

# PREPARATION CHECKLIST FOR YOUR SDAS AUDIT

Full Participation and certification in the National Dairy Assurance Scheme (SDAS) is a requirement of the Glanbia Ingredients Ireland Milk Purchasing and Payment Policy for 2017. Over 3000 of GII milk suppliers will have their anniversary dairy (SDAS) and beef (BLQAS) joint audit in 2017. A small number of suppliers who have not yet had their first audit are currently being assisted by the GII sustainability team to organise their audit in the next few weeks. It is now a requirement of payment and conditions of supplying milk to GII. It is important that suppliers who have already successfully achieved certification do not fall out of certification by delaying or cancelling their renewal audit beyond 18 months interval.

This preparation checklist is provided to help the farmer prepare for the Bord Bia farm visit and to reduce time required on the day. Should you require any assistance in preparation for your audit please contact a member of the GII Sustainability farm team at 058 51101 or Anne Browne at 087 2473725.

Please have the following information available for the Bord Bia visit (where applicable). These are some of the areas will be examined to determine compliance with the Scheme requirements.	TICK IF DONE
1. Animal remedy prescriptions	
2. Herd register, up-to-date - (Either on paper / computer / DAFM / agfood.ie)	
3. Animal movement records - (mart / farm-to-farm / on-line)	
4. Passports / Blue Cards	
5. Knackery / dead animal receipts	
6. Animal remedy purchase records	
7. Animal Remedy Usage Records - include: <b>1) Drying off treatments, 2) Mastitis treatments, 3) Vaccinations, 4) Group doses / pour-nos 5) Prescription medicines.</b> Include <b>meat &amp; milk</b> withdrawal dates	
8. Recent feed delivery dockets	
9. If feeds (hay, straw, silage, forage, cereals, etc.) were purchased and no docket is available, enter the feeds purchased in the Feeds Purchases Record in the Bord Bia Farm Book (or equivalent)	
10. Completed Own Farm Feeds Record in the Bord Bia Farm Book - (or equivalent)	
11. Completed Animal Health Plan in the Glanbia 2017 Calendar	
12. Record of all significant animal health events - (diary or other record)	
13. Sign at the entry to the farmyard in a prominent location restricting unauthorized personnel	
14. Footbath / boot dip with disinfectant	
15. Farm Safety Risk Assessment (FSRA) document	
16. First Aid Kit readily available in the dairy	
17. Reports from the milk purchaser on milk quality - (recent text messages or statements)	
18. If using private well for water for milking machine washing, the most recent test results for microbiological levels for E.coli and Enterococci	
19. Milk collection dockets	
20. Current Milking Machine Test Report	
21. Animal Health Cert for 2016	
22. Thoroughly clean dairy (walls, ceilings, floors, doors) and clean equipment internal and external.	
23. Clean parlour (floors, walls, ceilings and pit) and clean equipment (clusters, rubber-ware, pipework, glassware).	
24. All unnecessary items removed from the dairy and parlour	
25. Hand washing facilities (plumbed sink, soap and paper towels)	
26. Doors into and from the dairy must be secure and tight fitting	
27. All opening to the dairy must have a fly-screen or a cover or be sealed up.	
28. Tidy and clean milk collection area	
29. Clean, well ventilated and safe animal housing	
30. Slurry tanks, lagoons, open dung-steads must be secure and safe for all people and animals	
31. All relevant farm equipment must have proper PTO covers	
32. Secure medicine store *lockable* and check expiry dates of all medicines	
33. A labeled container for sharps	
34. Old/out of date medicine must be stored appropriately and disposed of correctly (to supplier or recycling)	
35. Vaccines stored in a fridge labeled in a container for "animal use only"	
36. Cats and dogs need to be wormed regularly and recorded in medicine usage book or other.	
37. Bait map and management of it (how often boxes/tubes are checked)	
38. All plastics gathered / held and disposed of correctly to recycling	
39. Chemicals stored in appropriate separate shed from dairy facilities and feed storage area.	
40. Oil from exhaust pipe of milking machine must be collected and sand or sawdust should be available in the event of a diesel spill	



Please cut this out.