Audit checklist Checklist Slaughtering/Deboning (regular audit)

Audit details					
Scheme participant					
QS locations audited					
Additional location information, e.g. coordinator or identification number					
Name of contact					
Regular audit	Initial audit		Follow-up audit		
Unannounced regular audit	Yes		No		
Parallel audit					
Date of audit (from)			Date of audit (until)		
Start of audit (hh:mm)			End 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 result			**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 - Slaughtering/deboning

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

Scope - Slaughtering/deboning

Production scope		Production number
	Slaughtering beef, veal, pork	31
	Deboning beef, veal, pork	32
	Slaughtering poultry	34
	Deboning poultry	35
Tonnage per year		

Company _____ Date _____

Require ment no.	Factor	Filter¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
* = 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 and QS-GAP and FIAS!) .										
2	General requirements									
2.1	General scheme requirements									
2.1.1	1			General Business data						
2.1.2	1			Incident and crisis management						
2.1.3	1			Disaster concept						
2.1.4	1			Food safety culture *						
2.1.5	1			Appointing service providers *						
2.2	Self-assessment and HACCP									
2.2.1	1		D=K.O.	Conducting self-assessment						
2.2.2	1			Listeria monitoring *						
2.2.3	1			Document handling						
2.2.4	1		D=K.O.	HACCP-Konzept/Managementsysteme für						
2.2.5	1			HACCP-Team						

Require ment no.	Factor	Filter¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
2.2.6	1			Product description					////	
2.2.7	1			Flow chart					////	
2.2.8	1			Hazard analysis					////	
2.2.9	1			Critical Control Point (CCP) *						
2.2.10	1			Limit values for CCP						
2.2.11	1			Monitoring and verification of limit values for CCP						
2.2.12	1			Corrective actions for CCP						
2.2.13	1			Responsibilities					////	
2.2.14	1			Documentation					////	
2.2.15	1			HACCP verification					////	
2.3	**Good manufacturing and hygiene practice**									
2.3.1	1			Water quality *					////	
2.3.2	1			Development of cleaning and disinfection plans					////	
2.3.3	1			Microbiological control of cleaning and disinfection measures					////	
2.3.4	1			Foreign matter management *					////	
2.3.5	1			Production release *					////	

Require-ment no.	Factor	Filter[1]		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
2.3.6	1			Pest control						
2.3.7	1			Maintenance and repair						
2.3.8	1			Monitoring of Test Equipment						
2.3.9	1		**D=K.O.**	Contamination *						
2.3.10	1			Allergen Management						
2.3.11	1			Species-specific product separation						
2.4	**Technical/structural condition**									
2.5	**Premises, facility and device hygiene**									
2.6	**Ground clearance**									
2.7	**Staff**									
2.7.1	1			General rules of conduct and Staff hygiene						
2.7.2	1			Premises and Access Regulations						
2.7.3	1			Staff rooms and sanitary facilities						
2.7.4	1		**D=K.O.**	Hygiene sluice						
2.8	**Training of staff**									
2.8.1	1		**D=K.O.**	Hygiene training/Protection against Infection Act						

Require ment no.	Factor	Filter¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
2.8.2	1			Information on the QS scheme		/////	/////		/////	
3		**Animal welfare**								
3.1		**General requirements**								
3.1.1	1		**D=K.O.**	Animal welfare officer					/////	
3.1.2	1			Standard work instructions					/////	
3.1.3	1			Employee competence *					/////	
3.1.4	1		**D=K.O.**	Livestock handling					/////	
3.2		**Animal welfare in the shed/sty area**								
3.2.1	1			Water dispensers feeding and bedding						
3.2.2	1			Climate conditions					/////	
3.2.3	1			Sprinkler system						
3.2.4	1			Crates allocation						
3.3		**Animal Welfare in the stunning area**								
3.3.1	1			Stunning system *					/////	
3.3.2	1			Driving livestock to the stunning area *		/////				
3.3.3	1		**D=K.O.**	Effective stunning *		/////			/////	

