



**Audit checklist Combined Checklist Preparation/Processing Meat/Fruit, Vegetables, Potatoes (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
Random sample audit			
Audit of special purpose			
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			
<b>Preliminary audit result</b>		<b>Number of agreed corrective actions</b>	

\_\_\_\_\_  
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



Qualitätssicherung. Vom Landwirt bis zur Ladentheke.



**Company details - Wholesale fruit, vegetables, potatoes**

Name of company		
Street and house number		
Postal code and town		
Telephone/fax number		
Email address		
QS location number (GH-No.)		
QS identification number		
Name of person responsible		
Inspection of working and social conditions requested		

**Scope - Wholesale fruit, vegetables, potatoes**

Production scope		Production number
	Wholesale fruit, vegetables, potatoes (first-line merchant)	81
	Wholesale fruit, vegetables, potatoes (trading partner)	82



**Company details - Preparation/processing fruit, vegetables, potatoes**

Name of company		
Street and house number		
Postal code and town		
Telephone/fax number		
Email address		
QS location number (GH-No.)		
QS identification number		
Name of person responsible		
Inspection of working and social conditions requested		

**Scope - Preparation/processing fruit, vegetables, potatoes**

Production scope		Production number
	Preparation/processing	85

**Additional information - Preparation/processing fruit, vegetables, potatoes**

Preparation/processing processes	
	freezing
	heating
	preparation
	sprout production
	canned food production



**Company details - Processing meat and meat products**

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

**Scope - Processing meat and meat products**

Production scope		Production number
<input type="checkbox"/>	Cutting	41
<input type="checkbox"/>	Processing	42

**Additional information - Processing meat and meat products**

**Information on species**

Processing meat of the following species	
<input type="checkbox"/>	Broiler
<input type="checkbox"/>	Turkey
<input type="checkbox"/>	Peking duck
<input type="checkbox"/>	Veal
<input type="checkbox"/>	Beef



	Pork
<b>Production of the following processed goods</b>	
	Raw sausage
	Boiled Sausage
	Cooked and cured goods
	Fresh meat
	Marinated/seasoned meat/barbecue product
	Minced Meat
	Frying Sausage
	Convenience goods
	Offal

**Additional information - Usual working days (please fill in the time as far as possible)**

	Monday	00:00	-	00:00		Tuesday	00:00	-	00:00
	Wednesday	00:00	-	00:00		Thursday	00:00	-	00:00
	Friday	00:00	-	00:00		Saturday	00:00	-	00:00
	Sunday	00:00	-	00:00					
Comment work days									

**Additional information - slaughter performances**

Broilers (maximum slaughter performance in animals per hour)	
Turkey (maximum slaughter performance in animals per hour)	
Fattening pigs (average slaughter performance in animals per week)	
Fattening pigs (average slaughter performance in animals per hour)	
Bulls (average slaughter performance in animals per week)	
Cows (average slaughter performance in animals per hour)	
Heifers (average slaughter performance in animals per week)	
Calves (average slaughter performance in animals per hour)	



Company: \_\_\_\_\_

Date: \_\_\_\_\_

Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
<p><b>* = 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.</b></p>										
<p><b>a Cross-product Requirements</b></p>										
<p><b>a 2 General Requirements</b></p>										
<p><b>a 2.1 General scheme requirements</b></p>										
a 2.1.1	1	„		General Business Data						
a 2.1.2	1	„		Use of the QS Certification Mark						
a 2.1.3	1	„		Incident and Crisis Management						
a 2.1.4	1	„		Handling of Documents						
a 2.1.5	1	„		Company Premises and Access Regulations						
<p><b>a 2.2 Self-Assessment</b></p>										
a 2.2.1	1	„	<b>D=K.O.</b>	Conducting Self-Assessments						
a 2.2.2	1	„		Completion of Corrective Actions in the Case of Nonconformity						
<p><b>a 2.3 HACCP</b></p>										
a 2.3.1	1	„	<b>D=K.O.</b>	HACCP Concept *						



