

**Disclaimer:**

The IKB Kip certification scheme has been translated with the greatest care and accuracy. In the event of any disagreement concerning the correct translation, the content, interpretation and operation of the IKB Kip certification scheme, the Dutch text of the IKB Kip certification scheme takes precedence in all cases.



## **ANNEX 1.1: IKB KIP REGULATIONS FOR HATCHERIES, ABATTOIRS AND CUTTING PLANTS**

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The Board of Directors established the following IKB Kip regulations, setting out the regulations which participants in the IKB Kip certification scheme must comply with pursuant to article 16 of the IKB Kip General Terms and Conditions:

- Annex 1.1A: Regulations for hatcheries, abattoirs and cutting plants
- Annex 1.1B: Regulations for abattoirs and cutting plants
- Annex 1.1C: Regulations for hatcheries

These regulations use the same terminology as the General Terms and Conditions for IKB Kip.

<b>Tab</b>	<b>Version</b>	<b>Determined</b>	<b>Effective date</b>
1.1A	10	17-03-23	01-06-23
1.1B	10	17-03-23	01-06-23
1.1C	10	17-03-23	01-06-23

**ANNEX 1.1A: IKB KIP REGULATIONS FOR HATCHERIES, ABATTOIRS AND CUTTING PLANTS**

Version: 10 / Approved: 17-03-23 / Effective date: 01-06-2023

NORM	REGULATION	INTERPRETATION OF REGULATION	METHOD OF MEASUREMENT	INTERPRETATION OF THE MEASURING METHOD	RESPONSE OPTIONS			EXCEEDING STATUTORY REGULATIONS?	START DATE	MAIN GOAL	
					YES	NO					NOT CHECKED
						Weighing at 1st observation	Weighing at 2nd observation				
<b>A</b>	<b>GENERAL</b>										
A01	The IKB company must allow inspections of its compliance with the regulations of the IKB Kip programme with the correct frequency. Each hatchery, abattoir or cutting plant is inspected twice a year in principle (re-inspection and interim inspection). For companies that perform above average, interim inspections may be omitted under certain conditions.	The participant must demonstrate this by having IKB Kip certificates and inspection reports on site. See Article 9 of the IKB Kip Certification Criteria for the conditions regarding the frequency of interim inspections.	administrative	If the inspection is not for the purpose of certification, or if there has been a change in CA, check whether the IKB company holds an IKB Kip certificate that is valid for the previous year and biannual inspection reports.		Suspension	Exclusion	N/A: Certification inspection, no change in CA	Yes	1-1-2013 amended on: 1-6-2022	Organisationally
A02	The tasks, responsibilities, authorisations and associated training of the establishment's own staff (including temporary staff) must be laid down in a job description.		administrative	Check in the personnel records of ten employees (select other employees from those checked during previous inspections) whether the tasks, responsibilities, authorisations and associated training are laid down in a job description. If fewer than ten employees work at the company, use half of the number of staff as a sample.		Medium	Heavy	N/A not possible	No	1-1-2013 amended on: 1-3-2017 1-6-2023	Staff responsibilities
A03	Per company premises, at least one person must be responsible for the correct implementation of the IKB Kip programme.	The participant can demonstrate this with protocols, job descriptions, etc.	administrative	Check based on the business records (e.g. protocols, job descriptions, etc.) whether at least one person is responsible per company premises for the correct implementation of the IKB Kip programme.		Heavy	Suspension	N/A not possible	Yes	1-1-2013 amended on: 1-3-2017	Staff responsibilities
A04	The participant has a first-aid box filled with first-aid materials.	Compulsory if the company uses its own employees.	physical	If the company uses its own employees, check whether it has a first-aid box filled with first-aid materials on site.		Heavy	Suspension	N/A: No employees in service	No	1-1-2013	Altering
A05	The participant must keep a record of complaints.	Any incoming complaints are recorded in the record, with - electronic - proof that the complaint has been dealt with (e.g. copy of a letter, or note of a telephone call).	administrative	Check whether the participant keeps a record of complaints.		Light	Medium	N/A not possible	Yes	1-1-2013	Company responsibilities
A06	The participant has work instructions for all employees with company rules concerning hygiene and food safety.	The work instructions must include at least the following hygiene-related topics: - work wear / shoes; - washing hands; - eating; - smoking; - jewellery; - visiting the toilet; - personal protective equipment.	administrative	Check whether work instructions are present that include company rules concerning hygiene and food safety.		Heavy	Suspension	N/A not possible	No	1-1-2013 amended on: 1-3-17	Staff responsibilities
A07	The business records must contain evidence for each individual employee that they have been informed of the work instructions (see regulation A06).	A signed work instruction of agreement, for example. The same applies to temporary workers or agency staff.	administrative	Check in the personnel files of ten employees (select different employees from those inspected during previous inspections) that they contain proof that the employees have been informed of the work instructions. Compare it with the job descriptions and check that everyone working with live broilers has received instruction A06.		Heavy	Suspension	N/A not possible	Yes	1-1-2013	Staff responsibilities
A08	All IKB business administration is kept for two years, unless indicated otherwise.	This concerns the IKB administration.	administrative	Make sure that all business administration is kept for at least two years.		Light	Medium		Yes	1-3-2017 amended on: 1-6-2019	Organisationally

