

## Audit checklist Agriculture Cattle Pig/Crop Farming (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			
<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

**Company details - Crop farming, grassland use, forage production**

Name of company	
Street and house number	
Postal code and town	
Telephone/fax number	
Email address	
QS location number (company no. from the area payment request)	
Registered production scope no.	
QS identification number	
Name of person responsible	
Name of coordinator	

**Scope - Crop farming, grassland use, forage production**

<b>Production scope</b>		<b>Production number</b>
<b>Crop farming</b>		
	Cereal production	7001
	Oilseed production	7002
	Legume production	7004
	Sugar beet production	7008
	Corn production	7016
	Potato production (without food potatoes)	7032
<b>Grassland use and forage production</b>		
	Grassland use and forage production	7064

### Company details - Cattle farming

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	
Name of coordinator	

**Scope - Cattle farming (#mandatory;##including outdoor access or open-front-stables: valid for production scope 1002; Number of places = maximum number of places that can be used)**

Production scope	Production number	Indoor#	Number of places	Outdoor# ##	Number of places
<b>Cattle farming</b>					
Cattle production	1001				
Calf production	1002				
Calf breeding	1004				
Dairy farming	1008				
Suckling cow production	1016				

### Additional information - Cattle farming

	yes	no
On farm mixer (production of own feed materials and compound feedstuff)		
Use of commercial mobile feed milling and mixing plants		
Transport (own animals, own vehicles)		
Transport less than 50 km		
Transport less than 60 km		
Transport over 65 km		

### Company details - Pig farming

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	
Name of coordinator	

**Scope - Pig farming ( #mandatory;##including outdoor access or open-front-stables: valid for production scopes 2001, 2002, 2008; Number of places = maximum number of places that can be used)**

Production scope	Production number	Indoor#	Number of places	Outdoor #,##	Number of places
<b>Pig farming</b>					
Pig production	2001				
Gilt / boar rearing	2002				
Sow and piglets production	2004				
Piglet rearing	2008				

### Additional information - Pig farming

	yes	no
On farm mixer (production of own feed materials and compound feedstuff)		
Use of commercial mobile feed milling and mixing plants		
Transport (own animals, own vehicles)		
Transport less than 50 km		
Transport less than 65 km		
Transport over 65 km		

Company \_\_\_\_\_

Date \_\_\_\_\_

Require ment 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. # = 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!) .</b></p>										
<b>2 General requirements</b>										
<b>2.1 General system requirements</b>										
2.1.1	1	C,P,C GF	<b>D=K.O.</b>	General company data						
2.1.2	1	C,P,C GF		Implementation and documentation of self-assessment *						
2.1.3	1	C,P,C GF		Fulfillment of measures of the self-assessment						
2.1.4	1	C,P,C GF		Incident and crisis management						
<b>2.2 Farm Management</b>										
2.2.1	1	CGF		Participation in training courses						
2.2.2	1	CGF		Purchase of technical information						
2.2.3	1	CGF		Subcontractors						
<b>a 3 Livestock production requirements</b>										
<b>a 3.1 Traceability and labelling</b>										
a 3.1.1	1	C,P		Operational purchases and incoming goods						

Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
a 3.1.2	1	C,P		Verification of eligibility of delivery *						
a 3.1.3	1	C,P	<b>D=K.O.</b>	Marking and identification of livestock						
a 3.1.4	1	C,P	<b>D=K.O.</b>	Origin and marketing *						
a 3.1.5	1	C,P	<b>D=K.O.</b>	Stock records *						
<b>a 3.2 Animal welfare farming</b>										
a 3.2.1	1	C,P	<b>D=K.O.</b>	Monitoring and care of livestock *						
a 3.2.2	1	C,P	<b>D=K.O.</b>	General farming requirements *						
a 3.2.3	1	C,P	<b>D=K.O.</b>	Handling sick and injured animals *						
a 3.2.4	1	C,P		Shed floor *						
a 3.2.5	1	C,P		Shed climate, temperature, noise pollution, ventilation						
a 3.2.6	1	C,P		Lighting *						
a 3.2.7	1	C,P	<b>D=K.O.</b>	Space allowances *						
a 3.2.8	1	C,P	<b>D=K.O.</b>	Alarm system *						
a 3.2.9	1	C,P		Emergency power supply						
a 3.2.10	1	C,P		Livestock transport *						
a 3.2.11	1	C,P		Transportability						

Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
a 3.2.12	1	C,P		Requirements on loading and unloading equipment for livestock transport						
a 3.2.13	1	C,P	<b>D=K.O.</b>	Handling livestock during loading						
a 3.2.14 R	1	C		Dehorning of calves*						
a 3.2.14 Sc	1	P	<b>D=K.O.</b>	Activity material *						
a 3.2.15	1	P	<b>D=K.O.</b>	Piglet castration						
<b>a 3.3 Feed and feeding</b>										
a 3.3.1	1	C,P	<b>D=K.O.</b>	Feed supply *						
a 3.3.2	1	C,P		Hygiene of feeding facilities						
a 3.3.3	1	C,P		Feed storage						
a 3.3.4	1	C,P	<b>D=K.O.</b>	Feed procurement *						
a 3.3.5	1	C,P		Assignment of compound feed deliveries (bulk) to location numbers						
a 3.3.6	1	C,P		Feed production (on-farm mixer)						
a 3.3.7	1	C,P		Feed production in cooperation					X	
a 3.3.8	1	C,P	<b>D=K.O.</b>	Use of mobile feed milling and mixing plants						
<b>a 3.4 Drinking water</b>										
a 3.4.1	1	C,P	<b>D=K.O.</b>	Water supply *						

Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
a 3.4.2	1	C,P		Hygiene of drinking facilities						
<b>a 3.5 Animal health/medication</b>										
a 3.5.1	1	C,P		Care contract with farm veterinarian						
a 3.5.2	1	C,P	<b>D=K.O.</b>	Implementation of the stock care *						
a 3.5.3	1	C,P	<b>D=K.O.</b>	Procurement and application of medicines and vaccines						
a 3.5.4	1	C,P	<b>D=K.O.</b>	Storage of medicines and vaccines *						
a 3.5.5	1	C,P	<b>D=K.O.</b>	Identification of treated livestock						
<b>a 3.6 Hygiene</b>										
a 3.6.1	1	C,P		Buildings and equipment						
a 3.6.2	1	C,P		Hygiene on the farm						
a 3.6.3	1	C,P		Handling litter, dung and feed leftovers						
a 3.6.4	1	C,P		Carcass storage and pick-up *						
a 3.6.5	1	C,P		Pest monitoring and control *						
a 3.6.6	1	C,P		Cleaning and disinfection measures						
a 3.6.7	1	P		Special hygiene requirements *						
<b>a 3.7 Monitoring programme</b>										



Require ment no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
a 3.7.1 R	1	C		Fattening calves: residue control program *						
a 3.7.1 Sc	1	P		Salmonella monitoring: documentation on salmonella category						
a 3.7.2 Sc	1	P		Salmonella monitoring: measures towards the reduction of salmonella contamination *						
<b>a 3.8 Livestock transport</b>										
a 3.8.1	1	C,P		Requirements for transporting own livestock with own vehicles					X	
a 3.8.2	1	C,P		Requirements for the means of transportation					X	
a 3.8.3	1	C,P	<b>D=K.O.</b>	Available space during livestock transport *					X	
a 3.8.4	1	C,P		Cleaning and disinfection of means of transportation					X	
a 3.8.5	1	C,P		Delivery documents					X	
a 3.8.6	1	C,P	<b>D=K.O.</b>	Time intervals for feeding and watering as well as duration of transportation and resting times (for livestock transport over 50 km)					X	
a 3.8.7	1	C,P		Transport papers (for livestock transport over 50 km)					X	
a 3.8.8	1	C,P	<b>D=K.O.</b>	Proof of qualification for drivers/carers (for livestock transport over 65 km)					X	
<b>b 3 Plant production requirements</b>										

Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
<b>b 3.1 Requirements at the location</b>										
b 3.1.1	1	CGF		Survey of fields						
b 3.1.2	1	CGF		Risk assessment and risk management for agricultural area						
b 3.1.3	1	CGF		Crop rotation						
b 3.1.4	1	CGF	<b>D=K.O.</b>	Separate Storage						
<b>b 3.2 Sustainable tillage and soil protection</b>										
b 3.2.1	1	CGF		Minimisation of erosion and soil protection						
<b>b 3.3 Sowing/Planting</b>										
b 3.3.1	1	CGF		Sowing and planting						
b 3.3.2	1	CGF		Treatment of seeds and seedlings						
b 3.3.3	1	CGF		Suitability of seeds						
b 3.3.4	1	CGF		Control system for seed and planting material from in-house plant propagation						
<b>b 3.4 Fertilisation</b>										
b 3.4.1	1	CGF		Records on fertilisation *						
b 3.4.2	1	CGF		Fertilisation in accordance with need						
b 3.4.3	1	CGF		Analysis of the quantity of nutrients in soil						

