



Linden Foods Burradon

Environmental Management Systems Summary

EMS Manual

An EMS Manual describes the operation and management of the Environmental Management System (EMS) at Linden Foods Burradon and has been approved and authorised by top management.

The EMS Manual is a statement of the management philosophy as it related to the Environment within Linden Foods Burradon.

It is supplemented by a procedure manual containing the company's Standard Operating Procedures and appropriate records. The environmental management system complies with the requirements of ISO 14001:2007.

The EMS Manual defines:

- the overall Environmental Policy adopted by the company
- the organisation that is in place to implement the Environmental Policy
- the appropriate documentation that has been designed to enable the company to ensure compliance with the policy
- the appropriate programmes that are in place to ensure the implementation of the identified aspects and their significant impacts

EMS System

Linden Foods Burradon has identified all the processes required for its EMS and determined their interaction and sequence.

These include processes for management, resource allocation, product realisation, risk and aspect identification, performance measurement, waste identification and control, compliance with legislative requirements as well as outsourcing and purchasing, adequate resources, necessary information and competent personnel are provided to ensure that their processes are operated, monitored, and analysed.

The overall EMS documentation includes:

- the EMS Manual
- documented EMS objectives
- environmental aspects
- EMS related procedures

The company strives to continually improve its processes and takes any action needed to achieve its EMS objectives.

EMS Procedures

The main EMS procedures are as referenced in the table below:

Reference	Document
LFEPOL	Environmental Policy
EMS 1	Aspects and Impacts
EMS 2	Legal and other Requirements
EMS 3	Objectives and Targets
EMS 4	Communication
EMS 5	Competence, Training, and Awareness
EMS 6	Document Control
EMS 7	Control of Records
EMS 8	Internal Audit
EMS 9	Emergency Preparedness and Response
EMS 10	Management Review
EMS 11	Monitoring and Measurement
EMS 13.1	Compliance Matric
EMS 14	Management of Change
LFEP008	Waste Management
LFEP013	Spillage Control
LFEP017	Energy Management
LFEP020	Air Emission Procedure
LFEP021	Odour Assessment
LFEP022	Complaint Response Procedure
WI2	F Gas Procedure

Operational Procedure

At operational level, individual operations across the site are rigidly controlled through a huge number of Operational Procedures and associated processes / form (which incorporate environmental requirements). These procedures are as referenced in the table below – red indicates main operational procedures:

Reference	Document
PRO 001	Procedure for Daily Pre-start Checks
LBQC 001	Daily Pre-start Check – Slaughter Hall
WBQC 001a	Daily Pre-start Check – Lairage
WBQC 001b	Daily Pre-start Check – Lamb Line
LBQC 001c	Daily Pre-start Check Despatch & Chills
PRO 002	Procedure For Carcass Temp in chills
WBQC 002a	Carcass Temp (12 – 18 Hours After Slaughter)
WBQC 002b	Carcass Temp (36 – 48 Hours After Slaughter)
WBQC 002c	Carcass Temp (60 – 72 Hours After Slaughter)
WBQC 02d	Despatch Temperature Checks (HQ)
WBQC 02d(i)	Despatch Temperature Checks (FQ)
WBQC 002e	Tripe Temperature Check (Up to 24 Hours After Slaughter)
WBQC 002f	Tripe Temperature Check (60 – 72 Hours After Slaughter)
PRO 003	Procedure for Glass & Perspex Audit
LBQC 003a	Glass & Perspex – Office Block
WBQC 003a(i)	Glass & Perspex – Office Block – Risk Assessment
LBQC 003b	Glass & Perspex – Chill/Despatch
WBQC 003b(i)	Glass & Perspex Chill/Despatch – Risk Assessment
LBQC 003c	Glass & Perspex – Lairage
WBQC 003c(i)	Glass & Perspex – Lairage – Risk Assessment
LBQC 003d	Glass & Perspex – Maintenance Workshop & Store
WBQC 003d(i)	Glass & Perspex – Maintenance Workshop & Store – Risk Assessment
LBQC 003e	Glass & Perspex – Breakage & Risk Assessment Log
LBQC 003f	Glass & Perspex – Slaughter Hall (including Hide and Gut Room)
WBQC 003f(RA)	Glass & Perspex – Slaughter Hall (including Hide and Gut Room) – Risk Assessment
PRO 004	Procedure for Steriliser Checks

