

Audit/ Livestock Farm

Audit Plan

- Opening meeting
- Measures taken from previous action plan related to non compliances
- Field, equipment and storage verification
- Barn verification
- Paperwork, traceability and balance exercises
- Exit interview

Info on crops

- Harvest and sales from previous year
- Inventory (left over from previous year and this year)
- Invoices of inputs bought this season (seeds, fertilizer...). Proof the seeds are organic
- Proof of non availability and non treated/non GMO for non organic seeds
- Non GMO affidavit for inoculant used
- Technical data sheet of forage preservative (if used)
- Field records
- Up to date field maps
- Cleaning log (bins, equipments, transportation) when applicable
- Buffer zone recording

Info on livestock

- Herd records (heath, birth, origin, conversion, withdraw, exercise ...)
- Invoices of feed, minerals, medication used for the herd. Veterinary prescription
- Winter feed ration for all groups
- Summer feed ration for all groups
- Drinking water analysis result

Mass Balance Details

- A mass balance is the process of totalling the production capacity during a period and the total sales during that same period, including changes in the starting and ending inventories. The balance must be completed on the previous year results. This process requires a starting and ending inventory, a summary of harvests and sales over the period.

If your records are on a computer, you do not need to print everything if the inspector can access your computer files.