Egg Standards of Australia for Rearing and Layer Farms

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Introduction and important information

1.1. Background

Egg Standards of Australia (ESA) is a voluntary quality assurance program that has been developed through an extensive consultation process, to provide a practical mechanism to demonstrate compliance with egg primary production and processing standards.

ESA replaces the previous egg industry scheme, Egg Corp Assured (ECA). ESA provides greater clarity and a more robust set of compliance standards that have been independently reviewed against current Australian customer and regulatory requirements.

ESA has been developed (based on the principles of Hazard Analysis Critical Control Point (HACCP)) to provide a compliance framework for egg farmers and processors in meeting the needs of regulators, retailers, farmers, and egg buyers in areas including hen welfare, egg quality, biosecurity, food safety, work health and safety and environmental management.

These ESA Rules are the terms on which, upon registration, an Egg Business agrees to participate in the ESA Program. To maintain certification, egg farms or grading facilities participating in the ESA Program must comply with the ESA Rules and the requirements of the ESA Standard(s) nominated by the Egg Business at all times. Failure to comply with the ESA Rules or the requirements of the nominated ESA Standard(s), may result in an egg farm or grading facilities' ESA certification being suspended or withdrawn.

Updates to the ESA Rules and ESA Standard(s) will occur from time to time. Egg Businesses will be given at least 28 days' notice of the changes via email, and Egg Businesses must ensure full compliance with the changes within the timeframe stated in the notice.

An egg farm's obligations to comply with the ESA Rules and ESA Standard(s) are in addition to its obligations to comply with the law, including any regulatory requirements. It is important for egg farmers and processors to be aware that compliance with the ESA Rules and ESA Standard(s) does not ensure compliance with the law and does not exempt an egg farm or grading facility from doing so.

1.2. Purpose and scope

ESA covers the industry practices relating to the rearing of pullets, the production of eggs from laying hens, and the grading, processing and packing of eggs. ESA has two Standards: *ESA for Rearing and Layer Farms* and *ESA for Grading and Packing Floors.* **The following document only relates to the *ESA for Rearing and Layer Farms.***

ESA for Rearing and Layer Farms covers the industry practices relating to day-old chicks or started pullets to the farm, up to the point of removal of started pullets, spent hens and eggs for human consumption from the farm. This component can be used for the following types of egg production systems: Cage, Barn and Free Range.

The primary objectives of ESA for Rearing and Layer Farms are to:

- Set out the requirements for best practice in the production of eggs;
- Provide a uniform mechanism for the verification of egg production practices; and
- Provide a means of demonstrating best practice and continual improvement.

ESA for Grading and Packing Floors covers the general requirements for the collection, grading, washing, packing and delivery of shell eggs as well as the hygienic manufacture, storage, packaging and distribution of egg pulp and egg products for sale or supply for human consumption only. This also covers processors of egg products: fresh liquid whole eggs, egg white, egg yolk/pulp, frozen whole eggs, egg white, egg yolk, dried whole eggs, egg white & yolk, salted & sugared yolks, scrambled egg mix and hard-boiled eggs.

The primary objectives of ESA for Grading and Packing Floors are to:

- Produce a safe product for consumers;
- Ensure full traceability of shell eggs, egg pulp and egg products; and
- Assure both retailer and consumer that shell eggs, egg pulp and egg products are produced and packed to the highest standards.

How to read the document

The requirements of this Standard, called code elements, are grouped into two sections – Management and Production.

Each code element includes an outcome (in the 1st column), the practices needed to ensure compliance (in the 2nd column) and the records that are required to demonstrate compliance (in the 3rd column).

For some code elements, the 3rd column contains the word INSPECTION rather than naming a document, this means that compliance to this element can only be evaluated by visual inspection at an audit.

Level 3 participants must comply with all requirements relevant to the production systems on the farm, Level 2 must comply with Levels 1 & 2 requirements and Level 1 must comply with all Level 1 requirements.

How to comply with the requirements

It is necessary to read and comply with the Rules of the ESA program (Appendix 2), which are set out in this document.

Records must be in place to demonstrate compliance with all code elements during an audit. Record templates and guidelines are supplied in the appendices of this document to help farmers keep track of the records they have, and/or require.

Expectations of an audit can be found in Appendix 5 Egg Standards of Australia Certification Protocol.

Key Documents

There are key documents which underpin this Standard and, ideally, ESA participants will be familiar with them:

- National Farm Biosecurity Manual for Egg Production (Sept 2020)
- National Farm Biosecurity Manual for Poultry Production
- National Farm Water Manual for Poultry Production
- Model Code of Practice for the Welfare of Animals: Domestic Poultry
- Model Code of Practice for the Land transport of Poultry
- Food Safety Australia and New Zealand (FSANZ) Food Standards Code: Standard 4.2.5– Primary Production and Processing Standard for Eggs and Egg Products.

- Environmental Guidelines for the Australian Egg Industry
- *Australian Institute of Food Safety – HACCP*
- FSANZ – Food Safety and Heavy Metals
- LPA Property Risk Assessment and Checklist
- Australian Water Biosecurity Manual – Poultry Production

The May 2023 Amendment Register for the Egg Standards of Australia Rearing and Layer Farms outlines the changes made since the March 2023 and November 2019 versions of the Standards. The Amendment Register can be found on the Australian Eggs website www.australianeggs.org.au.

Participation Levels of Egg Standards of Australia

Participation in ESA is voluntary and application for certification is open to all egg farmers. Certification to the Standard, however, will only be granted to egg farmers that meet the relevant requirements as set out in the ESA Standard and Egg Standards of Australia Introduction and Rules. Rearing and Layer farms are able to be certified to Level 2 or Level 3 of the Standard, as described below.

Level	Requirement	Description
Level 1	Compliance with Level 1 elements only.	Entry level participation recommended for egg farmers new to the egg industry and to quality assurance systems.
Level 2	Compliance with all Level 1 and Level 2 elements required.	Intermediate level participation recommended for egg farmers with a more developed compliance system and record keeping, designed to meet the requirements of regulators.
Level 3	Compliance with all Level 1, Level 2 and Level 3 elements required.	Advanced level participation for egg farmers with a fully developed compliance system and record keeping in accordance with the requirements of major retail customers.

For more information, visit the Australian Eggs website www.australianeggs.org.au.

The **Egg Standards of Australia Certifying Protocol** (Appendix 5) has been developed to assist ESA Program Managers and Certifying Bodies with ESA compliance.

Management Standards

M1 Scope

Code element	Compliance criteria	Records
M1.1 Define the business scope and the scope of certification to ESA. **LEVEL 1**	1. The scope of ESA certification is defined by the business owner or appropriate senior manager and depicted in a documented business flowchart. 2. All business enterprises undertaken within the perimeter fence are recorded.	Business scope flowchart
M1.2 Document the business commitment to ESA. **LEVEL 1**	1. The owner or appropriate senior manager signs a commitment statement detailing the business commitment to support and comply with the ESA Program, Rules and all relevant legislative requirements. 2. The commitment statement is communicated to all workers and is displayed at the farm.	Commitment statement
M1.3 Define the business organisational structure. **LEVEL 1**	1. The organisational structure of the business is documented and includes: • workers responsible for the management of compliance with ESA • reporting relationships of all workers whose roles may affect compliance with any aspect of ESA. 2. The business appoints a management representative(s) who: • is responsible for the implementation of ESA requirements; • demonstrates an awareness of relevant legislative requirements and Codes of Practice; and • is available at audit.	Organisational chart
M1.4 Provide evidence of registration/licensing for the business. **LEVEL 1**	1. A copy of relevant regulatory registrations and/or licences that are required by the State or Territory is current and available at audit.	Egg business registration/licence

M2 Documentation

Code element	Compliance criteria	Records
M2.1 Identify property areas and infrastructure on a property map. **LEVEL 1**	1. A property map is documented and maintained. The map identifies: • farm boundaries • buildings • silos (if applicable) • roads • water sources (bores, dams, etc.) • water storage locations (if applicable). 2. If free range production is occurring, the map also identifies: • boundary dimensions per range • open area dimensions per range • shaded area per range • rotation/unavailable range area dimensions per range (if applicable).	**Farm map**
M2.2 Document a detailed shed map or dimension plan for each shed. **LEVEL 1**	1. Shed maps or dimension plans are documented and current. 2. Shed maps shall show all elements as listed below: • total shed dimensions • available floor space dimensions (if applicable) • feedlines/feed troughs • water lines • dust bathing/litter space/winter garden dimensions (if applicable) • perching location and dimensions (if applicable) • nest box location and dimensions (if applicable) • cage location and dimensions (if applicable) • pop hole locations and dimensions (if applicable) • shed ventilation mechanism.	Shed maps or dimension plan NB: a winter garden is an enclosed and undercover scratch area, in ESA these are optional.
M2.3 Verify compliance with ESA through relevant documents. **LEVEL 1**	1. Legible and current work instructions (WI) or standard operating procedures (SOPs) or similar documentation provide instruction and detail to support the activities relevant to ESA on the farm. 2. All records shall be genuine, and any amendments clearly marked. When processes are changed, the documents are updated. 3. All records relating to the previous two years of production (or longer if required by legislation or customers) are available on request.	Work Procedure Register, Standard Operating Procedures
M2.4 Legible production records to verify compliance with ESA are kept.	1. Daily records for each shed and/or range are maintained, and include at a minimum:	**Daily shed records**

LEVEL 1	a. unusual bird condition and behaviour b. the number of sick and dead birds removed c. feed availability checks d. water availability checks e. shed and storage temperatures f. shed environment (i.e. dust levels) g. litter condition (if applicable) h. opening and closing of pop hole times (if applicable) i. periods of bird lock-ins (if applicable) and reason for the lock-in j. egg collection k. any treatments/medications administered that day l. equipment inspections as per schedule m. observations of pest and vermin activity n. any corrective actions requests (CARs).	
M2.5 Legible records to verify ammonia monitoring are kept. **LEVEL 1**	1. Frequency of ammonia monitoring shall be determined by a documented risk assessment. 2. The risk assessment is revised at least annually or when farm practices change. 3. Ammonia levels shall not exceed 25 ppm. 4. Ammonia levels are monitored to demonstrate compliance. Records are kept. 5. Records for each shed documenting ammonia levels are maintained (commensurate with the ammonia monitoring risk assessment and including the time the test was conducted).	**Ammonia monitoring risk assessment** **Ammonia monitoring records**
M2.6 If producing and/or selling organic eggs, current third-party certification is evident. **LEVEL 1**	1. A copy of the business's current third-party certificate for organic egg production, granted by a Certification Body accredited for organic certification, is available for inspection.	Organic certification

M3 Training

Code element	Compliance criteria	Records
M3.1 Training needs of the business are met. **LEVEL 1**	1. A management representative(s) is responsible for coordinating the training needs of the business. 2. To ensure all workers have sufficient training to comply with regulatory and ESA requirements a review of training is conducted at least annually or when tasks and/or workers change.	**Organisational chart** **Training review record**

M3.2 Train all workers who complete tasks relevant to ESA. **LEVEL 1**	1. All workers (including contractors) shall undergo training which includes personal hygiene requirements and instruction for complying with the farm's Biosecurity Management Plan. 2. Additional training is provided for all workers who complete tasks relevant to ESA requirements. All workers in contact with the birds shall receive job specific training in areas including but not limited to: • site, shed and range entry procedures • animal welfare • poultry management/husbandry and handling • bird rearing and training • euthanasia or culling of birds • removal and disposal of dead and sick birds • personal hygiene practices • cleaning, sanitation and disinfection • egg collection and handling • biosecurity and environmental security • recognition of diseases (depending on their role and responsibility). 3. Training is provided in the relevant language for workers, or pictorially.	**Biosecurity Management Plan** Worker induction resources
M3.3 Training records are kept. **LEVEL 1**	1. A record of internal and external training is kept and includes: • name and signature of trainee • name of trainer or training provider • topic of training (includes refresher training) • date of training and expiry date (where applicable) • competency required and/or achieved.	**Worker training records**
M3.4 All workers shall be competent in implementing biosecurity controls. **LEVEL 1**	1. All workers shall declare they are trained, understand and agree to comply with biosecurity controls, declarations are signed and available at audit.	**Biosecurity declarations** **Personal hygiene declaration**

M4 Internal checks, audits and corrective action

Code element	Compliance criteria	Records
M4.1 Conduct internal audits to verify ongoing compliance with ESA. **LEVEL 1**	1. An internal audit is conducted at least annually, or wherever significant changes occur in procedures, to review compliance to all relevant sections of ESA. Internal audits are recorded. 2. Internal audits are conducted by a competent person, and where possible, the person conducting the audit is independent of the practices being assessed.	Internal audit report
M4.2 Complete corrective actions for any non-compliance. **LEVEL 1**	1. An internal Corrective Action Request (CAR) is documented when the requirements of ESA or legislation are not being met, as identified by: • routine activities • internal audits • external audits • a valid complaint received from a neighbour, customer or regulatory authority. 2. A CAR shall include: • description of the problem • cause of the problem • whether or not the problem has occurred before • short-term fix (action taken to fix the problem) • long-term fix (action taken to prevent the problem recurring) • confirmation that short-term and long-term actions are completed and effective • name and signature of person completing the review • date of the review. 3. Re-occurrences of non-compliance are reviewed by the person responsible for managing ESA compliance.	**Corrective action request (CAR) record**
M4.3 Findings of external audits of ESA are reviewed and managed. **LEVEL 1**	1. Findings of external audits are maintained, and any corrective actions raised addressed and documented, and all audit records shall be retained as per M4.2. Records of external audit are required to be maintained for at least 7 years.	External audit report
M4.4 Complaints are recorded, reviewed and managed. **LEVEL 1**	1. Complaints received relating to either product (eggs), the farm or general operations are recorded by workers in a complaints log or similar. 2. The log record shall include: • description of the complaint • whether or not the complaint has arisen before	**Complaints log**

	• investigation of possible causes of the complaint • corrective action(s) taken to prevent the complaint recurring • confirmation that action(s) are completed and effective • name and signature of person completing the review • date of the review. 3. Re-occurrences of the complaint are reviewed by the person responsible for managing ESA compliance.	

M5 Suppliers

Code element	Compliance criteria	Records
M5.1 Identify and manage materials and services. **LEVEL 1**	1. Suppliers of materials and services that may introduce risk are identified. 2. A register or list of suppliers approved by the business, with names, contact details, and materials or services is kept and reviewed annually. • Materials include feed, chemicals, livestock and equipment. • Services include transport and pest control services. 3. Suppliers of materials and services shall comply with applicable requirements of ESA. 4. Current specifications and/or Safety Data Sheets (SDSs) are available for all feed and relevant chemicals supplied or used on site. 5. All SDSs are current and updated at least every 5 years	**Approved supplier register** **Feed product descriptions** Safety data sheets
M5.2 Manage feed or feed ingredients sourced and delivered by approved suppliers. **LEVEL 1**	1. Feed/feed ingredients are sourced from approved suppliers. 2. Contract transporters used to deliver feed/feed ingredients shall have a contract or written service agreement in place confirming that vehicles are inspected and cleaned (if necessary) prior to cartage of feed/feed ingredients. 3. A procedure that details actions to be taken when inspecting/rejecting feed ingredients is documented and implemented.	**Approved supplier register** **Feed inspection checklist** **Feed rejection log** Contract transporter service agreement

M6 Customer and stakeholder requirements

Code element	Compliance criteria	Records
M6.1 Comply with customer and/or stakeholder requirements and specifications. **LEVEL 1**	1. Current copies of relevant customer requirements and specifications are held (either hard copy or soft copy) and made available to relevant workers. 2. If customer and/or stakeholder requirements are not met, an agreed course of action is implemented and recorded.	Customer product specifications Corrective action request (CAR) record

M7 Site biosecurity management

Further information on biosecurity standards can be found in Appendix 4 Site Biosecurity Management: Further Details

Code element	Compliance criteria	Records
M7.1 A Biosecurity Management Plan is in place. **LEVEL 1**	1. A documented Biosecurity Management Plan is in place as per National Farm Biosecurity Technical Manual for Egg Production (September 2020). 2. Site or company biosecurity is managed by an appointed biosecurity coordinator.	Biosecurity Management Plan Worker training records Biosecurity declarations Organisational chart
M7.2 Biosecurity risks presented by visitors and contractors are managed. **LEVEL 1**	1. Access to the farm is controlled in accordance with the Biosecurity Management Plan. 2. There is a process for informing expected visitors and contractors about the farm's biosecurity procedures before their arrival. 3. Visitors shall comply with the Biosecurity Management Plan and are not permitted to enter bird ranges or egg production areas without reading and agreeing to comply with biosecurity requirements.	Biosecurity Management Plan Visitor declaration
M7.3 A site visitor log is available and maintained. **LEVEL 1**	1. A site visitor log (which can exclude service and feed delivery vehicles if recorded elsewhere) is maintained for all visitors and contractors to prevent any entry of unauthorised personnel or vehicles. A record is kept and includes: a. date b. name and business c. poultry, bird, pigs and/or grading floor or egg packing facility contact in last 48 hours (domestic) d. recent food-borne illness (within the last 48 hours) e. recent overseas travel (within the last 5 days)	Visitor log

	f. reason for visit/who visiting g. time in/time out h. vehicle registration number (if applicable) i. name and signature of visitor j. declaration that visitor will comply with site biosecurity procedures. 2. Visitors entering bird or egg handling areas shall be accompanied by an authorised worker at all times.	
M7.4 Workers shall comply with personal hygiene requirements. **LEVEL 1**	1. Non-phenolic and non-perfumed cleansers and/or sanitisers are available for workers to use.	Site inspection
M7.5 Entry into sheds/bird housing areas shall include biosecurity controls. **LEVEL 1**	1. Biosecurity at shed entrances is managed as per the farm's Biosecurity Management Plan and includes controls for hand hygiene and footwear. 2. Biosecurity controls are maintained so that they are effective.	**Work instructions for biosecurity controls at shed entrances**
M7.6 Annual monitoring for *Salmonella* is carried out. **LEVEL 1**	1. Each farm shall work with a vet to develop an annual monitoring program for *Salmonella* **or** participate in the National *Salmonella* Enteritidis Monitoring & Accreditation Program (NSEMAP). 2. There shall be evidence that annual *Salmonella* testing has been carried out in accordance with the monitoring program.	***Salmonella* monitoring plan** or NSEMAP certificate
M7.7 Where an infectious disease outbreak or a food safety issue has arisen, evidence of responses and actions taken shall be kept. **LEVEL 1**	1. Where an infectious disease outbreak or food safety issue has occurred, farm practices are reviewed, possible causes identified and corrective action taken immediately. 2. A record is kept detailing the results of investigations, and corrective and preventive actions taken to minimise re-occurrence.	**Disease outbreak record**
M7.8 Manage equipment and vehicle access to the farm site. **LEVEL 2**	1. The procedure for managing equipment and vehicle access to the farm is included in the Biosecurity Management Plan. 2. Records demonstrate that equipment and vehicles entering the farm comply with the Biosecurity Management Plan. 3. A parking area is provided outside of the production area for vehicles entering the site but not the production area. 4. A designated vehicle washing space is provided outside the production area for vehicles authorised to access the production area, which contains appropriate cleaning and disinfection equipment.	**Biosecurity Management Plan** **Vehicle and equipment log**

M7.9 Clean and maintain storage infrastructure, including silos, feed lines and transport vehicles. **LEVEL 2**	1. Feed lines and transport vehicles are routinely cleaned as per a schedule or when cleanliness has been compromised. 2. Silos and feed storage equipment are cleaned if contamination has occurred that may affect feed safety or quality. 3. Feed spills are cleaned up as soon as practicable to prevent the attraction of birds and rodents to the production area/sheds.	**Biosecurity Management Plan** **Cleaning and disinfection program**
M7.10 Feed and water stations for mobile hutches shall have lids/covers or be located under shelter. **(FREE RANGE)** **LEVEL 1**	1. The stations must be built to actively discourage wild birds contact.	**Biosecurity Management Plan**

Production Standards

P1 Site and shed design and set up

P1.1 Site and shed design and set up – general

Code element	Compliance criteria	Records
P1.1.1 Restrict access to egg laying sheds and designated free range paddocks/areas. **LEVEL 1**	1. Where livestock and pets (excluding guardian animals) are present in other areas of the property, they are prevented from entering ranges, laying sheds and egg storage areas. 2. All animals are excluded from egg production, handling and storage areas.	Biosecurity Management Plan
P1.1.2 Design, construct and maintain sheds, to provide a safe, suitable and hygienic environment for birds and egg production, and to facilitate inspection. **LEVEL 1**	1. Sheds are designed, constructed and maintained so as to: • prevent rain access • prevent leaking roofs • prevent water pooling • maintain comfortable temperature and air quality for birds and workers. 2. There are no obvious unsafe features (e.g. exposed wiring, sharp edges or projections) that are likely to cause injury to birds or workers. 3. Surfaces within sheds shall permit the effective removal of organic matter and allow for effective cleaning and disinfection.	Site inspection supported by Shed maps or dimension plans
P1.1.3 Perimeter fences are in place. **LEVEL 1**	1. Perimeter fences prevent unauthorised access and predation, and range fences (where relevant) ensure birds are secure within the range.	Farm map
P1.1.4 Design, construct and maintain buildings to minimise any risk of fire or attraction/harbourage for pests. **LEVEL 1**	1. Electrical boxes and electrical motors are enclosed and protected. 2. Firefighting equipment and/or fire extinguishers are accessible and well maintained. 3. Buildings and immediate surrounds are designed, constructed and suitably maintained to minimise pest harbourage.	Farm map Fire plan Maintenance records Corrective action request (CAR) record
P1.1.5 Construct and maintain egg belts and nest pads. **LEVEL 1**	1. Egg belts and nest pads in automatic and manual nest box systems are made of appropriate material, maintained in a clean state and regularly serviced to minimise contamination of eggs.	Corrective action request (CAR) record Shed maps or dimension plans Maintenance records

P1.1.6 Design, construct and maintain ancillary rooms to be fit for purpose. **LEVEL 1**	1. Ancillary rooms (e.g. cool rooms, grading rooms, feed stores, egg storage rooms, changing rooms, break rooms, toilets) are of sound structure with appropriately sealed doors and windows.	Site inspection
P1.1.7 Design, construct and maintain shed flooring to be fit for purpose. **LEVEL 2**	1. Shed flooring is designed, constructed and maintained to avoid distress or injury to the birds. 2. Gaps in floor surfaces/slats are minimised to prevent issues with bird health and welfare.	**Corrective action request (CAR) record** Shed maps or dimension plans Maintenance records
P1.1.8 Design, construct and maintain manure pits to manage the manure produced by each flock of birds. **LEVEL 1**	1. Manure pits are designed, constructed and maintained to adequately accommodate the manure produced by a flock of birds, unless belts or scrapers are incorporated into the system. 2. Manure belts and scrapers are designed, constructed and maintained to operate effectively, and to facilitate inspection, cleaning and repair.	**Farm map** Shed maps or dimension plans
P1.1.9 Design, construct and maintain manure belts to manage the manure produced by each flock of birds. **LEVEL 3**	1. All tiered laying systems shall have manure belts. 2. Manure belts are designed, constructed and maintained to adequately accommodate the manure produced by a flock of birds from contaminating birds and eggs at the lower tiers.	**Farm map** Shed maps or dimension plans
P1.1.10 Manage shed air quality to provide a comfortable environment for birds and workers. **LEVEL 2**	1. Appropriate air quality is provided in consideration of: • dust levels • ammonia levels • air movement/circulation. 2. Where used, automated alarm systems (ventilation, heating and cooling) shall: • include a battery back-up system that ensures the alarm operates independently of the main power supply • are operational both inside and outside of normal business hours • trigger corrective actions when breaches occur.	**Ammonia risk assessment** Site inspection
P1.1.11 Manage shed temperature to provide a comfortable environment for birds and workers. **LEVEL 2**	1. Air temperature is controlled as per the Model Code of Practice, and should aim to prevent ambient temperature inside the sheds at bird level exceeding 33°C. 2. If internal shed temperatures routinely exceed 33°C and cooling systems regularly fail to reduce the temperature, the cooling systems are reviewed and modified as required. 3. In times of seasonal high temperatures where shed temperatures exceed 33°C, shed temperature is managed to provide the best welfare outcome for hens	**Daily shed records** **Corrective action request (CAR) record**

P1.1.12 Maintain shed temperature recording devices. **LEVEL 1**	1. Sensors for automated temperature recording devices and any fixed manual temperature monitoring devices (thermometers) are fit for purpose, and are: • located within the bird area to reflect average shed temperature • inspected at least monthly • cleaned monthly or as often as necessary to avoid build-up which may affect readings • calibrated at least annually.	**Cleaning and disinfection schedule** Maintenance records
P1.1.13 Construct, locate and maintain feeding and watering equipment to allow easy access. **LEVEL 1**	1. Feeding and watering equipment is designed, constructed, located, operated and maintained to ensure that: • birds have easy access to feed and water to minimise aggressive competitive behaviour • spillage of feed and water is minimised • injury to the birds is avoided.	Site inspection
P1.1.14 Provide sufficient feeder and drinker space for birds. **LEVEL 1**	As per the Model Code of Practice, at a minimum: 1. For feeders: • 1 pan feeder per 100 birds, or • 2 cm feed trough per bird for flat chain feeders (may be on both sides of the feeder if accessible by birds), or • 10 cm of trough access per bird for cage systems. 2. For drinkers: • 1 nipple drinker per 20 birds, or • 1 x 48 cm diameter bell drinker per 120 birds, or 2 independent drinking points per cage for cage systems.	Shed maps Site inspection
P1.1.15 Construct and locate perches to avoid gross fouling of feeders and drinkers. **LEVEL 1**	1. Where perches are provided, they are located to minimise droppings falling directly into feed and water stations.	Site inspection

P1.2 Site and shed design and set up – alternative systems: barn and free range.

