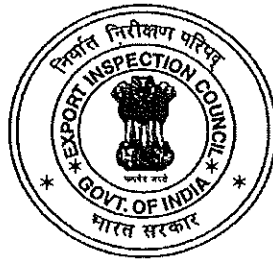




# **EXECUTIVE INSTRUCTIONS FOR APPROVAL OF FEED MILL & HATCHERY AND LISTING OF AQUACULTURE FARMS, FISHING VESSEL, LANDING SITES RELATED TO EXPORT OF FISH & FISHERY PRODUCTS**

**Export Inspection Council**



**(Ministry of Commerce & Industry, Govt. of India)**

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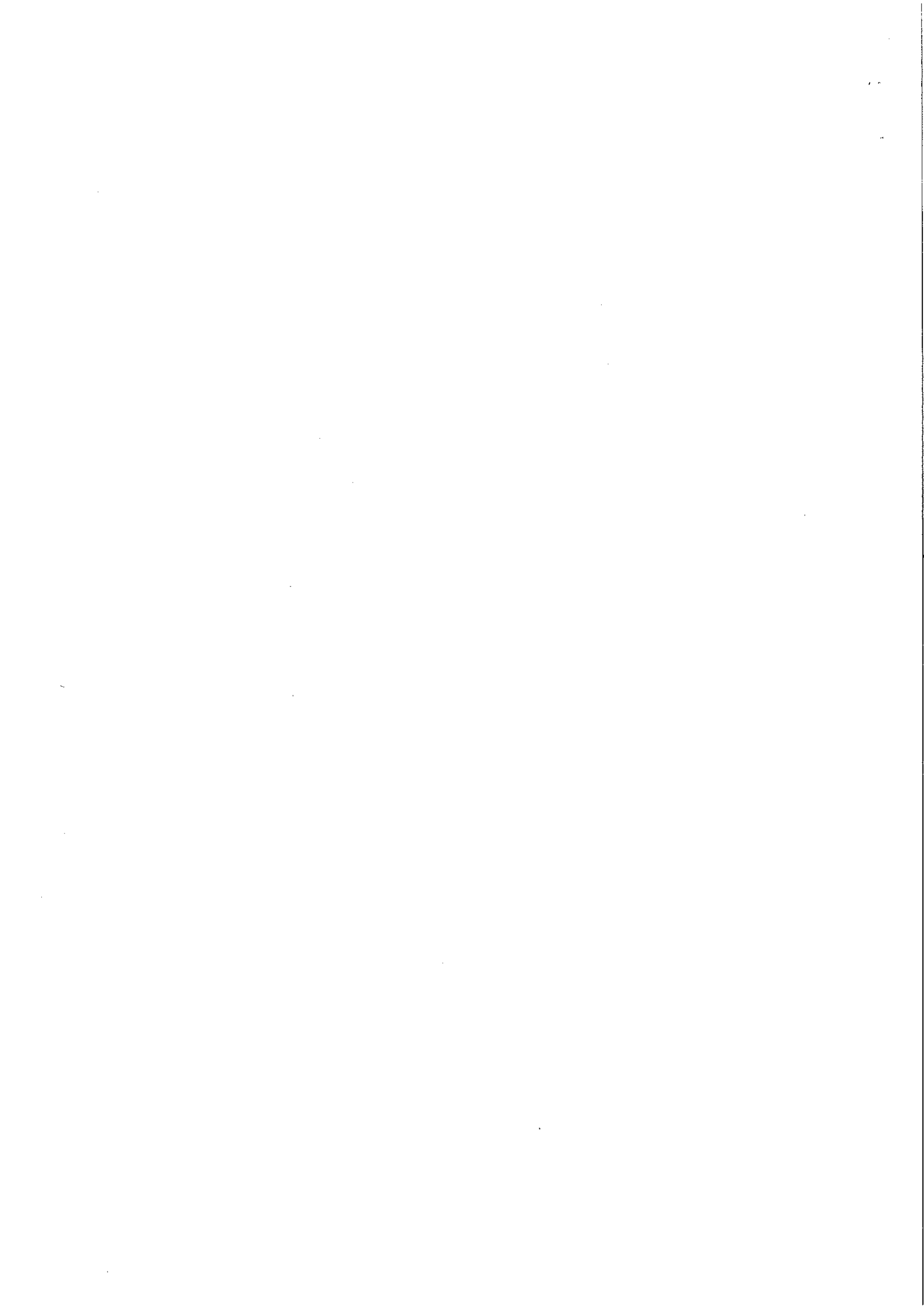
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<b>1.</b>	<b>INTRODUCTION</b>
<b>1.1</b>	<p>The requirements for the approval of the <b>feed mills, hatcheries, aquaculture farms, fishing harbours, landing / auction centres and fishing vessels</b>, to undertake allied activities related to fish and fishery products <b>meant for export</b> have been published vide GOI Order S.O.729 (E) dated 21.8.1995, subsequently amended vide Orders S.O. 792 (E) dated 17.8.2001, S.O.722 (E) dated 10.7.2002, S.O. 464 (E) dated 24.4.2003, S.O. 1227 (E) dated 23.10.2003 and 1227 (E) dated 31st July 2006 and GOI Notification S.O. 730 (E) dated 21.8.1995, subsequently amended vide Notifications S.O 415 (E) dated 11.4.2002, S.O 1029 (E) dated 24.9.2002, S.O.1034 (E) dated 9.9.2003, and S.O.717 dated 25.2.2005, S.O. 612 dated 15.2.2007, S.O.1519 (E) dated 16.6.2008, S.O.2714 (E) dated 28.10,2009, S.O. 143 (E) dated 21.1.2011 and S.O. 497 (E) dated 10.3.2011 on the basis of which the above facilities related to fish and fishery products, are being listed by the Competent Authority.</p> <p>The Primary responsibility for meeting the food safety requirements of importing countries and also those specified in the GOI Notifications lies with the above facilities and the establishments intended to process and export the fish and fishery products, for which they are required to plan and implement detailed HACCP based process control (own check system), where needed, and to maintain minimum necessary records.</p> <p>The role of Export Inspection Council (EIC) and Export Inspection Agencies (EIAs) is to exercise Official Control by listing primary production facilities per annum per establishment and implementing an effective surveillance system to ensure compliance to the requirements as per Rule 3 read with Rule 13 of the Notification No. S.O. 730 (E) dated 21 August 1995.</p>
<b>2.</b>	<b>PROCEDURE FOR LISTING</b>
<b>2.1</b>	<p>Facilities part of the food chain in the entire process of production and the export of the fish and fishery products are to be listed by establishments and be verified by EIC / EIAs based on the documentations attached by the establishment as amended from time to time.</p> <p>Minimum requirements for listing the aforesaid facilities are given at <b>Appendix - A, B, C, D, &amp; E.</b></p>
<b>2.2</b>	<p>Facilities like feed mill and hatcheries shall submit an application for per <b>Annexure 1 &amp; 2.</b></p> <p>A facilities like aquaculture farms, fishing harbours, landing / auction centres, and fishing vessels, which is part of the food chain for processing and export of fish and fishery, products shall undertake the listing through e-certification.</p>
<b>2.3</b>	<p>There shall be no fee for listing /auditing the primary facility.</p>
<b>2.4</b>	<p>EU Establishment are advised to upload the details like registration number / farm / pond number / vessel name / name of the landing site on the e-certification link. The copy of the Pre Harvest Test Report (PHTR) / Catch Certificate shall also be uploaded on e-certification, by the establishment. In case of fresh water / wild caught material the catch area need to be listed.</p> <p>Once the online listing is completed by the establishment, then the concerned EIA / S.O. shall undertake the validation of each PHTR/ Catch certificate. While undertaking the validation EIA official shall ensure that the information stated in the PHTR / Catch Certificate matches with the on-line data filled by the</p>



	establishment. If the data submitted by processor is satisfactory then EIA official shall "validate" the same. If the PHTR / catch certificate details are not matching with the data filled by the processor then the request of listing shall be sent back to the establishment for necessary modification or the EIA official can undertake the modification. If the attachments are not related then the EIA official shall reject the validation
<b>2.5</b>	<b>Assessment of suitability of the facilities for listing</b>
<b>2.5.1</b>	<p>Before recommending the renewal of approval to the EU establishment, EIA officer (D.D. / A.D. / T.O.) in the respective H.O. /S.O. shall undertake the audit of primary production facility.</p> <p>2% of the aquaculture ponds / fishing vessel per establishment per annum shall be verified for compliance.</p> <p>In addition to above, 25% of the landing sites / auction centres per establishment per annum shall be verified for compliance.</p> <p>The date of renewal of approval may be taken as reference date for calculating the one year period for that establishment.</p>
<b>2.5.2</b>	Preferably primary production facilities, already audited, shall not be re-audited, again.
<b>2.5.3</b>	In charge of the Agency, shall ensure that the primary production facilities are audited as per the frequency as stated at 2.5.1. No cases of renewal of approval of the establishment shall be recommended to EIC, unless these primary production facilities audited and reports are uploaded on e-certification.
<b>2.5.6</b>	APE / Monitoring official shall use the <b>Annexure-3 to Annexure-7</b> for assessing the feed mill, hatchery, aquaculture ponds, landing sites & fishing vessels.
<b>2.6</b>	<b>Action to be taken for addition / modification / deletion of the existing listing</b>
<b>2.6.1</b>	If required, establishment may undertake any new additions in the existing list of facility by submitting the fresh listing request. EIAs shall validate the same and once validated, establishment may use these facilities for procuring the raw material.
<b>2.7</b>	<b>On-site verification assessment by APE</b>
<b>2.7.1</b>	<p>The EIA officer (DD / AD / TO) in the respective H.O. /S.O. shall be the Convener APE.</p> <p>The verification shall be done preferably prior / on the same day / following day of renewal of the establishment.</p>
<b>2.7.2</b>	<p>The on-site verification shall be done for the facilities falling within the jurisdiction. If all the facilities are not within S.O. / H.O. jurisdiction then request shall be sent to the nearest H.O. / S.O. ( with a copy to EIC &amp; HO ) to undertake such on-site verification. In this case establishment's technologist shall do the necessary coordination.</p> <p>The primary facility report shall be uploaded on e-certification by the H.O. / S.O. who undertook such audit.</p>
<b>2.7.3</b>	The APE may comprise of the Convenor and at least one representative from EIC, EIA, CIFT, MPEDA, Coastal Aquaculture Authority (CAA), Central Marine Fisheries Research Institute (CMFRI), State Fisheries Departments, Fisheries Colleges,



	<p>Harbour Authorities, National Fisheries Development Board (NFDB), Port Trust Authorities or Empanelled Experts. The representative for APE is invited based on the need for expertise to carry out the assessment objectively.</p> <p>The member from the Trade Associations and / or Approved Technologist of the concerned establishment may also be a part of APE, to undertake the on-site verification assessment of aquaculture farm / fishing vessel / landing sites. {Note : EIA official (DD/AD/TO) is must in the composition}</p>
2.7.4	The minimum quorum of APE shall be two.
2.7.5	The APE shall assess each type of the facility, selected randomly, through e-certification as stated above.
2.7.6	The APE convenor shall upload the summery of the assessment report on e-certification, within 3 working days, after completion of the visit to the applicant's primary production facility.
2.7.7	No renewal of the approval of the establishment shall be done without the listing procedure of the primary facilities is completed.
2.7.8	Approval to Feed Mill & Hatchery shall be granted for three years. Monitoring of these facilities shall be done annually.
3.0	<b>PROCEDURE FOR RENEWAL OF FEED MILL &amp; HATCHERY</b>
3.1	The procedure as above shall be adopted at the time of renewal of the establishment
4.0	<b>RESPONSIBILITIES OF THE PRIMARY FACILITIES ( AS APPLICABLE)</b>
4.1	<ul style="list-style-type: none"><li>a) The sole responsibility in maintaining the quality and safety of the products processed / handled in the units, lies with the facilities.</li><li>b) The facility shall exercise proper controls at all stages of production / handling till the despatching to the establishment.</li><li>c) Traceability of the raw material shall be maintained right from the source of production.</li><li>d) Proper control shall be exercised to avoid cross contamination of the product processed / handled.</li><li>e) Suitable pest control measures shall be adopted to eradicate pests inside the premises.</li></ul>
5.0	<b>RECORDS</b>
5.1	Proper records as per Annexure 8 shall be maintained by the facility at all stages and should be made available to the EIA / EIC officials for verification.
6.0	<b>OFFICIAL CONTROL BY THE COMPETENT AUTHORITY</b>
6.1	Strict confidentiality shall be maintained in all the official control visits and the facilities should not be given prior information about the visit. The visits shall be conducted unforeseen and unexpected. If technologist is utilized as one of the APE members then the information related to visit shall be given to him on the spot.



