



Qualitätssicherung. **Vom Landwirt bis zur Ladentheke.**



Annex 5.2 Scheme Manual Documents

1 Scheme Manual

The scheme manual comprises all valid **guidelines** and **checklists** for independent inspection in the QS scheme (normative documents).

- The regulations and requirements for scheme participants, certification bodies and laboratories are described in the **guidelines**.
- The **checklists** for independent inspection contain the requirements for use in audits.

Note: As a supplement QS provides the scheme participants, certification bodies and laboratories with **supporting documents** (e.g. documentation aids, checklists for self-assessment and interpretation aids). They are not part of the scheme manual; they are intended to provide users with orientation and support in implementing the described requirements.

1.1 General Regulations

The **Guideline “General Regulations”** has to be used by all scheme participants. It describes among other things the participation in the QS scheme, the inspection system and the sanctioning in the event of violations. It also contains the style guide for the QS certification mark.

General
Regulations

1.2 Stage-Specific Standards

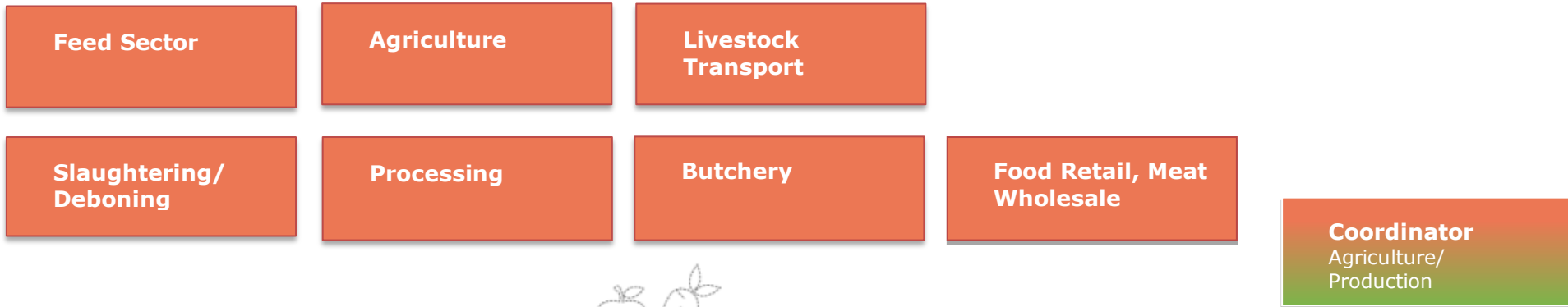
The stage-specific guidelines list the criteria and requirements which have to be fulfilled and implemented by the scheme participants in each stage.



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1.2.1 Agriculture, Feed Sector, Meat Sector



1.2.2 Fruit, Vegetables, Potatoes



1.3 Inspection System



The inspection system includes all documents which describe the independent inspection and monitoring programs. These includes the **guideline certification** with the descriptions of the requirements for certification bodies and auditors, the rules for conducting independent inspections and the **stage-specific checklists** used by the certification bodies in the independent audits. The requirements that are to be fulfilled by the scheme participants and laboratories are outlined in the guidelines **for the monitoring programmes**.





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2 Revisions

Changes (so-called revisions) in the scheme manual are scheduled for 1 January every year. QS notifies all scheme participants, approved certification bodies and recognized laboratories of the updates. In the light of current developments, changes to the QS documents are possible outside the regular revision dates.

3 Publication

The scheme manual is published in its currently valid version under www.q-s.de. Scheme manual documents (status as of **01.01.2019**):

Guideline	Version (valid as of)	Revision	Description/Contents
<u>General Regulations</u>	01.01.2019 (as of 01.01.2018)		outlines the procedure for scheme participation and use of the QS certification mark; also describes the sanction procedure and incident and crisis management as well as the scheme manual
<u>Annex 5.1 Terms and Definitions</u>	01.01.2019 (as of 01.01.2018)		contains general terms and definitions used in the scheme manual
<u>Annex 5.2 Scheme Manual Documents</u>	01.01.2019		provides an overview of all documents in the scheme manual
<u>Annex 5.3 Style Guide</u>	24.01.2018		describes the guidelines for use of the QS certification mark
<u>Annex 5.4 Rules of Sanction Procedure</u>	01.01.2019 (as of 01.07.2016)		outlines the procedure for the imposition of sanctions in the event of violations of the scheme agreement or the QS scheme requirements

