**Annex 5 Model Intervention Forms**

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| **Location** | **Model Form** |
| Annex 5.1 | [Long Form: Feed business establishment manufacturing / buying / selling / transporting feed or placing former foodstuffs into the feed chain](#A4_1). |
| Annex 5.2 | [Short Form: Feed business establishment manufacturing / buying / selling / transporting feed or placing former foodstuffs into the feed chain](#A4_2). |
| Annex 5.3 | [Long Form: Feed / Food Primary Producers where livestock are kept and feed maybe mixed with compound feeds, additives or premixtures for feeding only to their own animals](#A4_3). |
| Annex 5.4 | [Short Form: Feed / Food Primary Producers where livestock are kept and feed maybe mixed with compound feeds, additives or premixtures for feeding only to their own animals](#A4_4). |
| Annex 5.5 | [Long Form: Feed / Food Primary Producers where crops are grown for sale for food or feed](#A4_5). |
| Annex5.6 | [Short Form: Feed / Food Primary Producers where crops are grown for sale for food or feed](#A4_6). |

**Annex 5.1 Feed business establishment manufacturing / buying / selling / transporting feed or placing former foodstuffs into the feed chain**

**Feed Business Establishment / Feed Premises Inspection / Audit Report**

**Animal Feed (Composition, Marketing and Use) (England) Regulations 2015**

**Animal Feed (Hygiene, Sampling, etc. and Enforcement (England) Regulations 2015**

**Animal Feed (Hygiene, Sampling, etc. and Enforcement (England) Regulations 2015**

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| **CPH** |  | **Registration No.** |  |
| **Date of visit** | **/ /** | **Officer Name** |  |
| **Visit number** |  | **Start/Finish time** | **/** |

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| **Current Premise Details** | | |  | **Premise details to be added/amended** | |
| Name: |  | | Name: | |
| Address: |  | | Address: | |
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|  | | |  | |
| Person seen: | | |  | |
| Telephone: | |  | Telephone: |  |
| Mobile: | |  | Mobile: |  |
| Email: | |  | Email: |  |

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| **Brief summary of business activities** |
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| **Registration /Approval code:** |  | **Revised Registration/Approval code:** |  |

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| **Assurance Scheme member** | **Y/N** | **Name of Assurance Scheme** |  | **Assurance scheme no(s).** |  |
| **FSA approved scheme** | **Y/N** | **Date of last audit** |  | **If appropriate apply assurance scheme sticker below** | |

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| **Brief details of any non-conformities:** |
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| **Approved by VMD?** | **Y/N** | **For:** |  | **Date of last audit** |  |

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| **Brief details of any non-conformities:** |
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| **Products produced and approx. quantities:** |
| (If the business uses former foodstuffs / co-products list the name and address of the suppliers and products below) |

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| **Criteria** | | **Comments** | **Compliant Y/N** |
| **Hazard Control Systems** | 1. To what extent has the Feed Business Operator (FeBO) implemented and maintained, permanent written procedure(s) based on HACCP principles   *Article 6(1)*  **(for food businesses this must contain the feed element)** | *(List the main documents)* |  |
| 1. What changes, if any, have occurred to the product range being manufactured/ transported / stored etc. since the last review, which should have prompted a review of the feed safety management systems?   *Article 6(1)* | *(Date of review, reason and brief detail of any changes made.)* |  |
| 1. What chemical, physical and biological hazards have been identified *and are* the hazard controls sufficient to ensure feed safety?   *Article 6(2a)* | *(List the chemical, physical & biological hazards and comment on any gaps. Attach a copy of FeBO Hazard Analysis or complete Hazard analysis form at Annex I)* |  |
| 1. Are management records proportionate with the nature and size of the feed businesses to demonstrate the effective application of the measures set out above? | *(List records examined)* |  |
| **Personnel** | 1. Is an organisation chart listing qualifications and responsibilities of all supervisory staff available?   *Annex II Personnel* | *Qualifications*  *Detail how this is complied with but note information may be in other documentation)* |  |
| 1. Are all staff clearly informed in writing of their duties, responsibilities and powers regarding the production of feed?   *Annex II Personnel* | *(List any problems with compliance)* |  |
| **Production** | **Criteria** | **Comments** | **Compliant Y/N** |
| 1. Who is the designated person responsible for production – are they suitably qualified?   *Annex II Production (1)* | *(Indicate who is the designated person and what are their appropriate qualifications)* |  |
| 1. Are all stages of production carried out to pre-established written procedures?   *Annex II Production (2)* | *(Give examples of procedures seen)* |  |
| 1. Are technical or organisational measures taken to avoid/minimise cross contamination, carry over and ensure homogeneity during manufacturing and what checks are carried out to ensure arrangements work during manufacturing?   *Annex II Production (3)* | *(List any measures employed and detail any deficiencies)* |  |
| 1. Are all the scales and metering devices used in the manufacture of feeds appropriate for the range of weights or volumes to be measured and tested for accuracy regularly?   *Annex II Facilities and Equip.-3(a)* | *(List equipment checked and equipment not meeting this requirement)* |  |
| 1. Are foods or food ingredients containing animal proteins, meat or meat products, made or kept on the same site?   *Annex II Production (4)* | *(Detail what these are and are adequate measures in place to prevent contamination of livestock feed)* |  |
| 1. Are procedures in place to isolate, identify and safely dispose of waste?   *Annex II –Production (5)* | *(List any measures employed and detail any deficiencies)* |  |
| 1. What system of tracing products and materials used in them is employed?   *Annex II Production (6)*  **If not possible or appropriate to complete Annex specify why.** | *(Describe the system(s) of traceability of all products, including ingredients and finished products, and complete the form at annex II or III as appropriate for at least one ingredient – preferably a raw material such as a trace element or additive)* |  |
| 1. Where material placed into the feed chain contains food grade packaging, what steps are in place to ensure the feed chain is not contaminated by food packaging material? | *(Detail what steps are in place to remove food packaging including further processing and is this effective)* |  |

