



# KVH Processors Ps-V Biosecurity Risk Management Audit Report

Auditor Name: \_\_\_\_\_

Audit Date: \_\_\_\_\_

## COMPANY DETAILS:

Company Name :	Site Name:
Address:	
Telephone :	Fax :
Email :	Company Representative Name:

## DETAILS OF ACTIVITIES UNDERTAKEN BY COMPANY:

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## PROCESSOR KEY PERSONNEL:

Name / Job Title	Present at Audit ( X )	
	Site Inspection	Procedure Review

## LIST OF PACKHOUSE SUPPLIERS:




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REQUIREMENT		Verification Details	Conforms Y, N, NA
1.0 SUPPLY			
1.1	Receives fruit only from packhouses which comply with KVH protocols. Signed declaration of compliance from supplying packhouses is on file.		
1.2	No bins have been moved from contracted packhouse sites to another site without prior approval of processor management.		
1.3	Documentation is maintained to show traceability of fruit to the packhouse supplier.		
2.0 LOADING AND TRANSPORT			
2.1	-Record showing all bins have been inspected for leaf and plant matter at the packhouse prior to loading onto the vehicle.		
2.2	Product is transported to the processor’s facilities fully covered.		
2.3	Transport docket has been signed by packhouse representative confirming the load is covered and it is compliant with the appropriate protocols.		
2.4	A signed declaration of compliance has been obtained from the trucking company confirming understanding of the requirements and transport operators’ responsibilities.		
3.0 PROCESSOR SITE ACTIONS			
3.1	All bins are inspected for leaf and plant matter prior to processing.		
3.2	Documented risk management procedures are implemented in the event that any leaf or plant material is found during an inspection—may include covering of product, segregation etc.		
3.3	A log is maintained summarizing finds of leaf and plant material during inspections of product from packhouses. The packhouse supplier and KVH are notified if there are significant amounts of such material recorded.		
3.4	Leaf and plant matter found during processor inspections or operations is bagged and contained while awaiting disposal. Hawkes Bay –all collected and sent to Napier wharf for disposal as hazardous waste .Records available.		

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REQUIREMENT		Verification Details	Conforms
			Y, N, NA
3.5	Inwards product is stored either covered or held indoors to prevent dispersal of leaf material.		
3.6	All fruit bins or tub trucks are visually clean and free of organic material before leaving processing site.		
<b>5.0 DISPOSAL OF PROCESS WASTE</b>			
5.1	Pomace awaiting removal is stored covered or held indoors to prevent birds or other pests transporting material off site.		
5.2	An agreement has been obtained from the company/agent receiving waste confirming understanding of requirements and responsibilities. This includes the location of the disposal of the waste.		
5.3	Waste stream (Pomace) is being transported off the processors site in covered, sealed units.		
5.4	Waste stream (Pomace) is being disposed of more than 10km from the nearest orchard (or 5km in Recovery regions) This includes any used for animal consumption. Disposal processes minimise contamination risks – i.e. located away from water sources.		
5.5	Leaf and plant matter is burned or buried on site as per <a href="#">KVH Protocol: Disposal Options</a> . Additional regional requirements : Hawkes Bay – leaf and plant matter found is disposed of as hazardous waste at Napier wharf Records of above or KVH authorisation record available for any other locations approved.		
<b>6.0 PROCESSORS GOOD MANUFACTURING PROCESSES</b>			
6.1	Psa-V/Biosecurity risk management is included within the company's standard operating procedures. This includes staff training /awareness programmes.		
6.2	Audits of the Psa-V/Biosecurity Risk management processes are included within the company's routine GMP audits. This includes the monitoring of disposal of process waste.		
<b>7.0 RECORDS / DOCUMENTATION</b>			
7.1	Full records are maintained including: - Supplier declarations (Transporter, Packhouse, Waste Disposal) - Inwards inspection - Training - Internal audit records (Covering receipt to waste disposal) - Product traceability		



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Result: ☐ No action required

☐ Corrective Actions to Be Completed

Clause No	Corrective Action Required	Completion Date	Signed Off

Comments:

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Auditor \_\_\_\_\_ Signature \_\_\_\_\_

Processor \_\_\_\_\_ Signature \_\_\_\_\_