

# NEW EDITION ON-FARM INSPECTION FORM

NOM DU PRODUCTEUR :		DATE DE PLACEMENT :	ÂGE AU PLACEMENT :				
NUMÉRO DE BÂTIMENT :	QC	NOMBRE DE POULES PLACÉES :	NUMÉRO DE LOT EN ÉLEVAGE : EP-				
	POLITIQUE SUR LE BIEN-ÊTRE DES ANIMAUX D'ÉLEVAGE						
	À l'entreprise, nous nous efforçons de favoriser et d'appliquer une culture de compréhension envers les principes et les exigences en matière de soins des animaux qui permettront à notre volaille d'être en bonne santé, productive et en sécurité et ainsi de maintenir un niveau de bien-être optimal. Aucun oiseau ne sera manipulé ou stressé de manière indue et non justifiée.						
	Il relève de la responsabilité de chaque gestionn d'abus et/ou de négligence envers de la volaille.	aire, employé et/ou visiteur de signaler au propriétaire tout acte	e d'une personne qui pourrait faire preuve de cruauté,				
	Notre entreprise s'engage à respecter des normes élevées de bien-être animal pour chaque oiseau, pendant toute la durée de leur séjour à la ferme. Cela inclut l'euthanasie. Un plan d'euthanasie écrit est examiné chaque année et révisé si nécessaire. Nous veillons à ce que nos poules pondeuses soient logées dans un environnement sûr où les matériaux utilisés dans la construction du système de logement et les équipements auxquels les oiseaux ont accès ne sont pas nocifs ou toxiques pour les oiseaux.  Le propriétaire comprend et accepte que les employés et les visiteurs aient à signaler toute forme de cruauté auprès de la FPOQ ou du MAPAQ s'ils en sont témoins.						
	d'abus, de négligence, de cruauté ou de mauvais pouvant inclure le licenciement. Tous les inciden	que nous avons une politique de tolérance zéro à l'endroit du traitement de la volaille sous nos soins ne sera pas tolérée et peu ts d'abus potentiel des animaux, de négligence ou de cruauté d	it donner suite à des mesures disciplinaires immédiates loivent être déclarés à la direction immédiatement.				
	L'administration de soins appropriés à nos animaux est une priorité absolue et importante parce qu'il s'agit de la bonne chose à faire.						
	Nom du producteur (lettres moulées)						
	Signature du producteur						
	Date (aaaa-mm-jj)						
	Politique sur le traitement du bec						
	À l'entreprise [nor au couvoir. Une lettre d'attestation	n de la ferme], nous achetons des poulettes dont le bec a été tr du couvoir appuie notre Politique.	aité par infrarouge suivant leur naissance				
	Producteur/gestionnaire Signature du producteur/gestionnaire Date						

# **NEW EDITION – PLAN DE BIOSÉCURITÉ**

m de la ferme :	4. Retrait des mortalités quotidiennes
resse du site :	
1. Schéma du site	Décrire la méthode pour les retirer du     bâtiment :
Identification de la zone d'accès contrôlée et de la zone de contrôle restreinte :	Décrire la méthode pour en disposer :
Indiquer comment les zones sont séparées     (barrière automatique, affiches, banc pour	5. Retrait des mortalités et du fumier
délimiter les zones, ligne rouge, etc.) :	
2. Contrôle des déplacements dans le bâtiment de ponte ou d'élevage (ZAR)	Procédure pour retirer les mortalités     quotidiennes :
Décrire les mesures de biosécurité à appliquer pour les employés :	Procédure pour disposer les poules mortes :
Décrire les mesures de biosécurité à appliquer pour les visiteurs :	Procédure pour retirer la fumier :
Décrire les mesures à appliquer pour	Procédure pour retirer le fumier :
entrer un équipement :  3. Équipement de protection individuel	Décrire la méthode d'entretien des     équipements utilisés pour le retrait du fumier :
	6. Équipement pour le nettoyage et la désinfection
• Pour les employés :	Procédure pour le nettoyage et la désinfection des installations de ponte et/ou d'élevage :
Pour les visiteurs :	Nom du gestionnaire :  Signature :  Date :

