|  |
| --- |
| **AUDIT CRITERIA IN TERMS OF VPN34** **(TO BE USED IN CONJUNCTION WITH THE CONTENT OF VPN/34/2018/01)** |
|  |  |  |  |  |  |  |  |
| **AUDIT DETAILS: ABATTOIR** |
| **COMPANY**  |  |
| **PLANT LOCATION**  |  |
| **AUDIT DATE (S)** |  |
| **COMPANY REPRESENTATIVE** |  |
| **E MAIL ADDRESS** |  |
| **AUDITOR** |  |
| **SCOPE OF AUDIT** | **VPN/34/2018/01** |
| **AUDIT OUTCOME** |  |
| **AUDIT DETAILS: STERILIZING (RENDERING) PLANT** |
| **COMPANY**  |  |
| **PLANT LOCATION**  |  |
| **AUDIT DATE (S)** |  |
| **COMPANY REPRESENTATIVE** |  |
| **E MAIL ADDRESS** |  |
| **AUDITOR** |  |
| **SCOPE OF AUDIT** | **VPN/34/2018/01** |
| **AUDIT OUTCOME** |  |
| **AUDIT DETAILS: FEED MANUFACTURER** |
| **COMPANY**  |  |
| **PLANT LOCATION**  |  |
| **AUDIT DATE (S)** |  |
| **COMPANY REPRESENTATIVE** |  |
| **E MAIL ADDRESS** |  |
| **AUDITOR** |  |
| **SCOPE OF AUDIT** | **VPN/34/2018/01** |
| **AUDIT OUTCOME** |  |
| Auditor's Final Remarks |  |  |  |  |  |
|       |   |   |   |   |   |   |   |
|       |  |  |  |  |  |  |  |
|       |  |  |  |  |  |  |  |
|       |  |  |  |  |  |  |  |
|       |  |  |  |  |  |  |  |
|  |  |  |  |  |  |
| Date signed off |  |  |  | Auditor's signature |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|   |   |   |  |  |   |   |   |
|  |  |  |  |  |  |  |  |

***Note:***

* *Authorised auditors responsible for traceability and reconciliation audits may complete all three facility level inspections on one audit report for submission to DAFF.*
* *State Veterinary auditors should complete a separate audit report for each facility (if applicable) for submission to DAFF to facilitate filing of documentation for BM approval.*