A09	It is mandatory for the IKB Kip participant to report incidents that occur at his own company to the scheme manager within 24 hours of discovery and also to the competent authority in case of violation of statutory regulations.	Incidents are serious abnormalities within the focus areas of IKB Kip such as food safety, welfare, traceability. A manual describing how to submit reports to the scheme manager is available on www.avined.nl. All incidents must be reported to the scheme manager. Submitting a report to the competent authority is only mandatory in the event of abnormalities with regard to statutory regulations. In the Netherlands, such reports should be submitted via www.nvwa.nl.	administrative	In the form of an interview, check whether incidents have occurred on the IKB Kip company and, if so, whether the incident has been reported by the IKB Kip participant to the scheme manager or, where appropriate, the competent authority.		Medium	Heavy	No incidents occurred		1-6-2019 amended on: 1-6-2023	Organisational
<b>B</b>	<b>BUILDING AND LAYOUT</b>										
B01	The company must hold a national and/or EU registration and/or certification covering all activities within its scope.	NL=NVWA certification; the company is included in the registration list of the national veterinary authority. Foreign companies must use the registration number from their own country.	administrative	Check whether the company has proof of national and/or EU registration and/or certification.		Heavy	Suspension	N/A not possible	No	1-1-2013	Organisational
B02	It is not possible to freely enter the company building	This is to ensure that visitors are always accompanied by an employee when entering the company premises.	physical	Determine whether the company building is freely accessible		Heavy	Suspension	N/A not possible	Yes	1-1-2013 amended on: 1-3-2017	Safety
B03	The participant has arranged the following for visitors: - a visitors' register is kept; - visitors are informed of the company protocol; - visitors state (by signing the register) that they are aware of the company protocol.	The visitors' register must contain the following details of each individual visitor: - organisation; - date of visit; - time of arrival/departure, The company protocol sets out how the visitor must behave in terms of hygiene while on-site (not eating, drinking or smoking in the production areas / clean area of the site and not wear jewellery in the production area or clean part of the site).	administrative	Check whether you are made to sign the visitors' register with the information required in the regulation, check whether you are informed of the company protocol, check whether the company protocol contains at least the information requested in the regulation.		Medium	Heavy	N/A not possible	Yes	1-1-2013 amended on: 1-3-2017	Chain optimisation
<b>C</b>	<b>PEST CONTROL</b>										
C01	If the participant performs its own pest control, one employee is responsible for pest control, and if rodenticides are used for this purpose, the employee is in possession of a recognised certificate of professional competence.	In the Netherlands, the company must at least have a valid IPM KBA license.  IPM = Integrated Pest Management Rodenticides: products with active substances, brodifacoum, bromadiolone, chlorophacinone, coumatetralyl, difenacoum, difethialone, flooumafen and cholecalciferol.	administrative	Check whether the responsible person has a valid certificate of professional competence.		Heavy	Suspension	N/A: certified pest control company contracted	No	1-1-2013 amended on: 1-3-2017 1-3-2018 1-6-2019 1-6-2023	Hygiene
C02	If a pest control company is used, the pest control company contracted is certified via the certification system operating in that country for pest control.	In the Netherlands, the company must at least have a valid IPM KBA certification.	administrative	Check for the previous year whether the contracted pest control company is certified, by means of a copy of the pest control technician's certificate.		Heavy	Suspension	N/A: No certified pest control company called in	No	1-1-2013 amended on: 1-3-2017 1-3-2018 1-6-2019 1-6-2023	Hygiene

C03	If the participant performs their own pest control, a pest control plan has been established.	The pest control plan must include the following: - the types of pests being controlled; - floor plan with location of fixed, numbered bait boxes/traps/boxes (also indicate the product and the pest to be controlled); - description of corrective actions; - description of the products used (consult the most recent list of approved products on the CTGB site: www.ctgb.nl or the list of the country of origin); - the frequency and location of measures implemented.	administrative	Check whether a pest control plan is present and check whether the content complies with the regulation.	Medium	Heavy	N/A: certified pest control company called in	No	1-1-2013 amended on: 1-6-2019 1-6-2023	Hygiene
C04	Pest control measures are checked at least once every two months and recorded in a pest control plan.	<u>The pest control plan should state the following details for each bait box or trap:</u> - date inspected; - measures taken and reasons for these measures; - pesticide consumed (none, little, inaccessible, missing); - product name and authorisation number; - location of the label and safety sheet of the product used; - volume of the product used; - effect of the measures.	administrative	Check in the logbook whether the pest control plan for the previous year contains records of checks carried out at least once every two months.	Medium	Heavy	N/A not possible	Yes	1-1-2013 amended on: 1-6-2019 1-6-2023	Hygiene
		It is permitted to engage a certified pest control company in combination some in-house pest control activities. In this case: - the criteria stated in C01 and C03 must be complied with; - the participant is instructed by the pest control company (with the help of a pest control plan); - the participant records the work to be done in a logbook; - the pest control company visits at least twice a year and the participant performs the checks the remaining four times a year.								

C05	If a certified pest control company is used, a pest control plan is kept.	The logbook must include the following: - a floor plan with the location of fixed, numbered fly killers, bait boxes/crates/glue traps (also indicate the product and the pest to be controlled); - a record of the inspections carried out (with dates); - the types of pest being controlled; - a description of remedial action; - a description of products used (consult the most recent list of approved products on the CTGB site: <a href="http://www.ctgb.nl">www.ctgb.nl</a> ); - frequency and location of measures implemented.	administrative	Check whether a logbook exists for the previous year and whether it was kept up-to-date.		Medium	Heavy	N/A: No certified pest control company called in	Yes	1-1-2013 amended on: 1-6-19 1-6-2023	Hygiene
C07	Products must be stored in a lockable area or cabinet.		physical	Check whether products are stored in a lockable area or cabinet.		Heavy	Suspension	No pesticides present	No	1-1-2013 amended on: 1-3-2017 1-6-2023	Safety
C08	The products is offered in suitable bait boxes that are numbered and fixed.		physical	Check whether no products are present that are not installed outside purpose-made bait boxes.		Heavy	Suspension	Hatchery	No	1-1-2013 amended on: 1-3-2017 1-6-2023	Safety
C09	Products are only used if they have been approved in the country of use of the product.	Product = biocide, crop protection product, additive, pest control products or cleaning products and disinfectants. Consult the most recent list of approved products in the country of use. If you have any questions about approval of products in the Netherlands, please contact the Dutch Board for the Authorisation of Plant Protection Products and Biocides (Ctgb). Products must always be used in accordance with the statutory instructions for use.	administrative			Heavy	Suspension	No pesticides present	No	1-6-2023	Safety