Guideline	Version (valid as of)	Revision	Description/Contents
Stage-Specific Standards			
 <p style="text-align: center;">Agriculture, Feed Sector, Meat Sector</p>			
Feed Sector	01.01.2019		is a standard with integrated quality management system outlining requirements for the production of compound feed and feed material, premixes and additives, trading, storage and trans-shipment, recording and the transport of QS products
<u>Annex 9.1 Recognized standards</u>	01.01.2019	Rev01 as of 20.02.2019	lists the QM schemes which may be recognized in the QS audit if the scope of the certificate comprises the feed sector
<u>Annex 9.2 Gate-Keeping regulation</u>	01.01.2019		outlines the conditions that must be met for QS-certified compound feed producers and traders to act as "gatekeepers" procuring foreign feed material and additives from non-certified foreign producers
<u>Annex 9.3 Certification Obligation for Feed Companies</u>	01.01.2019 (as of 01.01.2018)		provides an overview of certification obligations as well as scopes and structures of feed sector and feed monitoring guideline for various activities of the feed sector: production, trading, transport, storage and trans-shipment
<u>Annex 9.4 Exclusion list of products</u>	01.01.2019		provides an overview of all feed, which are allowed or prohibited in the QS-system

Guideline	Version (valid as of)	Revision	Description/Contents
<u>Annex 9.5 ICRT Request for a Cleaning Regime</u>	01.01.2019 (as of 01.01.2018)		to be used when a cleaning regime for new products shall be defined in order to be registered in ICRT database
<u>Annex 9.6 Quality questionnaire for the procurement of former foodstuffs</u>	01.01.2019 (as of 01.01.2018)		written agreement between QS scheme participant and food manufacturer: includes the minimum requirements that have to be arranged with the supplier, if former foodstuffs should be procured to make or use it as feed
<u>Annex 9.7 Decision tree in the case of supplying products from vegetable oils and fats</u>	01.01.2019		describes whether and under which conditions products from vegetable oils and fats could be procured in the QS scheme
<u>Annex I VLOG-Additional Module "Ohne Gentechnik"</u> (German version only, no translation available)	01.01.2019		provides additional requirements that can be checked within the QS audit as a prerequisite for a VLOG delivery authorization
<u>QS Inspection for Small Scale Producer (Feed Material Production)</u> (German version only, no translation available)	01.01.2019		outlines the minimum requirements for small scale feed material producers; the defined requirements include a verifiable company-specific HACCP concept for the feed material sector, plant hygiene and product controls through participation in the feed monitoring process

Guideline	Version (valid as of)	Revision	Description/Contents
<p><u>Annex I VLOG-Additional Module "Ohne Gentechnik"</u> (German version only, no translation available)</p>	01.01.2019		provides additional requirements that can be checked within the QS audit as a prerequisite for a VLOG delivery authorization
<p><u>QS Inspection for Mobile Feed Milling and Mixing Plants</u> (German version only, no translation available)</p>	01.01.2019		outlines the minimum requirements for operators of mobile feed milling and mixing plants producing feed mixtures for QS scheme partners; the defined requirements include relevant criteria for quality assurance and the professional implementation of these criteria, compliance with legal requirements on traceability and the feed hygiene regulations
<p><u>Annex I VLOG-Additional Module "Ohne Gentechnik"</u> (German version only, no translation available)</p>	01.01.2019		provides additional requirements that can be checked within the QS audit as a prerequisite for a VLOG delivery authorization
<p><u>Agriculture Cattle Farming</u></p>	01.01.2019		applies to cattle production, calf production, calf breeding, dairy farming and suckling cow production and contains general requirements as well as i.a. specific requirements for traceability, the use of feed, animal health, hygiene, animal welfare, monitoring programmes and livestock transport