7.0	<b>POWER TO RELAX</b>
7.1	In case any situation arises, which is not covered by the existing executive instructions, the In-charge of EIA concerned may make a <b>suitable recommendation(s)</b> to EIC for decision by Director (Insp.& QC).

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**REQUIREMENTS FOR APPROVAL OF FEED MILLS**

<p>Feed mills are one of the important links in primary production chain where proper control systems shall be in place to establish the safety of aquaculture products produced. Therefore, feed mills shall implement HACCP based control systems, including Good Manufacturing Practices (GMP) and comply with the following basic requirements to produce safe and quality feeds consistently.</p>	
<b>1</b>	<b>Surroundings</b>
1.1	The premises shall be kept clean and shall have defined curtilage. All the roads in the premises shall be concreted / tarred or turfed to prevent wind-blown dust.
<b>2</b>	<b>Construction, layout and equipment.</b>
2.1	The layout of different sections shall be such as to facilitate smooth and orderly flow of work and to prevent possible cross contamination and backtracking.
2.2	There shall be adequate lighting and ventilation. Light fixtures shall be protected with proper covering.
2.3	The layout shall ensure sufficient space in different sections for machinery, equipment, personnel etc. without congestion.
2.4	The building shall provide sufficient protection against the entry and harbourage of rodent, insects, birds etc.
<b>3</b>	<b>Cleaning and sanitation</b>
3.1	A well-documented effective cleaning and sanitation programme wherever applicable shall be developed and implemented as per the laid down frequency.
<b>4</b>	<b>Waste management</b>
4.1	Waste shall be collected promptly and / or stored in dedicated waste containers away from incoming raw material and finished product storage areas and shall be disposed of legally.
<b>5</b>	<b>Pest control.</b>
5.1	Effective pest control system shall be adopted to avoid pests and documented.
<b>6</b>	<b>Personal Hygiene</b>
6.1	Employees shall adopt proper hygiene practices and wear clean protective clothes.
<b>7</b>	<b>Storage facilities</b>
7.1	Separate storage facilities shall be provided for storing incoming materials, finished products and also packing materials hygienically. Storage areas shall be hygienically maintained and shall be free from moisture, dust, vermin and birds.
7.2	Medicated feeding stuff, premix and additives shall be stored in suitable separate and secured rooms or hermetic containers with proper labelling and traceability records on a first in first out basis. Only authorised person shall have access to these stores.
7.3	Proper records of storage, with details of incoming and outgoing materials shall be maintained.
<b>8</b>	<b>Implementation of HACCP</b>
8.1	Feed mill shall implement HACCP and prerequisite programme including GMP, SSOP etc. Critical Control Points shall be identified and Critical Limits shall be monitored, if applicable.
<b>9</b>	<b>Technologists</b>
9.1	Technologists having required qualification and experience shall be appointed to carry out sampling, inspection, testing and also to supervise production and to carry out HACCP controls and other activities.
<b>10</b>	<b>Inspection &amp; Testing</b>
10.1	Incoming materials, process materials and finished products shall be tested for microbiological and chemical parameters as specified in the HACCP Manual in the in-house laboratory or EIC approved labs. Effective quality control of all ingredients and final products shall be established to ensure the wholesomeness and safety of feed produced. The final product shall be tested for prohibited antibiotics like



	Chloramphenicol and metabolites of Nitro furan and other prohibited pharmacologically active substances. The test results shall be made available to the approved farms / hatchery along with feed supplied.
10.2	Homogeneity tests shall be conducted at a laid down frequency to check the dispersion of permitted feed additives and veterinary medicinal products in feed.
<b>11</b>	<b>Pelleting &amp; cooling</b>
11.1	A written procedure shall be developed to ensure regular cleaning & maintainance of cooler. If air is used for conveying or cooling, it should be checked for microbial contamination.
11.2	Pelleting conditions must be assessed to ensure stability of the feed additives.
<b>12</b>	<b>Dust control</b>
12.1	The factory shall have a dust management plan to avoid accumulation of dust at all areas.
<b>13</b>	<b>Maintenance</b>
13.1	Proper maintenance schedule shall be developed and recorded to ensure proper functioning of all machineries, equipment etc.
<b>14</b>	<b>Specifications</b>
14.1	Specifications of incoming materials, feed additives, pre-mixtures, finished products shall be developed and strictly implemented.
<b>15</b>	<b>Traceability and Recall procedures</b>
15.1	Traceability of incoming materials and finished products shall be established from the source. Recall procedures shall be developed to address customer complaints.
<b>15</b>	<b>Control of contaminants and carry-over</b>
15.1	Controls to protect the incoming materials and finished feed shall be implemented and monitored. Control of carry-over shall be considered within the HACCP study. Carry-over must be measured with an appropriate method at least once in a year or after installation of facilities.
<b>16</b>	<b>Training</b>
16.1	Regular training shall be given to the workers / supervisors / technologists to up-date their knowledge and records of training to be maintained.
<b>17</b>	<b>Water</b>
17.1	Water used as ingredient in the manufacturing process and also for washing purpose shall be of potable quality, complying with the requirements of IS 4251.
17.2	Wafter shall be tested for all parameters (other than radiological factors) as per IS 4251 at EIA lab or EIC approved lab at least once in two years or whenever source of water is changed.

**APPENDIX – B****REQUIREMENTS FOR APPROVAL OF HATCHERY**

	<b>Location of Hatchery</b>
1.1	Hatchery shall be located in an area having good climatic condition and availability of clear, good quality of sea / fresh water throughout the year. Availability of fresh water, uninterrupted power supply, spanners etc. shall also be considered while selecting the site for hatchery.
<b>2</b>	<b>Design , Construction and Components of Hatchery</b>
2.1	The hatchery shall be designed based on the target species and production target. Ample space shall be provided for breeding, hatching and rearing as applicable and for support facilities needed for operation.
2.2	The hatchery shall have the basic components like, maturation tanks, spawning tanks, larval rearing tanks, live food culture tanks, water storage and filtration tank etc. as applicable. The tanks shall be of suitable size, shape, depth, and made up of





	materials which will not cause harm or injury to the animal reared. Newly constructed tanks shall be used only after conditioning and disinfecting it with suitable methods depending upon the material of the tank so that pH of water in the tank is stabilized before stocking. The tanks which are in operation must be cleaned regularly with clean fresh water, dried in sun and disinfected, preferably with 12% sodium hypochlorite solution at 200 ppm level for 24 hrs.
2.3	Aeration shall be provided in the tanks in large volume at low pressure to maintain sufficient dissolved oxygen level in water, through suitable mechanism such as roots blower, rotary blower, air compressor etc. The pressure of aeration shall be adjusted depending upon the requirement. It shall be ensured that air from the blower is free from oil. Generator may be provided for alternate power supply to ensure continuous aeration, in case of power failure.
2.4	In case of hatchery for salt water animals, continuous supply of clear, good quality seawater shall be ensured in sufficient quantity, either pumping directly from the sea or from sump pit into the overhead filter tank. As far as possible, sea water shall be drawn directly from tube well. Water shall be filtered through suitable filter bed before use.
2.5	Sufficient quantity of freshwater shall also be available for salinity adjustment.
2.6	Quality of water shall be monitored for physico-chemical parameters such as salinity, pH, nitrogenous compound concentration, temperature, dissolved oxygen etc. at regular intervals. Seawater and freshwater shall be tested for microbial and chemical contaminants on a laid down frequency.
<b>3</b>	<b>Induced maturation and spawning</b>
3.1	Availability of sufficient quantity of healthy spawners or brood stock, caught during spawning season shall be ensured. In the case of shrimps, it is also to be ensured that only those brood stocks having complete appendages and attaining a size of at least 100 gm. shall be used for eyestalk ablation. For females, presence of spermatophore in the thelycum shall also be ensured.
3.2	If the healthy spawners with stage IV ovary are to be transported to the hatchery for spawning, it should be done hygienically in controlled conditions to avoid injury or stress to the spawner.
3.3	Sampling for checking gonadal development of ablated female shall be done at least 3-4 days after ablation, whereas gravid females shall be checked every alternate day.
3.4	After spawning, the eggs shall be cleaned and disinfected, if required. Eggs shall be hatched in controlled condition of temperature and salinity. Maximum care shall be taken to avoid contamination of hatched nauplii.
<b>4</b>	<b>Larval rearing</b>
4.1	Maximum care shall be taken while rearing the larvae at different stages of development. Optimum temperature, salinity, pH, dissolved oxygen etc. shall be maintained as per the requirement of species concerned and stage of development.
4.2	Density of stocking of larvae in each tank shall be pre-determined to avoid overcrowding.
4.3	Biological filter may be provided, wherever applicable.
4.4	Adequate quantity of good quality feed of the required type shall be given at the appropriate stage. Even though, feed is not required during Nauplii stage of shrimps, diatom shall be inoculated immediately after stocking the larvae to ensure availability of feed when nauplii molt into protozoa
<b>5</b>	<b>Larval feed</b>
5.1	Hatchery shall use required type of good quality feed as per the requirement of the species / stage concerned. The feed may be constituted of diatom, phytoplankton, zooplankton, polychaetes, chopped mussels, cockle meat, soybean curd, soybean cake, etc. depending upon the larval stage and targeted species. It shall be ensured that the quantity of feed given at each stage shall be optimum for that particular species. The feed shall not contaminate the media or the larvae. Banned chemicals shall not be used.
<b>6</b>	<b>Good Hatchery Management</b>



