

**Establishment details**

Approval Number  1

Establishment Name

Establishment Address (with postcode)

Site Type  Slaughterhouse or Game Handling Establishment (dressing and/or cutting)  
 Cutting Plant co-located or standalone (cutting, meat preparations, meat products, re-packaging, game handling - where no dressing)

**Audit details**

Audit number

	Date		Actual hours		
	From	To	IAUD	GAUD	GIMP
Audit Preparation	28/05/12	28/05/12	0.75		
Audit visit duration on site	28/05/12	28/05/12	3.50		
Audit Write-up	29/05/12	01/06/12	5.00		

**Note:** - actual hours, and dates shown, must correspond to entries on the auditor's timesheet/s.  
 indicates actual audit date for calculating next frequency.

Date of previous audit

Previous audit category

No. of follow-up enforcement visits since last audit

**Auditor conducting audit**

Name in BLOCK letters

Telephone number

Email address

**Food Business Operator or their representative**

Name in BLOCK letters

Email:

Position

Names & positions of other attending audit

**Please note:** information held by Food Standards Agency, including audit reports, is subject to the provisions of the Freedom of Information Act 2000 and Environmental Information Regulations 2004 and may be published and/or disclosed in response to a request.

**Submit the original completed report to the Central Operations Hub.  
Retain copy of completed report at plant for 1 year and then destroy.**

**Audit Report  
AUD9-3**

**PROTECT-ONCE COMPLETED**

**Audit risk assessment - final score**

Part 1 – Risk factors	Score
1.1 Potential hazards	45
1.2 Vulnerable consumers potentially at risk	20
1.3 Throughput	15

Part 2 – Food Business Operator Actions	Current
2.1 Production controls relating to carcase processing	15
2.2 Hygienic Production within Cutting Plants dealing with unprocessed products	N/A
2.3 Hygienic Production with Cutting Plants dealing with processed products	N/A
2.4 Environmental hygiene / Good hygiene practices	5
2.5 HACCP	15
3.0 Animal Disease	5
4.0 Animal Welfare	5
5.1 Animal By-products	5
5.2 TSE/SRM Controls	15

<b>Final Score</b>	145
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**Audit category**

Points range	Audit frequency
0-50	12 months
55-75	8 months
80-105	5 months
110-150	3 months
155+	2 months

Audit frequency
3 months

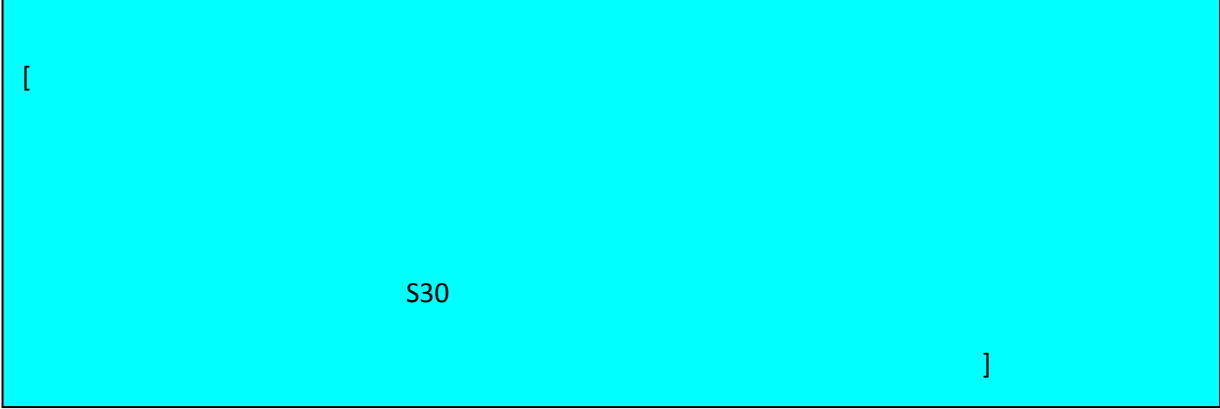
Month of next visit
Aug 2012

**Summary**

Corrective action completed since last audit	
CA Reference (MM/YY plus no.)	Outcome
[	S30
	]

