



NEW PROCESSOR APPROVAL SELF-REVIEW CHECKLIST.

Once your company has an [approved arrangement endorsed by the Department of Agriculture, Fisheries and Forestry \(DAFF\)](#), you are to complete the [AUS-MEAT Meat Messaging application and finance process](#) and submit the required forms to AUS-MEAT to request a review for Meat Messaging approval. Following is a self-review checklist for that evaluation process.

1. Has your processing establishment registered with Meat Messaging?

YES ☐ *Go to question 3.*

NO ☐ *Go to question 2.*

2. Are you exporting to the US and/or are you intending to register for Meat Messaging?

YES ☐ Review this information – [AMPC webinar](#), [implementation guide](#), [registration](#) and then go to question 3.

NO ☐ **Stop.**

3. Has your establishment registered with GS1 in Australia?

YES ☐ *Go to question 4.*

NO ☐ [Register with GS1](#) and refer to the [RMSCC Supply Chain Information Standard for case/carton labels \(barcodes\)](#) then go to question 4.

4. Do your trade-unit labels have RMSCC standard barcodes and have you sent them to Meat Messaging and GS1 for checking and approval?

YES ☐ *Go to question 5.*

NO ☐ Create your sample labels with the [Label Tool](#), submit them to Meat Messaging using the [Label Test Request Form](#), and to GS1 for [Barcode Check Verification](#) then go to question 5.

5. Have you determined if your establishment will be U.S.-only or fully integrated?

YES ☐ *Go to question 7.*

NO ☐ The answer depends on your activities. To work through your options, go through this [Use Case Document](#) and check the costings and other details in this [FAQ Document](#), then go to question 6.



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6. Will your establishment be U.S.-only?

- YES ☐ [Contact AUS-MEAT](#) to discuss the implementation category and pricing model before you begin uploading export messages and enrol the relevant personnel (admin, export, QA/compliance, software) in the AUS-MEAT [Introduction to Meat Messaging](#) training.
- NO ☐ *Go to question 7.*

7. Is your software recording all the required information and uploading messages to Meat Messaging?

- YES ☐ *Go to question 8.*
- NO ☐ *Ask your software provider to contact the Meat Messaging team at info@meatmessaging.com and work through technical requirements. Once software is operating correctly, go to question 8.*

8. Have you defined responsibilities for Meat Messaging activities and compliance?

- YES ☐ *Go to question 9.*
- NO ☐ *Define the responsibilities of personnel through your management systems and approved arrangements, setting out appropriate workflows, then go to question 9.*

9. Have you completed ten test messages in the Meat Messaging portal and collated the reports for submission to DAFF alongside your amended Approved Arrangement?

- YES ☐ *Go to question 10.*
- NO ☐ *Create your test messages at meatmessaging.org and collate the reports. If you need assistance, contact the Meat Messaging team at info@meatmessging.com Once complete, go to question 10.*

10. Are you conducting QA monitoring activities and reports?

- YES ☐ *Go to question 11.*
- NO ☐ *Conduct QA monitoring activities – and generate QA monitoring reports showing ‘pass’ status – following a self-defined sampling plan. Use the [online calculator](#) to determine your QA monitoring frequency schedule and [perform load checks by following this guide](#). Then go to question 11.*



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11. Are you uploading all shipments to Meat Messaging, as required (whether U.S. only or fully integrated)?

YES ☐ *Go to question 12.*

NO ☐ To ensure all required shipments are uploaded to Meat Messaging, refine work instruction and management processes, *then go to question 12.*

12. If you have U.S. rejections, are you receiving and reviewing the Meat Messaging rejection reports?

YES ☐ You are compliant and ready to continue with uploading live shipments.

NO ☐ Put management processes in place to ensure Meat Messaging rejection reporting is reviewed and corrective action taken to reduce the occurrence of rejections – *when this is done, you will be compliant and ready to continue with uploading live shipments.*

If you have any issues or questions, please contact Meat Messaging support:

<https://meatmessaging.org/> | +617 30739234 | info@meatmessaging.com