GMP+ International

Guidance documents for specific GMP+ application

GMP+ D 2.6

Version EN: 1 March 2019

GMP+ Feed Certification scheme

Feed Safety Worldwide

gmpplus.org

INHOUDSOPGAVE

1 INTRODUCTION

1.1 General

The GMP+ Feed Certification scheme was initiated and developed in 1992 by the Dutch feed industry in response to various more or less serious incidents involving contamination in feed materials. Although it started as a national scheme, it has developed to become an international scheme that is managed by GMP+ International in collaboration with various international stakeholders.

Even though the GMP+ Feed Certification scheme originated from a feed safety perspective, in 2013 the first feed responsibility standard has been published. For this purpose, two modules are created: GMP+ Feed Safety Assurance (focused on feed safety) and GMP+ Feed Responsibility Assurance (focused on responsible feed).

GMP+ Feed Safety Assurance is a complete module with standards for the assurance of feed safety in all the links of the feed chain. Demonstrable assurance of feed safety is a 'license to sell' in many countries and markets and participation in the GMP+ FSA module can facilitate this excellently. Based on needs in practice, multiple components have been integrated into the GMP+ FSA standards, such as requirements for a feed safety management system, for application of HACCP principles, for traceability, monitoring, prerequisites programmes, chain approach and the Early Warning System.

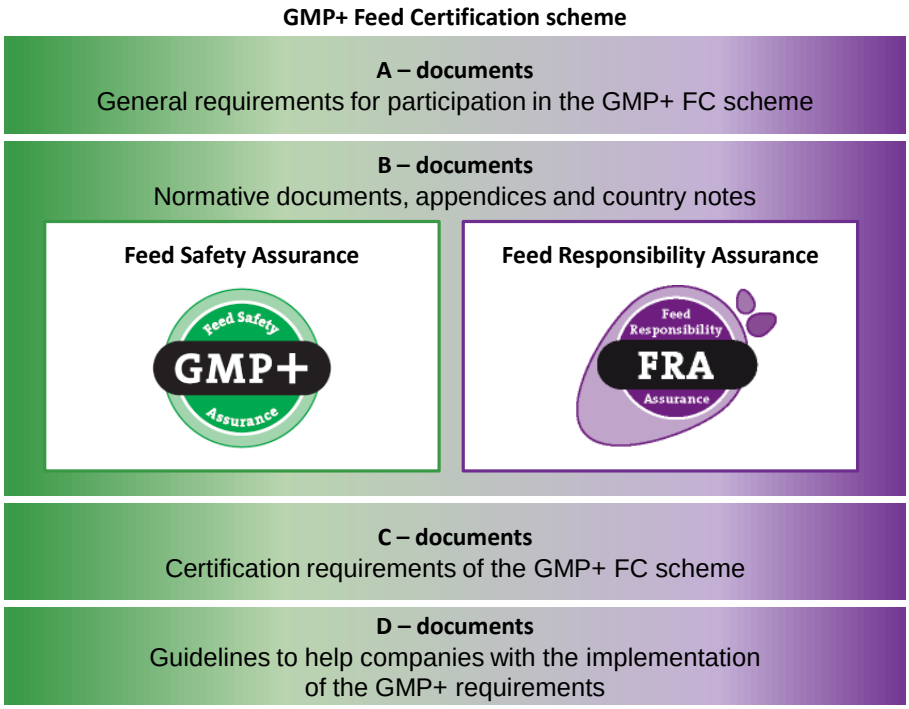
With the development of the GMP+ Feed Responsibility Assurance module, GMP+ International is responding to requests from GMP+ participants. The animal feed sector is confronted with requests to operate more responsible. This includes, for example, the sourcing of soy and fishmeal which are produced and traded with respect for humans, animals and the environment. In order to demonstrate responsible production and trade, a company can get certified for the GMP+ Feed Responsibility Assurance. GMP+ International facilitates via independent certification the demands from the market.

Together with the GMP+ partners, GMP+ International transparently lays down clear requirements in the Feed Certification scheme. Certification bodies are able to carry out GMP+ certification independently.

GMP+ International supports the GMP+ participants with useful and practical information by way of a number of guidance documents, databases, newsletters, Q&A lists and seminars.

1.2 Structure of the GMP+ Feed Certification scheme

The documents within the GMP+ Feed Certification scheme are subdivided into a number of series. The next page shows a schematic representation of the content of the GMP+ Feed Certification scheme:



All these documents are available via the website of GMP+ International (www.gmpplus.org) .

This document is referred to as GMP+ D2.6 *Supporting documents for specific GMP+ application*. It is not a standard document but contains guidelines for meeting certain GMP+ requirements and can be interpreted as such. The information in this document may be used as guidance for the implementation of the GMP+ FSA standards.

1.3 Scope and application

In addition to the requirements and conditions, guidance and explanations have also been included in the various GMP+ standards, in special green boxes. Not all information and guidance is suitable for use in these boxes, such as examples of forms and procedures, templates and tables.

In this GMP+ document, examples of the above-mentioned documents have been gathered for several specific GMP+ requirements, with the purpose of supporting a company in the implementation and daily operation of the *feed safety management system*.

It is emphasized that – in the end – every company is responsible for its own correct and complete implementation of the GMP+ *feed safety management system*, and is required to demonstrate this in the context of the certification. The information in this document is exclusively intended for illustrative purposes and as a tool, often made available by participating companies.
In no way can GMP+ International be held liable for the use of the information provided.

Additions to and improvements of this document are always welcome. If a participant has additional information regarding the implementation and maintenance of the *Feed Safety Management System,* it can notify GMP+ International of this. In consultation it shall be determined how this document can be supplemented with examples and explanation.

2 Explanatory information

The following paragraphs contain a number of sample documents that may aid the participants in the GMP+ FC scheme in meeting the GMP+ requirements. The sample documents aim to provide inspiration. The use of these examples does not mean that the GMP+ requirements are being met. It is and shall remain up to the certification body to assess whether the requirements are being met. The examples do not cover all situations.
If the participant wishes to include additional matters (for instance about feed safety or about any other topic) it is free to change this or to leave out certain elements.

In addition, the participants shall remain responsible for meeting the requirements as stipulated in the standards.

3 Sample documents

3.1 Palm oil protocol

The GMP+ BA10 *Minimum requirements for purchasing* state that various GMP+ standards dictate that a participant is permitted to purchase products or services if they

a. fall under a GMP+ certificate, or
b. fall under a certificate which is accepted as equivalent

Some feed materials can also be purchased from a company with a specific certificate or from a non-certified company under specific conditions, the so called gatekeeper conditions. This also applies to palm oil.

In Annex 6 of the GMP+ BA10, additional requirements for the purchase of palm oil of non-certified origin under gatekeeper conditions are provided and explained.

As a tool with Annex 6, this document provides a number of sample documents that may help in the implementation of the gatekeeper requirements relating to palm oil.