**Summary of Audit finding**

[
S30
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**PROTECT-ONCE COMPLETED**

1.1 Potential hazards		
MICROBIOLOGICAL HAZARDS		Score
Potential for hazard i.e. cross-contamination, growth and/or survival of pathogenic spoilage bacteria, viruses, parasites and fungi in or on the product		30
Only frozen products handled		5
CHEMICAL HAZARDS		Score
Potential for hazard i.e. contamination of meat from residues of veterinary products/pesticides/feed additives, as well as from packaging and/or careless use of chemicals (cleaning products, disinfectants, lubricants)		10
Some potential (e.g. animals/meat from assured sources therefore potential contamination is from packaging/production environment only)		5
Only ready wrapped products handled		0
PHYSICAL HAZARDS		Score
Potential for hazards i.e. contamination of meat by foreign bodies		5
Only ready wrapped products handled		0
	1.1 Score	Score
	Microbiological hazards	30
	Chemical hazards	10
	Physical hazards	5
	1.1 Score	45

1.2 Vulnerable consumers potentially at risk		Score
Meat supplied (directly or indirectly) is not likely to be served to groups of 20+ vulnerable people (e.g. hospital, day care centre, nursing home) and/or it will be further processed in approved establishments.		0
There is uncertainty about the population who may be supplied with the meat and the nature of the process it may receive before it reaches the consumer		20
	1.2 Score	20

1.3 Throughput		Score
Very small (i.e. equivalent to previous 'low throughput' slaughterhouses and cutting premises), likely to market locally		5
Small/medium throughput not in other two categories (default for meat processors until size known)		15
Average weekly throughput above 500 livestock units or 200,000 birds in a slaughterhouse/over 150 metric tonnes cut meat, likely to market nationally		20
	1.3 Score	15

**Part 1 Evidence**

1.1 Potential Hazards: due to the nature of the process carried out ( production of meat from horses and cattle slaughtered in the premises) the microbiological, chemical and physical hazards are at the highest score.

1.2 Vulnerable consumers potentially at risk:[ S43(2)  
]. Final customer and nature of the process it may receive unidentified

1.3 [ S43(2)  
 ]

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<b>2.1 Production Controls relating to carcase processing</b>		
<b>Pre-processing: compliance with (EC) 853/2004, Annex II, Sections II &amp; III:</b>		<b>Score</b>
2.1.1	Only suitable, properly identified animals are accepted for slaughter.	Poor
2.1.1i	All required documents, veterinary certificates, (trained hunter's) declarations or passports received	Good
2.1.2	Only clean animals are processed for human consumption, or adequate preventative measures are taken	Good
2.1.3	FBO requests, receives, checks and acts on FCI for all animals (or batches of animals where appropriate)	Adequate
2.1.4	FBO follows the instructions of the OV in respect of Ante-Mortem and decisions concerning live animals (as appropriate)	Poor
2.1.5	FBO assesses the welfare status of each animal on arrival (as appropriate).	Good
<b>Controls during carcase dressing:</b>		
<b>Compliance with (EC) 852/2004 Annex II, Chapter IX, 3</b>		
2.1.6	Bleeding avoiding contamination of meat (as appropriate)	Good
2.1.7	Skinning/Depilation/plucking avoiding contamination of meat	Good
2.1.8	Evisceration avoiding contamination of meat	Good
2.1.8i	Controls ensure that cross contamination is eliminated, prevented or reduced to acceptable levels during other processing operations	Adequate
<b>Post-Mortem: Compliance with (EC) 853/2004 Annex III</b>		
2.1.9	Carcases correctly dressed and presented for inspection	Weak
2.1.9i	Traceability of carcasses	Poor
2.1.9ii	Lack of faecal contamination	Adequate
<b>Post-processing: compliance with (EC) 852/2004 Annex I, Chapter IX</b>		
2.1.10	Adequate temperature control	Weak
2.1.11	Controls avoid cross-contamination during storage, despatch and delivery.	Good
2.1.12	Compliance with the requirements of (EC) 2073/2005 Article 3	Good
2.1.13	Hygienic handling of edible co-products	N/A
2.1 Score:		15
Good (0) - Active compliance; no action necessary Adequate (5) - Occasional lapses in compliance; minor corrections needed; broadly compliant Weak (15) - Frequent lapses in compliance; giving rise to medium or high risk deficiencies Poor (25) - Frequent lapses in compliance; giving rise to potential/immediate risk N/A (0) - Not applicable		