|  |
| --- |
| **AUDIT CRITERIA IN TERMS OF VPN34****(TO BE USED IN CONJUNCTION WITH THE CONTENT OF VPN34)** |
|

|  |
| --- |
| **ABATTOIRS** |
| **1** | **PART I - PURPOSE & SCOPE** | **Compliance****(Y; N; N/A)** |   |   |   |
| **No** | **Element** | **Comments/Remarks/Findings** |
| **1.1 Purpose** |
| ► | Is the whole supply chain fully traceable and can reconciliation be proven in an auditable fashion throughout the whole supply chain? |  |       |
| ► | Pathogen testing programme present?If yes, is a SOP available? Are test results provided? |  |       |
| **1.3 Scope** |
| ► | Does the plant have relevant copies of the applicable legislation (e.g. Animal Diseases Act, 1984 (Act No. 35 of 1984, Meat Safety Act 2000 (Act No. 40 of 2000), Red Meat Regulations (No. 1072 – 17 Sept. 2004)? |  |       |
| **1.4 Other Documentation** |
| ► | VPN/34/2018/01 available? |  |       |
| **2** | **PART II – ROLE PLAYERS & RESPONSIBILITIES** | **Compliance****(Y; N; N/A)** |   |   |   |
| **2.2 Abattoir** | **Comments/Remarks/Findings** |
| a | Has the abattoir contacted the PSV in order to arrange for an inspection for BM approval? |  |       |
| b | Is a signed contract in place with the identified authorized auditor for subsequent surveillance audits required for exemption under section 21 of Act 35 of 1984? |  |       |
| **2.4 Authorized Auditor** |
| f | Is the authorized auditor involved in the complete supply chain related to an application for exemption for the purposes of traceability & reconciliation? |  |       |
| **2.5 Provincial State Veterinary Services** |
| c | Provide the approval & annual renewal inspection reports by the relevant provincial state veterinary services (the latest BM approval is valid for 12 months only from the date of inspection). |  |       |
| **2.6 National Directorate Animal Health** |
| a | The abattoir has a valid BM approval certificate (BM1) issued through the PSV by the Director of Animal Health, and it must be valid (validity period only 12 months from the last date of inspection). |  |       |
| **5** | **PART V - REQUIREMENTS FOR TRACEABILITY**  | **Compliance****(Y; N; N/A)** |   |   |   |
| **5.1 Abattoir** | **Comments/Remarks/Findings** |
| ► | Approved abattoirs shall comply with the all the requirements of the Meat Safety Act 40 of 2000 and the Red Meat Regulations. |  |       |
| ► | Raw material (bovine blood) shall be sourced only from registered abattoirs that are officially registered in accordance with the Meat Safety Act (Act 40 of 2000).Only bovine blood is covered in this VPN. Does the abattoir slaughter multi-species?If yes, how is blood separated for collection? |  |       |
| ► | All animals utilized for this process must arrive at the abattoir with a Health Attestation (Act 40 of 2000) & pass ante mortem inspection, i.e. are fit for human consumption. |  |       |
| **5.1.1 Processing and production** |
|  |
| 1. **Stunning Method**
 |
| ► | Blood and blood by-products intended for the manufacturing of poultry feed must be derived from cattle that were subjected to an approved stunning process. |  |       |
| ► | Confirmatory evidence pertaining to the stunning method is required during an inspection (captive bolt or concussion type, no air penetration into skull or pithing allowed). |  |       |
| ► | Care should be taken to prevent the spillage of any central nervous system tissue into the bleeding trough or blood tank (refer to SOP & check physically during inspection). |  |       |
| 1. **Blood Collection**
 |
| ► | A documented procedure must be provided for blood harvest and collection at the approved facilities and how the blood is coagulated. The blood collection procedure shall specify the collection methods, storage method, holding tanks capacity & security, how are unwanted solids removed from the blood, temperature of storage, etc. |  |       |
| ► | Blood collection (physical checks and comments on each point required for confirmation):* Is the correct bleeding cut applied (from ear to ear severing both jugulars & carotids including trachea & oesophagus)?
* Is the spinal cord severed during bleeding?
* Is bleeding performed over a bleeding trough in a dedicated bleeding area?
* Is only blood from the bleeding trough stored in dedicated storage?
* Is such dedicated storage identified?
* Mixing with other blood (different species / different origin other than bleeding area trough, e.g. slaughter floor)?
* Does bleeding trough wash water enter the dedicated blood storage?
* Is collected blood contaminated in any way? If yes, how?
 |  |       |
| ► | Blood which is kept at ambient temperature in the storage area must be delivered at least daily to the rendering plant.No other tissues may be handled in the blood processing/storage area. Is blood coagulated before transport? |  |       |
| **5.1.2 Placing on the market of ruminant blood**  |