3.1.1.1 Certificate of Analysis

CERTIFICATE OF ANALYSIS (ON ARRIVAL)

COA No.	
Supersedes	-
COA Date	18-06-2012
Contact Person	Client Services
Page 1 of 1	

Received from	
Received date	18-06-2012
Project number	
Purchase order	

Sample Description

No. 5089610

Sample said to be	: CRUDE PALM OIL
Sampled date/time	: 16-06-2012
Start Date	: 18-06-2012
Sampled by	: Client
Condition Received	: Not cooled
Vessel	: Freja Lupus voy.
Ref.	: F12-1295
Load port	: Panjang, Indonesia
Disch. Port	: Rotterdam, The Netherlands
Sample	: Quality
Commodity	: CRUDE PALM OIL
Quantity	: 2.137,500
Buyers	:
Shippers	:
Contract	: Fosfa
Bs/l	: PJG/RDM-21-53-54-71-72-75-76-94-95 ← *
Place / Date	: Rotterdam, The Netherlands, 16-06-2012
Sealed	: Stamps:
Packed	: Plastic bottle (Abt. 250ml.)
Packaging condition	: Unopened

Analytical Results

	Analysis	Result	Unit	Method	Validation Date
Q	Free fatty acids (palmitic acid; M=256)	4,62	%	in accordance with ISO 660	18-06-2012
Q	Insoluble impurities	0,01	%	equivalent to ISO 663	18-06-2012
Q	Water and volatile components	0,07	%	in accordance with ISO 662	18-06-2012
	Sampletreatment- and disposal cost	+	-		18-06-2012

3.1.1.2 Bill of Lading

Shipped in apparent good order and condition by

Shipper

Tanker Bill of Lading

B/L NO. PJG/RDM-53

Consignee/Order of
TO ORDER

Notify Address

2nd ORIGINAL

On board the tanker	Flag	Master
MT. FREJA LUPUS V.1201	DENMARK	CAPT.

Loaded at the port of	To be delivered to the port of
PANJANG, INDONESIA	ROTTERDAM

A quantity in bulk said by the Shipper to be:

COMMODITY (Name of Product)	QUANTITY (lbs., tonnes, barrels, gallons)
CRUDE PALM OIL IN BULK	237.500 MT

CLEAN ON BOARD
FREIGHT PREPAID

OCEAN CARRIAGE STOWAGE: 2P,2S,3P,3S,6P AND 6S

This shipment of 237.500 Metric tons was loaded on board the Vessel as part of one original lot of 23,037.500

Metric tons stowed in 2P,2S,3P,3S,6P AND 6S with no segregation as to parcels. For the whole shipment 97 sets

Of Bill of Lading have been issued for which the Vessel is relieved from all responsibilities to the extent it would be if one set only would have been issued. The Vessel undertakes to deliver only that portion of the cargo actually loaded which is represented by the percentage that the total amount specified in the Bill(s) of Lading bears to the total of the commingling shipment delivered at destination. Neither the Vessel nor the owners assume any responsibility for the consequences of such commingling nor for the separation thereof at the time of delivery.

The quantity, measurement, weight, gauge, quality, nature and value and actual condition of the cargo unknown to the Vessel and the Master, to be delivered to the port of discharge or so near thereto as the Vessel can safely get, always afloat upon prior payment of freight as agreed. Cargo is warranted free of danger to Vessel except for the usual risks inherent in the carriage of the commodity as described.

This shipment is carried under and pursuant to the terms of the Charter dated 05TH APRIL 2012

Between _____ as Disponent Owner and _____ As Charterers, and all conditions, liberties and exceptions whatsoever of the said Charter apply to and govern the rights of the parties concerned in this shipment. The Clause Paramount, New Jason Clause and Both to Blame Collision Clause as set out on the reverse of this Bill of Lading are hereby incorporated herein and shall remain in effect even if unenforceable in the United States of America. General Average payment according to the York-Antwerp Rules 1974, as amended 1994.

The Master is authorized to act for all interests in arranging for salvage assistance on terms of Lloyd's Open Form. The freight is payable discountless and is earned concurrent with loading, ship and/or cargo lost or not lost or abandoned.

The Owners shall have an absolute lien on the cargo for all freight. Deadfreight, demurrage, damages for detention and all other monies due under the above mentioned Charter or under this Bill of Lading, together with the costs and expenses, including attorneys fees, of recovering same, and shall be entitled to sell or otherwise dispose of the property liened and apply the proceeds towards satisfaction of such liability.

The contract of carriage evidenced by this Bill of Lading is between the shipper, consignee and/or owner of the cargo and the owner or demise charterers of the Vessel named herein to carry the cargo described above.

It is understood and agreed that, other than said shipowner or demise charterer, no person, firm or corporation or other legal entity whatsoever, is or shall be deemed to be liable with respect to the shipment as carrier, bailee or otherwise in contract or in tort. If, however, it shall be adjudged that any other than said shipowner or demise charterer is carrier or bailee of said shipment or under any responsibility with respect thereto, all limitations of or exonerations from liability and all defences provided by law or by the terms of the contract of carriage shall be available to such other.

All of the provisions written, printed or stamped on either side hereof are part of this Bill of Lading Contract.

In Witness Whereof, the master has signed 3 (THREE) ORIGINALS

Bills of Lading of this tenor and date, one of which being accomplished, the others will be void.

Dated at PANJANG, INDONESIA this 09TH day of MAY 2012

With Authority for and on behalf of Master
As Agent: "CAPT. NAVIN BADWAL"

3.1.1.3 FOSFA, Certificate of Compliance, Cleanliness and suitability of ship's tank

ITS-F-W360-19 REV. 1

FOSFA CERTIFICATE OF COMPLIANCE, CLEANLINESS AND SUITABILITY OF SHIP'S TANK
Effective 1 September 2011

Ship MT. FREJA LUPUS Ship's Tank 2P

Owner

Operator

Inspected for cleanliness at port PANJANG, INDONESIA Berth D

On (Date) 05/05/2012 At (Time) 01.42 hours.

1. We have sighted a statement in the form of the FOSFA Combined Master's Certificate signed by the Captain/First Officer ~~or an equivalent statement signed by the "ship's owners/authorised agent~~ certifying that the above named ship complies with the FOSFA Qualifications and Operational Procedures.
2. Prior to inspection we were informed by ship's *~~Captain~~/First Officer that the tank was : -
   * ~~Stainless steel~~
   * Mild steel coated with (description of coating) EPOXY
   *~~Mild steel~~
3. We received a copy of a statement signed by ship's captain, owners or authorized agent certifying that :
   *a. The immediate previous cargo in the tank was not a substance appearing on the FOSFA List of Banned Immediate Previous Cargoes in force at the date of the Bill/s of Lading and the tank complies with the Restrictions beyond the Immediate Previous Cargo as set out in the FOSFA List of Banned Immediate Previous Cargoes. The three previous cargoes carried are stated to have been :
   Last Cargo
   Second Last Cargo
   Third Last Cargo
   *b. The immediate previous cargo in the tank was a substance on the FOSFA List Acceptable Previous Cargoes in force at the date of the Bill/s of Lading and the tank complies with the Restriction beyond the Immediate Previous Cargo as set out in the FOSFA List of Acceptable Previous Cargoes. The three previous cargoes carried are stated to have been :
   Last Cargo MAIDEN VOYAGE
   Second Last Cargo MAIDEN VOYAGE
   Third Last Cargo MAIDEN VOYAGE
   *c. Applicable to mild steel tanks only – The three previous cargoes were oils and fats for edible and oleo-chemical use and/or molasses and were stated to have been :
   Last Cargo
   Second Last Cargo
   Third Last Cargo
4. We sighted ship's log which confirmed the above information as to the last three cargoes and the percentage of the immediate previous cargo in the tank, which was not less than 60 percent by volume of the tank.
5. We were informed by ship's CHIEF OFFICER that the tank had been cleaned after the last cargo by using the following cleaning procedure :

   PIPES ARE BLOWN THROUGH IN ORDER TO CLEAN PIPING SYSTEM, ALL IG LINE BLOWN THROUGH IN AIR, PIPE LINES CHECKED ALL CARGO LINES DROP, DISCHARGE LINE WELL, MOPPING UP CARRIED WITH FRESH WATER OF ALL TANK, DROP LINES, SUCTION WELL & PUMPEASING WHILE FRESH WATER MOPPING.