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
a 2.3.2	1	„		HACCP Team						
a 2.3.3	1	„		Product Description						
a 2.3.4	1	„		Flow Chart						
a 2.3.5	1	„		Hazard Analysis						
a 2.3.6	1	„		Critical Control Points (CCP)						
a 2.3.7	1	„		Control points (CP)						
a 2.3.8	1	„		Limit Values for CCP/CP						
a 2.3.9	1	„		Monitoring and Verification of Limit Values for CCP/CP						
a 2.3.10	1	„		Corrective Actions for CCP/CP						
a 2.3.11	1	„		Responsibilities						
a 2.3.12	1	„		Records						
a 2.3.13	1	„		HACCP Verification						
<b>a 2.4 Good Manufacturing and Hygiene Practice</b>										
a 2.4.1	1	„		Water Quality						
a 2.4.2	1	„		Cleaning and Disinfection						
a 2.4.3	1	„		Pest Control *						



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
a 2.4.4	1	„		Handling of Deviating Products						
a 2.4.5	1	„		Monitoring of Test Equipment						
<b>a 2.5 Technical/structural condition</b>										
<b>a 2.6 Room, equipment and plant hygiene</b>										
<b>a 2.7 Ground clearance</b>										
<b>a 2.8 Staff Hygiene</b>										
a 2.8.1	1	„		General Rules of Conduct						
a 2.8.2	1	„		Staff Rooms and Sanitary Facilities						
<b>a 2.9 Training of Staff</b>										
a 2.9.1	1	„	<b>D=K.O.</b>	Hygiene Training/Protection against Infection Act						
a 2.9.2	1	„		Information on the QS Scheme						
<b>a 2.10 Cold Storage Rooms</b>										
a 2.10.1	1	„		Technical/Structural Condition						
a 2.10.2	1	„		Room, Equipment and Plant Hygiene						
a 2.10.3	1	„		Ground Clearance						
a 2.10.4	1	„		Stock Management						



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
a 2.10.5	1	„	<b>D=K.O.</b>	Temperature Recording and Monitoring *						
<b>a 2.11 Frozen Storage Rooms</b>										
a 2.11.1	1	„		Technical/Structural Condition						
a 2.11.2	1	„		Room, Equipment and Plant Hygiene						
a 2.11.3	1	„		Ground Clearance						
a 2.11.4	1	„		Stock Management						
a 2.11.5	1	„	<b>D=K.O.</b>	Temperature Recording and Monitoring *						
<b>a 4 Packaging and other Business Premises</b>										
<b>a 4.1 Packaging/Redistribution</b>										
a 4.1.1	1	„		Technical/Structural Condition						
a 4.1.2	1	„		Room, Equipment and Plant Hygiene						
a 4.1.3	1	„		Ground Clearance						
<b>a 4.2 Other Business Premises</b>										
a 4.2.1	1	„		Packaging Material Storage						
a 4.2.2	1	„		Storage of Cleaning Agents and Disinfectants						
a 4.2.3	1	„		Waste Disposal Logistics						



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
<b>a 5 Incoming and Outgoing Goods, Labelling, use of the Certification Mark, Traceability and Transport</b>										
<b>a 5.1 Incoming Goods</b>										
a 5.1.1	1	„		Technical/Structural Condition						
a 5.1.2	1	„		Room, Equipment and Plant Hygiene						
a 5.1.3	1	„		Ground Clearance						
a 5.1.4	1	„		Order and Organisation						
a 5.1.5	1	„		Transport Vehicles Delivery						
a 5.1.6	1	„	<b>D=K.O.</b>	Incoming Goods Inspection *						
a 5.1.7	1	„	<b>D=K.O.</b>	Labelling of purchased QS Produce *						
a 5.1.8	1	„	<b>D=K.O.</b>	Product Temperature						
<b>a 5.2 Outgoing Goods and Returns Management</b>										
a 5.2.1	1	„		Technical/Structural Condition						
a 5.2.2	1	„		Room, Equipment and Plant Hygiene						
a 5.2.3	1	„		Ground Clearance						
a 5.2.4	1	„	<b>D=K.O.</b>	Outgoing Goods Inspection						
a 5.2.5	1	„	<b>D=K.O.</b>	Labelling of marketed QS Produce *						