| ► | Proof of valid BM approval of sterilizing (rendering) plant(s) available? Proof of order from & delivery to sterilizing (rendering) plant(s) available? |  |       |
| **5.1.3 Transport to Sterilizing (Rendering) plant - On-site (Delete as applicable)** |
| ► | In case of a rendering facility located at the same premises as the abattoir, the blood is pneumatically conveyed or pumped into the processing system of the rendering facility. |  |       |
| **5.1.3 Transport to Sterilizing (Rendering) plant - Off-site (Delete as applicable)** |
| ► | In case of a rendering facility NOT located at the same premises as the abattoir, the blood needs to be transported to the rendering plant with a sealed, leak-proof vehicle at ambient temperature upon completion of the slaughter session. |  |       |
| ► | Documented proof of movement permits / delivery notes signed by the abattoir inspector that accompanies each consignment to the sterilizing (rendering) plant available (a master movement permit with logbook may be used)?Are delivery trucks sealed for each delivery?Are trucks cleaned after each delivery? |  |            |
| ► | The container (tank) to be transported must be clearly marked for identification and be used for this purpose only. |  |       |
| **5.1.4 Record keeping** |
| ► | The applicant shall have a procedure for keeping records which shall be established and implemented. |  |       |
| ► | All documents shall have sequential numbering to allow documentary evidence to be linked in order to establish full traceability. |  |       |
| ► | All documents shall be kept for a minimum period of 8 years. |  |       |
| ► | All records indicating received and slaughtered animals, including their place of origin shall be kept at the abattoir and presented for auditing. |  |       |
| 1. **Annexure 1a (Abattoir Raw Blood Control Sheet)**
 |
| ► | Are Annexures 1a (or an equivalent) filed and available for auditing purposes?Fully completed with the relevant correct information? |  |       |
| ► | Recording system present whereby the carcasses can be traced back to the farm of origin. |  |       |
| ► | Records showing slaughter numbers of cattle per day to confirm the volume of blood produced per day. |  |       |
| ► | Records showing the volume of blood dispatched per day from abattoir to the rendering facility. |  |       |
| 1. **Annexure 1b (Abattoir Raw Blood Sales and Transport Sheet)**
 |
| ► | Are Annexures 1b (or an equivalent) filed and available for auditing purposes?Fully completed with the relevant correct information? |  |       |
| **5.1.5 Non-conforming Products** |
| ► | Isolation and segregation procedure for NC product is in place, including who is responsible for monitoring product for non-conformances. |  |       |
| ► | NC product is clearly identifiable and segregated with no threat of being re-introduced / re-used. |  |       |
| ► |  Records are available of non-conforming product and the disposal thereof. |  |       |
| **5.1.6 Third Party Haulers (if applicable)** |
| ► | Is a contract in place?Are the requirements stipulated in the contract?  |  |       |
| ► | Requirements for 3rd party hauling are communicated to the transporter, i.e. dedicated sealed truck must be used for single deliveries and washed after delivery. |  |       |
| ► | Problems and non-conformances are communicated to & by the transporters and corrective actions taken. |  |       |
| ► | 3rd Party transporters are included in the normal plant transport inspections with regard to stipulated requirements. |  |       |
| **5.1.7 Documented procedures** |
| ► | SOP that includes a recording system at the abattoir to ensure that the supplier of cattle (origin) and purchaser is identified and traceable in the event of a recall. |  |       |
| ► | SOP that includes the prevention of cross contamination during stunning and blood collection, at receiving, processing, storage and dispatch of bovine blood. |  |       |
| ► | SOP that includes the cleaning of equipment and trucks used in the collection, processing and transport of coagulated bovine blood to prevent cross contamination. |  |       |
| ► | SOP that includes handling non-conforming products. |  |       |
| ► | SOP that includes contracting third party haulers. |  |       |
| ► | Schematic plans and flow diagrams of the abattoir illustrating the dedicated process from bleeding area to storage tank so that no cross contamination could occur. |  |       |
| **5.1.8 Reconciliation** |
| ► | The following formula will be used for purposes of reconciliation during an audit inspection (no. of cattle slaughtered vs. amount of raw/coagulated blood transported to the sterilizing (rendering) plant):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_A standard allowable deviance / fluctuation of \_\_\_% will be regarded as negligible. |  |       |

