GMP+ International

Specific requirements for Vietnam

GMP+ BCN VN

Version EN: 13 March 2018

GMP+ Feed certification scheme

Feed Safety Worldwide

gmpplus.org

History of the document

Revision no. / Date of approval	Amendment	Concerns	Final implementation date
0.0 / 03-2018	This is a new document	Entire Document	01.05.2018

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1 Introduction

1.1 General

In 1992, the GMP+ Feed Certification scheme was initiated and developed by the Dutch feed industry. It was in response to various incidents involving contamination in feed materials. Although it started as a national Good Manufacturing Practice Code for the mixed feed production, it has developed to an international scheme nowadays, which is managed by GMP+ International.

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).

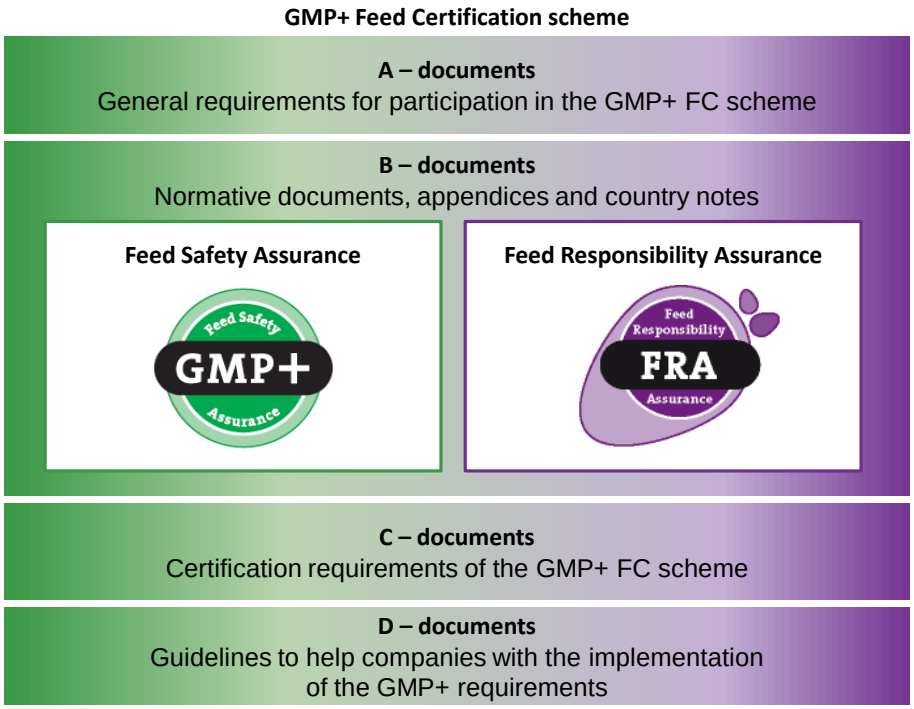
GMP+ Feed Safety Assurance (GMP+ FSA) is a complete module with standards for the assurance of feed safety in all the links of the feed chain. Demonstrable assurance of feed safety is a 'license to sell' in many countries and markets and participation in the GMP+ FSA module can facilitate this excellently. 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, to traceability, monitoring, prerequisites programs, chain approach and the Early Warning System.

With the development of the GMP+ Feed Responsibility Assurance module (GMP+ FRA), GMP+ International was responding to requests of GMP+ participants. The animal feed sector is confronted with requests to operate more responsible. This includes, for example, the sourcing of soy which is 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+ FRA standards. GMP+ International facilitates via independent certification the demands from the market.

Together with its partners, GMP+ International transparently lays down clear requirements in internationally applicable standards in the GMP+ Feed Certification scheme. Authorized Certification Bodies are able to carry out GMP+ certification independently.

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).

1.3 Country Notes

The GMP+ B standards (normative documents) in the GMP+ Feed Safety Assurance (GMP+ FSA) module are applicable worldwide. Some requirements, especially the purchase requirements, are not fully achievable in countries without or with a limited number of GMP+ FSA or equivalent certified suppliers. For sourcing of some feed ingredients (feed materials and additives) and services, a gatekeeper protocol is already applicable. However, the main GMP+ principle is that feed ingredients should be sourced from GMP+ FSA or equivalent certified suppliers. In some cases the gatekeeper protocol is applicable.