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
a 5.2.6	1	„	<b>D=K.O.</b>	Final Product Inspection						
a 5.2.7	1	„		Complaints Management						
a 5.2.9	1	„		Order and Organisation						
<b>a 5.3 Traceability and Origin of goods</b>										
a 5.3.1	1	„	<b>D=K.O.</b>	Methods of Traceability						
a 5.3.2	1	„	<b>D=K.O.</b>	Traceability Check *						
a 5.3.3	1	„	<b>D=K.O.</b>	Reconciliation of Incoming Goods with Outgoing Goods *						
a 5.3.4	1	„	<b>D=K.O.</b>	Check on QS eligibility of Delivery						
a 5.3.5	1	„	<b>D=K.O.</b>	Separation and Identification of QS Produce/Non-QS Produce						
<b>b Additional requirements for the product range meat and meat products</b>										
<b>b 2 General requirements</b>										
<b>b 2.1 General scheme requirements</b>										
b 2.1.6	1		<b>D=K.O.</b>	Commissioning of service providers						
<b>b 2.4 Good manufacturing and hygiene practice</b>										
b 2.4.6	1			Foreign substance management						
b 2.4.7	1			Production permission *						

Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
b 2.4.8	1		<b>D=K.O.</b>	Recipes						
b 2.4.9	1			Further processing of intermediate and end products						
b 2.4.10	1			Maintenance and repair						
<b>b 2.8 Staff Hygiene</b>										
b 2.8.3	1		<b>D=K.O.</b>	Hygiene Sluice						
<b>b 2.9 Training of staff</b>										
b 2.9.3	1			Manufacturing and work instructions						
<b>b 2.10 Cold Storage Rooms</b>										
b 2.10.6	1			Species-specific product separation						
<b>b 3 Requirements for the production process</b>										
<b>b 3.1 Deboning</b>										
b 3.1.1	1			Technical/structural conditions						
b 3.1.2	1			Room, equipment and plant hygiene						
b 3.1.3	1			Ground clearance						
b 3.1.4	1		<b>D=K.O.</b>	Order and organisation						
b 3.1.5	1		<b>D=K.O.</b>	Temperature recording and monitoring *						



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
<b>b 3.2 Batch processing</b>										
b 3.2.1	1			Technical/structural condition						
b 3.2.2	1			Room, equipment and plant hygiene						
b 3.2.3	1			Ground clearance						
b 3.2.4	1			Order and organisation						
<b>b 3.3 Mincing</b>										
b 3.3.1	1			Technical/structural conditions						
b 3.3.2	1			Room, equipment and plant hygiene						
b 3.3.3	1			Ground clearance						
b 3.3.4	1			Order and Organisation						
b 3.3.5	1			Cross-contamination						
b 3.3.6	1		<b>D=K.O.</b>	Temperature recording and monitoring						
<b>b 3.4 Filling</b>										
b 3.4.1	1			Technical/Structural Condition						
b 3.4.2	1			Room, Equipment and Plant Hygiene						
b 3.4.3	1			Ground clearance						



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
b 3.4.4	1			Order and organisation						
b 3.4.5	1			Cross-contamination						
<b>b 3.5 Heating, cooking, boiling</b>										
b 3.5.1	1			Technical/Structural Condition						
b 3.5.2	1			Room, Equipment and Plant Hygiene						
b 3.5.3	1			Order and Organisation						
b 3.5.4	1		<b>D=K.O.</b>	Registration of heating and cooking temperatures *						
b 3.5.5	1			Cooling						
<b>b 3.6 Canning</b>										
b 3.6.1	1			Technical/structural condition						
b 3.6.2	1			Room, equipment and plant hygiene						
b 3.6.3	1			Order and Organisation						
b 3.6.4	1			Container cleaning						
b 3.6.5	1		<b>D=K.O.</b>	Registration of sterilization temperature and time control *						
b 3.6.6	1			Cooling						
<b>b 3.7 Smoking</b>										