|  |
| --- |
| **STERILIZING (RENDERING) PLANT** |
| **1** | **PART I - PURPOSE & SCOPE** | **Compliance****(Y; N; N/A)** |   |   |   |
| **No** | **Element** | **Comments/Remarks/Findings** |
| **1.1 Purpose** |
| ► | Is the whole supply chain fully traceable and can reconciliation be proven in an auditable fashion throughout the whole supply chain? |  |       |
| ► | Quality testing programme present?If yes, is a SOP available? Are test results provided? |  |       |
| **1.3 Scope** |
| ► | Does the plant have relevant copies of the applicable legislation (e.g. Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act, 1947 (Act No. 36 of 1947, Regulations relating to farm feeds & sterilizing plants (Nos. 1087 & 1086 – 03 Nov 2006)? |  |       |
| **1.4 Other Documentation** |
| ► | VPN/34/2018/01 available? |  |       |
| **2** | **PART II – ROLE PLAYERS & RESPONSIBILITIES** | **Compliance****(Y; N; N/A)** |   |   |   |
| **2.3 Sterilizing (rendering) plant** | **Comments/Remarks/Findings** |
| a | Has the sterilizing (rendering) plant contacted the PSV in order to arrange for an inspection for BM approval? |  |       |
| b | Is a signed contract in place with the identified authorized auditor for subsequent surveillance audits required for exemption under section 21 of Act 35 of 1984? |  |       |
| **2.4 Authorized Auditor** |
| f | Is the authorized auditor involved in the complete supply chain related to an application for exemption for the purposes of traceability & reconciliation? |  |       |
| **2.5 Provincial State Veterinary Services** |
| c | Provide the approval & annual renewal inspection reports by the relevant provincial state veterinary services (the latest BM approval is valid for 12 months only from the date of inspection). |  |       |
| **2.6 National Directorate Animal Health** |
| a | The sterilization (rendering) plant has a valid BM approval certificate (BM2) issued through the PSV by the Director of Animal Health, and it must be valid (validity period only 12 months from the last date of inspection). |  |       |
| **5** | **PART V - REQUIREMENTS FOR TRACEABILITY**  | **Compliance****(Y; N; N/A)** |  |  |  |
| **5.2 Sterilizing (rendering) plant** | **Comments/Remarks/Findings** |
| ► | Bovine blood shall only be sourced from abattoirs that comply with the requirements of Part III, point 1of VPN34. |  |       |
| **5.2.1 Processing and production** |
| ► | The final product (bovine blood meal collected as per VPN34) shall be registered and approved in terms of the Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act 36 of 1947 and its Regulations. |  |       |
| ► | The process for rendering of blood shall be approved by the Registrar of the Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act 36 of 1947 and its Regulations.Certificate of approval?The facility may not co-process, store or utilize specific risk material. |  |       |
| 1. **Equipment and control**
 |
| ► | The rendering plant shall allow for the safe and efficient production of bovine blood meal, and shall prevent the cross flow and contamination of the final product. A dedicated line of production is required. |  |       |
| 1. **Storage & labelling**
 |
| ► | The blood meal shall be bagged and stored in a controlled area to avoid contamination and spoilage. Packaging/bagging must be new; no reused materials. |  |       |
| ► | The bagged product shall be labelled according to the requirements of the Regulation for Farm Feeds. Check and comment for all points below.Label shall include:- The type of product;- The species of animal derived from; - The date of production & shelf life; - The batch number; details of the registration holder and manufacturing plant; - that it is not fit for ruminant consumption. |  |       |
| 1. **Sampling**
 |
| ► | Representative samples of bovine blood meal shall be taken and subjected to light microscopy for the detection of bone spicules of ruminant (bovine) origin with negative results. Test method as prescribed in EC Reg. 51/2013. Is this done? |  |            |
| ► | Sampling should be risk based: weekly composite sampling of blood meal shall be taken initially and sampling frequencies can thereafter be adjusted according to accumulated results. Is this in place? |  |       |
| ► | Routine testing conducted at an DAFF approved laboratory (specify) & results are available.All test results are negative for bone spicules? |  |       |
| **5.2.2 Placing on the market of ruminant blood meal** |
| ► | Bovine blood meal shall only be supplied to feed manufacturers of poultry feeds that have been BM approved in terms of VPN/34/2018/01. |  |       |
| **5.2.3 Transport to feed manufacturing facility** |