A GMP+ Country Note aims to enable companies in a certain country to comply with the GMP+ requirements but with respect to national legislation. Further, in order to get a GMP+ certificate, this Country Note gives deviating requirements with additional stipulations to provide enough safeguarding of the feed safety. Most of these deviating requirements will be needed temporarily.
An example of such an important (additional) condition in this Country Note is that the Participant must introduce a Suppliers' Improvement Program to push the suppliers to take responsibility for assuring the feed safety of their products & services by obtaining a GMP+ FSA (or equivalent) certificate themselves. If in time more suppliers are also participating in the GMP+ FC scheme, compliance with the international GMP+ FSA core standards will be achievable.

A Country Note is established when obstacles to participate are identified and - at the other hand - a growing interest for proper feed safety assurance is expressed by the industry. Such a Country Note is developed in collaboration with stakeholders in the applicable country.

In Vietnam, a growing interest is perceived to comply with international standards like GMP+ FSA standards. Therefore, GMP+ International developed the current GMP+ Country Note for Vietnam. It is meant to apply as an add-on to the core GMP+ FSA standards, and successful implementation leads to a GMP+ FSA certificate.

This document is referred to as BCN- VN *Specific requirements for Vietnam* and is part of the GMP+ FSA module.

2 Background, scope, application & certification

2.1 Background

This GMP+ BCN- VN is meant to give specific GMP+ requirements and conditions for a feed company, located in Vietnam. These requirements provide a wider range of options to establish a GMP+ Feed Safety Management System (GMP+ FSMS) which complies with the GMP+ FSA standards and can be certified as such.

The core principles of this Country Note:

- The specific options which are given, must result in a sufficient level of feed safety assurance;
- Provision of a practical option for a Vietnamese company to:
  - Implement a Feed Safety Management System, which meets the GMP+ requirements, sufficiently to
  - obtain a GMP+ FSA certificate
  - with respect to specific needs of the Vietnamese industry.
- Application is in combination with a GMP+ FSA core standard ('add-on'; not a stand-alone standard)
- Certification results in a specific scope on the certificate and registration in the GMP+ Company Database
- Application of this Country Note is temporary (2018 – 2022).

Guidance
This Country Note must be considered as compatible to other standards of the GMP+ FC scheme, and gives the possibility to apply additional options for the control of feed safety, applicable and suitable for the Vietnamese feed industry. These additional options are mainly focused on GMP+ FSA certification when:

a. *different feed companies are located at the same address*
b. *several feed supply activities are executed in the same Business Location, but not all of these activities need to be certified*
c. *feed ingredients and services are bought from by non-certified suppliers.*

The company must, among others, establish a Suppliers' Improvement Program, which results within a couple of years in all his suppliers meeting the standard GMP+ FSA requirements. See for this especially chapter 4.

Note: Any feed company or any organization, certification body or consultant, representing feed companies, which are located in other countries than Vietnam, are invited to contact GMP+ International, if they feel there is an interest for application of this Country Note in another country, as well.

2.2 Scope of this Country Note

This Country Note provides specific GMP+ FSA requirements for:

a. The situation that several feed companies[1] are located at the same address[2]
b. A Business Locations with several feed activities while not all of these activities are ready or in need for GMP+ FSA certification
c. Purchase of feed materials from non-certified sources, if there is no standard GMP+ gatekeeper protocol applicable
d. Provision of information and delivery of products produced with feed products mentioned under c.

2.3 Application

2.3.1 How to apply

This GMP+ Country Note must always be applied in combination with a relevant GMP+ B standard & scope.

2.3.2 Who can apply?

Any feed company located in Vietnam, with activities in production or trade of feed products may apply this Country Note.

2.4 Certification

When a company shows compliance with both the requirements of the core GMP+ B standard and this Country Note, a GMP+ FSA certificate may be granted.

The scope and reference to this Country Note will be additionally stated on the certificate. This additional scope is compiled by the regular scope formulation, supplemented with the addendum '*GMP+-BCN-VN'*.

The following scopes apply:
- Production of Compound Feed – GMP+ BCN-VN.
- Production of premixtures – GMP+ BCN-VN
- Production of feed materials – GMP+ BCN-VN
- Trade (in compound feed, premixtures, and/or feed materials) – GMP+ BCN-VN

This additional scope will also be registered in GMP+ International's Company Database. Please, refer to your CB for further details.

[1] Which have not any relationship of shared ownership

[2] In certain countries location identification is done by the name of a company and the name of the street or business zone name.

