



GMP B3.2 Distributive trade in feedstuffs for farm animals for direct supply to cattle farms

Art.	Description	Possible items for attention	Frequency	Interpretation Cat. 1	Interpretation Cat. 2	Interpretation Cat. 3
01 SUBJECT MATTER AND AREA APPLICABILITY						
1.1 General						
1.1	Does the company comply with conditions as required pursuant to the A documents?	See A1, A2, A3 and A4 documents	3			
04 HACCP SYSTEM REQUIREMENTS						
4.1 Management responsibility						
4.1.1.	Have the activities of the distributive trading company been adequately described?	<ul style="list-style-type: none"> # Activities that do not fall within the scope of this standard have also been described # Other activities must not have an adverse effect on animal products. # Non-GMP animal feedstuffs and products are physically and administratively separated from the GMP animal feedstuffs. # See registration form 1 "Activities of Distributive Trading Company" 	3		Some activities were excluded without any explanation	
4.2 Quality manual						
4.2.1	Is there a register with the required documentation, registrations and inspections?	<ul style="list-style-type: none"> # There is a procedure relating to documentation and registration. # Description of all activities # Documented required procedures # Registrations required under this standard # Legal registrations, recognitions and licences (Dutch GMP+ certified companies are registered automatically under Regulation (EC) 183/2005 # The retention period is at least three years. # If the manufacturer conducts analyses of the products, are the analysis results available? 	3		<ul style="list-style-type: none"> # Necessary adjustments were not or not fully implemented and practice lags behind current developments within the company or regulatory developments # The relevant registrations are months behind (more than 2 months). # No procedure present. 	<ul style="list-style-type: none"> # Necessary adjustments were not or not fully implemented but practice is in accordance with current developments within the company or regulatory developments # The relevant registrations are behind (less than 2 months).
4.2.2	Are the animal feedstuffs traceable as of the moment of purchasing the product up to sale, including transport?	<ul style="list-style-type: none"> # There is a procedure relating to identification and traceability # Name, address and telephone number of the feedstuffs and compound feed suppliers # Type of product, composition, quantity and date of delivery (and possibly charge number) # Details relating to rebagging into smaller units # Name, address, telephone number and possibly UBN number of cattle farms, type of product delivered, quantity and date of delivery (possibly charge number). # Details of carriers 	3		<ul style="list-style-type: none"> # Inadequate registration for traceability # No procedure present 	Traceability is difficult



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4.2.3	Was a system set up for registration and processing of complaints or calamities?	<ul style="list-style-type: none"> # Registration complaint / calamity # Consultation with the supplier # Finding out the cause # Corrective measures and registration # If necessary EWS report / reporting to VWA # See "Complaints / calamity form", Nr.2 	3	Distributive trading company neglects to immediately inform PDV (if this is the responsibility of the distributive trading company)	<ul style="list-style-type: none"> # No action taken after the complaint # No investigation conducted to find the root cause (if this is the responsibility of the distributive trading company) 	Inadequate investigation, registration and monitoring
4.2.4	Is a procedure in place relating to product recall and does this include all required measures and elements?	<ul style="list-style-type: none"> # See Appendix 1 "Recall Plan" # Immediately provide information relating to name, address, telephone number and if possible UBN number of customers, delivery dates and quantities. # Informing the customer immediately # Have the animal feedstuffs blocked immediately # Have the animal feedstuffs recalled and returned to the supplier 	3		No procedure present	
4.3	Verification					
4.3	Was the system verified at least once in 12 months?	<ul style="list-style-type: none"> # See registration form 3 "Questionnaire internal audit and verification" # if necessary new inspection within one month 	3		<ul style="list-style-type: none"> # Not all sections were audited # Insufficient in-depth audit / insufficient review of findings and improvement measures # Last internal audit was conducted more than 12 months ago 	Improvement measures derived from the internal audit are not demonstrably monitored / followed up

05 PREREQUISITES

5.1	Personnel					
5.1	Is the staff competent and sufficiently qualified for conducting the activities that are part of their tasks. Has this been recorded and communicated?	<ul style="list-style-type: none"> # See registration form 4 "Overview staff" # Any changes are communicated in writing # Staff are aware of their responsibility regarding feed safety. 	3		The staff do not understand the procedures	<ul style="list-style-type: none"> # No suitable registration of training, education, experience etc. of staff. # No relevant retraining available
5.2	Company premises					
5.2	Does the way the company premises are designed and laid out present a hazard to feedstuffs?	<ul style="list-style-type: none"> # Clear identification of various products, minimal risk of cross-contamination and general deterioration # This section states various requirements for the design and lay-out of company premises. 	3		<ul style="list-style-type: none"> # The company premises are designed and laid out in such a manner that unintended mixing and biological contamination are just prevented # Impact on feed safety # Impact on traceability 	
5.3	Birds, pets and pests					