Note: For Barn certification only, P1.2.5 to P1.2.15 are not required

Code element	Compliance criteria	Records
P1.2.1 Manage internal production shed stocking density. **LEVEL 1**	1. At placement, internal stocking density in useable areas is no greater than: • 30 kg/m^2, as per the Model Code of Practice • 12 birds per m^2 or as per customer requirements (whichever is lower).	Bird receival record New Bird Sample Weight Log Daily shed records
P1.2.2 Construct and locate perches to provide sufficient perching space for the flock of birds. **LEVEL 3**	1. In layer sheds, at placement perches allow: • at least 15 cm perch space per bird unless a farmer can demonstrate that this would obstruct movement of birds and people throughout the laying facility, in which case no less than 7.5 cm per bird is permitted • at least 30 cm horizontal distance between rungs • no more than 1 m between rungs • at least 20 cm between perch and wall. 2. Slatted flooring is not considered as perching.	Bird receival record New Bird Sample Weight Log Daily shed records Shed map or Dimension plans
P1.2.3 Manage nesting box stocking density. **LEVEL 1**	1. As per the Model Code of Practice, at a minimum, stocking density for nest boxes is no more than 7 birds per nest and/or 1 m^2 of nest box area per 120 hens.	Bird receival record New Bird Sample Weight Log Daily shed records Shed map or Dimension plans
P1.2.4 Construct and maintain nest boxes to allow for egg collection and cleaning. **LEVEL 1**	1. Nest boxes are constructed to be easily accessible to birds, and easily accessible for egg collection and cleaning. 2. Sheds with multi-tier nest boxes provide ramps or alternative means of accessing the higher tiers without injury to birds.	Site inspection
P1.2.5 (FREE RANGE) Pop holes allow birds' ease of entry and exit to the outdoor range. **LEVEL 1**	1. At a minimum, pop hole size and number meet the Model Code of Practice: • 2 linear metres per 1000 birds per shed • all pop holes are a minimum 35 cm high and 40 cm wide. 2. Pop holes are distributed to allow for ease of bird access. 3. Where a shed is divided into sections, each section has direct access to the range area.	Site inspection supported by Shed maps or Dimension plans
P1.2.6 (FREE RANGE) Manage factors that may impede pop hole operation or access. **LEVEL 1**	1. The ground around pop holes is maintained to: • minimise muddy conditions • minimise build-up of manure.	Site inspection supported by: Range Management Plan (free range only) Range maintenance log

P1.2.7 (FREE RANGE) Construct ramps to be fit for purpose. **LEVEL 2**	If ramps are used: 1. All ramps are designed and constructed to: • provide suitable traction for birds • be equal to or wider than the pop hole opening. 2. Ramps of less than 2 m length must not be at an angle greater than 60°. 3. Ramps over 2 m long shall have a slope of no more than 30°. 4. Areas immediately outside pop holes/ramp ends have good drainage to clear surface water.	Site inspection
P1.2.8 (FREE RANGE) Manage outdoor range stocking density. **LEVEL 1**	1. The outdoor ranges are of a size to achieve a maximum stocking density of 10,000 birds per hectare (1 bird per m^2) on available land or as per customer requirements (whichever is lower).	**Farm map** **Daily shed records**
P1.2.9 (FREE RANGE) Manage ranges to allow for regeneration of land/repair. **LEVEL 2**	1. A Range Management Plan is documented and implemented, including: • range cycling/rotation to ensure resting and recovery of ranges between production cycles. Where land is in repair and unavailable to birds, stocking density shall be calculated based on available land. OR • an alternative method of range repair providing it allows the range to substantially regenerate between flocks. 2. Range repairs (where carried out) are documented.	**Range Management Plan (free range only)** **Range maintenance log**
P1.2.10 (FREE RANGE) Range areas are maintained. **LEVEL 2**	1. Free range areas are maintained, and overgrowth controlled to reduce the presence of wild waterfowl and other pests. 2. Farm machinery, household or farm waste and spent litter material are not stored on range. 3. Ranges shall be assessed for maintenance needs and excessive build-up of accumulated manure at flock gathering points and action taken where required.	Site inspection supported by: **Corrective action request (CAR) record** or, **Range maintenance log**
P1.2.11 (FREE RANGE) Ranges allow for birds to create natural dust baths. **LEVEL 3**	1. Ranges comprise of a reasonable area of uncompacted soil to allow birds to dust bathe in dry weather or when weather conditions permit. 2. Ranges cannot be composed entirely of rock.	Site inspection
P1.2.12 (FREE RANGE) Protect birds from sun and aerial predators. **LEVEL 1**	1. Overhead shade and shelter are provided by either natural and/or artificial means, to provide protection from the sun and aerial predators. 2. Shade/shelter is situated to be readily accessible to birds and encourage movement throughout the entire range.	Site inspection supported by: **Farm map**
P1.2.13 (FREE RANGE) Protect birds from sun and aerial predators. **LEVEL 3**	1. Shade/shelter on the range shall provide cover for at least 25% of the flock @ 15 birds per m^2 at midday in high summer.	**Farm map**
P1.2.14 (FREE RANGE) Construct, locate and maintain range fences to ensure birds are	1. Range fences are well defined, away from areas of open water or domestic septic tank soak ways and ranges are fully fenced.	Site inspection supported by:

secure within the range and minimise predation. **LEVEL 1**	2. Range fences are routinely inspected, and any points of weakness are promptly repaired.	Corrective action request (CAR) record or, Range maintenance log Records of fence checks and repairs
P1.2.15 (FREE RANGE) Range fences shall ensure segregation between flocks. **LEVEL 3**	1. There is secure fencing between different ranges to ensure segregation between ranges and so that flocks do not mingle.	Site inspection

P1.3 Shed design and set up – cage

Code element	Compliance criteria	Records
P1.3.1 Manage cage production stocking density. **LEVEL 1**	1. Stocking densities for cages complies with the Model Code of Practice (table below) or specific State or Territory legislation (whichever is lower): **Pre January 2001 cages** / **Post 1 January 2001 cages** — **minimum cage floor area/bird** 3 or more fowls (<2.4 kg) per cage: 450 cm² / 550 cm² 3 or more fowls (> 2.4 kg) per cage: 600 cm² / 600 cm² 2 fowls per cage: 675 cm² / 675 cm² Single fowl cages: 1000 cm² / 1000 cm²	Site inspection supported by: Daily shed records Bird receival record New Bird Sample Weight Log
P1.3.2 Construct and maintain cages. **LEVEL 1**	As per the Model Code of Practice or specific State or Territory legislation: 1. Birds are able to stand at normal height in cages. 2. Cages are at least 40 cm high over 65% of the cage area and no less than 35 cm at any point (or meet State or Territory legislation requirements). 3. The design and size of cage openings is such that birds can be placed in them and removed from them without causing injury or unnecessary suffering. 4. Cages have doors the full height and width of the cage, or open to a width of 50 cm (or meet State or Territory legislative requirements).	Site inspection supported by Shed maps or dimension plans

	5. The floors of the cages adequately support the forward pointing toe of each foot, and the slope of the floor shall be less than 8°. 6. The distance between the widest spaced cage floor support wires is not greater than 5.1 cm. 7. Other surfaces, fittings and equipment within cages are designed, constructed and maintained to minimise the risk of injury and disease, and to adequately support the birds.	
P1.3.3 Design and position of multi-deck cage systems to be fit for purpose. **LEVEL 1**	1. Where present, multi-deck cages are: • arranged so that birds in the lower tiers are protected from excreta from above • arranged so all birds are fully visible for regular inspection • arranged so individual birds can be easily removed from cages as required.	Site inspection

P2 Inputs

P2.1 Cleaning, including equipment and vehicles

Code element	Compliance criteria	Records
P2.1.1 A cleaning and disinfection program is implemented. **LEVEL 1**	1. A documented cleaning and disinfection program is implemented and maintained for all production areas, equipment and vehicles. 2. The program details cleaning and disinfection conducted between flocks.	Cleaning and disinfection program Shed cleaning checklist End of flock shed cleaning
P2.1.2 Manage a cleaning and disinfection program. **LEVEL 2**	1. The program includes the cleaning and disinfection schedule, cleaning tasks, frequencies and materials/chemicals to be used. 2. The program allows for cleaning practices to be undertaken, if necessary, during production or while birds are in place. 3. The program shall detail the areas to be cleaned and disinfected, including the method(s), prior to new flock entry. 4. Cleaning checklists are completed and signed off by the operator and signed/verified by a supervisor.	Cleaning and disinfection program Shed cleaning checklist
P2.1.3 The cleaning and disinfection program is reviewed. **LEVEL 2**	1. Management conducts regular reviews to ensure the requirements of the cleaning and disinfection program have been carried out effectively.	Cleaning and disinfection program

	2. There is evidence that the cleaning and disinfection program has been tested for effectiveness.	
P2.1.4 Manage manure belts. **LEVEL 3**	1. Manure belts shall be maintained so that the surface of the manure does not come into contact with the underside of the cage and/or flooring. 2. Manure belts shall be cleared at least weekly.	Shed cleaning checklist

P2.2 Feed

Code element	Compliance criteria	Records
P2.2.1 Feed excludes avian protein, and mammalian protein is heat treated. **LEVEL 1**	1. No avian protein is included in feed. 2. Mammalian protein included in feed is heat treated to destroy pathogens.	Feed product description
P2.2.2 Manage feed or feed ingredients. **LEVEL 1**	1. A procedure that details actions to be taken when inspecting/rejecting feed ingredients is documented and implemented. 2. Bought-in feed is accompanied by a full product description and delivery advice. 3. Feed mixed on site has: • corresponding specifications for all feed ingredients; and • an in-house specification and/or documented formulation that provides evidence of nutritional support. 4. Retention samples from each external delivery of feed or feed ingredients is: • clearly identified/labelled with batch number, ration type, delivery date and supplier ID • retained for 3 months after the supply has been used. 5. Retention samples from each batch of feed made in-house is: • labelled with batch number, ration type, date of manufacture • retained for 3 months after the supply has been used.	Feed product description Feed inspection and rejection log Contract transporter service agreement
P2.2.3 Manage feed for each bird. **LEVEL 1**	1. Feed lines/stations are checked at least once every 24-hour period to ensure they are operating properly. 2. Withholding of feed to provoke induced moulting/forced moulting is not permitted.	Daily shed records

P2.3 Water

<table>
<tr><th>Code element</th><th>Compliance criteria</th><th>Records</th></tr>
<tr><td>P2.3.1 Manage water availability and access.
LEVEL 1</td><td>1. Water is available for birds to access at all times.
2. Water access shall only be provided in the shed.
3. Water availability is checked at least twice daily and records of water checks maintained.
4. The business manages bird access to non-potable water.
5. Withholding of water to provoke induced moulting/forced moulting is not permitted.</td><td>Daily shed records</td></tr>
<tr><td>P2.3.2 Manage water storage.
LEVEL 1</td><td>1. In case of breakdowns, repairs or failure of pumping equipment, a supply of water is stored which will provide for the drinking and cooling requirements of the fully stocked farm for 24 hours.
2. If in use, storage tanks are covered at all times to minimise contamination.
3. If in use, microbiological testing frequency is dependent on the site’s risk assessment but must be done at a minimum annually.
4. Where water quality is known to be variable, such as the level of organic load, testing should be carried out more than once per year.
5. Water provided for testing should be taken from the point where the water enters the shed.
6. Microbiological testing must be conducted by a laboratory accredited by the National Association of Testing Authorities (NATA).
7. Water should comply with the below microbiological specifications:
*Coliforms is an indicator of water quality, should results exceed the specification level below, please review water quality and site practice.
<table><tr><th>Bacteria</th><th>Poultry (max)</th></tr><tr><td>E. coli (faecal coliforms)</td><td>< 1 cfu / 100 ml</td></tr><tr><td>*Coliforms</td><td>≤1000 cfu / 100 ml</td></tr></table></td><td>Contingency plan
Microbiological test results</td></tr>
<tr><td>P2.3.3 Manage use of municipal water.
LEVEL 1</td><td>1. If municipal water is supplied directly to sheds, microbiological testing is not required.</td><td></td></tr>
<tr><td>P2.3.4 Detect water supply failure.
LEVEL 2</td><td>1. An automated alarm or manual alert system (i.e. system of checks) is in place to detect primary water supply/source failure.</td><td>Site inspection</td></tr>
</table>

<table>
<tr>
<td>P2.3.5 Manage bores and bore water, wells and well water, surface water (e.g. from a creek, dam, or rainwater).
LEVEL 1</td>
<td>1. Bores are sealed, and the immediately surrounding ground is elevated to prevent run-off and other contaminants from entering the bore.
2. Wells are covered and constructed to prevent contaminants from entering the water.
3. Where water quality is known to be variable, such as the level of organic load, testing should be carried out more than once per year.
4. Well water, bore water & surface water must be treated before being supplied to the birds.
5. Water supplied to sheds directly from those sources or store tanks must be microbiologically tested, and test frequency is dependent on the site's risk assessment but must be done at a minimum annually.
6. Water provided for testing should be taken from the point where the water enters the shed.
7. Microbiological testing must be conducted by a laboratory accredited by the National Association of Testing Authorities (NATA).
8. Water should comply with the below microbiological specifications:
*Coliforms is an indicator of water quality, should results exceed the specification level below, please review water quality and site practice.
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</table>
</td>
<td></td>
</tr>
<tr>
<td>P2.3.6 Manage water sanitisation.
LEVEL 1</td>
<td>1. Where water is sanitised:
• For automated sanitisation, record results of testing at least twice per week.
• For manual sanitisation, testing must be conducted at least twice per week.</td>
<td>Sanitisation test results</td>
</tr>
<tr>
<td>P2.3.7 Manage water treatment.
LEVEL 1</td>
<td>1. The effectiveness of water treatment systems must be validated before use and there should be a process in place for maintenance and monitoring of the system to ensure it remains effective.</td>
<td>Validation records
Water treatment procedure or Standard Operating Procedure</td>
</tr>
<tr>
<td>P2.3.8 Manage water chlorination.
LEVEL 1</td>
<td>1. Where chlorine is used for water treatment, free chlorine levels in holding tanks are tested daily and do not exceed 5ppm.</td>
<td>Chlorine test strips</td>
</tr>
</table>

P2.3.9 Meet legal and/or other requirements. **LEVEL 1**	1. Where applicable, a current water licence from a regulatory body is available. 2. If water licence conditions are in place, relevant State or Territory government and local council guidelines/regulations for drawing water from these sources are adhered to.	Water licence

P2.4 Floor litter

Code element	Compliance criteria	Records
P2.4.1 Manage floor litter (where litter is used). **LEVEL 1**	1. Bought-in floor litter is from an approved supplier, inspected upon arrival and free of any noticeable contamination. 2. Floor litter made on site shall be from clean components and records of production batches, including the formulation, are kept. 3. Floor litter is stored to prevent pest access and contamination from foreign objects.	Vehicle and equipment log Approved supplier register Litter delivery and inspection log Biosecurity Management Plan
P2.4.2 Maintain floor litter in sheds in a clean, dry and friable condition. **LEVEL 2**	1. Floor litter within sheds and/or winter gardens shall be tended to remove debris and maintained in a dry condition. 2. Floor litter condition is checked and managed daily.	Daily shed records Litter maintenance record Corrective action request (CAR) record
P2.4.3 Manage used floor litter. **LEVEL 3**	Where suitable for use as a soil conditioner, compost or fertiliser: 1. Used floor litter shall be able to be disposed of without creating an environmental hazard. 2. Local/State/Territory permit requirements that may apply are available, and environmentally responsible disposal practices are followed.	Biosecurity Management Plan Permits (if relevant)

P2.5 Chemical and veterinary medicine

Code element	Compliance criteria	Records
P2.5.1 Store, secure and manage chemicals and veterinary medications. **LEVEL 1**	1. All chemicals (when not in use) are stored in secure and locked areas. 2. Medications are stored separately to cleaning, agricultural and	Chemical inventory and record of use

	maintenance chemicals. 3. All chemicals are clearly labelled. This includes chemicals decanted into smaller containers. 4. Chemical inventory and use are documented and all chemicals must be handled according to manufacturer's instructions. 5. Chemical containers shall not be re-used for holding birds, eggs, feed or water.	
P2.5.2 Manage vaccines and prescribed medication usage according to prescription. **LEVEL 1**	1. Whenever used, vaccines are administered according to vaccination programs, and records are maintained to demonstrate this usage. 2. Whenever used, prescribed medicines are administered according to prescription, and records are maintained to demonstrate this usage. 3. Records include, at a minimum: • flock identification • date administered • medication name • batch number • dosage rate • withholding period (if applicable) • reason for administration of medicine • person(s) administering the medication • copy of the prescription (medications only) • vaccination program.	**Bird treatment record** Vaccination program Prescriptions
P2.5.3 Eggs shall not be supplied for human consumption during any labelled withholding period. **LEVEL 1**	1. Withholding periods, or prescribed exclusions for all medications administered to birds are complied with. 2. Eggs shall not be used for human consumption unless prescribed medication records demonstrate that withholding periods have been met.	**Bird treatment record** Vaccination program Prescriptions
P2.5.4 Manage withholding periods where shed surfaces have been treated with chemicals. **LEVEL 1**	1. Birds shall not be placed into sheds where surfaces have been treated with chemicals: • that have a withholding period, until after the expiry of the withholding period; and/or • where any disinfectants used are likely to give rise to egg taint.	**Shed cleaning checklist** **Bird receival record** **New Bird Sample Weight Log**

P2.6 Pest management

Code element	Compliance criteria	Records
P2.6.1 Document and implement a program for managing pests. **LEVEL 1**	1. A documented pest management program includes controls for: • insects • rodents • predatory birds and animals. 2. The pest management program includes: • responsibilities • procedures • monitoring activities • bait station map.	Pest Management Plan
P2.6.2 Pest control workers shall be suitably qualified and/or trained. **LEVEL 2**	1. If external pest control service contractors are used, copies of their current credentials are held on site. 2. If in-house workers are used to conduct pest control activities, evidence of appropriate experience and/or training are kept.	Record of pest control worker credentials and experience
P2.6.3 Manage bait and bait stations. **LEVEL 2**	1. Bait station map includes all bait stations (internal and external) and insect traps/Electronic Fly Killer (EFK) units. 2. Bait stations (including temporary bait stations) are clearly identified, secured, are tamperproof, and are checked against map for positioning and replenished as necessary. 3. Bait stations are placed according to the manufacturer's recommendations or risk assessment where they do not expose eggs, birds, poultry, feed, or water to risks of contamination. 4. Routine checks are conducted at a frequency determined by a documented risk assessment and recorded in the control log or service report 5. Dead rodents are collected and disposed of in a timely manner.	Bait station map (Farm map) Pest control service report
P2.6.4 Measures are taken to provide protection from predators. **LEVEL 1**	1. With the exception of pop holes, all other potential shed entry points shall be screened to minimise wild bird entry.	Site inspection
P2.6.5 (FREE RANGE) Manage free range areas. **LEVEL 2**	1. Dams and other surface water are fenced off to prevent access by production birds. 2. Low-lying water pooling areas are minimised and managed to discourage wild waterfowl and other bird species.	Site inspection Corrective action request (CAR) record

P3 Bird receival and placement

Code element	Compliance criteria	Records
P3.1 Manage identification and traceability of birds. **LEVEL 1**	To identify flocks and trace flock movement from the chick/pullet grower: 1. Bird receival records include, at a minimum: a. the grower ID b. number of birds received c. the breed d. hatch date/bird age e. rearing method/system f. flock medication, vaccination and treatment history g. beak treatment details h. advice/confirmation from the supplier as to whether the hatchery/rearing facility takes part in a *Salmonella* monitoring program. 2. Bird receival records for the life of the flock are kept on site.	**Bird receival record**
P3.2 Pullets shall be sourced from an appropriate rearing system. **LEVEL 3**	1. Pullets sourced from cage rearing systems shall only be used for cage egg production. 2. Pullets sourced from aviary or floor rearing systems may be used for cage, barn or free range egg production. 3. If pullets are purchased from an external source or transferred from another location owned and operated by the egg farmer, documented evidence to verify the type of rearing system being used is available.	Record of rearing systems used for externally purchased or transferred pullets
P3.3 Inspect birds at arrival. **LEVEL 1**	1. Birds shall be inspected for condition upon arrival. 2. Records of receival, inspection, condition and mortality are kept.	**Bird receival record**
P3.4 Manage animal welfare. **LEVEL 1**	1. Animal welfare checks are conducted on new flocks and a record kept. 2. Feed and water availability is checked in sheds containing new flocks, and a record kept. 3. A sample of birds are weighed and weight recorded.	**Animal welfare records**

P4 Flock management

Code element	Compliance criteria	Records
P4.1 Minimise beak treatments. **LEVEL 1**	1. Where beak treatment of chicks is required, it shall: • be on chicks less than 24 hours old • be performed at the hatchery by a competent trained operator • be done using an infrared technique or other approved method • be conducted using calibrated equipment • shall only take place once • shall be limited to the tipping of the beak only • be even, rounded and consistent across the flock. 2. If beak trimming of older birds is considered necessary, this shall be confirmed with a signed statement from a veterinarian and performed by an operator signed-off as competent.	**Beak treatment log** Veterinary statement (if relevant)
P4.2 Manage lighting in laying shed. **LEVEL 2**	1. A documented lighting program that provides a minimum of 8 hours continuous light per 24-hour day is in place. 2. Records of lighting availability/schedules are kept.	**Lighting program** **Lighting record**
P4.3 Manage darkness in laying shed. **LEVEL 1**	1. A documented lighting program that provides a minimum of 8 hours darkness per 24-hour day is in place. 2. Records of lighting availability/schedules are kept. 3. Records of required variations, and their justification, to the schedule (i.e. midnight feeding in hot weather) are kept.	**Lighting program** **Lighting record**
P4.4 Manage graduated 'dawn and dusk' light periods for free range and barn systems. **LEVEL 3**	1. In free range and barn sheds, the light intensity between lighting periods should be adjusted in a gradual manner over at least 15 minutes to allow for a graduated 'dawn and dusk' period for natural rousing and settling, either via staggered lighting systems or natural light entering the shed, where flock welfare issues are not caused.	
P4.5 Control flock activity/behaviour. **LEVEL 3**	1. Lighting systems (either manual or automated) are able to be adjusted in the shed environment on an ad-hoc basis to control flock activity and encourage calm flock behaviour when required. 2. A documented procedure is in place.	**Lighting program** **Lighting record**

P4.6 Manage light intensity in sheds to allow for bird inspections. **LEVEL 1**	1. During inspection of poultry, the light intensity on the birds is adequate to allow birds to be thoroughly inspected so any problems can be identified. 2. Where a multi-level system of housing exists, lights are available at all levels to allow for ready inspection of birds.	**Lighting program**
P4.7 Maintain general lighting levels. **LEVEL 2**	1. Lighting levels across the laying shed at bird head height should be an average of 10 lux. Levels of 5 lux or lower may be acceptable when flock welfare is being managed.	Site inspection
P4.8 Manage bird health and welfare. **LEVEL 2**	1. A documented and implemented bird health and welfare procedure is evident and made available to relevant workers. 2. The procedure specifies how the health and welfare of birds is assured and the checks required are recorded.	**Animal welfare records** **Flock behaviour control log**
P4.9 Report and investigate changes in bird performance or health. **LEVEL 2**	1. Any unusual increase in bird health issues or mortality, or a major decrease in bird performance is reported to management/veterinarian (as appropriate) and investigated immediately. 2. An investigation of possible causes and any resulting corrective action is undertaken and recorded.	**Animal welfare records** **Flock behaviour control log**

P5 Laying

P5.1 Laying – alternative systems

Code element	Compliance criteria	Records
P5.1.1 Birds shall have unrestricted access to provisions. **LEVEL 1**	1. Birds have unrestricted access to feed and water during daylight periods, within the shed. 2. Birds have a minimum of 7 hours per day of unrestricted access to nest boxes during daylight periods, within the shed.	**Daily shed records**
P5.1.2 (FREE RANGE) Birds shall have adequate access to the range before eggs may be labelled as free range. **LEVEL 1**	1. Birds shall not be older than 26 weeks when first accessing the range. 2. New flocks have access to the range for at least one day before eggs can be labelled free range (i.e. eggs produced on Day 2 of range access can be labelled free range).	**Egg traceability records**

	3. Prior to accessing the range, eggs shall be labelled as 'Barn' or 'Cage Free' or 'Seconds'.	
P5.1.3 (FREE RANGE) Birds have unrestricted and meaningful access to an outdoor range. **LEVEL 1**	1. Established flocks have access to a range for a minimum of 8 hours per day (where daylight is less than 8 hours per day, access is available from sunrise to sunset). 2. Birds may be prevented from accessing the outdoor range for a period when: • they are nest box training • there are adverse weather conditions that would endanger them (e.g. strong winds, storms, extreme cold or heat) • the range is inundated with water or there is significant pooling after heavy rains • they would be exposed to predators • in the event of outbreaks of serious diseases or due to veterinary/medical treatment, or • in other 'exceptional circumstances' that pose a significant risk to the hens' health or safety. 3. Birds are encouraged to range through training to utilise pop holes, by providing unimpeded access to pop holes and by providing overhead shelter on ranges.	**Daily shed records**
P5.1.4 (FREE RANGE) Record periods of lock-in of more than 72 consecutive hours. **LEVEL 1**	1. After birds have been given first access to the range, any periods of lock-in which are more than 72 consecutive hours are recorded. Records clearly state the dates/times and reasons for the lock-in. 2. If birds are locked in for more than 72 consecutive hours, written approval is obtained from senior management and relevant customers as to which 'production system' the eggs produced during the lock-in period are to be packed or identified. 3. Eggs collected within the first 24 hours after pop holes have been opened must still be labelled as 'barn' or 'cage free'.	**Range lock in record and written approval**
P5.1.5 (FREE RANGE) Manage access to winter gardens. **LEVEL 3**	1. Where winter gardens are used, access is provided for a minimum of 8 hours per day, from at least 26 weeks of age.	**Daily shed records**
P5.1.6 (FREE RANGE) Maintain a log/range diary. **LEVEL 1**	1. A log/record that details the range access information for each shed per flock is maintained, including: • date • time • inclement weather conditions • exceptions when pop holes were not opened (including the	**Range Management Plan**

	reason) and the date/time when pop holes were re-opened.	
P5.1.7 Manage electric pulse wires. **LEVEL 2**	Where electric pulse wires are used to train or disperse birds, deter birds from laying in certain areas, prevent egg pecking or prevent perching over feed or water equipment, or prevent smothering: 1. Wires are only 'live' during necessary periods. 2. Bird training procedures are documented and training periods recorded.	**Flock behaviour log** **Daily shed records**

P5.2 Laying – cage

Code element	Compliance criteria	Records
P5.2.1 Manage housed birds within a shed. **LEVEL 1**	1. Birds are continuously housed in cages within a shed and escaped birds shall not be left to wander.	**Daily shed records**
P5.2.2 Manage electric pulse wires. **LEVEL 2**	Where electric pulse wires are used to train or disperse birds, deter birds from laying in certain areas: 1. Wires are only 'live' during necessary periods. 2. Bird training procedures are documented and training periods recorded.	**Flock behaviour log** **Daily shed records**

P6 Egg collection, storage and dispatch

Code element	Compliance criteria	Records
P6.1 Manage egg collection. **LEVEL 1**	1. A documented procedure is in place to ensure all eggs are collected at least once per 24-hour period, or an alternative practice implemented. 2. Where alternative egg collection practices are implemented, they are supported by a risk assessment. 3. Broken, wet, leaking and grossly dirty eggs cannot be used for human consumption.	Egg collection procedure Risk assessment (if relevant)
P6.2 Maintain egg collection records. **LEVEL 1**	1. Egg collection records show the number of provisionally sorted firsts, seconds, floor and dirty eggs collected for each shed.	**Egg collection procedure** Egg trend record

	2. An egg production trend record is available.	
P6.3 Transport eggs on-farm to minimise the risk of egg contamination. **LEVEL 1**	1. Eggs collected from the shed and moved to other facilities on the farm are covered and protected from the elements/rain. 2. Walkways over the top of conveyors are solid or have a barrier in place to prevent dirt from footwear falling onto collected eggs.	Site inspection
P6.4 Store eggs to minimise the risk of egg contamination. **LEVEL 1**	1. Egg packing, storage and cool rooms are separated from egg laying areas. 2. Eggs bound for pasteurisation are stored separately to other eggs. 3. Eggs are stored in a manner that minimises condensation and contamination. 4. Eggs are refrigerated or placed into a cool room within 24 hours of collection. 5. Cool rooms are operated in the range 4°C to 15°C and shall not exceed a temperature of 18°C. Temperature records shall be maintained. 6. Refrigerated storage is maintained (i.e. once refrigerated, eggs shall not be stored/transported in ambient conditions). 7. The reuse of egg flats and fillers (cardboard and plastic) is managed as per the farm's disinfection validation process in their Biosecurity Management Plan.	**Temperature check records** **Biosecurity Management Plan** Food safety plan
P6.5 Monitor and maintain cool room equipment. **LEVEL 1**	1. A program for daily cool room temperature monitoring is implemented and maintained. 2. Records of daily cool room temperature checks are maintained. 3. Calibration procedures for temperature measuring devices shall be documented and checks undertaken and recorded at least every 6 months.	**Temperature check records** **Corrective action request (CAR) record** **Temperature monitor calibration records**
P6.6 Manage own refrigerated transport to minimise the risk of egg contamination. **LEVEL 2**	Where the egg farm is responsible for refrigerated transport: 1. The temperature of the egg storage section of the vehicle is maintained in the range 4°C to 15°C and shall not exceed a temperature of 18°C. 2. Calibration procedures for temperature measuring devices are documented and implemented. 3. Records of daily temperature checks and equipment calibration are kept.	**Temperature check records** **Corrective action request (CAR) record** **Temperature monitor calibration records**

P6.7 Manage third party refrigerated transport to minimise the risk of egg contamination. **LEVEL 2**	Where refrigerated transport is provided by a third party: 1. The temperature of the egg storage section of the vehicle is maintained in the range 4°C to 15°C and shall not exceed a temperature of 18°C	Supplier declaration
P6.8 Manage farm or farm gate sale or supply of eggs. **LEVEL 1**	Where eggs are sold directly from farm or farm gate: 1. The sale or supply of eggs meets all Local, State or Territory and Federal regulations. 2. Records for eggs allocated for farm gate sales demonstrate that eggs are not cracked and/or dirty (eggs shall be clean with no visible cracks, faeces, soil or other foreign matter). 3. Eggs identified as unsuitable for sale due to food safety or quality reasons are identified and disposed of.	Egg traceability records Egg packing or grading records Government licences (if relevant)