3 Terms and definitions

See GMP+ A2 *Definitions and Abbreviations* for definitions. As a derogation or addition, the following specific definitions apply to this Country Note:

Term	Explanation
Participant	The company holding a valid GMP+ FSA certificate. In the framework of application of this Country Note this company may act as the gatekeeper and be referred to as the gatekeeper.
Gatekeeper	The participant who establishes and operates a gatekeeper system for purchasing a feed product from a non-certified supplier for: • processing into GMP+ FSA assured feed, or • sale to another GMP+ FSA certified feed business or • direct feeding (as GMP+ assured feed) to animals within the scope of the participant's GMP+ FSA certification
Gatekeeper system	A coherent set of procedures and controls, operated in the framework of the participant's GMP+ Feed Safety Management System, to assure the safety of the non-GMP+ FSA assured feed, which is purchased under gatekeeper conditions
Gatekeeper protocol	The conditions and requirements, laid down in this Country Note, for purchase of non-GMP+ FSA assured feed
GMP+ Feed Safety Management System (GMP+ FSMS)	The feed safety management system, as required by the GMP+ FSA standards, which a participant must establish, implement and maintain in order to assure the safety of the feed.
GMP+ FSA assured feed	A feed ingredient which is produced and/or assured under the GMP+ Feed Safety Management System of the participant in order to comply with the relevant GMP+ FSA standards.
Non-GMP+ FSA assured feed	A feed that is not produced or delivered by a GMP+ certified company and which does not necessarily comply with the relevant GMP+ FSA standards.

4 Specific requirements for Business Locations

In deviation of the stipulation mentioned in GMP+ A1, under par. 3.2 sub a: this is not applicable, if the Participant can prove sufficiently:

a. that there is not any relationship in ownership and or executive management with the other feed companies located at the same Business Location;
b. that there is not any business relationship with the other feed companies located at the same Business Location.

In deviation of the stipulation mentioned in GMP+ A1, under par. 3.2. sub d: this is not applicable, if:

a. the other feed activity (feed activities) is classified under a different GMP+ FSA scope, and
b. in the free part of the scope on the GMP+ FSA certificate as well as in the GMP+ Company Database is clearly stated what is excluded from the scope of the certificate.

Procedures must be implemented to assure such a separation between the above mentioned activities that the safety of the feed products, covered under the scope of the GMP+ certificate, is not negatively affected and the relevant feed safety limits are not exceeded. These procedures must be the result of a HACCP risk analysis, and must be monitored. The FSMS must guarantee that these procedure are operated effectively.

Guidance
As an example, a company produces compound feed and feed materials. This company can exclude production of feed materials from the scope of certification, and only bring the production of compound feed under the scope of certification.

5 Purchase of feed material from a non-GMP+ FSA certified supplier

In this chapter, specific requirements are laid down for purchasing of feed materials from a non-GMP+ FSA certified supplier, unless there is already a gatekeeper protocol foreseen in the GMP+ FSA standards (GMP+ BA10).

5.1 General

When a standard gatekeeper protocol is already applicable (see GMP+ BA10), the Participant is obliged to comply with these applicable requirements.

Guidance:
In GMP+ BA10, the following standard gatekeeper protocols are already laid down
- *Gatekeeper Feed Additives*
- *Gatekeeper Unprocessed grains, (oil)seeds and legumes*
- *Gatekeeper (former foodstuffs)*
- *Gatekeeper GMQ palm oil*
- *Gatekeeper Transport (by truck or barge)*
- *Gatekeeper Storage*

In other cases, the Participant can apply this Country Note for sourcing of feed materials from a non-GMP+ FSA certified supplier to trade as or to process in feed produced under GMP+ FSA certification which is destined for the *Asian market*.

The Participant must assure that the feed material, which is - within the scope of his GMP+ FSA certification – brought into the feed chain, is safe for use in or as feed. For this, the Participant must establish and implement a gatekeeper system which is in compliance with this Country Note and guarantees that the feed material is safe and complies with the relevant GMP+ FSA requirements, at least with regards to the Specific Safety Limits in GMP+ BA1.

5.2 Assurance of safe feed materials

For each type of feed material to be purchased or received, there must be a generic risk assessment in the GMP+ Feed Support Products (FSP) database.