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5.3	Does the distributive trading company do the necessary in order to prevent any pets, birds, pests, insects or any excrement from coming into contact with the product?	# Pest control plan: The types of pests to be controlled, pest control and extermination agents (only legally permissible agents), where and with what frequency the measures are carried out # Also allowed: the registration slips of the pest control company # See registration form 5 "Pest control"	3		Insufficient effective measures taken in order to prevent and control pests	Demonstrability and implementation not current
5.4	Cleaning and disinfection					
5.4	Were cleaning programmes implemented for storages spaces of animal feedstuffs and spaces where trash is stored, and are these applied and registered?	# Responsibilities regarding cleaning # Space and frequency of cleaning # Description and application of various cleaning and disinfection regimes # Cleaning and disinfection agents legally permissible and fit for purpose # Minimal traces of cleaning and disinfection agents; waiting times # See registration form 6 "Cleaning"	3		Company hygiene insufficient	
5.5	Waste and toxic material					
5.5	Are waste and materials that are not suitable as animal feed kept separate and are these identified as such?	# Separate containers, if necessary covered # Trash and removal are demonstrably controlled # Trash is demonstrably prevented from entering the animal feed chain. # Customer receipt slips	3	Realistic risk for trash and material unsuitable for animal feed will be mixed into animal feed	Products not suitable for delivery are not identified	
06 PROCESS CONTROL						
6.0	Process control					
6.0	Are hazards controlled in accordance with the description in this standard?	# See "Summary of hazards, control measures, monitoring and corrective measures"	3			
6.1	Purchasing					
6.1	Does the distributive trading company exclusively buy compound feedstuffs and/or feedstuffs from suppliers that demonstrably comply with the GMP+ certification scheme requirements?	# Supplier is certified for DHV and GMP+ or equivalent # The distributive company frequently conducts inspections to ensure the supplier complies with requirements # See registration form 7 "Deviations" # A copy of the certificate is kept in the distributive trading company's records or can be found in the PDV Database # Non GMP animal feedstuffs and products are physically and administratively separated from GMP animal feedstuffs.	3	Use and buy from non-certified suppliers (products / services)		
6.2	Taking delivery of packaged products in own company premises					



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6.2	Does the company exclusively receive packaged animal feedstuffs that comply with the applicable requirements?	<ul style="list-style-type: none"> # Packaging on delivery is clean and intact # Every product is labelled # The distributive trading company may not change the label or accompanying document # The sell-by date has not expired on delivery # Deviating products / packaging is removed or returned to the supplier # See registration form 7 "Deviations" 	3		<ul style="list-style-type: none"> # No adequate inspection on delivery # No labels or insufficient labelling 	
6.2.1	Does the distributive trading company take the right actions regarding returns?	<ul style="list-style-type: none"> # Assessing the packaging: original packaging, clean, unopened, original label, has not been in stables, has not been in contact with animals # If not suitable for sales, consider as trash # Returns are registered, see registration form 7 "Deviations" 	3			
6.3	Storage and delivery of packaged products in own company premises					
6.3.1	Are animal feedstuffs that the distributive trading company has purchased stored to ensure preventing loss of quality, cross-contamination and/or contamination?	<ul style="list-style-type: none"> # No company bulk storage # Storage and delivery in accordance with the first-in-first-out principle # Date of arrival or lot code are stated on the packaging # Animal feedstuffs may not be placed directly on the ground # Physical separation between GMP and non-GMP animal feedstuffs / non-animal feedstuffs articles # Frequent inspection of packaging, labels, expiry date # See registration form 7 "Deviations" 	3		<ul style="list-style-type: none"> # Effect on feed safety # Effect on traceability 	
6.3.2	Are bulk storage and third party bagged goods organised to ensure preventing loss of quality, cross-contamination and/or contamination?	<ul style="list-style-type: none"> # External storage company is certified for DHV # Distributive company frequently inspects external storage # Storage of packaged products complies with the requirements pursuant to 6.3.1. Agreements in this respect have been recorded in writing (see Appendix 2) # Bulk storage for this activity is GMP+ certified or equivalent # See registration form 7 "Deviations" 	3			
6.4	Sales (including repackaging and delivery)					
6.4	Are animal feedstuffs suitable for the intended animal species?	<ul style="list-style-type: none"> # In the case of rebagging into smaller units, labelling details are available for inspection at the point of sale. # Remember to check the guarantee date # See registration form 7 "Deviations" 	3		<ul style="list-style-type: none"> # Rebagging into smaller units is not controlled 	
6.5	Transport					



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6.5.1	Do the transportation vehicles of the distributive trading company comply with requirements?	<ul style="list-style-type: none"> # Exclusively own transport of packaged animal feedstuffs # The loading space is clean, dry, empty and free of residues and smell of prior loads # In the event of combined loads with non-animal feedstuffs, prevent cross-contamination # See registration form 7 "Deviations" 	3			
6.5.2	Does the external carrier comply with requirements?	<ul style="list-style-type: none"> # External carrier is certified for DHV # Distributive company frequently inspects external carrier # Storage of packaged products complies with the requirements pursuant to 6.3.1. Agreements in this respect have been recorded in writing (see Appendix 3) # Bulk storage for this activity is GMP B4.1 certified or equivalent # A copy of the certificate is kept in the distributive trading company's records or can be found in the PDV Database # See registration form 7 "Deviations" 	3	Use and buy from non-certified suppliers (products / services)		