# NEW EDITION – EMPLOYEE CODE OF ETHICS AND CONDUCT

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t our company,(name of farm), the proper care of birds and respect for their welfare is a priority of utmost importance. Any abuse, neglect, or mistreatment of our birds is unacceptable. The purpose of this Employee Code of Ethics and Conduct is to ensure that all employees understand and abide by or olerance policy regarding animal abuse.	
CENERAL PROVISIONS	
. Definitions:	
a. "Employee" means any person who works, whether paid or unpaid, at (name of farm) b. "Manager" means any owner, supervisor, or manager of (name of farm).	
. This Code sets out the duties and obligations of all employees, with no exception due to position or function.	
. Employees cannot circumvent, even indirectly, any of the duties and obligations set out in this Code.	
TANDARD DUTIES OF ALL EMPLOYEES	
. This PART applies to ALL employees, even if they have no direct contact with the animals.	
. The employee has read and understands the Farm Animal Welfare Policy and Guidelines for Capture, Handling, and Loading, the farm's emergency procedure, and equires it, the euthanasia procedure; and agrees with the values therein and commits to respect them.	, if duty
. The employee commits, in the course of duty, to provide the highest standard of animal welfare, as set out in the Animal Care Program (ACP) of Egg Farmers of Canada	da (EFC).
. The employee must always treat birds with respect and compassion.	
. The employee understands that any abuse or mistreatment of birds is strictly prohibited, and will never tolerate any cruelty, abuse, negligence, or mistreatment of anim	mals.
he following acts are among those considered by this Code to be cruel, abusive, negligent, or as mistreatment:  a. Striking a bird with any body part or an object  b. Kicking a bird	
c. Throwing or deliberately dropping a bird.	
. Any employee who witnesses cruelty, abuse, negligence, or mistreatment toward a bird shall notify management immediately.	
. Any employee who witnesses any situation that, in best judgment, may compromise a bird's welfare shall notify management immediately.	
VART III DUTIES OF EMPLOYEES HAVING DIRECT CONTACT WITH BIRDS	
. This PART applies only to employees whose duties involve DIRECT CONTACT WITH BIRDS, whether frequently or occasionally.	
. The employee is aware of and understands the basic needs of birds, such as food and water, lighting, ventilation, temperature control, health care, and biosafety, entered being met. If any are not, the manager must be notified immediately.	nsuring
. The employee must provide prompt care to any animal that is injured, sick or dying. If the employee does not know what to do in such cases, the manager should be co	nsulted.
. Employees who have been trained in bird euthanasia and authorized to perform this task shall promptly euthanize sick or injured birds or those selected for disporocedure must result in quick death or a rapid loss of consciousness that persists until death. If loss of consciousness does not occur rapidly, it should be induced by ggressive or the least aggressive method possible that does not cause the animal any anxiety, pain, distress, or suffering.	
. If not properly trained or authorized by the manager to perform euthanasia, the employee must immediately report sick or injured birds or those selected for disposers authorized to do so, or to the manager.	sal to a
. The employee must remove dead birds from the laying facility at least once a day and dispose of them in an appropriate manner.	
. The employee commits to handling birds with respect, compassion, and dignity always, employing appropriate capture and handling techniques that cause no prinimize stress and discomfort in the birds. If any of these requirements are not being met, the employee must advise the manager immediately.	ain and
. All staff and employees commit to undertaking the proper training to ensure the standards of welfare set out in the ACP of EFC are being applied.	
. The employee commits to:  a. Not handle, capture, or euthanize a bird in a way that causes suffering, injury, or needless stress;  b. Not use any capture or handling technique that causes needless stress or discomfort to a bird;  c. Not fail to provide prompt health care to a sick, injured, or dying bird;  d. Not kill a bird with any technique that causes needless suffering.	
the undersigned, declare that I have read and understand all clauses of this Employee Code of Ethics and Conduct. I acknowledge that, if I fail to comply with this Cod e subject to immediate disciplinary action, which may include termination and/or removal from the premises. I also understand that I am required to take appropriate o meet the requirements set out in this Code so that I may, in the course of my duties, apply the high animal welfare standards set out in the ACP of EFC. I furthermore unchat animal abuse is punishable by criminal and/or penal sanctions under applicable law.	training

