

Audit checklist Agriculture Hatchery (Spotaudit)

Audit details			
Scheme participant			
QS locations audited			
Additional location information, e.g. coordinators or identification number			
Name of contact			
Spotaudit	X		
Random sample audit			
Audit of special purpose			
Parallel audit			
Date of audit (from)		Date of audit (until)	
Start of audit (hh:mm)		Ende of audit (hh:mm)	
Audit duration (hh:mm)			
Combined audit (norm/standard/programme)			
Certification body			
First name/surname of auditor			
Repeated D evaluation/general K.O.		Remark repeated D evaluation/general K.O.	
Comments			
Preliminary audit results		Number of agreed corrective actions	

Place, date

Signature/s of auditor/s

I hereby confirm the data concerning the company and the audit.

I have received a copy of the audit report (at least front page) and of the corrective actions report.

Place, date

Signature of person responsible

Company details - Hatchery

Name of company	
Street and house number	
Postal code and town	
Telephone/fax number	
Email address	
QS location number (VVVO-No.)	
Registered production scope no.	
QS identification number	
Name of person responsible	

Scope - Hatchery

Production scope		Production number	Pre -/hatch breeding capacity
Production of day-old chicks			
	Hatchery broiler chicks	50	
	Hatchery turkey chicks	51	

Company _____ Date _____

Require ment no.	Factor	Filter ¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
<p>* = For this requirement the evidence or measurement tool used for evaluation of compliance with the QS requirement must be documented, regardless of the outcome of the assessment. # = In case of a nonconformity the corrective action for this criterion has to take place within 28 days (only valid for production, food retail, QS-GAP and FIAS!) .</p>										
2 General Requirements										
2.1 General system requirements										
2.1.1 SPOT	1			General company data						
2.1.2	1			Incident and crisis management					X	
2.2 Facility management										
2.2.1	1			Document handling					X	
2.2.2	1			Outer area, production facilities					X	
2.2.3	1			Operational safety						
2.3 Internaö self-assessment systems										
2.3.1	1		D=K.O.	Salmonella monitoring					X	

Require ment no.	Factor	Filter ¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
2.3.2	1		D=K.O.	Further microbiological tests					X	
2.3.3	1			Implementation and documentation of self-assessment					X	
2.3.4	1			Implementation of the measures from the self-assessment					X	
3 Hygiene										
3.1 Operational hygiene										
3.1.1	1			Hygiene concept					X	
3.1.2	1			Cleaning and disinfection					X	
3.1.3	1			Pest monitoring					X	
3.1.4 SPOT	1			Rooms, equipment and facilities						
3.2 Other operating units and rooms										
3.2.1 SPOT	1			Crate/horde cleaning						
3.2.2	1			Cleaning and disinfectant storage					X	
3.2.3	1			Packaging material storage					X	

Require ment no.	Factor	Filter ¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
3.3 Fleet										
3.3.1	1			Cleaning and disinfectiing of livestock transport vehicles					X	
3.4 Staff hygiene										
3.4.1 SPOT	1			General rules of conduct						
3.4.2	1			Staff rooms					X	
3.4.3 SPOT	1			Hygiene sluice						
3.4.4	1		D=K.O.	Hygiene training					X	
3.5 Waste disposal										
3.5.1	1			Disposal logistics					X	
4 Requirements of handling hatching eggs and chicks										
4.1 Animal welfare										
4.1.1 SPOT	1		D=K.O.	Animal welfare officer						
4.1.2 SPOT	1		D=K.O.	Handling chicks						

Require ment no.	Factor	Filter ¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
4.1.3	1		D=K.O.	Animal welfare training						
4.1.4	1		D=K.O.	Early care of chicks						
4.1.5 SPOT	1		D=K.O.	Beak treatment of turkey chicks						
4.1.6	1			Climatic conditions for chicks					X	
4.1.7	1		D=K.O.	Space allowance for transport containers					X	
4.1.8 SPOT	1		D=K.O.	Alarm system						
4.1.9	1		D=K.O.	Emergency power						
4.1.10	1			Temperature monitoring system for the transport of pre-hatched eggs					X	
4.2 Animal health										
4.2.1 SPOT	1		D=K.O.	Chick examination *						
4.2.2 SPOT	1		D=K.O.	Stunning/killing equipment *						
4.2.3	1		D=K.O.	Care contact with veterinarian					X	
4.2.4 SPOT	1		D=K.O.	Medicines and vaccines					X	

Require ment no.	Factor	Filter ¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
4.3 Brood storage and breeding process										
4.3.1 SPOT	1			Storage management of hatching eggs						
4.3.2	1		D=K.O.	Requirements of the hatching process					X	
5 Purchasing, traceability, labelling, use of QS certification mark and goods separation										
5.1 Purchasing, traceability and labelling										
5.1.1 SPOT	1		D=K.O.	Identification of parent stock farms *						
5.1.2	1			Hatching egg access/ Incoming goods inspection					X	
5.1.3	1		D=K.O.	Health monitoring programme and salmonella status					X	
5.1.4 SPOT	1		D=K.O.	Traceability *						
5.1.5	1		D=K.O.	Labelling and goods separation *					X	
5.2 Outgoing goods inspection, complaint management										
5.2.1	1			Inspection of livestock transport company					X	
5.2.2	1			Outgoing goods inspection *					X	

Requirement no.	Factor	Filter ¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
5.2.3	1			Complaint management					X	
5.3 Use of certification mark										
5.3.1	1		D=K.O.	Use of the QS certification mark					X	

Company _____ Date _____

Calculation of audit result

1. Balance of subtotals

Calculation	A	B	C	D	E
(1) Number of evaluations					
Sum of evaluations (excluding E evaluations)					

2. Calculation of the proportion of C and D evaluations*

Proportion of C evaluations		(Number of C evaluations / sum of evaluations) * 100
Proportion of D evaluations		(Number of D evaluations / sum of evaluations) * 100
Proportion of C and D evaluations		Proportion of C + proportion of D

3. Preliminary audit result

*Status I: If the 5 % target is exceeded, status I will still be assigned if there are only 2 C-evaluations. **Status II: If the percentage with regard to the proportion of D evaluations is exceeded, status II is assigned if only one D evaluation exists and no C evaluation		Percentage of C evaluations	Percentage of D evaluations	Percentage of C+D evaluations	Audit result
		max. 5,0%	0,0%		QS-Status I*
		max. 10,0%	max. 3,0%	max. 10%	QS-Status II**
		max. 20%	max. 10%	max. 20%	QS-Status III
	Percentages exceeded	Audit not passed.			
Number of K.O.		K.O.	Audit not passed.		
	General K.O./ repeated D evaluation	Audit not passed.			

Company:

Date:

Corrective actions report

I hereby confirm that the following corrective actions were agreed upon between me and the auditor.

The certification body is to be informed no later than the expiry of the deadline set out in the action plan about the implementation of a corrective action.

Note: The correction deadline is a maximum of 28 days for all FIAS requirements and the documentation requirements: 2.1.1, 2.1.2, 3.4.1 und 3.9.5 (only valid for production, food retail, QS-GAP and FIAS!)

Place, date		Signature/s of auditor/s		Signature of person responsible		
Serial no.	Requirement No.	Evaluation (C, D/K.O.)	Description of nonconformity	Agreed corrective actions	Scope	Deadline for correction
1						

Company:

Date:

Review of the implementation of corrective actions

Place, date

Signature/s of auditor/s

Serial no.	Implemented	Not implemented	Comments (if any)	Date
1				