**Standard Operating Procedure: Qurbani sales direct to final consumer**

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| --- | --- |
| Authorised by: | Issue Date/Version No.: |

**Objective: Dispatch of meat direct to the consumer over the Eid al Adha Festival 2020**

**Responsibility & Authority:**

**The FBO [name] is ultimately responsible, and has delegated this to [insert names]**

**General:**

In the Islamic faith, the act of Qurbani is a religious act of worship following in the footsteps of Prophet Abraham (pbuh). Animals are allocated to specific pre-designated consumers at or before the point of slaughter, since the act is being done on behalf of the consumer. At this point the ownership of the animal or carcass changes to the consumer.

The act of Qurbani can only begin after Eid prayers on the day of Eid-al Adha. Thus practically the earliest the first Qurbani slaughter can be conducted is approximately 30-45 minutes after sunrise in the abattoir’s location. The last time is sunset 3 or 4 days after the day of Qurbani (depending on the consumer’s religious perspective).

**Procedure:**

Sheep will be selected based on orders received from final consumers at the slaughterhouse (pre-order or on the day).

After post-mortem inspection, health marking, weighing, grading and stamping (HMC for example, if applicable), the Qurbani carcases that are going to specific designated domestic customers will begin the cooling process.

Carcases must be moved to a chilling area to begin a continuous cooling curve and remain there until the carcase is ready to dispatch. A minimum time of 30 minutes is recommended.

Each consignment must be dispatched with a specific document detailing the name of the abattoir, date of dispatch, number of Qurbani units and who it was for. Examples include a receipt or order confirmation (the usual dispatch records required in law).

Each consignment will be accompanied with a consumer advice note of the requirement to cook the product thoroughly before consumption (or freezing if appropriate). This information will also be available electronically if required. There will also be a consumer declaration that may be signed before or at the time of dispatch, stating that the customer is aware that the meat has not been chilled fully.

To minimise contamination risk, carcasses and products will be plastic-wrapped or boxed hygienically if not placed in refrigerated vehicle. If refrigerated then the vehicle must be clean and contamination-free before placing carcasses, otherwise the area shall be lined with a suitable material and the carcasses/products wrapped/boxed as appropriate to prevent contamination.

**Control Measures and Frequency:**

**Temperature** – [insert name of responsible individual/department]

Random checks of surface temperatures of carcases intended for direct supply will be undertaken on an hourly basis and recorded and retained for at least one year (this will be fed into discussion for the 2021 Festival).

**Documentation** - [insert name of responsible individual/department]

Check that the following documents have been completed and issued for every consignment as appropriate. This will happen for every consignment.

* Order confirmation, receipt or dispatch document
* Consumer Advice Document/Consumer Declaration (with consumer acceptance signature, may not be a separate document but may be contained within any of the previous documents)

**Transport** - [insert name of responsible individual/department]

To monitor the type of vehicles used by Qurbani consumers dispatch colleagues will record the number and type of vehicles used by consumers to collect Qurbanis.

Example

|  |  |  |
| --- | --- | --- |
| **Day** | **#** | **Vehicle Type** |
| Friday | 21 | Car (up to 5 passengers) |
| Friday | 3 | People Carrier/Mini-bus (5+) |
| Friday | 2 | Unrefrigerated Van |
| Friday | 1 | Refrigerated Van |
| Saturday | 10 | Car (up to 5 passengers) |
| Saturday | 2 | People Carrier/Mini-bus (5+) |
| Saturday | 1 | Unrefrigerated Van |
| Saturday | 2 | Refrigerated Van |

Products will be plastic-wrapped or boxed as appropriate to prevent extraneous contamination.

Again, this information will be retained for at least one year and this will be fed into discussion for the 2021 Festival.

**Corrective Action:**

No corrective actions required for temperature checks – this is data gathering only

If paperwork checks reveal missing documentation, the responsible individual will provide them

If required, the FBO will provide [bags/dolav liners/boxes] as needed.

**Records:**

Temperature checks

Consignment check record (book or form) – documentation and transport

*Additional note*

*All staff involved in handling and slaughter of live sheep must have valid certificates of competence for all of the tasks they are undertaking*