6.1	Continuous monitoring of physico-chemical parameters such as salinity, pH, nitrogenous compound concentration, temperature, dissolved oxygen level etc. at regular intervals shall be ensured for optimal environmental conditions in the hatchery so as to achieve maximum growth and survival.
6.2	As far as possible, water temperature, salinity and pH shall be checked twice daily. The movements, eating habits and other health aspects of the larvae at different stages shall be closely monitored. Moreover, the number of larvae at each stage shall be calculated and recorded. All records of monitoring shall be maintained.
6.3	It shall be ensured that banned chemicals or pharmacologically active substances shall not be used at any stage during hatchery operation.
6.4	Feed shall be checked for its quality and for contaminants at regular intervals.
6.5	Good hygienic practices shall be followed at all stages of hatchery operation to avoid microbial contamination. Records of cleaning and sanitation shall be maintained.
6.6	Pest control and personal hygiene shall be followed strictly to avoid contamination.
6.7	Proper training shall be imparted to the employees for cleaning and sanitation, hygienic handling, and also for good hatchery practices.
6.8	Water management system shall be adequate to control contamination.
6.9	Withdrawal period for the authorised VMPs used in the facility shall be followed. In case withdrawal period of particular VMP is not prescribed, by the VMP manufacturer, then the default withdrawal period of 500 degree days shall be followed. Degree days are calculated by adding the mean daily water temperature (measured in °C), for the total number of days measured. This means, if the daily mean water temperature was 20°C, after stopping the drug treatment, then the withdrawal period shall be 25 days.). This aspect shall be addressed in the HACCP manual.
<b>7</b>	<b>Nursery</b>
7.1	In shrimp hatcheries, PL5 – PL6 are not stocked directly in grow-out ponds. Therefore, they are reared in suitable nurseries till attaining a marketable size (PL 21- PL 25). In carp hatchery, rearing of post larvae to fry is usually done in nursery, where as rearing of fry to fingerlings is done in rearing ponds.
7.2	Nurseries and rearing ponds shall be of suitable size and type depending upon species/ stage and it shall be maintained hygienically to avoid contamination/ mortality
<b>8</b>	<b>Harvest &amp; transportation of Post larvae / fingerlings / Brood fish</b>
8.1	Maximum care shall be taken to ensure that no damage or stress happens to post larvae / fingerling during harvest or transportation.
8.2	Transportation may be done in plastic, fibreglass or canvas tanks with adequate aeration and reduced temperature. Transportation may also be done in plastic bags of suitable size provided with oxygen.
8.3	It is essential that larger fish / brood fish shall be anesthetized during transportation to avoid stress, which is usually done by using chill water of 5°C - 10 °C.
8.4	250 gm. sample of post larvae / fingerlings concerned shall be tested for Chloramphenicol and metabolites of Nitrofurantoin at EIC approved laboratory prior to harvest and the test results shall be made available to the approved aquaculture farms during the supply of larvae / fingerlings.
<b>9</b>	<b>Technologists</b>
9.1	Technologist(s) having required qualification and experience as per GOI Notification S.O 730 (E) dated 21.8.1995 shall be appointed to carry out sampling, inspection, and also to supervise good hatchery practices. The technologist(s) shall be approved by EIA concerned.
<b>10</b>	<b>Waste water disposal</b>
10.1	Waste water shall be properly treated before discharge to avoid environmental contamination.

**REQUIREMENTS FOR APPROVAL OF AQUACULTURE FARM**

<b>1</b>	<b>Site selection</b>
1.1	Aquaculture farms shall be located in an area having good climatic condition and availability of uninterrupted power supply and supply of clear, <b>quality</b> sea/ fresh water throughout the year. While selecting site for aqua farming it shall be ensured that the construction of the farm shall not disturb the ecosystem and natural habitats of that locality and undesirable pollutants / chemicals from nearby areas do not contaminate the farm. The percolation rate / porosity of soil of the pond shall be low enough to hold the pond water satisfactorily. The ponds should be free from harmful chemical and natural pollutants. (e.g. :- pyrite)
<b>2</b>	<b>Farm input management</b>
2.1	The farm shall receive inputs based on the legal requirements and maintain proper stock / utilization register of all inputs received. The quality of inputs must be known.
2.2	The responsibility of receiving, storing and utilizing the inputs shall be entrusted to a suitable experienced person. The quality of inputs shall be checked while receiving.
2.3	Banned chemicals / pharmacologically active substances shall not be received or stored or used.
2.4	Only products approved for use by the farm shall be stored and used. The chemicals shall always be stored and used according to the instructions given in the label.  The storage area shall be clean and neat and maintained properly, with proper separation, to avoid contamination.
2.5	Only post larvae / fingerlings supplied by EIA approved hatcheries accompanied by <b>shall</b> be accepted.
<b>3</b>	<b>Water management</b>
3.1	Continuous supply of good quality water in sufficient quantity shall be available.
3.2	Suitable filtration of water shall be done to avoid organic impurities.
3.3	Water shall be tested for microbiological and chemical contaminants as and when required.
3.4	Aeration shall be provided in the ponds in large volume at low pressure to maintain sufficient dissolved oxygen level in water, through suitable mechanism. The pressure of aeration shall be adjusted depending upon the requirement. It shall be ensured that air from the blower is free from oil.
3.5	Generators shall be provided based on the need.
<b>4</b>	<b>Feed Management</b>
4.1	Feed shall be obtained only from EIA approved Feed Mills, which shall be stored in well ventilated, in dry store.
4.2	It shall be ensured that banned chemicals / pharmacologically active substance are not used in the feed.
4.3	It shall be ensured that pellet feed has minimum amount of "fines" or feed dust.
4.4	Feeding of appropriate quantity of right type of feed shall be done at appropriate time. Smaller pellets shall be fed to fry/juvenile. Where feasible, floating or extruded feed pellets may be used. Feed shall be spread as evenly as possible throughout the pond for better accessibility. Feeding may be done several times a day, especially for juveniles to avoid wastage. Feeding shall be stopped before harvest. Feeding shall always be done according to the feeding plan and monitored for excess feed. The feeding plan shall be revised, where necessary, based on monitoring observations.
<b>5</b>	<b>Usage of fertilizers or other chemicals</b>
5.1	The rate and mode of application of fertilizers shall be planned to maximize utilization and prevent over application. The efficiency of application and dispersion shall be increased through dilution of liquid fertilizers, placement of powdered fertilizer bags in shallow water etc.



5.2	The pond depth shall be so designed to reduce the use of chemicals to control aquatic weeds. Antifoulants shall not be used to treat cages or pens.
<b>6</b>	<b>Waste and Effluent Management</b>
6.1	Waste shall be disposed of actively in a suitable manner to avoid cross contamination. Chemical wastes and non- biodegradable wastes shall be disposed of as per legal requirement.
<b>7</b>	<b>Pond preparation and stocking</b>
7.1	Proper sediment management and monitoring shall be implemented to avoid contamination.
7.2	The pond shall be allowed to fully dry and disinfect at least once in a year. Stone meals / lime may be used to control pH, depending upon the condition of soil. Probiotics may be applied, if required.
<b>8</b>	<b>Monitoring</b>
8.1	Continuous monitoring of physico-chemical parameters of water such as salinity, pH, nitrogenous compound concentration, temperature, dissolved oxygen level, suspended solids etc. at regular intervals shall be done to ensure optimal environmental conditions for maximum growth and survival.
<b>9</b>	<b>Cleaning &amp; Sanitation and personal hygiene</b>
9.1	Adequate cleaning & sanitation shall be maintained at all areas of the farm, including machineries / equipment to avoid microbial contamination. Employees shall strictly adhere to good personal hygiene practices.
<b>10</b>	<b>Medication</b>
10.1	Only permitted chemicals / pharmacologically active substance shall be used.
10.2	Proper withdrawal period shall be followed for the authorised Veterinary Medicinal Products (VMPs) used in the facility. In case withdrawal period of particular VMP is not prescribed, by the VMP manufacturer, then the default withdrawal period of 500 degree days shall be followed.
<b>11</b>	<b>Pest control</b>
11.1	Suitable pest control measures shall be adopted to prevent entry pests into the farm.
<b>12</b>	<b>Harvest and transportation.</b>
12.1	Proper care shall be taken while harvesting to avoid damage to the animals. The harvested animals shall be hygienically handled and properly iced before dispatch to approved establishment to avoid deterioration and microbial contamination.
12.2	250 gm. sample of aquatic animals shall be tested for Chloramphenicol and metabolites of Nitrofurantoin at designated lab prior to harvest and the test results shall be made available to the approved establishment(s) during the supply of aquatic animals.
<b>13</b>	<b>Record keeping</b>
13.1	The farm shall maintain all records as required to establish traceability. This may include the name of the hatchery from where the seed has been procured, inputs given (date wise) to the farm (feed and VMP if any) and name of the establishment / approval number to whom this raw material is supplier.

**APPENDIX D****REQUIREMENTS FOR APPROVAL OF THE LANDING CENTERS / FISHING HARBOURS. / AUCTION CENTERS**

<b>1</b>	<b>Premises &amp; Infrastructural facilities.</b>
1.1	The Landing Site / Fishing Harbour of fish and fishery products shall be located at a site



	ideal for the purpose and shall be free from undesirable smoke, dust, other pollutants and stagnant water. The premises shall be kept clean.
1.2	The layout and design of landing site / fishing harbour shall be such as to preclude contamination. Adequate working space shall be provided for hygienic handling of fishery products.
1.3	Suitable covering shall be given at the landing site / fishing harbour to protect fishery products from environmental hazards such as sun light, rain, wind blown dust etc.
1.4	Floor and walls shall be smooth and easy to clean and disinfect. The floor shall have sufficient slope for proper drainage and to avoid stagnation of water.
1.5	Drainage lines of adequate size and slope shall be provided to remove waste water, the outlet of which shall not open to the sea near the landing berth.
1.6	Provision of adequate quantity of potable water or clean sea water shall be available in the landing sites for cleaning and sanitation.
1.7	There shall be provision for hygienic handling and storing of sufficient quantity of good quality ice.
1.8	Provision for crushing the ice hygienically shall be provided, as applicable.
1.9	Sufficient artificial lighting shall be provided and the lights shall be protected with suitable covering.
1.10	There shall be sanitary facilities at appropriate places.
1.11	Appropriate number of flush lavatories shall also be provided outside the landing sites / auction centres.
1.12	The utensils and equipment used to handle fish and fishery products shall be smooth and made of corrosion free material, which is easy to clean and disinfect and kept in a good state of repair and cleanliness.
1.13	Landing site shall be constructed in such a way to avoid entry of exhaust fumes from vehicles.
1.14	Suitable mechanism shall be adopted to prevent entry of birds / other pests inside the landing platform, auction areas and other storage areas.
<b>2.</b>	<b>Auction hall</b>
2.1	Preferably, separate auction hall(s) may be provided, which is well protected from the entry of pests/insects, for display and sale of fishery products.
2.2	Since, fishery products shall not be kept directly on floor, as far as possible, provision may be given for raised platforms for display of fishery products, which are smooth, easy to clean and disinfect. However, instead of raised platforms, any other suitable provision can be made so as to ensure that fishery products will not come in contact with the floor directly.
<b>3</b>	<b>Good Hygiene Practices</b>
3.1	Landing sites / fishing harbours shall be maintained hygienically. Cleaning and sanitation shall be implemented at all areas of the landing site on a laid down frequency to avoid cross contamination.
3.2	Landing site / fishing harbour / auction centre shall depute a responsible, experienced person, as hygiene inspector, to ensure the implementation of cleaning and sanitation effectively and good hygienic practices. Hygiene inspector shall ensure the quality of fishery products meant for export and also adequate icing of fishery products.
3.3	Floors, walls, partitions, ceilings, utensils, instruments and other food contact surfaces shall be kept in a satisfactory state of cleanliness and repair.
3.4	The premises and all the surfaces that come in contact with fishery products shall be cleaned before and after each sale. The crates / utensils shall also be cleaned and rinsed inside and outside with potable water or clean sea water and disinfected before use.
3.5	Fishery products shall be properly iced using good quality ice made up of potable water so as to maintain the core temperature of fishery products below 4°C. Refrigerated room of adequate size for storing fishery products may be provided, if required.
3.6	Fishery products, ice, utensils etc. shall not be kept on the floor directly.
3.7	Proper waste management shall be adopted to remove solid and liquid wastes



	immediately after its formation so as to avoid cross contamination.
3.8	Adequate pest management system shall be developed to avoid entry of insects, rodents and other pests into the landing, auction and storage areas. Insecticides and other toxic chemicals shall be stored in lockable cupboards.
<b>4</b>	<b>Inspection and testing</b>
4.1	Person responsible for hygiene shall conduct random checking of fishery products meant for export for organoleptic / freshness factors, including the core temperature to ensure chilling of fishery products below 4°C and maintain records.
<b>5</b>	<b>Monitoring and Record keeping</b>
5.1	Hygiene inspector shall maintain records of fishing vessels landed and variety-wise details of fishery products supplied by each vessel to the approved establishments.
5.2	He / she shall monitor the fishing vessels during berthing on a laid down frequency to assess the hygienic condition/ infrastructure of the vessel, quality/ quantity of ice used etc. and maintain records.