**Part 2.1 Evidence**

PRE-PROCESSING  
2.1.1 - [

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2.1.1i - All animals received in the premises are accompanied by the required documentation. If they are alive horses or cattle they come together with the passport, and if they are ESOF they bring the Veterinary Certificate

2.1.2 - All horses found in the lairage during the day of the audit were clean (no cattle seen). And no issues related to this have been reported in the last period

2.1.3 - [

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2.1.4 - [

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2.1.5 - There is an operative in charge of the lairage that takes care of the animals and their welfare. No issues related to animal welfare have been highlighted in the reported period

**CONTROLS DURING CARCASE DRESSING**

2.1.6 - The bleeding of the animals is carried out appropriately, immediately after slaughtering/killing. Bleeding of several horses was checked during the audit and the time allowed for the process was found adequate

2.1.7 - Skinning is carried out in the traditional way. A cradle is used for the same and no problems of contamination from the skin to the carcass were observed.

2.1.8 - Evisceration process was found satisfactory. No problems of contamination detected either

2.1.8i - There are washbasins in in the different working stations and operatives had a reasonable level of personal hygiene. Sterilizers were all working fine and operatives were using them for the knives while I was present. No problems of carcasses touching surfaces were detected, [

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**POST-MORTEM**

2.1.9 - Carcasses are correctly dressed and presented for inspection in all cases [

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2.1.9i - On the day of the audit all horses in the lairage had a kill number on their flank. [

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2.1.9i - No relevant issues related to faecal contamination highlighted during the reported period. ]

2.1.9ii - No relevant issues related to faecal contamination highlighted during the reported period

**POST-PROCESSING**

2.1.10 - Meat temperature from carcasses kept in the chiller was checked by me and found to be satisfactory.

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2.1.11 - No issues related to cross contamination during storage and dispatch. Chillers kept reasonably clean.

2.1.12 - [  
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**PROTECT-ONCE COMPLETED**