6. Tank was examined internally for cleanliness and as far as could be seen was found to be clean and dry and free from harmful material and, in our opinion, in this respect based on our visual inspection and at the time of our inspection, was in a fit state to receive a cargo of CRUDE PALM OIL IN BULK in bulk
7. From our inspection we found the tank construction was :
   *a. Stainless Steel
   *b. Mild steel coated and as far as could be seen the coating appeared to be in sound condition with minimal mild steel exposure, without loose scale or closed blisters.
   *c. Mild steel and as far as could be seen appeared to be in sound condition without loose scale.
8. Ship's cargo pumps and fixed pipelines were inspected as far as possible in-situ and based on visual inspection found to be clean and dry with no significant odour.
9. We witnessed an application of *live steam / ~~hot water~~ to tank coils and / or ~~heat exchangers~~ to not less than 7 (SEVEN) kpa KG/CM2 bars for a period of 20 MINUTES and were found tight.
10. As far could be seen from our visual inspection, the hatch covers and jointing appeared to be in sound condition, the seals and packing did not appear to contain copper or copper alloy and there was no copper or copper alloy in the pipelines, pumping system or tank internal fittings where they were in contact with the cargo.

Issued By : ITS TESTING SERVICES (M) SDN BHD (FOSFA Member Superintendent) MT. FREJA LUPUS

Signed

Inspection completed at 03.20 hours on 05/05/2012 (Date) CHIEF OFFICER

NB. ONE REPORT PER TANK TO BE COMPLETED

*Delete which is inapplicable

3.1.1.4 Sales Contract

SALES CONTRACT

DATE	:	29/04/2013
CONTRACT NO	:	7720007907
BROKER	:	
BROKER REF.	:	
BUYER REF.	:	

COMMODITY	:	CRUDE PALM OIL
ORIGIN	:	MALAYSIA/INDONESIA, IN SELLER'S OPTION
QUANTITY	:	30,000 MT
SPECIFICATION	:	FFA (AS PALMITIC) 5% MAX AT TIME OF SHIPMENT. BASIS 5% AT TIME OF ARRIVAL, RECIPROCAL ALLOWANCE 1:1. M&I BASIS PURE AT TIME OF ARRIVAL, ALLOWANCE 1:1.
PRICE	:	USD 825.00 PMT (US DOLLARS EIGHT HUNDRED TWENTY-FIVE ONLY)
PARITY	:	CIF ROTTERDAM
CUSTOM STATUS	:	DUTY UNPAID (T1)
PACKING	:	IN BULK
SHIPMENT	:	JULY/2013
PAYMENT	:	99% CASH AGAINST DOCUMENTS BEFORE ARRIVAL OF VESSEL AT PORT OF DESTINATION OR 45 DAYS AFTER B/L DATE, WHICHEVER IS EARLIER. BALANCE TO BE SETTLED AFTER DETERMINATION OF LANDED WEIGHT AND QUALITY.
OTHER TERMS	:	1. TERMS AND CONDITIONS AS PER FOSFA 80 (WITH STICKER AS9 & EU-1 AND ARBITRATION) CONTRACT. 2. TITLE TO THE CARGO SHALL REMAIN WITH THE SELLERS AND SHALL NOT PASS TO THE BUYER UNTIL PAYMENT IN FULL FOR THE SAME HAS BEEN RECEIVED.

PLEASE CONFIRM THAT THIS SALES CONTRACT CORRECTLY SETS FORTH THE TERMS OF THE AGREEMENT BY RETURNING AN EXECUTED COPY BY FASCIMILE. IF YOU DO NOT DO THIS OR DO NOT OBJECT TO ANY OF ITS CONTENTS WITHIN TWO BUSINESS DAYS FROM RECEIPT, THEN THIS SALES CONTRACT SHALL BE DEEMED BINDING AND CONCLUSIVE. IF YOU DO NOTIFY BUYER OF ADDITIONAL OR DIFFERENT TERMS, THOSE TERMS SHALL BE CONSTRUED ONLY AS PROPOSALS FOR AMENDMENTS AND SHALL NOT BECOME PART OF THIS SALES CONTRACT UNLESS EXPRESSLY AGREED TO BY BUYER IN A SUPPLEMENTAL WRITTEN CONFIRMATION.

3.1.1.5 Certificate

CERTIFICATE NO.: ITSPG/0342-02/A/2012 (A) **10 May 2012**
PHOENIX NO.: MY01105-0000669

CERTIFICATE
==========

REPRESENTING	:	
Name of Vessel	:	MT. FREJA LUPUS
Port of Loading	:	PANJANG, INDONESIA
Commodity	:	CRUDE PALM OIL IN BULK
Stowage	:	2P,2S,3P,3S,6P AND 6S
Destination	:	ROTTERDAM

A. THE SHIPPED WEIGHT ASCERTAIN AT PORT OF LOADING AND SPECIFYING AT WHAT POINT THE WEIGHT WAS ASCERTAINED.

The cargo delivered from shore tanks nos. A2,A3,A5,A6 and A10 were loaded into 965 lorry tankers weighed individually over the duly tested weighbridge under our supervision before and after loading destined for ROTTERDAM and stowed in ship's tanks nos. 2P,2S,3P,3S,6P AND 6S.

Shore Tanks Nos.	:	A2,A3,A5,A6 and A10
No. of Lorrytankers	:	965
Total Gross Weight	:	33,049,200 Kgs
Total Tare Weight	:	10,011,700 Kgs
Total Nett Weight	:	23,037,500 Kgs
	or	23,037.500MTS

The total quantity delivered being :-

23,037.500MTS

This Certificate issued covers the parcel of **10,000MTS** which forms part lot of the total weight loaded indicated above.

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CERTIFICATE NO.: ITSPG/0342-02/A/2012 (A) **10 May 2012**
PHOENIX NO.: MY01105-0000669

SHIP'S TANKS AFTER LOADING HAS BEEN COMPLETED

On completion of loading, soundings and temperature were taken from ship's tanks nos. 2P,2S,3P,3S,6P AND 6S. The total quantity loaded on board was calculated with reference to ship's calibration table and density/temperature chart provided at the loading port are as follows :-

SHIP'S CALCULATIONS

SHIP'S TANK NO.	ULLAGE IN METRES	TEMP IN °C	SPECIFIC GRAVITY AT OBSD. TEMP	VOLUME IN CUBIC METRES	QUANTITY IN MTS
2P	2.200	46.0	0.8931	4,539.998	4,054.672
2S	2.180	45.5	0.8935	4,525.094	4,043.171
3P	1.750	46.0	0.8931	4,120.896	3,680.372
3S	1.770	46.0	0.8931	4,116.728	3,676.650
6P	1.330	45.5	0.8935	4,253.237	3,800.267
6S	1.280	45.5	0.8935	4,246.351	3,794.115
					23,049.247

DRAFT OF VESSEL (AT TIME OF GAUGING)

FWD : 9.50 M AFT : 9.50 M LIST : NIL

REMARKS

1. There was no spillage of cargo noted throughout the entire loading operation.
2. Ship's lines were checked and inspected from accessible points and found to be visibly empty before and on completion of loading at time and place of inspection.
3. This parcel was loaded into ship's tanks via ship's manifold.
4. At time of gauging, no freewater was noted by visual observation from real bottom sample drawn.
5. Ship's quantity on board per ship's tank is for reference purpose only (non-governing weights).