Read and signed this	day of	20	at	, Québec.
Name of Employee (block	letters)		Name of Mana	ager (block Letters)
Signature of Employee (b	lock letters)		Signature of M	fanager (block letters)
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Signature of Employee (b	lock letters)		Signature of M	lanager (block letters)

# NEW EDITION – LIGNES DIRECTRICES SUR LA MANIPULATION, LA CAPTURE ET LE CHARGEMENT

All parties involved in the capture and transport process bear responsibility and an obligation to ensure that capture, handling, and loading at the farm is done in a way that minimizes stress and injury. The producer is responsible for animal care on the farm and coordination of the capture team, the carrier, and processor to ensure that animal care is maintained throughout the process of the birds leaving the farm.

The Guidelines for Capture, Handling, and Loading apply throughout the times when pullets are captured and loaded, received and unloaded at the laying facility, and when late laying hens are captured and loaded. Farm employees in the production unit and members of the capture crew must be trained in these Guidelines for Capture, Handling, and Loading, and possess a clear understanding of them.

### RESPONSIBILITIES OF THE PRODUCER OR COMPETENT DESIGNATED REPRESENTATIVE

- Plan the capture and loading processes in advance to minimize bird handling and capture and loading times to ensure that trucks can leave promptly after loading. This may be done in coordination with the capture crew, carrier, and (or) processor.
  - a. Pre-transport planning should consider the type of holding system, the number of birds to be shipped, and the number of containers needed to ensure that maximum loading densities are not exceeded.
  - b. Determine the number of birds per container prior to loading, accounting for floor space, bird size and weight, environmental conditions, and transport time.
  - c. Pre-transport withdrawal of feed should be managed to minimize the time that birds are deprived of feed. Capture and transport should be planned so that the maximum expected deprivation of food and water abides by the *Health of Animals Regulations: Part XII (Transportation of Animals)*.
- 2. Birds should have access to water until the capture process begins.
- As you prepare for transport, assess the flock's health and condition. Birds deemed unfit for transport should be euthanized, separated, or transported only with special arrangements in place if veterinary care and treatment is required. It is recommended that the producer (or representative) and the capture supervisor walk through the henhouse and observe the flock's condition prior to capture.
- 4. Ensure that visibly ill, injured, or wet birds, and those deemed unfit for transport are not loaded. Birds not loaded for transport must be cared for in accordance with the Animal Care Program.
- Ensure that farm staff and contracted personnel involved in capture are competent to handle birds and do so in a way that causes no injury or pain.
- Supervise the capture crew(s) and be readily available (in person) throughout the capture and loading process to ensure compliance with the Guidelines for Capture, Handling, and Loading.
- 7. Take corrective action if crews or individuals are observed handling birds in a manner that compromises their welfare.
- 8. Inspect containers and equipment to ensure they're in good working condition and minimize stress and injury.
- 9. Supervise bird loading and transport until the truck leaves the farm.
- 10. Manage laying facility operations (ventilation, lighting, etc.) during capture, taking measures to prevent the birds from getting too hot or too cold. Reduce light intensity for the capture process to help keep them calm.
- 11. Make sure capture personnel have easy access to each cage (e.g. equipment provided to give easy access to upper floors).
- 12. Confirm that the carrier's responsibilities are met on the farm.
- 13. It is recommended to secure assurance (in writing) from the processor, the capture company, and (or) the transport company that the capture supervisor and crew have been adequately trained in the humane capture and loading of pullets and (or) late laying hens.

### RESPONSIBILITIES OF THE CAPTURE CREW

- 1. Catch birds in such a way that they do not crowd or pile up in corners, which could lead to suffocation. Minimize loud and sudden noises and any disturbances that are alarming to birds.
- **2.** Capture personnel must be competent in bird-handling and not handle them in a way that causes injury or pain. They must follow the *Guidelines for Capture, Handling, and Loading*. Crews must be supervised by experienced personnel.
- 3. Take corrective action if crews or individuals are observed handling birds in a manner that compromises their welfare.
- Birds must be handled in a way that minimizes fractures or injuries. They must not be carried by the wings, head, neck, or tail
  - a. Inspect containers and equipment as birds are loaded to ensure they're in good condition to minimize stress and injury.
  - b. Place the birds into the transport containers gently, in a manner that allows them to quickly return to standing position.
  - c. Catch birds in the dimmest light possible without compromising worker safety, or use blue lights, which will calm the birds while providing sufficient visibility for capture personnel.
  - d. Handle and move the containers of birds, position them solidly on the vehicle, and unload them in ways that minimize stress and (or) injury.
  - e. Minimize the time that birds are kept in an inverted position.
  - Load birds into the containers so that they can all rest on the floor at the same time when evenly distributed.
  - g. Visually inspect the containers to ensure that no group of birds is being crushed before loading onto the vehicle