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
b 3.7.1	1			Technical/structural condition						
b 3.7.2	1			Room, equipment and plant hygiene						
b 3.7.3	1			Order and Organisation						
<b>b 3.8 Curing</b>										
b 3.8.1	1			Technical/structural condition						
b 3.8.2	1			Room, equipment and plant hygiene						
b 3.8.3	1			Ground clearance						
b 3.8.4	1			Order and Organisation						
b 3.8.5	1			Temperature control						
b 3.8.6	1			Use of additives						
<b>b 3.9 Drying and maturing</b>										
b 3.9.1	1			Technical/structural condition						
b 3.9.2	1			Room, equipment and plant hygiene						
b 3.9.3	1			Ground clearance						
b 3.9.4	1			Order and Organisation						
b 3.9.5	1			Temperature control						



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
b 3.9.6	1		<b>D=K.O.</b>	Drying and maturing monitoring						
<b>b 3.10 Cutting, disarticulation, casing</b>										
b 3.10.1	1			Technical/structural condition						
b 3.10.2	1			Room, equipment and plant hygiene						
b 3.10.3	1			Ground clearance						
b 3.10.4	1			Order and Organisation						
b 3.10.5	1			Cross-contamination						
<b>b 4 Packaging and other business premises</b>										
<b>b 4.1 Packaging</b>										
b 4.1.4	1		<b>D=K.O.</b>	Packaging material						
b 4.1.5	1		<b>D=K.O.</b>	Product labelling meat/meat products						
<b>b 4.2 Other business premises</b>										
b 4.2.4	1		<b>D=K.O.</b>	By-products						
b 4.2.5	1		<b>D=K.O.</b>	Spice storage						
b 4.2.6	1			Cleaning rooms						
<b>b 5 Incoming and outgoing goods, labelling, use of the certification mark, traceability and transport</b>										





Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
<b>b 5.2 Outgoing Goods and Returns Management</b>										
b 5.2.8	1		<b>D=K.O.</b>	Returns management						
<b>b 5.4 Transport</b>										
b 5.4.1	1			Washing options for transport vehicles						
b 5.4.2	1			Cleaning and Disinfection						
b 5.4.3	1			System for Temperature Control						
<b>c Additional Requirements for the Product Range Fruit, Vegetables, Potatoes</b>										
<b>c 2 General requirements</b>										
<b>c 2.4 Good Manufacturing and Hygiene Practice</b>										
c 2.4.6	1	,	<b>D=K.O.</b>	Risk of Contamination *						
c 2.4.7	1	,		Recipes						
c 2.4.8	1	,		Specifications						
c 2.4.9	1	,		Access to Preparation and Processing Rooms						
c 2.4.10	1	,		Containers for Storage and Transport						
<b>c 2.8 Staff Hygiene</b>										
c 2.8.3	1	,		Hygiene Sluice						

Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
<b>c 2.9 Training of Staff</b>										
c 2.9.3	1	,		General Training						
<b>c 2.10 Cold Storage Rooms</b>										
c 2.10.6	1	,	<b>D=K.O.</b>	Best-before date/Use-by date						
c 2.10.7	1	,		Prerequisite for Maintaining Quality						
<b>c 2.11 Frozen Storage Rooms</b>										
c 2.11.6	1	,	<b>D=K.O.</b>	Best-before date						
<b>c 2.12 Storage</b>										
c 2.12.1	1	,		Technical/Structural Condition						
c 2.12.2	1	,		Room, Equipment and Plant Hygiene						
c 2.12.3	1	,		Ground Clearance						
c 2.12.4	1	,		Stock Management						
c 2.12.5	1	,		Best-before date						
c 2.12.6	1	,		Prerequisite for Maintaining Quality						
<b>c 3 Requirements for Preparation and Processing</b>										
<b>c 3.1 General Process Requirements</b>										