| ► | Transport of blood meal to the feed manufacturer shall be on sealed trucks, dedicated for this purpose. |  |       |
| **5.2.4 Record keeping** |
| ► | All documents shall be kept for a minimum period of 8 years. |  |       |
| ► | The records must be presented during an audit and illustrate compliance to the requirements of this VPN/34/2018/01. |  |       |
| ► | The applicant can prove complete traceability of blood received from an abattoir (origin)?The applicant can prove complete reconciliation of blood received from an abattoir (origin). |  |       |
| ► | The applicant can prove the safe and efficient processing of bovine blood into blood meal. The applicant can prove the final delivery of registered blood meal to a dedicated poultry feed manufacturing facility. |  |       |
| 1. **Annexure 2a (Sterilising Plant Raw Blood Acquisition Records)**
 |
| ► | Are Annexures 2a (or an equivalent) filed and available for auditing purposes?Fully completed with the relevant correct information?A qualified person from the rendering plant shall sign off (and comment if applicable) on the delivery of blood from an approved abattoir. Copy of movement permits for all blood received from the abattoir. |  |       |
| 1. **Annexure 2b (Sterilising Plant Blood Meal Production Records)**
 |
| ► | Are Annexures 2b (or an equivalent) filed and available for auditing purposes?Fully completed with the relevant correct information?• Name of sterilising (rendering) plant• Registration number (S-number) of approved facility• Date of manufacture• Batch number• Description of raw material (blood) used• Source of blood (bin / tank number)• Quantity of raw material (blood) used• Quantity of final product (bovine blood meal) • Packaging details• Storage details for consignment of bovine blood meal |  |            |
| 1. **Annexure 2c (Sterilising Plant Blood Meal Sales and Transport Records)**
 |
| ► | Are Annexures 2c (or an equivalent) filed and available for auditing purposes?Fully completed with the relevant correct information? |  |       |
| 1. **Records of product returns**
 |
| ► | Records must be kept of products returned, the reason for the return and the fate of the returned product. |  |       |
| **5.2.5 Non-conforming Products** |
| ► | Isolation and segregation procedure for NC product is in place, including who is responsible for monitoring product for non-conformances. |  |       |
| ► | NC product is clearly identifiable and segregated with no threat of being re-introduced / re-used. |  |       |
| ► |  Records are available of non-conforming product and the disposal thereof. |  |       |
| **5.2.6 Third Party Haulers (if applicable)** |
| ► | Is a contract in place?Are the requirements stipulated in the contract?  |  |       |
| ► | Requirements for 3rd party hauling are communicated to the transporter, i.e. dedicated sealed truck must be used for single deliveries and washed after delivery. |  |       |
| ► | Problems and non-conformances are communicated to & by the transporters and corrective actions taken. |  |       |
| ► | 3rd Party transporters are included in the normal plant transport inspections with regards to stipulated requirements. |  |       |
| **5.2.7 Documented procedures** |
| ► | SOP that includes a recording system at the sterilization (rendering) plant to ensure that the supplier of blood (origin) and purchaser is identified and traceable in the event of a recall. |  |       |
| ► | SOP that includes the prevention of cross contamination during receiving, processing, storage & dispatch of bovine blood meal. |  |       |
| ► | SOP that includes the handling of reworked bovine blood products to prevent cross contamination. |  |       |
| ► | SOP that includes the representative sampling for light microscopy testing for bone spicules of ruminant (bovine) origin in blood meal. |  |       |
| ► | SOP that includes handling returned and / or waste products. |  |       |
| ► | SOP that includes the cleaning of equipment & trucks used in the processing & transport of bovine blood meal to prevent cross contamination. |  |       |
| ► | SOP that includes the handling of non-conforming products. |  |       |
| ► | SOP that includes contracting third party haulers. |  |       |
| ► | Schematic plans and flow diagrams of the rendering plant illustrating the dedicated process from receiving to dispatch so that no cross contamination could occur. |  |       |
| **5.2.8 Reconciliation** |
| ► | The following formula will be used for purposes of reconciliation during an audit inspection (raw of coagulated blood received vs. amount of bovine blood meal transported to the feed manufacturer):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_A standard allowable deviance / fluctuation of \_\_\_% will be regarded as negligible. |  |       |