P7 Egg identification, traceability and recall

Code element	Compliance criteria	Records
P7.1 Maintain an identification and traceability system to enable eggs to be traced from production to supply. **LEVEL 1**	1. Traceability records include as a minimum: • production location • production method (e.g. free range, barn laid, cage) • date of collection. 2. Dispatch records include the information stated above, plus: • quantity and quality of eggs • shipment/dispatch date. 3. For eggs sold or supplied directly from the business to the customer, eggs are stamped and the batch recorded, as required by legislation. 4. For eggs sold or supplied directly to another farm, the supplying farm shall document the quantity, type and date of sale. 5. Where eggs suitable only for further processing (e.g. pulping) are sold or transferred to a grading floor, these eggs are clearly identified.	Egg traceability records Sales records
P7.2 Manage externally sourced eggs. **LEVEL 1**	1. Where eggs are bought in and/or purchased from other farms, they are clearly identified and accounted for.	Egg traceability records Supplier declarations

	2. Suppliers of eggs provide evidence of the egg production location and production system. 3. Suppliers of eggs provide evidence that the eggs have been produced in an ESA certified farm.	
P7.3 Manage egg traceability for each production method undertaken on site. **LEVEL 1**	1. Where multiple production methods are undertaken on a single site, an effective system is documented and implemented to identify, segregate and trace eggs by production method. 2. System effectiveness is verified by reconciliation exercise conducted at least annually on a minimum of three consecutive days of production.	Egg traceability records Record of the business's annual reconciliation exercise
P7.4 Maintain a product recall procedure enabling unsafe eggs to be effectively recalled. **LEVEL 1**	1. A documented recall procedure is available. 2. Key workers have undertaken training in the recall procedure.	Egg recall procedure Worker training records

P8 Management and disposal of waste

P8.1 Bird management and disposal

Code element	Compliance criteria	Records
P8.1.1 Manage removal and disposal of dead birds. **LEVEL 1**	1. There is a system in place for the removal and disposal of dead birds, which prevents vermin and other animals from accessing dead birds. 2. Dead birds are removed and disposed of from sheds and ranges on a daily basis.	Biosecurity Management Plan Daily shed records
P8.1.2 Manage the humane disposal of live birds at end of the laying cycle. **LEVEL 1**	1. There is a system in place for the humane disposal of live birds at end of the laying cycle to ensure that distress or discomfort is minimised. 2. A record of live spent hen disposal and removal is available at the end of lay and includes at a minimum: • date of disposal/pick up • number of spent hens • method of disposal • transport company name, contact details and vehicle registration (if applicable)	Flock behaviour log Bird mortality record

	• destination (if applicable).	
P8.1.3 Birds are euthanised as per industry best practice. **LEVEL 1**	1. If Modified Atmosphere Killing (MAK) is used, it is carried out in accordance with documented industry best practice – '*Development and Extension of Industry Best Practice for On-Farm Euthanasia of Spent Hens*'. 2. If Cervical Dislocation is used, it is carried out in accordance with documented industry best practice – Practical Guideline for the Euthanasia of Poultry using Cervical Dislocation.	**Flock behaviour log**
P8.1.4 Manage catching, culling and transport of hens (including pullets, spent hens). **LEVEL 1**	1. Workers responsible for the catching and handling of birds are trained in bird handling, animal welfare, and biosecurity requirements. 2. Workers are trained in the culling of sick or injured birds commensurate with their role and responsibility. 3. Where contract transport or a contract pullet provider is used by the farm, a contract/agreement is available to demonstrate that the contractor is aware and will abide by the Model Code of Practice requirements during transportation of birds.	**Worker training records** **Organisational chart** Supplier agreements
P8.1.5 Contingency plans shall be in place for the emergency humane slaughter of flocks. **LEVEL 1**	1. Documented emergency contingency plans are in place for incidents other than emergency animal diseases (in the case of emergency animal disease incidents refer to regulatory guidelines). These plans include provision for the slaughter and disposal of the carcasses (if required). 2. The site's contingency procedures and the emergency contacts are reviewed annually or when there are significant changes on farm.	**Contingency plan**

P8.2 Manure management and disposal

Code element	Compliance criteria	Records
P8.2.1 Waste is managed and appropriately disposed of. **LEVEL 1**	1. Waste and by-products of egg production are stored, spread or disposed of in accordance with the farm's documented and implemented waste disposal program and any relevant legislation.	**Waste disposal program**
P8.2.2 Maintain a manure management program.	1. A documented manure management program that meets the requirements of any relevant responsible authorities/conditions	**Manure management program**

LEVEL 3	of permit is in place. 2. Records of manure disposal are kept.	Permits (if relevant)
P8.2.3 Manage manure pits. **LEVEL 1**	1. Manure pits shall be maintained so that the surface of the manure does not come into contact with the underside of the flooring. 2. Pits shall be cleared at the end of every flock.	**Vehicle and equipment log** **Manure disposal record**
P8.2.4 Prevent bird access to manure pits or manure storage areas. **LEVEL 1**	1. Birds are prevented from gaining access to manure pits and manure/spent litter storage areas. 2. If found during daily inspections, birds shall be removed immediately from the manure pits or spent litter and an immediate investigation of possible causes, and any resulting corrective action undertaken and recorded.	**Corrective action request (CAR) record**
P8.2.5 Measures are taken to prevent leachate from farm facilities or contaminated rainfall run off reaching water sources. **LEVEL 2**	1. Measures are in place to prevent leachate from farm facilities (including layer sheds and by-product storage areas, dead birds, waste litter and manure) or contaminated rainfall run-off reaching surface water or groundwater sources.	**Farm map** Permits (if relevant)
END		

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Appendix 1 Definitions

This appendix sets out the interpretations of the terms and abbreviations found throughout the ESA Standard documents.

2IC	Second in charge. This is someone who deputises for a superior, and the next in line in command or decision making when the superior is not available.
Access to water	A reasonable opportunity for poultry to be able to drink water of a suitable quality and quantity to maintain their hydration over any 24 hour period.
Ammonia	A chemical released as a colourless and pungent gas due to the chemical reaction between water and nitrogenous wastes (i.e. bird faeces). This gas is caustic and at higher concentrations causes irritation of sensitive membranes (i.e. eyes and respiratory tract).
Appropriate materials	Materials that allow the effective removal of organic matter and permits effective cleaning and disinfection.
Approved	Approved by Australian Eggs.
Audit Deferred	The Site has been granted an extension on their current certification, despite not undertaking a successful re-certification Audit within the standard 12-month period.
Audit	A systematic and independent examination to verify that a Site is acting in accordance with the ESA.
Auditor	The independent auditor carrying out the audit, who works for a nominated ESA certification body.
Australian Eggs	Australian Eggs Limited ACN 102 859 585.
Avian protein	Protein that has originated from any bird species.
Barn system	A production system where birds are housed within an enclosed structure. Within the structure, birds are allowed to roam around and freely utilise structures and resources provided to them.
Beak trimming	The removal of the tip of the beak of poultry by specially designed equipment to prevent damage to other birds due to destructive behaviours.
Biosecurity hazard	An object (or organism) that has the potential to introduce pathogens or diseases and compromise the safety and quality of the birds and their eggs.
Blood Spots/Meat Spots	Occasionally found in an egg. They are caused by the rupture of a blood vessel or remnants of oviduct material during formation of the egg.

Bloom/Cuticle	The coating or covering on the egg shell that seals its pores, helps prevent bacteria from getting into the shell and reduces moisture loss from the egg. When eggs are washed for cleanliness purposes, the process removes the bloom.
Brooding/Rearing	The first weeks of a hen's life when it requires a very high standard of care including the provision of special diets and supplementary warmth.
Buffer	A suitable distance between two areas to prevent the risk of contamination.
Cancelled	The Site is no longer undertaking re-certification audits and has in writing notified the ESA Program Manager or their Certification body of this.
Cage systems	A system of housing where the birds are confined to cages either singly or in multiples with a wire floor. With this system the birds do not come into contact with their own or other bird's faeces which is an important disease control measure. Birds in cage systems are continuously housed in cages within a shed.
Candling	The step in grading that lets the egg grader look inside the egg without breaking it to assess its quality.
CAR/Corrective Action Request	A non-compliance identified during routine checks, internal and external audits where action is needed to correct the non-compliance.
CAR close-out	The period following an audit in which a farmer must address any CARs raised during the audit. This can be done by physically fixing or correcting issues raised or by presenting a plan of action with logical milestones to correct the issue.
Certification Body	The private companies which have responsibility and authority for all of the certification process and decisions with regard to membership of the Standard.
Certification	Certification of a Site by Australian Eggs in accordance with the ESA Introduction and Rules. The following terms can be used to describe a Site's ESA Certification Status
Certification Pending	Che Site is in the process of re-certification. This status is used in two situations: where the Site has recently undergone a re-certification Audit and is in the process of closing out its CARs or where the Site's Certification has expired but a re-certification Audit is scheduled in the three months' following certification expiry.
Certification Period	The 12 months from the date of certification under the Standard or until the next audit.
Certified	The Site has demonstrated compliance across all elements of the Standard(s) in their most recent re-certification Audit, which was less than 12 months ago.
Coliforms	A broad class of bacteria found in the environment, presence of coliforms can indicate the presence of harmful disease causing bacteria.

Colony nests	Nests that allow multiple birds to lay at one time.
Competent	A person that has displayed satisfactory understanding of training on a particular task and demonstrated the necessary skills as an outcome of the training.
Cracked Egg	An egg in which the shell is cracked and the crack is detectable (visible to the naked eye or visible using candling, or other methods).
Cracked Leaking Egg	An egg in which the shell is cracked and the membrane is ruptured which could lead to leakage of contents.
Critical Control Point/CCP	A step in a primary production and processing operations at which control can be applied to prevent or eliminate a food safety hazard or reduce it to an acceptable level.
Cross Contamination	Where a contaminant is transferred (voluntarily or accidentally) from one object to another.
Culled	A bird that has been removed (for example, due to instances of disease or animal welfare concerns) from a flock and euthanized.
DAWR	Australian Government Department of Agriculture, Water Resources.
Daylight periods	Periods of light between the rising and setting of the sun, or periods of light provided through artificial lighting.
Deep Litter System (Barn system)	A system in which birds are confined in a building with access to an area of litter material such as earth, wood shavings, straw, rice hulls, shredded paper, etc.
Disinfection	The process of removing pathogens through cleaning or other methods. This process prevents pathogens contaminating subsequent materials/livestock.
Eaves	Small extensions of the shed roofing intended to protect the side of the shed.
Established flocks	Fully-feathered laying flocks that have already determined the hierarchy of the flock members.
Euthanasia	The act of purposely ending the life of livestock through humane methods.
Exceptional circumstances	Circumstances that are beyond the reasonable control of the farmer.
Egg	A hen's (*Gallus gallus*) egg in its shell that is suitable for human consumption.
Egg business	An individual or group involved in the primary production or processing of hen eggs and egg products.

Egg Producer	An individual or group involved in the primary production of eggs to supply to a grading floor.
Egg Product	The contents of an egg in any form including egg pulp, dried egg, liquid egg white and liquid egg yolk.
Egg Standards of Australia/ESA	The Standard owned by Australian Eggs Limited.
ESA Program Manager	The independent company contracted by Australian Eggs to manage and oversee the administration and day-to-day operation of ESA.
ESA	Egg Standards of Australia.
Food Safety Standards/FSANZ	The standards contained in Chapter 3 of the Australia New Zealand Food Standards Code.
Formal Training	The term "formal training" is used to indicate the requirement that the training was received from a qualified national or public body or from an ESA approved organisation / individual and that a certificate is available.
Grading	Process by which eggs are classified according to interior and exterior quality and size.
Grading Floor	A business premises where eggs are classified according to interior and exterior quality and size and packed for sale for human consumption.
Guardian animals	Animals that are housed with the flock, and do not move between areas during the life of the flock. Their sole purpose is to protect the flock.
HACCP (grading floor)	Hazard Analysis Critical Control Point, a risk assessment method used for identifying how food can become unsafe for human consumption and then deciding how it can be controlled.
Handling (of food)	The making, manufacturing, producing, collecting, extracting, processing, storing, transporting, delivering, preparing, treating, preserving, packing, cooking, thawing, serving or displaying of food.
Hazard	A biological, chemical or physical agent or factor with the potential to cause an adverse health effect.
Hazard Analysis	The risk assessment method used to identify potential hazards and to estimate the severity of the hazard and the likelihood that it will occur.
Hygiene (grading floor)	All measures necessary to ensure the safety and wholesomeness of food at all stages of the food chain (including preparation, processing, packaging, storing, handling, transportation and offering for sale or supply to the consumer).

Incubator	The machine used to incubate fertile eggs.
Inspection	The visual check of the health and welfare of poultry on an individual or bird group basis. Or the visual check of eggs to assess their condition.
Layer	A female chicken in lay. Usually used to refer to females kept solely for egg production for human consumption.
Lighting (artificial)	The use of controlled artificial light to regulate the day length under which the flock are kept.
Litter	A mixture used for the initial bedding, placed on the floor of a clean shed. It can accumulate excreta, feathers and other detritus from the chickens as well as wasted feed and water.
Lux	A unit of illumination equal to one lumen per square metre. Used to measure the brightness or intensity of light.
Mammalian protein	A powder derived from the rendering of animal tissues, it is heat treated at the rendering facility to ensure no harmful pathogens come into contact with subsequent consumers.
Mobile Sheds/Caravans	Hen sheds used in a free range system which are moved periodically to different locations to facilitate the adequate spreading of manure over land.
Moult	The process whereby the bird sheds its feathers and ceases egg production. It is usually initiated by hormonal influences but is often triggered by stress.
Municipal water	Water supplied by local council or through public utility companies and paid through council rates.
Nest boxes (see also Colony Nests and Single Nest Boxes)	A box built specifically for the bird that makes the bird feel safe and minimises stress and encourages nesting and egg laying. Nest boxes can allow one bird in at a time, or multiple birds in at one time.
Notifiable Disease	As listed in the National Notifiable Diseases List or as Legislated by your state. (as amended).
Off label use (medications)	Where medications that are ordinarily used for other species are prescribed by a vet for limited use for poultry.
Pathogens	A bacterium, virus, or other microorganism that can cause disease.
Perch	Structures inside a barn or shed designed to enrich the bird's environment and provide safe roosting spaces and increased living space.
Pest	An unwanted insect, bird or animal that damages food supplies and can spread disease, such as rats, mice, flies, cockroaches and wild birds.

pH	An index used as a measure of acidity or alkalinity. pH is normally measured using pH paper, or with a calibrated pH meter.
Phenolic	A substance that contains phenols. Phenolic substances have strong aromatic characteristics which when come into contact directly or indirectly with eggs can cause a taint.
Point-of-lay	The age at which the layer hen begins to produce eggs. (approximately 18 weeks of age depending on the breed of the chicken)
Policy	A set of principles, rules and/or guidelines as determined by the Egg Business for the purposes their long-term goals.
Pop hole	A small opening that provides access between indoor and outside areas.
Primary Food Production	The growing, collection, transportation or delivery of food on, from or between the premises on which it was grown; the packing or storing of food on the premises on which it was grown, collected; and any other food production activity that is regulated by or under an Act prescribed by the regulations for the purposes of this definition.
Procedure	A document or instruction that establishes an expected method of action.
Program (ESA)	The Egg Standards Australia Quality Assurance Program consists of three components: • ESA Introduction and Rules: The process for ensuring that the requirements as set out in the Standards are met (through auditing, certification, etc.) and that the relevant details are published. • Egg Standards of Australia for Rearing and Layer Farms • Egg Standards of Australia for Grading and Packing Floors
Protective clothing (grading floor)	Clothing that is intended to protect the wearer from contaminants and/or injury or prevent contaminants from the wearer tainting the surrounding environment or products.
Pullet Grower	A person who rears day-old chicks up to point-of-lay.
Pullet Supplier	The company / organisation that procures day-old chicks for or supplies day-old chicks to the pullet-rearer.
Range areas	A fenced area attached to a shed which allows flocks to roam, scratch and forage outside.
Rearing	Management of the layer chicken from day-old to point of lay.
Register / Database	The register / database of the current certified ESA members indicating their status. This database is managed by the ESA Program Manager.
Registered Training Organisation	Training providers registered by the Australian Government (or, in some cases, a State or Territory regulator) to deliver vocational education and training (VET) services. RTOs are recognised as providers of quality-assured and nationally recognised training and qualifications.

Registration	The registration of a Certification Body or Auditor by the ESA Program Manager in accordance with the Certification Protocol.
Regulatory registrations	Registrations or licences that a farm must hold to operate in state the farm is located in. This can include, but not limited to: food business license, EPA disposal licences, registrations to local council and similar.
Safety Data Sheet/SDSs	Documents that provide critical information about hazardous chemicals.
Sale or supply	The transferral of eggs from the producer to the end user (i.e retailers or food service). This process can also include the transferral of eggs to a grading floor.
Sanitise	To treat surfaces / equipment / materials with a substance that is capable of reducing the numbers of viable microorganisms to a level satisfactory for product quality and public health, without adversely affecting the food.
Seconds	Any egg that is identified and sorted on farm as being white banded, slab-sided, translucent, calcium coated, misshapen, body-checked, cracked, soft-shelled, pimpled, calcium deposited, corrugated, wrinkled, speckled, or lilac.
Secure	Where a flock is protected within an area designed to restrict predator access and unauthorised access.
Shall	A mandatory direction.
Single nests boxes	Nests that allow only one bird to lay at one time.
Silo	Pit or tower used for the storage of bulk materials
Site	A building or shed or a series of buildings or sheds and their associated areas (yards, range areas, etc) that represents the certified entity that is listed on the ESA register / database.
Slatted floor system	A system of housing similar to the litter system except that where wooden slats approximately 2 cm wide with a similar gap between are used instead of litter. The faeces pass through the gaps and out of reach of the birds housed therein.
Standards	Egg Standards Australia (ESA) Certification Programs for the Rearing and Laying Farm and the Grading and Packing Floor as amended from time to time.
Suspended	The Site is temporarily uncertified.
Scratch area	An area provided inside the shed, where loose material is provided to the flock and allows them to scratch.
Stamp	A mark on the shell of the egg, unique to the farm, enabling the identification (trace back) to the source farm.

Standard operating procedures/SOPs	A document or instruction that establishes an expected method of action.
Stocking density	The number of hens in a shed or outdoor range typically expressed as birds. Internal stocking density is expressed as birds per m2 and outdoor stocking density is expressed as birds per ha.
Substantially regenerate (the range)	To return (as best efforts allow) the range to the condition it was before birds were on the land.
Supervision	A person (the supervised person) is acting under the supervision of another person (the supervisor) if the supervisor: (a) provides instructions and guidance to the supervised person in relation to the subject activity; and (b) oversees and evaluates the performance of the activity by the supervised person; and (c) is contactable by the supervised person.
Tiered system	A system where there are multiple levels, within the shed, where birds are housed.
Trade Mark	Registered trademarks of Australian Eggs Limited relating to conformance with the ESA Standards.
Training	Where a person or animal is taught a new skill or behaviour.
Vaccines	A biological solution that provides immunity to a particular disease. A preparation of killed or weakened (attenuated) microorganisms which, when inoculated into the body, will stimulate it to produce antibodies to protect against the disease caused by those microorganisms.
Vent (bird)	The common external opening from the cloaca for the digestive system, urinary system and reproductive system.
Veranda	A structure attached to a shed that assists a flocks' integration from the shed onto the range.
Verification	Confirmation, through the review of objective evidence, that requirements have been fulfilled.
Virus	An ultra-microscopic infectious agent that replicates / multiplies in specific living cells of a host. Viruses can be pathogenic.
Visitor	A person who is not employed by the production facility entering the premises (for a short amount of time) with appointment or invitation from the farm.
Water treatment	The processes that improve the quality of water and make it more suitable for the end user.
Winter garden	A permanent structure, assessable to the flock during daylight hours, attached to the outside of the shed and provides an additional area for the flock.

Appendix 2

Egg Standards of Australia

Introduction and Rules

March 2023

This following information introduces the Egg Standards of Australia program and details the requirements of participating egg farms and grading facilities

1. Introduction

1.1. Background

Egg Standards of Australia (**ESA**) is a voluntary quality assurance program that has been developed through an extensive consultation process, to provide a practical mechanism to demonstrate compliance with egg primary production and processing standards.

ESA replaces the previous egg industry scheme, Egg Corp Assured (**ECA**). ESA provides greater clarity and a more robust set of compliance standards that have been independently reviewed against current Australian customer and regulatory requirements.

ESA has been developed (based on the principles of Hazard Analysis Critical Control Point (**HACCP**)) to provide a compliance framework for egg producers and processors in meeting the needs of regulators, retailers, farmers and egg buyers in areas including hen welfare, egg quality, biosecurity, food safety, work health and safety and environmental management.

These ESA Rules are the terms on which, upon registration, an Egg Business agrees to participate in the ESA Program. In order to maintain certification, egg farms or grading facilities participating in the ESA Program must comply with the ESA Rules and the requirements of the ESA Standard(s) nominated by the Egg Business at all times.

This document 'ESA Introduction and Rules – March 2023' is the current version of the ESA Rules.

Failure to comply with the ESA Rules or the requirements of the nominated ESA Standard(s), may result in an egg farm or grading facilities' ESA certification being suspended or withdrawn.

Updates to the ESA Rules and ESA Standard(s) will occur from time to time. Egg Businesses will be given at least 28 days' notice of the changes via email, and Egg Businesses must ensure full compliance with the changes within the timeframe stated in the notice.

An egg farm's obligations to comply with the ESA Rules and ESA Standard(s) are in addition to its obligations to comply with the law, including any regulatory requirements. It is important for egg producers and processors to be aware that compliance with the ESA Rules and ESA Standard(s) does not ensure compliance with the law and does not exempt an egg farm or grading facility from doing so.

1.2. Purpose and scope

ESA covers the industry practices relating to the rearing of pullets, the production of eggs from laying hens, and the grading, processing and packing of eggs.

ESA has two Standards:

1. ESA for Rearing and Layer Farms covers the industry practices relating to day-old chicks or started pullets to the farm, up to the point of removal of started pullets, spent hens and eggs for human consumption from the farm. This component can be used for the following types of egg production systems: Cage, Barn and Free Range.

   The primary objectives of ESA for Rearing and Layer Farms are to:

   - Set out the requirements for best practice in the production of eggs;
   - Provide a uniform mechanism for the verification of egg production practices; and
   - Provide a means of demonstrating best practice and continual improvement.

2. ESA for Grading and Packing Floors covers the general requirements for the collection, grading, washing, packing and delivery of shell eggs as well as the hygienic manufacture, storage, packaging and distribution of egg pulp and egg products for sale or supply for human consumption only. This also covers processors of egg products: fresh liquid whole eggs, egg white, egg yolk/pulp, frozen whole eggs, egg white, egg yolk, dried whole eggs, egg white & yolk, salted & sugared yolks, scrambled egg mix and hard boiled eggs.

   The primary objectives of ESA for Grading and Packing Floors are to:
   - Produce a safe product for consumers;
   - Ensure full traceability of shell eggs, egg pulp and egg products; and
   - Assure both retailer and consumer that shell eggs, egg pulp and egg products are produced and packed to the highest standards.

1.3. Disclaimer

Australian Eggs Limited (**Australian Eggs**) endeavours to ensure that the content of ESA is accurate, complete and current. However, Australian Eggs makes no representation in relation to the accuracy, completeness or currency of the content of ESA. Reliance on the content of ESA is at the user's own risk. The user should always make independent enquiries and seek professional advice regarding its compliance with applicable laws and other legal obligations.

Australian Eggs disclaims all liability and responsibility to any person arising directly or indirectly from reliance on the use of the content of ESA and for any consequences of such use arising out of such reliance, whether or not caused by the negligence of Australian Eggs, to the maximum extent permitted by law.

1.4. Copyright notice

Australian Eggs encourages egg farmers to access ESA resources on the path to certification and encourages the exchange of information.

Third party material

To the extent that Australian Eggs makes available material in which copyright is owned by a third party, the Creative Commons 4.0 licence would not apply to such third party material and, if you wish to re-use third party material, you may have to seek permission from the copyright owner.

1.5. Acknowledgments

Many individuals and organisations have been involved in the development of ESA. Their contribution and support is appreciated.

Australian Eggs also thanks the contributors to previous versions of the egg industry quality assurance standard, Egg Corp Assured.

1.6. Standard Review Process

Australian Eggs is responsible for the review and amendment of this Standard. Participating ESA businesses are advised of all updates and should ensure that they are operating with the current edition of the Standard at all times.

Australian Eggs encourages suggestions for improvements to this Standard from all users. Suggestions can be made in writing to Australian Eggs via:

Australian Eggs Limited

Suite 6.02, Level 6
132 Arthur Street, North Sydney
NSW 2060

Email: contacts@australianeggs.org.au

1.7. Participation Levels of Egg Standards of Australia

Participation in ESA is voluntary and application for certification is open to all egg farmers.

Certification to the Standard(s), however, will only be granted to egg farmers that meet the relevant requirements as set out in the ESA Standard and ESA Introduction and Rules (this document).

In ESA for Rearing and Laying Farms, each element is classified as Level 1, Level 2 or Level 3, defining the three levels of participation:

- Level 1: Entry level participation recommended for egg farmers new to the egg industry and to quality assurance systems.
- Level 2: Intermediate level participation recommended for egg farmers with a more developed compliance system and record keeping, designed to meet the requirements of regulators.
- Level 3: Advanced level participation for egg farmers with a fully developed compliance system and record keeping in accordance with the requirements of major retail customers.

In ESA for Grading and Packing Floors, each element is classified as Level 2 or Level 3, defining the two levels of participation in:

- Level 2: Core requirements for egg farmers to meet Commonwealth, State and Territory food safety requirements.
- Level 3: Comprehensive requirements for egg farmers to meet Commonwealth, State and Territory food safety requirements. As well as the requirements of major retail customers.

1.8. Using the Standard

Each element describes the outcomes required, the practices needed to ensure compliance and the records that may be required to demonstrate compliance. Further guidance and references to resources are outlined in the ESA Interpretation Guidelines.

Within the ESA Standards, there are some elements which present significant potential or immediate risks to food safety or animal health when the standard is not met. These elements are noted with an annotation of [2] or [3]. Failure to meet these elements will result in an immediate Major or Critical Corrective Action Request (**CAR**) respectively and must be addressed in the appropriate times.

1.9. Certification Decisions

The decision to grant, extend or withdraw certification to a site is made by the Certification Body. The decision is made primarily on the basis of the audit findings, but other factors (such as failure to meet regulatory compliance or other food safety requirements, or previous audit history) may be taken into consideration in arriving at the certification decision.

In the event that certification is withdrawn, the certificate must be destroyed, the site must cease to present itself as ESA Certified and the ESA Program Manager will transfer the site's certification record to "withdrawn".

1.10. Appeals

The Egg Business may appeal the issue of a CAR first to the Certification Body before appealing to the ESA Program Manager. The ESA Program Manager may then choose to revert to Australian Eggs when appropriate. The appeal must be received in writing by the Certification Body within two weeks of receipt of the CAR issue.

The decision of Australian Eggs in relation to appeals will be final.

1.11. Complaints

The Egg Business may lodge confidential complaints with regard to the audit(s) or any other aspect of the operation of the Program. All complaints must be in writing and must be addressed to Australian Eggs. All such complaints will be treated as confidential, acknowledged and followed up.