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|  | **Criteria** | **Comments** | **Compliant Y/N** |
| **Complaints and Recall** | 1. Does the FeBO have a written complaints procedure?   *Annex II Comp recall (1)* | *(Detail system and records checked)* |  |
| 1. Does the FeBO have a system of recall in place which is documented?   *Annex II Comp recall (2)* | *Detail system and records checked* |  |
| **Quality Control (Not R8)** | 1. Who is the designated person responsible for quality control – are they suitably qualified?   *Annex II Quality Control (1)* | *(Indicate who is the designated person and what are their appropriate qualifications)* | |  | | --- | |  | |
| 1. Does the FeBO have access to a laboratory with adequate staff and equipment and is the business following a sampling plan to control hazards?   *Annex II Quality Control (2&3)* | *(Indicate how this requirement is complied with)* |  |
| 1. Are final samples kept of each batch of product produced, adequately labelled and properly stored?   *Annex II Quality Control (4)* | *(Indicate how this is complied with)* |  |
| 1. Are documents relating to ingredients kept for the life of the final product?   *Annex II Quality control (4)* |  |  |

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| **Facilities & Equipment** | **Criteria** | **Comment** | **Compliant Y/N** |
| 1. Does design and construction of the facilities and equipment permit:   Adequate cleaning and  Minimise the risk of cross contamination of products?  *Annex II Facilities & Equip. (2)* | *(Give examples of the facilities and equipment checked and list any deficiencies)* |  |
| 1. Are ceilings and overhead fixtures designed to prevent accumulation of dirt, condensation and growth of moulds and shedding of particles   *Annex II Facilities & Equip. (9).* | *(Give examples of the facilities and equipment checked and list any deficiencies)* |  |
| 1. Are feed processing, storage facilities, equipment, containers, crates, vehicles and their immediate surroundings kept clean?   *Annex II* –Facilities & Equip. (1*)* | *(List areas of the site/equipment checked and indicate those which require further cleaning)* |  |
| 1. Do facilities have adequate lighting (natural/artificial)?   *Annex II* Facilities & Equip. (*4)* | *(List the areas of the site and equipment checked)* |  |
| 1. Are drainage facilities adequate to avoid contamination of feed?   *Annex II* Facilities & Equip.  *(5).* | *(List the areas of the facilities/equipment checked and arrangements in place)* |  |
| 1. Is water used for manufacture suitable for animals and are conduits inert in nature?   *Annex II* Facilities & Equip.  *(6)* | *(Detail how FeBO determines that water is suitable and conduits are inert)* |  |
| 1. Do arrangements for the removal of sewage, waste and rainwater ensure that feed is not spoiled and is dust controlled to prevent pests?   *Annex II* Facilities & Equip.  *(7)* | *(List the areas of the site and equipment checked and the arrangements in place)* |  |
| 1. Are effective pest control programmes implemented?Is there evidence of uncontrolled pest activity on site?   *Annex II* Facilities & Equip. (*1)* | *(List the areas of the site/equipment checked, steps taken to control pests and state if there is evidence of pest activity)* |  |
| 1. Are windows and openings proofed against pests?   *Annex II* Facilities & Equip.  *(8)* | *(List the areas of the site checked and the arrangements in place)* |  |

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|  | **Criteria** | **Comments** | **Compliant Y/N** |
| **Storage & Transport** | 1. Is processed feed kept separate from ingredients and additives?   *Annex II Storage & Transport (1)* | *(Detail items checked in each case and any non-conformance for each question)* |  |
| 1. Are additives (including trace elements and vitamins) within their expiry dates and approved for use in feed?   *Approved and R1-R6 only* | *(Detail items checked in each case and any non-conformance for each question – note any products which are not authorised for use in feed)* |  |
| 1. Is feed kept and transported in suitable conditions to which only persons authorised by the FeBO have access?   *Annex II Storage and Transported (2)* | *(Detail storage/transport items checked and in each case the arrangements in place to limit access)* |  |
| 1. Is feed easily identified in store and when transported to avoid cross contamination and deterioration?   *Annex II Storage & Transport (3)* | *(List items checked, method of identification and detail any deficiencies)* |  |
| 1. Where appropriate, are temperatures kept low to avoid condensation / spoilage – particularly in storage areas? *Annex II Storage & Transport (6)* | *(Detail areas checked and any deficiencies found)* |  |
| **Labelling** | 1. From a visual examination, does the labelling of products appear to comply?   *Regulation 767/2009 Labelling* | *(Detail labels examined and any issues found attach copy as appropriate)* |  |
| **Fats & Oils** | 36. Does the FeBO process fats and oils, or manufacture with fats and oils, as governed by *Commission Regulation 225/2012.* | *(Give details of test/analysis carried out by, or relied upon by, the FeBO)* |  |

