Risk Management Programme (RMP) Template for the Storage of Bulk Honey

You can use this RMP template if you undertake any of the following:

- **Storage of bulk honey**
- **Packing/repacking in a store**
- **Transport of bee products**

Name of Company, Business Owner or Partners:

This RMP template is issued by the Ministry for Primary Industries in accordance with section 12 (3A) of the Animal Products Act 1999 (APA) for the purpose of making the determination that the **Risk Management Programme Template for the Storage of Bulk Honey** is valid and appropriate for the business of this kind described in the Statement of Application.

This page is not part of the RMP.

Statement of Application

The application of the **Risk Management Programme Template for the Storage of Bulk Honey** is limited to businesses of the kind that are involved in:

- Storage of bulk honey
- Packing/repacking in a store
- Transport of bee products.

Dated at Wellington _____ day of _____

Nigel Lucas
Acting Manager Animal Products
Ministry for Primary Industries
(acting under delegated authority of the Director-General)

Contact for further information

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Disclaimer

Considerable effort has been made to ensure that the information provided in the **Risk Management Programme Template for the Storage of Bulk Honey** is accurate, up to date, and otherwise adequate in all respects. Nevertheless, this template is approved STRICTLY on the basis that the Crown, the Ministry for Primary Industries, its statutory officers, employees, agents, and all other persons involved with the writing, editing, approval or publication of, or any other kind of work in connection with the **Risk Management Programme Template for the Storage of Bulk Honey**:

(1) disclaim any and all responsibility for any inaccuracy, error, omission, or any other kind of inadequacy, deficiency, or flaw in, or in relation to, the **Risk Management Programme Template for the Storage of Bulk Honey**; and

(2) without limiting 1) above, fully exclude any and all liability of any kind, on the part of any and all of them, to any person or entity that applies the **Risk Management Programme Template for the Storage of Bulk Honey**.

Part 1: General RMP Sections

To complete this RMP template refer to the Guidance Document: How to Complete an RMP Template.

1. Business Identification

Programme Title (optional)		
Version (number or date)		
Business ID		
RMP No. (2-digit suffix)		
Are other businesses covered by this RMP?	☐ **No**	Fill in all pages except **Section 3. Multi Business RMP.**
	☐ **Yes**	Fill in all pages for the main business. Copy and fill out **Section 3. Multi Business RMP** for each other business operating under this RMP.

2. Operator Name, Business Address and Contact Details

Type of legal entity (check one)	**Name**
☐ **Company**	
☐ **Sole trader**	
☐ **Partnership**	
Trading Name	
Physical address of premises	
Postal address (for communication)	
Phone number	
Mobile phone number	
Email In entering this email, I consent to being sent information and notifications electronically.	

3. Multi Business RMP

Copy and fill out this page for each other business operating under this RMP.

Business ID	
Full Legal Name	
Trading Name	
Physical address of premises	
Postal address (for communication)	
Phone number	
Mobile phone number	
Email	
Evidence of sufficient control of RMP operator over this business	☐ Yes, contract or written correspondence between the two parties is attached.
Consent of this business operator	☐ Yes, I give consent.
Name of operator or Day-to-day Manager of RMP giving consent	
Signature	
Date	

4. Responsible Person

Name, position or designation of the Day-to-day Manager of the RMP	
Email *	
Mobile Phone *	

* If different from Section 2

5. Scope of the RMP

Type of premises and RMP physical boundaries	
☐ The physical boundaries of the RMP are shown on the attached site plan.	
The RMP covers the following processes or activities	
☐ Supply of empty drums to extractor	☐ Melting and moulding of beeswax
☐ Transport of bulk honey from ~~extraction plant to storage facility~~or to your own premises	☐ Refrigerated storage
☐ Packing/repacking in a store of unexposed product	☐ Dry storage
☐ Other _____	

Note: Any additional processes added to this template will need to be evaluated by an MPI recognised RMP evaluator