|  |
| --- |
| **FEED MANUFACTURING FACILITY** |
| **1** | **PART I - PURPOSE & SCOPE** | **Compliance****(Y; N; N/A)** |   |   |   |
| **No** | **Element** | **Comments/Remarks/Findings** |
| **1.1 Purpose** |
| ► | Is the whole supply chain fully traceable and can reconciliation be proven in an auditable fashion throughout the whole supply chain? |  |       |
| ► | Quality testing programme of final product (poultry feed) present?If yes, is a SOP available? Are test results provided? |  |       |
| ► | Are legal documents (approval certificates) for your relevant suppliers of blood (abattoir) and blood meal (rendering plant) available? |  |       |
| ► | Are any of your feeds currently registered with Act 36? |  |       |
| **1.2 Exemption (Section 24 – Act No. 35 of 1984)** |
| ► | Any documented proof of previous exemption received under section 24 from the DAH? |  |       |
| **1.3 Scope** |
| ► | Does the plant have relevant copies of the applicable legislation (e.g. Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act, 1947 (Act No. 36 of 1947, Regulations relating to farm feeds & sterilizing plants (Nos. 1087 & 1086 – 03 Nov 2006)? |  |       |
| **1.4 Other Documentation** |
| ► | VPN/34/2018/01 available? |  |       |
| **2** | **PART II - APPLICATION PROCESS** | **Compliance****(Y; N; N/A)** |   |   |   |
| **2.1 Feed Manufacturer (Applicant)** | **Comments/Remarks/Findings** |
| a | Confirmation that the applicant for exemption is the feed manufacturer. The feed manufacturer shall by means of documentation indicate all relevant facilities that it intends to source the raw blood (abattoir) and blood meal (rendering plant) from. |  |       |
| b | The applicant must identify an auditing body for the purpose of compliance to the requirements of this VPN/34/2018/01.Is a signed contract in place with an authorised independent auditing body? |  |       |
| c | Has the feed manufacturer contacted the PSV in order to arrange for an inspection for BM approval? |  |       |
| **2.4 Authorized Auditor** |
| f | Is the authorized auditor involved in the complete supply chain related to an application for exemption for the purposes of traceability & reconciliation? |  |       |
| **2.5 Provincial State Veterinary Services** |
| c | Provide the approval & annual renewal inspection reports by the relevant provincial state veterinary services (the latest BM approval is valid for 12 months only from the date of inspection). |  |       |
| **2.6 National Directorate Animal Health** |
| a | The feed manufacturer has a valid BM approval certificate (BM3) issued through the PSV by the Director of Animal Health, and it must be valid (validity period only 12 months from the last date of inspection). |  |       |
| b | Is a valid letter of exemption in terms of section 24 of the Act No. 35 of 1984 issued by the DAH available?Are monthly traceability/reconciliation audit reports in terms of this VPN by an authorized auditor available? |  |       |
| **5** | **PART V - REQUIREMENTS FOR TRACEABILITY**  | **Compliance****(Y; N; N/A)** |  |  |  |
| **5.3 Feed Manufacturer** | **Comments/Remarks/Findings** |
| ► | Bovine blood meal shall be sourced only from sterilising (rendering) plants that have been BM approved in terms of this VPN/34/2018/01. |  |       |
| ► | The blood meal sourced from such facilities must be officially registered in accordance with the Fertilizer, Farm Feed, Stock Remedy and Agricultural Remedies Act (Act 36 of 1947). |  |       |
| ► | Only feed manufacturing facilities dedicated to the manufacturing of poultry feeds may apply for exemption to use bovine blood meal. |  |       |
| **5.3.1 Processing and production** |
|  |
| 1. **Equipment and control**
 |
| ► | The structures & equipment shall allow for the safe and efficient production of animal feed.  |  |       |
| 1. **Storage and labelling**
 |
| ► | Bagged feed: The poultry feed (containing bovine blood meal) shall be bagged in new bags and stored in a controlled area to avoid contamination and spoilage. |  |       |
| ► | Bulk feed: The poultry feed (containing bovine blood meal) shall be out loaded into a dedicated bulk tanker and compartments. |  |       |
| ► | The bagged product shall be labelled according to the requirements of the Regulation for farm feeds.The label shall include:• the product name;• the class registration number;• the product composition; • the date of production & shelf life; • the batch number;• the mass;• the feeding recommendations;• the warning (should not be fed to ruminant animals); and• details of the registration holder and manufacturing plant. |  |            |
| ► | For bulk feed deliveries, the approved label (and all required information listed above) must be attached to the invoice and delivery note of the bulk feed, and delivered with the feed to the client. |  |       |