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
c 3.1.1	1	,		Best-before Date/Use-by Date						
c 3.1.2	1	,	<b>D=K.O.</b>	Microbiological Testing in the Operational Facility						
c 3.1.3	1	,	<b>D=K.O.</b>	Microbiological Monitoring of the Products						
c 3.1.4	1	,	<b>D=K.O.</b>	Temperature Recording and Monitoring						
<b>c 3.2 Requirements for the Preparation Process</b>										
c 3.2.1	1	,		Technical/Structural Condition						
c 3.2.2	1	,		Room, Equipment and Plant Hygiene						
c 3.2.3	1	,		Ground Clearance						
c 3.2.4	1	,		Order and Organisation						
c 3.2.5	1	,	<b>D=K.O.</b>	Compliance with Temperature Stipulations						
<b>c 3.3 Requirements for the Freezing Process</b>										
c 3.3.1	1	,		Technical/Structural Condition						
c 3.3.2	1	,		Room, Equipment and Plant Hygiene						
c 3.3.3	1	,		Ground Clearance						
c 3.3.4	1	,		Order and Organisation						
c 3.3.5	1	,	<b>D=K.O.</b>	Registration of Temperature						



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
<b>c 3.4 Requirements for the Heating Process</b>										
c 3.4.1	1	,		Technical/Structural Condition						
c 3.4.2	1	,		Room, Equipment and Plant Hygiene						
c 3.4.3	1	,		Ground Clearance						
c 3.4.4	1	,		Order and Organisation						
c 3.4.5	1	,	<b>D=K.O.</b>	Registration of Heating and Cooking Temperature						
<b>c 3.5 Requirements for Canning Production</b>										
c 3.5.1	1	,		Technical/Structural Condition						
c 3.5.2	1	,		Room, Equipment and Plant Hygiene						
c 3.5.3	1	,		Ground Clearance						
c 3.5.4	1	,		Order and Organisation						
c 3.5.5	1	,	<b>D=K.O.</b>	Food Preservation						
c 3.5.6	1	,		Requirements for Containers (Tins)						
<b>c 3.6 Requirements for Sprout Production</b>										
c 3.6.1	1	,		Technical/Structural Condition						
c 3.6.2	1	,		Room, Equipment and Plant Hygiene						



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
c 3.6.3	1	,		Ground Clearance						
c 3.6.4	1	,		Order and Organisation						
c 3.6.5	1	,	<b>D=K.O.</b>	Official Approval of Companies that produce Sprouts						
c 3.6.6	1	,		Quality of Cultivation Water						
c 3.6.7	1	,	<b>D=K.O.</b>	Traceability						
c 3.6.8	1	,		Transport Receptables/Containers						
<b>c 4 Packaging and other Business Premises</b>										
<b>c 4.1 Packaging/Redistribution</b>										
c 4.1.4	1	,		Packaging Material						
c 4.1.5	1	,	<b>D=K.O.</b>	Declaration of Conformity/Declaration of no Objection *						
c 4.1.6	1	,		Storage of Packaged Goods						
c 4.1.7	1	,		Storage/Transport Containers for Products						
c 4.1.8	1	,	<b>D=K.O.</b>	Temperature recording and monitoring *						
<b>c 5 Incoming and Outgoing Goods, Labelling, Use of the Certification Mark, Traceability and Transport</b>										
<b>c 5.1 Incoming Goods</b>										
c 5.1.9	1	,		Quality Requirements *						



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
c 5.1.10	1	,		Hygiene Requirements						
c 5.1.11	1	,		Product Labelling Fruit, Vegetables, Potatoes						
c 5.1.12	1	,		Labelling of QS Produce with an Identification Number						
<b>c 5.2    Outgoing Goods and Returns Management</b>										
c 5.2.8	1	,		Returns Management						
c 5.2.10	1	,		Product Labelling Fruit, Vegetables, Potatoes						
c 5.2.11	1	,		Labelling of QS Produce with an Identification Number						
c 5.2.12	1	,	<b>D=K.O.</b>	Product Temperature						
c 5.2.13	1	,	<b>D=K.O.</b>	Temperature Recording and Monitoring						
<b>c 5.4    Transport/Logistics</b>										
c 5.4.1	1	,		Product-compliant Transport						
c 5.4.2	1	,		Transport Hygiene						
c 5.4.3	1	,	<b>D=K.O.</b>	Temperature Control *						
c 5.4.4	1	,		Commissioning of Logistics Companies (Subcontractors)						
<b>c 6    Further Process Requirements</b>										
<b>c 6.1    Product-Specific Criteria for the Storage of Potatoes</b>										