Guideline	Version (valid as of)	Revision	Description/Contents
<u>Annex II VLOG-Additional Module "Ohne Gentechnik" Cattle</u> (German version only, no translation available)	01.01.2019		provides additional requirements that can be checked within the QS audit as a prerequisite for a VLOG delivery authorization
<u>Agriculture Pig Farming</u>	01.01.2019	rev01 as of 01.01.2019	applies to pig production, piglet rearing and gilt/boar rearing as well as sow and piglet production and contains general requirements as well as i.a. specific requirements for traceability, the use of feed, animal health, hygiene, animal welfare, monitoring programmes and livestock transport
<u>Annex II VLOG-Additional Module "Ohne Gentechnik" Pig</u> (German version only, no translation available)	01.01.2019		provides additional requirements that can be checked within the QS audit as a prerequisite for a VLOG delivery authorization
<u>Agriculture Breeding Poultry</u>	01.01.2019		applies to breeder farming (broiler and turkey) and contains all of the requirements for the farming of breeding animals (male and female), which are used for the hatchery egg production, such as animal health, animal welfare, hygiene and others
<u>Annex 5.1 QS Veterinary Drug Catalogue for Poultry</u>	01.01.2019 (as of 01.01.2017)		provides a complete list of the active ingredients (incl. waiting times) contained in veterinary drugs used to treat QS fattening poultry



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Guideline	Version (valid as of)	Revision	Description/Contents
<u>Hatchery</u>	01.01.2019		contains general requirements as well as the requirements for dealing with hatching eggs and chicks for the production of broiler and turkey chicks
<u>Agriculture Poultry Production</u>	01.01.2019		applies to broiler production, turkey rearing and production and peking duck rearing and production and contains general requirements as well as i.a. specific requirements for traceability, the use of feed, animal health, hygiene, animal welfare, monitoring programmes and livestock transport
<u>Annex 5.1 QS Veterinary Drug Catalogue for Poultry</u>	01.01.2019 (as of 01.01.2017)		provides a complete list of the active ingredients (incl. waiting times) contained in veterinary drugs used to treat QS fattening poultry
<u>Annex III VLOG-Additional Module "Ohne Gentechnik" Poultry</u> (German version only, no translation available)	01.01.2019		provides additional requirements that can be checked within the QS audit as a prerequisite for a VLOG delivery authorization
<u>Service Package Laying Hen Farming¹</u> (German version only, no translation available)	01.01.2019 (as of 01.01.2018)		was especially developed for laying hen farming and contains general requirements as well as i.a. requirements for traceability, the use of feed, animal health, hygiene, animal welfare, monitoring programmes and livestock transport

Guideline	Version (valid as of)	Revision	Description/Contents
<p><u>Service Package Crop Farming, Grassland Use and Forage Production¹</u> (German version only, no translation available)</p>	01.01.2019		outlines requirements for the product scopes of crop farming (combinable crops), cereal, oilseeds, legumes, sugar beet, corn, potatoes (excluding food potatoes), grassland use and forage production, covering areas such as tillage, erosion reduction, soil protection, fertilising, plant protection, harvesting, storage and transport
<p><u>Livestock Transport</u></p>	01.01.2019		outlines requirements for transport documentation and the transport of cattle, pigs and poultry by commercial haulage companies and abattoirs, covering such issues as fitness for transport, animal marking, transport practices and cleaning and disinfection
<p><u>Slaughtering/Deboning</u></p>	01.01.2019		outlines requirements for the slaughtering and deboning of cattle, pigs and poultry, as well as for companies who process the meat all the way through to packaging for the final consumer; alongside implementation of an HACCP concept, the main contents are hygiene requirements, requirements for the slaughtering process, cooling, traceability and goods separation
<p><u>Annex I VLOG-Additional Module "Ohne Gentechnik"</u> (German version only, no translation available)</p>	01.01.2019		provides additional requirements that can be checked within the QS audit as a prerequisite for a VLOG delivery authorization

Guideline	Version (valid as of)	Revision	Description/Contents
<u>Annex 8.1 Declaration of conformity with the food laws for food packaging made of plastic (sample)</u>	01.01.2019 (as of 01.01.2013)		describes the requirements for declarations of conformity according to VO (EG) Nr. 10/2011 using examples
<u>Annex 8.2 Determination of pregnancy in female cattle during the slaughtering process</u>	01.01.2019		regulates the determination of pregnancy in female cattle at the abattoir and the feedback of this information to the responsible farmer
<u>Diagnostic data in pig slaughtering</u>	01.01.2019		Outlines the recording of diagnostic data of slaughter pig in the diagnostic database
<u>Diagnostic data in poultry slaughtering</u>	01.01.2019	rev01 as of 01.03.2019	Outlines the recording of diagnostic data of slaughter poultry in the diagnostic database
<u>Processing Meat and Meat Products</u>	01.01.2019		applies to meat, meat products and preparations of meat, as well as products with added meat/meat products (based on the proportion of meat/meat products) in accordance with the principles governing meat/meat products in the German Food Register and includes the production of minced meat; alongside implementation of an HACCP concept, the main contents are incoming goods inspection, cooling, deboning, charging, mincing etc., traceability and goods separation
<u>Annex I VLOG-Additional Module "Ohne Gentechnik"</u> (German version only, no translation available)	01.01.2019		provides additional requirements that can be checked within the QS audit as a prerequisite for a VLOG delivery authorization