**ANNEX 1.1B: IKB KIP REGULATIONS FOR ABATTOIRS AND CUTTING PLANTS**

Version: 10 / Approved: 17-03-23 / Effective date: 01-06-2023

NORM	REGULATION	INTERPRETATION OF REGULATION	METHOD OF MEASUREMENT	INTERPRETATION OF THE MEASURING METHOD	RESPONSE OPTIONS			EXCEEDING STATUTORY REGULATIONS?	START DATE	Main Goal	
					YES	NO					
						Weighing at 1st observation	Weighing at 2nd observation				NOT CHECKED N/A options
<b>SA</b>	<b>GENERAL NOTES</b>										
SA01	The IKB Kip quality mark must not be used on or near the meat or meat products, unless written permission from the scheme manager has been given.		physical	Check for ten pallets in the warehouse that the IKB Chicken quality mark has not been used on or near meat products.		Medium	Heavy	N/A not possible	Yes	1-1-2013 Amended on: 1-3-2017	Organisationally
SA02	The participant has a calculation which shows that at least 95% of the supply of the total number of kilos or the total number of supplied chicks every six months, is IKB Kip / Belplume-worthy, or under condition of QS status (see interpretation of regulation).	Poultry products that are exclusively intended for direct (onward) sale and which the participant does not handle or process are not subject to IKB-procurement conditions. These products must not be sold as IKB grade products. Belplume-certified supplies are considered of equal value to IKB Kip. QS supply may be included if the abattoir can provide insight into: - QS status/broiler farm certificate; - results of Salmonella testing of the set-up of the flocks; - date of birth of the flock; - house number of the house in which the flock was housed; - name of the hatchery that delivered the chicks;	physical and administrative	Check using a random sample of at least three production days whether at least 95% of the supply over the previous six months was IKB Kip, Belplume or QS with conditions-worthy.		Medium	Heavy	N/A not possible	Yes	1-1-2013 Amended on: 1-8-2013 1-8-2015 1-6-2020 1-6-2022	Chain optimisation
SA02 - continued		- flock mortality in the first week of life on the broiler farm and - results of quality assessment, as described in the IKB Kip certification scheme. QS supply products may not be marketed as having IKB Kip status.									
SA03	The participant must have work instructions for employees who deal directly or indirectly with living broilers. The work instructions must include information about unloading, transport, hooking up while alive, stunning, slaughtering and welfare-related characteristics of poultry.		administrative	Check whether work instructions are present that include information about unloading, transport and welfare-related characteristics of poultry.		Heavy	Suspension	N/A: Cutting plant	Yes	1-1-2013 Amended on: 1-3-2017	Welfare
SA04	An employee at the abattoir must be responsible for activities in the supply line, the unloading and slaughter of broilers.	The participant must be able to demonstrate this through the job description.	administrative	Check based on the job descriptions in the personnel records whether one employee is responsible for the activities in the supply line, the unloading and slaughter of broilers.		Medium	Heavy	N/A: Cutting plant	Yes	1-1-2013	Welfare

SA05	Products from QS supply are not marketed as having IKB Kip status.		administrative	Check with a random sample at 3 moments of QS supply how the resulting products have been marketed and whether IKB Kip status has been claimed. If only one or two QS deliveries have taken place, the delivery of those batches will be checked.	Medium	Heavy	No QS supply, or cutting plant	Yes	1-6-2022	Chain optimisation
<b>SB</b>	<b>BUILDING AND LAYOUT</b>									
SB02	The abattoir ensures the separation (in the context of hygiene and welfare) between living animals and other activities at the supply area where live animals enter the business premises.	Participant must demonstrate the considerations and how this is safeguarded. This should include at least the following aspects: - no end product (meat) in the supply area where animals enter the premises - responsible storage and disposal of by-products such as feathers and blood - responsible cleaning of crates / containers and vehicles.	physical	Check whether there is a separation between living animals and other activities.	Heavy	Suspension	N/A: Cutting plant	Yes	1-1-2013 Amended on 1-6-2020	Hygiene
SB03	An up-to-date floor plan of the company is visibly displayed to visitors.	All rooms/areas on the company premises are identified on the floor plan. The flow(s) of company waste and carcasses, storage of cleaning products and disinfectants, the emergency generator and the customary walking and driving routes are also indicated. The places used to store and offer carcasses for collection are also indicated on the floor plan.	administrative	Check whether an up-to-date floor plan of the company is visibly displayed to visitors, indicating all rooms/areas on the company premises and the product flows.	Medium	Heavy	N/A not possible	No	1-6-2023	Record basic information
<b>SC</b>	<b>COMPANY HYGIENE AND FOOD SAFETY</b>									
SC01	General hygiene is taken into account in the production area.	For example, there is no eating, no drinking and no smoking in the production areas, and no jewellery is worn.	physical	Check whether general hygiene is taken into account in the production area.	Heavy	Suspension	N/A not possible	Yes	1-1-2013 Amended on: 1-6-2023	Hygiene
SC03	The temperature must be measured and recorded in the production areas where products are packed.	Both manual recording and recording using a data logger are allowed.	Administrative and physical	Check for the presence of a measure and record system for the temperature in the production areas where products are packaged.	Medium	Heavy	N/A not possible	Yes	1-1-2013	Food safety
SC04	The temperature must be measured and recorded in the production areas where products are cut.	Both manual recording and recording using a data logger are allowed.	Administrative and physical	Check for the presence of a measure and record system for the temperature in the production areas where products are cut.	Medium	Heavy	N/A not possible	Yes	1-1-2013	Food safety
SC05	The temperature must be measured and recorded in the production areas where products are stored.	Both manual recording and recording using a data logger are allowed.	Administrative and physical	Check for the presence of a measure and record system for the temperature in the production areas where products are stored.	Medium	Heavy	N/A not possible	Yes	1-1-2013	Food safety
SC06	The participant has a sampling plan. The plan specifies the samples to be taken, including a description of how, when and by whom samples are taken and analysed, as well as the method used to safeguard the quality of the sampling procedure.	The sampling plan must cover at least the following samples: Salmonella (in the event of slaughter, meat preparation), E-coli (in the event of meat preparation, separator meat, minced meat), aerobic germination number (in the event of separator meat, minced meat).	administrative	Check for the presence of a sampling plan specifying the samples to be taken, including a description of how, when and by whom samples are taken and analysed, as well as the method used to safeguard the quality of the sampling procedure. In addition, check whether the samples included in the interpretation are included in the sampling plan.	Medium	Heavy	N/A not possible	Yes	1-1-2013 Amended on: 1-3-2017	Food safety

