

A-Z QUICK GUIDE: MeSTI CERTIFICATION

*A Comprehensive & Formal Blueprint
for Food Manufacturing Operators*

PHASE 1: CORE & MANDATORY PREREQUISITES

These five elements are absolute requirements. The Ministry of Health (MOH) will not entertain any applications without the fulfillment of these prerequisites.

- 1. Company Registration (SSM):** Must be legitimate, active, and properly registered.
- 2. Local Authority (PBT) Premise License:** A valid business or manufacturing premise license issued by the respective local municipal council.
- 3. Typhoid Vaccination: STRICTLY MANDATORY** for all food handlers, employees, and management personnel who enter the manufacturing area. Maintain a formalized medical record book.
- 4. Food Handler Training (LPM) Certificate:** All production employees must attend a certified 3-hour course conducted by an MOH-recognized Food Handler Training School (SLPM).
- 5. MeSTI Awareness & Coaching Course:**
 - **Target Audience:** Business Owners, Plant Managers, or Quality Assurance Supervisors.
 - **Objective:** To understand the formulation of Standard Operating Procedures (SOPs), MeSTI file management, and MOH auditing criteria.
 - **Action Required:** Contact the Food Safety and Quality Division at the nearest District Health Office (PKD) to enroll in upcoming "MeSTI Clinics" or official coaching sessions.

PHASE 2: PHYSICAL FACTORY SPECIFICATIONS

The architectural layout and physical infrastructure of the premise are highly critical elements evaluated by auditors to prevent cross-contamination.

- **One-Way Workflow (Zoning):** A definitive physical separation must exist between the **DIRTY AREA** (raw material receiving/washing) and the **CLEAN AREA** (processing/packaging). Personnel and materials must follow a linear path without backtracking.
- **Floors & Walls:** Must be waterproof, non-slip, easy to sanitize, and light-colored. Epoxy flooring is highly recommended. The juncture between walls and floors should be curved (*coving*) to prevent dirt accumulation.

- **Ceilings & Lighting:** Ceilings must be smooth, waterproof, and free of crevices. **All lighting fixtures within the processing area must have shatterproof covers** to prevent glass fragments from falling into food products in the event of breakage.
- **Pest Control Management:** Install UV fly catchers at strategic entry points. Engage a licensed, scheduled professional pest control service and retain all service contracts and records.
- **Handwashing Stations:** Dedicated, hands-free (knee or foot-pedal operated) handwashing sinks must be installed at the entrance of processing zones, fully equipped with liquid soap and disposable paper towels.

PHASE 3: MeSTI MANUAL & DOCUMENTATION

A robust paper trail is required to prove compliance. Implement prerequisite programs (PRP) with verifiable schedules.

- **Cleaning & Sanitation SOPs:** Documented schedules for cleaning machinery, floors, and facilities. Log sheets must be signed by the executing staff and verified by a supervisor.
- **Material Handling & Storage:** Systematic recording of stock in/out (FIFO/FEFO). All raw materials must be stored on pallets (minimum 15cm clearance from walls, 20cm clearance from floors).
- **Traceability System:** A definitive system capable of tracking specific batches of raw materials to specific batches of finished goods, and subsequently tracking the distribution of those finished goods to respective buyers.
- **Equipment Maintenance:** Scheduled machinery servicing logs. **Food-grade lubricants** must be strictly used for any machine parts that may come into contact with food.

PHASE 4: ONLINE APPLICATION

*The application is strictly **FREE** via the MOH FoSIM portal.*

1. Navigate to the official portal: **fosim.moh.gov.my**.
2. Register a Company Account and register your premise.
3. Select the **"MeSTI Application"** module.
4. Fill in the required data and upload supporting documents (SSM, PBT License, Course Certificates, and Factory Layout Plan).
5. Submit the application for review.

PHASE 5: AUDIT & APPROVAL

The final verification phase by the authorities.

- **Field Audit:** PKD officers will inspect both the physical plant and your MeSTI Documentation.
- **NCR Issuance:** Auditors will issue a Non-Conformance Report (NCR) for any detected shortcomings.
- **Corrective Action (CAR):** You will be granted a timeframe (typically 14-30 days) to rectify the issues. Submit photographic evidence of rectifications.
- **Certification:** Upon satisfactory compliance, the MeSTI certificate (valid for 3 years) will be awarded.

- 1. Pre-Renovation Consultation:** Always consult with your local PKD officer and present your draft layout plan *before* commencing major renovations. Their guidance prevents costly structural mistakes.
- 2. Eliminate Wood and Glass:** Strictly prohibit the use of glass and wooden items (spatulas, pallets, tables) inside the processing zones. Replace them exclusively with food-grade plastic or stainless steel to prevent bacterial harborage and physical contamination.
- 3. Comprehensive Labeling:** Establish a culture of clear visual management. Distinctly label everything: waste bins (dry vs. wet), sinks (handwashing vs. equipment washing), storage racks, and raw material containers.