Guideline	Version (valid as of)	Revision	Description/Contents
<u>Annex 7.1 Declaration of conformity with the food laws for food packaging made of plastic (specimen)</u>	01.01.2019 (status as of 01.01.2013)		describes the requirements for declarations of conformity according to Reg. (EU) Nr. 10/2011 using examples
<u>Annex 7.2 Use of the QS certification mark for composite products</u>	01.01.2019		explains the use of the QS certification mark on products that do not consist 100% of meat
Butchery (German version only, no translation available)	01.01.2019		applies to the butchery sector (cattle, pigs, poultry); alongside implementation of an HACCP concept, the main contents are requirements for incoming goods, slaughtering, cooling, processing, food transport, sale, traceability and goods separation
<u>Annex I VLOG-Additional Module "Ohne Gentechnik"</u> (German version only, no translation available)	01.01.2019		provides additional requirements that can be checked within the QS audit as a prerequisite for a VLOG delivery authorization
<u>Annex 6.1 Declaration of conformity with the food laws for food packaging made of plastic (specimen)</u>	01.01.2019 (status as of 01.01.2013)		describes the requirements for declarations of conformity according to Reg. (EU) Nr. 10/2011 using examples
<u>Annex 6.2 Use of the QS certification mark for composite products</u>	01.01.2019		explains the use of the QS certification mark on products that do not consist 100% of meat
<u>Annex 6.3 Determination of pregnancy in female cattle during the slaughtering process</u>	01.01.2019		regulates the determination of pregnancy in female cattle at the abattoir and the feedback of this information to the responsible farmer

Guideline	Version (valid as of)	Revision	Description/Contents
<u>Meat Wholesale</u>	01.01.2019		comprises meat wholesaling and contains general requirements (HACCP concept) as well as requirements for traceability and origin of goods plus stage-specific requirements for cold storage facilities, sale areas, dry stores, disposal logistics etc.
<u>Annex 6.1 Declaration of conformity with the food laws for food packaging made of plastic (specimen)</u>	01.01.2019 (status as of 01.01.2013)		describes the requirements for declarations of conformity according to Reg. (EU) Nr. 10/2011 using examples
<u>Annex 6.2 Use of the QS certification mark for composite products</u>	01.01.2019		explains the use of the QS certification mark on products that do not consist 100% of meat
<u>Broker</u>	01.01.2019		comprises trading activities with QS goods where the broker becomes owner of the QS goods without necessarily coming into contact with it. The guideline contains the ensuring of a continuous cold chain, the implementation of strict requirements regarding labeling and traceability of goods as well as the gapless documentation of these processes
<u>Annex 6.1 Declaration of conformity with the food laws for food packaging made of plastic (specimen)</u>	01.01.2019 (status as of 01.01.2013)		describes the requirements for declarations of conformity according to Reg. (EU) Nr. 10/2011 using examples
<u>Annex 6.2 Use of the QS certification mark for composite products</u>	01.01.2019		explains the use of the QS certification mark on products that do not consist 100% of meat


Guideline	Version (valid as of)	Revision	Description/Contents
<u>Storage of Meat and Meat Products</u>	01.01.2019		Comprises the storage of meat and meat products which is carried out on behalf of QS scheme participants where storage companies do not become owners of the goods. The guideline contains requirements regarding temperature-controlled storage, hygiene, the traceability of goods as well as gapless documentation to ensure the safety of meat and meat products.
<u>Annex 6.1 Declaration of conformity with the food laws for food packaging made of plastic (specimen)</u>	01.01.2019 (status as of 01.01.2013)		describes the requirements for declarations of conformity according to Reg. (EU) Nr. 10/2011 using examples
<u>Food Retail Meat and Meat Products</u>	01.01.2019		comprises food retail for meat and meat products and contains general requirements (HACCP concept) as well as requirements for traceability and origin of goods plus stage-specific requirements for cold storage facilities, sale areas, dry stores, disposal logistics etc.
<u>Annex 7.1 Declaration of conformity with the food laws for food packaging made of plastic (specimen)</u>	01.01.2019 (status as of 01.01.2013)		describes the requirements for declarations of conformity according to Reg. (EU) Nr. 10/2011 using examples
<u>Annex 7.2 Use of the QS certification mark for composite products</u>	01.01.2019		explains the use of the QS certification mark on products that do not consist 100% of meat