SC07	The company must have a cleaning and disinfection plan.	This plan must at least contain written instructions for cleaning and the frequency the building, infrastructure and surroundings are cleaned and disinfected with. Also included is a daily visual check before production is started on the cleanliness of the production unit, and a description of bacteriological checks on the effectiveness of the plan (by means of RODAC sampling or a comparable programme in the country of origin).	administrative	Check for the presence of a cleaning and disinfection plan and check whether it specifies the frequency for cleaning and disinfecting the building, equipment and surroundings. Check also whether the plan includes that the cleanliness of the production unit is visually checked on a daily basis.		Heavy	Suspension	N/A not possible	No	1-1-2013	Hygiene
SC08	Only detergents and disinfectants permitted by the national authority and/or EU for application in the food sector are present in the company. Product safety data sheets are present for all products on site.	For Dutch companies: permitted by the CTGB (Board for the Authorisation of Plant Protection Products and Biocides - www.ctgb.nl).	physical	Check whether the detergents and disinfectants on site are permitted in the food sector and whether product safety data sheets are present for the products on site.		Heavy	Suspension	N/A not possible	No	1-1-2013	Hygiene
<b>SD</b>	<b>RECEIVED RECORDS</b>										
SD01	24 hours before slaughter, the results of the tests on inlay sheets for Salmonella and manure samples for Salmonella must be known.		administrative	Check for ten flocks slaughtered during the previous six months whether the results of Salmonella tests (inlay sheets as well as boot swabs) were known.		Heavy	Suspension	N/A not possible	No	1-1-2013 Amended on: 1-8-2013	Food safety
SD02	24 hours before slaughter, the Food Chain Information form is present for each flock.		administrative	Check for each flock slaughtered on the day of the inspection, whether the Food Chain Information forms are present.		Heavy	Suspension	N/A not possible	No	1-1-2013	Food safety
<b>SE</b>	<b>OWN RECORDS</b>										
SE01	The abattoir's records specify the broiler farm that any broilers supplied originate from. It can be traced for individual dates.	For Dutch broiler farms, the KIP number concerned is included in the records. For foreign broiler farms, the IKB Kip number concerned (if applicable) is included in the records.	administrative	Check for five production dates in the previous six months whether the poultry farms of (slaughtered) flocks are included in the records. Check whether at least the KIP numbers or IKB Kip numbers are included and verify whether the production dates checked are fully documented (complete slaughter capacity of that day used, or reason why not fully used).		Medium	Heavy	N/A: Cutting plant	No	1-1-2013	Recording basic information
SE02	The cutting plant's records specify the abattoir that product supplies originate from, including the batch/ID code.	Each delivery of chick parts must be traceable to the slaughter day(s) concerned. The registration number of the abattoir is also included.	administrative	Check for five production dates in the previous six months whether the company records include a record of the abattoirs that product supplies came from, including batch/ID codes.		Heavy	Suspension	N/A: Abattoir	No	1-1-2013 Amended on: 1-3-2017	Recording basic information
SE03	The records of the abattoir include the following details of the product supplied, linked to the company that bought the batch concerned and the cutting plant: supplier (=ABATTOIR), buyer (=CUTTING PLANT), product temperature, type of product, quantity in net kg, date and identification code with the slaughter date(s) and /or production date(s).		administrative	Check for five deliveries in the business records of the previous year whether the following details of the product supplied are linked to the buyer of the batch concerned and the cutting plant: supplier, buyer, product temperature, type of product, quantity in net kg, date and identification code with the slaughter date and /or production date.		Medium	Heavy	N/A: Cutting plant	No	1-1-2013 Amended on: 1-3-2017	Recording basic information
<b>SF</b>	<b>FED BACK BUSINESS RECORDS</b>										



SF01	The abattoir gives written loading notification for loading the broilers to the broiler farm and/or the loading company	The written notification includes the details of the broiler farmer, the date and the time of loading.	administrative	Check for five production dates in the previous six months whether copies are present of a written loading notification with the date and time of loading.		Medium	Heavy	N/A: Cutting plant	Yes	1-1-2013 Amended on: 1-3-2017	Chain optimisation
SF02	The abattoir must provide the supplier with feedback regarding the slaughter report (invoices, e.g. number of kilos) and the rejection reports of the veterinary authority with rejection symptoms within maximum seven days after delivery of the broilers.	Rejection reports are only necessary for IKB certified broilers. Supplier is the supplier of the broilers (e.g. the poultry farmer or a poultry trader). A copy of the information is present at the abattoir.	administrative	Check to establish that on five production days in the last six months, the abattoir has provided the supplier with feedback regarding the slaughter report and rejection reports of the veterinary authority with rejection symptoms within maximum seven days after delivery. Also check if this information covering the last two years is present.		Medium	Heavy	N/A: Cutting plant		1-1-2013 Amended on: 1-8-2015 1-3-2017 1-6-2019	Chain optimisation
SF04	Within 7 days after publication of the results, the company has reported the positive results of the Salmonella inspection regarding neck skins (pursuant to EU Regulation 2073/2005) to the supplier of the chicks in writing or electronically.		administrative	Check the administration whether the positive results of the neck skin inspection are recorded either electronically or in writing.		medium	heavy	N/A: No positive Salmonella neck skin results	Yes	1-3-2017	Chain optimisation
SF05	The abattoir provides the supplier with feedback regarding the results of the quality evaluation (IKB evaluation of broilers) within two working days after delivery of the broilers.	Quality evaluation is only necessary for IKB certified broilers. Supplier is the supplier of the broilers (e.g. the poultry farmer or a poultry trader). A copy of the information is present at the abattoir.	administrative	Check to establish that on five production days in the last six months, the abattoir has provided the supplier with feedback regarding the results of the quality evaluation within two working days after delivery.		Medium	Heavy	N/A: Cutting plant		1-6-2019	Chain optimisation
<b>SG</b>	<b>QUALITY AND TRACEABILITY</b>										
SG01	During slaughter, it is possible to distinguish and identify flocks slaughtered in instalments per barn and slaughtered flock samples per broiler farm.	Flocks slaughtered in instalments are a number of broilers originating from the same barn supplied to the abattoir as one successive batch. Slaughtered flock samples are small quantities of broilers originating from one broiler farm, unloaded first, slaughtered and sampled at barn level to check whether the barn is contaminated with Salmonella Enteritidis or Salmonella Typhimurium. A distinction must be made by means of empty slaughter hooks or an internal tracing system. The participant must be able to demonstrate it.	physical and administrative	Check during the IKB Kip inspection whether flocks slaughtered in instalments or slaughtered flock samples can be distinguished at broiler farm level.		Heavy	Suspension	N/A: Cutting plant	no	1-1-2013	Recording basic information
SG02	The supply conditions or agreement of the abattoir must stipulate that the broilers must have an empty stomach at the time they are hooked on.		administrative	Check in the supply conditions or agreement whether it is specified that the broilers must have an empty stomach when they are hooked on.		Medium	Heavy	N/A: Cutting plant	Yes	1-1-2013	Hygiene