| **5.3.2 Placing on the market of final product (poultry feed)** |
| a | The final product(s) (poultry feed) shall be registered and approved in terms of the Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act 36 of 1947, or be fully compliant with Regulation 15 “Requirements for Custom Mixes” of Act 36 of 1947. |  |       |
|  b | Samples of each batch of feed produced must be stored and available to the auditing body should random testing be requested. |  |       |
| **5.3.3 Transport of final product to producers** |
| ► | Dedicated tankers for bulk delivery must be available. Tankers/ trucks cleaned after each delivery. |  |       |
| **5.3.4 Record keeping** |
| ► | All documents shall have sequential numbering to allow documentary evidence to be linked in order to establish full traceability. |  |       |
| ► | All documents shall be kept for a minimum period of 8 years. |  |       |
| 1. **Annexure 3a (Animal Feeds Manufacturer Blood Meal Usage Record Forms)**
 |
| ► | Are Annexures 3a (or an equivalent) filed and available for auditing purposes?Fully completed with the relevant correct information? |  |       |
| 1. **Annexure 3b (Animal Feeds Production Records)**
 |
| ► | Are Annexures 3b (or an equivalent) filed and available for auditing purposes?Fully completed with the relevant correct information? |  |       |
| 1. **Annexure 3c (Animal Feeds Sales Record) and Annexure 3d (Animal Feeds Dispatch Records)**
 |
| ► | Registered feed - Registration certificate of final product(s) (poultry feed) from Act 36 of 1947.Custom mixes - Proof of custom mix request (signed form) from client for inclusion of bovine blood meal and documented proof of compliance with the procedures related to the handling of custom mixes as regulated under Act 36 of 1947 (Regulation 15). |  |       |
| ► | Are Annexures 3c (or an equivalent) filed and available for auditing purposes?Fully completed with the relevant correct information? |  |       |
| ► | Are Annexures 3d (or an equivalent) filed and available for auditing purposes?Fully completed with the relevant correct information? |  |       |
| 1. **Records of feed returns**
 |
| ► | Records must be kept of products returned, the reason for the return and the fate of the returned product. |  |       |
| **5.3.5 Non-conforming Products** |
| ► | Isolation and segregation procedure for NC product is in place. |  |       |
| ► | NC product is clearly identifiable and segregated with no threat of being re-introduced / re-used, if not suitable for re-work. |  |       |
| ► |  Records are available of non-conforming product and the disposal thereof. |  |       |
| **5.3.6 Third Party Haulers (if applicable)** |
| ► | Is a contract in place?Are the requirements stipulated in the contract?  |  |       |
| ► | Requirements for 3rd party hauling are communicated to the transporter, i.e. dedicated sealed truck must be used for single deliveries and washed after delivery. |  |       |
| ► | Problems and non-conformances are communicated to & by the transporters and corrective actions taken. |  |       |
| ► | 3rd Party transporters are included in the normal plant transport inspections with regards to stipulated requirements. |  |       |
| **5.3.7 Documented Procedures:**  |
| ► | SOP that includes a recording system at the feed mill to ensure that the supplier of bovine blood meal (sterilization (rendering) plant) and purchaser is identified and traceable in the event of a recall. |  |       |
| ► |  SOP for the handling of reworked poultry feed (with bovine blood meal) so as to fulfil its dedicated purpose and prevention of cross contamination with other poultry feeds not containing bovine blood meal. |  |       |
| ► | SOP that includes the handling of returned products. |  |       |
| ► | SOP that includes the handling of non-conforming products for either re-work or as condemned material/ waste. |  |       |
| ► | SOP that includes the handling of feed waste and other relevant waste products (e.g. bovine blood meal storage bags). |  |       |
| ► | SOP that includes contracting third party haulers.  |  |       |
| ► | Schematic plans and flow diagrams of the feed mill illustrating the dedicated process from receiving to dispatch so that no cross contamination could occur. |  |       |
| **5.3.8 Reconciliation** |
| ► | The following formula will be used for purposes of reconciliation during an audit inspection (bovine blood meal received from the sterilizing (rendering) plant vs. amount of dedicated poultry feed mix produced):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_A standard allowable deviance / fluctuation of \_\_\_% will be regarded as negligible. |  |       |

