



## Getting ready for a VBP Plus on-site audit



### What to expect

Upon arrival at your operation the auditor will review the approach to the on-site visit and confirm if any other employees or family will need to be interviewed. Feel free to ask questions and adjust timing of on-site tour if needed. Identify a farm guide to take the auditor around the site.

### What to have ready

Be sure to have a minimum of 6 months (cow-calf) or 3 months (feedlot) records ready for review. Check that you have applicable information as shown in the SOP grey-shaded area of the VBP+ Combined Producer Manual. For example vet prescriptions and for animal health treatments this includes date(s) of treatment, dosage/route, medication and withdrawal time. If using medicated feed ingredients with a withdrawal time, the auditor will look at the ration, mixing and feeding record. This also includes medications in water. And at least one record that includes a check for withdrawal time and any suspect broken needle before shipping and death/euthanized cattle. If no incidence then you would explain how it would be recorded in the future.

If there are computerized records, demonstrate aspects of the software related to the above and no need to print hardcopies.

Be prepared to talk about any practices regarding grazing management, environmental stewardship, innovative practices, biosecurity, farm safety and animal care practices as per auditor questions.

### On-site tour of SOP-focused areas

Take the auditor to sites that include animal health product storage, treatment or processing area, chutes and handling systems, loading or shipping, pesticide storage, medicated feed storage and mixing location(s). The auditor may ask to see more of the site but that will be determined that day.

*Cow-calf animal care:* pen/paddock with cattle in them, wintering area, calving/shelter if reasonably close.

*Feedlot animal care:* sample of pens; if possible live animal handling in chute system.

*Environmental stewardship:* manure storage, deadstock disposal, positive range management practice(s) and/or riparian area if reasonably close. The auditor will prompt for further information as needed.

### Closing meeting

After a tour of operational sites related to SOPs and a review of records, the auditor will review findings with you and clarify details. You may provide new information that assists. A report will be provided, and if there is a corrective action, you will be asked to sign which signifies it was explained to you.

If you disagree with an audit finding or are concerned with auditor actions, please submit a complaint in writing or email to the provincial coordinator within 14 days of the audit. We welcome your feedback as it's important to what we do.

**Further information:** VBP+ summary producer checklist (2 page) at [www.verifiedbeef.ca](http://www.verifiedbeef.ca) by clicking on *Producer Resources*, then *Manuals and Forms* [scroll down]