## APPENDIX E

### REQUIREMENTS FOR APPROVAL OF FISHING VESSELS

<b>1</b>	<b>Design and facilities.</b>
1.1	Vessels must be designed and constructed so as to avoid contamination of fishery products with bilge water, sewage, smoke, fuel, oil, grease or other objectionable substances
1.2	Surfaces with which fishery products come in contact must be of suitable corrosion-resistant material that is non-toxic and easy to clean.
1.3	Vessels designed and equipped to preserve fresh fishery products for more than 24 hours shall be equipped with holds, tanks or containers for the storage of fishery products at a temperature approaching that of melting ice. These holds shall be separated from the machinery space and the crew quarters by partitions which are sufficient to prevent any contamination of the stored fishery products.
1.4	The holds shall be designed to ensure that melt water cannot remain in contact with fishery products. Holds has to be properly separated from engine room
1.5	Containers used for the storage of products shall be such as to ensure their preservation under satisfactory conditions of hygiene and in particular, allow drainage of melt water.
1.6	Equipment and material used for working fishery products shall be made of corrosion-resistant material that is easy to clean and disinfect.
1.7	Fish receiving deck shall be smooth, clean and free from engine oil, grease, etc.
1.8	The artificial lights provided on the deck and in the hold shall have protective covers.
<b>2</b>	<b>Good hygienic practices</b>
2.1	Utmost care shall be taken while catching / storing / handling of fish to avoid injury / damage to the animal. Even if spiked instruments are used for the moving of large fish or fish which might injure the handler, flesh of the fish shall not be damaged.
2.2	The fishery products should not be dumped directly on the deck. Clean food grade polythene sheet may be used for receiving the fish.
2.3	As soon as the fishery products are taken on board, they must be protected from contamination and from the effects of sun or any other source of heat.
2.4	When the fishery products are washed, the water used must be either potable water or clean seawater, so as not to impair their quality and wholesomeness.
2.5	It shall be ensured that equipment; containers and all the fish contact surfaces shall be periodically cleaned with potable water or clean seawater and disinfected.
2.6	Fishery products other than those kept alive must undergo cold treatment as soon as



	possible after procurement, especially in case where the fishery products are to be stored for more than 8 hours on board.
2.7	Ice used for chilling of products must be procured from EIA approved ice plants / establishments and shall be handled / stored hygienically to avoid contamination.
2.8	Staff assigned for handling of fishery products shall be required to maintain a high standard of cleanliness for themselves and their clothes. Persons liable to contaminate fishery products shall not be permitted to handle the products.
2.9	Fishery products shall be handled / stored in hygienic manner to avoid contamination.
2.10	Cleaning products, toxic substances shall be stored in locked premises or cupboards.
2.11	Details of fishery products caught by the vessel and supplied to approved establishment(s) shall be given to hygiene inspector of landing site.

**Annexure 1**

**APPLICATION FOR APPROVAL / RENEWAL OF APPROVAL OF THE FEED MEAL**

From

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 .....

To,  
 Officer In-charge  
 Export Inspection Agency-.....

Sir,

Please carry out the assessment of our Feed Mill as required under the Export of Fresh, Frozen and Processed Fish and Fishery Products (Quality Control, Inspection and Monitoring) Rules, 1995 for approval / renewal of approval of feed meal to process feed / feeding stuff for feeding aquaculture animals meant for export.

We furnish below the information regarding the facilities existing in our unit.

We undertake that our facility meets all the requirements stipulated in Export of Fresh, Frozen and Processed Fish and Fishery Products (Quality Control, Inspection and Monitoring) Rules, 1995 and also the other requirements specified by EIC from time to time.

1.	General Information	
1.1.	Name and address of the aqua feed mill seeking approval with phone number, fax no & e-mail address:	
1.2.	Name and address of the registered office with phone number, fax no & e-mail address :	
1.3.	Name of the Chief Executive (MD / Mg. Partner / Proprietor) with phone no., fax no. & e-mail address	
1.4.	Is the facility owned or leased by the applicant?	Owned / leased
1.5.	If leased, name of the plant owner, plant name and address. (attach the attested copy of agreement) :	
1.6.	Year of Construction:	
1.7.	Year of last major alteration:	
1.8.	Scope of approval applied for ( give details of products processed):	To produce compound



		feed / feed additives / medicated feeding stuff / pre-mixtures / feed supplements for feeding aquaculture animals meant for export.
1.9	Average quantity of aqua feed produced per month:	
1.10	Whether feed is produced for the use other than aquaculture production? If so, specify.	
1.11	Additional activities, if any:	
1.12	Whether all year / seasonal production?	
1.13	No. of working hours per day:	
1.14	No. of working days per week:	
1.15	Mode of transportation of incoming ingredients and final products: Give details vehicles owned by the factory	
<b>2.</b>	<b>Information on Infrastructure</b>	
2.1	Whether premises have defined curtilage and kept clean?	
2.2	Are the roads in the premises concreted / tarred or turfed to prevent wind-blown dust?	
2.3	Whether the building is of permanent nature, affording sufficient protection from the environment and has sufficient size for the work to be carried out under hygienic conditions?	
2.4	Whether the layout is designed to preclude contamination?	
2.5	Are different sections designed to facilitate smooth and orderly flow of work and to prevent possible cross contamination and backtracking?	
2.4	Whether adequate lighting and ventilation are provided at all sections?	
2.5	Are the light fixtures protected with proper covering?	
2.6	Are ventilators covered with fly proofing nets?	
2.7	Whether all the entry points into the building have suitable air curtains or other suitable arrangements to prevent the entry of flies?	
2.8	Whether washing facilities provided for workers at entry points?	
2.9	Whether change room(s) of adequate size provided for workers?	
2.10.	Whether the floor, walls and roof at all sections are light coloured, smooth and easily cleanable?	
2.11.	Are the utensils, machineries, conveyors and other feed contact surfaces smooth, clean and maintained in good hygienic condition to avoid contamination of products?	
2.12.	Are the sieves, screens, filters, separators and mixers regularly checked for damages, cleanliness and their effective operation?	





2.13	Whether the metal detectors and / or magnets are installed in processing line at suitable locations and regularly checked for their effective operations and records maintained?	
2.14.	Give details of machineries installed including year of manufacture, capacity etc. :	
2.15.	Specify the instruments / equipment used for inspection, measuring, testing etc.	
	Are they calibrated?	
	If so, give details	
2.16	Whether the feed mill has an in-house lab?	
	If so, specify the parameters tested and instruments / equipment used.	
	Is the in-house lab accredited?	
2.17	If the feed mill do not have an in-house lab, give details of lab where own check samples are tested	
<b>3.</b>	<b>Information about personnel</b>	
3.1.	No. of technologists / competent personal available in the feed mill	
3.2.	Name and qualification of the technologist(s) / competent personal supervising own check system	
3.3.	Name and qualification of the technologist(s) / competent personal conducting inspection & testing:	
3.4	Are the technologist(s) approved by EIA?	
3.5	Name and designation of person(s) responsible for production	
3.6	Name and designation of person(s) responsible for storage and handling of additives, pre-mixtures, medicated feeding stuff etc.:	
3.6	No. of male workers:	
3.7.	No. of female workers:	
3.8.	No. of shifts per day:	
<b>4.</b>	<b>Raw Ingredients</b>	
4.1	Give details of all raw ingredients used for processing:	
4.3	Specify the source of each ingredient used	
4.4.	Whether specifications have been laid down for each incoming ingredient including physical and analytical factors and whether the same is strictly complied with?	
	If deviation is allowed, specify up to what extent:	
4.5	Whether all incoming ingredients are inspected for physical and organoleptic factors such as colour, odour, foreign matter, insect infestation, mould, granulation, density, moisture, weight, temperature, tags / labels etc. as applicable?	
4.6.	Whether all incoming ingredients are inspected for labelling, purchasing specification, lot number / date, regulatory compliance (especially for medicated feeds) etc. as applicable?	
4.7.	Whether incoming ingredients are inspected source-wise for chemical and microbiological factors on a laid down frequency as applicable?	
4.8	Whether each batch of accepted incoming ingredient is traceable and stored in a dry & hygienic condition?	



4.9	Are proper records of accepted / rejected incoming ingredients including storage details maintained?	
<b>5.</b>	<b>Storage facilities</b>	
5.1.	Whether separate storage facilities provided for storing incoming materials, finished products and also packing materials hygienically?	
5.2.	Are the storage areas hygienically maintained and free from moisture, dust, vermin and birds etc.?	
5.3.	Whether medicated feeding stuff, premix and additives stored in suitable, separate and secured rooms or hermetic containers on a first in - first out basis with proper labelling and traceability records?	
5.4.	Is it mandatory that only authorized person can handle medicated feeding stuff, premix and additives during storage and use?	
5.5.	Whether storage areas checked for cleanliness, moisture, entry of pest etc. on a regular frequency?	
<b>6.</b>	<b>Implementation of HACCP &amp; own check system</b>	
6.1.	Whether the Feed mill has implemented HACCP and prerequisite programmes including GMP, SSOP etc.?	
6.2.	Whether proper hazard analysis has been conducted and Critical Control Points (CCP) identified?	
6.3.	Whether Critical Limits have been specified for each identified CCP and the same is monitored as per the laid down procedure?	
6.4.	Whether corrective action and verification procedures are in place?	
6.5.	Is the HACCP reviewed at least once in a year or as and when required?	
6.6.	Whether internal audits conducted at least once in a year or as and when required?	
<b>7.</b>	<b>Processing Operations</b>	
7.1.	Whether processing done as per the written procedure at each stage?	
7.2.	Is the production schedule established to reduce human / animal health issues in relation to carry-over?	
7.3.	Whether additives incorporated in the feed as per legal requirements?	
7.4.	Whether additives and pre-mixtures are added by hand? If so, whether it is ensured that they are added correctly in accordance with the product specification?	
7.5.	If silos are used for dosage, whether equipment for adequate dosing and locking provided?	
7.6.	Whether inclusion rate of pre-mixture into compound feed is predefined on the basis of the assessment of the efficiency of each production line, taking into account the specification of manufacture, the accuracy of calibration and results of homogeneity tests?	
7.7.	Whether the locking or warning system is in order while incorporating feed additives into pre-mixtures to ensure that targeted feed additives are included into the targeted pre-mixture at the suitable dose?	
7.8.	Is the weighing procedure accurate to ensure that the right products are weighed within predefined tolerance?	
7.9.	Are the mixers operating for a pre-set time, to ensure	