The Participant must make a clear and unambiguous agreement with the supplier about:
- compliance with relevant conditions of this Country Note
- responsibilities (‘who is doing what’)
- exchange of relevant information, including information as required in this protocol.
- any other issue, relevant for assuring the safety of the feed product.

Guidance:
The Participant is overall responsible for demonstrating compliance with the relevant requirements of the gatekeeper system. He may delegate specific tasks and responsibilities to the supplier, or the intermediate trader. If so, a specific agreement must be made, in which responsibilities are laid down clearly and unambiguously

5.3 Elements of the GMP+ gatekeeper system

When establishing a gatekeeper system, at least the next elements must be addressed.

5.3.1 Scope

The gatekeeper system is applicable for the purchase of any feed material from any origin, as far as not covered under standard gatekeeper protocols in GMP+ BA10 *'Minimum requirements for Purchasing'*.

The gatekeeper system must cover all operations and activities, from original production up to delivery, and this must result in controlling all safety hazards related to the:

- supplier,
- specific feed material concerned
- production process of this feed material
- other (logistic) operations and activities like storage and transport

5.3.2 Desk study

The Participant must gather and assess as much as possible information about:

- the supplier
- the feed material: a complete specification/MSDS (see Annex 1)
- the production process:
  - a clear process description/process diagram
  - which raw materials and processing aids are used
  - other activities or circumstances (transport, storage)

Guidance:
Information should at least be focused on safety aspects and must encompass
- *the pre-production phases of the feed material insofar these are relevant for identifying and assessing possible hazards. This may concern (production of) raw materials, use of processing aids and technological additives used in the production of the feed material.*
- *all post-production activities of the feed material phases until delivery to the Participant, including transport, (temporary) storage, repackaging etc.*

Questionnaires can be very helpful to obtain information in a structured way.

- the results of the supplier's HACCP study
  - The risks: What are the identified risks of the production process?
  - The controls: What control measures have been taken?
  - The monitoring: What monitoring is carried out?
- guarantees:
  - Is there a safety standard implemented?
  - What certification does supplier have?
- legal license (e.g. Feed registration number)
- other relevant information

5.3.3 Initial Supplier Audit

Before first delivery, the Participant must perform an initial supplier's audit. For this, a checklist must be prepared, aiming to:

- Complete the relevant and necessary information
- Confirm results of the desk study,

5.3.4 HACCP analysis

Based on the results of the desk study and the supplier audit, the Participant conducts a HACCP analysis per supplier and per feed material (or group of feed materials). The HACCP analysis must be in compliance with the requirements and conditions of the GMP+ FSA standards.

The Participant must decide about additional implementation of controls in order to assure the feed safety.

Guidance:
It may be decided for reasons of effectiveness to form groups of feed materials. i.e. different feed materials originating from one production process;
Such a group can be assessed all as one. It is important that:
a. specific differences between the individual feed materials are examined critically;
b. the production and storage conditions are equivalent;
c. no major aspects relating to feed safety are forgotten.

The HACCP analysis must be carried out in a structured way, in compliance with the steps of the core GMP+ B standards (hazard → risks → controls → monitor).

The generic risk assessments of feed materials, published on the website of GMP+ International under Feed Safety Products, give an indication about generic defined hazards. Assessing and – if appropriate - controlling these hazards must be given sufficient attention.

5.3.5 Monitoring and product verification

The Participant must decide about monitoring and product verification. The considerations and general requirements for monitoring, laid down in GMP+ BA4 *Minimum requirements for Sampling and Analysis* must be taken into account.

Enough samples must be taken to carry out a risk based monitoring plan. Sampling may take place in the production, loading or delivery site of the feed. Sampling must be done in compliance with generally accepted sampling methods. For this, reference is made to GMP+ BA13 *Minimum requirements for sampling*.

The frequency of monitoring depends on the risk profile of the feed material, the results of the hazard analysis and the quality assurance applied by the supplier.

For determining the minimum for the monitoring frequency on a specific parameter, the next formula is to be used:

$$\text{Frequency} = \frac{\sqrt{\text{Volume}}}{100} * \text{likely occurrence} * \text{seriousness}$$

Note:

- On first delivery (= a new supplier and/or a new feed), an analysis (focused on relevant safety parameters) must be conducted. Reduction of the monitoring frequency must be motivated with clear proof.