### RESPONSIBILITIES OF CARRIER:

- 1. Confirm that containers and equipment are in good condition to minimize stress and injury to birds.
- 2. Containers and vehicles must be clean and well-maintained for the birds. Container doors must close securely to prevent escape during loading and transport.
- **3.** Openings such as container doors, cage doors, and truck panels must be large enough to allow easy passage of hens and avoid fractures or other injuries.
- **4.** Handle and move containers of birds, fasten them securely in the vehicle, and unload them in ways that minimize stress and (or) injury.
- 5. Containers must not be dropped or tilted to avoid stacking birds on their sides.
- **6.** If appropriate, visually inspect containers to ensure that no group of birds is being crushed before loading onto the vehicle.
- **7.** For the sake of prudence, assessments and decisions should be made and taken jointly among the producer, capture crew, carrier, and processor.
- **8.** Transport vehicle drivers should be aware of weather conditions and make adjustments accordingly to ensure temperature comfort for the birds.
- **9.** Capture and transport must be planned so that the maximum time intervals that poultry can be without food and water do not exceed the standards stipulated in the *Health of Animals Regulations Part XII*.

# **NEW EDITION – EUTHANASIA PLAN**

# WHO IS AUTHORIZED TO PERFORM EUTHANASIA Consult the Training Register for the list of authorized personnel. EUTHANASIA METHODS AND PROCEDURE Primary Method: \_\_ Secondary Method: \_\_\_ → (The alternative euthanasia method is different from the primary method. It should be readily available whenever birds are euthanized, in case the primary method fails.) Procedure (These are the steps to follow in the euthanasia process.) • Inspect the birds to confirm insensitivity immediately after application of the euthanasia method. • If signs of sensitivity are observed, apply a second acceptable method immediately. • Confirm death before leaving and dispose of carcasses to complete procedure. HOW TO IDENTIFY BIRDS THAT SHOULD BE EUTHANIZED Describe how to determine whether a bird should be euthanized (decision tree or support to personnel responsible for identifying birds that should be euthanized) → (Examples below to aid in euthanasia decision-making) **Example of a Euthanasia Decision Guide** Source: Code of Practice for the Care and Handling of Pullets and Laying Hens Your answers to the following questions can help you reach the correct decision: Does the bird seem to be in distress? What is the cause of the pain or distress? Can it be treated? Does the bird seem interested in eating and drinking? Does the bird have access to feed and water? Does the bird respond positively to treatment or is it getting worse? Is recovery likely within an acceptable time frame? Does the bird pose a risk to other birds (e.g. disease transmission)? The following signs of pain or distress can help guide your decision: Weak, unalert Stooped posture, head tucked in, eyes frequently closed Ruffled or dirty feathers unrelated to condition of litter Unable to stand or walk due to injury or physical defect

PROTOCOL TO ENSURE THAT EUTHANASIA IS CARRIED OUT IN A TIMELY MANNER
Describe the protocol that ensures that any bird requiring euthanasia is put down in a timely manner, within no more than 24 hours. Consider the availability of trained personnel, work shifts, inspection and (or) supervision schedules, etc. For example, at least one individual who is trained/competent to identify birds for euthanasia walks the laying facility every morning to carry out the task. Identified birds are gently removed from the system and euthanized immediately by such an individual who is trained/authorized to perform euthanasia.
Plan drafted by:
Drafted on:
Date de modification :
(On-farm personnel who are responsible for identifying birds to be euthanized or who perform euthanasia should know this plan and remain aware of any modifications)