LBQC 004	Steriliser Temperature Checks – Cattle Line
LBQC 004c	Steriliser Temperature Checks – Lamb Line
LBQC 004d	Steriliser Temperature Checks – Loading Dock
WBQC 005a	Carcass Temp Checks (12-18 Hours After Slaughter) Lamb
WBQC 005b	Carcass Temperature Checks (36 – 48 Hours After Slaughter) Lamb
WBQC 005c	Lamb Carcass Temperature (60 – 72 Hours)
PRO 006	Procedure for Red Offal Temperature Checks
WBQC 006	Red Offal Temperature Check
PRO 007	Procedure For Control of Glass & Brittle Plastics
PRO 008	Procedure for HACCP Checks in Slaughter Hall
WBQC 008a	HACCP check in Slaughter Hall
PRO 009	Procedure for Contamination Proforma
WBQC 009	Pre-Bone Visual Contamination Check
LBQC 010	Protective Garments Control Record
PRO 011	Procedure for Products Positive Release
LBQC 011	Carcass Loading Bay Positive Product Release
WBQC 012a	Product Temperature prior to Boning
PRO 013	Procedure for Livestock Intake
LBQC 013	Livestock Intake Form
PRO 013a	Procedure for Recording Livestock Intake Details
PRO 13b	Procedure for Scheduling Incoming Livestock
PRO 014	Procedure for Scale Checks
WBQC 014	Scale Check
PRO 015	Procedure for Checking Effectiveness of Stunning Equipment
WBQC 015a	Lamb Stunning Equipment
WBQC 015c	Cattle Stunning Equipment
PRO 016	Procedure for Preventative Maintenance
WBQC 016	Maintenance Reporting
WBQC 016a	Maintenance Reporting – Sheep line
WBQC 016b	Maintenance Reporting – Cattle line
WBQC 016c	Maintenance Reporting – Sorting Area
WBQC 016d	Maintenance Reporting – Building Fabric
WQBC 016f	Maintenance Reporting – Plant

PRO 017	Procedure for Stomach Spillage
PRO 018	Procedure for Product Falling onto Floor
PRO 018a	Procedure for Utensils Falling onto Floor
PRO 019	Procedure for Product Falling onto Floor
PRO 020	Procedure for Packaging Intake
WBQC 020	Packaging Intake Check
WBQC 020a	Production packaging Usage
LBQC 020b	Packaging Traceability Audit
WBQC 021	Transport Haulier Audit
PRO 022	By-Product Procedure
WBQC 022	Beef SRM Protocol
WBQC 022a	Lamb SRM Protocol
PRO 023	Procedure in the Event of a line Breakdown
PRO 023a	Process Breakdown Procedure
PRO 023b	Maintenance Process Breakdown Procedure
LBQC 023	Kill Floor Downtime Record – Maintenance Issues
LBQC 023a	Linden Foods Burradon Contractor Tool Inventory Record
LBQC 023b	Kill Floor Downtime Record – Processing Issues
PRO 024	Procedure for Glass/Plastic Breakage
PRO 024a	Procedure for Los of Glasses/Contact Lens
WBQC 024	Glass & Hard Perspex performa
PRO 025	Procedure for Collection of Micro Samples
PRO 025a	Procedure for Micro Testing of Water
PRO 025b	Procedure for Microbiological Testing of Samples
LBQC 026	Non-Conformance Incident Report Form
LBQC 026b	Non-Conformance Incident Report Form
PRO 027	Product Recall/Withdrawal Procedure
PRO 027A	Procedure for Product Integrity & Traceability
PRO 027b	Procedure for Livestock Traceability
PRO 27c (1)	Product Identification and Traceability Flow Cattle
PRO 27c (2)	Product Identification and Traceability Flow Lamb
PRO 028	Procedure for Handling & Segregation of Beef & Lamb
PRO 028a	Procedure for Species Segregation