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CERTIFICATE NO.: ITSPG/0342-02/A/2012 (A) **10 May 2012**
PHOENIX NO.: MY01105-0000669

B. PARTICULARS OF THE TIME AND PLACE OF LOADING, SAMPLING AND ESTABLISHMENT OF SHIPPED WEIGHT.

TIME LOG

DATE	TIME	OPERATION
03/05/2012	0542	Vessel arrived at Pilot Station, Panjang, Indonesia
04/05/2012	2354	* Pilot On Board – for berthing
05/05/2012	0142	* Vessel alongside and all fast
05/05/2012	0320	Ship's tank inspected and accepted
05/05/2012	0642	Hose connected
05/05/2012	0730	Commenced loading
09/05/2012	0254	Completed loading
09/05/2012	0310	Hose disconnected

* As per information received

SAMPLING

Shipment samples were drawn from shore tanks nos. A2,A3,A5,A6 and A10 prior to loading and ship's tanks nos. 2P,2S,3P,3S,6P AND 6S on completion of loading. The samples so obtained individually were then filled into clean glass bottles, labeled, sealed and distributed as follows :-

SHORE	SHIP	
25	12	Retained by this Company
-	12	Retained on board vessel for receivers at destination
-	6	Retained on board for vessel's retention
-	6	Submitted to FOSFA recognised laboratory at Country of Origin for quality analysis
10	12	Retained by shipper

25 representative pre-shipment samples have been taken from the individual shore tank(s) prior to loading and will be kept with us for a period of 6 months from the date of the Bill of Lading.

Samples are representative for the ship's tank bulk.

Sampling was carried out in accordance with method laid down in the contract, the FOSFA INTERNATIONAL STANDARD CONTRACTUAL METHODS LIST.

Sampling has been carried out in accordance with FOSFA INTERNATIONAL – SAMPLING AND ANALYSIS CLAUSE.

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CERTIFICATE NO.: ITSPG/0342-02/A/2012 (A) **10 May 2012**
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NOTE

1. All samples drawn ex. shore/ship's tanks were sealed with our official wax seal.
2. All samples under our retention will be kept for a period of 6 months unless otherwise instructed in writing.
3. Seven (7) samples were drawn from shore tank and eight (8) samples were drawn from each ship's tank.

ESTABLISHMENT OF SHIPPED WEIGHT

The cargo delivered from shore tanks nos. A2,A3,A5,A6 and A10 were gauged under our supervision before and after loading destined for ROTTERDAM. The cargo was stowed in ship's tanks nos. 2P,2S,3P,3S,6P AND 6S.

The total quantity delivered being :-

23,037.500MTS

This Certificate issued covers the parcel of **10,000MTS** which forms part lot of the total weight loaded indicated above.

C. **THAT THE PRE-SHIPMENT AND CONTRACTUAL LOADING SAMPLES WERE DRAWN IN ACCORDANCE WITH THE SAMPLING AND ANALYSIS CLAUSE OF FOSFA AND QUOTING DETAILS OF THE SEALS APPLIED.**

SHORE

25 representative pre-shipment samples has been taken individually from the shore tank(s) prior to loading and will be kept with us for a period of 6 months from the date of the Bill of Lading.

Samples are representative for the ship's tank bulk.

Sampling was carried out in accordance with method laid down in the contract, the FOSFA INTERNATIONAL STANDARD CONTRACTUAL METHODS LIST.

Sampling has been carried out in accordance with FOSFA INTERNATIONAL – SAMPLING AND ANALYSIS CLAUSE.

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NOTE

Two (2) samples were taken at the commencement of loading at origin (locations) :-

i) a line sample at the deck (manifold) of each cargo loaded.
ii) a first one-foot sample drawn from each ship's tank loaded.

These samples so drawn were then visually inspected for appearance and odour. We certified that the drawn samples were free of foreign appearance and odour at time and place of inspection survey.

SHIP

On completion of loading, shipment samples were drawn from each ship's tank. These samples so drawn were carried out in accordance with method laid down in the contract, the FOSFA INTERNATIONAL STANDARD CONTRACTUAL METHODS LIST.

The samples so obtained were then filled into clean plastic bottles, labeled with full details of the shipment particulars and sealed with our official wax seal bearing the inscription "ITS TESTING SERVICES (M) SDN BHD."

Six (6) such shipment samples drawn from each ship's tank were submitted to a FOSFA recognised laboratory at Country of Origin for quality analysis and testing was carried out in accordance with FOSFA analysis clauses.

WE CERTIFYING THAT THE PRE-SHIPMENT AND CONTRACTUAL LOADING SAMPLES WERE DRAWN IN ACCORDANCE WITH THE SAMPLING AND ANALYSIS CLAUSE OF FOSFA AND QUOTING DETAILS OF SEALS APPLIED.

THE FOREGOING represents our findings at the places and dates of our attendance only. This intervention has been carried out to the best of our knowledge and ability and this REPORT/CERTIFICATE does not relieve the contracting parties from their contractual obligations.

ITS TESTING SE (M) SDN BHD
MANAGER

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CERTIFICATE NO.: ITSPG/0342-02/A/2012 (A) **10 May 2012**
PHOENIX NO.: MY01105-0000669

CERT OF ANALYSIS

REPRESENTING	:	
Name of Vessel	:	MT. FREJA LUPUS
Port of Loading	:	PANJANG, INDONESIA
Dates of Sampling	:	9 MAY 2012
Commodity	:	CRUDE PALM OIL IN BULK
Stowage	:	2P,2S,3P,3S,6P AND 6S
Destination	:	ROTTERDAM

Shipment sample was drawn from the ship's tanks nos. 2P,2S,3P,3S,6P AND 6S on completion of loading. These samples so obtained were then filled into clean plastic containers, labeled and sealed with our official seal.

Six (6) shipment samples drawn from ship's tanks were submitted to 3rd party laboratory for quality analysis.

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CERTIFICATE NO.: ITSPG/0342-02/A/2012 (A) **10 May 2012**
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Results of the tested quality made known to us and reproduced here are as follows :-

SPEC:		TESTED RESULT	
SHIP'S TANK NO.	:	2P	2S
FFA	:	3.99%	3.93%
MNI	:	0.13%	0.12%
FLASH POINT	:	284 DEG C	284 DEG C
SHIP'S TANK NO.	:	3P	3S
FFA	:	3.95%	3.94%
MNI	:	0.11%	0.12%
FLASH POINT	:	282 DEG C	284 DEG C
SHIP'S TANK NO.	:	6P	6S
FFA	:	3.96%	3.96%
MNI	:	0.11%	0.12%
FLASH POINT	:	284 DEG C	286 DEG C

THE FOREGOING represents our findings at the places and dates of our attendance only. This intervention has been carried out to the best of our knowledge and ability and this REPORT/CERTIFICATE does not relieve the contracting parties from their contractual obligations.