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|  | **Criteria** | **Comments** | | | | **Compliant Y/N** |
| **3rd Country Imports** | 36. What products from 3rd countries, if any does the FeBO directly import, place on the market or incorporate into feed and have they been legally imported?  [Annex I of Regulation (EC) No 669/2009](http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:02009R0669-20160701) on the list of high-risk products of non-animal origin  [Annex I of Regulation (EC) No. 884/2014](http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:02014R0884-20160202) subject to safeguard controls due to aflatoxin contamination | *(Detail the activities of the FeBO and confirm any relevant products subject to Annex I of Regulations (EC) No’s 669/2009 and (EC) No. 884/2014 have been legally imported – record findings, as appropriate)* | | | |  |
| 37. Does the FeBO import products that require a 3rd Country Representative in in the EU?  Article 24  Article 6 of 98/51/EC and relevant requirements of EC Directive 95/69 | *(Give details of the products subject to the need for 3rd Country Representation and detail name/address of representative and registration/ approval number)* | | | |  |
| 38. Confirm how the FeBO is fulfilling their on-going obligations as a representative of a 3rd Country under Article 6 of 98/51/EC in respect of:   1. Ensuring the 3rd country establishment which they represent complies with requirements at least equivalent to those laid down in EC Directive 95/69; and 2. Keeps an up-to date register of all relevant products that the third country establishment they represent has put into circulation within the European Union. | *(Detail how the FeBO ensures equivalency of compliance, any records of the last assessment undertaken and findings, to evidence this. Include any examination of the existence and adequacy of the register of products put into circulation)* | | | |  |
| **Export of unauthorised additives to 3rd Countries or via another MS** | 39. Confirm whether the business exports aadditives or feed containing additives that have not been authorised in accordance with EC Regulation 1831/2003 to third countries.  Article 12 of EC Regulation 178/2002 | *(List the products and detail how the FeBO is meeting their legal obligations)* [*https://www.food.gov.uk/business-industry/farmingfood/animalfeed/animalfeedlegislation/export-unauthorised-feed*](https://www.food.gov.uk/business-industry/farmingfood/animalfeed/animalfeedlegislation/export-unauthorised-feed) | | | |  |
| **Samples Taken** | | | | | | |
| **Is the test listed in the National Enforcement Priorities Y / N** | | | | **Have samples been uploaded to UKFSS Y / N** | | |
|  | | | | | | |
| **Overall comments/Actions required. (Continue on separate sheet if required)** | | | | | | |
|  | | | | | | |
| **Officer:** | | | **Signed:** | | **Date:** | |
| **Person seen:** | | | **Signed:** | | **Date:** | |
| **Lead/Senior Officer:** | | | **Signed:** | | **Date:** | |

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| What CCPs have been identified?  (List and comment on whether the CCPs are appropriate) | List critical limits for each CCP | What monitoring procedures are used to identify if each CCP is under control? | What is the procedure(s) for corrective actions? | How often are these items verified? |

**Annex I Hazard Analysis**

**ANNEX II Traceability exercise for a manufacturer**

|  |  |  |
| --- | --- | --- |
| 1. | Description of a raw material chosen for the traceability exercise including: batch number, durability date, and the total quantity of one identifiable consignment |  |
| 2. | Is the supplier a registered or approved FeBO as required by Article 5(6) Regulation (EC) 183/2005? |  |
| 3. | Name and address of supplier |  |
| 4. | Where the product is an additive or bio protein, the date of manufacture |  |
| 5. | Date of delivery to the FeBO |  |
| 6. | Is a sample of the consignment available and properly labelled? |  |
| 7. | Batch number allocated by FeBO if different to above |  |
| 8. | Date(s) of use (approx.) |  |
| 9. | To which products has this material been incorporated? |  |
| 10. | Name and production number of an identifiable batch of product chosen for the traceability exercise to which the raw material has been incorporated |  |
| 11. | Give detail of how production records show use of the raw material in the product chosen |  |
| 12. | Repeat question 9 if the batch of product under goes separate mixing/blending with other ingredients before the final product is produced. |  |
| 13. | Repeat question 10 if the batch of product under goes separate mixing/blending with other ingredients before the final product is produced. |  |

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| 14. | How is the final product identified as being supplied to a specific customer? |  |
| 15. | Name and address of a customer to which the batch of final product has been supplied (if more than one gives the total number of customers receiving product of the same batch) product supplied |  |
| 16. | Dates of delivery to the customer |  |
| 17. | For how long are traceability records kept? |  |

**ANNEX III Traceability exercise for a FeBO where manufacturing is not taking place**

|  |  |
| --- | --- |
| Description of the product chosen for the traceability exercise and the total quantity in one identifiable consignment |  |
| Name and address of supplier |  |
| Is the supplier a registered or approved FeBO as required by Article 5(6) Regulation (EC) 183/2005? |  |
| Batch number and durability indication of material in the consignment |  |
| Date of delivery to the FeBO, where the FeBO took delivery of the product |  |
| Batch number allocated by FeBO if different to above |  |
| How is the final product identified as being supplied to a specific customer? |  |
| Name and address of customers to which the batch of final product supplied (if more than one gives the total number of customers receiving product of the same batch) |  |
| Date of delivery to the customer |  |
| How long are traceability records kept? |  |