# **NEW EDITION – EMPLOYEE TRAINING REGISTER**

Name and Address of Farm:	

This document certifies that all employees of this farm who handle and/or euthanize birds have completed the Fédération des producteurs d'œufs du Québec on-farm training program. Training was done according to the Guidelines for Capture, Handling, and Loading, and included the following elements:

- Viewing of a video about routine inspection, handling, and euthanization of birds
- Reading data sheets on what to evaluate during routine inspection and learning euthanization methodsDémonstration des compétences en matière d'euthanasie
- Demonstration of euthanization aptitude

Name and Signature of Employee	Day of training	Subject Matter Covered (1- Euthanasia 2-Routine Inspection)	Name and Signature of Trainer:
Name :			Name :
Signature :			Signature :
Name :			Name :
Signature :			Signature :
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Name and Signature of Employee	Day of training	Subject Matter Covered (1- Euthanasia 2-Routine Inspection)	Name and Signature of Traine
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# **NEW EDITION – EMERGENCY RESPONSE PLAN**

Name and Address of Farm:				
			EMERGENCY CONTACTS (in order of priority)	
	1.	Home : Cell. : Other :		
	2.	Home : Cell. : Other :		
	3.	Home : Cell. : Other :		

CONTACT	NAMES AND NUMBERS
EMERGENCY RESPONSE	911
INFO-SANTÉ (HEALTH)	811
VETERINARY	
ELECTRICIAN	
PLUMBER	
GAS/PROPANE SUPPLY	
FEED MILL	
GENERATOR	
FPOQ REPS	

### TYPE OF EMERGENCY: POWER OUTAGE

- Notify business owner or manager
- Contact the electrical provider
- Start the back-up generator

Set it up

# If the back-up generator is a portable:

# **PROCEDURES:**

- Start the back-up generator and check it regularly to make sure it's working properly

### If the back-up generator is stationary:

- Start the back-up generator and check it regularly to make sure it's working properly
- Make sure the feed distribution system is working properly
- Make sure the birds are getting water

### TYPE OF EMERGENCY: MASS ON-FARM DEPOPULATION IN EMERGENCY SITUATION

### **PROCEDURES:**

- Notify your Federation representative
- The Federation will guide the producer to the resources available for an on-farm depopulation process

### TYPE OF EMERGENCY: POWER OUTAGE WITH NON-FUNCTIONING BACK-UP GENERATOR

- Notify business owner of manager
- Manually open the air intakes all the way
- **PROCEDURES:**
- Open all entrances to let in as much air as possible
- Make sure the birds have feed and water
- Repair the back-up generator or rent a replacement

# TYPE OF EMERGENCY: FIRE

- Notify business owner of manager
- Remove everybody from possible danger and inform all people on site of the situation
- Call the Fire Department at 9-1-1
- PROCEDURES:
- Try to contain the fire with portable fire extinguishers, being sure not to endanger your safety
- Close all doors behind you
- Evacuate the building through the nearest exit
- Meet at an assembly point away from the building

### TYPE OF EMERGENCY: WATER SYPPLY INTERRUPTION OR CONTAMINATION

# PROCEDURES:

- Notify business owner or manager
- Contact the local water provider
- Find an alternative water provider as soon as possible

# TYPE D'URGENCE : FEED SUPPLY INTERRUPTION

# **PROCEDURES:**

- Notify business owner or manager
- Put feed in the troughs in front of the layers. Make sure the birds don't run out of food
- Find the source of the problem and fix-it

# TYPE OF EMERGENCY: MEDICAL

- Notify business owner or manager
- PROCEDURES: • Call 9-1-1

  - Describe the situation to the responder and follow directions
  - Wait for help to come
- → Plan Implementation: Read together with employees
- → Revision Date of Plan:
- → Signature of Person who Revised the Plan: \_\_\_\_\_

# **NEW EDITION** – EMERGENCY CONTACTS

Name and Address of Fa	rm:			
		EMERGE	NCIES	
Emerger	ncy Pernonce		011	

EMERGENCIES				
Emergency Response	911			
Info-santé (Health Issues)	811			
Veterinary				
Electrician				
Plumber				
Gas/Propane Supply				
Feed Mill				
Generator				
Hydro-Québec	1-800-790-2424			
FPOQ rep				