<b>2.4 Environmental hygiene / Good hygiene practises</b>		<b>Score</b>
<b>Plant complies with (EC) 852/2004</b>		
<b>Structure: complies with (EC) 852/2004 Annex II</b>		
2.4.1	Structure/layout provides adequate protection from hazards for the current throughput & operations	Good
2.4.2	Adequacy of protective measures is verified by reality checks during the audit/audit period	Adequate
<b>Water supply: potability water supply is assured</b>		
2.4.3	FBO has operating procedures in place to monitor water quality	Adequate
2.4.4	FBO's operating procedures are carried out as described	Adequate
2.4.5	FBO is monitoring water test results.	Adequate
2.4.6	FBO takes adequate corrective actions when necessary	Adequate
2.4.7	FBO's records confirm each of the above requirements is being met.	Adequate
<b>Maintenance: arrangements protect food from contamination</b>		
2.4.8	FBO has operating procedures in place for monitoring maintenance needs	Adequate
2.4.9	FBO's operating procedures are carried out as described	Adequate
2.4.10	FBO is identifying deficiencies	Adequate
2.4.11	FBO is correcting deficiencies within a reasonable timescale	Adequate
2.4.12	FBO's records confirm each of the above requirements is being met.	Adequate
2.4.13	Adequacy of maintenance and of records is verified by reality checks during the audit/audit period	Adequate
<b>Cleaning: arrangements protect food from contamination</b>		
2.4.14	FBO has operating procedures in place to specify cleaning.	Adequate
2.4.15	FBO's operating procedures are carried out as described	Adequate
2.4.16	FBO is monitoring cleaning efficacy	Adequate
2.4.17	FBO is taking effective corrective action on cleaning deficiencies he identifies	Adequate
2.4.18	Adequacy of cleaning of premises and vehicles and of records is verified by reality checks during the audit /audit period	Adequate
<b>Pest control: arrangements protect food from contamination</b>		
2.4.19	FBO has operating procedures in place or contract to specify pest control arrangements.	Adequate
2.4.20	FBO's operating procedures or contract is carried out as described	Adequate
2.4.12	FBO is monitoring pest activity	Adequate
2.4.22	FBO is taking effective corrective action on pest activity	Adequate
2.4.23	FBO's records confirm each of the above requirements is being met.	Adequate
2.4.24	Adequacy of pest controls is verified by reality checks during the audit/audit period	Adequate
<b>Staff training/instruction and supervision</b>		
2.4.25	FBO has an appropriate staff training programme	Adequate
2.4.26	Training programme is carried out as described	Adequate
2.4.27	FBO is monitoring the effectiveness of staff training	Adequate
2.4.28	FBO is taking effective corrective action when training deficiencies are identified	Adequate
2.4.29	Adequacy of training/supervision and of records is verified by reality checks during the audit/audit period	Adequate
<b>Health and hygiene arrangements</b>		
2.4.30	Appropriate staff and visitor health monitoring and hygiene advice arrangements are in place	Adequate
2.4.31	FBO is taking adequate corrective actions when monitoring indicates causes for concern	Adequate
2.4.32	Adequacy of personal hygiene practices is verified by reality checks during the audit/audit period	Adequate
2.4.33	Adequacy of health rules and of records is verified by reality checks during the audit/audit period	Adequate
<b>2.4 Score</b>		<b>5</b>
Good (0) - active compliance; no action necessary Adequate (5) - occasional lapses in compliance; minor corrections needed; broadly compliant Weak (15) - frequent lapses in compliance; giving rise to medium or high risk deficiencies Poor (25) - frequent lapses in compliance giving rise to potential/immediate high risk		



Part 2.4 evidence

**Structure**

The structure/layout of the premises is adequate to protect meat from hazards.

**Water supply**

United Utilities is the supplier. [

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**Maintenance**

[

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**Cleaning**

The premises were found reasonably clean during the audit and no issues related to this have been highlighted during the audited period.

COSHH data for all products used was available and staff had been retrained in the use of the chemicals used for the cleaning and disinfection of the premises.

**Pest control**

Carried out by an external company called [ S43(2) ] They visit the site several times each year to control and maintain the rodent baits and EFK and offer a call out service if necessary. There is a plan of the premises with bait and EFK points marked. No mice activity detected inside the buildings during the last period. [

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**Staff Training/instruction and supervision:**

Since the previous audit the staff has been trained in cleaning and disinfection. No new members have joined the staff team in the audited period. [

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**Staff health and hygiene**

Slaughtermen hygiene practices are adequate. They wash their hands and sterilize their knives from time to time and their PPE is reasonably clean.

All staff working in the premises have filled in a health questionnaire when started.