**Annex 5.2 Short Form: Feed business establishment manufacturing / buying / selling / transporting feed or placing former foodstuffs into the feed chain**

**Feed Business Establishment / Feed Premises Inspection / Audit Report**

**Animal Feed (Composition, Marketing and Use) (England) Regulations 2015**

**Animal Feed (Hygiene, Sampling, etc. and Enforcement (England) Regulations 2015**

Animal Feed (Hygiene, Sampling, etc. and Enforcement (England) Regulations 2015

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| **CPH** |  | **Registration No.** |  |
| **Date of visit** | **/ /** | **Officer Name** |  |
| **Visit number** |  | **Start/Finish time** | **/** |

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| **Current Premise Details** | | |  | **Premise details to be added/amended** | |
| Name: |  | | Name: | |
| Address: |  | | Address: | |
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| Person seen: | | |  | |
| Telephone: | |  | Telephone: |  |
| Mobile: | |  | Mobile: |  |
| Email: | |  | Email: |  |

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| **Brief summary of business activities** |
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| **Registration /Approval code:** |  | **Revised Registration/Approval code:** |  |

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| **Assurance Scheme member** | **Y/N** | **Name of Assurance Scheme** |  | **Assurance scheme no(s).** |  |
| **FSA approved scheme** | **Y/N** | **Date of last audit** |  | **If appropriate apply assurance scheme sticker below** | |

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| **Brief details of any non-conformities:** |
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| **Approved by VMD?** | **Y/N** | **For:** |  | **Date of last audit** |  |

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| **Brief details of any non-conformities:** |
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| **Products produced and approx. quantities:** |
| (If the business uses former foodstuffs / co-products list the name and address of the suppliers and products below) |

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| **Area of Compliance** | **Compliant** | | **Area of Compliance** | **Compliant** | |
| **Y** | **N** | **Y** | **N** |
| **Hazard Control Systems** |  |  | **Personnel** |  |  |
| **Production** |  |  | **Complaints and Recall** |  |  |
| **Quality Control (Not R8)** |  |  | **Facilities & Equipment** |  |  |
| **Storage & Transport** |  |  | **Labelling** |  |  |
| **3rd Country Imports** |  |  | **Export of unauthorised additives to 3rd Countries or via another MS** |  |  |

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| **Samples Taken** | | | |
| **Is the test listed in the National Enforcement Priorities Y / N** | | **Have samples been uploaded to UKFSS Y / N** | |
|  | | | |
| **Overall comments/Actions required (Continue on separate sheet if required)** | | | |
|  | | | |
| **Officer:** | **Signed:** | | **Date:** |
| **Person seen:** | **Signed:** | | **Date:** |
| **Lead/Senior Officer:** | **Signed:** | | **Date:** |

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| What CCPs have been identified?  (List and comment on whether the CCPs are appropriate) | List critical limits for each CCP | What monitoring procedures are used to identify if each CCP is under control? | What is the procedure(s) for corrective actions? | How often are these items verified? |

**Annex I Hazard Analysis**

**ANNEX II Traceability exercise for a manufacturer**

|  |  |  |
| --- | --- | --- |
| 1. | Description of a raw material chosen for the traceability exercise including: batch number, durability date, and the total quantity of one identifiable consignment |  |
| 2. | Is the supplier a registered or approved FeBO as required by Article 5(6) Regulation (EC) 183/2005? |  |
| 3. | Name and address of supplier |  |
| 4. | Where the product is an additive or bio protein, the date of manufacture |  |
| 5. | Date of delivery to the FeBO |  |
| 6. | Is a sample of the consignment available and properly labelled? |  |
| 7. | Batch number allocated by FeBO if different to above |  |
| 8. | Date(s) of use (approx.) |  |
| 9. | To which products has this material been incorporated? |  |
| 10. | Name and production number of an identifiable batch of product chosen for the traceability exercise to which the raw material has been incorporated |  |
| 11. | Give detail of how production records show use of the raw material in the product chosen |  |
| 12. | Repeat question 9 if the batch of product under goes separate mixing/blending with other ingredients before the final product is produced. |  |
| 13. | Repeat question 10 if the batch of product under goes separate mixing/blending with other ingredients before the final product is produced. |  |

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| 14. | How is the final product identified as being supplied to a specific customer? |  |
| 15. | Name and address of a customer to which the batch of final product has been supplied (if more than one gives the total number of customers receiving product of the same batch) product supplied |  |
| 16. | Dates of delivery to the customer |  |
| 17. | For how long are traceability records kept? |  |

**ANNEX III Traceability exercise for a FeBO where manufacturing is not taking place**

|  |  |
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| Description of the product chosen for the traceability exercise and the total quantity in one identifiable consignment |  |
| Name and address of supplier |  |
| Is the supplier a registered or approved FeBO as required by Article 5(6) Regulation (EC) 183/2005? |  |
| Batch number and durability indication of material in the consignment |  |
| Date of delivery to the FeBO, where the FeBO took delivery of the product |  |
| Batch number allocated by FeBO if different to above |  |
| How is the final product identified as being supplied to a specific customer? |  |
| Name and address of customers to which the batch of final product supplied (if more than one gives the total number of customers receiving product of the same batch) |  |
| Date of delivery to the customer |  |
| How long are traceability records kept? |  |

