

NSW EGG MONITORING DIARY

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Introduction

This egg monitoring diary has been developed by the NSW Department of Primary Industries to assist egg businesses in complying with the legal requirement to implement the Biosecurity (*Salmonella* Enteritidis) Control Order 2019.

This monitoring diary has been specifically developed for all egg businesses including those who carry out processing such as crack detection, washing and grading.

In order to comply with the monitoring requirements of the Biosecurity (*Salmonella* Enteritidis) Control Order 2019, all monitoring records provided in this diary must be completed and be kept for at least two years.

It is the responsibility of the licensee to ensure that this diary is completed and maintained to remain compliant with their legal requirements.

Management responsibility

_____ is committed to maintaining this diary so that:

- the eggs produced and sold are safe and suitable for human consumption, and
- the business complies with the requirements of the Biosecurity (*Salmonella* Enteritidis) Control Order 2019.

This diary is our documented monitoring requirements of the Biosecurity (*Salmonella* Enteritidis) Control Order 2019 which is designed to prevent, eliminate and minimise biosecurity risks, including those posed by people entering a place at which commercial agricultural activities occur.

Signed: _____ Position: _____

Date: _____

Outcome 1

Construction and maintenance

**applicable to grading & storage facilities, and where eggs are laid i.e. cages & nesting boxes*

How to comply

- An egg business must ensure that premises, equipment and transportation vehicles are designed and constructed in a way that minimises the contamination of eggs
- An egg business must ensure that premises, equipment and transportation vehicles are designed and constructed in a way that allows for effective cleaning and sanitation
- An egg business must ensure that premises, equipment and transportation vehicles are designed and constructed in a way that minimises the harbourage of pests and vermin
- Egg packing and grading facilities must be constructed and maintained to prevent wild bird and vermin access
- The facility must have an adequate supply of potable water
- Design and construction of the facility must be appropriate for the activities undertaken
- Design and construction of the facility must be able to exclude dirt, dust, fumes, and other contaminants and not permit the entry and harbourage of pests
- Floors must be designed and constructed in a way that can be effectively cleaned, unable to absorb grease, food particles or water and be laid so there is no pooling of water
- Walls must be sealed to prevent the entry of dirt, dust and pests and be able to be effectively cleaned
- Ceilings must be sealed to prevent the entry of dirt, dust and pests and be able to be effectively cleaned
- Poultry housing must be constructed and maintained in a manner to prevent wild bird and vermin access
- Nesting boxes and cages must be constructed of a sealed material, so they are smooth, impervious and able to be easily cleaned

Documentation

- Form 5 – Monthly monitoring checklist

Outcome 2

Hygiene and sanitation

How to comply

- Persons must exercise personal hygiene and health practices to prevent the likelihood of eggs becoming unsafe or unsuitable
- An egg business must take all reasonable measures to ensure staff and visitors exercise personal hygiene and health practices to prevent the likelihood of eggs becoming unsafe or unsuitable
- An egg business must ensure staff who engage in or supervise the primary production of eggs have skills and knowledge of food safety and hygiene matters
- An egg business must keep premises, equipment and transportation vehicles effectively cleaned, sanitised and in good repair to prevent the likelihood of eggs becoming unsafe or unsuitable
- Food handlers must report illness that may result in food being unsafe or unsuitable, and if they have been diagnosed as having or carrying a foodborne illness
- Visitors must report illness that may result in food being unsafe or unsuitable, and if they have been diagnosed as having or carrying a foodborne illness
- Food handlers must wash their hands whenever their hands are likely to contaminate food
- Hand wash facilities must be provided and be easily accessed by food handlers
- Training must be provided for staff, commensurate with their work activities

Documentation

- Form 5 – Monthly monitoring checklist

Outcome 3

Production areas

How to comply

- Production areas must be clearly identified so it is clear if a person or thing is within or outside a production area
- Entrances to the production areas must be identified with compliant signage
- All entrances to the production area must have a clearly visible sign with words to the effect of 'A Control Order made under the Biosecurity Act 2015 applies to anyone who enters this area. Unauthorised entry may be an offence. Contact the person in charge before entry to find out how the order applies to you.'
- Entrance signs must be clearly visible and legible and must include contact information for the person in charge
- A copy of the Control Order or details of where to view the Control Order must be provided to persons entering production areas