<b>2.5 HACCP</b>		<b>Score</b>
<b>Principle 1 - identify any hazards that must be prevented, eliminated or reduced to acceptable levels</b>		
2.5.1	Documented HACCP based procedures cover all operations	Good
2.5.2	Description of product(s) /production process	Good
2.5.3	Accurate and complete process flow diagram	Adequate
2.5.4	All relevant hazards covered	Adequate
<b>Principle 2 - identify the CCPs/CPs</b>		
2.5.5	Correct identification of controls at the step or steps at which control is essential to ensure food safety	Poor
<b>Principle 3 - establish critical limits at CCPs (or legal limits at CPs)</b>		
2.5.6	Correct identification of critical limits to ensure food safety	Weak
<b>Principle 4 - establish effective monitoring procedures at CCPs/CPs</b>		
2.5.7	Monitoring arrangements established to ensure food safety	Weak
2.5.8	Suitable monitoring procedures and of records (e.g. Diary) verified by reality checks	Weak
<b>Principle 5 - establish corrective actions</b>		
2.5.9	Corrective action procedures established to ensure food safety	Weak
2.5.10	Suitable corrective actions and of records (e.g. Diary) verified by reality checks	Weak
<b>Principle 6 - establish verification procedures</b>		
2.5.11	Validation and verification arrangements established to ensure food safety	Adequate
2.5.12	Arrangements for microbiological sampling and analysis of results are established	Adequate
2.5.13	Suitable verification procedures, including microbiological sampling, and of records verified by reality checks	Adequate
<b>Principle 7 - establish documents and records</b>		
2.5.14	Staff procedures for day to day control of food safety hazards are recorded and kept up to date (SOPs / RMOPs etc)	Adequate
2.5.15	Records are established for keeping note of day to day checks and activities for the control of food safety (Diary etc)	Adequate
2.5.16	Management records are established for keeping note of supervisory checks and actions (Diary etc)	Adequate
<b>HACCP training</b>		
2.5.17	Staff responsible for the development and maintenance of HACCP-based procedures have received adequate training	Adequate
<b>Review</b>		
2.5.18	HACCP plans are reviewed and if necessary amended to reflect changes to suppliers/products/operations/equipment/law etc.	Weak
<b>Part 2.5 Score</b>		<b>15</b>
<p>Good (0) - HACCP based procedures applied satisfactorily, kept under review and embedded into staff routine, particularly with regard to monitoring and corrective actions</p> <p>Adequate (5) - HACCP based procedures generally applied with FBO corrective actions effectively applied where there have been low risk issues out of control</p> <p>Weak (15) - HACCP based procedures inadequately applied which indicate a trend toward loss of control</p> <p>Poor (25) - HACCP based procedures not applied or unsatisfactory implementation, particularly with regard to monitoring and corrective action</p>		

<b>Part 2.5 Evidence</b>	
[ S30 ]	
<p><b>Principle 1:</b> Basic HACCP covering main operations with a description of the production process and a basic flow diagram adequate for the size of the premises. All relevant hazards are included in the same</p>	

**Principle 2:**

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**Principle 3:**

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**Principle 4:**

[

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**Principle 5:**

[

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**Principle 6:**

Validation and verification procedures are adequate for the size of the premises. They are based mainly in water tests and carcasses microbiological tests. [

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**Principle 7:**

Records keeping is by exception. [

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**HACCP training:**

Operatives received a refreshing training during the audited period by the previous Lead OV and the FBO.

**Review:**

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**PROTECT-ONCE COMPLETED**

<b>3 Animal Disease (Slaughterhouses only)</b>		<b>Score</b>
<b>Potential spread of animal disease is minimised</b>		
3.1	On suspect cases, instructions from Animal Health are followed promptly	Adequate
3.2	Conditions of holding livestock minimise the spread of disease	Weak
3.3	Time to slaughter minimises risk of spread of disease	Good
3.4	Animal health restrictions in disease control areas are implemented	Good
3.5	Livestock vehicles and crates are adequately cleaned and disinfected	Good
<b>3 Score:</b>		<b>5</b>
Good (0) - active compliance; no action necessary Adequate (5) - occasional lapses in compliance; minor corrections needed; broadly compliant Weak (15) - frequent lapses in compliance; giving rise to medium or high risk deficiencies Poor (25) - frequent lapses in compliance; giving rise to potential/immediate high risk N/A (0) - Not applicable		

