AFIA'S SAFE FEED/SAFE FOOD 3RD PARTY CERTIFICATION PROGRAM HAS "RAISED THE INDUSTRY BAR" BEYOND REGULATORY REQUIREMENTS FOR NON-MEDICATED FEED AND INGREDIENTS

Key: ✓ ***Black*** Meets Regulatory Requirements
✓ ***Green*** Exceeds Regulatory Requirements

	SF/SF Only
A. Safe Feed/Safe Food Policy, Management, Control of Documents & Records, Communication and Review	✓
1 A Food/Feed Safety policy has been defined, reviewed and implemented by top management. Has the policy been communicated to each employee?	✓
2 Document control procedures are in place, and documents are accessible to appropriate personnel.	✓
3 The physical and chemical Feed Safety Hazards in the AFIA Hazard Guide have been identified, reviewed, and have control procedures, where applicable.	✓
4 Records retention procedures are defined and followed. Records must be maintained for one year from date of manufacture of finished product or receipt of ingredients.	✓
5 The following records are maintained as appropriate to the product: (BSE feed rule, medicated feed, formula/mixing instructions, production records, drug assays, and label files).	✓
6 Responsible personnel review the following: audit results, customer feedback, process performance and product conformity, status of preventive and corrective actions, follow-up action from previous management reviews, planned changes that could affect the food/feed system and recommendations for improvement.	✓
B. Human Resources -Training	
1 Personnel are competent for assigned tasks and received initial training and at least annual recertification.	✓
2 Job descriptions are maintained that include the responsibility and skills required by the employee to complete the job. The employee is evaluated to determine knowledge of the required skill.	✓
3 Personnel are properly trained in SOP's for restricted areas, and where appropriate, to avoid contamination or carryover from internal or external sources.	✓
C. Facility Planning and Control	
1 A team has been formed to identify, evaluate, and control feed and food safety hazards.	✓
2 Check points where hazards may enter the facility are identified and controlled.	✓
3 Verification, monitoring, inspection, and test activities have been determined specific to the need of the product.	✓
D. Manufacturing & Processing	
1 Records are maintained for each product which includes the supplier approval process, product specifications, formulation, label, and special manufacturing instructions.	✓
2 Procedures exist to monitor and measure the manufacturing processes.	✓
3 Procedures exist and are implemented to compare expected and theoretical results and to reconcile any differences. [see section J.]	✓

E. Monitoring Devices	
1 Monitoring procedures have been established to evaluate incoming raw materials and finished products, where appropriate.	✓
2 Scheduled monitoring activities have been established and should include incoming raw material evaluation and finished product evaluation.	✓
3 Ingredient and finished product assays are performed on a scheduled basis, where appropriate.	✓
4. Check points where hazards may enter the facility are indentified and controlled.	✓
5. Verification, monitoring, inspection, and test activities have been determined specific to the need of the product.	✓
F. Infrastructure - Building, Equipment and Grounds	
1 Procedures exist for the review and evaluation by the feed safety team of feed and food safety hazards in the event of new or changed facilities or equipment.	✓
2 Buildings, equipment and grounds are adequately and routinely maintained.	✓
3 Scales and liquid metering devices are tested/calibrated upon installation and at least annually thereafter.	✓
4 Buildings are of suitable construction to minimize access by pests. A written pest control program exists and a record of pest control products used in the facility is maintained.	✓
5 Buildings provide adequate space and lighting.	✓
6 Equipment possesses the capability to produce a homogenous product that prevents, eliminates, or reduces identified food/feed safety hazards. A procedure to test the mixer has been developed and includes corrective action to be taken when necessary. Mixers are tested/calibrated upon installation and annually thereafter.	✓
7 All equipment is of suitable size, design, construction, precision, and accuracy for its intended use.	✓
8 All equipment is maintained to prevent lubricants and coolants introduction as unapproved additives to finished products. Where contact may be possible food grade products are used.	✓
9 All equipment is designed, constructed, and maintained to facilitate inspection by the operator and the use of cleanout procedures when required.	✓
10 Work areas and equipment used for the manufacture and storage of ingredients and feed are kept separate from agrichemicals.	✓
11 Procedures exist and are implemented to insure all equipment is routinely and properly cleaned to prevent contamination of feed and ingredients.	✓
12 Adequate procedures are established and used for all equipment in the production and distribution of ingredients and products to avoid contamination of feed and ingredients.	✓
13 Procedures are established to ensure a biosecure workplace and the firm is following the AFIA "Guide to Biosecurity Awareness" program.	✓
G. Ingredient Purchasing Process & Controls	
1 Certification for compliance to 21 CFR 589.2000 is provided by suppliers where appropriate.	✓
2 Procedures are in place to monitor, qualify, and disqualify suppliers on a scheduled basis and an approved supplier lists exist.	✓
3 Procedures for conveyance of raw materials to plant are in place to ensure identification of food/feed safety hazards. Suppliers and transportation companies have agreed to cleanout procedure requirements for transportation vehicles. A truck receiving log is maintained documenting cleanout and prior cargo in the truck.	✓

4 Suppliers are required to place a safety seal on incoming rail cars or trucks. A policy to handle broken bags has been developed and is being followed.	✓
H. Identification and Traceability	
1 Finished product is properly packaged and labeled for traceability (e.g. production codes), and other label regulatory requirements.	✓
2 Procedures for product traceability as required by the AFIA Safe Feed/Safe Food Guidelines are documented and implemented and the firm is complying with the FDA's Bioterrorism Act recordkeeping rules.	✓
3 Bagged ingredients are stored in either original containers or containers with lot numbers for traceability and identification and controlled in mixing areas. Bulk ingredients are controlled in a similar manner, as appropriate.	✓
4 A sample retention program is defined and implemented. Retained samples are stored in an area away from production that minimizes the potential for contamination.	✓
5 Daily inventories of drugs are maintained.	✓
6 Procedures for proper storage to avoid contamination are established for both raw materials, ingredients and finished products.	✓
I. Customer Related Processes	
1 Product specifications are defined within customer and regulatory requirements.	
2 Procedures for customers' feedback and complaints are in place.	✓
J. Control of Nonconforming Product	
1. Procedures to control non-conforming product have been established and implemented.	✓