**Annex 5.3 Long Form: Feed / Food Primary Producers where livestock are kept and feed maybe mixed with compound feeds, additives or premixtures for feeding only to their own animals**

**Feed Business Establishment / Feed Premises Inspection / Audit Report**

**Animal Feed (Composition, Marketing and Use) (England) Regulations 2015**

**Animal Feed (Hygiene, Sampling, etc. and Enforcement (England) Regulations 2015**

**Food Safety and Hygiene (England) Regulations 2013**

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| **CPH** |  | **Registration No.** |  |
| **Date of visit** | **/ /** | **Officer Name** |  |
| **Visit number** |  | **Start/Finish time** | **/** |

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| **Current Premise Details** | |  | **Premise details to be added/amended** | |
| Name: |  | Name: | |
| Address: |  | Address: | |
|  | |  | |
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| Person seen: | |  | |
| Telephone: |  | Telephone: |  |
| Mobile: |  | Mobile: |  |
| Email: |  | Other: |  |

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| **Brief summary of business activities (if R10 indicate why)** |
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| **Registration / Approval code:** |  | **Revised Registration/Approval code:** |  |

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| **Assurance Scheme member** | **Y/N** | **Name of Assurance Scheme** |  | **Assurance scheme no.** |  |
| **FSA approved scheme** | **Y/N** | **Date of last audit** |  | **If appropriate apply assurance scheme sticker below** | |

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| **Brief details of any non-conformities:** |
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| **Approved by VMD?** | **Y/N** | **For:** |  | **Date of last audit** |  |

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| **Brief details of any non-conformities:** |
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| **Feed used, species and approx. quantities.** |
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| **Additives or premixtures used? (Annex II applies)** | |
|  | |
| **Direct drying using fossil fuel (Annex II applies) – Specify Fuel** | **Y / N** |

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| **Does the Feed Business use former foodstuffs / Co-products Y / N (If yes, list suppliers and products below)** |
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| **Criteria** | | **Comments** | **Compliant Y/N** |
| **Storage, Facilities and equipment** | 1. Are areas used to store feed materials including buildings, containers, crates, vehicles and their surroundings kept clean, dry?   (EU 183/2005 Annex I – I (4b)) | *List areas of the site checked, steps taken to ensure cleanliness and note any areas which are not clean.* |  |
| 1. Are buildings and drainage sound to prevent access by rain?   (EU 183/2005 Annex I – l (1)) | *List areas of the site checked and note any issues.* |  |
| 1. Are steps taken, as far as possible, to prevent pests and pets gaining access to feed materials and finished feed?   (EU 183/2005 Annex I – I (4d))  **And** are occurrences of pests or diseases that may affect the safety of the feed or animals recorded?  (EU 183/2005 Annex I – ll (2c)) | *What control measures are in place and is there evidence of pest activity?* |  |
| 1. Is feed stored separately from waste and hazardous substances to prevent contamination?   e.g. fuel, pesticides, fertiliser, veterinary medicines, waste plastic.  (EU 183/2005 Annex I – I (4e and f)) | *List areas checked and any contraventions seen*. |  |
| 1. Is all equipment used for handling/ producing feed kept clean?   (EU 183/2005 Annex I – I (4a)) | *List areas checked and cleaning procedures. Indicate any areas in need of cleaning.* |  |
|  | 1. Is water used suitable to prevent hazardous contamination?   (EU  183/2005 Annex I – I (4c)) | *How does the farmer know the water is suitable?* |  |

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| **Mixing Operations R10, 11.** | **Criteria** | **Comments** | **Compliant Y/N** |
| 1. Do staff understand how to undertake mixing to achieve safe feed?   (EU 183/2005 Annex I – I (1)) | *Which staff are involved in mixing feed and what training/instruction have they received?* |  |
| 1. Is the equipment used for measuring ingredients appropriate to ensure they are incorporated at the correct rate?   (Particularly when using compound feeds, additives and premixtures.  (EU 183/2005 Annex I – I (1)) | Identify equipment used and is it appropriate? |  |
| 1. Is the equipment used in the mixing of feed appropriate and capable of producing an homogenous safe mix?   (Particularly when incorporating compound feeds, additives and premixtures.)  (EU 183/2005 Annex I – I (1)) | Identify mixer used and is it appropriate? |  |
| 1. Is mixing equipment cleaned thoroughly when formulations change?   e.g. flush through  (Particularly when using compound feeds, additives and premixtures.)  (EU 183/2005 Annex I – l (1)) | *Detail any procedures used.* |  |
| 1. How is homogeneity of the mix ensured?   How does the business check that the mix is consistent / homogenous?  (Particularly when using compound feeds, additives and premixtures.)  (EU 183/2005 Annex I – l (1) | *Note any test to ensure consistent / homogenous mix.* |  |