2. Definitions, Interpretations and Abbreviations

Within this document, the following terms and abbreviations are defined as:

- **Approved** means approved by Australian Eggs Limited
- **Audit** means a systematic and independent examination to verify that an Establishment is acting in accordance with the ESA Standards
- **Auditor** means a person approved by ESA to conduct Audits against the Standard.
- **Australian Eggs** means Australian Eggs Limited ACN102 859 585
- **Anniversary month** means the month in which the initial ESA certification audit was conducted. Recertification audits must occur during or before this month each year
- **CAR(s)** means Corrective Action Request(s)
- **Certification** means certification of a Site by Australian Eggs in accordance with the ESA
- Introduction and Rules. The following terms can be used to describe a Site's ESA Certification Status:
    - **"Applied"** status means the Egg Business is new to the program and is currently going through the certification process
    - **"Certified"** status means the Site has demonstrated compliance across all elements of the Standard(s) in the most recent audit, which was less than 12 months ago
    - **"Certification Pending"** status means the Site is in the process of re-certification or attaining certification for the first time. This status is used where: the Site has recently undergone a re-certification Audit and is in the process of closing out its CARs or where the Sites' Certification has expired but a re-certification Audit is scheduled in the three months' following certification expiry
    - **"Suspended"** status means the Site is currently uncertified due to failing to close CARs in the appropriate time frame, or having unresolved Critical CARs
    - **"Audit Deferred"** status means the Site has been granted an extension on their current certification, despite not undertaking a successful re-certification Audit within the standard 12-month period
    - **"Cancelled"** status means the Site has been removed from the ESA Program upon written request from Australian Eggs
    - **"Withdrawn"** status means the Site has in writing notified the ESA Program Manager or Certification Body that they have voluntarily stopped participating in the ESA program
- **Certification Body** means a JAS-ANZ (or equivalent) Accredited Assessment Body approved by Australian Eggs to provide auditing services to ESA:
    - **Egg Business** means a business which produces and/or sells eggs
    - **Site** means an Egg Business or a unit of an Egg Business which requires ESA certification.
    - This includes Rearing and Layer farms and Grading and Packing Floors
    - **ESA** means Egg Standards of Australia

- **ESA Program Manager** means the independent company contracted by Australian Eggs to manage and oversee the administration and day-to-day operations of ESA
- **Grading and Packing Floor** means a Site primarily involved in the processing of eggs, this includes the grading and packing of eggs
- **Rearing and Layer Farm** means a Site primarily involved in the primary production of eggs, this includes the rearing of pullets to the point of lay and up to the collection of the egg
- **Registration** means the receipt and recording of an Egg Business' details with the ESA Program Manager
- **Standard(s)** means ESA Certification Program which encompasses ESA for Rearing and Layer farms and ESA for Grading and Packing floors and any amendments made hereto from time to time
- **Trademark** means registered trademarks of Australian Eggs Limited relating to conformance with the Standards
- **Verification** means confirmation, through the review of objective evidence, that requirements have been fulfilled.

3. Application

3.1. An Egg Business must register for the ESA Program through direct application to the ESA Program Manager.

3.2. To register with ESA, an Egg Business must have an ABN or ACN.

3.3. An applying Egg Business is required to complete a registration form and provide a detailed business profile, including management and key contact information for each Site.

3.4. The Egg Business must provide details for the person who is responsible for managing compliance with the ESA Program for each Site requiring ESA certification.

3.5. An Egg Business must be registered with the ESA Program Manager prior to submitting an application for initial Site audit to a Certification Body.

3.6. It is the responsibility of the Egg Business to ensure that the information required for registration remains up to date. Any changes to the business profile, ESA key contact, management or scope of Site certification must be provided the Certification Body or ESA Program Manager within 28 days of the change occurring.

3.7. An Egg Business which changes its name must lodge a new application form with the ESA Program Manager.

3.8. Supporting documentation may be requested to provide evidence of an Egg Business' information or changes to that information.

3.9. Providing false or misleading information on the ESA registration form, on application for audit, or in subsequent updates could result in suspension or cancellation from the ESA program.

4. Sites

4.1. The scope of ESA certification required by the Site must be disclosed on the ESA registration form and on application for audit.

i. Each farm Site must be registered with the ESA Program Manager.

ii. Each grading facility Site must be registered with the ESA Program Manager.

4.2. Upon initial certification, the Site will be assigned a unique ESA certification number, retained by the Egg Business for ongoing certification.

5. Scope

5.1. The ESA Program currently provides certification options for the following scope of operations: Egg production – Barn; Egg production – Cage; Egg production – Free Range; Pullet Rearing; and Grading and Packing.

5.2. The ESA Program is structured in three levels to enable Egg Businesses and Sites to join the program at the level that best suits their needs and customer requirements.

i. For ESA for Rearing and Laying only: Level 1 – Basic: An entry level for egg farmers who are new to the egg industry or who have not previously participated in a quality assurance program. Sites certified at this level are audited against level 1 compliance criteria only.
ii. Level 2 – Core: An intermediate level suited to egg farmers with a more developed compliance system and record keeping procedures, designed to meet the requirements of regulators. Sites certified at this level are audited against both level 1 and level 2 compliance criteria.
iii. Level 3 – Comprehensive: An advanced level suited to egg farmers with a fully developed compliance system and record keeping procedures, designed to meet the requirements of major retail customers. Sites certified at this level are audited against all three levels of compliance criteria.

5.3. The level of certification of each Site must be nominated by the Egg Business prior to the audit being conducted.

5.4. Sites that nominate and are certified to Level 1 may hold that level of certification for a period of no longer than two years. After a Site has been certified to Level 1 for a period of two years, the Site must make subsequent nominations to a higher level of certification.

5.5. Sites that nominate and are certified to Level 2 may remain at this level of certification or make subsequent nominations to a higher level of certification later.

5.6. To ensure the integrity of ESA, a Site cannot claim ESA certification without reference to the level to which they are certified, for example, ESA Level 1 certified or ESA Level 3 certified.

5.7. Between recertification audits, if there are changes to the scope of certification required by the Site, the Certification Body will use a risk-based approach to determine if there is a need for an additional scope extension audit.

5.8. The Certification Body will at each audit, reconfirm the Site's required scope and level of ESA certification.

6. Certification Bodies and auditors

6.1. Only Certification Bodies registered with the ESA Program Manager may conduct ESA audits.

6.2. Only auditors complying with ESA registration requirements, and who are employed by or contracted to an ESA Certification Body, may conduct ESA audits.

6.3. On application for audit, an Egg Business must enter into a written contract with the Certification Body of their choosing for the provision of ESA certification services.

6.4. It is a condition of registration and certification under the ESA Program that the Egg Business:

i. Agrees to notify the Certification Body of a serious food safety or animal welfare incident occurring at a Site which results in customer recall within 24 hours of the incident; and
ii. Acknowledges and agrees that the certification status and level of each Site will be publicly available through the search function on the ESA Program Manager's website.

6.5. The contract with the Certification Body must take into account the responsibilities of the Egg Business and must clearly include the following requirements:

i. Audits are scheduled with adequate notice for both the Egg Business and the auditor/Certification Body;
ii. The cancellation of a scheduled audit may result in a penalty fee in accordance with the terms of the contract;
iii. The Egg Business must, on request, provide access to the Site and premises (in consideration of biosecurity requirements), to full documentation and records, and to product, for the purpose of conducting the audit;
iv. The Egg Business must provide all reasonable assistance required by the auditor in the conduct of the audit;
v. The Egg Business must provide complete and accurate information as required by the auditor;
vi. An auditor (with prior agreement) may be accompanied on the audit for training or accreditation purposes, e.g. auditor training, auditor calibration, witness audits;

vii. Australian Eggs reserves the right to conduct an audit on an Egg Business in response to complaints or as part of routine compliance activities. These audits may be announced or unannounced;

viii. A copy of the audit report, supporting documentation and ESA certificate will be made available to the ESA Program Manager, and the audit result will be communicated to the ESA Program Manager;

ix. Australian Eggs may contact the Egg Business directly for feedback on auditor and/or Certification Body performance;

x. The Egg Business may lodge an auditor or Certification Body complaint in confidence with Australian Eggs that will be considered and investigated if appropriate.

6.6. Each Egg Business agrees to the matters set out in clauses 6.5 iii, 6.5 iv, 6.5 v and 6.5 vii – x and acknowledges and agrees that compliance with these provisions is a condition of registration for, and certification under, the ESA Program.

6.7. The Egg Business acknowledges and agrees that where consulting or training services related to the ESA Standard(s) have been provided to an Egg Business by an individual contracted to, or employed by a Certification Body; that individual is excluded from conducting an ESA audit for that same Egg Business within two years of completion of the consulting/training activity.

6.8. The Egg Business acknowledges and agrees that an auditor may refuse to carry out or finish an ESA audit:

In the presence of a third party who they believe may intentionally or otherwise influence the outcome of the audit in an inappropriate manner;

i. If they feel threatened or have been subject to abusive behaviour during the visit;

ii. If they deem that the Egg Business has not implemented the ESA Program or no records are available; and/or

iii. If the site is not accessible or non-operational.

6.9. Each Egg Business acknowledges and agrees that an individual auditor may audit a Site multiple times, however no more than three consecutive ESA audits can be conducted by the same auditor.

7. Changing Certification Bodies

7.1. Subject to its contract with its nominated Certification Body, an Egg Business may change its nominated Certification Body at any time, provided that the Egg Business is not currently suspended from the ESA Program and there are currently no corrective actions outstanding from previous audits.

7.2. An Egg Business is not required to inform their previous nominated Certification Body that it has transferred but must notify the ESA Program Manager of the change within 28 days of entering into a contract with a different Certification Body.

7.3. When applying to a new Certification Body, the Egg Business must declare its previous certification arrangements under ESA, including scope and Sites.

7.4. The ESA Program Manager may give the new nominated Certification Body access to the Egg Business' ESA records, including historical audit results and information from previous Certification Bodies.

8. Audit process

8.1. Egg Businesses are required to contact an ESA Certification Body to schedule their Site's initial ESA audit.

8.2. After an initial audit, an Egg Business must ensure that the Site is audited annually, before its original audit date to maintain its certification.

8.3. It is the Egg Business's responsibility to schedule subsequent annual recertification audits with the Certification Body. These should be scheduled to provide enough time to close out any CARs before certification expiry.

8.4. Where a Site completes the recertification audit later than the anniversary month, the certificate expiry date remains unchanged to prevent audit creep.

8.5. Sites can change their anniversary month by request, by scheduling their recertification audit earlier in the year than due. Certificates from these audits will be issued with a 12 month expiry and the month the audit was conducted will become the new anniversary month.

8.6. The ESA audit will comprise of, in order:

i. Onsite- an opening meeting between the Site's ESA representative and/or business management representative and the Auditor
ii. Onsite- full evaluation of all elements of the Standard(s), including physical operations and all supporting documentation by the Auditor
iii. Onsite- a closing meeting where the Auditor will clearly present the results of the Audit, including providing in writing all CARs raised to the Site's ESA representative.
iv. Offsite- completion of a full audit report by the Auditor, in the format stipulated by the Certifying Body
v. Offsite - submission of completed report to the Certifying Body within the timeframe stipulated by Certifying Body

8.7. The duration of an ESA audit will vary depending on the Site size and certification scope. The nominated Certification Body will provide a time estimate and rationale for audit duration to the Site prior to the audit.

8.8. The audit result and report will be provided to the Egg Business by the Certification Body within 10 working days of audit completion and documented by the Certification Body electronically.

8.9. Where CARs have been raised, the information will be communicated with the audit result to the Egg Business. The Certification Body will provide timeframes and process for correction.

8.10. The full audit report will receive a technical and certification review by the Certification Body prior to a certification decision.

9. Certification process

9.1. On completion of an ESA audit, the auditor submits the audit report to the Certification Body for review. On completion of the audit report review, there are two certification options available:

i. 'Certified' – a Site has demonstrated adequate compliance with all elements of the Standard(s), with no Critical or Major Corrective Actions raised at audit; or
ii. 'Certification pending' – a Site has outstanding Critical or Major Corrective Actions raised at audit.

9.2. A non-compliant element at audit will be categorized as one of the following:

i. Critical CAR – an issue presenting an immediate risk to food safety, animal welfare, the environment, or a breach of legislation, or when the integrity of the ESA Program has been compromised.
   - Critical CAR(s) must be addressed immediately; and
   - The Sites' certification status will be 'Suspended' within the ESA database until the Critical CAR(s) have been addressed.
ii. Major CAR – raised when there is the potential to compromise food safety, animal welfare or the environment, or the potential to compromise the integrity of the ESA Program.
   - Major CARs must be addressed within 14 days of audit; and
   - If the Major CARs are not resolved within the nominated 14 day period, the Sites' certification status will be 'Suspended' within the ESA database until such time as the corrective action request(s) are addressed.
iii. Minor CAR – raised where the issue is in contradiction to the requirements stated in the Standard(s) but is not likely to directly impact on food safety, animal welfare or the environment, or on the integrity of the ESA Program.
   - Minor CARs must be within 28 days of audit; and
   - If the Minor CARs are not resolved within the nominated 28 day period, the Sites' certification status will be 'Suspended' within the ESA database until such time as the corrective action request(s) are addressed.
   - If the same Minor CAR is identified at the next audit, it will be immediately raised as a Major CAR and the associated close out times apply.

9.3. The Egg Business will be required to provide evidence to the auditor of action taken to address corrective action request(s). The appropriate type of evidence will depend on the given CAR. On acceptance (close out) of all corrective action(s) in accordance with clause 9.2 i-iii, ESA certification can be recommended.

9.4. Wherever practical, outstanding issues will be 'closed out' remotely through written or photographic evidence. However, in the event where evidence of 'close out' for outstanding issues cannot be provided remotely, a follow-up audit may need to be scheduled, at the expense of the Egg Business.

10. Certified Sites

10.1. The Certification Body will provide the Egg Business with an electronic certificate for the certified Site.

10.2. Once issued, ESA certificates are not transferrable to other Sites or Egg Businesses.

10.3. The certification status of all ESA certified Sites is accessible to the public via:

i. The search function on the ESA Program Manager's website (the information displayed includes: business name, location (state), ESA scope, level of compliance, certification status and ESA certification number).

10.4. All eggs represented for sale as ESA Level 1, 2 or 3 certified must be:

i. Produced by a Site currently certified to the relevant level of ESA; or currently certified to a rearing and layer scheme recognised under ESA; and/or
ii. Packed by a Site currently certified to ESA; or currently certified to a grading and packing scheme recognised under ESA.

11. Audit deferral, suspension and withdrawal

11.1. A Site unable to attain recertification due to adverse and unforeseen circumstances can request a certificate extension and apply to have their audit deferred until such time as they are able to facilitate an audit.

i. 'Adverse circumstances' refers only to situations where the Site is prohibited or physically incapable of hosting an audit.
ii. Certificate extensions will be a maximum of three months.

11.2. Sites may voluntarily withdraw from ESA upon written advice to the ESA Program Manager. The Site will be marked as "Withdrawn" and must cease representing itself as ESA Certified. The Site may re-join ESA at any time by progressing a new application with the ESA Program Manager.

11.3. A Site may be given a 'Suspended' status if:

i. The Site unreasonably delays or continually defers an ESA audit;
ii. The auditor cannot complete an audit in full, including because the Site fails to provide access to a site or records, or otherwise fails to cooperate in the audit process;
iii. The Egg Business fails to pay any fees in connection with the ESA Program;
iv. The Egg Business or Site supplies false or misleading information;
v. A critical CAR is raised;
vi. A major CAR is raised and the required action to rectify the non-conformance has not occurred within the required timeframe; or
vii. Australian Eggs or the Certification Body is of the opinion, reasonably held, that the Egg Business has breached a material provision of these rules or is not maintaining

compliance with the stated requirements of the relevant ESA Code or these rules or is unable or unwilling to do so.

11.4. If a Sites' certification is suspended and the grounds for suspension is not capable of rectification or, if capable of rectification, the Site does not take the necessary action(s) to rectify within a timeframe specified by the nominated Certification Body, the Egg Business' registration(s) shall be cancelled by written notice from the ESA Program Manager.

11.5. Australian Eggs has the right to inform an Egg Business' customers, and where relevant, the appropriate authorities of changes to an Egg Business' ESA certification status.

12. Fees

12.1. Fees for certification services (e.g. auditing services) are payable to the Certification Body by the Egg Business.

12.2. Payment of all fees by participating Egg Businesses is a requirement for the Egg Business' continued ESA certification.

13. Confidentiality

13.1. Except as permitted under clause 10.3, all discussions between the ESA Program Manager/Certification Bodies/Auditor/Australian Eggs and Egg Businesses will be kept confidential and identities of the Egg Business will be withheld, as requested, in any subsequent enquiries from the discussions.

13.2. Except as required by law, no Certification Body or Auditor will:

i. Disclose to any person without the prior written consent of the Egg Business any information obtained from the Egg Business, except as permitted under clause 10.3; or
ii. Use or attempt to use any information obtained from the Egg Business in any manner which may cause or be calculated to cause injury or loss to the Egg Business.

13.3. The Certification Body and/or Auditor will take all such precautions to maintain the confidentiality of information obtained from each Egg Business and must, except as permitted under clause 10.3:

i. Prevent its disclosure directly or indirectly to any person other than in accordance with these Rules; and
ii. Prior to disclosure to any person of any such information in accordance with these rules, obtain a written undertaking of confidentiality from that person.

13.4. Where a Certification Body or Auditor is required by law to disclose information obtained from an Egg Business, the Certification Body or Auditor must, immediately on becoming aware of that requirement, inform the ESA Program Manager and the Egg Business of the required disclosure.

14. Records

14.1. Egg Businesses acknowledge and agree that each Certification Body maintains comprehensive records which record the carrying out by the Auditor of the audit activities.

14.2. These records:

i. Demonstrate that the activities have been carried out in accordance with these rules;
ii. Contain complete assessment reports for each ESA certified Site, prepared immediately following each Audit of that Site; and
iii. Be identified, managed, maintained and disposed of in a manner which ensures the confidentiality of the information contained in them.

14.3. The records are maintained by the Certification Body and/or Auditor for at least 7 years.

15. Convictions and regulatory sanctions

15.1. In order to be eligible for ESA registration, an Egg Business must not have had any convictions against it in the five years immediately prior to that Egg Business making an application to be ESA certified.

15.2. An Egg Business registering for ESA must notify the ESA Program Manager of any convictions brought against it in the five years immediately prior to that Egg Business making an application to be ESA certified.

15.3. If an Egg Business that is ESA certified, receives a conviction against it while it is ESA certified, it must notify the ESA Program Manager in writing within 28 days of receiving the conviction. The ESA Program Manager will suspend the certification of any ESA certified Egg Business that receives a conviction against it. The Egg Business will be suspended for a minimum of 5 years.

15.4. Any false or misleading information about previous or current convictions will result in the immediate suspension of an ESA certification. Australian Eggs reserves its right to take any further action it deems appropriate against any Egg Business that provides false or misleading information about previous or current convictions or any ESA certified Egg Business that does not advise the ESA Program Manager of a conviction within 28 days of receiving that conviction.

16. Communication

16.1. Participating Egg Businesses may request ESA certification details including current certificates; ESA documents; resources and program updates from the ESA Program Manager at any time.

16.2. ESA Program updates and changes will be communicated to participating Egg Business via the ESA Program Manager's website; email; newsletters or other forms of communication as required.

17. Use of the ESA logo and artwork

17.1. The ESA on-pack insignia is permitted to be used on consumer-level egg packaging where eggs (whole eggs, whole egg products or egg-based products where the majority of the ingredients are egg) have been packed in a certified ESA Grading and Packing site or Grading and Packing Site certified to a grading and packing scheme recognised under ESA.

17.2. In order to use the ESA on-pack insignia the Egg Business must:

i. Register to use the on-pack insignia;
ii. Only use the ESA on-pack insignia in accordance with the ESA insignia style guide specifications; and
iii. Comply at all times with the Rules.

17.3. Only the ESA insignia is to be used on retail egg packaging. The ESA name, certification logo or corporate logo may be used on pallets and trade level packaging. Only the ESA insignia is to be used on retail egg packaging. The ESA name, certification logo or corporate logo may be used on pallets and trade level packaging.

17.4. The ESA name, on-pack insignia, corporate logo, or certification insignia must not be misrepresented or used in any manner that could be misconstrued, undermine the integrity of ESA or may be defamatory to Australian Eggs or the egg industry.

17.5. An Egg Business must immediately cease using the ESA name, corporate insignia, and certification insignia if its certification has expired, been suspended, cancelled, withdrawn or has been in certification pending for more than 28 days.

17.6. Egg Businesses acknowledge and agree that Certification Bodies are requested to advise the ESA Program Manager if they are aware of an Egg Businesses in breach of the above clauses.

17.7. Egg Businesses found in breach of any of the above clauses (1. to 6.) will receive a written warning from ESA and be required to rectify the breach within 30 working days.

i. If rectification does not take place within 30 working days and no alternative course of action is agreed upon between ESA and the site, the site will be cancelled from the ESA program effective immediately.

18. Use of information

18.1. Each Egg Business acknowledges and agrees that Australian Eggs or the ESA Program Manager may disclose information concerning the Egg Business to any government authority for any lawful purpose and otherwise as required by law.

18.2. Certain information handled by the ESA Program Manager may be personal information, as defined in the Privacy Act 1988 (Cth). Personal information obtained by the ESA Program Manager is handled in accordance with the AUS -MEAT Privacy Policy.

19. Liability and indemnity

19.1. In no event will Australian Eggs or the ESA Program Manager be liable to an Egg Business for indirect loss, damage, cost or expense.

19.2. The Egg Business acknowledges and agrees that Australian Eggs is not party to the contract and that an Egg Business must enter into a contract with its nominated Certification Body for the conduct and reporting of an ESA audit.

19.3. The Egg Business indemnifies Australian Eggs, its officers, employees and agents against all damages, losses, costs and expenses incurred by any of them arising out of any non-compliance with these rules except to the extent such damages, losses, costs and expenses were caused by Australian Eggs, its officers, employees or agents.

20. Governing law and jurisdiction

20.1. The agreement evidenced by these rules is governed and must be construed with the laws of New South Wales.

Appendix 3 Categories and definitions of non-compliances

For audit purposes, non-compliances against the requirements of this Standard are classified as Critical, Major or Minor corrective action requests **(CARs).**

Corrective Action Requests (CARs)	Example
Critical CAR Raised when there is an issue presenting an immediate risk to food safety, animal welfare, the environment, or a breach of legislation, or when the integrity of the ESA Program has been compromised. • Critical CARs must be addressed immediately; and • The Sites' certification status will be 'Suspended' within the ESA database until the Critical CARs have been addressed.	**A critical CAR could be given if there is evidence that birds are being mistreated.** E.g. P2.2.3 Manage feed for each bird. A CAR could be given if there is evidence that birds have been left without food.
Major CAR Raised when there is the potential to compromise food safety, animal welfare or the environment, or the potential to compromise the integrity of the ESA Program. • Major CARs must be addressed within 14 days of audit: and • If the Major CARs are not resolved within the nominated 14-day period, the Sites' certification status will be 'Suspended' within the ESA database until such time as the corrective action request(s) are addressed.	**A major CAR could be given if shed specifications are not met.** E.g. P1.2.3 Manage nesting box stocking density. A CAR could be given if there are not sufficient nest boxes for the number of birds. **Close out time: 14 days**
Minor CAR Raised where the issue is in contradiction to the requirements stated in the Standard(s) but is not likely to directly impact on food safety, animal welfare or the environment, or on the integrity of the ESA Program. • Minor CARs must be within 28 days of audit: and • If the Minor CARs are not resolved within the nominated 28 day period, the Sites' certification status will be 'Suspended' within the ESA database until such time as the corrective action request(s) are addressed. • If the same Minor CAR is identified at the next audit, it will be immediately raised as a Major CAR and the associated close out times apply.	**A minor CAR could be given if administrative documents are out of date** E.g. M1.3 Define the business organisational structure. A CAR could be given if changes in key workers had taken place and the chart wasn't up to date with these. **Close our time: 28 days**
Opportunities for improvement Where a CAR does not need to be raised but the auditor interprets that there may be risk that in the interim between audits the farm would become non-compliant with a code element, they may choose to note an 'opportunity for improvement'. In this case no action needs to be taken, this is merely a suggestion for strengthening the farm's quality assurance system.	

Appendix 4

M7 Site biosecurity management: Further details

Biosecurity helps to protect hens from diseases that may cause morbidity or mortality, but also identifies food safety pathogens that may cause human illness (e.g. Salmonella). Minimising the incidence of disease in layers and the presence of human food safety pathogens are critical in maintaining a viable egg business. A 'hazard' is a biological, chemical or physical agent or factor with the potential to cause an adverse health effect. The following Site biosecurity management section addresses Hazard Analysis on farms.

Hazards analysis on egg farms

What is hazard analysis?

HACCP is used widely in food production systems and encouraged by Eggs Australia to further support stakeholders in order to produce safe and high-quality eggs to consumers.

The seven HACCP principles (table 1) were designed to properly identify food safety hazards and establish control factors and measures for the hazards. With these principles, food company employees could systematically address any issue and protect their customers from foodborne illness.

Potential hazards affecting poultry

Hazards are avoidable when food systems are managed appropriately although are always still possible. When considering potential hazards affecting poultry key factors include inputs going into the farm such as water, feed and chemicals a swell as the resources available within the infrastructure, soil and pasture.

Table 1. Compliance to the ESA R&LF to align an egg business with the HACCP principles.

HACCP Principle	ESA section reference	Documentation
1. Conduct a Hazard Analysis	Management section (Biosecurity section #& Contingency planning)	Identify potential hazards that could occur on the farm.
2. Identifying Critical Control Points	All Sections	The Standard identifies several limits assisting to identify critical points or limitations where hazards can be reduced eliminated or prevented. State or Territory regulations should also be considered.
3. Establishing Critical Limits	All sections	The Standard identifies several limits assisting to identify critical points or limitations. State or Territory regulations should also be considered, as HACCP can be a legal requirement. Establishing the farms critical limits is a combination of identifying

		the minimum standard and altering this to achieve a higher standard for the farm.
4. Monitoring Critical Control Points	All sections	All sections – checks and calibration records and logs assisting the monitoring process of equipment functionality, feed, and water supply.
5. Establish corrective actions	M4.2	Establish Corrective Actions through process review, monitoring, complaints, and incident reporting. Severity of CARs are identified, determining the level of risk and action required.
6. Record-keeping	All sections	Document control – all sections where records and logs are applied.
7. Verification of the HACCP food safety plan	All sections	Procedures and Plans allow the persons responsible on the farm to be prepared to manage their farm against the Standard and in line with minimum national requirements where applied. Combined documentation formulates the farms equivalent 'HACCP food safety plan'.

For further reference to HACCP, see the *Australian Institute of Food Safety – HACCP.*

What are persistent chemicals, heavy metals, fertilisers, soil additives and water?

Persistent chemicals

Persistent chemicals are substances that stay in the environment and may become concentrated within people and animals through food systems. They may have a serious adverse impact on human health, the environment and prodiction.

Persistent chemicals are known to breakdown very slowly with contaminated areas managed for decades dependent on the chemical, climate and soil type. Some chemicals do not breakdown at all, with levels reducing as a result of dilution or leaching into soils and plants, these include lead, arsenic and cadmium.

Heavy metals

Heavy metals identified as posing health risks in large quantities that should be monitored and considered as potentially hazardous include antimony, arsenic, cadmium, copper, lead, mercury, selenium, tin and zinc. Note some of these elements are essential for health in required quantities, reporting limits are available at FSANZ.

Fertilisers

Fertilisers are used on a range of soils and pastures for improvement on farms. There are several fertilisers that are safe for application and grazing when conforming with recommended withholding periods. It is known that many withholding periods do not apply for egg production and therefore may be unsafe for egg production compared with meat production. See the chemical and filter tool

Soil additives

Soil additives refer to any material added to the soil to improve its physical or chemical properties, this includes organic and nonorganic material including waste. Ensuring awareness of the additive and its composition is imperative to ensure hazards are limited.

Water

The Australia poultry industry uses a range of water sources including town, underground, surface and rainwater. Water must be free from microbial contamination, whatever the source to prevent disease and potential food safety issues. See **ESA section P2.3** for minimum water requirements and National Water Biosecurity Manual Poultry Production.

How do persistent chemicals, heavy metals, fertilisers, soil additives and water affect egg farmers?

Eggs production systems are currently undetermined and untested when it comes to identifying the impacts of persistent chemicals and heavy metals although may still pose a risk to poultry health and residual contamination within eggs for human consumption.

Free Range systems where poultry graze on grass and other materials may be potentially affected by contaminated water sources, pastures with fertilisers etc.

Should risks only be considered on free range farms?

No, there are more risks associated with poultry who have access to pasture and water sources outside of sheds. Although, within sheds treatment and processing of inputs need to be considered before providing nourishment or resourcing to your flock.

What can I do to limit risk on my farm?

Understanding your property's history is key to preventing and managing potential risks on farm. Persistent chemicals were predominantly used for agricultural, crop and pest control purposes, so the answer will depend on what the property was previously used for.

If no historical knowledge was passed down by previous owners or the property has changed owner multiple times, management can search for old dip sites where livestock run through for a chemical wash, treated timber structures and rubbish sites where potentially hazardous materials containing persistent chemicals could have been dumped.

Egg Farmers should complete a Hazard Analysis checklist and utilise the chemical search and filter tool when considering the use of potentially hazardous infrastructure or inputs. Single use of a chemical can potentially render all eggs produced by a flock as unsaleable, as such, it is important to understand if the chemical product is safe before use.