Guideline	Version (valid as of)	Revision	Description/Contents
<u>Coordinator Agriculture/Production</u>	01.01.2019		describes the duties and obligations of agricultural coordinators, including such issues as registration and master data updating of the coordinated companies, organization of independent inspections and the organization of participation in monitoring programmes
<u>Annex 13.1 Requirements for registration of certificate holders and producers with GLOBALG.A.P. certificates according to Option 2 and/or Option 1 Multisite with Quality Management System (QMS)</u>	01.01.2019		describes the requirements for coordinators registering certificate holders and producers with GLOBALG.A.P. certificates according to Option 2 and/or Option 1 Multisite with Quality Management System (QMS), which apply in addition to the requirements of the guideline coordinators agriculture/production.
<u>Annex 13.2 Requirements for participation in the QS scheme with GLOBALG.A.P certificates according to Option 2</u>	01.01.2019		describes the requirements for certificate holders with GLOBALG.A.P. certificates according to option 2 and corresponding producers for participation in the QS scheme, as well as the requirements for labelling goods from these companies with the QS certification mark.
<u>Annex 13.3 Requirements for the participation in the QS scheme with GLOBALG.A.P certification option 1 Multisite with implementation of a quality management system (QMS)</u>	01.01.2019		describes the requirements for producers with GLOBALG.A.P. certificates according to Option 1 Multisite with implementation of a quality management system (QMS) for participation in the QS scheme, as well as the requirements for the labelling of goods from these companies with the QS certification mark.



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Guideline	Version (valid as of)	Revision	Description/Contents
 <p style="text-align: center;">Fruit, Vegetables, Potatoes</p>			
<u>Production Fruit, Vegetables, Potatoes</u>	01.01.2019		applies to fruit, vegetables and potato production and outlines the food safety requirements covering areas such as fertilising, plant protection, harvesting, transport and hygiene management, requirements for traceability and marking
<u>Annex 9.1 Possible input substances for biogas plants</u>	01.01.2019 (as of 11.02.2015)		contains a list of all Possible input substances for biogas plants whose fermentation substrates are allowed in fruit, vegetable and potato cultivation subject to conditions
<u>QS-GAP Production Fruit, Vegetables, Potatoes (Version 4.0)</u>	01.01.2019		is a GLOBALG.A.P.-benchmarked standard applying to the production of fruit, vegetables and potatoes. Outlines beside the requirements of the Guideline Production Fruit, Vegetables, Potatoes requirements for environmental management, work safety, social issues and complaints management
<u>Annex 11.1 Possible input substances for biogas plants</u>	01.01.2019 (as of 11.02.2015)		contains a list of all Possible input substances for biogas plants whose fermentation substrates are allowed in fruit, vegetable and potato cultivation subject to conditions



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Guideline	Version (valid as of)	Revision	Description/Contents
<u>Annex 11.2 Preparation Processes</u>	01.01.2019		applies to producers who produce soup vegetables, conduct peeling processes and market the produce as a QS product
<u>Wholesale Fruit, Vegetables, Potatoes</u>	01.01.2019		applies to wholesale companies and agencies and contains, among other things, requirements for acceptance of goods, processing, storage, cooling, order picking, packaging and transport
<u>Logistic Fruit, Vegetables, Potatoes</u>	01.01.2019		applies to logistics companies and contains, among other things, requirements for storage as well as traceability, marking and goods separation
<u>Preparation/Processing Fruit, Vegetables, Potatoes</u>	01.01.2019		applies across all stages to companies which prepare and process fresh fruit and vegetables, sprouts and shoots, and contains requirements for the characteristics of production premises, equipment and machinery, cleaning and disinfection as well as requirements for microbiological and sensory analysis
<u>Annex 9.1 Use of the QS certification mark for composite products</u>	01.01.2019		explains the use of the QS certification mark for composed products and for fruit and salad/vegetable mixtures, which are not composed completely of QS ingredients