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|  | **Criteria** | **Comments** | **Compliant Y/N** |
| **Additional requirements for R10 - EU 183/2005 Annex II operations only.** | 1. Are instructions on cleaning and maintenance of equipment documented and records kept measures in place and are they documented?     (EU 183/2005 Annex II, para. 3) | *Identify documented procedures – maybe manufacturer’s instructions. Identify measures and frequency. Records of equipment cleaning/maintenance - may simply be a case of retaining a copy of a service company’s checks.* |  |
| 1. Have staff involved in mixing feed received appropriate training and is it recorded?   (EU 183/2005 Annex ll Personnel) | *Training may be by experience staff or supplier of equipment. Records should be kept for at least 1 year.* |  |
| 1. Is there a documented procedure or instructions for mixing operations and are they being observed?   (EU 183/2005 Annex ll Production 2) | *Instructions for mixing operations may incorporate equipment manufacturer’s instructions.* |  |
| 1. Is a record of feed formulations kept including date of production?   (EU 183/2005 Annex ll Production 6) | *Indicate records kept and if they are adequate.* |  |
| 1. Are records relating to purchase of additives / premixtures kept?   Name and Address of supplier  Quantities of each product purchased  Batch Numbers  (EU 183/2005 Annex ll Record keeping 2b) | *Detail how this is achieved and any deficiencies e.g. invoices kept in order.* |  |

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| **Records** | **Criteria** | **Comments** | | **Compliant Y/N** |
| 1. Is the use of plant protection products and biocides recorded?   (EU 183/2005 Annex I – ll 2a) | *What products are used and when and where?* | |  |
| 1. Are records relating to purchase of feed kept?   Name and Address of supplier  Quantities of each product purchased  Batch Numbers  (EU 183/2005 Annex I - ll 2e) | *Detail how this is complied with.* | |  |
| **EU 183/2005 Annex III**  **Good Feeding Practice** | 1. Is grazing pasture managed to prevent animals having access to land treated with manure or chemicals until its safe?   (EU 183/2005 Annex III – Pasture Grazing) | *How is this managed?* | |  |
| 1. Are feed troughs and other feeding equipment clean?   (EU 183/2005 Annex II – Stable and Feeding Equipment) | *Detail how this is done.* | |  |
| 1. How does the business ensure that the right feed ends up is being fed to the right type of animal and there is no risk of cross contamination?   (EU 183/2005 Annex III - Feeding 2) | *Detail how this is complied with.* | |  |
| **Primary Producer Food Hygiene**  (not covered elsewhere) | 1. Are animals clean?   Regard must be had to further measures to clean animals and environmental contamination.  (EU 852/2004 Annex I 4c) | *Detail issues identified and risks.* | |  |
| 1. Are Veterinary Medicine records kept and up to date?   (EU 852/2004 Annex I 3a) | *Source, date of purchase, product, batch no., quantity, disposal, date and method of treatment, ID of animals, product used, date treatment finished, withdrawal date, person administering, quantity used.* | |  |
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| **Samples Taken** | |  | |
| **Is the test listed in the National Enforcement Priorities Y / N** | | **Have samples been uploaded to UKFSS Y / N** | |
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| **Overall comments/Actions required to address any non-conformities. (Continue on separate sheet if required)** | | | |
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| **Officer:** | **Signed:** | | **Date:** |
| **Person seen:** | **Signed:** | | **Date:** |
| **Lead/Senior Officer:** | **Signed:** | | **Date:** |

**Annex 5.4 Short Form: Feed / Food Primary Producers where livestock are kept and feed maybe mixed with compound feeds, additives or premixtures for feeding only to their own animals**

**Feed Business Establishment / Feed Premises Inspection /Audit Report**

**Animal Feed (Composition, Marketing and Use) (England) Regulations 2015**

**Animal Feed (Hygiene, Sampling, etc. and Enforcement (England) Regulations 2015**

**Food Safety and Hygiene (England) Regulations 2013**

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| **CPH** |  | **Registration No.** |  |
| **Date of visit** | **/ /** | **Officer Name** |  |
| **Visit number** |  | **Start/Finish time** | **/** |

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| **Current Premise Details** | |  | **Premise details to be added/amended** | |
| Name: |  | Name: | |
| Address: |  | Address: | |
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| Person seen: | |  | |
| Telephone: |  | Telephone: |  |
| Mobile: |  | Mobile: |  |
| Email: |  | Other: |  |

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| **Brief summary of business activities (if R10 indicate why)** |
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| **Registration / Approval code:** |  | **Revised Registration/Approval code:** |  |

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| **Assurance Scheme member** | **Y/N** | **Name of Assurance Scheme** |  | **Assurance scheme no.** |  |
| **FSA approved scheme** | **Y/N** | **Date of last audit** |  | **If appropriate apply assurance scheme sticker below** | |

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| **Brief details of any non-conformities:** |
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| **Approved by VMD?** | **Y/N** | **For:** |  | **Date of last audit** |  |

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| **Brief details of any non-conformities:** |
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| **Feed used, species and approx. quantities.** |
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| **Additives or premixtures used? (Annex II applies)** | |
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| **Direct drying using fossil fuel (Annex II applies) – Specify Fuel** | **Y / N** |

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| **Does the Feed Business use former foodstuffs / Co-products Y / N (If yes, list suppliers and products below)** |
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| **Area of Compliance** | **Compliant** | | **Area of Compliance** | **Compliant** | |
| **Y** | **N** | **Y** | **N** |
| **Storage, Facilities and equipment** |  |  | **Mixing Operations R10, R11.** |  |  |
| **Additional requirements for R10 - EU 183/2005 Annex II operations only** |  |  | **Records** |  |  |
| **EU 183/2005 Annex III Good Feeding Practice** |  |  | **Food Hygiene** |  |  |