	appropriate mixing of feeding stuff / feed additives?	
7.10.	Whether the accuracy and efficiency of mixing process are checked at least once in six months to ensure that feed additives are evenly dispersed throughout the mix?	
7.11	Whether proper monitoring of time-temperature control is established to ensure product safety and legality?	
7.12	Whether air used for conveying or cooling is checked for microbial contamination on a laid down frequency?	
7.13	Whether the condition for pelleting / extrusion is assessed properly to ensure stability of the incorporated feed additives?	
7.14	Are metal detectors / magnets provided in the processing line wherever necessary?	
7.15	Whether metal detectors / magnets are checked for their effective operation on a laid down frequency?	
7.16	Whether suitable method of measurement of carry-over is established and implemented at least once in a year?	
<b>8.</b>	<b>Cleaning</b>	
8.1.	Whether cleaning is done at all section as per written schedule in an appropriate manner?	
8.2.	Whether effectiveness of cleaning is checked at regular intervals?	
8.3	Whether equipment / machineries are cleaned so as to avoid contamination between batches?	
<b>9.</b>	<b>Personal Hygiene</b>	
9.1.	Are the employees adhering to good hygienic practices and wear clean working dress?	
<b>10.</b>	<b>Waste management</b>	
10.1.	Whether waste is collected promptly and / or stored in dedicated waste containers away from incoming raw material and finished product storage areas and whether the same is disposed of legally?	
10.2.	Whether control of carry-over is implemented effectively to reduce its level in the factory?	
10.3	Whether flushing is collected in marked containers and dealt in accordance with written procedure?	
<b>11.</b>	<b>Pest and dust control.</b>	
11.1.	Is the pest management system adequate to control pests / insects / rodents at all sections of the factory?	
11.2.	Whether proper control system implemented to avoid accumulation of dust at all sections?	
<b>12.</b>	<b>Maintenance</b>	
12.1	Whether proper maintenance is done to all equipment, machineries, building etc. on a laid down frequency to ensure its effective working?	
<b>13.</b>	<b>Specification</b>	
13.1	Whether specifications of incoming materials, feed additives, pre-mixtures, finished products etc. are developed and strictly implemented?	
13.2	Whether the final product is tested for chloramphenicol and metabolites of Nitrofurantoin and the results are made available to the approved farms / hatchery?	
<b>14.</b>	<b>Water</b>	
14.1.	Whether water used as ingredient and / or for washing feed / ingredient contact surfaces is of potable quality?	



14.2.	Whether water is tested for all parameters (other than radiological factors) as per IS 4251 at EIA lab or EIC approved lab?	
<b>15.</b>	<b>Traceability and Recall procedure</b>	
15.1.	Whether traceability of incoming materials and finished products is established from the source?	
15.2.	Whether recall procedures are developed to address customer complaints?	
<b>16.</b>	<b>Inspection &amp; testing</b>	
16.1.	Whether incoming materials, process materials & finished products are tested for microbiological and chemical parameters as specified in the HACCP Manual in the in-house laboratory, EIA lab or EIC approved labs?	
16.2.	Are raw ingredients and finished products inspected batch-wise for all quality parameters specified in the HACCP Manual by a qualified person?	
16.3.	Whether effective quality control of all ingredients and final products established to ensure the wholesomeness and safety of feed produced?	
16.4.	Whether homogeneity tests are conducted on a laid down frequency to check the dispersion of feed additives and veterinary medicinal products in feed?	
<b>17</b>	<b>Any other relevant information :</b>	
<b>18</b>	<b>Declaration</b>	
	We hereby declare that we have read all the instructions issued by Export Inspection Council (EIC) and Export Inspection Agency (EIA) on the requirements for approval of Feed Mill and we guarantee that once listed by EIA, our feed mill will strictly comply with all the instructions issued by EIC / EIA in this regard. We will provide to the Competent Authority and its representatives free access, at all times, to all parts of the feed mill and to its records.	
		Yours faithfully,
	Signature	
	Name	Designation
	Company Seal	
	Place	Date :

## Check list of enclosures

- (1) Up-to-date layout plan (building & site plan) of feed mill (preferably in A-4 size)
- (2) Attested / Certified copy of the registration certificate of feed mill
- (3) Bio-data of technologist(s) / competent personal with attested copies of degree & experience certificate and appointment letter. (In case of approved technologist / competent personal , copy of certificate of approval and if not approved, application for approval to be submitted along with the requisite fees)
- (4) Attested / Certified copy of legal identity of the feed mill or the attested / certified copy of the Lease Deed, if applicable
- (5) HACCP Manual (including SSOP, GMP, Flow chart, Product and process description, Hazard analysis work sheet, HACCP plan etc.)

**APPLICATION FOR APPROVAL / RENEWAL OF APPROVAL OF THE HATCHERY**

From

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 .....

To,  
 Officer In-charge  
 Export Inspection Agency-.....

Sir,

Please carry out the assessment of our Hatchery as required under the Export of Fresh, Frozen and Processed Fish and Fishery Products (Quality Control, Inspection and Monitoring) Rules, 1995 for approval / renewal of approval of the hatchery operation for supply of larvae / fry / fingerlings to the approved aquaculture farms. We furnish below the information regarding the facilities existing in our unit.

We undertake that our facility meets all the requirements stipulated in Export of Fresh, Frozen and Processed Fish and Fishery Products (Quality Control, Inspection and Monitoring) Rules, 1995 and also the other requirements specified by EIC from time to time.

<b>1.</b>	<b>General Information</b>	
1.1	Name and address of the hatchery seeking approval with phone number, fax no & e-mail address	
1.2	Name and address of the registered office with phone number, fax no & e-mail address	
1.3	Name of the Chief Executive, with telephone, fax & e-mail (MD/Mg. Partner / Proprietor)	
1.4	Is the hatchery owned or leased by the applicant?	Owned / leased
1.5	If leased, name of the hatchery owner, with name of the organization and address. (attach the attested copy of agreement)	
1.6	Year of Construction	
1.7	Year of last major alteration	
1.8	Scope of approval applied for	For breeding / hatching / rearing of finfish / shellfish for supply to the approved aquaculture farms.
1.9	Type of hatchery depending upon the size:	Small / medium / large scale
1.10	Give details of targeted species:	
1.11	Additional activities, if any:	
1.12	Whether all year / seasonal production?	
1.13	If seasonal, specify the periods of operation of hatchery:	
1.14	Production capacity of the hatchery/year	
1.15	Area / extent of hatchery:	
1.16	Details of tanks and total tank capacity:	
1.17	Does the hatchery have vehicles for transportation of post larvae / fingerlings? If so. give details	
<b>2.</b>	<b>Information on locality</b>	



2.1	Whether hatchery is located in ideal location away from polluted environment?	
2.2	Are climatic conditions ideal for hatchery operation?	
2.3	Whether adequate supply of good quality, clean sea water is available throughout the year?	
2.4	Whether uninterrupted power supply, fresh water supply, healthy spawners, good roads / transportation facilities etc. are available?	
<b>3</b>	<b>Design, construction, and components</b>	
3.1	Is the hatchery designed based on the target species and production target giving ample space for breeding / hatching / rearing and for other supporting activities needed for the operation?	
3.2	Whether the hatchery has the basic components like, maturation tanks, spawning tanks, larval rearing tanks, live food culture tanks, water storage and filtration tank etc. as applicable?.	
3.3	Are the tanks of suitable size, shape or depth, and made up of materials which will not cause harm or injury to the animal reared?	
3.4	Whether provision for sufficient aeration given in the tanks at low pressure to maintain adequate level of dissolved oxygen in water, through suitable mechanism such as roots blower, rotary blower, air compressor etc. having methods to adjust air pressure?	
3.5.	Whether It is ensured that air from the blower is free from oil?	
3.6	Is generator of suitable power provided for alternate power supply to ensure continuous aeration, in case of power failure?	
<b>4</b>	<b>Water management</b>	
4.1	Whether continuous supply of clean, good quality seawater in sufficient quantity is ensured?	
4.2	Whether seawater is pumped directly from the sea or from sump pit or tube well into the overhead filter tank?	
4.3	Is the sea water filtered through suitable filter bed before use? Give details of sea water collection and filtration method adopted	
4.4	Whether sufficient quantity of fresh water is also available for salinity adjustment or for other purposes?	
4.5	Is the quality of water monitored for physico-chemical parameters such as salinity, pH, nitrogenous compound concentration, temperature, dissolved oxygen etc. at regular intervals?	
4.6	Whether water is tested for microbial and chemical contaminants at a laid down frequency?	
4.7	Is fresh water tested as per IS 4251(except radiological factors)? ( attach test reports)	
<b>5</b>	<b>Information about personnel</b>	
5.1	No. of technologists available in the hatchery with name and qualification	
5.2	Are the technologist(s) approved by EIA?	
5.3	If not, whether application for approval of technologist(s) is	



	submitted to EIA?	
5.4	Name and designation of other person(s) responsible for hatchery operation?	
5.5	No. of male workers	
5.6	No. of female workers	
<b>6</b>	<b>Hatchery operation</b>	
6.1	Are the spawners available in sufficient quantity?	
6.2	Are they caught from wild during spawning seasons?	
6.3	Specify the source of spawners and mode of procurement & transportation	
6.4	Whether brood stock is collected from wild or from hatchery pond?	
6.5	Whether care is being taken to ensure that spawners / brood stock selected for spawning / induced breeding are healthy, matured and do not show any sign of distress or disease?	
6.6	Whether care is taken while collection of spawners / brood stock and also during conditioning and storage to avoid injury or stress to the animal?	
6.7	After spawning, are the eggs made to hatch in controlled condition of temperature and salinity and whether care is taken to avoid contamination of hatched nauplii.?	
6.8	Whether care is taken, while rearing the larvae at different stages of development, to maintain optimum temperature, salinity, pH, dissolved oxygen etc. as per the requirement of concerned species and stage of development?	
6.9	Whether adequate quantity of good quality feed of the required type is given at the appropriate stage of development of the larvae?	
6.10	Is the density of stocking of larvae in each tank pre-determined to avoid overcrowding?	
<b>7</b>	<b>Feed Management</b>	
7.1	Specify the type of feed used at each stage of hatchery operation and specify the source of feed / ingredients	
7.2	Are the ingredients / chemicals used for preparation of culture media or other purpose tested for purity to ensure that no banned chemicals are used in the feed?	
7.3	Whether adequate quantities of good quality feed are given at each stage?	
7.4	Whether feed is checked for its quality and for contaminants at regular intervals?	
7.5	Whether withdrawal period for the authorised VMPs used in the facility is followed?	
<b>8</b>	<b>Good hatchery practices</b>	
8.1	Whether continuous monitoring of physico-chemical parameters such as salinity, pH, nitrogenous compound concentration, temperature, dissolved oxygen level etc. is conducted at regular intervals?	
8.2	Specify the monitoring procedure and frequency of monitoring of each parameter.	
8.3	Whether maximum care is taken to avoid microbial and chemical contamination of the animal at each stage?	
8.4	Whether health aspects of the aquatic animals at each	



	stage are ensured through continuous monitoring?	
8.5.	Whether medical treatments are given to the aquatic animals to control microbial/viral diseases?	
8.6	If so, specify the chemicals / pharmacologically active substances used with dosage.	
8.7	Whether the usage of such chemicals is done with the advice of the veterinary medical practitioner?	
8.8	Whether withdrawal period followed?	
8.9	Whether it is ensured that banned chemicals or pharmacologically active substances are not used at any stage during hatchery operation?	
8.10	Whether good hygienic practices are followed at all stages of hatchery operation to avoid microbial contamination?	
8.11	Are pest control and good personal hygiene practices followed strictly to avoid contamination?	
8.12	Is water management system adequate to control contamination?	
8.13	Whether proper training is imparted to the employees in cleaning and sanitation, hygienic handling, and also for good hatchery practices?	
<b>9</b>	<b>Cleaning and sanitation</b>	
9.1	Are cleaning and sanitation strictly followed to avoid contamination?	
9.2	Is it mandatory that newly constructed tanks are used only after conditioning and disinfecting it with suitable methods depending upon the material of the tank so that pH of water in the tank is stabilized?	
9.3	Are the tanks in operation cleaned regularly with clean fresh water, dried in sun and disinfected with 12% sodium hypo-chlorite solution at 200 ppm level for 24 hrs.	
9.4.	Whether verification of the effectiveness of cleaning is done regularly?	
9.5	Whether records of cleaning & sanitation maintained?	
<b>10</b>	<b>Personal hygiene</b>	
10.1	Do the employees adhere to good hygienic practices and wear clean working dress?	
<b>11</b>	<b>Harvest and transportation</b>	
11.1	Specify method of harvest & transportation of post larvae / fingerlings:	
11.2	Whether harvesting and transportation are done in such a way to avoid stress or damage to the animal harvested?	
11.3	Whether post larvae / fingerlings are tested for Chloramphenicol and metabolites of Nitrofurantoin at EIC approved lab prior to harvest and the test results are made available to the approved farms during the supply of larvae / fingerlings?	
11.4	Whether details of harvest and supply of post larvae / fingerlings to approved farms are recorded and made available for verification?	
<b>12</b>	<b>Any other relevant information</b>	
<b>13 .</b>	<b>Declaration</b>	
	We hereby declare that we have read all the instructions issued by Export Inspection Council (EIC) and Export	





Inspection Agency (EIA) and guarantee that once listed by EIA, our hatchery will strictly comply with all instructions issued by EIC / EIA in this regard.