ITS TESTING SERVICES (M) SDN BHD
MANAGER

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3.2 HACCP transport

As from 2015, the transport standard (GMP+ B4) explicitly states that – in the implementation of transport – the risks must be identified and controlled. These stipulations have been included following European legislation. The participant is responsible for correctly applying the documented HACCP principles and to see to it that they result in a correct HACCP plan. This paragraph includes several examples of detailed HACCP plans. These were made available by several GMP+ participants.

3.2.1 Example 1

Location: **Transport** **Risk analysis**
Drawn up: …… ……..
Checked: ……
Date: ……..

No.	Procedure	Possible risk	Cat.	W	E	R	CP/ CCP	no.	Reason for classification	Control measure	Documentation
	Contract acceptance	Insufficient information about the product to be transported	O	K	G	**3**	CP	**1**	Any contamination with critical products could have harmful consequences for the health of the end consumer (see GMP+)	Required information (classification in accordance with IDTF) must be included by the principal. If not, ask for it.	
	Contract acceptance	The goods to be transported are risk goods.	CMP	K	G	**3**	CP	**2**	Risk goods in previous loads may have harmful consequences for the health of the end consumer (see GMP+)	Inspection of product category, no transport for risk goods / prohibited substances,refuse transport contract	Error report

No.	Procedure	Possible risk	Cat.	W	E	R	CP/ CCP	no.	Reason for classification	Control measure	Documentation
	Communication driver-department head	Insufficient provision of information by depart-ment head to driver about classification of the goods	O	K	G	**3**	CP	**3**	Risk goods in previous load may involve risks for health end consumer	In case of ambiguities regarding the classifica-tion of the goods, driver must inquire.	Error report, audit notification
	Choice of vehicle	Previous load risk goods	C M P	K	G	**3**	CP	**4**	Risk goods in previous load may involve risks for health end consumer (see GMP+)	, Vehicle not loaded, the re-lease procedure	Error report
	Choice of vehicle	Outside, including chassis contaminated	C M P	M	K	**2**			The goods could be somewhat contaminated due to pollution..	Visual inspection cleaning prior to loading	Travel log. Confirmation of cargo carrier, bill of lading, cleaning certificate
	Choice of vehicle	Interior not clean, dry odor free	C M P	K	G	**3**	CP	5	Moisture (sticking, mold …) Smell or Contamination may harm goods	Visual inspection (cleaning prior to loading	Travel log. Confirmation of cargo carrier, bill of lading, cleaning certificate
	Loading	Not permitted mixing of products, reloading in wrong compartment, com-partments not properly separated		K	M	**2**			Mixing of product might result in damage to the quality. Risk depending on relevant end consumer.	Inspection by driver, stop load-ing where necessary, notify department head	Complaint / error report

No.	Procedure	Possible risk	Cat.	W	E	R	CP/ CCP	no.	Reason for classification	Control measure	Documentation
	Loading	Harmful goods (spoil (spoiled, contaminated, moist …)	C	K	G	3	CP	8	Damaged goods quality resulting in harmful consequences for health of the end consumer, for instance through mold (see GMP+), mycotoxin	Inspection by driver, stop loading where necessary, notify department head	Complaint / error report
	Transport	Damage leading to contamination of the transported goods	M	K	M	2			Occurs very rarely, so no CP	Maintenance, report instructions to the department head	Error report
	Transport	Contamination of the goods during transport (for instance cover sheet defect)	M P	K	M	2			Pollution with bird droppings (Salmonella), rocks/moisture, rain. Harmful for quality minor, experience dictates	Transport in covered loading areas	Error report
	Transport	Transport to or from crisis areas (foot-and-mouth disease, swine fever)	M	K	G	3	CP	9	Spreading infectious diseases	Where possible no transport to / from crisis areas. If transport carried out after all, follow instructions of competent authority	
	Unloading	Contamination of the goods to be transported due to oil leakage	C	K	G	3	CP	12	Contamination of the goods with oil must be prevented to prevent damage for the end consumer	Maintenance, keeping track of the inspection of the vehicles	Error report
	Unloading	Blending of products, carry-over	C P	K	M	2			Residue of medicated feed is critical.	Choice of vehicle, blow out compartments entirely, residual emptying at farmer or in car wash plant. No transport of medicated feed	Complaint / error report

No.	Procedure	Possible risk	Cat.	W	E	R	CP/ CCP	no.	Reason for classification	Control measure	Documentation
	Unloading	Mix-up of feed or unloading site		K	M	2			Results in contamination. Is generally noticed on time, after which it can be replaced	Visual inspection, precise implementation of the instructions of the customer. In case of no instructions, ask for them.	Complaint / error report
	Cleaning	Incomplete cleaning or cleaning not carried out	C M P	K	G	3	CP	13	Adverse effects for feed safety possible in case of no or improper cleaning after products with cleaning B,C or D.	Cleaning (in accordance with IDTF visual inspection, use of food grade cleaning agents and food grade disinfectants	Travel log. Confirmation of cargo carrier, bill of lading, cleaning certificate
	Cleaning	Poor maintenance of cleaning equipment and cleaning tools	M P	K	M	2	CP	14	Adverse consequences for feed safety	Frequently check water temperature, water quality, cleaning tools (brooms, shovels, wipers) protected transport and frequent cleaning.	Maintenance records
	Personnel: permanent and temporary	No knowledge of the product, cleaning measures and documentation	O	K	G	3	CP	16	Insufficient cleaning could take place and / or difficult guarantee of the traceability in case of inadequate documentation.	Training, instructions	Training certificate, instruction chart

O = Other
C = Chemical
M = Microbiological
P = Physical

K = small
M = medium
G = large

W = likeliness
E = gravity
R = risk class

3.2.2 Example 2

1. Establishment of the transport order

Procedure phase (Steps)	**Explanations** (directions reg. procedure phase)	**(CF)***	**(CCF)***	**Hazard-identification**			**Possible causes**	**Type of measure**	**Comments** Reference to descriptions
				C*	**B***	**P***			
• Customer request • Transport quotation • Information provision	• Providing information regarding product, such as ingredients, GMP+ category, packaged / not packaged	x		2	2	2	• erroneous and / or inadequate information regarding the goods to be transported • risk goods in accordance with GMP+	• Drawing up product file or optional product dat asheets • Don't carry out transport or outsourcee to third party	• Observe category classification in accordance with IDTF
• Checking internal requirements	• Availability of the suitable vehicle (this is when the technical and personnel information must be checked) • Possible order to subcontractor	x		2	2	2	• Suitable vehicle and personnel not available • Third party to whom the work is outsourced does not have a GMP+ certificate	• Inspection of suitability of vehicle • Observance of individual customer wishes • Supplement list of subcontractors.	