	CONTACTS (in order of priority)									
	Home:									
1.	Cell.:									
	Other:									
	Home:									
2.	Cell.:									
	Other:									
	Home:									
3.	Cell.:									
	Other:									
	Home:									
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5.	Cell.:									
	Other:									
	Home:									
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	Other:									
	Home:									
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	Other:									
	Home:									
8	Cell.:									
	Other:									

NOTES



MONTH:\_

# **NEW EDITION - ON-FARM INSPECTION FORM**

Henhouse Inspection

		Range: 10°c to 28°c  IF < 10°c or > 28°c, please enter the outdoor temperature in the table of corrective  W MORTALITY AT THE END OF THE MONTH:  1. 2. 3. 4. 5.															Thorough  1. Abnormal Behaviou 2. Illness or Injury 3. Respiratory Probler 4. Gasping or Clusteri 5. Limping 6. General Physical C	ur ms ing	Overview  1. Overall Appearance 2. Dead Birds 3. Stressed Birds 4. Injured Birds 5. Feeders and Waterers 6. Sound of the flock																
S			Trays		d Room	umidity	umidity	Henhou	use Temp			ining	Consumption	umption	Eggs			Floor	oor	Clean	ing		/or	ior		rers ofNests,Scratchers and Hardware	environment of the laying fa     Condition of fixtures     and materials in the     housing system	icility		,					
Age of Hens	Days	Time	# Unclean T	Minimum Te	Maximum Te	Minimum Humidity	Maximum Hu	Minimum	Maximum	Natural Deaths	Euthanized	Hens Remai	Water Cons	Feed Consumption	Number of Eggs	% Laying	Scrubbing	Cold Room	Entrance Floor	rse	Blower	Packer	Egg Conveyor	Packing Floor	Compliance Status	Initials	Compliance Status	Initials	Procedure	Frequency	Date	Date	Date	Date	
	1																												Check air intakes for blockages	Week					
	2																												Grass mown around buildings	Week					
	3																												Fill disinfectant dispensers	Week					
	4																												Check garbage cans	Week					
	5																												Check generator	Month				initial	is
	6																												Check that alarms are operational	Month				initial	
	7																												Ammonia Test (October - March)	Month		Initials :		PPM:	<u> -   P   P</u>
	8																												Check water treatment systems	Month			esult	Initials	
	9																												Inspect water filters	Month		SS			_
	10																												Clean water lines	Month		and Antibiotics			
	11																												Check floor drains	Month		ᄩ			
	12																							1					Check henhouse lights	Month		d A			
	13																							_					Inspect silos and cleanliness of bases	Month		san			
	14																							_					Inspect building and perimeter	Month		vitamins			
	15				1														_		-		-						Check and sign logs	Month		vita	ا ـِـا		
	16																							1					Check certification of pullets	1/lot		ts,	onp		
	17				1														_		_		-						Thermometer	2/year		products,	Product		
	18				+																			7					Test water	1/year		bro			
	19																							t					Letter from packaging materials provider	1/year		ıtical			_
	20				1		1												+		-+	-	-						Letter from feed provider	1/year		ent	0		
	21				1		1												+		-+	-	-						Letter from leed provider	17 year		mac	Date		
	22																		-					-					Calibration of scales (feed made on farm)	1/year		Pharmaceu			
	23				+		1		<del> </del>	1									$\dashv$		-		-	-					Euthanasia Table/Reason	Nb	Date	Initials		Method	_
	24																									1			Editional Tubio/Red3611	146	Dute	Intidio		Welliou	_
	25																							-											
	26																							-											
	27				1														_		-		-												_
	28																												Parasites	Date	Few	Medium		Many	
	29																							_					Signs of flies						_
	30																												Signs of wild birds						
	31				†		1		†	1			1						$\dashv$					_							· ·				_
Signatu					<b>.</b>	_ Date :		1			late fication	Date of p		Staff	involved	Descripti	on of the	e probler	m (to be one	complete	ed by A				CTIVE ACTI	ons taken to correct	the problem, the results,	and how the p	problem will be avoided in the Date problem solved	Com	ments				

NUMBER OF HENS AT BEGINNING OF MONTH: \_