Guidance	
VARIABLE	*EXPLANATION*
Frequency	*The number of samples to be tested (on a yearly basis)*
Volume	*Volume in tons of feed materials per year. In principle, the number of samples to be tested is based on the quantity of feed material which is produced, traded, processed or stored. As the quantity of feed material increases, the number of samples per ton will decrease.* *Kilograms must be assumed for some feed materials for which, on a yearly basis, only a small quantity is produced, traded or processed.*
Likely occurrence	*The standard value for likely occurrence is 1. The participant may raise or lower this value if reasons are given. The following considerations may apply to this:* *a. History: see also below* *b. Seasonal influences* *c. Possibility of recontamination. This applies in particular to microbiological parameters.* *d. New source / new suppliers* *e. Have there been recent incidents.* *It is up to the participant to decide that the likely occurrence value can be lowered.* *The participant should select a likely occurrence value which is below one on the basis of (historical) testing results. The following must be kept in mind:* *a. Testing results should be representative. The historic testing results which are considered as representative may differ per undesirable substance.* *For some undesirable substances the testing results for an area can be considered to be representative while, for other undesirable substances, only testing results for the same production location is representative.*

<table>
<tr><td></td><td>b. Testing results from GMP+ International's GMP+ Monitoring database may also be used in determining testing frequency if the participant can show representativeness.</td></tr>
<tr><td>seriousness</td><td>This factor expresses the degree of harmfulness of an undesirable substance. For the value for seriousness use can be made of information of the Feed Support Products (FSP):
Seriousness is great factor 5
Seriousness is moderate factor 3
Seriousness is small factor 1

This leads to the following factors:

<table>
<tr><th>Undesirable substance</th><th>Value</th></tr>
<tr><td>Heavy metals</td><td>5</td></tr>
<tr><td>Pesticides</td><td>5</td></tr>
<tr><td>Insecticides</td><td>5</td></tr>
<tr><td>Feed medicines</td><td>5</td></tr>
<tr><td>Mycotoxins</td><td>5</td></tr>
<tr><td>Salmonella</td><td>5</td></tr>
<tr><td>Fungi</td><td>3</td></tr>
<tr><td>Animal components</td><td>5</td></tr>
<tr><td>Dioxin</td><td>5</td></tr>
<tr><td>Nitrites</td><td>5</td></tr>
</table>
The established values are all high. This seems logical as these are risky undesirable substances.</td></tr>
<tr><td colspan="2"><u>Note:</u>
a. Calculated frequencies should always be rounded upwards. The minimum frequency is 1.
b. Calculation of the monitoring frequency of liquid or moist feed can be based on 88% dry matter content.</td></tr>
</table>

<u>Guidance:</u>
On the GMP+ International's website a lot of information is available to support companies in defining risks, controlling risks and monitoring CCP's

5.3.6 Periodical Supplier Audit

The Participant must also decide if regular auditing of the supplier of feed materials is necessary. The frequency depends on the risk profile of the feed material, the results of the hazard analysis, the quality assurance applied by the supplier and the results of sampling and laboratory testing.

A supplier of a processed feed material must be audited at least once a year. Audits may be carried out by or on behalf of the Participant.

Guidance:
An auditor can be:
- *A qualified member of the participant's staff;*
- *An appropriately accredited inspection or certification body contracted by the gatekeeper or the supplier.*
- *An external company (e.g. consultant) providing audit services*

Audits may also be conducted on behalf of a group of companies.

It is important that auditors are carefully selected and well instructed.

In annex 1 of this Country Note, an example of a feed safety sheet is given, which can be used to summarize the results of the hazard analysis. This sheet can also be used to summarize/report the results of an audit.

5.4 Supplier's Improvement Program

The Participant must set up a Supplier's Improvement Program aiming to achieve that all his feed material suppliers[3] will established and operate a certificated GMP+ Feed Safety Management System within a determined timeframe.

The Participant must define:
- clear actions and milestones to stimulate the feed material suppliers to meet the relevant requirements and become GMP+ FSA certified.
- clear criteria for evaluation and decision about continuation of the relation between Participant and supplier.
- clear end dates when results are achieved. Every year an evaluation must be made.

The Supplier's Improvement Program may last for max. 4 years as long as the next criteria are met:

At the end of year	% of the volume is sourced from GMP+ FSA certified suppliers or under standard gatekeeper protocol
1	50
2	60
3	80
4	100

Note:
This Supplier's Improvement Program may be established together with other companies.