2. Implementing the transport preparatory measures

Procedure phase (Steps)	**Explanations** (Directions regarding procedure phase)	**(CF)***	**(CCF)***	**Hazard-identification**			**Possible causes**	**Type of measure**	**Comments** Reference to descriptions
				C*	**B***	**P***			
▪ Registration of the order ▪ Information to the people who are to carry out the transport	▪ Drawing up loading instruction, transport confirmation and cargo documents ▪ Timely information provision to all parties involved in the transport	x		1	1	1	▪ Information incorrectly provided ▪ Erroneous bill of lading	▪ Loading instruction ▪ Detailed written instruction to driver ▪ Employee training	▪
▪ Preparation and commissioning of the vehicle	▪ Checking whether the vehicle meets transport requirements ▪ Cleaning of the trailer ▪ Checking whether on site cleaning is possible	x		1	1	1	▪ Vehicle not cleaned ▪ Cross contamination by residue	▪ Cleaning inspection ▪ Cleaning certificate inspection ▪ Employee training	▪
▪ Personnel hygiene	▪ Observance of loading instructions	x		1	1	1	▪ Clothing of loading personnel contaminated	▪ Inspection ▪ Employee training	▪

3. Loading

Procedure phase (Steps)	**Explanations** (directions reg. procedure phase)	**(CP)***	**(CCP)***	**Hazard-identification**			**Possible error causes**	**Type of measure**	**Comments** Reference to descriptions
				C*	**B***	**P***			
▪ Driver reports to the loader / at the loading site	▪ Receipt of instructions from loading company/loading personnel ▪ Drawing up the bill of lading ▪ Loading	x		2	2	2	▪ Contamination of the goods by: ▪ Pest ▪ Odor ▪ Color ▪ Moisture ▪ Packaging damaged ▪ Idle for too long ▪ Product separation not carried out	▪ Coordination through information letter / loading instruction ▪ Fast loading ▪ Applying curtain / sluice ▪ Sufficient air circulation	▪

4. Location change

Procedure phase (Steps)	**Explanations** (directions reg. procedure phase)	**(CP)***	**(CCP)***	**Hazard-identification**			**Possible error causes**	**Type of measure**	**Comments** Reference to descriptions
				C*	**B***	**P***			
▪ Driving to unloading site	▪ Observance of the times ▪ Pollution during transport	x		1	2	1	▪ Vehicle failure ▪ Loading area not covered (bird droppings)	▪ In case of malfunctions / irregularities: information to disposition ▪ Training of employees	▪

5. Unloading

Procedure phase (Steps)	**Explanations** (directions reg. procedure phase)	**(CP)***	**(CCP)***	**Hazard-identification**			**Possible error causes**	**Type of measure**	**Comments** Reference to descriptions
				C*	**B***	**P***			
▪ Driver reports to recipient	▪ Provision of the cargo documents ▪ Requesting unloading instruction	x		1	1	1	▪ Erroneous information from recipient	▪ Inspection	▪

Procedure phase (Steps)	**Explanations** (directions reg. procedure phase)	**(CP)***	**(CCP)***	**Hazard-identification**			**Possible error causes**	**Type of measure**	**Comments** Reference to descriptions
				C*	**B***	**P***			
▪ Unloading procedure	▪ Transfer of the load in accordance with the directions of the recipient	x		1	1	1	▪ Damage of the packaging on unloading ▪ Goods to be transported have been idle on the loading platform for too long	▪ New cleaning after opening packaging ▪ Inspection ▪ Fast unloading ▪ Training	▪ Documentation of the transfer ▪ Inform dispo
▪ Cleaning after unloading	▪ Cleaning in accordance with instructions of the manufacturer of the cleaning agents ▪ Written documentation of the cleaning	x		1	1	1	▪ Cleaning inadequate ▪ Incorrect cleaning / disinfection method ▪ Effect of cleaning agent not known ▪ Water temperature ▪ No cleaning agent and disinfectant available	▪ Inspection ▪ Requesting information about cleaning agent / disinfectant ▪ Training ▪ Bring cleaning agent or disinfectant	▪ Documentation of the cleaning method ▪ Inform dispo

6. Work afterwards, in transport procedure

Procedure phase (Steps)	**Explanations** (Directions regarding procedure phase)	**(CP)***	**(CCP)***	**e**			**Possible error causes**	**Type of measure**	**Comments** Reference to descriptions
				C*	**B***	**P***			
▪ Complaint handling	▪ Checking and securing information relevant to transport	x		1	1	1	▪ Inadequate analysis of the information	▪ Inspect during nternal audit	▪ maintain error report
▪ Archiving	▪ Findability of older transport documents ▪ Analysis of damage arisen	x		1	1	1	▪ Cause determination ▪ no documentation	▪ Inspection of the suitable corrective measures	▪

HACCP Team:

Date: Drawn up: Checked: Approved:

3.3 Load compartment inspections

Load compartment inspections are an important element in the context of assuring safe transport by ships and trains. Below you'll find several examples of inspection reports.

ORIGINEEL ID. LCI 01-02-2012 versie:04

LOAD COMPARTMENTS INSPECTION REPORT (LCI) ACCORDING TO GMP+ FEED SAFETY ASSURANCE SCHEME

DELIVERED EX (NAME) ontvangen uit (naam) / reçu de (nom) / empfangen aus (Namen):							
INSTRUCTING PARTY / Opdrachtgever / Donneur d' ordre / Auftraggeber							
VESSEL/ BARGE + TELEF. / Naam schip + telef. / Nom du Bateau + tél. / Schiffsnamen + Tel. Nr.:							
PLACE OF LOADING / Laadplaats / Lieu de charge / Ladestelle:		DESTINATION / Bestemming / Destination / Bestimmung:		ANIMAL FEED / Diervoeder/ Alimentation animale/ Tierfutter*		* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
NOMINATED WEIGHT / Te laden gewicht / Poids à charger / Eingeteiltes Gewicht :		PRODUCT / Product / Produit / Warenart:		Verificatie door de controleur / Verification avec le controleur / Verifikation des Kontrolleur			
PREVIOUS CARGOES : Vorige ladingen : / Chargements précédents :	LAST / Laatste / Dernier					* YES Ja / Oui/ Ja	
	2ND / 2de / 2ème					* YES Ja / Oui/ Ja	
	3RD / 3e / 3ème					* YES Ja / Oui/ Ja	
LAST CLEANING : Laatste reiniging : / Dernier nettoyage : / Letzte Reinigung:	A DRY / droog / sec / Trocken					* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
	B WITH WATER / met water / avec de l' eau / mit Wasser					* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
	C WATER + DETERGENT / water + detergent / eau + détergent / Wasser + detergent					* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
	D WATER + DETERGENT + DESINFECTION / water + detergent + desinfectie / L'eau + détergent + désinfection / Wasser + Detergents + Desinfektion					* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
RESULTS : Bevindingen / Résultats/ Befindungen: (AS FAR AS VISUALLY OBSERVED/ voorzover visueel waarneembaar / aussi loin que perceptible /soweit visuell festzustellen)	EMPTY / Leeg / Vide/ Leer					* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
	CLEAN / Schoon / Propre/ Sauber					* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
	DRY / Droog / Sec / Trocken					* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
	FREE FROM ODEUR / Reukloos / Sans odeur / Frei vom Geruch					* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
	FREE FROM VERMIN / Vrij van ongedierte / Exempt de vermine/ Frei von Ungeziefer					* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
	FREE FROM REMNANTS OF PREVIOUS CARGOES / Vrij van vorige ladingsresten /Sans restes de chargements antérieurs					* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
	VISUAL : TOTALY INTACT AND CLOSABLE Visueel heel en sluitbaar / visuel en bon état et fermant / Visuell in Ordnung und schliessbar					* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
HOLD BOTTOM / Buikdenning / fond du cale / Schiffsboden*	* IRON/ ijzer / du fer / Eisen		* HARD WOOD/ hard hout / bois dur / Hartholz				
TYPE OF HATCHES / Afdekking/ Couvert / Abdeckung*	* Mc. GREGOR / Schuifluiken / panneau / Schiebeluken.	* TARPAULINS / dekkleden/ de baches / Deckkleider	* ALUMINIUM / Aluminium / Aluminium / Aluminium	* WOOD / hout/ du bois/ Holz		* PONTOON/ ponton/ponton/ponton	
FINAL RESULT / Resultaat / Résultat/ Resultat:	ACCEPTED FOR LOADING Goedgekeurd om te laden / Accepté à charger/ zur Beladung akzeptiert					* YES Ja / Oui/ Ja	* NO Nee/Non/Nein
HOLD(S)/ Ruim(en)/ Cale(s)/ Raum(e)	ALL OR NUMBER(S)/Alle of Nummer(s)/ Alle oder Numme(s)/Touts ou Numero(s)			** All		***	
DATE + TIME OF INSPECTION/ Datum + tijd inspectie / Date + Heure d' inspection / Datum + Zeit der Inspektion:		DATE + YEAR Datum+jaar / Date + année / Datum + Jahr		TIME / tijdstip / heure / Uhrzeit			
NAME+SIGN SURVEYOR Naam + handtekening controleur / Nom + signature du controleur / Namen und Unterschrift des Kontrolleurs:		REMARKS / Opmerkingen / Remarques/ Bemerkungen					