PRO 029	Procedure for Handling Non-Conforming Product
PRO 029a	Procedure for Handling Detained Carcasses
PRO 030	Hold & Release Procedure – Packaging Raw Materials
LBQC 030	Quarantine Notice
PRO 031	Incident Management
PRO 032	Washing Procedure Gloves & Aprons
PRO 033	PPE Audit
LBQC 033	Protective Clothing Audit
PRO 033a	Procedure for Issuing/Wearing PPE
LBQC 034	Checks – Staff Fridges & Microwaves
PRO 035	Internal Audit Procedure
WBQC 035	Audit Report
WBQC 035a	Internal Audit Checklist
WBQC 035b	Non-Conformance Report
WBQC 035c	Audit Summary
WBQC 035d	House-keeping Audit Summary
WBQC 035e	CCP Audit Checklist
WBQC 035f	CCP Audit Summary
PRO 036	Procedure for Recording Knife Allocation
WBQC 036	Knife Allocation
LBQC 065	LUX Meter Reading
PRO 066	Procedure for Approval of Suppliers of Services
LBQC 067	Processing Equipment Allocation Record
PRO 068	Procedure for Cleaning Blocked Drainage System
LBQC 068	Blocked Drainage System Recording
LBQC 069	Livestock Delivery Schedule
PRO 070	Procedure for Tray Wash
LBQC 070a	Carcase Visual Inspection Beef
LBQC 070b	Carcase Visual Inspection Lamb
LBQC 071	Boot Wash Chemical Concentration Record
LBQC 071a	Vehicle Disinfectant Concentration Record
LBQC 073	Food Safety Risk Assessment Form
LBQC 074	Fabrication Maintenance Record & Risk Assessment

LBQC 074a	Standard Maintenance Record & Risk Assessment
LBQC 074c	Maintenance Box Inventory
WBQC 075	Steriliser Checklist
LBQC 076a	Time to Stun Monitoring Record
LBQC 077a	Animal Welfare Monitoring Record
LBQC 078	Livestock Processing Audit
LBQC 078b	Livestock Traceability Exercise
LBQC 078c	Full Traceability Assessment Document Checklist
PRO 079	Emergency Entry Procedure
PRO 080	Procedure for Monitoring Livestock Health & Welfare
LBQC 080	Animal Welfare Duties Checklist
LBQC 080 (nc)	Animal Welfare Non-Conformance Record
PRO 081	BSE Testing Protocol
PRO 082	Procedure for PGI Labelling
LBQC 083	Carcase Labelling & pH Monitoring Record
PRO 084	Procedure for In-House Calibration of pH Meter
LBQC 084	Despatch Duty Record
LBQC 085	Boiler Check Sheet
PRO 086	Procedure for Boil Water Notice
PRO 087	Procedure for Watching CCTV Footage
LBQC 087	CCTV Footage Log
PRO 087a	Monitoring Animal Welfare CCTV
LBQC 087a	CCTV – Animal Welfare Audit Report
PRO 088	Procedure for Strongly Scented Materials
PRO 089	Procedure for OSI TB Positive
PRO 090	Procedure for Inspection of Red Offal Packing & Labelling
LBQC 090	Red Offal Packing & Labelling Inspection
LBQC 090a	Batch Number Allocation Matrix 2014
PRO 090b	Procedure for Red Offal Batch Code Verification Record
LBQC 090b	Red Offal Batch Code Verification Record
LBQC 090c	Red Offal Packing Specification Summary
PRO 091	Product Testing Schedule
PRO 092	Procedure for Issuing & Controlling of First Aid Plasters

PRO 093	Procedure in the Event of a Chiller(s) Breakdown
LBQC 093	Chilling System Breakdown Log
PRO 094	Procedure for Processing Tesco Welfare Assured Tongues
PRO 095	Procedure for DNA Sampling
LBQC 095	Monthly DNA Sampling Record
PRO 096	Procedure for Security Sealing Transit Containers
PRO 097	Protocol for BEEF Hip Suspension
PRO 097a	Lamb Hip Suspension Protocol
PRO 098	Transportation of Products – Control Summary
LBQC 099	Document Control Record
SRM 100A	SRM Check After Grader – Pre-Chill
PRO 101	Procedure for Checking AA Cattle
LBQC 101	AA Cattle Characteristics
LBQC 101c	Kill Sequence Log