**Part 3 Evidence**

No issues related to Animal Diseases have been highlighted in the audited period. [ S30 ]

Time to slaughter all animals is adequate and the lairage is kept clean and tidy

No relevant diseases control areas identified by Animal Health during the audited period

<b>4 Animal welfare (slaughterhouse only). Compliance with WASK 1995 (as amended)</b>		<b>Score</b>
<b>Lairage conditions and animal handling promote good animal welfare</b>		
4.1	Structures safeguard animal welfare (adverse weather protection, adequate ventilation, suitable lairage conditions)	Adequate
4.2	Adequate capacity for normal throughput	Adequate
4.3	Adequate unloading facilities (suitable ramps, containing rails)	Adequate
4.4	Holding pens are adequate (bedding, water / food provision - if left overnight, species/group segregation, densities)	Adequate
4.5	Scheduled arrival/waiting times safeguard animal welfare	Adequate
4.6	Adequate maintenance of stunning equipment & records	Adequate
4.7	Crates/modules in acceptable condition	N/A
4.8	Breakdown procedures are adequate	Adequate
4.9	Correct procedures and use of instruments to make animals move	Good
<b>Action on welfare issues</b>		
4.10	There is effective identification of visible signs of abuse or neglect on live animals and on carcasses	Adequate
4.11	Animals awaiting slaughter are inspected each morning and evening, prompt action is taken to relieve suffering where this is required	Adequate
<b>Slaughter processes</b>		
4.12	Use of stunning box condition/head restrainer	Adequate
4.13	Effective electric stunner setting & times (audio or visible device, voltmeter and ammeter), electrode positioning and measures to ensure good electrical contact	N/A
4.14	Correct captive bolt strength & head shooting sites	Adequate
4.15	Adequate water bath levels (avoid pre stun shocks)	N/A
4.16	Procedures provide assurance re the welfare of animals killed by exposure to gas mixtures	N/A
4.17	Access to back-up stunning and manual backup for automatic equipment	Adequate
4.18	Humane bleeding	Adequate
<b>Ritual Slaughter</b>		
4.19	Appropriate facilities for restraint and slaughter	N/A
4.20	Bleeding statutory time observed	N/A
<b>Slaughter by competent and appropriately trained operatives</b>		
4.21	Slaughterer's licence adequate for each species, operation and instrument	Adequate
4.22	Adequate number of welfare-trained staff, availability of competent, authorised person while animals on site	Adequate
4.23	Availability of welfare codes / guidance	Adequate
4 Score:		5
Good (0) - active compliance; best practice Adequate (5) - compliant with WASK Weak (15) - WASK non compliance no avoidable excitement, pain or suffering Poor (25) - WASK non compliance with avoidable excitement, pain or suffering N/A (0) - Not applicable		

**Part 4 Evidence**

**Lairage Condition and Animal Handling**  
 Lairage structure, layout and capacity are adequate, with weather protection and enough ventilation to ensure that animal welfare is not compromise.  
 All pens are equipped with water facilities and enough bedding.  
 Scheduled arrival/waiting times are adequate for the throughput and no issues related with this have been raised in the past  
 Restraining box is adequate for the nature of the process

**Action on welfare issues**

[ S30 ]

**Slaughter processes**

Slaughter process does not compromise animal welfare and comply with WASK Regs  
The stunning equipment available for cattle and horses has a regular maintenance and records of this are kept since previous audit  
No delays detected between the stunning and bleeding.