Utliising the template provided, Egg Farmers should conduct an on farm risk assessment to identify potential risks. This will identify any major risks that will subsequently require procedures and records to be maintained in order to prevent and or mitigate the hazard should one occur.

Biosecurity reference documents and templates have been developed to assist Egg Farmers in assessing on farm risk.

1. **Biosecurity Management Plan**
2. Risk Assessment:
    a. **Farm map**
    b. **Contingency plan**
    c. ***Salmonella* management plan**

Biosecurity reference documents

National

1. National Biosecurity Technical Manual for Egg Production (AHA):
   National Farm Biosecurity Technical Manual for Egg Production. Identification of key legislation supporting biosecurity with the inclusion of a number of valuable resources that can be referenced and utilised by ESA certified members supporting their ability to conform to and beyond the ESA R&LF. AHA also supply a number of resources such as signage that may be beneficial for managing biosecurity on farm.
2. National Water Biosecurity Manual for Poultry Production:
   This report describes the water sources most commonly used by the Australian poultry industry, and water sanitation systems applicable for use on commercial poultry farms. These primary sources of water are mains water, bore or underground water, surface water and rainwater. This report provides a description of various methods of surface water sanitation, and the advantages and disadvantages associated with each method.
3. National Biosecurity Act 2015 and Regulation 2016
   Identifies the minimum biosecurity standards required Nationally across Australia.
4. National Biosecurity Manual for Feed Mills
5. National Salmonella Enteritidis Monitoring & Accreditation Program Guidelines (NSEMAP): The guidelines focus on testing requirements and accreditation processes for *Salmonella Enteritidis* (SE) freedom.

State Departments

1. Queensland (QLD):

    - Food Production (Safety) Act 2000
    - QLD – Biosecurity for Poultry farms
    - Egg Accreditation scheme
    - Notifiable diseases list and description

2. New South Wales (NSW):
   The Biosecurity Act 2015(NSW) requires everyone to take reason blend practicable measures to prevent, eliminate or minimise the impact of biosecurity risks.

- NSW Biosecurity guidelines for free range poultry (2007)
- NSW Animal Biosecurity & Welfare Strategic Plan
- NSW Health and Disease for Poultry
- NSW – Newcastle disease – vaccination of commercial poultry is compulsory in NSW.

3. Victoria (VIC):

   - Livestock Management Act 2010 and Disease Control Act 1994.
   - Notifiable disease list and descriptions

4. South Australia (SA):

   - Livestock Act 1997 – minimum biosecurity requirements
   - PIRSA - Biosecurity
   - PIRSA – Poultry records including requirements for Newcastle disease, avian influenza, salmonella enteritidis etc.

5. Tasmania (TAS):

   - Primary Produce Safety (Egg) Regulations 2014
   - Notifiable disease list and description

6. Northern Territory (NT):

   - Biosecurity NT
   - Keeping Chickens in the NT - NT Department states no Commercial poultry farms operate in the NT, processes for small farmers and household flocks are in place, including exhibiting.

7. Western Australia (WA):

   - WA – regulation of poultry production
   - Notifiable disease list and description

8. Australian Capital Territory (ACT):

   - ACT – Poultry management

Appendix 5

Egg Standards of Australia

Certifying Body Protocol

March 2023

This information introduces the Egg Standards of Australia program and details the requirements of Certifying Bodies and auditors

Background

Egg Standards of Australia (**ESA**) is a voluntary quality assurance program that has been developed through an extensive consultation process, to provide a practical mechanism to demonstrate compliance with egg production standards.

ESA replaces the previous egg industry scheme, Egg Corp Assured (**ECA**). ESA provides greater clarity and a more robust set of compliance standards that have been independently reviewed against current Australian customer and regulatory requirements.

ESA has been developed (based on the principles of Hazard Analysis Critical Control Point - **HACCP**) to provide a compliance framework for egg farmers in meeting the needs of regulators, retailers, and egg buyers in areas including hen welfare, egg quality, biosecurity, food safety, work health and safety and environmental management.

1. Introduction

Australian Eggs Limited (ACN 102 859 585) is a member owned not-for-profit company providing marketing and research & development (R&D) services for the benefit of Australian egg farmers.

1.1 Criteria

The criteria set out in this Protocol has been developed to;

- Enable ESA Program Manager to receive applications from and register Certifying Bodies to the ESA
- Enable ESA Program Manager to register Auditors to the ESA
- Enable Certifying Bodies to certify new, and maintain certification of existing Rearing and Laying and Grading and Packing sites.

1.2 Contact

Contact details for all Auditor correspondence:

ESA Program Manager
Mérieux NutriSciences
U2/120 Fison Avenue, West Eagle Farm, QLD, 4009, Australia
Mobile: 0439 747 219
esaaudits.au@mxns.com.

1.3 Reference documents

Egg Standards of Australia Introduction and Rules – November 2018
Egg Standards of Australia for Rearing and Layer Farms – November 2019
Egg Standards of Australia for Grading and Packing Floors – November 2019
Model Code of Practice for the welfare of Animals, Domestic Poultry 4th edition
Environmental Guidelines for the Australian Egg Industry
Code of Practise for Biosecurity in the Egg Industry
Land Transport of Poultry Standards and Guidelines

2. Definitions, interpretations and abbreviations

2.1. Definitions

Within this document, the following terms and abbreviations are defined as:

- **Approved** means approved by Australian Eggs Limited
- **Audit** means a systematic and independent examination to verify that an Establishment is acting in accordance with the ESA Standards
- **Auditor** means a person approved by ESA to conduct Audits against the Standard.
- **Australian Eggs** means Australian Eggs Limited ACN102 859 585
- **Anniversary month** means the month in which the initial ESA certification audit was conducted. Recertification audits must occur during or before this month each year
- **CAR(s)** means Corrective Action Request(s)
- **Certification** means certification of a Site by Australian Eggs in accordance with the ESA
- Introduction and Rules. The following terms can be used to describe a Site's ESA Certification Status:
    - **"Applied"** status means the Egg Business is new to the program and is currently going through the certification process
    - **"Certified"** status means the Site has demonstrated compliance across all elements of the Standard(s) in the most recent audit, which was less than 12 months ago
    - **"Certification Pending"** status means the Site is in the process of re-certification or attaining certification for the first time. This status is used where: the Site has recently undergone a re-certification Audit and is in the process of closing out its CARs or where the Sites' Certification has expired but a re-certification Audit is scheduled in the three months' following certification expiry
    - **"Suspended"** status means the Site is currently uncertified due to failing to close CARs in the appropriate time frame, or having unresolved Critical CARs

- **"Audit Deferred"** status means the Site has been granted an extension on their current certification, despite not undertaking a successful re-certification Audit within the standard 12-month period
- **"Cancelled"** status means the Site has been removed from the ESA Program upon written request from Australian Eggs
- **"Withdrawn"** status means the Site has in writing notified the ESA Program Manager or Certification Body that they have voluntarily stopped participating in the ESA program

- **Certification Body** means a JAS-ANZ (or equivalent) Accredited Assessment Body approved by Australian Eggs to provide auditing services to ESA:
  - **Egg Business** means a business which produces and/or sells eggs
  - **Site** means an Egg Business or a unit of an Egg Business which requires ESA certification.
  - This includes Rearing and Layer farms and Grading and Packing Floors
  - **ESA** means Egg Standards of Australia
  - **ESA Program Manager** means the independent company contracted by Australian Eggs to manage and oversee the administration and day-to-day operations of ESA
  - **Grading and Packing Floor** means a Site primarily involved in the processing of eggs, this includes the grading and packing of eggs
  - **Rearing and Layer Farm** means a Site primarily involved in the primary production of eggs, this includes the rearing of pullets to the point of lay and up to the collection of the egg
  - **Registration** means the receipt and recording of an Egg Business' details with the ESA Program Manager
  - **Standard(s)** means ESA Certification Program which encompasses ESA for Rearing and Layer farms and ESA for Grading and Packing floors and any amendments made hereto from time to time
  - **Trademark** means registered trademarks of Australian Eggs Limited relating to conformance with the Standards
  - **Verification** means confirmation, through the review of objective evidence, that requirements have been fulfilled.
- **Remote Audits** are conducted upon application to the ESA Program Manager. Remote audits are considered for approval on a case by case basis and are not conducted consecutively.
  - A blended audit can be considered where a minimum of 50% of allocated time at audit can be conducted on farm with remaining time completed via remote audit on documentation review only.

2.2. Variation

Australian Eggs may from time to time by notice to the ESA Program Manager, Certification Body or Auditor vary this Protocol. A variation takes effect seven (7) days after Australian Eggs sends the notice or from any other date specified in the notice and has effect despite any accidental failure to give notice.

2.3. Use of information

Each Certification Body and Auditor acknowledge that Australian Eggs may use information concerning the Certification Body or Auditor or the business of the Certification Body or Auditor obtained in connection with this Protocol or Registration in such manner as Australian Eggs considers appropriate for the purposes of this Protocol including:

i. Providing any or all such information to Department of Agriculture in connection with the activities of the Auditor;

ii. Providing any or all such information to the relevant State or Territory Authority in connection with the activities of the Auditor; and

iii. Publishing any or all such information as Australian Eggs considers necessary or desirable for the purposes of the ESA program.

2.4. Use of logos

i. Australian Eggs Limited Logo (registered trademark)

The Australian Eggs logo is the trademark of Australian Eggs Limited and must not be used by a Certification Body or Auditor without the written permission of Australian Eggs Limited. Permission will only be given on such terms and conditions as Australian Eggs Limited determines permission and use of the ESA logo will be revoked where a farm's certification is suspended or withdrawn, the farm will be required to immediately cease use of the logo in all forms..

ii. ESA logo

The Egg Standards of Australia logo is the trademark of Australian Eggs Limited and must not be used by a Certification Body or Auditor without the written permission of Australian Eggs Limited.

Permission will only be given on such terms and conditions as Australian Eggs Limited determines.

3. Protocol – Certification Body and Auditor

3.1. Certification Body – Registration

i. Only JAS-ANZ accredited Certification Bodies will be eligible to be considered for approval to provide Audits against the ESA standard.

ii. Prior to the ESA Program Manager registering additional Certification Bodies, Australian Eggs will determine if the need exists, that any new Certification Body will provide a benefit to the industry and that the Certification Body has the ability to develop and maintain a sustainable presence in the Egg Industry.

iii. Only Certification Bodies Registered by ESA Program Manager may offer certification services for the ESA Program.

iv. Australian Eggs will maintain a list of Certification Bodies approved to provide Audits against the ESA.

3.2. Certification Body – Audits

i. A Certification Body via its Auditors may in accordance with this Protocol:

(a) conduct Audits at Sites to assess the Sites compliance with the ESA; and

(b) carry out any other activities referred to in the Protocol, including making recommendations to the ESA Program Manager concerning the continued Certification of the Site pursuant to the Protocol.

ii. Each Audit must be conducted in accordance with the requirements set out in the International Standard: ISO 19011: 2018 Guidelines for Auditing management systems.

iii. The Certifying Body will plan and schedule Audits in accordance with the following sampling regime:

(a) Each production system within the Site's certification scope must be Audited (e.g. rearing, free range, barn and cage). Sheds must be populated and not under vaccination.

i. Farms who undertake a successful free range audit are entitled to a barn certificate. A shed operating as 'barn' does not need to be audited.

ii. Farms who undertake a successful barn audit are not automatically entitled to a free range certificate.

iii. Farms who undertake a successful barn audit and later request a free range certificate will need to have their range area audited (in a full or gap audit) in order to attain a free range certificate.

(b) for each production system the total number of sheds inspected should be based on the below table.

Sheds per Production System	Required Sample Size
1-3	2
4-8	3
9-15	4
16-24*	5

*Where number of sheds exceed 25 sample size should be calculated using the formula; $\sqrt{shed\ number} + 1$, where number equals <0.5 or 0.5> round the sample size number up or down respectively.

3.3. Certification Body – Records

i. Certification Bodies must maintain records of each ESA Audit in a format and to a level of detail acceptable to the ESA Program Manager.

ii. Without limiting the generality of the above paragraph, the records must:
   (a) demonstrate that Audit activities have been carried out in accordance with this Protocol;
   (b) contain complete assessment reports for each ESA Site, prepared immediately following each Audit of that Site; and
   (c) be identified, managed, maintained and disposed of in a manner which ensures the confidentiality of the information contained in them.

iii. The records referred to in clause 3.3.i must be kept by the Certification Body for at least 7 years and must be provided to the ESA Program Manager on request.

3.4. Auditor – Registration

ESA Auditor Registration requires:

i. Each Auditor must, at all times be providing their services to an ESA Certification Body and fulfil the requirements of the Certification Body

ii. Each Auditor must keep their registration current through participating in any required ESA training, including the annual ESA Auditor calibration and pass all associated examinations.

Auditors failing to meet any of the above requirements are not permitted to conduct activities associated with the ESA program.

4. Obligations – Certification Body and Auditor

4.1. Confidentiality

i. Except as required by law, no Certification Body or Auditor may:

   (a) except in the proper course of performing the activities or its obligations under this Protocol, disclose to any person without the prior written consent of the Site any information obtained from the Site; or

   (b) use or attempt to use any information obtained from the Site in any manner which may cause or be calculated to cause injury or loss to the Site or in any manner other than that contemplated by this Protocol.

ii. The Certification Body and/or Auditor must at all times take all necessary precautions to maintain the secrecy and confidentiality of information obtained from each Site and must:

(a) prevent its disclosure directly or indirectly to any person other than in accordance with this Protocol.

iii. Where a Certification Body or Auditor is required by law to disclose information obtained from a Site, the Certification Body or Auditor must, immediately on becoming aware of that requirement, inform Australian Eggs and the Site of the required disclosure.

4.2. Sub-contracting

i. A Certification Body or Auditor must not subcontract any part of their activities to any other body or person without the prior written consent of the ESA Program Manager.

ii. If a Certification Body or Auditor proposes to subcontract any part of its activities to another body or person, the Certification Body or Auditor must apply to the ESA Program Manager in writing stating:

(a) which of the activities are proposed to be subcontracted;

(b) the name of the person or organisation to whom the activities are proposed to be subcontracted; and

(c) the relevant licenses and qualifications held by the organisation or person, enabling them to effectively carry out activities outlined in this document.

4.3. Comply with all laws

Each Certification Body and Auditor must comply with all laws when performing its obligations under this Protocol.

4.4. Notifications to the ESA Program Manager

The Certification Body and/or Auditor must, within 24 hours of becoming aware of any of the points listed below notify Australian Eggs in writing providing details of:

(a) perceived or actual conflict of interest;

(b) cancelation of registration by JAS-ANZ or equivalent; and

(c) other changes in circumstances which may affect the Certification Body or Auditors ability to undertake the activities specified in section 3 of this Protocol.

4.5. Certifying Body and Auditor Withdrawal

A Certification Body may by written notice to the ESA Program Manager withdraw their Registration under this Protocol.

In the event that an Auditor expresses to their Certification Body they no longer wish to Audit ESA Sites, the Certification Body must notify the ESA Program Manager of this.

5. Protocol – ESA Program Manager

5.1. Site certification database

ESA Program Manager will maintain the database of all ESA Certified Sites; containing for each Site:

(a) the name and contact details of the ESA representative

(b) scope of Certification

(c) flock number at Site

(d) level of Certification

(e) Certification expiry date.

5.2. Certification Body and Auditor register

i. The ESA Program Manager will maintain a register containing (in addition to any other information that may be considered appropriate by Australian Eggs):

a) the name, and contact details for the ESA contact within each Certification Body;

b) the name, and contact details for each ESA Auditor;

c) the date of Registration of each ESA Auditor; and

d) a record of all ESA training and assessments undertaken by each ESA Auditor and, where relevant, result of assessments

ii. The ESA Program Manager may use the information contained in the register as it considers appropriate.

5.3. Certification Body and Auditor breach

If a Certification Body or Auditor breaches any term of this Protocol, the ESA Program Manager may give a written notice to the Certification Body or Auditor specifying the breach and doing one or more of the following:

(a) require the Certification Body or Auditor to rectify the breach within a period specified in the notice;

(b) suspend the Registration of the Certification Body or Auditor, the length of suspension must be justified and specified in the breach notification provided to the Certifying Body or Auditor;

(c) following thorough investigation of the breach and after consultation with Australian Eggs, withdraw the Registration of the Certifying Body or Auditor.

5.4. Notification

ESA Program Manager will notify Australian Eggs in all events of:

(a) Certifying Body or Auditor Breach

(b) Critical CAR raised on ESA Site

(c) Suspension of an ESA Site

(d) Auditor and Certification Body reporting Crititcal CAR with a Standard(s) or Site

(e) Incidents which could adversely affect the quality or reputation of the ESA program.

6. Protocol-site certification

6.1. Responsibilities

i. Certifying Body Responsibilities

It is the responsibility of the Certification Body:

(a) to provide the Site with an Auditor before the Site's Certification expiry date, preferably within a timeframe that enables sufficient time for any CARs to be closed out prior to Certification Expiry date

(b) to provide a registered and capable Auditor for every ESA Audit

(c) to incur only those costs necessary for Audit to the Site

ii. Auditor Responsibilities

Each Auditor must carry out all ESA Audit activities:

(a) thoroughly and comprehensively

(b) in a manner which respects the workers, protocols and the rules of the Site

(c) in a manner which enables the ESA Program Manager to determine conclusively from a review of the Audit documentation whether the Site complies with the Standard(s).

6.2. Process

6.2.1 Site Detail Registration

i. In order to gain Certification with the ESA, Sites are required to register their details with the ESA Program Manager, as described in 5.1 points (a)-(d).

ii. The ESA Program Manager is required to provide the Site with contact details for Certifying Bodies

6.2.2 Initial certification

i. Sites are required to contact a Certification Body of their choosing to schedule their initial ESA Audit.

ii. Site to undertake initial certification Audit with ESA Auditor. The date of the Site's initial ESA Audit will be their Certification expiry date.

iii. Following the Audit, Site Certification will be granted upon the Certifying Body and the ESA Program Manager being satisfied the Site complies with the ESA.

iv. A Site attaining Certification will be issued with an electronic Certificate from the Certifying Body, with a 12-month expiry from the Audit date.

v. Sites that are certified free range production systems are eligible to apply for a barn certification without audit.

vi. Sites that are certified barn production systems require a gap audit to attain free range certification.

6.2.3 Re-certification

i. After an initial Audit, the Site must ensure that it is Audited within 11 months to maintain ESA certification

ii. The Site should schedule their re-certification Audit (i.e. each subsequent Audit) a minimum of three months before their Certification expiry date

iii. It is the responsibility of the Site to schedule subsequent Audits with a Certification Body

iv. Sites can voluntarily shift their Certification expiry date forward by scheduling an earlier recertification Audit with their Certification Body

v. In all other circumstances, the date of the initial Site Audit will continue to be the Certification expiry date, regardless of Audit being delayed or deferred

6.3. Audit

6.3.1 Process

The Audit process is comprised of, in chronological order:

i. Onsite- an opening meeting between the Site's ESA representative and/or business management representative and the Auditor

ii. Onsite- full evaluation of all elements of the Standard(s), including physical operations and all supporting documentation by the Auditor

iii. Onsite- a closing meeting where the Auditor will clearly present the results of the Audit, including providing in writing all CARs raised to the Site representative.

iv. Offsite- completion of a full Audit Report by the Auditor, in the format stipulated by the Certifying Body

v. Offsite submission of completed report to the Certifying Body within the timeframe stipulated by Certifying Body

6.3.2 Element

For each element of the Standard(s) the Auditor will deem the Site:

i. Compliant

ii. Non-compliant with a Critical CAR issued – an issue presenting an immediate risk to food safety, animal welfare, the environment, or a breach of legislation, or when the integrity of the ESA Program has been compromised.

   (a) Critical CAR(s) must be addressed within 24 hours; and

   (b) The Sites certification status will be 'Suspended' by the ESA Program Manager within the ESA database until the Critical CAR(s) have been addressed.

   (c) Refer to section 6.5 for further action required in the case of a Critical CAR.

iii. Non-compliant with a Major CAR issued – raised when there is the potential to compromise food safety, animal welfare or the environment, or the potential to compromise the integrity of the ESA Program.

   (a) Major CARs must be addressed within 14 days of Audit; and

   (b) If the Major CARs are not resolved within the nominated 14-day period, the Sites certification status will be 'Suspended' by the ESA Program Manager within the ESA database until such time as the corrective action request(s) are addressed.

iv. Non-compliant with a Minor CAR issued – raised where the issue is in contradiction to the requirements stated in the ESA but is not likely to directly impact on food safety, animal welfare or the environment, or on the integrity of the ESA Program. a. Minor CARs must be addressed within 28 days of Audit; and

(a) If the Minor CARs are not resolved within the nominated 28-day period, the Site's certification status will be 'Suspended' within the ESA database until such time as the corrective action request(s) are addressed.

(b) If the same Minor CAR is identified at the next Audit, it will be immediately raised as a Major CAR and the associated close out times apply.

6.4. Corrective Action Requests (CARs)

i. Sites will be required to provide evidence to their Auditor or Certification Body (as stipulated by the Certification Body) of action taken to address CARs. On acceptance (close out) of all CARs, ESA certification can be granted by the Certification Body.

ii. Sites are able to dispute a CAR with the Certification Body should they feel there is insufficient evidence of non-compliance. The Certification Body is responsible for assessing the dispute and overturning or upholding the given CAR. (a) All CAR objections from the Site should be lodged with the Certifying Body in writing.

iii. Wherever practical, outstanding issues will be 'closed out' remotely through written or photographic evidence. However, in the event where evidence of 'close out' for outstanding issues cannot be provided remotely, a follow-up Audit may need to be scheduled, at the expense of the Site.

6.5. Critical CARs

6.5.1 Auditor Action

If an Auditor identifies a Critical CAR during a Site Audit the Auditor must:

i. Immediately, or as soon as is practical notify the Certifying Body and ESA Program Manager and relay all relevant information in writing regarding the Critical CAR;

ii. Recommend appropriate action(s) to the Site at the time of the Audit;

iii. Provide all assistance reasonably required by the ESA Program Manager to investigate the matter.

In the event of a Critical CAR having been identified by the Auditor, the Auditor may use their judgement in deciding whether to complete the Audit or not.

6.5.2 Australian Eggs and ESA Program Manager action

Critical CARs require immediate action. The ESA Administration should notify Australian Eggs within the hour once they have been made aware of a Critical CAR.

6.5.3 Site Action

The Site should act immediately to rectify the given CAR. Critical CARs must be closed out within 24 hours. The Site's Certification will be Suspended until the CAR closure is verified by the Certifying Body.

6.6. Certification decision

i. A Site can only receive 'Certified' status when compliant with all elements of the Standard(s). Therefore, any CARs must be addressed before Certification is provided. In the meantime, a Site which has undergone a re-certification Audit but has CARs to close out will be given a 'Certification Pending' status.

ii. Auditor is to submit the full Audit report to the Certification Body. The full Audit report will be reviewed by the Certification Body prior to a Certification decision.

iii. The Certification decision will be communicated to the Site and the ESA Program Manager by the Certification Body within 10 working days of the Audit completion date. The Certification Body must complete an initial review prior to sending audit report and decision to the ESA Program Manager for upload, followed by a final review report for certification issue. The process is required to be and documented by the Certification Body electronically. Possible Audit results are:

   (a) 'Certified' – a Site has demonstrated adequate compliance and commitment to all elements of the Standard(s), with no Critical, Major or Minor CARs raised at Audit; or

   (b) 'Certification pending' – a Site has outstanding Critical, Major or Minor CARs raised at Audit. Where CARs have been raised, the Certifying Body will communicate the information to the Site, providing the timeframes and process for correction.

iv. Following corrective actions being taken by the site as per the requirements of the Audit, and these being accepted by the Certifying Body, Site will be 'Certified'. This will be reflected in the ESA Program Managers' database.

7. Representation

All eggs represented for sale as 'ESA' must be:

i. Produced by a Site with current ESA certification or 'in recognition' certification

ii. Packed by a Site with current ESA certification or 'in recognition' certification

8. Certification

i. The electronic certificates provided to the site are in the format approved by Australian Eggs.

ii. Once issued, ESA certificates are not transferrable to other Sites or business names.

iii. The certification status of all ESA certified Sites is accessible to the public via the ESA Program Manager's website.

8.1. Certification expiry

i. Sites with a certification which has been expired for less than three months (i.e. their most recent Audit was between 12 and 15 months ago) will be given 'Certification Pending' status

ii. Any Site which allows their certification to become expired for longer than three months will be given a 'Suspended' status

iii. In this instance, the Certifying Body will notify the Site in writing at least 10 working days prior to the change in status

iv. A Site's 'Suspended' status will be reverted to 'Certified' upon compliance being demonstrated through Audit

v. Sites with an Expired or 'Suspended' status will not be able to represent their eggs as 'ESA'

8.2. Certification suspension

In addition to the information given in clause 8.1, Sites may be given a 'Suspended' status if:

i. For any reason the Auditor cannot complete an Audit in full, including because the Site fails to provide appropriate access to facilities or records, or otherwise fails to cooperate in the Audit process;

ii. The Site fails to pay any fees in connection with the ESA Program;

iii. The Site supplies false or misleading information to the ESA Program Manager, Certification Body or Auditor;

iv. A Critical CAR is raised;

v. A Major or Minor CAR is raised and the required action to rectify the non-conformance has not occurred within the required timeframe; or

vi. Australian Eggs or the Certification Body has reason to believe that the Site has breached a material provision of ESA Rules or is not maintaining compliance with the stated requirements of the relevant ESA Standard and is unable or unwilling to do so.

9. Notification

Australian Eggs has the right to inform a Sites' customers, and where relevant, the appropriate authorities of changes to a Sites ESA certification status.

10. Site audit deferral

Where a Site is unable to host an Audit due to adverse circumstances and this unexpectedly jeopardises their Site Certification, Sites can apply to their Certifying Body to defer their Audit.

i. Successful applicants will be placed on 'Audit Deferred' status

ii. Applications for an Audit Deferral (i.e. to postpone re-certification Audit until past the anniversary date) should be made by the Site, in writing, to the Certifying Body

iii. It is the responsibility of the Certifying Body to grant or deny the Site a deferred Audit

iv. Audit deferrals must not exceed two months

v. The outcome of the application for deferral should be communicated in writing to the Site within 10 working days

vi. In the event an Audit deferral is granted, the Certifying Body must notify the ESA Program Manager within 12 hours of notifying the Site of the outcome.

vii. 'Adverse circumstances' refer only to an unforeseen, unpreventable incident which prevents the Site from hosting an Audit.

11. Site withdrawal from ESA

i. Voluntary

Sites may voluntarily withdraw from ESA upon written advice to the ESA Program Manager. The business will be marked as 'Cancelled' and must cease representing itself as ESA Certified. Sites may re-join ESA at any time through the process outlined in 6.2.

ii. Administrative

If a Site's certification is suspended and the Site does not take the necessary action(s) to rectify within a timeframe specified by the Certification Body, the Site's Certification may be withdrawn by written notice from the ESA Program Manager. The Site's certification status will then be 'Cancelled'.

12. Review

12.1. Verification

Australian Eggs and ESA Program Manager may, as it considers appropriate, review the performance of each Certification Body and/or Auditor for the purpose of determining their compliance with the terms of this Protocol.

i. Reviews will take place in a manner, at frequencies and at times determined by Australian Eggs including Site visits (as permitted by the Site) onsite witness Audits.

ii. Australian Eggs or the ESA Program Manager must, if reviewing performance of any Certifying Body or Auditor, make that Certifying Body or Auditor aware of their intentions to review prior to any review activities taking place.

iii. In the event of a review of performance the Certification Body and/or Auditor must on request from the ESA Program Manager or Australian Eggs give either body access to all required records concerning the relevant ESA activities.

12.2. Unscheduled audits

If Australian Eggs has reason to believe a Site is conducting itself in a way which poses a significant risk to food safety or the reputation of ESA they are able to instigate an unscheduled Audit of the Site at any time.

Appendix 6

Egg Standards of Australia for Rearing and Layer Farms

Interpretation Guidelines

March 2023

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Forward

The Egg Standards of Australia for Rearing and Layer Farms: Interpretation Guideline is intended to provide support and accompaniment to the Eggs Standards of Australia (ESA) for Rearing and Layer Farms (March 2023). This Guideline provides guidance only, should not be used as a substitute for the Standard and should be read in conjunction with the Standard. Full details of the Standard including Code Elements, Compliance Criteria and Records required are contained within the Standard. This document helps in the understanding of each Code Element within the Standard and identifies and suggests methods of compliance. Where appropriate, examples are given to explain the type of documents, procedures required and the level of detail that may be required by a third-party certification auditor.