Require ment no.	Factor	Filter¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
3.3.4	1			Re-stunning *						
4			**Slaughter requirements**							
4.1			**Livestock transport monitoring - transport practice**							
4.1.1	1		**D=K.O.**	Verification animal transporter					▨	
4.1.2	1			Delivery						
4.1.3	1		**D=K.O.**	Verifying the indication of origin and delivery authorization of QS					▨	
4.2			**Ramp area, shed/shy, waiting area**							
4.2.1	1			Unloading facilities						
4.2.2	1			Separation from animals					▨	
4.2.3	1			Technical/structural condition					▨	
4.2.4	1			Premises, facility and device hygiene					▨	
4.3			**Slaughter process**							
4.3.1	1			Shackling and hoisting						
4.3.2	1			Bleeding					▨	
4.3.3	1			Skinning/bristle removal/plucking					▨	
4.3.4	1			Removal of stomach and chest organs					▨	

Require ment no.	Factor	Filter¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
4.3.5	1			Carcass splitting						
4.3.6	1		**D=K.O.**	Sluice option					▨	
4.3.7	1			Post-processing line						
4.3.8	1			Technical/structural condition					▨	
4.3.9	1			Premises, facility and device hygiene					▨	
4.3.10	1		**D=K.O.**	Organisation and workflows					▨	
4.3.11	1			Blade hygiene					▨	
4.3.12	1			Climate conditions						
4.3.13	1		**D=K.O.**	Diagnostic data pig *						
4.3.14	1		**D=K.O.**	Diagnostic data cattle *						
4.3.15	1		**D=K.O.**	Diagnostic data poultry *						
4.3.16	1		**D=K.O.**	Salmonella monitoring *						
4.3.17	1			Logistical slaugthering of salmonella-positive herds (poultry)						
4.3.18	1			Turkey slaughtering: participation in PAI monitoring						
4.3.19	1			Taint detection						
4.4		**Cold storage (carcasses)**								

Require ment no.	Factor	Filter[1]		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
4.4.1	1			Technical/structural condition						
4.4.2	1			Premises, facility and device hygiene						
4.4.3	1			Ground clearance						
4.4.4	1			Storage management						
4.4.5	1		**D=K.O.**	Temperature recording and monitoring after slaughter						
4.4.6	1			Quartering cattle						
5		**Requirements for deboning**								
5.1		**Deboning**								
5.1.1	1			Technical/structural condition					▨	
5.1.2	1			Premises, facility and device hygiene					▨	
5.1.3	1			Ground clearance					▨	
5.1.4	1		**D=K.O.**	Organisation and workflow					▨	
5.1.5	1			Handling of non-conforming products						
5.1.6	1		**D=K.O.**	Temperature recording and monitoring *					▨	
5.2		**Cutting, portioning and minced meat production**								
5.2.1	1			Technical/structural condition						

Require ment no.	Factor	Filter[1]		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
5.2.2	1			Premises, facility and device hygiene						
5.2.3	1			Ground clearance						
5.2.4	1		D=K.O.	Organistaion and workflows						
5.2.5	1		D=K.O.	Temperature recording and monitoring						
5.3	**Labelling and packaging**									
5.3.1	1			Technical/structural condition						
5.3.2	1			Premises, facility and device hygiene						
5.3.3	1		D=K.O.	Packaging material *						
5.3.4	1		D=K.O.	Final product inspection						
5.3.5	1		D=K.O.	Product labelling						
5.3.6	1		D=K.O.	Recipes/specifications *						
5.3.7	1		D=K.O.	Final product sampling plans *						
5.4	**Meat cold storage (packaged goods)**									
5.4.1	1			Technical/structural condition						
5.4.2	1			Premises, facility and device hygiene						
5.4.3	1			Ground clearance						

Require ment no.	Factor	Filter¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
5.4.4	1			Storage management						
5.4.5	1		**D=K.O.**	Temperature recording and monitoring						
5.5	**Deep-freeze facility**									
5.5.1	1			Technical/structural condition						
5.5.2	1			Premises, facility and device hygiene						
5.5.3	1			Ground clearance						
5.5.4	1			Storage management						
5.5.5	1		**D=K.O.**	Temperature recording and monitoring						
6	**Additional production departements and facilities**									
6.1	**Cleaning rooms and material storage**									
6.1.1	1			Cleaning rooms						
6.1.2	1			Packaging material storage						
6.1.3	1			Cleaning product and disinfection storage						
6.1.4	1		**D=K.O.**	Spice storage *						
6.2	**Disposal**									
6.2.1	1			Disposal logistics				▨		