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	CGF		Comparison of fertiliser requirement and application of nutrients						
b 3.4.5	1	CGF		Application of fertilisers						
b 3.4.6	1	CGF	<b>D=K.O.</b>	Application of sewage sludge						
b 3.4.7	1	CGF		Use of fermentation substrates						
b 3.4.8	1	CGF		Storage of solid and liquid mineral fertilisers						
b 3.4.9	1	CGF		Storage of ammonium nitrate and fertilisers containing ammonium nitrate						
b 3.4.10	1	CGF		Storage of organic fertilisers						
<b>b 3.5 Plant protection</b>										
b 3.5.1	1	CGF	<b>D=K.O.</b>	Records on plant protection measures *						
b 3.5.2	1	CGF	<b>D=K.O.</b>	Compliance with application instructions *						
b 3.5.3	1	CGF	<b>D=K.O.</b>	Use of authorized pesticides *						
b 3.5.4	1	CGF	<b>D=K.O.</b>	Certificates of proficiency for applicant						
b 3.5.5	1	CGF		Integrated pest management measures						
b 3.5.6	1	CGF		Implementation of plant protection measures						
b 3.5.7	1	CGF		Disposal of spray residues						
b 3.5.8	1	CGF		Purchase of up-to-date information or advice on pesticides						


Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
b 3.5.9	1	CGF		Condition and maintenance of plant protection equipment						
b 3.5.10	1	CGF		Mixture of spray liquid						
b 3.5.11	1	CGF		Fundamental protection of operators						
b 3.5.12	1	CGF		First aid equipment						
b 3.5.13	1	CGF		Emergency plan						
b 3.5.14	1	CGF	<b>D=K.O.</b>	Storage of plant protection products						
b 3.5.15	1	CGF		Inventory list/directory of hazardous substances						
b 3.5.16	1	CGF	<b>D=K.O.</b>	Access to the Pesticide store						
b 3.5.17	1	CGF		Precautions for spillage/leakage						
b 3.5.18	1	CGF		Measuring device and equipment for mixing						
b 3.5.19	1	CGF		Cleaning of empty pesticide containers						
b 3.5.20	1	CGF		Disposal of empty pesticide packaging						
b 3.5.21	1	CGF		Disposal of pesticides						
<b>b 3.6 Harvesting and transport</b>										
b 3.6.1	1	CGF		Records on harvest						
b 3.6.2	1	CGF	<b>D=K.O.</b>	Harvesting and transport activities						

Require ment no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
<b>b 3.7 Storing of products</b>										
b 3.7.1	1	CGF		Constitution of Storage facilities						
b 3.7.2	1	CGF		Goods identification by storage						
b 3.7.3	1	CGF		Quality preservation measures						
b 3.7.4	1	CGF		Pest monitoring and pest control						
<b>b 3.8 Post-Harvest</b>										
b 3.8.1	1	CGF		Post-harvest treatment *						
<b>b 3.9 Documentation of means of production, traceability, labelling and use of QS Certification Mark</b>										
b 3.9.1	1	CGF		Purchase of means of production and services						
b 3.9.2	1	CGF	<b>D=K.O.</b>	Traceability *						
b 3.9.3	1	CGF	<b>D=K.O.</b>	Labelling of QS Produce *						
b 3.9.4	1	CGF		Use of QS Certification Mark						
<b>c 4 Culture specific requirements</b>										
<b>c 4.1 Grassland use and forage production</b>										
c 4.1.1	1	CGF		Kind of grassland use/ pasture cultivation						
c 4.1.2	1	CGF		Measures during forage storage						

Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D/ K.O.	E	Comments/corrective action number
c 4.1.3	1	CGF		Requirements for the forage storage						
c 4.1.4	1	CGF		Disposal of waste products						
<b>g II VLOG-Additional Module</b>										
<b>g II.1 Requirement (only relevant for locations registered for VLOG-Additional Module)</b>										
g II.1.1	0	C,P		Requirement "ohne Gentechnik"						

Company \_\_\_\_\_

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

Requirement no.	Factor	Filter <sup>1</sup>		Criterion/ requirement	A	B	C	D	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.										
<b>e I regional windows</b>										
<b>e I.1 Requirement (only relevant for locations registered for Regionalfenster via their coordinator)</b>										
e I.1.1	1			Identification of regional goods						
e I.1.2	1			Marking of delivery documents						

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. <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>
	Percentages exceeded	<b>Audit not passed.</b>			
<b>Number of K.O.</b>	K.O.	<b>Audit not passed.</b>			
	General K.O./ repeated D evaluation	<b>Audit not passed.</b>			



**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!)

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 (CGF,C,P)	Deadline for correction
1						

**Company:**

**Date:**

**Review of the implementation of corrective actions**

Place, date

Signature/s of auditor/s

<b>Serial no.</b>	<b>Implemented</b>	<b>Not implemented</b>	<b>Comments (if any)</b>	<b>Date</b>
1				