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| **Samples Taken** | |  | |
| **Is the test listed in the National Enforcement Priorities Y / N** | | **Have samples been uploaded to UKFSS Y / N** | |
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| **Overall comments/Actions required to address any non-conformities. (Continue on separate sheet if required)** | | | |
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| **Officer:** | **Signed:** | | **Date:** |
| **Person seen:** | **Signed:** | | **Date:** |
| **Lead/Senior Officer:** | **Signed:** | | **Date:** |

**Annex 5.5 Long Form: Feed / Food Primary Producers where crops are grown for sale for food or feed**

**Feed Business Establishment / Feed Premises Inspection / Audit Report**

**Animal Feed (Composition, Marketing and Use) (England) Regulations 2015**

**Animal Feed (Hygiene, Sampling, etc. and Enforcement (England) Regulations 2015**

**Food Safety and Hygiene (England) Regulations 2013**

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| **CPH** |  | **Registration No.** |  |
| **Date of visit** | **/ /** | **Officer Name** |  |
| **Visit number** |  | **Start/Finish** | **/** |

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| **Current Premise Details** | |  | **Premise details to be added/amended** | |
| Name: |  | Name: | |
| Address: |  | Address: | |
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| Person seen: | |  | |
| Telephone: |  | Telephone: |  |
| Mobile: |  | Mobile: |  |
| Email |  |  | Email: |  |

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| **Brief summary of business activities** |
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| **Registration / Approval code:** |  | **Revised Registration/Approval code:** |  |

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| **Assurance Scheme member** | **Y/N** | **Name of Assurance Scheme** |  | **Assurance scheme no.** |  |
| **FSA approved scheme** | **Y/N** | **Date of last audit** |  | **If appropriate apply assurance scheme sticker below** | |

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| **Brief details of any non-conformities:** |
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| **Crops grown – including quantities and type for food/feed use** |
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| **Direct drying using fossil fuel (Annex II applies) – Specify Fuel** | **Y / N** |
| **Are grain treatments used, such as the use of preservatives e.g. Propionic Acid**  **(Annex II applies and registration should be R10)** | **Y / N** |
| **Is any food processing carried out on site other than simple processing as defined in 852/2004 Article 2 (m) (n) (e.g. cleaning, bagging etc.)**  **If yes Environmental Health should be informed.** | **Y / N** |

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| **Criteria** | | **Comments** | **Compliant Y/N** |
| **Storage, Facilities and equipment** | 1. Are areas used to store crops including buildings, containers, crates, vehicles and their surroundings kept clean, dry?   EU 183/2005 Annex I – I (4b)  EU 852/2004 Annex I – II (4a) | *List areas of the site checked, steps taken to ensure cleanliness and note any areas which are not clean.* |  |
| 1. Are light bulbs, tubes and windows etc protected to avoid broken glass contamination?   EU 852/2004 Annex I – II (2) | *Note the way primary products are protected against "contamination"* |  |
| 1. Does the farm have a crop storage policy including temperature and moisture content of grain?   EU 852/2004 Annex I – II (2) | *Note the way primary products are protected against "contamination"* |  |
| 1. Are buildings and drainage sound to prevent access by rain?   EU 183/2005 Annex I – l (1)  EU 852/2004 Annex I – II (2) | *List areas of the site checked and note any issues.* |  |
| 1. Are steps taken, as far as possible, to prevent pests and pets gaining access to crops in store.   EU 183/2005 Annex I – I (4d)  EU 852/2014 Annex I – II (5e)  **And** are occurrences of pests or diseases that may affect the safety of the crops or animals recorded?  EU 183/2005 Annex I – ll (2c)  EU 852/2014 Annex I – III (9b) | *What control measures are in place and is there evidence of pest activity?* |  |
| 1. Are crops stored separately from waste and hazardous substances to prevent contamination?   e.g. fuel, pesticides, fertiliser, waste plastic.  EU 183/2005 Annex I – I (4e and f)  EU 852/2014 Annex I – II (5f) | *List areas checked and any contraventions seen*. |  |
| 1. Is all equipment used for harvesting, handling, producing crops kept clean?   EU 183/2005 Annex I – I (4a)  EU 852/2014 Annex I – II (5a) | *List equipment checked and cleaning procedures. Indicate any areas in need of cleaning.* |  |
|  | 1. Is water used during the growing and processing of crops suitable to prevent hazardous contamination?   EU 183/2005 Annex I – I (4c)  EU 852/2014 Annex I – II (5c) | *How does the farmer know the water is suitable?* |  |

