type="checkbox"/> 7. Modified Atmosphere Packaging meets standards			

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FIR Sch.F.1 FIR Sch.F.2 FIR Sch.F.4 FIR Sch.F.5 FIR Sch.F.6	G. STORAGE AND DISTRIBUTION – Refrigerated Storage <input type="checkbox"/> 1. minimum temperature of 4 C (40°F) maintained for all hazardous foods (Storage temperature for fresh fish is best at 32°F-35°F) <input type="checkbox"/> 2. fresh fish & fish fillets are put under timely refrigeration & repacked with clean ice as needed <input type="checkbox"/> 3. fresh & cooked fish are refrigerated at all times and not frozen <input type="checkbox"/> 4. proper loading of refrigerated unit (not above load line) <input type="checkbox"/> 5. unfrozen & un-dried salted fish are refrigerated without direct ice contact <input type="checkbox"/> 6. marinated fish & all other unfrozen fish products are refrigerated <input type="checkbox"/> 7. fish protected from contamination			
FIR Sch.F.3 FIR Sch.F.7	G. STORAGE AND DISTRIBUTION – Frozen Storage <input type="checkbox"/> 8. minimum temperature of -18°C maintained (Storage temp best at -26°C or lower) <input type="checkbox"/> 9. thawed & refrozen fish not permitted <input type="checkbox"/> 10. fish are protected from oxidation & dehydration <input type="checkbox"/> 11. frozen product protected from temp rise <input type="checkbox"/> 12. no odiferous substances stored with fish			
FIR 29.1-4 FIR Sch.F.3.1 FIR Sch.F.8	H. PRODUCT CONTROLS – Label, Recalls <input type="checkbox"/> 1. product labels comply with provincial Reg. e.g., “previously frozen” label, 3.2mm in height, must be used <input type="checkbox"/> 2. clean, new, non-toxic packaging used <input type="checkbox"/> 3. recall procedure available & adequate <input type="checkbox"/> 4. complaint procedure available & adequate			
	OTHER <hr/> <hr/> <hr/> <hr/> <hr/>			

Fish Processing Licence Types:

<input type="checkbox"/> Cold Storage Large > 80 cubic metres	CSL
<input type="checkbox"/> Cold Storage Small < 80 cubic metres	CSS
<input type="checkbox"/> Finfish Processing (not salmon, herring or dogfish)	FP
<input type="checkbox"/> Invertebrate Processing (crab, lobster, prawn/shrimp)	IP
<input type="checkbox"/> Salmon Processing	SP
<input type="checkbox"/> Trout Processing	TP
<input type="checkbox"/> Sport-caught Fish Processing	SFP
<input type="checkbox"/> Marine Plant Processing	MPP
<input type="checkbox"/> Fish Processing Not for Human Consumption	NHC