Documentation

- Form 1 – Site map

Outcome 4

Disinfection

How to comply

- Entrances to production areas must have appropriate footwear controls
- Entrance to production areas must have footbaths with suitable disinfectant
- Footbath disinfectant must be made and/or used in accordance with the manufacturer's instructions
- Footbaths must be inspected and maintained daily
- Entrances to production areas must have effective hand wash or disinfection controls
- Soap and water or disinfectant must be available at production area entrances
- Sufficient parking facilities must be provided outside production facilities
- There must be sufficient soap or detergent available for washing wheels or footsteps for vehicles entering or leaving production areas
- There must be equipment or materials available for washing wheels or footsteps for vehicles entering or leaving production areas
- Sufficient material and equipment must be available and appropriately used for vehicles entering and exiting production areas
- Entrances to production areas must be equipped with a device to remove organic matter
- There must be a sufficient number of 'shed boots' available at production area entrances for all persons
- 'Shed boots' must be maintained in a clean condition
- 'Shed boots' must not be worn outside of production areas
- Cardboard egg flats and cartons must be handled in compliance with the Control Order
- Plastic egg fillers must be handled in compliance with the Control Order
- Pallets must be handled in compliance with the Control Order
- Plastic flats or fillers must be sufficiently cleaned or disinfected
- Pallets are to be stored in a clean area that complies with the Control Order
- Pallets must be sufficiently cleaned
- Pallets must be stored to prevent contamination or the harbourage of rodents
- Used cardboard flats or cartons must be sufficiently disinfected by heat treatment
- Dead birds must be appropriately disposed of to ensure they are not a source of contamination
- Dead birds must be stored in a manner that prevents vermin or other animals' access

Outcome 5

Documentation

How to comply

- The vermin control strategy must comply with the Control Order
- Rodent bait stations must be included in the vermin control strategy to sufficiently control rodents
- Vermin controls must be implemented to address sighted vermin
- Bait stations must be checked weekly
- Bait stations must have sufficient baiting materials
- Vermin habitat must be removed within or around production areas
- Records of action taken in vermin control strategy must be maintained
- Written records of persons entering the production areas must be maintained
- Written records of all deliveries into the production area must be maintained
- Delivery records must include the nature and contents of the delivery
- Delivery records must include the name of the company, number plate and/or person making the delivery
- Dispatch records must include the nature and contents of the thing removed
- Dispatch records must include the name of the company, number plate or person carrying out the removal
- Written delivery records must be maintained
- Written removal records must be maintained
- Written records of poultry mortalities must be available for the previous 12 months
- Written records of persons, poultry, vehicles and equipment entering production areas must be available for the previous 12 months
- Written records of persons, poultry, vehicles and equipment exiting production areas must be available for the previous 12 months

Documentation

- Form 2 – Receiving
- Form 3 – Dispatch
- Form 4 – Visitor log
- Form 6 – Pest control register
- Form 7 – Deceased bird log

Outcome 6**Persons****How to comply**

- Persons must enter production areas via designated entry points
- Persons must comply with footwear controls when entering production areas
- Persons must comply with handwash and disinfection controls when entering production areas
- Persons must comply with vehicle disinfection controls when entering or exiting production areas

MONITORING DIARY

This section contains monitoring records required to be completed to demonstrate that you are operating in compliance with the Control Order.

Form 1: Site map - to be completed by all businesses and must identify location/s of Control Order signage



Form 2: Receival – include receival of birds, eggs from other facilities, equipment, packaging etc.

Date received	Items received- include the name, contact details, vehicle registration and license number (if applicable)	Identification number (e.g. batch)	Quantity	Corrective action
3/5/19	Johnny's eggs	987654	50 doz	Into batch 123456

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Form 3: Dispatch – include spent birds, eggs, equipment etc.

Date of dispatch	Company/ person items are dispatched to; customer/ retailer/ market where eggs are sold. IF sold to a processor; name and license number.	Batch number	Use by date	Quantity
4/5/19	The Egg Market	123456	10/5/19	100 doz

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Form 4: Visitors log

Date	Name of visitor	Contact number	Reason for visit/ area visiting *record any equipment removed from production area here	Any exposure to poultry/pigs in previous 48 hours? (y/n)	If yes, facility/farm details	Time at entry	Time at departure	I have been given information and agree to comply with the control measures in place as outlined by the person in charge in compliance with <i>Biosecurity (Salmonella Enteritidis) Control Order 2019</i> . (Sign or initial if you agree).
5/5/19	John Davies	0423568912	Fix shed door	N	n/a	9:10am	10:30am	JD

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Date	Name of visitor	Contact number	Reason for visit/ area visiting *record any equipment removed from production area here	Any exposure to poultry/pigs in previous 48 hours? (y/n)	If yes, facility/farm details	Time at entry	Time at departure	I have been given information and agree to comply with the control measures in place as outlined by the person in charge in compliance with <i>Biosecurity (Salmonella Enteritidis) Control Order 2019</i> . (Sign or initial if you agree).
5/5/19	John Davies	0423568912	Fix shed door	N	n/a	9:10am	10:30am	JD