The Guideline and its contents are designed for industry and auditors to help interpret the Standard across all areas of egg farming. The exact requirements for any particular egg farming facility or methodology will, however, be specific to that site and situation. It is therefore not recommended that users of this Guideline rely solely on the information provided within this document. It is advised that users of this Guideline consider the changing requirements of both legislative and voluntary compliance requirements, and regular checks and consultation are recommended.

The Guideline does not specifically form part of the requirement to achieve certification to the ESA. Farms will, however, need to demonstrate that they have considered the relevant topics included in this Guideline as they relate to the elements of the ESA. Examples are provided in this Guideline for consideration but should be only used in the correct context for the specific business. On-farm practices and activities should be able to withstand challenge by a third-party auditor and be in accordance with good industry practices.

During an audit, evidence will be collected and observations will be made by the auditor for each particular requirement. The level of non-conformity assigned by the auditor against a requirement of the Standard is an objective judgement with respect to severity and risk. The judgement is based on the evidence sighted during the audit and is independently verified by the certification body management.

Certification to ESA was developed to establish a common standard for industry practices relating to the rearing of pullets and the farming of eggs from laying hens. The scope of ESA is from the point of delivery of day-old chicks or started pullets to the farm, up to the point of removal of started pullets, spent hens or eggs for human consumption from the farm. The primary objectives of ESA are:

- to set out the requirements for best practice in the farming of eggs
- to provide a uniform mechanism for the verification of egg farming practices
- to provide a means of demonstrating best practice and continual improvement.

Participation Levels

Participation in ESA is voluntary and application for certification is open to all Australian egg farmers. Certification to the Standard, however, will only be granted to egg farmers that meet the relevant requirements as set out in the ESA Standard and ESA Program Rules. Each element is classified as Level 1, Level 2, or Level 3, defining the three levels of participation in ESA.

Level	Requirement	Description
Level 1 – Basic	Compliance with Level 1 elements only.	Entry level participation recommended for egg farmers new to the egg industry and to quality assurance systems.
Level 2 – Core	Compliance with all Level 1 and Level 2 elements required.	Intermediate level participation recommended for egg farmers with a more developed compliance system and record keeping.
Level 3 – Comprehensive	Compliance with all Level 1, Level 2 and Level 3 elements required.	Advanced level participation for egg farmers with a fully developed compliance system and record keeping in accordance with the requirements of major retail customers.

Requirements of the Standard

Management

M1 Scope

M1.1 Define the business scope and the scope of certification to ESA.

Level 1: A documented scope statement, such as a Business scope flowchart or similar should be prepared that includes all activities for the business. This may include non-poultry or non-egg related operations. The scope statement should define what is and what isn't included in the certification. A documented process flowchart should be prepared that demonstrates on-farm activities that are included in the scope of ESA certification.

M1.2 Document the business commitment to ESA.

Level 1: A documented Commitment Statement needs to be prepared that references the ESA Program, Rules and, in addition, any relevant legislative requirements based on the State or Territory of operation and business location. The Statement needs to include consideration for vaccinations of long-lived birds in accordance with the National Newcastle Disease Management Plan 2013-2016. The Commitment Statement shall be signed by the owner of the business or the most senior manager at the farm. The Statement needs to be communicated to all workers – this may be achieved during Induction Training Programs and by display in common areas at the farm, such as break rooms or lunch areas.

M1.3 Define the business organisational structure.

Level 1: A documented organisational structure for the business shall include workers with responsibility for ESA requirements and demonstrate working and reporting relationships. A management representative shall be appointed to be responsible for ESA requirements and this person shall be available at the ESA audit. The representative needs to be adequately trained and aware of the ESA requirements, Codes of Practice and relevant legislative requirements. This may be achieved through internal training and mentoring or attendance at ESA Industry Workshops where available. The person should have operational accountability. This is someone who can help demonstrate that the process is adhered to.

M1.4 Provide evidence of registration/licensing for the business.

Level 1: If the relevant local legislation requires the business operation to have a current registration certificate, a copy should be available. This may be a State, Territory or Local Government Business Registration Certificate showing date of validity. Examples include water use license(s), EPA license(s) and/or local council registrations (if applicable).

M2 Documentation

M2.1 Identify property areas and infrastructure on a property map.

Level 1: A documented and current map of the farm and all sheds with dimensions needs to be included in the system. This map shall be current for the existing operations and include all relevant infrastructure, such as sheds, silos, water storage locations and water sources, and all outbuildings. This map is used to determine the boundaries of the site and the production area(s), the scope of the system, and, if free range production is occurring, valid and correct dimensions to determine stocking rate calculations.

A production area is any area where egg production activities are taking place. Production area includes laying and rearing sheds and ranges, grading and packing floors and facilities, and their adjacent spaces. Defining your production area(s) is a fundamental step in planning your biosecurity management as there should be additional entry restrictions placed on the production area(s) that won't be necessary for the whole site. A production area does not include the site office, parking space, homestead. Further information on biosecurity zones can be found in the Australian Eggs Biosecurity Plan Template.

All the information doesn't necessarily need to be present on the same map, for example different features like water lines can be present as an overlay but together all the maps should inform the requirements of P1.1.1.

M2.2 Document a detailed shed map or dimension plan for each shed.

Level 1: The detailed shed map will be used by the auditor for verification on site and is the basis for various calculations, including stocking densities, water supplies, nesting, perching, cages, outdoor gardens, and pop holes (where applicable). The shed map or plan becomes the basis for sampling by the auditor, and it is recommended that the sample include the smallest, largest and odd shaped sheds for larger farms. Different sheds will be selected and sampled (where appropriate) at each audit to provide a fair and representative sample for the audit.

M2.3 Verify compliance with ESA through relevant documents.

Level 1: The farm shall demonstrate that it has documented the relevant procedures and work instructions to comply with the requirements of the ESA. This may be through hard copy documented procedures or electronic formats. For electronic formats, consider having some form of hard copy back-up in case the electronic formats fail during audit. These procedures

and instructions shall reflect the on-site operations, provide sufficient detail and be current for the existing farm. As operations change and updates are made to documents, the out-of-date versions shall be removed from use and amendments are recorded.

M2.4 Legible production records to verify compliance with ESA are kept.

Level 1: In order to demonstrate compliance with the ESA requirements, records shall be documented and maintained. These records are reviewed and verified at audit. The Standard specifically defines certain records that shall be maintained at a minimum for daily records for each shed and range. These records shall be maintained in a secure and readable form for a minimum of 2 years. If a specific customer or retailer standard requires, records may need to be kept longer. Mistakes happen, however, documentation needs to demonstrate genuine correction and record keeping. Genuine correction does not mean using "Liquid paper" (or similar products), it means crossing out the mistake with a line, initial and write the correct item nearby. "Liquid paper" or similar products shall not be used.

M2.5 Legible records to verify ammonia monitoring are kept.

Level 1: The frequency of monitoring of ammonia levels should be conducted based on risk. A documented risk assessment needs to be conducted to demonstrate the historical outcomes of ammonia testing. An example risk assessment has been included in Appendix 2 to demonstrate how this might be designed. This risk assessment will be reviewed by the auditor and shall be supported by test results and other relevant details. The risk assessment inputs shall match the site design and assessment. An annual review, or when processes or infrastructure changes i.e. equipment or buildings, of the risk assessment needs to be conducted and documented to demonstrate ongoing relevance.

M2.5 Legible records to verify ammonia monitoring are kept.

Level 3: In line with retailer requirements, for Level 1 free range and barn systems, daily ammonia monitoring records need to be documented and recorded for each applicable shed on the farm. The records need to document what time the test was conducted and by whom. This may be documented on a daily shed record.

M2.6 If producing and/or selling organic eggs, current third party certification is evident.

Level 1: If organic eggs are produced on site under an organic certification program OR the site is selling organic eggs sourced from another site, a copy of the current organic certificate shall be maintained on site. Clear segregation and identification of these products is expected where applicable.

M3 Training

M3.1 Training needs of the business are met.

Level 1: The management representative that was nominated in Code Element 1.3 above is required to identify and coordinate training for the site. This may include induction and any ongoing training identified as required for workers. Training may include bird husbandry/welfare, standards such as ESA, Interpretation Guidelines or specific customer standards training. These training requirements shall be reviewed on an annual basis as a minimum, and the Training review record can be used to provide evidence of this. When workers change or if there are changes to operations, e.g. addition of operations such as free range, cage free or organic, then additional training will be required.

M3.2 Train all workers who complete tasks relevant to ESA.

Level 1: Any worker (including any contractor) who undertakes tasks that are documented in the procedures that have been documented for M2.1 to meet ESA requirements shall be trained in these procedures, in conjunction with any training required for workers to carry out activities listed in the Biosecurity Management Plan. Specific on the job training is also required as listed in the compliance criteria for M3.2. This could include euthanasia or culling of birds for specific workers. Consideration should be given to providing training and supporting documentation in appropriate languages to ensure that workers understand the documents and their role. Documentation could include the use of photographs, diagrams or other pictorial instructions where written communication alone is not sufficient or appropriate. Signs and pictures can be particularly useful for communicating cleaning and hygiene practices. Australian Eggs has a number of biosecurity and food safety posters suitable for this very purpose – they are available to order by calling the Australian Eggs office.

M3.3 Training records are kept.

Level 1: Records of internal and external training need to be maintained on site to demonstrate compliance with the documented training program. This may be in the form of training certificates, internal training records or competency certificates. Additionally, course contents may be included and cross-referenced with a record of training, including temporary workers, agency supplied labour, part-time, casual and full-time workers. Each training record must include all criteria listed in clause M3.3.

M3.4 All workers shall be competent in implementing biosecurity controls.

All workers shall declare they are trained, understand and agree to comply with biosecurity controls, declarations are signed and available at audit.

M4 Internal checks, audits and corrective action

M4.1 Conduct internal audits to verify ongoing compliance with ESA.

Level 1: The management of a farm shall ensure that there is ongoing assessment of the farming operations and the documented system. Internal auditing is a key factor to ensure ongoing compliance with the requirements of the Standard and shall be regarded by the management of the farm as being critical to its operation. The scope of the internal audits needs to be established, and the frequency needs to be at least annually. The frequency may be more often in the event of significant changes to the operation. Internal audits shall be conducted by someone who is competent in the relevant procedures and is independent of the particular operation where possible. Auditors should not audit their own work.

M4.2 Complete corrective actions for any non-compliance.

Level 1: There shall be a documented system for corrective action records (CARs). These may result from internal audits, external audits, customer complaints, regulatory issues or routine operations and observations. Good practice is for the CAR to be completed as soon after detecting the non-conformity as possible (this is particularly important where the non-conformity could affect product safety, legality or quality). The CAR record shall include all of the information required in the compliance criteria for M4.2. An important part of an effective corrective action program is to identify the root cause of the problem and implement suitable actions to prevent recurrence. Where recurrence for a non-conformity is identified, it is expected that the owner of the business or appropriate senior manager reviews the CAR.

M4.3 Findings of external audits of ESA are reviewed and managed.

Level 1: Findings made and supplied to the farm, as a result of an external audit against the ESA requirements, shall be maintained and documented on site. Findings requiring actions shall be incorporated into the corrective action process (ref. M4.2) and actioned or managed appropriately. Records need to be documented to demonstrate that these findings have been addressed satisfactorily.

M4.4 Complaints are recorded, reviewed and managed.

Level 1: Complaints are key sources of information that may require escalation into emergency plans such as recall. Complaints are also a key measure of procedural compliance and product quality and identify opportunities for improvement. Therefore, an effective complaint management system needs to be operated by the farm. Processes should be implemented to effectively identify and correct the causes of complaints, and all complaints need to be documented i.e. in a complaints log and the actions taken, documented to minimise recurrence.

M5 Suppliers

M5.1 Identify and manage materials and services.

Level 1: A documented list of suppliers to the farm (whose products or services may introduce risk) shall be maintained. This should include materials such as feed, equipment, chemicals, livestock, or pest control services. The list shall be current and include details defined in compliance criteria M5.1. Copies of current Safety Data Sheets (SDSs) shall be maintained on file for all chemicals and feed used on the site. SDSs shall be current (dated less than 5 years since issue date).

M5.2 Manage feed or feed ingredients sourced and delivered by approved suppliers.

Level 1: The supplier and transporter of feed shall be approved. In some cases, these may be two different companies. The methodology for approval needs to be defined. If a contract transporter is used, a written service agreement should be kept on file to confirm that the vehicle has been cleaned and inspected prior to the loading and delivery of feed to the site. A documented procedure is required to define the inspection and/or rejection of feed or feed ingredients, and how this is managed by the farm. These rejection records need to be maintained on file. This could be in the form of a Delivery Register demonstrating relevant records.

M6 Customer and stakeholder requirements

M6.1 Comply with customer and/or stakeholder requirements and specifications.

Level 1: Many customers have specific requirements relating to product safety, quality, legality and animal welfare. The farm shall ensure that it is aware of these requirements and understands them. Copies of specific customer requirements shall be maintained and implemented on the site, e.g. by incorporating specific customer requirements into procedures and work instructions.

M7 Site biosecurity management

M7.1 A Biosecurity Management Plan is in place.

Level 1: The site shall develop and document a Biosecurity Management Plan that meets the requirements of the National Farm Biosecurity Technical Manual for Egg Production. The latest version of this Manual is available by calling the Australian Eggs office or through the farmer login of the Australian Eggs website. The actions outlined in the plan are coordinated by the sites' designated biosecurity coordinator and all relevant senior staff should be aware of the plan's requirements. The site must have a designated biosecurity coordinator. The designated biosecurity coordinator is the worker nominated to be responsible for site biosecurity and must be defined and documented.

M7.2 Biosecurity risks presented by visitors and contractors are managed.

Level 1: A copy of the entry requirements, including biosecurity procedures, shall be provided or displayed to all visitors and contractors before and upon arrival to the site. This may be by facsimile, email or verbal instruction over the phone. A documented record that the visitor has been provided with these procedures shall be kept. Visitors and contractors shall not enter bird or egg farming and storage areas unless they have read and complied with these biosecurity requirements. This may be in the form of 'biosecurity agreement' that the visitor or contractor signs and acknowledges.

M7.3 A site visitor log is available and maintained.

Level 1: The visitor log is a means of capturing important information about people entering the production area(s). The site visitor log should include, but not be limited to, the risks and information as defined in points a. to j. in the Standard. The information given in the log will allow you to make an informed decision about who to let into the production area(s) given the risks they may present. The visitor log should be a significant step in a more complete visitor reporting process including informing the visitor of relevant biosecurity protocol and the actions required by them to adhere to these. A visitor signing in must declare compliance with the biosecurity requirements for the site. The timeframes given in the standard are a minimum precaution and can be increased if required. Workers should be trained to understand these requirements and be encouraged to make enquiries or report unknown persons on the farm.

M7.4 Workers shall comply with personal hygiene requirements.

Level 1: Personal hygiene requirements shall be defined for all workers, and this includes hand washing and the sanitising of hands before handling eggs. Hand cleansers and sanitisers shall not contain any perfumes of phenolic-based chemicals to avoid the tainting of eggs.

M7.5 Entry into sheds/bird housing areas shall include biosecurity controls.

Level 1: The objective of biosecurity controls at the entry to sheds and bird housing areas is decontaminate personnel who are coming into contact with birds and their environment. How the farm manages the biosecurity controls for entry into sheds and ranges needs to be documented and detailed.

When decontaminating hands; washing with soap and water followed by using a sanitiser will be most effective, however where having hand washing facilities available in a shed entrance is not possible; provision of sanitiser alone is sufficient.

If using footbaths, they shall be inspected regularly and maintained in working condition as per manufacturer's instructions. Maintenance may include removing gross material, topping up the disinfectant or replacing disinfectant before it can deteriorate. Boot cleaning devices such as boot scrapers shall be provided in addition to a boot bath, personnel entering the bird housing/range area shall remove any organic material from their footwear before using the boot bath. For preparing a boot bath: You can use bleach diluted to 1% active sodium

hypochlorite (the active ingredient in bleach). For example, dilute a bleach solution which is 4% active sodium hypochlorite using three parts water to one part bleach.
Any other farm detergents and disinfectants can also be used as per label instructions.
For producers wanting to create their own footbaths, more information can be found on the Farm Biosecurity website: https://www.farmbiosecurity.com.au/biosecurity-basics-make-your-ownfootbath/
For producers providing shed specific footwear, rather than boot baths, there shall be a practical amount of boots of appropriate sizing and these boots shall be kept clean, that remain in that work area.

M7.6 Annual Monitoring for Salmonella is carried out.

Level 1: A monitoring plan, developed in conjunction with a vet, should detail which environments will be tested for Salmonella enteritidis (e.g. shed, range, birds, litter, eggs), which swabbing method is to be used (e.g. surface, environmental), how frequently testing is to be conducted and the sample size and swab number (where relevant). The monitoring plan should be based on the farm's risk which will vary depending on many factors including location, number of people and vehicles coming into the production area and whether any items are coming into the production area(s) from other poultry facilities. For further information on best practice swabbing methods please refer to the Australian Eggs publication 'A Synopsis of the Salmonella Incidence Response Plan'.

M7.7 Where an infectious disease outbreak or a food safety issue has arisen, evidence of responses and actions taken shall be kept.

Level 1: In the case of infectious disease or a food safety outbreak the farm shall take action and document all records of any investigations or actions taken. It is expected that the requirements of the corrective action protocols defined in M4.2 are applied to any infectious disease or food safety issues. Records and actions could be documented and logged within the CAR system.

M7.8 Manage equipment and vehicle access to the farm site.

Level 2: Biosecurity requirements need to be implemented to manage the entry of equipment and vehicles to the farm. A documented procedure needs to be communicated to all workers. The auditor will verify that this procedure is effectively implemented by discussing the procedural requirements with workers during audit. Control and entry of vehicles and equipment shall be recorded, and documented records maintained to demonstrate compliance.

M7.9 Clean and maintain storage infrastructure, including silos, feed lines and transport vehicles.

Level 2: Build up, mould and moisture in feed lines and feeding equipment can result in significant contamination events. Clean and effective management of feed minimises the risk of wild bird and rodent presence on the farm. A routine cleaning program should be established and include feed lines, transport vehicles (if applicable) and feed storage equipment. There should be no evidence of feed spillage.

Production

P1 Site and shed design and set up

P1.1 Site and shed design and set up – general

P1.1.1 Restrict access to egg laying sheds and designated free range paddocks/areas.

Level 1: All animals (with the exclusion of guardian animals) shall be excluded from entering laying sheds and ranges. This includes farm animals, other poultry, domestic animals (cats and dogs), wild birds and other wild animals. No animals (including guardian animals) are permitted at any time in the egg farming, handling and storage areas.

P1.1.2 Design, construct and maintain sheds and mobile hutches to provide a safe, suitable and hygienic environment for birds and egg production and to facilitate inspection.

Level 1: The ingress of water and moisture to the sheds causes a multitude of problems. For example, high moisture creates favourable conditions for pathogens as well as increased concentrations of ammonia. The internals of sheds need to be kept dry and at a suitable temperature. The construction and design of the shed and equipment should be so that it doesn't present any risk of injury to birds, workers or visitors. The materials used to construct surfaces need to be easily cleanable to remove faecal and other matter and be able to be effectively disinfected.

P1.1.3 Perimeter or individual range fences are in place.

Level 1: Effective fencing needs to be installed to prevent predation, escape of birds (ensuring that birds are secure within the range), or unauthorised access to ranges. Prompt attention should be given to repairs when damage is noted. This includes perimeter fences for the site as well as ranges.

Entry to the production area(s) shall involve a vehicle decontamination procedure, how the farm manages this biosecurity control for entry into the production area(s) needs to be documented and detailed.

The only vehicles allowed inside of the production area(s) should be those required for production. All visitors shall be required to leave their vehicles in a designated parking space outside of the production area(s). Vehicles which are required inside the production area(s) should be decontaminated through a wash down procedure at a minimum from the wheel arches down but including the driver's foot well. It is best practice for vehicles exiting the production area to also be decontaminated. There shall be an appropriately equipped designated vehicle washing space outside the production area(s). Best practise for vehicle washing is outlined below:

- if possible, wash under pressure
- initial wash should be conducted to remove organic matter from the tyres, wheel arches, mudflaps and running boards
- following initial wash, apply disinfectant to select mild but effective, broad spectrum disinfectant e.g. Quaternary Ammonium Compounds (QAC) (100-120 g/L), Iodine (16g/L) or oxidising disinfectants
- apply disinfectant in a top-down manner
- leave disinfectant for 5-10 minutes before rinsing off with clean water, also in a top down manner
- Australian Eggs has produced an instructional poster for vehicle washing which can be ordered by contacting Australian Eggs on 61 294 096 999.

P1.1.4 Design, construct and maintain buildings to minimise any risk of fire or attraction or harbourage for pests.

Level 1: The sheds and equipment should be constructed so that the risk of fire is minimised. Electrical boxes, motors and other electrical equipment should be covered and sealed to prevent birds pecking, rodent access, build-up of organic matter and moisture entry. This minimises the risk of electrical fires. To this end, fire-fighting equipment needs to maintained, e.g. hoses are kept in good order and functional, fire extinguishers are stamped and current. Rodents are naturally attracted to poultry feed and farms, so minimising the opportunity for pest harbourage is essential. This includes excess equipment storage, spare parts and old equipment lying around. Wherever possible, these items should be neatly stored up off the ground to minimise harbourage.

P1.1.5 Construct and maintain egg belts and nest pads.

Level 1: Automatic nest box systems, including egg belts and nest pads, and manual nest box systems shall be constructed of appropriate materials. The condition and construction of these systems should not result in contamination of eggs, and therefore the belt and nest pad materials need to be suitable for cleaning.

P1.1.6 Design, construct and maintain ancillary rooms to be fit for purpose.

Level 1: All areas of the facility are appropriate for storage and are of suitable and sound design and construction. These areas need to be well maintained and sealed to prevent access and harbourage for pests, e.g. doors and windows should be close fitting.

P1.1.7 Design, construct and maintain shed flooring to be fit for purpose.

Level 2: Poor design and construction of the flooring of sheds can potentially lead to a multitude of problems. Birds should be able to walk freely without difficulty, and with no risk of foot or claw capture. The floor shall be adequately maintained and routinely checked for condition to minimise risk to the birds' health and wellbeing.

P1.1.8 Design, construct and maintain manure pits to manage the manure produced by each flock of birds.

Level 1: Poor maintenance and design of mature pits, belts and scrapers result in build-up and excess manure. Potential risks of excess manure include health implications for the flock, contamination of eggs and excess ammonia levels. The design of the pits and manure removal systems needs to effectively minimise these risks.

P1.1.9 Design, construct and maintain manure belts to manage the manure produced by each flock of birds.

Level 3: Manure belts need to be installed to ensure that manure from all levels in tiered systems is effectively removed from the flock. The system should be designed so that there is no build-up on the belts resulting in manure touching cages or birds. All areas of the belts should be clearly visible (and accessible as required) to facilitate inspection for cleaning, repairs and maintenance works as required.

P1.1.10 Manage shed air quality to provide a comfortable environment for birds and workers.

Level 2: The air quality of the shed (considering both dust and ammonia levels) should be sufficient to breathe comfortably with no burning sensation of the eyes or coughing due to high dust levels. If it is affecting humans at some level, then it is certainly affecting the flock. Adequate ventilation should provide suitable air quality; achieved through opening windows, operation of fans and vents installed in the shed for the flock. Ammonia levels shall not exceed

25 ppm. The ammonia levels must be monitored with records of the results kept. The monitoring records must include all of the criteria listed in clause P1.1.12 section 4.

P1.1.11 Manage shed temperature to provide a comfortable environment for birds and workers.

Level 2: For flock comfort and to avoid heat stress, the temperature within the shed should not exceed 33°C. Records should document and demonstrate daily checks and recording of the internal temperature of every shed. If the temperature exceeds 33°C on a regular basis, cooling systems shall be implemented and verified to reduce the ambient temperature.

P1.1.12 Maintain shed temperature recording devices.

Level 1: The monitoring of shed temperatures may be achieved through manual use of thermometers or automated temperature sensors. These devices need to be working effectively and be suitably located to ensure that readings are accurate and reflective of the true ambient temperature in the birds' environment. Where automatic temperature sensors are in use, monthly inspection and annual calibration is required, and records shall be documented to reflect this.

P1.1.13 Construct, locate and maintain feeding and watering equipment to allow easy access.

Level 1: Unrestricted access to feed and water prevents aggressive competitive behaviour amongst the flock. Feeding and watering equipment needs to be positioned so that birds can easily access feed and water at all times, not create an attraction for pests due to spillage, and not pose a risk of injury to the birds due to location or design.

P1.1.14 Provide sufficient feeder and drinker space for birds.

Level 1: The Model Code of Practice requirements for feeders and drinkers need to be met for spacing of this equipment. These requirements have been established to provide sufficient access to feed and water and to limit competitive behaviour.

The most effective way to work this out and record it, is as follows:

1) Count the number of nipples or bells/shed.
2) Divide the number of birds in that shed (e.g. 10 000) by the number of nipples (e.g. 1200) or bells (e.g. 100) in that shed i.e. 10,000/1,200 = 8.3 birds/nipple or 10,000/100 = 100 birds per bell.

This shed meets the requirements.

This information could be recorded in a table like this one:

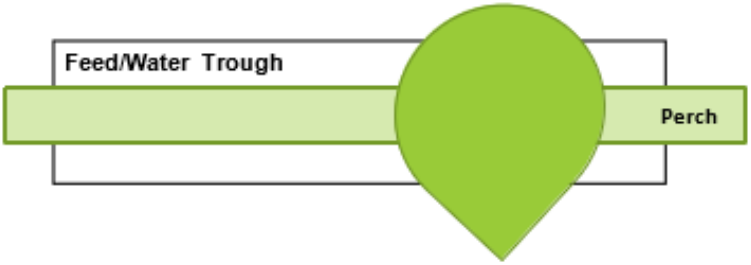
Water access in sheds

Shed number	Total birds (max)	Total nipples in shed	Available nipple drinkers/ birds (*Limit: 1 nipple/ 20 birds)*
Shed 1	25,000	3226	25,000/3226 = 7.75 7 hens per nipple
Shed 2	20,000	3226	20,000/3226 = 6.2 6 hens per nipple
Shed 3	30,000	3226	30,000/3226 = 9.3 9 hens per nipple

Shed 4	25,000	3200	25,000/3226 = 7.8 7 hens per nipple

P1.1.15 Construct and locate perches to avoid gross fouling of feeders and drinkers.

Level 1: Perches should be suitably located, away from water stations and feeders to avoid droppings falling into them (where perches are provided). An assessment of perches located in the vicinity of water stations and/or feeders needs to be conducted – where the tail end of a bird extends beyond the edge of a trough or feeder this may be acceptable. No evidence of routine fouling is to be evident.



P1.2 Site and shed design and set up – alternative systems: Barn and Free range

P1.2.1 Manage internal production shed stocking density.

To be compliant with P1.2.1 the site will need to calculate internal stocking density based on the amount/weight of birds at placement NOT at the time of audit. Refer to Appendix 5 pg. 55 of the ESA Rearing and Laying standard for specific shed design diagrams.

Level 1: There are two ways to calculate and determine stocking densities, the site may choose the most suitable method.