We will provide to the Competent Authority and its representatives free access, at all times, to all parts of the hatchery and to its records / sampling / inspection.

Yours faithfully,

Signature :

Name :

Designation :

Company Seal :

Place :

Date :

Check list of enclosures

- (1) Up-to-date site plan and layout plan of hatchery (preferably in A-4 size)
- (2) Certified copy of the registration certificate of hatchery
- (3) Bio-data of technologist(s) / competent personal with attested copies of degree & experience certificate and appointment letter.
- (4) Attested / Certified copy of Lease Deed / legal identity if applicable
- (5) List of feed, feed additives and any other chemicals used in hatchery with test report(s) as applicable
- (6) Manual pertaining to good hatchery practices adopted by Hatchery



**EXPORT INSPECTION AGENCY – CHENNAI / DELHI / KOCHI / KOLKATA / MUMBAI**  
**(MINISTRY OF COMMERCE & INDUSTRY)**  
**GOVERNMENT OF INDIA**  
**REPORT OF FEED MILL**  
**( If not applicable, strike out please)**

Date:

Type of visit: Assessment Panel of Experts (APE) / Monitoring Visit

Composition of Assessment Panel

Sl. No.	Name of the Expert	Designation	Organization
1			
2			
3			

<b>1</b>	<b>General Information</b>		
1.1	Name and address of the aqua feed mill seeking approval with phone number, fax no & e-mail address:		
1.2	Name and address of the registered office with phone number, fax no & e-mail address :		
1.3	Name of the Chief Executive (MD / Mg. Partner / Proprietor) with phone no., fax no. & e-mail address		
1.4	Is the facility owned or leased by the applicant?		Owned / leased
1.5	If leased, name of the plant owner, plant name and address. (attach the attested copy of agreement) :		
1.6	Year of Construction:		
1.7	Year of last major alteration:		
1.8	Scope of approval applied for ( give details of products processed):		To produce compound feed / feed additives / medicated feeding stuff / pre-mixtures / feed supplements for feeding aquaculture animals meant for export.
1.9	Average quantity of aqua feed produced per month:		
1.10	Whether feed is produced for the use other than aquaculture production? If so, specify.		
1.11	Additional activities, if any:		
1.12	Whether all year / seasonal production?		
1.13	No. of working hours per day:		
1.14	No. of working days per week:		
1.15	Mode of transportation of incoming ingredients and final products: Give details vehicles owned by the factory		
<b>2.</b>	<b>Information on infrastructure</b>		
2.1	Whether premises have defined curtilage and kept clean?		
2.2	Whether the building is of permanent nature, affording sufficient		



	protection from the environment and has sufficient size for the work to be carried out under hygienic conditions?	
2.3	Whether the layout is designed to preclude contamination?	
2.4	Are different sections designed to facilitate smooth and orderly flow of work and to prevent possible cross contamination and backtracking?	
2.5	Whether washing facilities provided for workers at entry points?	
2.6	Whether change room(s) of adequate size provided for workers?	
2.7	Whether the floor, walls and roof at all sections are light coloured, smooth and easily cleanable?	
2.8	Are the utensils, machineries, conveyors and other feed contact surfaces smooth, clean and maintained in good hygienic condition to avoid contamination of products?	
2.9	Are the sieves, screens, filters, separators and mixers regularly checked for damages, cleanliness and their effective operation?	
2.10	Whether the metal detectors and / or magnets are installed in processing line at suitable locations and regularly checked for their effective operations and records maintained?	
2.11	Give details of machineries installed including year of manufacture, capacity etc. :	
2.12	Specify the instruments / equipment used for inspection, measuring, testing etc.	
2.13	Are they calibrated?	
2.14	If so, give details	
2.15	Whether the feed mill has an in-house lab?	
2.16	If so, specify the parameters tested and instruments / equipment used.	
2.17	Is the in-house lab accredited?	
2.18	If the feed mill do not have an in-house lab, give details of lab where own check samples are tested	
<b>3.</b>	<b>Information about personnel</b>	
3.1	No. of technologists / competent personal available in the feed mill	
3.2	Name and qualification of the technologist / competent personal (s) supervising own check system	
3.3	Name and qualification of the technologist(s) / competent personal conducting inspection & testing:	
3.4	Are the technologist(s) approved by EIA?	
3.5	If not, whether application for approval of technologist is submitted to EIA?	
3.6	Name and designation of person(s) responsible for production :	
3.6	Name and designation of person(s) responsible for storage and handling of additives, pre-mixtures, medicated feeding stuff etc.:	
<b>4.</b>	<b>Raw ingredients</b>	
4.1	Give details of all raw ingredients used for processing:	
4.2	Specify the source of each ingredient used	
4.3	Whether specifications have been laid down for each incoming ingredient including physical and analytical factors and whether the same is strictly complied with?	
4.4	If deviation is allowed, specify up to what extent:	
4.5	Whether all incoming ingredients are inspected for physical and organoleptic factors such as colour, odour, foreign matter, insect	



	infestation, mould, granulation, density, moisture, weight, temperature, tags / labels etc. as applicable?	
4.6	Whether all incoming ingredients are inspected for labelling, purchasing specification, lot number / date, regulatory compliance (especially for medicated feeds) etc. as applicable?	
4.7	Whether incoming ingredients are inspected source- wise for chemical and microbiological factors on a laid down frequency as applicable?	
4.8	Whether each batch of accepted incoming ingredient is traceable and stored in a dry & hygienic condition?	
4.9	Are proper records of accepted / rejected incoming ingredients including storage details maintained?	
<b>5.</b>	<b>Storage facilities</b>	
5.1	Whether separate storage facilities provided for storing incoming materials, finished products and also packing materials hygienically?	
5.2	Are the storage areas hygienically maintained and free from moisture, dust, vermin and birds etc. ?	
5.3	Whether medicated feeding stuff, premix and additives stored in suitable, separate and secured rooms or hermetic containers on a first in - first out basis with proper labelling and traceability records?	
5.4	Is it mandatory that only authorized person can handle medicated feeding stuff, premix and additives during storage and use?	
5.5	Whether storage areas checked for cleanliness, moisture, entry of pest etc. on a regular frequency?	
<b>6.</b>	<b>Implementation of HACCP &amp; own check system</b>	
6.1	Whether the Feed mill has implemented HACCP and prerequisite programmes including GMP, SSOP etc.?	
6.2	Whether proper hazard analysis has been conducted and Critical Control Points (CCP) identified?	
6.3	Whether Critical Limits have been specified for each identified CCP and the same is monitored as per the laid down procedure?	
6.4	Whether corrective action and verification procedures are in place?	
6.5	Is the HACCP reviewed at least once in a year or as and when required?	
6.6	Whether internal audits conducted at least once in a year or as and when required?	
<b>7.</b>	<b>Processing Operations</b>	
7.1	Whether processing done as per the written procedure at each stage?	
7.2	Is the production schedule established to reduce human / animal health issues in relation to carry-over?	
7.3	Whether additives incorporated in the feed as per legal requirements?	
7.4	Whether additives and pre-mixtures are added by hand? If so, whether it is ensured that they are added correctly in accordance with the product specification?	
7.5	If silos are used for dosage, whether equipment for adequate dosing and locking provided?	
7.6.	Whether inclusion rate of pre-mixture into compound feed is predefined on the basis of the assessment of the efficiency of each production line, taking into account the specification of manufacture, the accuracy of calibration and results of homogeneity tests?	
7.7	Whether the locking or warning system is in order while	



	incorporating feed additives into pre-mixtures to ensure that targeted feed additives are included into the targeted pre-mixture at the suitable dose?	
7.8	Is the weighing procedure accurate to ensure that the right products are weighed within predefined tolerance?	
7.9	Are the mixers operating for a pre-set time, to ensure appropriate mixing of feeding stuff / feed additives?	
7.10	Whether the accuracy and efficiency of mixing process are checked at least once in six months to ensure that feed additives are evenly dispersed throughout the mix?	
7.11	Whether proper monitoring of time-temperature control is established to ensure product safety and legality?	
7.12	Whether air used for conveying or cooling is checked for microbial contamination on a laid down frequency?	
7.13	Whether the condition for pelleting / extrusion is assessed properly to ensure stability of the incorporated feed additives?	
7.14	Are metal detectors / magnets provided in the processing line wherever necessary?	
7.15	Whether metal detectors / magnets are checked for their effective operation on a laid down frequency?	
7.16	Whether suitable method of measurement of carry-over is established and implemented at least once in a year?	
<b>8.</b>	<b>Cleaning</b>	
8.1.	Whether cleaning is done at all section as per written schedule in an appropriate manner to avoid cross contamination?	
8.2.	Whether effectiveness of cleaning is checked at regular intervals?	
8.3	Whether equipment / machineries are cleaned so as to avoid contamination between batches?	
<b>9.</b>	<b>Personal Hygiene</b>	
9.1	Are the employees adhering to good hygienic practices and wear clean working dress?	
<b>10.</b>	<b>Waste management</b>	
10.1	Whether waste is collected promptly and / or stored in dedicated waste containers away from incoming raw material and finished product storage areas and whether the same is disposed of legally?	
10.2	Whether control of carry-over is implemented effectively to reduce its level in the factory?	
<b>11.</b>	<b>Pest and dust control.</b>	
11.1	Is the pest management system adequate to control pests / insects / rodents at all sections of the factory?	
11.2	Whether proper control system implemented to avoid accumulation of dust at all sections?	
<b>12.</b>	<b>Maintenance</b>	
12.1	Whether proper maintenance is done to all equipment, machineries, building etc. on a laid down frequency to ensure its effective working?	
<b>13</b>	<b>Specification</b>	
13.1	Whether specifications of incoming materials, feed additives, pre-mixtures, finished products etc. are developed and strictly implemented?	
13.2	Whether the final product is tested for chloramphenicol and metabolites of Nitrofurantoin and the results are made available to the approved farms / hatchery?	
<b>14.</b>	<b>Water</b>	
14.1	Whether water used as ingredient and / or for washing feed /	



	ingredient contact surfaces is of potable quality?	
<b>15.</b>	<b>Traceability and Recall procedure</b>	
15.1	Whether traceability of incoming materials and finished products is established from the source?	
15.2	Whether recall procedures are developed to address customer complaints?	
<b>16.</b>	<b>Inspection &amp; testing</b>	
16.1	Whether incoming materials, process materials & finished products are tested for microbiological and chemical parameters as specified in the HACCP Manual in the in-house laboratory, EIA lab or EIC approved labs?	
16.2	Are raw ingredients and finished products inspected batch-wise for all quality parameters specified in the HACCP Manual by a qualified person?	
16.3	Whether effective quality control of all ingredients and final products established to ensure the wholesomeness and safety of feed produced?	
16.4	Whether homogeneity tests are conducted on a laid down frequency to check the dispersion of feed additives and veterinary medicinal products in feed?	
<b>17</b>	<b>Any other relevant information :</b>	
<b>18</b>	<b>Declaration</b>	
	We hereby declare that we have read all the instructions issued by Export Inspection Council (EIC) and Export Inspection Agency (EIA) on the requirements for listing of Feed Mill and we guarantee that once listed by EIA, our feed mill will strictly comply with all the instructions issued by EIC / EIA in this regard. We will provide to the Competent Authority and its representatives free access, at all times, to all parts of the feed mill and to its records.	