Requirement no.	Factor	Filter¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
6.2.2	1			Disposal area					/////	
6.2.3	1	**D=K.O.**		Slaughter by-products and risk material					/////	
6.3	**Vehicle fleet**									
6.3.1	1			Transport vehicle washing facilities						
6.3.2	1			Cleaning and disinfection						
6.3.3	1			Temperature monitoring system						
7	**Purchase, traceability, labelling, use of the certification mark and goods separation**									
7.1	**Incoming and outgoing goods**									
7.1.1	1			Technical/structural condition						
7.1.2	1			Premises, facility and device hygiene						
7.1.3	1			Ground clearance						
7.1.4	1	**D=K.O.**		Incoming goods inspection						
7.1.5	1	**D=K.O.**		Outgoing goods inspection						
7.1.6	1	**D=K.O.**		Returns management						
7.1.7	1			Claims management						
7.2	**Labelling and use of certification mark**									

Require ment no.	Factor	Filter¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
7.2.1	1		**D=K.O.**	Labelling of marketed QS goods *			▨		▨	
7.2.2	1			Use of QS certification mark *		▨				
7.3	**Traceability and origin of goods**									
7.3.1	1		**D=K.O.**	Traceability method		▨			▨	
7.3.2	1		**D=K.O.**	Traceability check *		▨			▨	
7.3.3	1		**D=K.O.**	Quantity comparison		▨			▨	
7.3.4	1		**D=K.O.**	Eligibility of delivery check		▨			▨	
7.4	**Goods separation**									
7.4.1	1		**D=K.O.**	Separation and identification of QS produce/non-QS produce *		▨	▨		▨	
D 1	**Add on Convenience**									
D 2.1	**General scheme requirements**									
D 2.2	**Good Manufacturing and hygiene practises**									
D 2.2.1	1			Use of the QS certification mark					X	
D 2.2.1	1		**D=K.O.**	Recipes /Specifications					X	
D 2.3	**Technical/structural condition**									
D 2.4	**Premises, facility and device hygiene**									

Require ment no.	Factor	Filter[1]		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
D 2.5	**Ground clearance**									
D 3.1	**Requirements for the production process**									
D 3.1.1	1			best-before date/use-by date					X	
D 4.1	**Silo storage**									
D 4.1.1	1			Silo storage					X	
D 4.1.2	1			Technical/structural condition					X	
D 4.1.3	1			Premises, facility and device hygiene					X	
D 5.1	**Tank storage**									
D 5.1.1	1			Tank storage					X	
D 5.1.2	1			Technical/structural condition					X	
D 5.1.3	1			Premises, facility and device hygiene					X	
D 6.1	**Preparation and Processing**									
D 6.1.1	1			Technical/structural condition					X	
D 6.1.2	1			Premises, facility and device hygiene					X	
D 6.1.3	1			Ground clearence					X	
D 6.1.4	1			Organisation and workflow					X	

Requirement no.	Factor	Filter¹		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
D 7.1	**Processing of semi-finished products, partial products, components**									
D 7.1.1	1			Technical/structural condition					X	
D 7.1.2	1			Premises, facility and device hygiene					X	
D 7.1.3	1			Ground clearence					X	
D 7.1.4	1			Organisation and workflow					X	
D 8.1	**Further processing**									
D 8.1.1	1			Technical/structural condition					X	
D 8.1.2	1			Premises, facility and device hygiene					X	
D 8.1.3	1			Ground clearence					X	
D 8.1.4	1			Organistaion and workflows					X	
I.	**VLOG-Additional Module**									
I. 1	**Requirement (only relevant for locations registered for VLOG-Additional Module)**									
I. 1.1	0			Requirement "Ohne Gentechnik"		▨	▨			

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

	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**

*Status I: If the 5 % target is exceeded, status I will still be assigned if there is only one C-evaluation. ****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

	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:**

Place, date   Signature/s of auditor/s   Signature of person responsible

Serial no.	Require-ment 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				