[3] Meant are the feed material suppliers which are not certified and cannot be safeguarded according the specific standard gatekeeper protocols in GMP+ BA10.

Guidance:
In Vietnam, a substantial volume of soybean meal is imported from Argentina, Brazil and USA, and sometimes also India. In these countries the producers are (almost) all already GMP+ FSA certified. Many of the international traders in these commodities are also GMP+ FSA certified.
Substantial volumes of corn is also imported, and can be purchased under the standard gatekeeper protocol in GMP+ BA10.

A lot of additives sourced from Europe and China are produced under GMP+ FSA or FAMI-QS certificate.

Conclusion:
a. Already a substantial part of the used feed ingredients could be produced by already GMP+ FSA certified companies or can be purchased under the standard gatekeeper protocols.
b. The Supplier's Improvement Program should be focused on the not yet certified companies in the chain of custody of the products mentioned under a, and on the domestically located producers and suppliers.

5.5 Country Note Documentation

The Participant must further compile documentation with at least (results of) the above mentioned items. Documentation must also include:

a. All relevant records or approvals of the supplier in accordance with national and international legislation;
b. The written quality agreement (such as a contract) with the supplier.
c. All results of monitoring and audits conducted by or on behalf of the Participant.
d. All relevant registrations of the Supplier's Improvement Program. The registration must give a clear overview of the goals, the progress and the results.
e. Any other proof of compliance with this Country Note

This documentation must be part of the GMP+ FSMS documentation, and must be controlled and updated as such.

Guidance:
In annex 1 of this Country Note, an example of a so-called feed safety sheet is given, which can be used to summarize the results of the hazard analysis.

6 Declaration and delivery

When applying this Country Note, additionally unambiguous information must be provided.

6.1 Declaration

Feed, produced or delivered by application of this Country Note must be clearly declared as such: '*GMP+ FSA assured-Country Note Vietnam'*

This applies in the event of delivery to GMP+ FSA certified customers or customers who are certified in another certification scheme which has been approved equivalent to the GMP+ FC scheme[4].

This information must be specified in the sales contract or in some other written form by the time of delivery at the latest.

Non-GMP+ FSA assured feed (see chapter 4) must be clearly declared as such ('non-GMP+ FSA assured').

6.2 Delivery

Correct operation of the established GMP+ Feed Safety Management System assures the production and delivery of safe feed. If a feed company applies one or more of the conditions from this Country Note for production, processing or distribution of a feed product, this feed product may only be distributed as GMP+ BCN-VN assured feed on the *Asian market*.

[4] See for approved other feed safety schemes GMP+ BA10 'Minimum requirements for Purchase'.

Annex 1: Example of a feed safety sheet

A feed safety 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. Version number	
		0.3. Version date	
1.	Responsibility for the feed safety sheet		
1.1.	Name		
1.2.	Address		
1.3.	Approved by		

2.	Identification of the product					
2.1.	Product name					
2.2.	Trade name					
2.3.	Article code					
2.4.	Permit number					
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.	Norms / requirements					
4.1.	Relevant legislation and other requirements.					
4.2.	Relevant norms / requirements (chemical, physical, microbiological)	Parameter	Unit	Statutory	Contractual	Internal
4.3.	Intended use					
4.4.	Storage and retention conditions					
4.5.	Transport requirements					
4.6.	Processing instructions					
5.	Labelling					

6.	HACCP					
6.1. Hazard	6.2. Risk assessment				6.3. Control measure	6.4. Reason
	Cat. (C, M, F)	Likely occurrence	Se-ver-ity	risk		
7.	Monitoring					
7.1. Param-eter	7.2. Sampling moment / point				7.3. Frequency of analysis	
8.	Remarks					

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.	Version number	Version number of the feed safety sheet.
0.3.	Version date	Date on which the version was adopted and put into circulation.
1.	**Person 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.	Name	Identify the organization which is responsible for the feed safety sheet.

Field	Subject	Explanation
1.2.	Address	Specify the full address, telephone number, etc. Preferably also specify the E-mail address and website.
1.3.	Approved by	Specify the person who authorized 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 recognize 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.

Field	Subject	Explanation
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.	**Norms / 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 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.	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
4.5.	Transport requirements	Binding requirements for transport.
4.6.	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

Field	Subject	Explanation
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.
6.4.	Reason	Motivation and argument for the risk assessment, especially with respect to the elements “likely occurrence” 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.	Remarks	
8.	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.

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