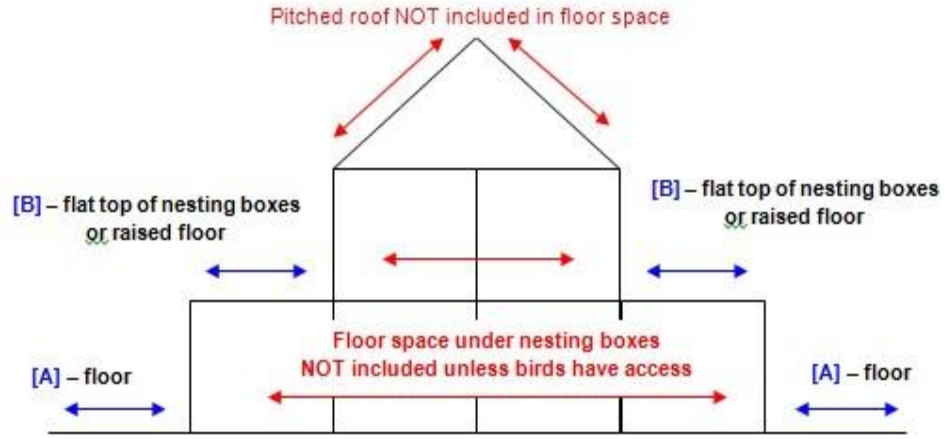
Notes on calculating stocking density

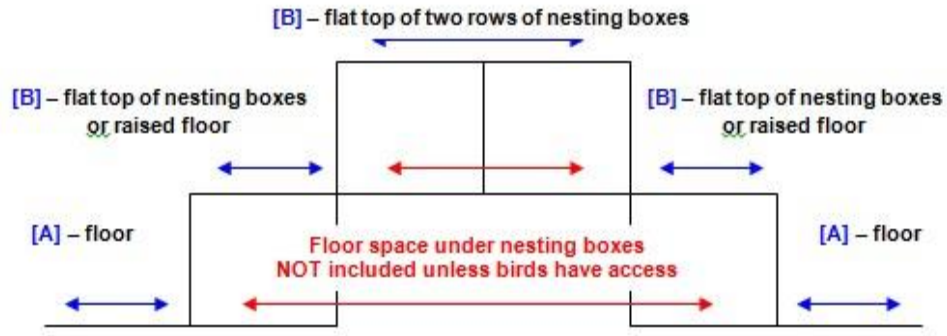
- To calculate the total weight of all birds placed in the shed multiply number of birds currently in the shed by their average weight.

  E.g. for 10,000 birds with an average weight of 1.6kg: 10,000 x 1.6kg= 16,000kgs.
- To calculate the amount of available floor space (m^2) that the birds can access in the shed you will need to work out the amount of actual available floor space **and** the available raised space such as the flat tops of nesting boxes (refer to the diagram below).
- Perch space should also be included in the floor space calculation.
- The floor space of nesting boxes is **not** to be included.
- Check for accessible floor space under nest boxes and on flat tops of nest boxes.

Method A- kg/m²

1) Calculate the available floor space in m^2 [A] (refer to diagrams below)
2) Calculate the available raised floor space in m^2 [B] (refer to diagrams below)
3) Calculate total amount of floor space i.e. [A] + [B]
4) Divide the total bird weight in kg by the total floor space to see that the shed meets the requirements of 30 kg of bird weight/m^2.





Method A- worked example

1) Accessible floor space (at the sides of the shed) is 100m shed length x 4m wide x 2 sides = 800 m² [A]

   Accessible floor space (at the ends of the shed) is 7.5m shed width x 3m deep x 2 ends = 45 m²[A]

2) Accessible raised space is 80m nest box length x 30cm(=0.3m) wide x 2 sides = 48 m² [B]
   Additional accessible raised space is 80m nest box length x 1m wide nest box flat top = 80 m² [B]

3) Add each component of floor space together [A] + [B]= (800 m² + 45 m²) + (48 m² + 80 m²) = 973 m²

4) Divide kgs of birds (16,000) by total floor space (973m^2)
   - 16,000/973m^2 = 16.4 kg of bird/ m² space

This shed meets the requirements.

Method B- birds/m^2

1) Calculate the available floor space in m^2 [A] (refer to diagrams above)

2) Calculate the available raised floor space in m^2 [B] (refer to diagrams above)
3) Calculate total amount of floor space i.e. [A] + [B]
4) Divide the number of birds in the shed by the total floor space to see that the shed meets the requirement of 12 birds/ m^2.

Method B- worked example

1) Accessible floor space (at the sides of the shed) is 100m shed length x 4m wide x 2 sides = 800 m^2 [A]

   Accessible floor space (at the ends of the shed) is 7.5m shed width x 3m deep x 2 ends = 45 m^2[A]

2) Accessible raised space is 80m nest box length x 30cm(=0.3m) wide x 2 sides = 48 m^2 [B]
   Additional accessible raised space is 80m nest box length x 1m wide nest box flat top = 80 m^2 [B]

3) Add each component of floor space together [A]+ [B]= (800 m^2 + 45 m^2)+ (48 m^2 + 80 m^2) = 973 m^2

4) Divide number of birds (10,000) by total floor space (973m^2)
   - 10,000/973m^2 = 10.2 birds/ m^2 space

This shed meets the requirement.

It is suggested that the site manager keeps a record for each shed in a table format and updates the correct bird figures on a weekly basis. This enables the auditor to quickly verify the measurements in the nominated sheds during the audit and confirm the calculations. The auditors should confirm bird numbers by cross referencing to records for purchase orders/incoming stock. Calculations should be based on the number of birds at the time of audit, and this should take into account cumulative mortalities since initial stocking, e.g. incoming stock – mortalities.

This information could be recorded in a table like this one:

Shed number	Total birds (max)	Total shed area (m^2): ground	Total shed area (m^2): raised	Total shed usable area (m^2)	Internal stocking density: birds / shed usable area (m^2) (Model CoP: <30kg/(m^2) OR ≤12 birds/(m^2)
Shed 1	25,000	1769.0	1046.6	2842	8.8 birds /m^2
Shed 2	25,000	1662.5	983.6	2646	9.5 birds /m^2
Shed 3	25,000	1718.4	982.8	2701	9.2 birds /m^2
Shed 4	25,000	1836.8	986.6	2823.4	8.8 birds /m^2

P1.2.2 Construct and locate perches to provide sufficient perching space for the flock of birds.

Levels 1 and 2 do not require perches.

Level 3: Calculation of perches is to be conducted based on perches provided in layer sheds at the point of lay (POL).

The 30 cm between rungs relates to the height for a bird to stand up in. The rungs can't be higher than 1 m off the ground, to allow the bird to jump up. Having at least 20 cm between perch and wall allows the birds' sufficient space for tail and head movement without hitting the wall.

Pipes from which feed troughs are suspended can be used in the calculation of perches as long as they are located to minimise droppings falling directly into feed and water stations. Perches that are located so that birds are directly above food and water, with tails extending beyond the side of the trough, may be acceptable. Sources of perches could also include A-frames, other standing units, perching units between nesting boxes, feeder lines and drinker lines.

Example calculation

Calculating perching space for a shed with 21,102 birds and the following types of perches available: A-frame units + feeder lines + drinker lines + nest box slats.

- A-frames with 5 rails each 2.8m long = 14m per perch unit. There are 166 A-frame units x 14m = **2,324m**
- 6 feeder and drinker lines at 116m = **696m**
- Nesting box slat (2nd tier) = **161.97m**
- Perching units between nesting boxes 2.3m x 4 rails = **129.3m**

= (2,324m + 696m + 161.97m + 129.3m) = **3311.3m**

3311.3m ÷ 21,102 birds = 15.7 cm/bird which does meet the requirements.

This information could be recorded in a table like this one:

Perching space available. Perches used: rod type structures used on the upper levels inside the shed areas.

Shed number	Total birds (max/POL)	Perching (m)	Available perching (cm/bird)
Shed 1	25,000	4560	4560/25000x100(cm) = 18.24
Shed 2	25,000	4560	18.24
Shed 3	25,000	4560	18.24
Shed 4	25,000	4332	17.33

P1.2.3 Manage nesting box stocking density.

To be compliant with P1.2.3 the site will need to calculate the current internal stocking density at the time of audit.

Level 1: There are two ways to calculate nesting box stocking density:

Method A.

For single bird nests – use farm records to gather the number of birds in each shed and the number of nest boxes in each shed, then divide the number of birds by the number of nest boxes. Some sheds have single level nest boxes, and some have tiered boxes, which will have to be calculated.

Example calculation:

1) Count the number of nest boxes in the shed (e.g. 1450)
2) Divide the number of birds in the shed (e.g. 10,000) by the number of nest boxes

   e.g. 10,000/1450 = 6.9 birds/nest box.

This shed meets the requirements.

Method B.

For colony (multiple bird) nests – use farm records to gather the number of birds in each shed and the number of nest boxes in each shed, then calculate the floor space in m² for each nest box. You will need to measure the width (or depth) and length for each nest box.

Example calculation:

1) Count the number of nest boxes in the shed

   e.g. 80 boxes x 2 sides x 2 levels of the nests = 320 nest boxes

2) Calculate the area (m^2) of the nest boxes. To do this you will need the width and length of each nest box

   e.g. (50cm wide x 75cm long) x 320 nest boxes = 120m^2

3) Divide the number of birds by the area of the nest boxes

   e.g. 10,000/ 120= 83 birds/m² nest box area. *This shed meets the requirements.*

This information could be recorded in a table like this one:

Nest systems used

Shed number	Total birds (max)	Number of nests	Nest length (m)	Nest width/depth (m)	Total nest box stocking density (m)	Available nesting (Limit: >7 birds/ nest or 1m2 nest box area/ 120 birds)
Shed 1	25,000	380	1.20	0.53	1.20 x 0.53 x380 = 241.68	25,000 / 241.68 = 103 birds / m^2
Shed 2	25,000	380	1.20	0.53	241.68	103 birds / m^2
Shed 3	25,000	380	1.20	0.53	241.68	103 birds / m^2
Shed 4	25,000	380	1.20	0.53	241.68	103 birds / m^2

P1.2.4 Construct and maintain nest boxes to allow for egg collection and cleaning.

Level 1: The auditor is expected to view the internal and external condition of the nest boxes and, if possible, how the birds use them and how easy it is for the collectors to gather eggs from them. If there are multi-tiered nest boxes, then check that there are suitable ramps for the birds to use and that they are in fact using them.

P1.2.5 Pop holes shall be located to allow birds' ease of entry and exit to the outdoor range

Level 1: It is expected that the birds can move easily in and out of the shed via the pop holes as they please. The birds need to be able to access the pop holes from all sections of the shed. All pop holes need to be counted and measured (height and length in cm). Each pop hole shall be at least 35 cm high and 40 cm in length/width.

Example calculation:

1) Count the number of pop holes/shed.
   e.g. 8 pop holes x 2 sides of the shed= 16 pop holes.
2) Measure the length of each pop hole.
   e.g. 2m long.
3) Calculate the total length of pop holes in the shed.
   e.g. 16 pop holes x 2m= 32m
4) Divide the number of birds in the shed (e.g. 10,000) by the total length of pop holes.
   e.g. 10,000/32 = 312.5 birds per linear meter or 635 birds per 2 linear metres.

This shed meets the requirements.

This information could be recorded in a table like this one:

Pop holes

Shed no	Total birds (max)	No of Pop holes/ shed	Pop hole length (cm) *Note: >40cm*	Total pop hole (linear metres) Note: total pop holes x length	Linear metres per bird *(Limit: 2 linear metres / 1000 birds)*
Shed 1	25,000	82	1.05	82x 1.05 = 86.1m	25,000 / 86.1 = 290 birds/m
Shed 2	25,000	76	1.05	79.8m	25,000 / 79.8 = 313 birds/m
Shed 3	25,000	76	1.05	79.8m	25,000 / 79.8 = 313 birds/m
Shed 4	25,000	63	1.05	66.15m	25,000 / 66.15 = 378 birds/m

P1.2.6 Manage factors that may impede pop hole operation or access.

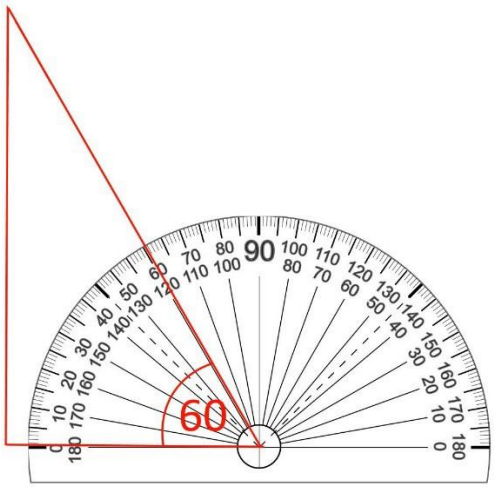
Level 1: The auditors are expected to review, and farms are expected to maintain, the conditions on the outside of the pop holes, particularly if there has been wet weather. Between each flock, records shall be kept of activities undertaken for the range management.

P1.2.7 Construct ramps to be fit for purpose.

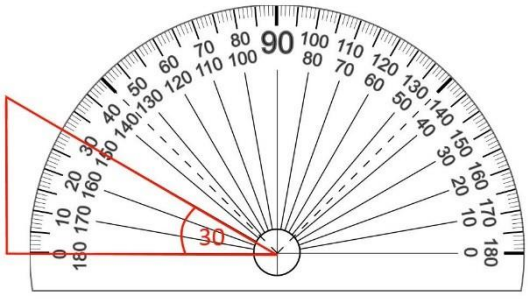
Level 2: Ramps should be observed from the outside, and it should be ensured that they are at least as wide as the pop hole length. It is important that the area outside of the ramps (where the birds are walking into) is sloping away from the shed so that the water does not pool. If the ramps are less than 2 metres long then they shall not have an angle greater than 60°, and if over 2 metres long then they shall not have an angle greater than 30°. To check this, you should stand at the side of the ramp and check the angle of the ramps incline. A right angle is 90°.

There are various apps that can be downloaded on to your smart phone to assist with the measurement of angles.

A 60° angle looks like this:



A 30° angle looks like this:



P1.2.8 Manage outdoor range stocking density.

Level 1: The farm will need to demonstrate compliance with stocking density requirements in outdoor ranges, including how many birds are in each range area and the size of each range area. During an audit, the auditor will choose a number of ranges to measure. Often the largest and smallest ranges will be chosen, or the range with the largest number of birds and the range with the oddest shape where it is difficult to calculate the area correctly. The auditor is then expected to go to those chosen ranges and, with a number of different tools (measuring tape/measuring wheel), to measure the fence lines and any other areas that enable the area of the range to be calculated in square metres.

Triangular areas can be calculated using Pythagoras theorem (ref. Appendix 2 pg.49 of the ESA Rearing and Laying standard).

Example calculation:

1) Calculate the range areas in m². To do this you need to know how much of the range for that shed is available to the birds. So, any area of the range that is under rotation/resting cannot be included. The worst-case scenario needs to be calculated i.e. without the largest section that can be used for rotation. Any common i.e. shared areas can be included.

To be able to calculate the area of different shaped ranges, you need to be able to work out the combination of shapes included in each range i.e. squares (side^2), rectangles (height x width) and triangles. Different triangles have different equations to calculate the area.

e.g. If you had a shed with no shared areas that consisted of a square shape (95m per side) joined with a right-angled triangle (with the side lengths of 50m, 50m & 70.7m). The total range area would be the square area [95m x 95m = 9025 m²]+ the triangle area [50m x 50m = 1250 m²] = 10,275 m²

2) Divide the number of birds in that shed (e.g. 10 000) by the area of the range (10,275 m²) e.g. 10,000/10,275m^2 = 0.97 bird/ m².

This range meets the requirements.

If rotation is practiced then this same calculation needs to be undertaken using the scenario when least amount of range is available to the birds.

This information could be recorded in a table like this one:

Range stocking density

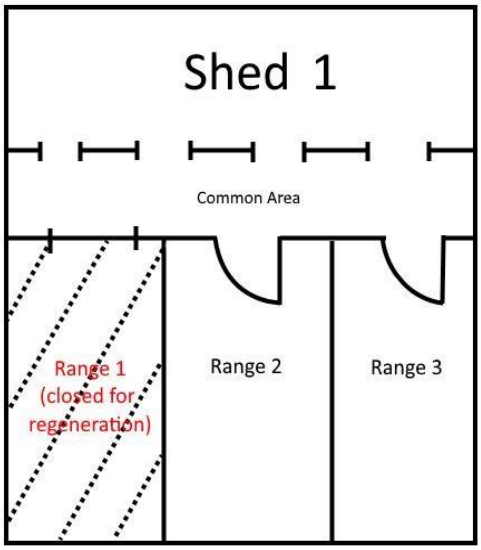
Shed no	**Total birds (max)**	**Pad dock length** (m)	**Pad dock width** (m)	**Total Paddock range** (m^2)	**Common area**	**Range 1**	**Range 2**	**Range 3**	**Range 4**	**Paddock rotation takes place?**	**Range stocking density (m²) Note: birds/ total m²**	**Range stocking density** (hectare)	**Removal of largest paddock** (worst case scenario) – due to rotation
Shed 1	25,000	*	*	222816	-	-	-	-	-	NA	0.11 birds / m2	1,122 birds / hectare	-
Shed 2	25,000	*	*	59361	4639	7780	15671	15374	15897	Yes	0.42	4,212 birds / hectare	5752 birds / hectare
Shed 3	25,000	*	*	60891	4335	9788	15336	15721	15721	Yes	0.41	4,106 birds / hectare	5535 birds / hectare
Shed 4	25,000	*	*	60795	7250	17883	17833	17829	-	Yes	0.41	4,112 birds / hectare	5826 birds / hectare

P1.2.9 Manage ranges to allow for regeneration of land/repair.

Level 2: The farm needs to document and demonstrate what the bird/hectare figure is for each free range shed. If it is below 1,500 birds per hectare then a Range Management Plan is not required. If there are more than 1,500 birds, then the farm should be able to provide a documented Range Management Plan. A Range Management Plan may consist of either a range rotation system or a between flock system. Stocking calculations are to be conducted on the land available to the birds at the **time of calculation**.

Examples of a range rotation system are:

1. A Range is divided into thirds, with a maximum one third of the range blocked to bird access. Once that third has regenerated, it is opened up to the birds, and a different third of the range is closed off for regeneration. The various thirds of the range are opened/closed on a cycle during the life of the flock.



E.g. **Shed 1**

Common area = 3145m^2

Range 1 = 8318m^2 (but this is inaccessible to the birds, and therefore not counted in calculations)

Range 2 = 12332m^2

Range 3 = 12643m^2

3145 m^2 + 12332m^2+ 12643m^2 = 28,120m^2

28,120 ÷ 18,521 birds = 1.52 = 1 bird per 1.52m^2 which exceeds the minimum requirements.

2. The shed has separate ranges, on either side of the shed. During the life of the flock, alternate ranges/sides of the shed are opened up for the entire flock to access (not just the flock on one side of the shed), thereby allowing the range on the other side to regenerate. In this system, each alternate range/ side of the shared must provide adequate space on its own. For the above example this would mean that each range/ side of the shed would need to be at least 18,521m^2 to meet the requirements of 1 bird per m^2.

Between Flock system:

The shed has only one range, which is not divided into sections for regeneration, however, the time between the closure of one flock, and first range access of the next flock is sufficient for the range vegetation to have re-established itself with the assistance of range management activities.

To assess the implementation of the Range Management Plan, the auditor will go out and inspect the range and see how much land is actually available to the birds, and then calculate what percentage of the range that is. That figure will be compared against that stated in the site map or documentation.

There is no clear definition of the term 'regeneration'. It can mean harrowing the potholes and loosening up compacted ground around the shed and re-sowing. But it can also be taken as the regeneration of the ground cover/vegetation. The farmer could quite reasonably say that regeneration is occurring in the period between when one batch goes out and the next has access to the range, which is roughly 14 weeks – i.e. 4 weeks to clean up + the 10 weeks between when new birds come into the shed (at 16 weeks) and are let out (up to 26 weeks) = 14 weeks.

As per P1.2.8 (Level 1) and under the Free Range Egg Labelling Information Standard (2017) outdoor ranges shall be large enough to achieve a stocking density of 10,000 birds per ha. 30% of a hectare is 3,000 m^2. Therefore, if 30% of the range is unavailable to hens, you would need additional land (3,000 m^2), to make up the shortfall. Therefore, a farm would need a plot of land totalling 13,000 m^2 if you were going to restrict access to 30% from time to time.

The Range Management Plan also needs to consider and incorporate removal and management of manure in areas of the range where the flock tend to gather regularly. All range repairs that are conducted shall be documented and demonstrated at audit.

P1.2.10 Range areas are maintained.

Level 2: Rodents are naturally attracted to poultry feed and farms so minimising the opportunity for pest harbourage is essential. This includes excess equipment storage, spare parts and old equipment lying around. Wherever possible, these items should be neatly stored up off the ground to minimise harbourage. In free range systems, the range should be well maintained to control any overgrowth that might attract wild waterfowl or other bird species. The auditor will inspect the range to determine if any of the listed items have been dumped/stored on the range. Overgrown lawn and gardens provide coverage and should be managed. Records of maintenance of the external grounds shall be documented to demonstrate compliance retrospectively. In areas where flocks gather regularly, the range needs to be maintained to remove any build-up of accumulated manure.

P1.2.11 Ranges shall comprise of areas/soil types that allow for birds to create natural dust baths.

Level 3: The entire range cannot be covered in rock, there shall be some areas of vegetation and/or open ground suitable for foraging and dust bathing. There should be adequate areas of soil and vegetation for the birds. During an audit, the auditor will inspect the soil condition and availability of dust bathing areas on the range.

P1.2.12 Protect birds from sun and aerial predators.

Level 1: Overhead shade and shelter shall be provided by either natural means (trees, shrubs, etc.) or artificial means (building awnings, shade-cloth shelters) or a combination of both. Where artificial shelter is provided, the height of the structure should be low enough to discourage aerial predators, but still allow easy movement of the flock. Farm machinery and equipment cannot be used as artificial shade on ranges, nor are they included in calculations at audit.

Shelter should be spread out across the range so as to encourage birds to move away from the shed and around most of the range. Some shelter should be situated close to the shed to provide immediate cover for the flock, with subsequent shelter laid out in a design to encourage birds to move throughout the entire range.

P1.2.13 Protect birds from sun and aerial predators.

Level 3: Overhead shade and shelter shall be provided by either natural means (trees, shrubs, etc.) or artificial means (building awnings, shade-cloth shelters) or a combination of both. Where artificial shelter is provided, the height of the structure should be low enough to discourage aerial predators, but still allow easy movement of the flock. Farm machinery and equipment cannot be used as artificial shade on ranges, nor are they included in calculations at audit. Awnings of buildings that are located within the available range can be included in the shade calculations, based on shade provided at midday.

Shelter should be spread out across the range so as to encourage birds to move away from the shed and around most of the range. Some shelter should be situated close to the shed to provide immediate cover for the flock, with subsequent shelter laid out in a design to encourage birds to move throughout the entire range.

The shade provided on the nominated ranges will need to be calculated, as close as possible to noon in high summer. The shade areas provided by trees can be calculated using the measurement of the shade radius/diameter (ref. Appendix 2). Shade structures are much easier to calculate.

To calculate the square metres of shade, use the method described in the example below.

Note: the stocking density of birds per square metre of shade shall be 15 birds or less.

Method

1) Work out what 25% of your flock is, so for a shed with 10,000 birds that would be (10,000 divided by 4) = 2,500 birds.
2) Then work out how much shade is required for 2,500 birds at a density of 15 birds/m^2 (2,500 divided by 15) = 166.67 m^2 of shade required.
3) For the artificial shade structures, you simply work out the area i.e. length x width.
4) For the trees, much more painful:
    - work out half of the diameter of the shade, that is called the radius. This could be 5 meters. There is a diagram about this in Appendix 2 pg. 49.
    - then use the standard formula to calculate the area of a circle:

      radius squared x 'pie'= area of a circle ('pie' = 3.146)

      e.g. for radius squared: if radius is 5 meters, multiply it by itself i.e. 5 x 5 = 25m.

      then 25m is multiplied by the number 'pie' i.e. 25m x 3.146 = **78.65 m^2 of shade**.

5) Add up the total m^2 of natural and artificial shade on the range:

   e.g. Artificial shade structures: 5 x 6 m^2 = 30 m^2

   + the shade of 5 trees (78.65 + 50.2 + 95 + 24 + 30 = 277.85 m^2)

   = 307.85 m^2 of actual shade which is double the required amount of shade of 166.67 m^2. *This range meets the requirements.*

This information could be recorded in a table like this one:

Shade area (includes natural and man-made)

Shed no	Total birds (max)	Required 25% Birds @ 15 birds per m^2	Current natural shade available m^2	Current manmade shade available m^2	Total shade m^2
Shed 1	25,000	25,000 x 0.25 / 15 = 416.7 m^2	201	219	420
Shed 2	20,000	20,000 x 0.25 / 15 = 333.3 m^2	154	300	454
Shed 3	25,000	25,000 x 0.25 / 15 = 416.7 m^2	163	350	513
Shed 4	30,000	30,000 x 0.25 / 15 = 500 m^2	287	250	537

P1.2.14 Construct, locate and maintain range fences to ensure birds are secure within the range escape and minimise predation.

Level 1: Fence condition should be adequate and there should be no evidence of bird escapes or incursions by predators, e.g. broken fences or holes dug by predators such as foxes, cats, dingos, wild dogs and goannas. All sources of open water should be fenced off from bird access. Fence check records should highlight any incidents of predatory animals gaining or attempting to gain access, and the steps taken to repair such damage (e.g. foxes digging under fences). This may be on a specific 'fence check' record or may be documented in a combined activity record (e.g. shed diary, weekly grounds check).

The following information could be written in an audit report:

All fences are in good condition as recently erected.

Weekly fence checking records are recorded on Form 053 – sighted records for the period 08.01.22 – 08.08.22.

P1.2.15 Range fences shall ensure segregation between flocks.

Level 3: The fence condition should be adequate at all times to ensure that there is effective segregation of flocks. There should be no evidence of bird escapes or access between ranges.

P1.3 Shed design and set up – cage

P1.3.1 Manage internal production shed stocking density.

Level 1: Stocking densities for cages complies with the Model Code of Practice or specific State or Territory legislation (whichever is lower):

- 3 or more bird cages require 550cm^2 floor space/bird where the birds weigh less than 2.4kg.
- 3 or more bird cages require 600cm^2 floor space/bird where the birds weigh more than 2.4kg.
- 2 bird cages require 675cm^2 floor space/bird.
- 1000cm^2 floor space for single bird cages. **Method**

1) Count the number of birds per cage. Record how many types of cages you have in each shed and how many birds live in each cage type i.e. single bird cage, 2 bird cages, 3 bird cages.

2) Count the weight of birds or calculate the average bird weight at time of calculation - are they above or below 2.4kg?
3) Calculate the floor space per cage in centimetres square (refer to Appendix 2)

e.g. for a 3-bird cage measuring 50cm by 55cm where birds are under 2.4kgs:
The floor space would be: 50cm x 55cm = 2750cm^2 for 3 birds
2750/ 3= **916cm^2/bird,** so this would meet the requirements for 3 birds above or below 2.4kg.

P1.3.2 Construct and maintain cages.

Level 1: The listed conditions of the Standard shall be met at all times. These conditions will be assessed and measured at audit by the auditor. All measurements are in the horizontal or vertical plane. To assess: measure the cage door height and width, and check the distance between the cage floor support wires running parallel to the feed trough. If in doubt, look for the absence of injury or abnormalities on the birds' toes and feet, how much of the toe protrudes through the floor, and the number of toes protruding. For calculation purposes:

To calculate the cage floor space = cage width x cage depth in cm.
Stocking density calculations:
Number of birds allowed/cage = cage floor space (above) cm/550 cm^2.
Number of birds allowed/cage = 2,500 cm^2/550 cm^2 = 4.5 birds/cage.
This figure should then be rounded down to 4.

P1.3.3 Design and position of multi-deck cage systems to be fit for purpose.

Level 1: To prevent abject contamination of birds below, ensure appropriate systems for the inspection of birds, and ensure that birds can be removed from cages without injury, and that the condition of the birds living within a multi-deck cage system shall meet the listed points in the Standard.

P2 Inputs

P2.1 Cleaning, including equipment and vehicles

P2.1.1 A cleaning and disinfection program is implemented.

Level 1: A cleaning program needs to be documented to include all relevant areas of the farm including sheds, egg handling and storage equipment, other equipment and vehicles. Current SDSs (<5 years old since date of issue) should be on file for all chemicals used in the past 12 months, as the auditor will cross-reference chemicals in use and in storage against these records. Records for the end of flock cleaning of sheds and between flock cleaning of sheds shall be documented and available for the audit.

P2.1.2 Manage a cleaning and disinfection program.

Level 2: The cleaning program needs to be defined and documented to demonstrate what will be cleaned, how, when and by whom. The methodology for cleaning needs to be defined and validated, including which chemicals are to be used. Cleaning records and checklists will need to be signed by the operator responsible for the cleaning, and also co-signed and verified by the supervisor.

P2.1.3 The cleaning and disinfection program is reviewed.