* OMCIRKEL HETGEEN WAT VAN TOEPASSING IS ** ALLE OF *** RUIMNUMMERS NOTEREN

Dit rapport geeft alleen de bevindingen weer op het moment en de plaats van de LCI en ontslaat partijen niet van contractuele verplichtingen"

Load Compartments Inspection Report (LCI) according to GMP + Certification Scheme for the Animal Feed Sector.

We, (company name), herewith report on the loading Compartment inspection carried out for following cargo/shipment in accordance with the instructions received and relevant instructions and the stipulation of the GMP Transport code for The Netherlands

Shipment of			M.Tons/kilos		
To be loaded on board M/V		Flag		Year built	
Expected to be Loadready, date		At Place			
Principals		Acting as			
Sellers / Suppliers					
Start of loading Foreseen abt		Stev / Terminal			
Remarks					
Owner / Agent					
Type of vessel					

The cargo as described above has to be loaded in the following cargo compartments

Hold	Cargo tbl	Quantity tbl	Previously loaded cargoes			
			First last cargo	Second last cargo	Third last cargo	Fourth last cargo
1						
2						
3						
4						
5						
6						
7						
8						
9						

Load Compartments Inspection Report (LCI)
according to GMP+ Certification Scheme for the Animal Feed Sector.

The following cargo compartments have been inspected in accordance with the instructions as specified in the GMP+ Feed Safety Assurance Scheme / Transport / B4.4 chapter 7.12.5, during this inspection it has been estabilished, as far as could be visually detected that cargo compartments were found to be

Hold	Empty	Clean	Dry	Free of smell	Harmful insect / vermin Dead/Alive	Undamaged and can be closed	Previously carried cargoes information cheked and confirmed	Date accepted
1								
2								
3								
4								
5								
6								
7								
8								
9								

REMARKS:.....

.....

.....

.....

Cleaning procedure as declared by ship`s Master

CLEANING	Level A	DRY	YES / NO
	Level B	WITH WATER	YES / NO
	Level C	WATER + DETERGENT	YES / NO
	Level D	WATER + DETERGENT + DESINFECTANT	YES / NO

We herewith declare, that based on the findings that the cargo compartment(s) is (are) accepted, partially on the basis of of the information regarding previous cargoes, as being clean and dry, and suitable for loading with the cargo, in the aspect

The LCI was carried out at (place)		Date	
Started		Finished	

This LCI instruction was made out in accordance with the instructions as laid down in the procedures
Only indicates the findings at time and place of the LCI and does not release the parties involved from contractual obligations

INSPECTOR

CHIEF OFFICER

3.4 Supplier assessment – Grower

GMP+ BA10, Annex 4 contains the Gatekeeper protocol for the purchase of unprocessed agricultural products from the grower.

This concerns the purchase of unprocessed agricultural products for feed and by-products of the harvest (such as straw). These are purchased from the grower.

In this, the participant must carry out an intensive entry check program, based on its own risk assessment and the quality assurance applied by the grower.

An example for documenting a supplier assessment is provided below.

Supplier assessment – Grower	
Version	

Grower	
Contact	
Address	
City	
Phone no./fax	
E-mail address	

Assessment date	

Farmyard

* General impression	approved / not approved

Storage

* General impression	
* Pilotage clean and dry	approved / not approved
* Foreign objects	approved / not approved
* Pilotage leakage	approved / not approved

Silage site

* General impression	approved / not approved
* Paved surface	approved / not approved
* Cover sheeting undamaged	approved / not approved
* Free from visible contamination	approved / not approved

Crops

* Weeds visible in crops	approved / not approved
* Visible contamination	approved / not approved
* Cover sheeting undamaged	approved / not approved
* Free from visible contamination	approved / not approved

Pest control

* Pest/birds/pets	approved / not approved
* Control plan	approved / not approved

3.5 Complaint form – generic

An important part of the GMP+ feed safety management system is the complaint handling. Complaints may give rise to improve procedures in the system. Below you'll find an example of a complaint form.

Complaint intended for:
Name:
Address:
City:

Date of complaint:
Date of handling:

Description of the complaint:

Cause of the complaint:

Proposed corrective measure:

Measures to be taken to prevent repetition:

Handling:

Response of supplier/buyer:

3.6 FSDS – Feed Safety Data Sheet

A Feed Safety Data Sheet is intended to provide information in a structured way about the product, the production process and the safety measures used. A model of this is shown below.

Note:
- The model shown is an example. The basic point is that the information should be registered systematically.
- Also other sheets or files may be used, as long as all relevant elements are addressed.
- Possibly not all the information has been provided by the manufacturer in full, certainly not if the feed comes to the end user via a trade channel. In that case each link can add to the information (for example with details of transport, interim storage, etc.).
- This sheet can also be used to report the audit results

FEED SAFETY SHEET			
		0.1. Product	
		0.2 Status	
		0.3. Version number	
		0.4 Version date	
1. Responsibility for the feed safety sheet			
1.1	Name of purchasing company (GMP+)	Name	
	Contact	Address:	
		Town:	
		Telephone	
		Fax	
		E-mail	
		Website	
1.2	Approved by (competent official company)		
1.3	Name of supplying company (non-GMP+ or equivalent)	Name	
	Contact	Address:	
		Town:	
		Telephone	
		Fax	
		E-mail	
		Website	
1.4	Approved by (competent official company)		

2.	Identification of the product					
2.1.	Product name					
2.2.	Trade name					
2.3.	Article code of the company					
2.4.	Permit number (if applicable)					
2.5.	Product description					
2.6.	Origin					
2.7.	Supplied by					
3.	Product description					
3.1.	Production process					
3.2.	Raw materials and auxiliary substances used (including feed additives and processing aids)					
3.3.	Logistical process (transport, (interim) storage, packaging)					
3.4.	Storage life					
3.5.	Indicative analysis	Parameter	Unit	Average	Min.	Max.
4. Standards / Requirements						
4.1.	Relevant legislation and other requirements.					
4.2.	Relevant product standards / requirements (chemical, physical, microbiological)	Parameter	Unit	Statutory	Contractual	Internal
4.3.	Intended use + reason for destination feed					
4.4.	Processing of the product (indicate whether the (former) foodstuff needs further processing or has been processed into feed material)					
4.5.	Processing step and instructions for processing					
4.6.	Storage and retention conditions					
4.7.	Transport requirements					

5.	Labelling

6.	HACCP					
6.1. Hazard	6.2. Risk assessment				6.3. Control measure	6.4. Reason
	Cat. (C, M, F)	Likely Occurance	Severity	Risk		

7.	Monitoring	
7.1. Para-meter	7.2. Sampling moment / point	7.3. Frequency of analysis

8.	**Communication in case of non-conformities**
In case the batch does not correspond with the FSDS or the suspicion exist that the health of animals or the food/feed safety is in danger than this must be actively reported to the GMP+ participant.	