<b>Recommendations of the Assessment Panel of Experts (APE)</b>	
Name of the Feed Mill	
Location	
Nature of activities of the unit	<ol style="list-style-type: none"> <li>1. To produce feed / feeding stuff for feeding aquaculture animals meant for export.</li> <li>2. Any other Item (pl. specify )</li> </ol>
The of above Feed Mill <b>may be / not be</b> approved to process feed / feeding stuff for feeding aquaculture animals meant for export under the Export of Fresh Frozen and Processed Fish and Fishery Products (Quality Control, Inspection and Monitoring) Rules, 1995. The deficiencies observed are given in the attached sheet.	
<b>Or</b>	
The approval of above Feed Mill <b>may be continued / may not be continued</b> to process feed / feeding stuff for feeding aquaculture animals meant for export under the Export of Fresh Frozen and Processed Fish and Fishery Products (Quality Control, Inspection and Monitoring) Rules, 1995	
Monitoring – Overall satisfactory / Unsatisfactory	
Products allowed to be processed in the above Feed Mill	Pre-mixtures Compound Feed Medicated feeding stuff Others (Specify) .....
Production capacity of the feed mill	
Other remarks, if any:	

Signature .....



Name .....

Designation .....

Organization .....

Date .....

## ANNEXURE – 4

**EXPORT INSPECTION AGENCY – CHENNAI / DELHI / KOCHI / KOLKATA / MUMBAI  
(MINISTRY OF COMMERCE & INDUSTRY)  
GOVERNMENT OF INDIA  
REPORT OF HATCHERY  
(Strike out if not applicable)**

Date:

Type of visit: Assessment Panel of Experts (APE) / Monitoring visit

Composition of Assessment Panel

Sl. No.	Name of the Expert	Designation	Organization
1			
2			
3			

<b>1.</b>	<b>General Information</b>	
1.1	Name and address of the hatchery seeking approval with phone number, fax no & e-mail address	
1.2		
1.3	Name of the Chief Executive, with telephone, fax & e-mail (MD/Mg. Partner / Proprietor)	
1.4	Is the hatchery owned or leased by the applicant?	Owned / leased
1.5	If leased, name of the hatchery owner, with name of the organization and address. (attach the attested copy of agreement)	
1.6	Year of Construction	
1.7	Scope of approval applied for	For breeding / hatching / rearing of finfish / shellfish for supply to the approved aquaculture farms.
1.8	Type of hatchery depending upon the size:	Small / medium / large scale
1.9	Give details of targeted species:	
1.10	Additional activities, if any:	
1.11	Production capacity of the hatchery/year	
1.12	Area / extent of hatchery:	
1.13	Details of tanks and total tank capacity:	
<b>2.</b>	<b>Information on locality</b>	
2.1	Whether hatchery is located in ideal location away from polluted environment?	



2.2	Whether adequate supply of good quality, clean sea water is available throughout the year?	
2.3	Whether uninterrupted power supply, fresh water supply, healthy spawners, good roads / transportation facilities etc. are available?	
<b>3</b>	<b>Design, construction, and components</b>	
3.1	Is the hatchery designed based on the target species and production target giving ample space for breeding / hatching / rearing and for other supporting activities needed for the operation?	
3.2	Whether the hatchery has the basic components like, maturation tanks, spawning tanks, larval rearing tanks, live food culture tanks, water storage and filtration tank etc. as applicable?.	
3.3	Are the tanks of suitable size, shape or depth, and made up of materials which will not cause harm or injury to the animal reared?	
3.4.	Whether provision for sufficient aeration given in the tanks at low pressure to maintain adequate level of dissolved oxygen in water, through suitable mechanism such as roots blower, rotary blower, air compressor etc. having methods to adjust air pressure?	
3.5	Whether It is ensured that air from the blower is free from oil?	
3.6	Is generator of suitable power provided for alternate power supply to ensure continuous aeration, in case of power failure?	
<b>4</b>	<b>Water management</b>	
4.1	Whether continuous supply of clean, good quality seawater in sufficient quantity is ensured?	
4.2	Whether seawater is pumped directly from the sea or from sump pit or tube well into the overhead filter tank?	
4.3	Is fresh water tested as per IS 4251(except radiological factors)?	
<b>5</b>	<b>Information about personnel</b>	
5.1	No. of technologists available in the hatchery with name and qualification	
5.2	Are the technologist(s) approved by EIA?	
5.3	If not, whether application for approval of technologist(s) is submitted to EIA?	
5.4	Name and designation of other person(s) responsible for hatchery operation?	
<b>6</b>	<b>Hatchery operation</b>	
6.1	Are the spawners available in sufficient quantity?	
6.2	Are they caught from wild during spawning seasons?	
6.3	Specify the source of spawners and mode of procurement & transportation	
6.4	Whether brood stock is collected from wild or from hatchery pond?	
6.5	Whether care is being taken to ensure that spawners / brood stock selected for spawning / induced breeding are healthy, matured and do not show any sign of distress or disease?	





6.6	Whether care is taken while collection of spawners / brood stock and also during conditioning and storage to avoid injury or stress to the animal?	
6.7	After spawning, are the eggs made to hatch in controlled condition of temperature and salinity and whether care is taken to avoid contamination of hatched nauplii.?	
6.8	Whether care is taken, while rearing the larvae at different stages of development, to maintain optimum temperature, salinity, pH, dissolved oxygen etc. as per the requirement of concerned species and stage of development?	
<b>7</b>	<b>Feed Management</b>	
7.1	Specify the type of feed used at each stage of hatchery operation and specify the source of feed / ingredients	
7.2	Are the ingredients / chemicals used for preparation of culture media or other purpose tested for purity to ensure that no banned chemicals are used in the feed?	
7.3	Whether withdrawal period for the authorised VMPs used in the facility is followed?	
<b>8</b>	<b>Good hatchery practices</b>	
8.1	Whether continuous monitoring of physico-chemical parameters such as salinity, pH, nitrogenous compound concentration, temperature, dissolved oxygen level etc. is conducted at regular intervals?	
8.2	Specify the monitoring procedure and frequency of monitoring of each parameter.	
8.3	Whether maximum care is taken to avoid microbial and chemical contamination of the animal at each stage?	
8.4	Whether health aspects of the aquatic animals at each stage are ensured through continuous monitoring?	
8.5	Whether medical treatments are given to the aquatic animals to control microbial/viral diseases?	
8.6	If so, specify the chemicals / pharmacologically active substances used with dosage.	
8.7	Whether it is ensured that banned chemicals or pharmacologically active substances are not used at any stage during hatchery operation?	
8.8	Whether good hygienic practices are followed at all stages of hatchery operation to avoid microbial contamination?	
8.9	Are pest control and good personal hygiene practices followed strictly to avoid contamination?	
8.10	Is water management system adequate to control contamination?	
<b>9</b>	<b>Cleaning and sanitation</b>	
9.1	Are cleaning and sanitation strictly followed to avoid contamination?	
9.2	Is it mandatory that newly constructed tanks are used only after conditioning and disinfecting it with suitable methods depending upon the material of the tank so that pH of water in the tank is stabilized?	
9.3	Whether records of cleaning & sanitation maintained?	



<b>10</b>	<b>Personal hygiene</b>	
10.1	Do the employees adhere to good hygienic practices and wear clean working dress?	
<b>11</b>	<b>Harvest and transportation</b>	
11.1	Specify method of harvest & transportation of post larvae / fingerlings:	
11.2	Whether harvesting and transportation are done in such a way to avoid stress or damage to the animal harvested?	
11.3	Whether post larvae / fingerlings are tested for Chloramphenicol and metabolites of Nitrofurans at EIC approved lab prior to harvest and the test results are made available to the approved farms during the supply of larvae / fingerlings?	
11.4	Whether details of harvest and supply of post larvae / fingerlings to approved farms are recorded and made available for verification?	
<b>12</b>	<b>Any other relevant information</b>	

<b>Recommendations of the Assessment Panel of Experts (APE)</b>	
Name of the Hatchery	
Location	
Nature of activities of the hatchery	For breeding / hatching / rearing of finfish / shellfish for supply to the approved aquaculture farms.
The above hatchery <b>may be approved / may not be approved</b> for breeding / hatching / rearing of finfish / shellfish for supply to the approved aquaculture farms meant for export under the Export of Fresh Frozen and Processed Fish and Fishery Products (Quality Control, Inspection and Monitoring) Rules, 1995. The deficiencies observed are given in the attached sheet.	
<b>Or</b>	
The approval of above hatchery <b>may be continued / may not be continued</b> for breeding / hatching / rearing of finfish / shellfish for supply to the approved aquaculture farms meant for export under the Export of Fresh Frozen and Processed Fish and Fishery Products (Quality Control, Inspection and Monitoring) Rules, 1995.	
Monitoring Visit : Overall satisfactory / unsatisfactory	
Aquaculture animals permitted for breeding, hatching and /or rearing (specify species/ type)	Shrimps Fishes Others (Specify) .....
Production capacity of the hatchery	
Other remarks, if any:	

Name :

Designation

Date :



**EXPORT INSPECTION AGENCY – CHENNAI / DELHI / KOCHI / KOLKATA / MUMBAI**  
**(MINISTRY OF COMMERCE & INDUSTRY)**  
**GOVERNMENT OF INDIA**  
**REPORT OF AQUACULTURE POND**  
**(For listing)**

Date:

Type of visit: Assessment Panel of Experts (APE) / Monitoring visit

Composition of Assessment Panel

Sl. No.	Name of the Expert	Designation	Organization
1			
2			
3			
4			

<b>1.</b>	<b>General Information</b>	
1.1	Name and address of the aquaculture farm seeking approval with phone number, fax no & e-mail address	
1.2	Is the aquaculture farm owned or leased by the applicant	Owned / leased
1.3	Scope of approval applied for For rearing of juveniles of finfish / shellfish for supply to the approved establishment meant for export	
1.4	Water used for farming	Freshwater / brackish water / seawater
1.5	Give details of targeted species:	
1.6	Farm ID as per e certification module	
1.7	Pond ID as per e certification module	
<b>2.</b>	<b>Farm input management</b>	
2.1	Whether a suitable person is entrusted to receive, check the quality, store and distribute the inputs?	
2.2	Are the inputs stored in an orderly manner, hygienically and properly labelled?	
<b>3</b>	<b>Water management</b>	
3.1	Whether continuous supply of clean, good quality water in sufficient quantity is ensured?	
<b>4</b>	<b>Information about personnel</b>	
4.1	Name and designation of qualified person(s) responsible for farming operation?	
<b>5</b>	<b>Usage of fertilizers and other chemicals</b>	
5.1	Specify the type of fertilizers and other chemicals used indicating the purpose of use and quantity:	
<b>6</b>	<b>Usage of drug for therapeutic purpose</b>	
6.1	Whether it is mandatory that only permitted chemicals /	



	pharmacologically active substance are used?	
6.2	Are records of treatment maintained?	
6.3	Whether withdrawal period is followed?	
<b>7</b>	<b>Harvest and transportation</b>	
7.1	Whether proper care is taken while harvesting to avoid damage to the aquatic animals?	
7.2	Are harvested animals hygienically handled and properly iced before dispatch to approved establishment(s) to avoid deterioration and microbial contamination?	
7.3	Whether sample(s) of 250 gm. of aquatic animals are tested for Chloramphenicol and metabolites of Nitrofurans at designated lab prior to harvest and the test results are made available to the approved establishment(s) during the supply of aquatic animals?	
7.4	Whether the traceability record is maintained?	