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Guideline	Version (valid as of)	Revision	Description/Contents
<p><u>Food Retail Fruit, Vegetables, Potatoes</u> (German version only, no translation available)</p>	01.01.2019		covers the food retail sector and contains general requirements (HACCP concept) as well as requirements for traceability, incoming goods, hygiene, care of goods, temperature management, shelf life and training courses
<p><u>Annex 7.2 Use of the QS certification mark for composite products</u></p>	01.01.2019		explains the use of the QS certification mark for composed products and for fruit and salad/vegetable mixtures, which are not composed completely of QS ingredients
<p><u>Voluntary QS Inspection of Working and Social Conditions</u> (German version only, no translation available)</p>	01.01.2019		covers agreements between employers and employees in terms of work and social
<p><u>Annex 4.1 Sample Confirmation for the Voluntary QS Inspection of Working and Social Conditions</u> (German version only, no translation available)</p>	01.01.2019 (as of 01.01.2015)		specifies form and content of the confirmation issued by the certification body; on request also the logos of the partner system can be inserted



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Guideline	Version (valid as of)	Revision	Description/Contents
Inspection System			
 <p style="text-align: center;">Monitoring Programmes</p>			
<u>Feed Monitoring</u>	01.01.2019		is part of the feed sector and agriculture guidelines and mandatory for all scheme participants in the feed sector stage, small scale feed material producers, the agriculture stage, feed traders, importers and laboratories; it outlines, among other things, sampling and the data bank module while outlining the requirements for the laboratories, as well as the valid control plans and the procedure to be followed if excess levels are determined
<u>Annex 8.1 Table of Parameters and Methods</u>	01.01.2019 (as of 01.01.2018)		includes parameters and analytical methods for the feed monitoring
<u>Annex 8.2 Table of Limit-/QS-Guidance Values</u>	01.01.2019 (as of 01.01.2018)		includes limit values and QS guidance values for feed in the framework of the feed monitoring
<u>Annex 8.3 Designation of Compound Feed and Self-mix (Agricultural Sector) in the Database</u>	01.01.2019 (as of 01.01.2018)		includes a list of terms for compound feed and self-mixes (agriculture) in the QS-database in the framework of the feed monitoring

Guideline	Version (valid as of)	Revision	Description/Contents
<u>Annex 8.4 Designations of Premixes and Feed Additives in the Database</u>	01.01.2019 (as of 01.01.2018)		includes a list of premixes and additives in the QS-database in the framework of the feed monitoring
<u>Annex 8.5 Analysis Spectrum for Pesticides</u>	01.01.2019 (as of 01.01.2018)		includes a list of analyses spectrums of pesticides in the framework of the feed monitoring
<u>Annex 8.6 Registration form for laboratories</u>	01.01.2019 (as of 01.01.2018)		is an application form that laboratories have to complete in order to apply for QS approval in the field of feed monitoring
<u>Annex 8.7 Additional Control Plans</u>	01.01.2019		includes additional control plans that must be adhered in addition to the required annual analyses in the QS scheme in accordance with the Guideline Feed Monitoring
<u>Annex 8.8 Ad-hoc Monitoring Plans</u>	01.01.2019 (as of 01.01.2018)		Contains requirements for the analysis of maize and processed maize (feed material) originating from the countries mentioned in the monitoring plan
<u>Annex 8.9 Evaluation criteria laboratory performance assessment</u>	01.01.2019		Contains requirements which laboratories has to fulfil to pass an individual laboratory performance assessment as well as conditions for recovering the approval, when a laboratory has lost his QS-approval to this effect
<u>Salmonella Monitoring Pig</u>	01.01.2019		serves as a binding set of guidelines for salmonella monitoring in QS pig production stocks and applies to pig production companies and coordinators, abattoirs, laboratories and samplers, veterinarians and