SG03	The broilers undergo a quality assessment according to 'IKB Kip broiler evaluation system' at the start of the ready-to-cook production line. The assessment is laid down in a work instruction.	The quality assessment must be performed in conformity with annex 12 to the 'IKB Kip broiler evaluation system' (Annex 8 of the GTC IKB Kip).	administrative	Check for at least five production days whether quality assessments were carried out per slaughtered flock / slaughtered flock sample. Check for one assessment whether all aspects to be assessed from Annex 12 'IKB Chicken assessment system for broilers' (Annex 8 to the GTC IKB Kip) are covered. Check on-site at the slaughter line whether the quality assessment is carried out according to the described method, by a designated assessor on the ready-to-cook production line and that it forms part of this person's work instruction.		Heavy	Suspension	N/A: Cutting plant	Yes	1-1-2013 Amended on: 1-5-2014 1-3-2017 1-6-2022	Chain optimisation
SG04	No spin chiller is used as part of the chilling process for poultry carcasses or part carcasses.	This is to prevent any microbial contaminations.	physical	Check during the inspection whether no spin chiller is present and/or used during the chilling process.		Heavy	Suspension	N/A: Cutting plant	Yes	1-1-2013	Hygiene
SG05	The temperature of loaded fresh poultry meat lies between -2 and 4 degrees Celsius and is recorded in the results record.		administrative	Check whether a results record is present and if so, check for five loads whether the temperature at the time of loading lies between -2 and 4 degrees.		Heavy	Suspension	N/A not possible	No	1-1-2013	Food safety
SG06	At least once in each calendar year, an internal IKB Kip audit is carried out, including checks based on the regulations in 'Regulations IKB Kip' (Annex 1.1A and 1.1B of the GTC IKB Kip). An audit report will be created, which will include clarification/substantiation notes. If any deviations are found, these are demonstrably resolved.		administrative	Check whether an internal IKB Chicken audit was carried out and check whether a correct report (with notes) was made of it, also check whether an audit is carried out once a year and whether deviations found have been resolved.		Heavy	Suspension	N/A not possible	Yes	1-1-2013 amended on: 1-3-2017	Organisationally
SG07	The abattoir must safeguard the delivery, slaughter procedure and ready-to-cook production process through procedures and remedial action.		administrative	Check whether the abattoir has safeguarded the delivery, slaughter procedure and ready-to-cook production process through procedures and remedial action.		Medium	Heavy	N/A: Cutting plant	Yes	1-1-2013	Organisationally
<b>SH</b>	<b>SUPPLY</b>										
SH01	It must be possible to enclose the supply area from all sides.		physical and administrative	Check whether the supply area can be enclosed from all sides.		Medium	Heavy	N/A not possible	Yes	1-1-2013	Welfare
SH02	The supply area area must have a functional air conditioning system and record the temperature.	The temperature registration must be transparent.	physical and administrative	Check whether the supply area has a functional air conditioning system that records the temperature.		Medium	Heavy	N/A not possible	Yes	1-1-2013	Welfare
SH03	The delivery area of the abattoir must have a functional air conditioning system able to record the relative humidity.	The relative humidity must be transparent.	physical and administrative	Check in the supply area whether the supply area has a functional air conditioning system that records the relative humidity.		Medium	Heavy	N/A: Cutting plant	Yes	1-1-2013 Amended on: 1-3-2017	Welfare
SH04	The cleaning and disinfection of empty transport containers in the delivery department of the abattoir must be documented.	A record must be made of the registration number of the vehicle unit (at least at the level of container transport vehicle identification) + date of cleaning/disinfection.	administrative	Check in the supply area whether the cleaning and disinfection of containers is documented.		Medium	Heavy	N/A: Cutting plant	Yes	1-1-2013 Amended on: 1-3-2017	Hygiene
SH05	The cleaning and disinfection of empty transport vehicles in the supply area of the abattoir must be documented.	The unique reference number of the transport vehicle (identification of container transport vehicle) and the date of cleaning and disinfection must be recorded.	administrative	Check in the supply area whether the cleaning and disinfection of transport vehicles is documented.		Medium	Heavy	N/A: Cutting plant	Yes	1-1-2013 Amended on: 1-3-2017	Hygiene