9.	Remarks

10. Signatures	
……. DD / MM / YY GMP+ company (Purchaser)	……. DD/ MM / YY Non-GMP+ (or equivalent) certified company (Supplier)

Explanatory note to the feed safety sheet

Field	Subject	Explanation
0.	**Identification of the feed safety sheet**	Field 0 identifies the feed safety sheet. For the purposes of correct identification this field is repeated on each page of the feed safety sheet.
0.1.	Product	Product name
0.2	Status	
0.3.	Version number	Version number of the feed safety sheet.
0.4.	Version date	Date on which the version was adopted and put into circulation.
1.	**Purchasing and syp-plying company, responsible for the feed safety sheet**	This field identifies the author of the feed safety sheet. This will generally be the producer of the product
1.1 / 1.2	Name, address etc.	Identify the organisation which is responsible for the feed safety sheet. Specify the full address, telephone number, etc. Preferably also specify the E-mail address and website.
1.3. / 1.4	Approved by	Specify the person who authorised the feed safety sheet.
2.	**Product identification**	Field 2 gives an accurate identification of the product.
2.1.	Product name	Identify the product. Use the designation as prescribed in the legislation.
2.2.	Trade name	State here the usual brand name of the product.
2.3.	Article code	Internal company article number. Specify “n/a” if no use is made of an internal company article number.
2.4.	Permit number	Statutory certification number. State “n/a” if the legislation does not recognise a permit number.
2.5.	Product description	Description of the product, preferably in accordance with the descriptions in the Feed Safety Database
2.6.	Origin	Describe the origin as accurately as possible. Possibilities are: - Name and address details of the producer - Address details of the production location - Country of origin
2.7.	Supplied by	If different to 2.6.

Field	Subject	Explanation
3.	**Product description**	Field 3 describes the characteristics of the product.
3.1.	Production process	Brief but as accurate as possible description of the production process of the product including a flow chart.
3.2.	Used raw materials and auxiliary substances	All the raw materials and auxiliary substances used (including processing aids)
3.3.	Logistical process	Describe the logistical process gone through by the product from the (primary) production up to and including delivery to the end-user. State the method of transport of the product, any (interim) storage and the method of packaging in the various stages in the logistical process. NOTE: the standards and requirements with respect to storage, retention, packaging and transport conditions are described in fields 4.4 and 4.5.
3.4.	Storage life	Indication of the storage life (number of days, weeks, months) of the product (for example, after production).
3.5	Indicative analysis	This should include a number of relevant characteristics which classify the product. These will generally be non-binding nutritional parameters (such as dry-matter content, raw protein, raw fat, raw cellulose, ash) or the level of active substances (for example in feed additives).
4.	**Standards / Requirements**	Field 4 describes the norms and requirements.
4.1.	Relevant legislation and other requirements.	Summary of the relevant parts of the feed legislation. This may be the applicable European directives and regulations but may also be national legislation and regulations. 'Other requirements' may be specific requirements which apply within the framework of a specific feed safety system in which the customer participates. For example the GMP+ FSA module
4.2.	Relevant product standards / requirements	This relates to the detailed data and not a reference to the legislation or to the GMP+ FSA module. The binding nutritional parameters are included here and also the parameters which are considered to be important

Field	Subject	Explanation
		in the risk assessment (such as heavy metals in minerals, mycotoxins in grains, PCBs in fats).
4.3.	Intended use	Describe the intended use of the product. For example - processing in compound feeds - direct feeding to animals - only processing in premixes - possibly the animal type if this is important. - etc.
4.4.	Processing instructions	The measures are indicated here which must be taken to be able to use the product correctly and safely. For example: - to be used within x days of delivery - maximum processing percentage - minimum or maximum processing temperature
4.6.	Storage and retention conditions	Binding requirements for storage and retention. For example: - storage at a particular temperature - ventilation during storage - acidification before storage - air-tight closure
4.7.	Transport requirements	Binding requirements for transport.
5.	**Labelling**	Statement of the way in which the product information is issued. This may be a sample label, a description of the legally-prescribed specifications or an accurate and specific reference to relevant legislation and regulations (a general reference to legislation or regulations is not enough).
6.	**HACCP**	This field provides a summary of the risk analysis for the product. At least the CCPs (Critical Control Points) are given and also general control measures.
6.1.	Hazard	Precise description of the hazard.
6.2.	Risk Assessment	For the risk assessment one should preferably use the system which is prescribed in the GMP+ FSA module. NOTE: If another system is used then you should indicate this explicitly (in field 8).
6.3.	Control measure	Description of the (specific) control measures which have been established by way of HACCP for the product.

Field	Subject	Explanation
6.4.	Reason	Motivation and argument for the risk assessment, especially with respect to the elements “chance” and “seriousness”.
7.	**Monitoring**	This field provides a detailed description of the monitoring used in the company (checks, analyses) at the indicated critical points and general control measures.
7.1.	Parameter	Describe the characteristic to be examined (for example Aflatoxin B1, Salmonella, Lead, Prussic Acid).
7.2.	Sampling moment / point	Describe the point in the production process where the sample is taken or the inspection takes place (for example free on wagon reception, check before delivery).
7.3.	Frequency of analysis	Describe the frequency at which the monitoring is carried out (for example every batch, 4 times per year, every 10th batch).
8.	**Communication in case of non-conformities**	
9.	**Remarks**	
9.	Remarks	Other comments may be placed in this field which are important for this feed safety sheet If a different HACCP system is used than that which is described in the GMP+ FSA module, then this can be described in this field.

3.7 Annex to Gatekeeper Protocol Transport of hay and straw

Below you will find an example of an agreement which you can use when applying the gatekeeper protocol Transport, for the transport of hay and straw (GMP+ BA10 *Minimum Requirements for Purchasing*, Annex 9)

Shipper	
Name Shipper	
I hereby declare that the loading compartment of this flatbed or curtainsider is free of smell and residue of previous loads.	
Date and place	
Signature	
Transporter	
Name transporter	
Registrationnumber/ truck- and trailernumber	
Name driver	
I hereby declare that the loading compartment of this flatbed or curtainsider is free of smell and residue of previous loads.	
Date and place	
Signature	

Receiver	
Name recipient	
I hereby declare that the loading compartment (space) of this flatbed or curtainsider is free of smell and residue of previous loads.	
Date and place	
Signature	

Note: This document is also available in several other languages/combination of languagues on the GMP+ website.

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