

Checklist IKB Kip audit

Abattoirs and cutting plants



Dear participant,

Below you will find an overview of documents that must be present for assessment during an IKB Kip audit. The documents can also be viewed digitally and do not have to be printed. Behind every document you can see to which regulation this refers to. The list below is intended as an aid and only includes the points for the administrative part of the audit. For the complete list of current regulations you can visit www.IBKip.com.

Documents and contracts	
o Contract with Certifying Authority	-
o Job descriptions/protocols of staff	A02 / A03 / SA04
o Work instructions concerning hygiene and food safety	A06 / A07
o Work instructions concerning living animals	SA03
o Work instructions concerning quality assessment	SG03
o Sampling plans (salmonella, E-coli, aerobic germination number)	SC06
o Cleaning and disinfection plans (incl. check on effectiveness)	SC07
o Supply conditions or agreements with abattoir	SG02
o Documented procedures concerning delivery, slaughter, and ready-to-cook production process	SG07
o EVM of CPMV certificates (or similar certification system operating in that country for pest control)	C01 / C02
Receipts and records	
o Records of deliveries (IKB or Belplume certified flocks)	SE01 / SE02 / SN02
o A calculation which shows that at least 95% of the supply is IKB Kip-worthy	SA02
o Receipts of detergents and disinfectants with product safety data sheets	SC08
o Transport licenses (issued by the NVWA or official body in the country of origin)	SN04
o Certificates of competence for driving live animals	SN05
o Food chain information forms (per flock)	SD02
Performed research / Results	
o Salmonella results	SD01 / SF04
o Slaughter reports (invoices, e.g. number of kilos) and rejection reports of the veterinary authority per flock	SF02 / SF05
o Reports of internal audits performed in relation to IKB Kip	SG06
Registrations	
o Record of complaints	A05
o Registrations pest control plan	C03 / C04 / C05
o Registrations temperature	SC03 / SC04 / SC05 / SG05 / SH02
o Registrations relative humidity	SH03
o Registrations of cleaning and disinfecting empty transport containers and transport vehicles	SH04 / SH05
o Registrations per flock (supplier (=abattoir), buyer (=cutting plant), product temperature, type of product, quantity in net kg, date and identification code with the slaughter dates and /or production dates)	SE03
o Loading notifications to broilers and/or loading companies	SF01