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Guideline	Version (valid as of)	Revision	Description/Contents
			shipping companies; it describes sampling, evaluation of findings and laboratory requirements, as well as measures to reduce salmonella contamination step by step
<u>Annex 8.1 Record Sheet for Examination Bodies when Applying for QS Recognition</u>	01.01.2019 (as of 01.03.2006)		is an application form that inspection bodies (laboratories) have to complete in order to be eligible for QS recognition
<u>Annex 8.2 Declaration on Ad-Hoc Categorization of a Pig Production Company Following Implementation of Decontamination Measures</u>	01.01.2019 (as of 01.01.2016)		is a form that the responsible veterinarian can use to confirm vis-à-vis the coordinator that decontamination measures have been taken
<u>Annex 8.3 Checklist for Determining Possible Sources of Salmonella in Fattening Pig Stocks</u>	01.01.2019 (as of 01.01.2010)		provides assistance in determining the sources and risks of salmonella contamination and must be completed by all companies classified as category II at least once a year
<u>Salmonella Programme and Reduction Plan for Poultry Production</u>	01.01.2019		serves as a binding set of instructions for the salmonella monitoring programme during poultry meat production and applies to poultry production companies (broilers, turkeys, peking ducks) and coordinators, slaughtering, deboning and food processing companies and laboratories, as well as sample men, veterinarians and shipping companies; it describes sampling, eligibility of delivery and laboratory requirements as well as measures to reduce salmonella contamination step by step


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<u>Antibiotics Monitoring Poultry Production</u>	01.01.2019		provides a basis for the comprehensive recording of medical prescriptions of antibiotics in poultry production farms. Furthermore, it is intended for purposive data evaluation, and the detection of consulting needs in farms with relatively frequent or high antibiotic application.
<u>Antibiotics Monitoring Pig Farming</u>	01.01.2019		provides a basis for the comprehensive recording of medical prescriptions of antibiotics in pig farms. Furthermore, it is intended for purposive data evaluation, and the detection of consulting needs in farms with relatively frequent or high antibiotic application
<u>Antibiotics Monitoring Cattle Farming</u>	01.01.2019		provides a basis for the comprehensive recording of medical prescriptions of antibiotics in cattle farms. Furthermore, it is intended for purposive data evaluation, and the detection of consulting needs in farms with relatively frequent or high antibiotic application
<u>Residue Monitoring, Fruit, Vegetables, Potatoes</u>	01.01.2019		describes the binding implementation of QS residue monitoring for production companies, coordinators and wholesalers as well as the requirements for laboratories; it outlines, among other things, sampling and the database module and contains the requirements for laboratories as well as the valid control plans and the procedure to be followed in the event of excess residue levels/the use of inadmissible agents

Guideline	Version (valid as of)	Revision	Description/Contents
<u>Annex 10.1 Control plan</u>	01.01.2019		specifies how many samples must be drawn for the implementation of residue monitoring in the scope wholesale and preparation/processing. In addition, the analysis methods are specified
<u>Annex 10.2 Sampling Report</u>	01.01.2019		is filled in by the sampler and sent with the sample to the laboratory
<u>Annex 10.3 Data Sheet for the Approval of Laboratories</u>	01.01.2019		is an application form that laboratories have to complete in order to apply for QS approval in the field of residue monitoring
<u>Annex 10.4 Evaluation Criteria for Laboratory Performance Assessment</u>	01.01.2019		describes the evaluation criteria of the laboratory performance assessment (requirements to be met for determination of a single test result, determination of the total number of points (for approved laboratories only), loss of approval)
<u>Annex 10.5 Nitrate Quantification: Provisions for the sampling method and processing of samples</u>	01.01.2019		includes specifications for the sampling procedure separated according to storage and field samplings and for the sample preparation for nitrate quantification



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Guideline	Version (valid as of)	Revision	Description/Contents
 Independent Control			
<u>Certification</u>	01.01.2019		outlines requirements for the certification bodies and the auditors, covering areas such as accreditation, audit experience, technical qualification and participation in training and information events as well as the rules for independent control (performance of audits, preparation of audit reports, audit frequency) and measures within the context of the QS SIKS scheme integrity system
<u>Annex 8.1 Record sheet for auditors</u>	01.01.2019		is a form for use by auditors to apply for approval or extension of approval in the QS scheme, providing information on qualification, participation in training courses and performance of audits
<u>Annex 8.2 Record sheet for certification bodies</u>	01.01.2019 (as of 01.01.2017)		is a form for use by certification bodies to apply for approval or extension of approval in the QS scheme, providing information on areas of responsibility, accreditation/scope