Slaughter by competent and appropriately trained operatives  
There are enough licensed and experienced slaughtermen

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**PROTECT-ONCE COMPLETED**

<b>5.1 Animal By-Products</b>		<b>Score</b>
<b>Handling of ABP/waste to protect human and animal health</b>		
5.1	Animal by-products, including SRM, are accurately and reliably categorised	Good
5.2	Animal by-products, including SRM, are securely collected and stored where necessary	Weak
5.3	Animal by-products, including SRM, are dispatched to approved premises with required documentation	Good
5.4	Plants comply with 852/2004 & 1069/2009 for waste management and records	Good
5.1 Score		5
Good (0) - active compliance, no action necessary Adequate (5) - occasional lapses in compliance; minor corrections needed; broadly compliant Weak (15) - frequent lapses in compliance; giving rise to medium or high risk deficiencies Poor (25) - frequent lapses in compliance giving rise to potential/immediate high risk		

<b>Part 5.1 Evidence</b>
<p>All ABP cat.2 is mixed with cat.1 and treated as cat.1. Therefore only Categories 1 and 3 are recognised in the premises. There are two skips on the yard, one labelled as cat.1 and the other as cat.3. The label can be removed and during the inspection in the audit the label of category 3 material was on the floor (AFI). [ S30 ]</p> <p>There is one room to keep the cattle skins. This is a lockable room for skins from animals awaiting BSE results. Skins kept here are salted Skins from horses are kept in other area of the yard and they are salted on site as well.</p> <p>The two skips of ABPs category 1 and category 3 are collected by [ S43(2) ] Skins are collected by [ S43(2) ] Blood is collected as Category one by [ S43(2) ]</p> <p>Approvals from the companies and Commercial Documents are kept up to date</p>

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5.2 TSE/SRM Controls		Score
<b>TSE Controls</b>		
5.2.1	Meat entering the food chain is free from SRM	Good
5.2.2	Permitted O72M cattle intended for the food chain are tested for BSE/TSE	Weak
5.2.3	Meat from all animals tested for BSE/TSE does not enter the food chain unless tested negative	Good
5.2.4	Imported carcasses meet requirements for the removal of SRM	Good
5.2 Score:		15
Good (0) - active compliance, no action necessary Adequate (5) - occasional lapses in compliance, minor corrections needed, broadly compliant Weak (15) - frequent lapses in compliance, giving rise to medium or high risk deficiencies Poor (25) - frequent lapses in compliance, giving rise to potential/immediate high risk N/A (0) - Not applicable		

**Part 5.2 evidence**

The establishment is approved to process UTM, 30-72M and O72M cattle.  
 The operatives are trained to remove SRM and check that there is none left before the carcass is presented for FSA inspection.

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There is a good RMOP implemented in the premises [

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OTM carcasses are then consigned to approved cutting plants.



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PROTECT-ONCE COMPLETED

**Audit of the FBO Food Safety Management System - Corrective Action Report (CAR)**

Establishment Name HIGH PEAK MEAT EXPORTS LTD.	Approval No. 4185	Audit Date 28/05/2012	Audit No. 4185-SH-05/12	No. of new CA [ S30 ]	No. of existing CA [ S30]	No. of pages 1 of 2
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For completion by auditing OV						For completion by FBO or Representative	
CA Reference*	Audit Report Reference (e.g. 2.1.5)	Target completion date	Follow-up visit required	Summary of Corrective Action Required (as agreed at closing meeting between OV and FBO)	Priority	Corrective Action Taken	Date Completed
[				S30			

Additional information attached by OV  Additional information attached by FBO

CA Reference\*: MM/YY plus consecutive no. starting at '1' for each new audit visit.

Confirmation		Name	Signature	Date
<b>FBO or representative action owner(s)</b>		I acknowledge discussion of the audit findings detailed in the Corrective Action Report		

**Please note:** Information held by the Food Standards Agency, including audit reports, is subject to the provisions of the Freedom of Information Act 2000 and Environmental Information Regulations 2004 and may be published and/or disclosed in response to a request

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**PROTECT-ONCE COMPLETED**

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For completion by auditing OV					For completion by FBO or Representative		
CA Reference*	Audit Report Reference (e.g. 2.1.5)	Target completion date	Follow-up visit required	Summary of Corrective Action Required (as agreed at closing meeting between OV and FBO)	Priority	Corrective Action Taken	Date Completed
[				S30			
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**PROTECT-ONCE COMPLETED**