SN	TRANSPORT										
SN02	The time between catching the broilers at the farm and unloading the broilers at the abattoir must not exceed 12 hours.	The abattoir can demonstrate this for example by means of the delivery note for the broilers, which shows the time the broilers were caught and the time they were delivered.	administrative	Check for five deliveries, based on the time the animals were first caught as indicated on the delivery notes of the broiler and the time of unloading the broilers at the abattoir whether the time in between does not exceed 12 hours.		Medium	Heavy	N/A: Cutting plant	No	1-1-2013 Amended on: 1-3-2017	Welfare
SN03	All supply containers present on the premises must be visually clean at the time they leave the premises.		physical	Check during the inspection whether the containers present are visibly clean.		Medium	Heavy	N/A: Cutting plant	No	1-1-2013 Amended on: 1-6-2020	Hygiene
SN04	Transporters of live poultry have the correct type of transport licence, issued by the NVWA or official body in the country of origin.	For Dutch companies: <8 hours: licence type 1 or >8 hours: licence type 2. The Dutch business can show evidence of nVWA. Foreign companies in accordance with the licensing system in their country of origin.	administrative	Check whether all transport companies present have the correct licence.		Heavy	Suspension	N/A: Cutting plant	No	1-1-2013	Welfare
SN05	Drivers driving with live poultry are in possession of a certificate of competence as intended in the European transport regulation.	The relevant EU regulation is no. 1/2005 of 22 December 2004. The said certificate is cited in Article 17 paragraph 2.	administrative	Check in the personnel records of five drivers of live poultry if they are in possession of the relevant competency certificate. If fewer than five drivers are working for the company, check them all. If the drivers are not employed by the slaughterhouse and there is no staff administration present, then ask the drivers concerned for their certificate.		Heavy	Suspension	N/A: Cutting plant	no	1-3-2017 Amended on: 1-3-2018	Welfare

**ANNEX 1.1C: IKB KIP REGULATIONS FOR HATCHERIES**

Version: 10 / Approved: 17-03-23 / Effective date: 01-06-2023

NORM	REGULATION	INTERPRETATION OF REGULATION	METHOD OF MEASUREMENT	INTERPRETATION OF METHOD OF MEASUREMENT	RESPONSE OPTIONS			EXCEEDING STATUTORY REGULATIONS?	START DATE	Main Goal
					YES	NO				
						Weighing at 1st observation	Weighing at 2nd observation			
<b>BA</b>	<b>BUILDING AND LAYOUT</b>									
BA01	A functional alarm system must be present for the entire hatchery process.	Functional = the alarm system can alert the participant. The alarm system must also warn the participant when he is not at the farm, unless someone else is warned by the alarm system instead, and the person concerned is aware of the measures to be taken. Its functionality is demonstrated by the participant testing the alarm system at least once every two months and recording the test.	physical	Check whether there is a functional alarm system by checking for the presence of a record of tests of the alarm system. Check (by asking) who is alerted and how when the alarm goes off.	Medium	Heavy	N/A not possible	Yes	1-1-2013	Calamity control
BA02	A functional backup generator must be available on the business premises.	Its functionality is demonstrated by the participant testing the backup generator at least once every two months and recording the test.	physical	Check whether there is a functional backup generator by checking for the presence of a record of tests of the backup generator.	Medium	Heavy	N/A not possible	Yes	1-1-2013	Welfare
BA03	The business premises are clearly divided into a buffer zone and a clean section.		physical	Check whether the business premises are visibly divided up.	Heavy	Suspension	N/A not possible	Yes	1-1-2013	Hygiene
BA04	An area is available to change into different clothing and footwear and for people to wash their hands before they enter the clean section of the business premises. There are clean clothes and shoes in this area.		physical	Check for the presence of an area in which people can change into different clothes and footwear and wash their hands before entering the clean section of the business premises. Check whether there are clean clothes and shoes in this area.	Heavy	Suspension	N/A not possible	Yes	1-1-2013	Hygiene
BA05	The clean section of the business premises contains at least the following rooms: pre-hatch room, viewing room, transfer room, outcome room, chick processing room, chick shipping dock.		physical	Check whether the clean section of the business premises contains at least the following areas: pre-hatch room, viewing room, transfer room, outcome room, chick processing room, chick shipping dock.	Heavy	Suspension	N/A not possible	Yes	1-1-2013	Hygiene
BA06	Hatching eggs must not be stored outside the egg storage area.		physical	Check whether all hatching eggs are stored in the designated storage area.	Heavy	Suspension	N/A not possible	Yes	1-1-2013	Hygiene
BA07	An up-to-date floor plan of the company is visibly displayed to visitors.	All areas within the business premises are identified on the floor plan. The direction(s) of the flows of hatching eggs and chicks, of operational waste and material for destruction, the storage of cleaning products and disinfectants, the location of the backup generator and the common walkways and driving routes must also be indicated on the plan. The places for storing and submitting operational waste and material for destruction are also indicated on it. Visibly displayed to visitors is e.g. at the end of/near the visitor register, behind a window on the company premises or displayed when entering the company premises.	administrative	Check whether an up-to-date floor plan of the company is visibly displayed to visitors, indicating all rooms/areas on the company premises and the product flows.	Medium	Heavy	N/A not possible	No	1-1-2013 amended on: 1-3-2017 1-6-2023	Recording basic information
<b>BB</b>	<b>COMPANY HYGIENE AND FOOD SAFETY</b>									
BB01	No other poultry, fancy fowl or production fowl must be present in the business premises except for day-old chicks.		physical	Check whether no other poultry, fancy fowl or production fowl is present in the business premises except for day-old chicks.	Heavy	Suspension	N/A not possible	yes	1-1-2013 amended on: 1-3-2017	Hygiene
BB02	All hatching eggs received on site originate from suppliers certified in the context of one of the IKB Egg or IKB Chicken or Belplume programmes, or have been granted dispensation by the scheme manager. Supply from non-IBK recognised (great)grandparent animal companies is not permitted, unless said company can clearly indicate its AI, Ms, Mg and Salmonella status.	Dispensation is applied for pursuant to article 7 of annex 10. Description of samples taken and applications for exemption IKB Kip (Annex 10 of the GTC IKB Kip).	administrative	Check based on delivery notes for two months of the previous year whether the suppliers of the hatching eggs have an IKB Chicken, IKB Egg or Belplume certificate (or if it concerns supply from (great)grandparent animal companies). Verify it based on participant lists of the quality scheme concerned. If this is not the case, check whether dispensation was obtained from the scheme manager.	Heavy	Suspension	N/A not possible	Yes	1-1-2013 Amended on: 1-5-2014 1-3-2017	Chain optimisation
BB03	A cleaning/hygiene plan is available for all activities performed in the hatchery. As well as a check on the effectiveness of this plan.		administrative	Check whether a cleaning and hygiene plan is present and that it includes the specified components, as well as a check on the effectiveness of this plan.	Heavy	Suspension	N/A not possible	Yes	1-1-2013 amended on: 1-3-2017	Hygiene