Activities excluded from the RMP		
The following products or activities that occur within the physical boundaries of the RMP are excluded because they are covered under a different RMP or a risk-based measure under the Food Act 2014.		
Further processing occurs within the physical boundaries of this RMP: ☐ **Yes** or ☐ **No**		
Product or Activity	**Covered under**	
	☐ Another RMP No._____	☐ Food Act 2014
	☐ Another RMP No._____	☐ Food Act 2104

6. Other Activities at Same Place

Activities other than the storage of bulk honey occur within the physical boundaries of the RMP:

☐ **Yes** ☐ **No**

If yes, list in the table below:

- each activity occurring within the RMP physical boundary other than the storage of bulk honey;
- how the activity is controlled, so operations are not adversely affected; and
- who is responsible for ensuring that the control measures are implemented and effective

Activity	Control Measures	Responsibility

7. Sharing with Other Operators

Persons other than those covered by this RMP are carrying out activities within the physical boundaries of the RMP:

☐ **Yes** ☐ **No**

If yes, list in the table below:

- who they are;
- each activity;
- how that activity is controlled so operations are not adversely affected; and
- who is responsible for ensuring that the buildings, facilities and equipment are maintained in a suitable condition.

Other Person	Activity	Control Measures	Responsibility

8. Product Description

Products	Bulk honey	Beeswax	Other	Other
Intended consumer	• Humans (general public)	• Humans (general public)		
Intended use of product that leaves RMP	• Further processing and packing to liquid/creamed honey or other honey products • Ingredient for preparation of other foods	• Further processing into products for pharmaceutical use and manufacture of cosmetics • Further processing into comb foundation		
Regulatory Limits	• FSC[1] 1.4.1 Sch 19-6 – Tutin 0.7mg/kg	• None		
Other regulatory requirements specific to product	• Honey composition FSC 2.8.2 – – reducing sugars ≥ 60% – moisture ≤ 21% • Food Notice: Maximum Residues Levels for Agricultural Compounds Sch 1 • A Harvest Declaration must be provided for every consignment and comply with the GREX • Every consignment of honey must comply with the HC Spec 13.45[2]	• Fit for purpose • A Harvest Declaration must be provided for every consignment and comply with the GREX • Every consignment of honey must comply with the HC Spec 13.45[2]		
Labelling Requirements	• Labelling of transportation outers Part 6.6 of the Code[3]	• Labelling of retail packs as specified in the FSC[1] • Labelling of transportation outers Part 6.6 of the Code[3]		

[1] FSC refers to the Australia New Zealand Food Standards Code

[2] HC Spec refers to the Animal Products Notice: Specifications for Products Intended for Human Consumption 2016

[3] Code refers to the Operational Code: Processing of Bee Products

9. Process Description

☐ **Bulk Honey**	☐ **Packing/re-packing in a store**	☐ **Beeswax**	☐ **Other**
☐ Loading and transport of honey drums from extraction plant	☐ Make/break up a consignment	☐ Collection of cappings etc.	☐
☐ Receiving and unloading at storage facility	☐ Re-label if required	☐ Separation of honey from cappings	☐
☐ Storage	☐ Re-pack into fresh packaging	☐ Melting of wax	☐
☐ Dispatch	☐ Storage	☐ Filling of wax into moulds	☐
☐ Transport	☐ Dispatch	☐ Cooling	☐
	☐ Transport	☐ Storage	☐
		☐ Dispatch	☐
		☐ Transport	☐

Note: the processes you select need to match the appropriate documents selected in the RMP Document List below.

10. External Verification

(1) I allow my contracted verifier to have the freedom and access necessary to allow him/her to carry out verification functions and activities, including:

a) such freedom to access premises, places, or facilities covered by a risk management programme as is necessary to enable a recognised risk management programme verifier to carry out his or her functions and activities; and

b) such access to documents, records, and information that relate to a risk management programme as is necessary to enable a recognised risk management programme verifier to carry out his or her functions and activities; and

c) such access to things (including containers and packages) that are used in connection with producing and processing animal material and animal products under a risk management programme as is necessary to enable a recognised risk management programme verifier to carry out his or her functions and activities; and

d) such access to animal material, animal product, equipment, packages, containers, and other associated things used in processing animal material and animal product under a risk management programme as is necessary to enable a recognised risk management programme verifier to carry out his or her functions and activities (including identifying and marking any of those things); and

e) such freedom to examine and take samples (for the purpose of analysis or retention) of animal material, animal product, or any other outputs, substance, or associated thing which has been, is, or may be used in contact with, or in the vicinity of animal material or animal product being produced or processed under a risk management programme as is necessary to enable a recognised risk management programme verifier to carry out his or her functions and activities.