**CORRECTIVE ACTION PLAN FOR NON- CONFORMANCES**

Abattoir \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date(s) of Audit \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Auditing official/s  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Reference/ Area** | **Details of non-conformance** | **Corrective action taken****to prevent recurrence****(To be completed by owner/management)** | **Priority** | **Target date for completion/ Due date** | **Closed out as Verified by Official****Veterinarian** |
|       |       |       |       | 1st  | 2nd  | 3rd  |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |

Kindly provide an action plan detailing corrective actions required for all areas found unsatisfactory. The action plan should reach Provincial Veterinary Department Directorate within 5 working days from date of receiving the audit report.

Name and Signature of Plant Manager: \_\_\_\_\_ \_\_\_\_ Name and Signature of PVS:

Date: Date: **CORRECTIVE ACTION PLAN FOR NON- CONFORMANCES**

Sterilization (Rendering) Plant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date(s) of Audit \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Auditing official/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Reference/ Area** | **Details of non-conformance** | **Corrective action taken****to prevent recurrence****(To be completed by owner/management)** | **Priority** | **Target date for completion/ Due date** | **Closed out as Verified by Official****Veterinarian** |
|       |       |       |       | 1st  | 2nd  | 3rd  |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |

Kindly provide an action plan detailing corrective actions required for all areas found unsatisfactory. The action plan should reach Provincial Veterinary Department Directorate within 5 working days from date of receiving the audit report.

Name and Signature of Plant Manager: \_\_\_\_\_\_\_\_ Name and Signature of PVS:

Date: Date:

**CORRECTIVE ACTION PLAN FOR NON- CONFORMANCES**

Feed Manufacturing Facility \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date(s) of Audit \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Auditing official/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Reference/ Area** | **Details of non-conformance** | **Corrective action taken****to prevent recurrence****(To be completed by owner/management)** | **Priority** | **Target date for completion/ Due date** | **Closed out as Verified by Official****Veterinarian** |
|       |       |       |       | 1st  | 2nd  | 3rd  |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |

Kindly provide an action plan detailing corrective actions required for all areas found unsatisfactory. The action plan should reach Provincial Veterinary Department Directorate within 5 working days from date of receiving the audit report.

Name and Signature of Plant Manager: \_\_\_\_\_\_\_ Name and Signature of PVS:

Date: Date:

**General Comments:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Name)*

of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Department)*

certify that I have today inspected the facility \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(*Name of facility)*

at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Physical Address)*

and found the above detailed conditions.

I recommend/ do not recommend (delete non-applicable) the registration of this facility.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Official Signature

Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Official stamp

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_