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Storage of feed prevents entry, harbourage or contamination from pests and vermin		
Pesticides/veterinary medicines used and stored according to manufacturer's instructions		
Procedures for dealing with sick/dead birds, manure and leakers followed		
Processing room		
Ceilings, floors and walls maintained smooth and impervious		
Doors, benches and cupboards free from damage and deterioration		
Lights covered		
Equipment and fittings free from rust, corrosion and peeling paint		
Hand wash basins are operating and accessible, have warm water, soap and paper towels available		
Chemicals, cleaning equipment and packaging stored to prevent cross contamination		
Premises construction and stored materials not providing harbourage or entry of pests/vermin		
External doors/openings prevent entry of pests, windows have flyscreens attached		
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Equipment (e.g. feeders, water storage, cages/nesting boxes, collection equipment, waste containers) routinely cleaned and in good repair		
Storage of feed prevents entry, harbourage or contamination from pests and vermin		
Pesticides/veterinary medicines used and stored according to manufacturer's instructions		
Procedures for dealing with sick/dead birds, manure and leakers followed		
Processing room		
Ceilings, floors and walls maintained smooth and impervious		
Doors, benches and cupboards free from damage and deterioration		
Lights covered		
Equipment and fittings free from rust, corrosion and peeling paint		
Hand wash basins are operating and accessible, have warm water, soap and paper towels available		
Chemicals, cleaning equipment and packaging stored to prevent cross contamination		
Premises construction and stored materials not providing harbourage or entry of pests/vermin		
External doors/openings prevent entry of pests, windows have flyscreens attached		
Premises and equipment effectively cleaned and sanitised (where applicable)		
Procedures for crack detection and cleaning dirty eggs followed		
Procedures for personal health and hygiene followed		
Eggs correctly labelled for traceability as per program		
Completed by:	Signed:	

Form 5: Monthly monitoring checklist

Satisfactory (✓) Unsatisfactory (✖) - complete corrective action column

Date:	✓/✖	Corrective action
Laying environment		
Premises (e.g. sheds/barns) tidy and in good repair		
Equipment (e.g. feeders, water storage, cages/nesting boxes, collection equipment, waste containers) routinely cleaned and in good repair		
Storage of feed prevents entry, harbourage or contamination from pests and vermin		
Pesticides/veterinary medicines used and stored according to manufacturer's instructions		
Procedures for dealing with sick/dead birds, manure and leakers followed		
Processing room		
Ceilings, floors and walls maintained smooth and impervious		
Doors, benches and cupboards free from damage and deterioration		
Lights covered		
Equipment and fittings free from rust, corrosion and peeling paint		
Hand wash basins are operating and accessible, have warm water, soap and paper towels available		
Chemicals, cleaning equipment and packaging stored to prevent cross contamination		
Premises construction and stored materials not providing harbourage or entry of pests/vermin		
External doors/openings prevent entry of pests, windows have flyscreens attached		
Premises and equipment effectively cleaned and sanitised (where applicable)		
Procedures for crack detection and cleaning dirty eggs followed		
Procedures for personal health and hygiene followed		
Eggs correctly labelled for traceability as per program		
Completed by:	Signed:	

Form 5: Monthly monitoring checklist

Satisfactory (✓) Unsatisfactory (✖) - complete corrective action column

Date:	✓/✖	Corrective action
Laying environment		
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Equipment (e.g. feeders, water storage, cages/nesting boxes, collection equipment, waste containers) routinely cleaned and in good repair		
Storage of feed prevents entry, harbourage or contamination from pests and vermin		
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Procedures for crack detection and cleaning dirty eggs followed		
Procedures for personal health and hygiene followed		
Eggs correctly labelled for traceability as per program		
Completed by:	Signed:	

Form 6: Pest control register - to be completed by all facilities

Date	Area/s checked and/or treated	Any pest activity? (y/n)	Action taken (e.g. remove wild birds, replace rat bait)	Chemical name	Chemical batch details	Pest control performed by
1/5/19	Around shed 1	Y	Replaced baits	Ratkill	123456	JS

Form 6: Pest control register - to be completed by all facilities

Date	Area/s checked and/or treated	Any pest activity? (y/n)	Action taken (e.g. remove wild birds, replace rat bait)	Chemical name	Chemical batch details	Pest control performed by
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1/5/19	Around shed 1	Y	Replaced baits	Ratkill	123456	JS

Form 7: Deceased birds log - to be completed whenever deceased birds are located and disposed of

Date	Area located	Quantity	Location of disposal	Performed by
1/5/19	Shed 1	3	<i>Incinerated</i>	JS

Form 7: Deceased birds log - to be completed whenever deceased birds are located and disposed of

Date	Area located	Quantity	Location of disposal	Performed by
1/5/19	<i>Shed 1</i>	3	<i>Incinerated</i>	<i>JS</i>

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Date	Area located	Quantity	Location of disposal	Performed by
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Notes



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