DIRECTORATE: VETERINARY SERVICES
SUBDIRECTORATE: VETERINARY PUBLIC HEALTH

ESTABLISHMENT AND ANNUAL REGISTRATION OF ABATTOIRS IN THE PROVINCE

FIRST REGISTRATION

1. The prospective owner approaches the local VPH officer and indicates their intention to operate an abattoir.

2. The local VPH officer will then give preliminary inputs on the possibilities, based on their knowledge of the legislation and the area.

3. The owner will then be given the “application form for establishment of an abattoir” form to complete.

4. The owner must then complete the form and attach
   a) A letter of consent from the local municipality,
   b) An Environmental Impact Assessment (EIA) report for the establishment of the facility (If the abattoir will produce more than 10 000kg of meat per year),
   c) Architectural plans of the intended structures,
   d) Proof of payment for assessment of the application

5. The form above is then submitted to the VPH officer, who will then evaluate its completeness.

6. Once the VPHO has assessed the form for completeness, the form is submitted to the regional VPH Assistant Director who will then evaluate the application with inputs from the local VPHO. The evaluation process will include visits to the identified land/buildings to assess factors such as neighbouring structures, ground slope, and drainage.

7. If the Assistant Director is satisfied with the application, the documents with a recommendation of the Assistant Director are submitted to the Deputy Director (VPH) in the province, who will then evaluate the documents.
8. If the Deputy Director is satisfied with the application, the documents with a recommendation from the Assistant Director are submitted to the Provincial Executive Officer (PEO) for approval.

9. Once the PEO has given his/her approval, the owner is given a written consent to continue with the construction of the abattoirs. The architectural plans are also approved and stamped by the PEO.

10. The construction of the abattoirs will be monitored by the local VPHO with assistance of the regional Assistant Director.

11. The owner will be expected to acquire the necessary personnel for slaughtering, and will also be expected to provide the necessary training for the workers through an accredited service provider.

12. The owner is also expected to secure an independent meat inspection services. The number of meat inspectors and examiners needed at a particular abattoir will depend on the size and complexity of the abattoir.

13. Once the building is complete, a trial slaughter will be organized in the presence of the local VPHO and regional Assistant Director.

14. If the trial slaughter is successful, the abattoir will then be issued with a registration certificate with a unique registration number.

**ANNUAL RE-REGISTRATION**

1. The registration of an abattoir shall be valid for a period of a year, starting in January.

2. All abattoir registrations shall lapse on the 31st of December, regardless of when the abattoir registered during the year. The exception to this rule shall apply to abattoir registering between October and December, in which case their registration shall be extended to December of the next year.

3. The owner of the abattoir shall apply for re-registration of the abattoir on the form “Application for abattoir registration”, starting in October. The applicable registration fee as approved by the departmental finance section shall be paid before the registration can be processed.

4. If the PEO is satisfied that the abattoir meets the requirements of the Meat Safety Act, he/she shall approve the application and issue a new registration certificate.

**REFERENCE DOCUMENTS**

2. Red meat regulations – No. 1072 of 2006