



Overview of documents for poultry farming

Supplementing Guideline Agriculture Poultry Production and Breeding Poultry

Location-Number:

Name:

Date:

The following documents must be presented completely and up-to-date in the audit. More detailed requirements for the documents mentioned can be found in the Guideline Agriculture Poultry Production and Agriculture Breeding Poultry.

Document	Present and up to date	Not relevant	Storage place
Company and participation data			
Sketch or map of the company and/or location plan			
Master data sheet <ul style="list-style-type: none"> ■ Incl. capacities/units for livestock production ■ For on-farm mixers: number of animals per unit or feed quantity (e.g. storage capacity) 			
Declaration of participation and power of attorney			
List of livestock care personnel			
Information on usable shed area			
Building permit			
Self-assessment			
Self-assessment checklists since the last audit date			
Action plan self-assessment			
Incident and crisis management			
Paper of incident			
Emergency plan			
Operational incoming and outgoing goods/services			
Delivery notes/invoices, sack tags, feed			

Document	Present and up to date	Not relevant	Storage place
Documentation of all incoming goods and all services (e.g. feed, livestock transporters, mobile grinding and mixing plants, medicines)			
Accompanying documents of compound feed with location number			
In case of incorrect location number on delivery notes for compound feed: Correction notice to feed supplier			
Documentation of each livestock purchase			
Official certification of ante mortem inspection			
Copy of slaughter food chain information (e.g. standard declaration)			
Report of slaughter results			
Stock records			
Stock register/shed cards			
Certificates from the animal carcass disposal company, inspection findings etc.			
Records of losses			
Feed sector			
List of feed used or ration calculation			
Use of feed additives (documentation according to HACCP principles)			
<u>Possibly necessary:</u>			
In case of merger for feed production (Procurement of agricultural raw material/ use of mobile feed milling and mixing plants): contractual agreement on feed production; Documentation for the inspection of plant and equipment (e.g. within the scope of self-assessment); documentation for traceability in case of cooperation			
Animal health			
Veterinary indication for the restriction of lighting			
Company specific work instruction for stunning and killing of animals			

Document	Present and up to date	Not relevant	Storage place
Medicine/vaccines/veterinary care			
Receipts on purchasing and remainings of medicines and vaccines (e.g. veterinary medical documentation, combined receipts, prescriptions)			
Vaccination plan			
Veterinary care contract			
Evidence of implementation the stock care (e.g. Veterinary visit records)			
<u>Possibly necessary:</u>			
If there is a need for action (stock visit): action plan which defines the individual activities of the veterinarian and the livestock owner.			
Monitoring programmes			
Results of salmonella tests (written or digital document)			
Diagnostic data			
<u>Possibly necessary:</u>			
Documentation determine salmonella entry sources			
Records of measures in the event of positive salmonella findings			
Hygiene			
Cleaning plan and/or process/work instructions and/or records of cleaning and disinfection measures (e.g. on shed card)			
Visitors' book			
Monitoring records			
Baiting plans			
<u>Possibly necessary:</u>			
Control plans			
Technical checks and verifications			
Records of technical checks of the ventilation system for every shed unit			

Document	Present and up to date	Not relevant	Storage place
<u>Broiler:</u> Ventilation checks reports for every shed unit by specialist company			
<u>Turkey:</u> Proof of ventilation			
Lamps' certificate or confirmation provided by the manufacturer or the electrical contractor for flicker-free lighting			
Records of test of proper functioning of alarm system and emergency power generator			
Records of technical control of alarm system and emergency power generator			
<u>Possibly necessary:</u>			
Records for period of restriction of lighting			
Livestock transport (only when transporting own livestock with own vehicles)			
Delivery documents			
Documentation of loading density			
<u>Possibly necessary:</u>			
<i>For livestock transport to abattoir:</i> Disinfection control book			
For livestock transport over 50 km: <ul style="list-style-type: none"> ■ Records on the duration of transport and rest times ■ Driver's log ■ Documentation on livestock supply ■ Delivery documents, declaration of transport 			
For livestock transport over 65 km: <ul style="list-style-type: none"> ■ Proof of qualification for drivers/carers 			
Destocking of animals			
Documentation of the involved catchers during destocking			
Records of company individual concept for the implementation of the handling instructions			
Monitoring of diagnostic data from slaughter (Poultry Production)			
Recording/proof of participation in the monitoring of diagnostic data from slaughter			
Information letter			



Qualitätssicherung. Vom Landwirt bis zur Ladentheke.



Document	Present and up to date	Not relevant	Storage place
Possibly necessary:			
measures to improve animal welfare			
Health surveillance programme (Breeding Poultry)			
Documentation of the health surveillance programme, plan of measures			
Proof of competence			
Proof of competence (official certificate, training etc.)			
Broiler and turkey: Proof of further training measures			
Other			
Breeding Poultry: Yearly Proof of analysis or evaluations by the veterinarian/certificate drinking water			