Guideline	Version (valid as of)	Revision	Description/Contents
<u>Annex 8.3 Sample certificates and confirmations</u>	01.01.2019		describes form and contents of the certificates (for scheme participants) and confirmations (for small scale feed material producers, mobile milling and mixing plants, agricultural coordinators and livestock transport companies) issued by the certification body; the logos of the scheme participants may also be inserted on request
<u>Annex 8.4 Procedure for a failed test or insufficient evidence of QS audits</u>	01.01.2019 (as of 01.01.2017)		outlines the consequences of failing a test or insufficient evidence of QS audits for auditors (duration of approval withdrawal, required steps to obtain renewed approval)
<u>Anlage 8.5 Evidence of minimum number of audits</u>	01.01.2019 (as of 01.01.2015)		is a form to provide evidence of the required minimum number of audits to maintain auditor approval
<u>Anlage 8.6 Unannounced audits</u>	01.01.2019		shows an overview of the production scopes (locations) which have to conduct unannounced audits in the supply chain meat and meat products



The **checklists for independent inspection** stipulated by QS for the certification bodies for the purpose of performing QS audits and QS inspections outline all the stage-specific requirements in line with the chapters of the guidelines in question. The checklists are also used to document relevant details of the company and the audit, as well as additional stage-specific requirements (e.g. relating to production scope or animal species).

Checklists for Independent Control	Version (valid from)	Revision
<u>Feed Sector</u>	01.01.2019	
<u>QS Inspection for Small Scale Producers (Feed Material Production)</u> (German version only, no translation available)	01.01.2019	
<u>QS Inspection for Mobile Feed Milling and Mixing Plants</u> (German version only, no translation available)	01.01.2019	
<u>Agriculture Cattle Farming, Pig Farming, Crop Farming</u>	01.01.2019	
<u>Agriculture Breeding Poultry</u>	01.01.2019	
<u>Agriculture Hatcheries</u>	01.01.2019	
<u>Agriculture Poultry Production (Poultry Production, Laying Hen Farming)</u>	01.01.2019	
<u>Livestock Transport</u>	01.01.2019	
<u>Coordinators Agriculture/Production</u>	01.01.2019	
<u>Slaughtering/Deboning</u>	01.01.2019	
<u>Processing Meat and Meat Products</u>	01.01.2019	
<u>Butchery</u> (German version only, no translation available)	01.01.2019	
<u>Meat Wholesale</u>	01.01.2019	
<u>Brokers Meat and Meat Products</u>	01.01.2019	
<u>Retail Meat and Meat Products</u> (German version only, no translation available)	01.01.2019	
<u>Combined Checklist Food Retail Meat and Fruit, Vegetables, Potatoes</u> (German version only, no translation available)	01.01.2019	
<u>Production Fruit, Vegetables, Potatoes</u>	01.01.2019	



Checklists for Independent Control	Version (valid from)	Revision
<u>QS-GAP Production Fruit, Vegetables, Potatoes (Version 4.0)</u>	01.01.2019	
<u>Wholesale Fruit, Vegetables, Potatoes</u>	01.01.2019	
<u>Agencies Fruit, Vegetables, Potatoes</u>	01.01.2019	
<u>Logistics Fruit, Vegetables, Potatoes</u>	01.01.2019	
<u>Wholesale Meat/Meat products and Fruits, Vegetables, Potatoes</u>	01.01.2019	
<u>Preparation/Processing Fruit, Vegetables, Potatoes</u>	01.01.2019	
<u>Combined Checklist Preparation/Processing Meat and Fruit, Vegetables, Potatoes</u>	01.01.2019	

¹ The documents GL Agriculture Cattle Farming, GL Agriculture Pig Farming, GL Agriculture Poultry Production and GL Production Fruit, Vegetables, Potatoes are authoritative for the cross-stage quality assurance of the supply chains meat and meat products, as well as fruit, vegetables and potatoes. In addition to these guidelines, QS offers agricultural businesses guidelines and checklists for other product scopes as a service package:

- Crop Farming, Grassland Use and Forage Production
- Laying Hen Farming

The requirements for these production scopes were included in accordance with the recommendations of the German Farmers' Association *Deutscher Bauernverband e.V.* They are outlined in the guidelines GL Service Package Laying Hen Farming and GL Service Package Crop Farming, Grassland Use and Forage Production. The requirements contained in these guidelines can be combined in the audit with all of the requirements from other guidelines on the agriculture stage, thus giving the farmers the opportunity to document and check the quality assurance of the entire business.

² The checklists for a QS-IFS combined audit contain only the requirements which need to be met additionally to the IFS requirements during a joint QS and IFS audit.