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
c 6.1.1	1	,		Suitability of Warehouse						
c 6.1.2	1	,		Suitability of the Equipment for Incoming and Outgoing Goods						
c 6.1.3	1	,		Suitability of Preparation and Packaging Systems and Cleaning						
<b>c 6.2 Treatment</b>										
c 6.2.1	1	,		Treatment and Sorting						
c 6.2.2	1	,	<b>D=K.O.</b>	Post-harvest Treatment and Sprout Suppressants *						
<b>c 7 Residue Monitoring</b>										
<b>c 7.1 Organisation and Implementation of Residue Monitoring</b>										
c 7.1.1	1	,		Organisation of the Residue Monitoring						
c 7.1.2	1	,	<b>D=K.O.</b>	Implementation of the Residue Monitoring						
<b>e I. VLOG-Additional Module</b>										
<b>e I. 1 Requirement (only relevant for locations registered for VLOG-Additional Module)</b>										
e I. 1.1	0			Requirement "ohne Gentechnik"						



Company: \_\_\_\_\_

Date: \_\_\_\_\_

Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D	E	Comments/corrective action number
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**\* = 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.**

**d 2 Requirements for Working and Social Conditions**

d 2.1.1	1			Arbeitnehmervertretung						
d 2.1.2	1			Beschwerdeverfahren						
d 2.1.3	1			Einhaltung der ILO-Kernarbeitsnormen						
d 2.1.4	1			Arbeitnehmerinformation						
d 2.1.5	1			Arbeitsverträge/schriftlich fixierte Arbeitsbedingungen						
d 2.1.6	1			Regelmäßige Lohnzahlungen						
d 2.1.7	1			Arbeitsentgelt						
d 2.1.8	1			Beschäftigung von Kindern und Jugendlichen						
d 2.1.9	1			Pflichtschulausbildung						
d 2.1.10	1			Arbeitszeiterfassung						
d 2.1.11	1			Arbeit- und Ruhezeiten						
d 2.1.12	1			Pausen- und Bereitschaftsräume						





Qualitätssicherung. Vom Landwirt bis zur Ladentheke.



Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D	E	Comments/corrective action number
d 2.1.13	1			Umkleidemöglichkeiten						
d 2.1.14	1			Aufbewahrungsmöglichkeiten						
d 2.1.15	1			Unterbringung der Arbeitskräfte						

Company: \_\_\_\_\_ Date \_\_\_\_\_

### Calculation of audit result

#### 1. Balance of subtotals

Calculation	A	B	C	D	E
(1) Number of evaluations					
<b>Sum of evaluations (excluding E evaluations)</b>					

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

<b>Proportion of C evaluations</b>		(Number of C evaluations / sum of evaluations ) * 100
<b>Proportion of D evaluations</b>		(Number of D evaluations / sum of evaluations ) * 100
<b>Proportion of C and D evaluations</b>		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
<p><b>*Status I:</b> If the 5 % target is exceeded, status I will still be assigned if there is only one C-evaluation.</p> <p><b>**Status II:</b> 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</p>	max. 5,0%	0,0%		<b>QS-Status I*</b>
	max. 10,0%	max. 3,0%	max. 10%	<b>QS-Status II**</b>
	max. 20%	max. 10%	max. 20%	<b>QS-Status III</b>
Number of K.O.	Percentages exceeded			<b>Audit not passed.</b>
	K.O.	<b>Audit not passed.</b>		
	General K.O./ repeated D evaluation	<b>Audit not passed.</b>		



Qualitätssicherung. Vom Landwirt bis zur Ladentheke.



**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.

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						
2						
3						
4						
5						
6						
7						
8						



Qualitätssicherung. Vom Landwirt bis zur Ladentheke.



**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				
2				
3				
4				
5				
6				
7				
8				