BB04	The plan is demonstrably implemented.	This can be demonstrated for example through records entered in the logbook.	administrative	Check in the logbook(s) whether the actions specified in the cleaning and hygiene plan are carried out at the times specified in the plan. Check this based on records made for one month in relation to the removal of material allocated for destruction, and for one week for other actions.	Heavy	Suspension	N/A not possible	Yes	1-1-2013 amended on: 1-3-2017	Hygiene
BB06	The company conducts Salmonella tests at the designated times.	Designated times; each hatchery and each hatching moment. Dispensation is applied for pursuant to article 5 of 'Description of samples taken and applications for exemption IKB Kip' (Annex 10 of the GTC IKB Kip). Dutch participants must ensure that results are reported to the designated database. Foreign countries must ensure results are recorded in their administrative records so they can be consulted by the IKB inspector.	administrative	Administrative check at the farm: Check for ten flocks during the previous six months whether they were tested for Salmonella and whether Annex 14 was complied with. KIPnet check: inspections of Dutch companies include a check on the microbiological records in KIPnet. Check whether according to KIPnet, ten flocks during the previous six months were tested for Salmonella at the right times and whether Annex 10 was complied with. For foreign participants: check in the records whether tests were carried out/the conditions are met.	Heavy	Suspension	N/A not possible	Yes	1-1-2013 Amended on: 1-5-2014 1-3-2017 1-6-2020 1-6-2023	Food safety
BB07	All visitors entering the clean part of a farm building must use the hygiene lock and company shower before entering the clean part of a farm building. Visitors must also take a shower when leaving the farm building in compliance with the "Hygiene Protocol".	The principle is arrive clean, leave clean. The hatchery and the visitor know the situation on site best. The actual interpretation of arriving clean and leaving clean is described in the hygiene protocol of the hatchery (until 1 July 2028). If a shower is not taken, a stricter change-of-clothing protocol applies (such as wearing a hairnet and mouth/nose mask). Personal belongings must not be taken into the clean part of the company and should be left in/by the changing room.	physical	Check whether visitors must use the hygiene lock and take a shower before entering the clean part of a company building (take transitional regulation into account).	Heavy	Suspension	Transition period until 01-07-2028	yes	1-6-2020	Hygiene
BB08	The hygiene lock has sluice passage with a separate entrance and exit and a physical barrier between the clean part and the unclean part of the hygiene lock.		physical	Check if the hygiene lock complies with the conditions.	Heavy	Suspension	N/A not possible	yes	1-6-2020	Hygiene
BB09	The hygiene lock is equipped with one or more operational shower (s), consisting of three separate areas (area to remove clothing, shower and area to put on clothing). The shower is built according to the walk-through shower principle.	The areas must be lit, heated and offer adequate privacy so that visitors are not discouraged from using the shower. If the hatchery had already provided shower facilities (on the plot) before the starting date, a transitional period applies until 1 July 2028 and the hatchery takes a maximum of measures to prevent cross-contamination between the clean and unclean part of the hygiene lock.	physical	Check whether facilities are available in the hygiene lock if the farm already had shower facilities before the starting date, check whether a maximum of measures is being taken to prevent cross-contamination	Heavy	Suspension	N/A not possible	yes	1-6-2020	Hygiene
BB10	The shower area complies with, or contains at least the following: - A working shower with hot water, connected to the mains water supply, or a farm's own water source of suitable quality; - Sufficient supplies of soap and/or shampoo present; - Good drainage, among other things, water must be prevented from overflowing into the undressing or changing areas.	- When the drain is installed, any possible negative pressure in the room must be sufficiently taken into account.	physical	Check whether facilities are available in the shower area	Heavy	Suspension	N/A not possible	yes	1-6-2020	Hygiene
BB11	The changing area contains at least the following: - Proprietary clothing; - Proprietary footwear.		physical	Check whether facilities are available in the changing area	Heavy	Suspension	N/A not possible	yes	1-6-2020	Hygiene
BB12	The shower area must be visually clean and usable, the hatchery has established a legionella management plan. This plan is implemented.	The management plan meets at least the requirements in the Legionella Management Protocol (see IKB KIP website). In the context of legionella prevention it is important, among other things, to regularly use / flush taps/water supply points. Examine the condition of the siphon to assess whether the shower is regularly used (it should not be dry).	physical	Check whether the shower area is visually clean and usable, and if a management plan that complies with the IKB KIP protocol is present.	Heavy	Suspension	N/A not possible	yes	1-6-2020	Hygiene
BC	RECEIVED RECORDS									