Standard Operating Procedures

At a Work tasks level, individual tasks across the site are rigidly controlled through a huge number of Standard Operating Procedures (SOP's), which incorporate environmental requirements. These SOPs are as referenced in the table below:

Reference	Document
Cattle	
001	Animals unloaded and tagged
001a	Animal Welfare 018
001b	Single Tagged Cattle at Slaughter
002	Dirty Livestock Intake
003	Intake of Casualty Animals
003a	Animals Marked as Restricted
003b	Protocol for Ante-mortem Suspects
003c	Fallen Animals
004	Cattle Stunning
004a	Cattle Stun Box
005	Shackle, Stick, & Bleed
006	Nose/Snout Removed & Head Plug
008	First Leg
009	Second Leg
010	Bunging
011	Opening Neck Rodding
012	Flanking
013	Hide Puller Driver
015	Head Removal
015a	O48m Brain Stem Sampling
016	Head Labelling
016a	Inspection Fore Quarter before M.H.S
016b	Beast Offal Trimming & Traying
016c	Customer Complaint Proforma
017	Breast Saw
018	Evisceration
018a	Red Offal Moved to the Chiller

019	Carcass Split and Spinal Cord Removed
020	SRM Bone Dust Removal
021	Qc Inspection of Hind Quarter – First Stand
022	Thymus Removal and Neck Trim – Second Stand
023	Trimming Table
023a	Knife Quartering
024	Front, Thin Skirt, Fat & Tail Removal – Third Stand
025	Carcass Loaded into Chillers
026	Hot Boning
027	Cattle Green Offal
028	Packing Red Offal
029	Red Offal Weighed Labelled and put on Pallet
030	Carcasses Moved from Chiller for Quartering
031	F flank Dropped
032	Lion & Rib Sawed
033	Hind Quarter Strung and Hung on Rail
034	Hooking Up
035	Q.C Check LB2
036	Quarters Weighed
036a	Scan Barcodes for Carcass Despatch
037	Docking and Loading Vehicles
038	Hip Hung Sides
1475	Scribing and Sawing
087	Q.C Check
099a	ID of Detained Carcasses
117b	Packing Red Offal
129	Rope Sides
145	Quarters Pushed into Pre-bone Chillers
181a	Packing & Crating
400b	Check After Grader
410	Slaughter Station Controls
424	By-product Segregation
431	Inner Skirt Dropped & Shin Cut

435a	Procedure for Escaped Animals in Yard
020a	Carcase Contamination Slaughterhouse
018b	Bile & Gallstone Collection
039	Hot Neck Boning Kill Floor
040a	Head Breaking
040b	Head Trimming
445	De-Horner
446	Neck Bone Trimming
447	TB Positive Carcasses
443	Detained Carcasses
Lamb	
001ab	Arrival of Sheep
001d	Dirty Livestock
05ia	Animal Unloaded and Tagged
001ab	Loading Sheep into the Restrain
037	Lamb Carcasses Weighed
053	Electrical Stunning
054	Stick, Bleed, & Shackle
055	Head Removal & Dentition
056	Brisket Patch & Cradle Position
057	First Y Cut & Pulling Shoulders
058	Second Y Cut & Pulling Shoulders
059	Cutting Down
060	Shoulder Pulling & Rodding
061	Punching Arm
062	Final Hide Pull
063	Hocker & hanging
064	Bunging
065	Evisceration
066	Pluck Drop & Removal
067	Q.C Check FQ & HQ
068	Pluck Breaking
069	Elastic & Rabbit

070	Selection of Lambs
071	Detained & Chilled
072	Camels Inserted, Carcase Dressed
073	Fleece Removal & Transporting
074	Lamb Offal into Chiller
075	Over 12 Month Splitters
076	Quality Control Checks
077	Green Offal
078	Carcasses Moved from Chiller for Sorting
079	Carcasses Moved from Chiller for Loading
080	Chiller to Loading
081	Vacuum
117b	Packing Red Offal