(2) By way of explanation, in the case of a significant risk to the fitness for intended purpose of animal product or suitability of animal material for processing, a recognised risk management programme verifier may:

a) recommend to the operator that processing under the risk management programme be temporarily interrupted; and

b) recommend to the operator that any affected animal product that may not, or no longer, be fit for its intended purpose be detained; and

c) recommend to an Animal Product Officer that the officer exercises his or her powers of interruption of operations under section 89 of the APA which (in the case only of the powers under section 89(b) and (c)) may be exercised by the Animal Product Officer over the phone if he or she considers that appropriate.

☐	A letter has been received from the verification agency confirming they will verify the RMP at all sites covered by this RMP.
☐	Copy of Verification Letter is attached.

11. RMP Document List

Table 1: RMP document list

Documents from the RMP template				Additional Documents written by the Operator	
Title		**Page No**	**Date signed**	**Title**	**Date Issued**
Part 1: General RMP Sections					
1	Business Identification	3			
2	Operator Name, Business Address & Contact Details	3			
3	Multi business RMP	4			
4	Responsible Person	5			
5	Scope of the RMP	6		Site plan	
6	Other Activities at Same Place	7			
7	Sharing with Other Operators	7			
8	Product Description	8			
9	Process Description	9		Process flow diagram	
10	External Verification	10		Letter from Verifier	
11	RMP Document List	11			
12	Confirmation	14			

Document	Documents from the Code Operational Code: Processing of Bee Products		Operator's own documents based on the Code		Operator's own documents for additional products/processes/ procedures		Person responsible for implementation
	Reference	Date	Reference	Date	Reference	Date	
Part 2: Supporting Systems							
Document control and record keeping	Part 2.1						
Personnel health and hygiene	Part 2.2						
Personnel Competencies and training	Part 2.3						
Operator verification and notifications	Part 2.4						
Corrective action	Part 2.5		Corrective Action Register				
Design, construction and maintenance of facilities and equipment	Part 3		Repairs and Maintenance Register				
Repairs and maintenance	Part 4		Repairs and Maintenance Register				
Cleaning and sanitation	Part 5		Cleaning Schedule				
Receipt of incoming goods for processing	Part 6.1						
Allergen management	Part 6.2						
Packaging	Part 6.3						
Inventory control and traceability	Part 6.4						
Calibration of measuring equipment	Part 6.5		Calibration Schedule				
Labelling and identification of bee products	Part 6.6						

Document	Documents from the Code Operational Code: Processing of Bee Products		Operator's own documents based on the Code		Operator's own documents for additional products/processes/ procedures		Person responsible for implementation
	Reference	Date	Reference	Date	Reference	Date	
Control of maintenance compounds	Part 6.7		Chemical Register				
Pest Control	Part 6.8						
Processing of honey	Part 6.9						
Beeswax processing	Pat 6.16						
Non-complying product and recall	Part 6.21						
Waste material	Part 6.22						
Storage	Part 6.23						
Packing/Re-packing in a store	6.23.7						
Transport	Part 6.24		Vehicle list (if using own vehicles for transport)				
Part 3: HACCP Application							
Introduction	Part 7.1						
Identification and Control of Risk Factors Related to Wholesomeness and False and Misleading Labelling	Part 8						

12. Confirmation by the Day-to-day Manager of the RMP

I confirm that:

☐	All of the documents listed in Section 11 are appropriate for my operation.
☐	All facilities and equipment necessary to implement the RMP are available and ready to operate.
☐	The RMP, including all Supporting Systems, has been authorised by me.
☐	The RMP, including all relevant legislation and parts of the Operational Code: Processing of Bee Products incorporated into the RMP will be implemented as written.
Signature	Day-to-day Manager of the RMP
Date	