<b>Recommendations of the Assessment Panel of Experts (APE)</b>	
Name of the Aquaculture Farms	
Number of pods listed	
Location	
Nature of activities of the Farm	For rearing of finfish / shellfish for supply to the approved establishment(s) meant for export
The listing of above aquaculture pond <b>may be continued / may not be continued</b> for rearing of finfish / shellfish for supply to the approved establishment(s) meant for export under the Export of Fresh Frozen and Processed Fish and Fishery Products (Quality Control, Inspection and Monitoring) Rules, 1995	
Aquaculture animals permitted for rearing in the farm for export (specify species/ type)	Shrimps Fishes Others (Specify) .....
Number of crops	
Production capacity of the farm	
Other remarks, if any: Monitoring visit overall satisfactory / unsatisfactory	

Signature		
Name		
Designation		
Organisation		
Date		



**EXPORT INSPECTION AGENCY – CHENNAI / DELHI / KOCHI / KOLKATA / MUMBAI  
(MINISTRY OF COMMERCE & INDUSTRY)  
GOVERNMENT OF INDIA  
REPORT OF LANDING CENTRES / FISHING HARBOURS  
(For listing)**

Date:

Type of visit: Assessment Panel of Experts (APE) / Monitoring visit

Composition of Assessment Panel

Sl. No.	Name of the Expert	Designation	Organization
1			
2			
3			

1.	General Information	
1.1	Name and address of the landing site / fishing harbour seeking approval with phone number, fax no. & e-mail address:	
1.3	Name of the most responsible person, with designation, telephone, fax & e-mail	
1.4	Is the landing centre / fishing harbour owned or leased by the applicant	Owned / leased
1.5	If leased, give the name of the landing Centre / fishing harbor owner, with name of the organization and address. (attach the attested copy of agreement)	
1.6	Year of Commissioning:	
1.7	Year of last major alteration:	
1.8	Scope of approval applied for:	To handle, display and / or auction wild caught fishery products meant for export
1.9	Type of landing site / fishing harbour (Major = landing facilities for more than 500 fishing vessels, Medium= landing facilities for 100-500 fishing vessels , Minor= landing facilities for less than 100 fishing vessels)	Major/ Medium/ Minor
1.10	Capacity (number of boats) and total area of landing site:	
1.11	Types of boats landed (trawlers / gill netters / small size mechanized boats)	
1.12	Number of boats landed during peak season:	
1.13	Number of fishing days:	
1.14	Major types of fishery products and average quantity landed per day:	
1.15	Provide annual landing details in tons (Amendment No. 4)	



1.16	Name and qualification of Hygiene Inspector(s) / responsible person appointed to supervise hygiene and sanitation:	
1.17	Number of workers	
<b>2.</b>	<b>Premises</b>	
2.1	Whether the landing centre / fishing harbour is located away from polluted environment and is free from undesirable smoke, dust, other pollutants and stagnant water?	
<b>3</b>	<b>Infrastructure facilities</b>	
3.1	Whether adequate working space is provided for hygienic handling of fishery products?	
3.2	Whether suitable covering is provided for the landing site / fishing harbour to protect fishery products from environmental hazards such as sun light, rain, etc.?	
3.3	Are the floor and walls smooth and easy to clean and disinfect?	
3.4	Whether the floor has sufficient slope for proper drainage and to avoid stagnation of water?	
3.5	Whether drainage lines of adequate size and slope are provided to remove waste water, the outlet of which is not open to the sea near the landing berth?	
3.6	Are sufficient artificial lights provided with suitable protective coverings?	
3.7	Whether sanitary facilities are provided at appropriate places for hand washing?	
3.8	Whether appropriate number of flush lavatories provided outside the landing sites / auction centers?	
3.11	Whether suitable mechanism adopted to prevent entry of birds / other pests inside the landing platform, auction areas and other storage areas?	
<b>4</b>	<b>Water and Ice management</b>	
4.1	What is the source of water used for washing fishery products and fish contact surfaces?	
4.2.	Whether adequate quantity of potable water or clean sea water is available in the landing sites for cleaning and sanitation?	
4.3.	What is the source of ice used for chilling fishery products meant for export?	
4.4	Whether provision for hygienic handling and storing of sufficient quantity of good quality ice is available?	
4.5	Whether ice crusher is available?	
4.6	If so, whether the crusher is maintained hygienically and is free from corrosion?	
<b>5</b>	<b>Auction Hall</b>	
5.1	Whether separate auction hall(s) is provided for display and sale of fishery products?	
5.2	If so, whether it is well protected from entry of pests?	
5.3	Whether the auction hall has adequate light and ventilation?	
5.4	Whether raised platforms, which are smooth, easy to clean and disinfect, are provided for display of fishery products?	
5.5	If not, specify the provision given to ensure that fishery products will not come in contact with the floor directly?	
<b>6</b>	<b>Good hygienic practices</b>	
6.1	Is the landing site / fishing harbour maintained hygienically?	
6.2	Whether cleaning and sanitation is implemented at all areas of the landing site on a laid down frequency to avoid cross	



	contamination?	
6.3	Whether hygiene inspector is deputed to supervise cleaning & sanitation and also monitor quality of fishery products?	
6.4	Are the floors, walls, partitions, ceilings, utensils, instruments and other food contact surfaces kept in a satisfactory state of cleanliness and repair?	
6.5	Whether all the surfaces coming in contact with fishery products are cleaned before and after each sale?	
6.6	Whether the crates / utensils cleaned and rinsed inside and outside with potable water or clean sea water and disinfected before use?	
6.7	Are fishery products properly iced using good quality ice made of potable water so as to maintain the core temperature of fishery products below 4°C?	
6.8	Whether the hygiene inspector is responsible to monitor personal hygiene practices of the employees strictly?	
<b>7.</b>	<b>Inspection and testing</b>	
7.1	Whether hygiene inspector conducts random checking of fishery products meant for export for organoleptic factors, including the core temperature to ensure chilling of fishery products below 4°C and maintains records?	
<b>8</b>	<b>Records</b>	
8.1	Are records of fishing vessels landed and variety wise details of fishery products supplied by each vessel to the approved establishments maintained?	
8.2	Whether the hygiene inspector is monitoring the fishing vessels during berthing on a laid down frequency to assess the hygienic condition / infrastructure of the vessel, quality / quantity of ice used etc. and maintaining records?	

<b>Recommendations of the Assessment Panel of Experts (APE)</b>	
Name of the Landing site/Fishing harbor	
Location	
Approval No. (If already allotted by EIA)	
Nature of activities of the Landing site / Fishing harbor	To handle, display and / or auction wild caught fishery products meant for export
The listing of above landing site / fishing harbour <b>may be continued / may not be continued</b> to handle, display and/or auction wild caught fishery products meant for export under the Export of Fresh Frozen and Processed Fish and Fishery Products (Quality Control, Inspection and Monitoring) Rules, 1995	
Wild caught fishery products permitted be to handled, displayed and/or auctioned for export	Crustaceans Fishes Cephalopods Others (Specify) .....
Number of boats permitted for landing	
Type of boats permitted for landing	
Average quantity of fishery products landed per day	
Other remarks, if any: Monitoring visit : Overall satisfactory / unsatisfactory	
Signature	



Name		
Designation		
Organisation		
Date		

## ANNEXURE 7

**EXPORT INSPECTION AGENCY – CHENNAI / DELHI / KOCHI / KOLKATA / MUMBAI**  
**(MINISTRY OF COMMERCE & INDUSTRY)**  
**GOVERNMENT OF INDIA**  
**REPORT OF FISHING VESSEL**  
(For listing)

Date:

Type of visit: Assessment Panel of Experts (APE) / Monitoring visit

Composition of Assessment Panel

Sl. No.	Name of the Expert	Designation	Organization
1			
2			
3			
4.			

<b>1.</b>	<b>General Information</b>	
1.1	Name and address of the organisation / person seeking approval of Fishing Vessel with phone no., Fax No. & e-mail address	
1.2	Name and address of most responsible person with designation, phone no, fax no	
1.3	Registration Number allotted to the vessel by the authority concerned.	
1.4	Name of the vessel, if any.	
1.5	Is the fishing vessel owned or leased?	
1.6	If leased, name and address of the owner of the vessel	
1.7	Address for communication	
1.8	Scope of approval applied for	To catch wild fish & fishery products, chill, handle and supply for export purpose
1.9	Is the vessel designed for fishing (a) Less than 24 hours? (b) More than 24 hours?	
<b>2.</b>	<b>General hygienic conditions</b>	
2.1	Whether fish is handled hygienically taking maximum care to avoid damage to the fish?	





2.2	Whether spiked instruments are used for handling fishes?	
2.3	If so, whether such instrument damages the flesh of the fishery product?	
2.4	Is it ensured that while storing fishery products melt water does not remain in contact with fishery products?	
2.5	Whether the storage section is protected from possible contamination with fuel used in the vessel or with bilge water?	
2.6	Are containers used for the storage of products designed to ensure their preservation under satisfactory conditions of hygiene and in particular, allow drainage of melt water?	
2.7	Whether the fishery products are dumped directly on the deck after procurement? If not, specify the procedure adopted:	
2.8	Whether the containers and the equipment in contact with fishery product are made of non-corrodible materials which are water proof, resistant to decay, smooth and easy to clean and disinfect?	
2.9	Whether the staff assigned to handle fishery product are apparently free from communicable diseases?	
3	<b>Any other relevant information</b>  <b>Monitoring : Overall satisfactory / Unsatisfactory</b>	
The listing of above fishing vessel <b>may be continued / may not be continued</b> to handle, catch fishery products meant for delivering the approved establishments for further export under the Export of Fresh Frozen and Processed Fish and Fishery Products (Quality Control, Inspection and Monitoring) Rules, 1995		

Name			
Signature			
Organisation			
Date			



**ANNEXURE 8**

**LIST OF RECORDS TO BE MAINTAINED BY THE FACILITY**

<b>Types of records</b>	<b>Feed Mills</b>	<b>Hatchery</b>	<b>Aquaculture farms</b>	<b>Fishing vessels</b>	<b>Fishing harbours / Landing centers</b>
Traceability records (as applicable)	Supplier of the ingredients	From whom the brood stock is obtained and to whom the seeds are sold	From where the seeds are obtained and to whom the shrimp are sold	To which establishment the raw material is sold	Vessel wise catch details should be maintained
Temperature records					Yes
Organoleptic evaluation records / Physical checking - condition of cargo					Yes
Source of ice				yes	yes
Inputs given			Details regarding VMP ( if any) and withdrawal period followed		