BC01	Of each pair of which the hatching eggs are derived, the vet reports (if medicines were used) are included in the (digital) records.	Veterinary reports including the name vet, diagnosis and veterinary medicinal products issued. Must be supplied during administration until six weeks after administration.	administrative	Check for five different suppliers of hatching eggs in the previous six months whether the information set out in the regulation is included in the (electronic) records.	Heavy	Suspension	N/A not possible	Yes	1-1-2013 amended on: 1-3-2017	Chain optimisation
BC02	The following results must be available for each flock the hatching eggs originate from: Newcastle Disease, Mycoplasma Gallisepticum and salmonella.		administrative	Check for five different suppliers of hatching eggs in the previous six months whether the following results are available: Newcastle Disease, Mycoplasma Gallisepticum and salmonella. All the information must be present in order to meet this regulation.	Heavy	Suspension	N/A not possible	Yes	1-1-2013	Chain optimisation
BC03	All hatching eggs must carry a stamp with the country code and a company number or other nationally approved mark.	If other nationally approved marking is used, it must be indicated in the veterinary import certificate.	physical	If possible, check whether eggs of foreign origin present during the inspection carry a stamp.	Heavy	Suspension	N/A not possible	No	1-1-2013 amended on: 1-3-2017 1-6-2020	Recording basic information
<b>BD</b>	<b>OWN RECORDS</b>									
BD01	The records must contain the following details of every batch of hatching eggs: - the location of the hatching eggs in the hatchery (which hatching chamber/hatcher); - destination of day-old chicks; - number of day-old chicks.		administrative	Check for five different suppliers of chicks in the previous six months whether the information set out in the regulation is included in the records.	Medium	Heavy	N/A not possible	Yes	1-1-2013	Recording basic information
<b>BE</b>	<b>DELIVERED RECORDS</b>									
BE01	The following information must be forwarded per flock that the hatching eggs originate from to the pedigree breeding or broiler farm where the day-old chicks are placed, as part of a chick passport: - date when the animals were introduced in the breeding or multiplication form, - date of birth of the day-old chicks; - number of cocks, hens or broilers supplied; - race/type; - name of hatchery; - name of multiplication establishment /breeding farm (KIP number); - age of animals at breeding or multiplication establishment with hatching eggs were set; - use of deactivated gumboro vaccination at breeding or multiplication establishment; - feed supplier to breeding or multiplication establishment; - veterinary medicinal products used in a breeding or multiplication establishment*; - vaccination at hatcheries; - mortality of earlier deliveries of day-old chicks originating from the same flock of the same breeding and multiplication establishment and the number of flocks on which it is based, or colour coding with explanation of the colour coding.	*Veterinary medicine used only during the production term of hatching eggs, from the date of treatment until six weeks after the treatment is completed. In the event of <u>by-products in breeding farms</u> , the veterinary medicines used and the mortality / colour coding does not need to be shown for each flock that hatching eggs originate from but the hatchery can use or calculate an average for all flocks that the day-old chicks originate from. The other information must be relayed to the broiler farm for each flock the hatching eggs originate from.	administrative	Check for all supplies on the day of inspection whether the flock passport is supplied along and check whether the chick passport is complete. Check this based on returned chick passports.	Heavy	Suspension	N/A not possible	Yes	1-1-2013	Chain optimisation
BE02	The following information is relayed to the breeding farm and multiplication farm: fertilisation and/or hatching rate and number of eggs not for hatching.		administrative	Check for five different suppliers of hatching eggs in the previous six months whether the information set out in the regulation is relayed.	Heavy	Suspension	N/A not possible	Yes	1-1-2013	Chain optimisation
BE03	The company has reported the positive results from the inspection as intended under regulation BB06 to the supplier(s) and buyer(s) of hatched eggs and chicks electronically or in writing. In the event that the supplier deems the insert results positive, then the results of the inspection as intended under regulation BB06 will be reported to the buyers of the chicks. The report must be made within 7 days after publication of the results/report.	BB06 governs the inspection of down/unhatched eggs/meconium.	administrative	Check the administration whether in the mentioned cases, the results of the inspection are recorded electronically or in writing.	Medium	Heavy	N/A: No results that require reporting	Yes	1-3-2017	Chain optimisation
<b>BF</b>	<b>BUSINESS OPERATIONS</b>									
BF01	Set dirty or washed hatching eggs supplied remain recognisable through the hatching process as dirty / washed eggs, including the company the eggs originate from.		physical	Check whether any set dirty / washed hatching eggs present in the farm are identifiable as such, including the company of origin.	Heavy	Suspension	N/A: no dirty / washed hatching eggs set	Yes	1-1-2013 amended on: 1-3-2017	Hygiene

BF02	Hatching eggs are grouped per supplier and stored in an identifiable way, as a result of which the supplier and production date are known at any time.		administrative	Check in the records for five pallets / containers whether the hatching eggs are stored grouped per supplier and whether they are identifiable.		Heavy	Suspension	N/A not possible	Yes	1-1-2013	Recording basic information
BF03	Deliveries to broiler farms contain day-old chicks from only one origin couple per barn, unless certain conditions are met.	Condition: deliveries can contain day-old chicks of several multiplication flocks (intended for one barn) is permitted if the broiler farmer is aware of the amount of parent animal pairs the chickens originate from. A origin pair can consists of several couples.	administrative	Check for five deliveries in the previous six months whether for any barn, day-old chicks were delivered originating from more than one multiplication flock unless the condition was met.		Heavy	Suspension	N/A: no delivery of broilers	Yes	1-1-2013 amended on: 1-3-2017	Chain optimisation
BF04	Poultry are only given compound feed and feed ingredients from GMP+ certified animal feed suppliers.	The participant can demonstrate this based on feed delivery notes (including delivery notes for feed additives). If the establishment buys feed from Feed Chain Alliance, QS (GMP anerkannt, Germany), UFAS or ISO22000 (incl. feed), then this is also agreed (equivalence with GMP+).	administrative	Check for all feed suppliers of the previous year, based on feed delivery notes and/or feed invoices, whether sales/supply from permitted channels has occurred.		Heavy	Suspension	N/A not possible	Yes	1-6-2020	Chain optimisation
<b>BG</b>	<b>ANIMAL PERFORMANCE AND HEALTH</b>										
BG01	The health care of the hatchery must be provided by an GPD certified poultry vet.	All foreign IKB participants must have a contract with a veterinarian (not necessarily GPD certified).	administrative	Check whether the health care of the hatchery is provided by an GPD certified poultry vet.		Heavy	Suspension	N/A not possible	Yes	1-1-2013 Amended on: 1-4-2014 1-3-2017	Animal disease prevention