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|  | **Criteria** | **Comments** | **Compliant Y/N** |
| **Direct Drying & Treatment of Feed Annex II EC 183/2005** | 1. Are instructions on cleaning and maintenance of equipment documented and records kept measures in place and are they documented   (EU 183/2005 Annex II, para. 3) | *Identify documented procedures – maybe manufacturer's instructions. Identify measures and frequency. Records of equipment cleaning/maintenance - may simply be a case of retaining a copy of a service company’s checks* |  |
| 1. Have staff involved in treating or drying feed received appropriate training and is it recorded?   (EU 183/2005 Annex ll Personnel) | *Training may be by experience staff or supplier of equipment. Records should be kept for at least 1 year.* |  |
| 1. Is there a documented procedure or instructions for treating and direct drying using fossil fuels and are they being observed?   (EU 183/2005 Annex ll Production 2) | *Instructions for mixing and drying operations may incorporate equipment manufacturer’s instructions.* |  |
| 1. Is a record of production kept including date of treatment?   (EU 183/2005 Annex ll Production 6) | *Indicate records kept and if they are adequate.* |  |
| 1. Are records relating to purchase of additives including preservatives kept?   Including:  Name and Address of supplier  Quantities of each product purchased  Batch Numbers  (EU 183/2005 Annex ll Record keeping 2b) | *Detail how this is achieved and any deficiencies e.g. invoices kept in order.* |  |
| **Records** | 1. Is the use of plant protection products and biocides recorded?   EU 183/2005 Annex I – ll 2a)  EU 852/2014 Annex I – III (9a) | *What products are used and when and where? Refer to FSA guidance*  [*http://multimedia.food.gov.uk/multimedia/pdfs/afrecordkeepingrequirements1.pdf*](http://multimedia.food.gov.uk/multimedia/pdfs/afrecordkeepingrequirements1.pdf) |  |
| 1. Are records relating to pest and disease that may affect the safety of the product kept?   EU 183/2005 Annex I – ll (2c)  EU 852/2014 Annex I – III (9b) | *List records seen.* |  |
| 1. Does the farm have a control policy for use of fertilisers, including organic fertiliser and soil improvers, which includes appropriate use and storage records?   EU 852/2004 Annex I – II(3a) | *Identify records used to demonstrate the safe application to prevent pollution/ contamination.* |  |

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| **Transport** | **Criteria** | **Comments** | | | | **Compliant Y/N** |
| 1. Does the farm employ adequate measures to prevent contamination of crops during transport? | *List control measures. E.g. trailer cleaning records.* | | | |  |
| **Primary Producer Food Hygiene**  (not covered elsewhere) | 1. Does the farm take adequate measures to ensure staff handling food stuffs are in good health and trained on health risks?   EU 852/2004 Annex I – II (5d) | *List measures taken and training records seen.* | | | |  |
| 1. Are there adequate hygiene facilities for staff?   EU 852/2004 Annex I – II (2) | *List facilities seen. The facilities should be sufficient to allow for seasonal staff increases.* | | | |  |
| **Samples Taken** | | | |  | | |
| **Is the test listed in the National Enforcement Priorities Y / N** | | | | **Have samples been uploaded to UKFSS Y / N** | | |
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| **Overall comments/Actions required to address any non-conformities. (Continue on separate sheet if required)** | | | | | | |
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| **Officer:** | | | **Signed:** | | **Date:** | |
| **Person seen:** | | | **Signed:** | | **Date:** | |
| **Lead/Senior Officer:** | | | **Signed:** | | **Date:** | |

**Annex 5.6 Short Form: Feed / Food Primary Producers where crops are grown for sale for food or feed.**

**Feed Business Establishment / Feed Premises Inspection / Audit Report**

**Animal Feed (Composition, Marketing and Use) (England) Regulations 2015**

**Animal Feed (Hygiene, Sampling, etc. and Enforcement (England) Regulations 2015**

**Food Safety and Hygiene (England) Regulations 2013**

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| **CPH** |  | **Registration No.** |  |
| **Date of visit** | **/ /** | **Officer Name** |  |
| **Visit number** |  | **Start/Finish** | **/** |

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| **Current Premise Details** | |  | **Premise details to be added/amended** | |
| Name: |  | Name: | |
| Address: |  | Address: | |
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| Person seen: | |  | |
| Telephone: |  | Telephone: |  |
| Mobile: |  | Mobile: |  |
| Email |  |  | Email: |  |

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| **Brief summary of business activities** |
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| **Registration / Approval code:** |  | **Revised Registration/Approval code:** |  |

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| **Assurance Scheme member** | **Y/N** | **Name of Assurance Scheme** |  | **Assurance scheme no.** |  |
| **FSA approved scheme** | **Y/N** | **Date of last audit** |  | **If appropriate apply assurance scheme sticker below** | |

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| **Brief details of any non-conformities:** |
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| **Crops grown – including quantities and type for food/feed use** |
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| **Direct drying using fossil fuel (Annex II applies) – Specify Fuel** | **Y / N** |
| **Are grain treatments used, such as the use of preservatives e.g. Propionic Acid**  **(Annex II applies and registration should be R10)** | **Y / N** |
| **Is any food processing carried out on site other than simple processing as defined in 852/2004 Article 2 (m) (n) (e.g. cleaning, bagging etc.)?**  **If yes Environmental Health should be informed.** | **Y / N** |

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| **Area of Compliance** | **Compliant** | | **Area of Compliance** | **Compliant** | |
| **Y** | **N** | **Y** | **N** |
| **Storage, Facilities and equipment** |  |  | **Direct Drying & Treatment of Feed Annex II EC 183/2005** |  |  |
| **Records** |  |  | **Transport** |  |  |
| **Food Hygiene** |  |  |  |  |  |

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| **Samples Taken** | |  | |
| **Is the test listed in the National Enforcement Priorities Y / N** | | **Have samples been uploaded to UKFSS Y / N** | |
|  | | | |
| **Overall comments/Actions required to address any non-conformities. (Continue on separate sheet if required)** | | | |
|  | | | |
| **Officer:** | **Signed:** | | **Date:** |
| **Person seen:** | **Signed:** | | **Date:** |
| **Lead/Senior Officer:** | **Signed:** | | **Date:** |