Level 2: The cleaning records and checklists, once completed, need to be signed and verified. Responsibility for cleaning and verification of the cleaning activities completed needs to be clearly defined and documented – this is achieved through the signing of the cleaning records by both the cleaning operator and the supervisor. It is expected that the farm management will verify that the cleaning program is effective through site review. Verification of the cleaning and disinfection program needs to include testing that the methods described in the program are effective – this can be done by using sanitiser concentration test strips to drag swab *Salmonella,* ATP swabs, protein presence swabs or microbiological tests (e.g. TVC test). Testing results need to be documented.

P2.1.4 Manage manure belts.

Level 3: Manure belt build-up should be maintained and managed in a way that manure build-up should not come in contact with the cage or flooring. Manure belts need to be cleared at least weekly and shed/cleaning records and programs should reflect this.

P2.2 Feed

P2.2.1 Feed excludes avian protein, mammalian protein is heat treated.

Level 1: No avian protein is permitted to be provided in feed. Mammalian protein supplied in feed shall have been heat treated to destroy any pathogens. This can be demonstrated by documentation kept on file from the feed supplier in the form of specifications and product descriptions, and feed supplier certifications – e.g. Feedsafe or Certificates of Analysis supplied with the feed.

P2.2.2 Manage feed or feed ingredients.

Level 1: A retention sample should be taken of each batch of feed delivered to the farm, or each batch of feed made and mixed in-house. Samples should be collected in a clean tub or container, and clearly labelled with the batch number, ration type and date of manufacture. These samples need to be retained for a minimum of 3 months after consumption in the event of a recall of feed or feed ingredients, or any other event that may require investigation or testing of the feed supplied to the flock.

Level 2: Nutritional information for feed supplied should be documented in a product specification supplied by the feed supplier. If feed is prepared or mixed on site, the product specifications for each of the ingredients used needs to be maintained on site together with a documented formulation/recipe or in-house specification. The in-house specification needs to be able to demonstrate that the formulation in use provides the relevant and required nutritional needs for the flock.

P2.2.3 Manage feed for each bird.

Level 1: Birds shall be permitted unrestricted access to feed and water during daylight periods, at will within the shed. Feeding practices should be such that there are no induced moulting events. Daily checks need to be conducted on all feed lines to ensure the adequate supply of and access to feed for all birds. Records of these checks need to be documented and available on request.

P2.3 Water

P2.3.1 Manage water availability and access.

Level 1: Birds need to have access to water at all times. The method for water delivery shall only be at acceptable locations such as in the shed and in watering stations for mobile hutches. To verify that access is available at all times, checks need to be conducted twice a day and these records need to be documented and available on request. Other sources of non-potable water that birds might use (e.g. dams, dirty pools of water) should be managed and eliminated. Water supply practices should be such that there are no induced moulting events.

P2.3.2 Manage water storage.

Level 1: The water storage facilities referred to in P2.3.1 need to be of sufficient capacity so that they are able to hold at least 24 hours of water supply. The farm needs to calculate and determine the volume of water required in a 24-hour period, and demonstrate that this volume is less than that in storage, or define and demonstrate what auxiliary water supply is available to the farm in the event of an inability to supply water from the storage facilities. Microbiological testing frequency is dependent on the site's risk assessment but must be done at a minimum annually.

P2.3.3 Manage use of municipal water.

Level 1: Water quality is essential for bird health and egg safety. Therefore, the microbiological limits for suitability (otherwise known as 'potability') of water need to be assessed and demonstrated. Water needs to be sampled and tested at least once per year. The sample should be taken from the delivery point furthest from supply. For example, this may not be the tap furthest from the tank – it may depend on the layout and flow of water through the water distribution system. Where dam, bore or river water is used, the sample should be the furthest point from the pump or water storage facility on the farm. Water samples shall undergo microbiological testing by a NATA (or equivalent) registered laboratory, and results shall be below the limits specified in the Standard. The currency of NATA accreditation and scope of testing can be verified at:
https://www.nata.com.au/nata/orgs-and-facilities/advanced-facilities-search.
Water samples collected from each point must be tested individually and not as a composite sample. If municipal water is supplied directly to sheds, microbiological testing is not required. Test records shall be kept on file to demonstrate compliance with the limits and frequency of testing.
Microbiological quality limits:

- E. coli (Faecal coliforms): <1 per 100mL
- Coliforms: ≤1,000 cfu per 100mL

P2.3.4 Detect water supply failure.

Level 2: There shall be an alert system to identify a failure in the water supply. This may be caused by a blockage or serious leak in the storage facility. This could be an automatic alarm with a siren or phone contact, or a manual system whereby regular checks are conducted of the supply system.

P2.3.5 Manage bores and bore water, wells and well water, surface water (e.g. from a creek, dam, or rainwater).

Level 1: Where bore water, well water and/or surface water is in use, the microbiological quality shall meet the same microbiological standards as defined in P2.3.2 of the Standard. Test results shall be less than 12 months old and retained on site. If the bore/well water does

not meet the standards defined in P2.3.3 treatment records shall be maintained to demonstrate that the free available chlorine levels of holding tanks are not greater than 5 ppm. Treatment should achieve microbiological standards as described in P2.3.2 to ensure safety of the water supply.

P2.3.6 Manage water sanitization.

Level 1: Where water is treated on site (automated or manual treatment), testing must be conducted at least twice per week. Records of testing must be accurate and maintained, and should demonstrate, at a minimum:

- testing has been performed twice a week for chlorine residuals (FAC)
- date and time of testing
- location of sampling point (e.g. within the tank, or furthest water outlet point)
- result of test, noting that the free available chlorine (FAC) levels should be between 2-5ppm.

P2.3.7 Manage water treatment.

The site must be able to demonstrate that the water treatment system has been validated as effective prior to use. The initial set up (e.g. bore, river or rain tank) must include the development of effective processes that results in effective water treatment. Any changes to the water treatment system shall be re-validated prior to commissioning. Ongoing monitoring records as per P2.3.8 shall demonstrate the efficacy of the water treatment system.

P2.3.8 Manage water chlorination.

Level 1: The measurement of free chlorine levels can be done manually using test strips(as per section 2.3.6), colour kits or indirectly using portable ORP meters which read in mV. Chlorine dioxide is normally used at levels of 0.2-0.3 ppm as measured using specific testing methodology, or can be indirectly assessed by using an ORP (Oxidation Reduction Potential) meter requiring a value above 650mv. Further information can be found in the National Water Biosecurity Manual-Poultry Production: https://www.agriculture.gov.au/sites/default/files/documents/national-water-biosecurity-manual-poultry-production.pdf

P2.3.9 Meet legal and/or other requirements.

Level 1: If it is required by local or state/territory regulatory requirements, a current water licence shall be maintained on site. The conditions for drawing water under the relevant water licence (if applicable) shall be complied with.

P2.4 Floor litter

P2.4.1 Manage floor litter (where litter is used).

Level 1: Litter shall be sourced from suppliers that have been approved. It shall be clean, free from contamination, and intake inspection records shall be maintained and demonstrated. The same requirements apply to litter made in-house. Components used shall be clean, and records kept of batches made and the formulation.

P2.4.2 Maintain floor litter in sheds in a clean, dry and friable condition.

Level 2: Floor litter should be kept dry and in clean, good condition to prevent disease and health issues. Records should be maintained to demonstrate that the condition of the litter has been checked and any actions taken to correct the condition are also recorded.

P2.4.3 Manage used floor litter.

Level 3: If collected used floor litter is utilised for soil conditioning or fertiliser it shall not create any adverse environmental impacts. The litter should not be stored in a way that allows run off from the litter to leak into the water supply. If permits are required for disposal practices, they shall be complied with to ensure that there is no environmental risk.

P2.5 Chemical and veterinary medicine

P2.5.1 Store, secure and manage chemicals and veterinary medications.

Level 1: Chemicals used and stored on site shall be managed in a way to prevent accidental or deliberate contamination. Chemicals should only be stored in their original containers, very clearly labelled (even after dilution), and in a secure and locked cupboard or room. Medication chemicals shall be stored separately from other chemicals. A separate cupboard or room may be used. Empty chemical containers can pose a chemical risk to anything else that they are used for, and therefore shall not be used for contact with water, feed or eggs. A register of the chemicals in use shall be maintained to demonstrate their use. Chemical used for cleaning must be diluted as per suppliers' requirements. Chemical waste (i.e. diluted chemical from run off) must be controlled to prevent contamination into waterways.

P2.5.2 Manage vaccines and prescribed medication usage according to prescription.

Level 1: Medications used on site need to be applied in a responsible manner in accordance with the prescription. Inappropriate use of medications can result in eggs that are unsafe for sale and/or consumption. Vaccines and prescription medications shall be administered in accordance with the prescription supplied, and clear records documented to demonstrate this. Copies of prescriptions shall be held on file including any documentation relating to the vaccination program.

P2.5.3 Eggs shall not be supplied for human consumption during any labelled withholding period.

Level 1: Medications with a withholding period have the potential to leave a residual in eggs sold for human consumption. The specified withholding period provided on the medication shall be complied with and records shall be maintained to demonstrate this compliance retrospectively.

P2.5.4 Manage withholding periods where shed surfaces have been treated with chemicals

Level 1: Chemical treatments in sheds have the ability to contaminate the flock and/or eggs in contact/ in the area. If there is a withholding period for the chemical used then it shall be complied with prior to re-stocking. Records need to demonstrate compliance. Phenolic or disinfectants with odours should not be used in bird sheds.

P2.6 Pest management

P2.6.1 Document and implement a program for managing pests.

Level 1: A pest control program needs to be documented and implemented that effectively demonstrates appropriate control of identified pests. Consideration should be given to predators including foxes, dingoes, eagles and predatory animals that may be protected, e.g. wedge-tail eagles. Typical documentation should include the type of controls, frequency of servicing, who is responsible and what checks are done. SDSs for any chemicals used shall be maintained on site and records of all services documented and maintained.

P2.6.2 Pest control workers shall be suitably qualified and/or trained.

Level 2: Operators undertaking pest control activities on site need to demonstrate their competency to do so. If an external provider is used for pest control services, a copy of the technician's current permit/licence should be kept on file. If pest control is managed internally, training records for the relevant staff member/s should be kept on file.

P2.6.3 Manage bait and bait stations.

Level 1: The use, application, location and security of pest control devices on site need to be carefully managed and considered to minimise the risk of contamination of the flock, feed, water or eggs. A documented map should identify the location of all devices, and bait stations need to be secured and locked. They should be placed so that birds cannot access them, and dead rodents need to be collected and disposed of efficiently and quickly. Birds consuming dead rodents can potentially become affected by the bait. Frequency of bait station inspection is to be determined by the site, based on risk assessment. Risk assessment should take into account the type of active ingredients/station being used, the season and apparent levels of rodent activity. The risk assessment needs to be documented, with reasons for the chosen approach to monitoring justified. All inspections, replacement of baits and any other relevant activities need to be documented to demonstrate compliance with these requirements.

P2.6.4 Measures are taken to provide protection from predators.

Level 1: Wild birds such as ducks and pigeons have the potential to introduce disease to the flock, and should be prevented from entering the flock wherever possible. Windows, doors and all other potential entry points need to be screened to prevent their entry (with the exception of pop holes). Other pests such as foxes, wild dogs and dingoes should be prevented from access by fencing at the boundaries.

P2.6.5 Manage free range areas.

Level 2: Wild water fowl such as ducks have the potential to introduce disease to the flock, their presence is discouraged through maintaining the range and preventing areas where water could pool. Where there are dams and surface water areas in and around the range, they shall be fenced off and the laying flock restricted from entering those areas.

P3 Bird receival and placement

P3.1 Manage identification and traceability of birds.

Level 1: Traceability of birds through the life-cycle on the property is essential to enable demonstration of compliance with many aspects of the Standard. The information required

to be recorded as defined in the Standard (e.g. the number of birds, age, medication history) is all used to demonstrate withholding periods, stocking densities, perching space, etc.

P3.2 Pullets shall be sourced from an appropriate rearing system.

Level 3: For the authenticity of claims and to ensure consistency, it is essential that pullets are sourced and transferred to and from appropriate rearing to production systems. Pullets raised from cage rearing systems should not be used for barn or free range egg production.

P3.3 Inspect birds at arrival.

Level 1: For welfare and record keeping purposes, the condition of birds on arrival at the property should be checked and recorded. This may be documented on the intake records. Mortalities should also be clearly recorded, as well as the general condition of the birds.

P3.3 Inspect birds at arrival.

Level 1: For welfare and record keeping purposes, the condition of birds on arrival at the property should be checked and recorded. This may be documented on the intake records. Mortalities should also be clearly recorded, as well as the general condition of the birds.

P3.4 Manage animal welfare.

Level 1: At intake, it is expected that welfare checks are conducted when the flock is new, to ensure there are no significant concerns. Initial checks on the set up of free available feed and water are essential to ensure that there are no competitive behavioural issues. Records of these checks shall be conducted. Records of the weights of a sample of birds should be kept. 1% of the total flock weighed should provide an indication of the flock health. Weight checks should be documented to assist in the assessment of health and feeding in the early stages of new flocks.

P4 Flock management

P4.1 Minimise break treatments.

Level 1: For welfare purposes, beak trimming may only be conducted on chicks <24 hours old. There are other limitations to beak trimming, and these are designed to ensure minimum pain and impact on functionality and behaviour. Beak trimming may only be performed on a bird >24 hours of age with written consent by a veterinarian. In all cases, beak trimming may only be performed by an operator deemed competent in the procedure. Records shall be documented of any and all beak trimming activities.

P4.2 Manage lighting in laying shed.

Level 2: Lighting management is essential in the management of poultry farms, as lighting is a significant factor in the functioning of the birds' reproductive system. Best practice indicates 15 hours of light per 24 hours, however, the Standard calls for a minimum of 8 hours of continuous light per 24 hours (for birds from point of lay). Documented records of lighting schedules and timers (on/off) shall be maintained to verify compliance with Standard's requirements.

P4.3 Manage darkness in laying shed.

Level 1: As above, a minimum of 8 hours of continuous darkness shall be provided to the birds from point of lay to allow adequate rest and recovery periods. Where variations to this

program are implemented (for example, during hot summer periods when midnight feeding may be required), records of these variations shall be documented, and an appropriate justification with evidence shall be supplied. shall be maintained to verify compliance with Standard's requirements.

P4.4 Manage graduated 'dawn and dusk' light periods for free range and barn systems.

Level 3: In free range and barn sheds, sudden changes in light levels can result in pile-ups or stress behaviour. To ensure the birds have sufficient time to settle in of an evening or rouse in the mornings (as is normal behaviour), there should be a graduated light intensity change. This can be achieved using timers for control over lighting, and the staggered introduction of lighting up and lighting off. Or opening window coverings to allow the natural dawn and dusk to illuminate the shed.

P4.5 Control flock activity/behaviour.

Level 3: Lighting systems (either manual or automated) are able to be adjusted in the shed environment on an ad-hoc basis to control flock activity and encourage calm flock behaviour when required. The methodology for control over flock behaviour needs to be documented in a procedure, and records documented and maintained if and when it is used.

P4.6 Manage light intensity in sheds to allow for bird inspections.

Level 1: Levels of lighting in sheds should be adequate to ensure that bird inspections can be conducted effectively. Inadequate lighting may make identification of health or behavioural problems difficult. The use of multi-level systems would require the lighting to be provided at different levels, to ensure that lighting is adequate for inspection purposes throughout all of the levels. Adequate lighting is generally considered to be at least 10 lux (where 50 lux is the lighting in a lounge room). As an example, if body of text in a newspaper cannot be read clearly then the lighting would be considered to be inadequate.

P4.7 Maintain general lighting levels.

Level 2: Lighting levels as described above have a significant impact on the health and the cycle of the bird and the ability for inspection. 10 lux is the normal minimum limit and, under certain circumstances, 5 lux or lower could be used to manage the welfare of the flock, e.g. for medication/treatments.

P4.8 Manage bird health and welfare.

Level 2: A procedure needs to be documented to define and describe how bird health and welfare are managed. All workers should be trained and aware of the requirements of the procedure, and this will be verified at audit by interview with workers. A daily checklist needs to be documented, and records completed that demonstrate the checks conducted on flocks for health and welfare.

P4.9 Report and investigate changes in bird performance or health.

Level 2: If the daily checks above indicate that there is a concern or issue with behaviour, health or mortality, it needs to be investigated immediately. The farm manager or most senior person on site should be notified and a veterinarian should be consulted if the issue is health related. Actions taken to address the problem shall be documented and the details of the investigation shall be included in these records.

P5 Laying

P5.1 Laying – alternative systems

P5.1.1 Birds shall have unrestricted access to provisions.

Level 1: In free range environments there should be no restrictions of access to feed, water and nesting boxes within the environment during daylight hours. All individuals within the range should have unrestricted and unfettered access at all times to these provisions.

P5.1.2 Birds have had adequate access to the range before eggs may be labelled as free range.

Level 1: For eggs to be labelled as free range, the birds shall have had at least 24 hours access to the range. Therefore, eggs collected within the first 24 hours cannot be labelled free range. The age of the birds when first accessing the range shall be documented, and they shall not be older than 26 weeks at first access. Records to demonstrate this shall be maintained.

P5.1.3 Birds have unrestricted and meaningful access to an outdoor range.

Level 1: For at least 8 hours per day, birds in a free range system shall have unrestricted access to the outdoor range. The only exceptions to this rule include when there is less than 8 hours per day of daylight (therefore it cannot be achieved); when there are adverse weather conditions such as heatwaves, storms, outbreak of disease, presence of predators, etc.; or medical treatment is being administered due to serious disease or outbreak. If pop holes are arranged appropriately, and shelter, feed and structure are provided throughout the range, this should be utilised to encourage the birds to wander throughout and utilise the range.

P5.1.4 Record periods of lock-in of more than 72 consecutive hours.

Level 1: For free range operations, there may be circumstances where birds are required to be locked in for periods. Where this period extends beyond 72 hours on a continuous basis, this shall be documented and the record should show the reason, dates and times that this occurred. If this occurs, a review shall be conducted of the conditions under which the eggs are produced, and this should include consultation with relevant customers to determine under which system the eggs were produced. After 72 hours of lock-in, the eggs shall be packed or identified as either 'barn' or 'cage free'. Eggs collected within the first 24 hours after pop holes have been opened must still be labelled as 'barn' or 'cage free'.

P5.1.5 Manage access to winter gardens.

Level 3: In free range systems where winter gardens are used or provided, the birds should be able to access the winter gardens from at least 26 weeks of age and for a minimum of 8 hours per day.

P5.1.6 Maintain a log/range diary.

Level 1: In free range systems, the diary should record the date, time, weather conditions and if/when pop holes were not opened and why. This diary should be documented for each shed or range and clearly detail when pop holes were re-opened. These records demonstrate compliance with P5.1.3 where appropriate.

P5.1.7 Manage electric pulse wires.

Level 2: In free range systems, electric pulse wires are used to deter birds from perching or roosting in areas that either result in contamination of feed or water supplies or laying in locations that make egg collection difficult or contaminates the eggs. When wires are used, it should not be on a continuous basis but only sufficient to initially train the birds to avoid these

areas. During the training periods, records shall be kept including location and duration of training use.

P5.2 Laying – cage

P5.2.1 Manage housed birds within a shed.

Level 1: In cage systems, the birds shall be continuously caged within the system and if birds escape they shall be returned to the cage in a timely manner. They should not be left to wander outside the system. It shall be demonstrated how this is managed in periods where workers are not always present, e.g. on weekends or long weekends.

P5.2.2 Manage electric pulse wires.

Level 2: As per P5.1.7 above but for cage laid systems – same requirements.

P6 Egg collection, storage and dispatch

P6.1 Manage egg collection.

Level 1: Procedures shall be documented and defined to demonstrate compliance with egg collection requirements (minimum of once every 24 hours). It shall be demonstrated how this is managed in periods where workers are not always present, e.g. on weekends or long weekends. If alternative measures are implemented (e.g. periods >24 hours), then a documented risk assessment needs to demonstrate that there are no adverse effects by doing so (please note this is not applicable to South Australia producers).

P6.2 Maintain egg collection records.

Level 1: Egg collection records need to clearly document and demonstrate egg collection activities, quantities and types. It is expected that floor eggs should be collected several times a day to minimise faecal or other contamination of the egg. As shells are porous, wet eggs are not permitted to be used for human consumption and shall be disposed of.

P6.3 Transport eggs on-farm to minimise the risk of egg contamination.

Level 1: Contamination of eggs typically occurs through overhead fittings, walkways, manure, contact with equipment, and general handling. Because egg shells are porous, any level of moisture encourages the introduction of bacterial contamination to the egg. Protection of eggs that have been collected is important to minimise this risk. When eggs are being moved or transported from collection to packing they should be adequately protected from moisture, and any walkways over conveyors should be protected to prevent contamination of the eggs from boots or shoes.

P6.4 Store eggs to minimise the risk of egg contamination.

Level 1: Contamination of eggs may occur during the collection, storage, packing and handling processes. To minimise this risk, it is important that eggs are handled and stored in a manner to avoid this. Within 24 hours of collection, the eggs should be stored in cool storage operating between 4 and 15°C and shall not exceed a temperature greater than 18°C. Storage of eggs at cool temperatures has been clearly demonstrated to minimise the risk to the human food supply chain from the risk of pathogens such as *Salmonella*. To demonstrate compliance with this requirement, cool storage records shall be maintained and logged. Humidity and moisture are a significant risk and, as a result, eggs should be stored in cool dry areas at all times. Once eggs have been moved to chilled storage they may not be stored or transported again in ambient conditions.

Given that some disease-causing agents e.g. *Salmonella* can survive on plastic and cardboard; any cardboard or plastic egg filler or flat which comes from another egg farm needs to be decontaminated if it is being re-used on your farm. If an operation has multiple properties that share a grading or processing floor, it is advised to use either sanitised plastic fillers or heat-sanitised cardboard filler.

Decontamination of plastics can be approached in a two-step manner. The first is the removal of all visible organic matter and dirt (cleaning) and the second; sanitising. Sanitising can be done by:

- soaking items in very hot water: it is recommended that the items be immersed in water at a minimum temperature of 77°C for at least 30 seconds. The water temperature may need to be monitored with a thermometer to confirm it remains hot enough for the whole sanitation period.
- soaking items in diluted bleach
- saturating items with 70% alcohol
- applying a commercial food-grade sanitiser according to the manufacturer's instructions, with particular attention to the required concentration and contact time.

Appropriate chemical sanitisers include chlorine-based compounds (e.g. hypochlorite or bleach), quaternary ammonium compounds, alcohol, iodophors (iodine), organic acids (e.g. peracetic acid) and hydrogen peroxide. Chemical sanitisers should always be used as per manufacturers instructions.

Plastics need to be dried completely after sanitising before being reused.

Given the difficulty in effectively decontaminating cardboard, it is advisable not to reuse cardboard egg flats/ fillers. If choosing to reuse cardboard, decontaminate by first removing all visible organic matter and dirt then heat treating. Heat treat cardboard by baking at 75°C for 20 minutes.

See the following page for more information, including the particulars of bleach sanitisation: **https://www.foodstandards.gov.au/publications/Documents/Safe%20Food%20Australia/Appe ndix%206%20%20Cleaning%20and%20sanitising%20surfaces%20and%20utensils.pdf**

P6.5 Monitor and maintain cool room equipment.

Level 1: To demonstrate the ongoing maintenance of the temperature of eggs in storage, daily monitoring of temperature needs to be conducted and records maintained. The equipment used for monitoring and measuring temperatures needs to be calibrated to ensure that readings are true and accurate. Calibration shall be conducted on a 6-monthly basis as a minimum, and records documented to demonstrate compliance with this requirement.

P6.6 Manage own refrigerated transport to minimise the risk of egg contamination.

Level 2: In circumstances where the farm conducts its own refrigerated transport, it shall demonstrate that it complies with the same requirements as for storage. The vehicle shall be capable of operating in the 4 to 15°C range, and the equipment used for monitoring and measuring temperatures needs to be calibrated to ensure that readings are true and accurate. Eggs should never be stored or transported warmer than 18°C. Calibration should be conducted on a 6-monthly basis as a minimum, and records documented to demonstrate compliance with this requirement. Daily monitoring of temperature needs to be conducted and records maintained.

P6.7 Manage third party refrigerated transport to minimise the risk of egg contamination.

Level 2: Temperature control of eggs being transported by a contractor shall also be maintained in the 4 to 15°C range. Eggs should never be stored or transported warmer than 18°C. One way to manage this is to specify in the supplier agreement or contract that the delivery truck must maintain the storage temperature in this range.

P6.8 Manage farm or farm gate sale or supply of eggs.

Level 1: If eggs are sold directly from the farm, they shall meet all of the required regulatory requirements (local, state/territory and federal) including truth in labelling, weight and quantity, and food safety requirements (no cracked eggs, no visible faecal matter). Records shall be documented for all eggs sold directly from the farm or supplied from the farm and, where eggs do not meet requirements, records of disposal shall be kept.

P7 Egg identification, traceability and recall

P7.1 Maintain an identification and traceability system to enable eggs to be traced from production to supply.

Level 1: Traceability throughout the supply chain is a regulatory requirement for all foods, including eggs. The Standard requires that traceability information shall be maintained for eggs from the collection point at the farm (including farm ID), including the date and type of system through to the despatch of the eggs. This requirement also applies to eggs sold or supplied directly from the farm – records shall be maintained to comply with regulatory requirements.

Records need to be maintained by the farmer to demonstrate that traceability has been managed.

P7.2 Manage externally sourced egg.

Level 1: Similar to the requirements in P7.1, traceability of incoming eggs shall be documented, including intake records, type, purchase information and transfers. This assists in tracing and accounting for all eggs on farm, including those sourced or purchased from external sources. This traceability should clearly identify the type of eggs purchased, and where, when and how they were used. The responsibility for verification that the consignment has appropriate traceability lies with the receiving producer/processor. Records need to be documented to demonstrate this,

P7.3 Manage egg traceability for each production method undertaken on site.

Level 1: It is a regulatory requirement to maintain truth in labelling so that eggs produced under a particular system are accurately labelled and sold as such. To this end, when there is more than one type of production system on site, there needs to be a clear and defined system for segregation. An annual verification exercise should be conducted and documented to demonstrate reconciliation of eggs from each of the production systems. The exercise shall include reconciliation of at least 3 days of production from each of the systems and be clearly documented to demonstrate compliance. Where applicable, this exercise would include eggs purchased from external sources or suppliers.

P7.4 Maintain a product recall procedure enabling unsafe eggs to be effectively recalled.

Level 1: In the event of a significant hazard and where the product does not meet regulatory requirements, it may be necessary to recall product from the market. Preparedness is the key in recall situations and, as a result, the Standard requires the farm to have a documented recall procedure. The procedure needs to be communicated to workers who are likely to play a key role in the recall and management of product and processes. These key staff shall be trained to understand how a recall operates and the specific requirements of the recall procedure. FSANZ provide a Food Recall Protocol at foodstandards.gov.au and this document

provides guidance in writing a food recall plan. Key customer and worker contact details should be kept up to date to assist in quick communications in the event of a recall.

P8 Management and disposal of waste

P8.1 Bird management and disposal

P8.1.1 Manage removal and disposal of dead birds.

Level 1: The record may be a specific record, or may be documented in a combined activity record (e.g. shed diary, daily check sheet). The record should indicate:

- the date of the check
- the shed identification
- the number of dead birds found
- cause of death (if known).

The farm should ensure that dead birds are removed from the shed or range on a daily basis and that the disposal methods used cannot become a source of contamination for other animals and water sources, or an attraction for predatory or scavenging wild animals. The system of disposal should prohibit access by all other animals.

P8.1.2 Manage the humane disposal of live birds at end of the laying cycle.

Level 1: It is expected that the farm will have an implemented procedure that ensures that live birds are handled, transported and/or slaughtered as humanely as possible. The auditors will review the records and ensure that they cover all listed aspects.

References:

- "Development and Extension of Industry Best Practice for On-Farm Euthanasia of Spent Hens"
- Practical Slaughter of Poultry: A Guide for the Small Producer, 2nd Edition, Humane Slaughter Association; www.hsa.org.uk.

P8.1.3 Birds are euthanised as per industry best practice.

Level 1: As a sensitive topic outside of industry, best practice for the humane disposal of spent hens should be conducted in accordance with industry guidelines: "Practical Guideline for the Euthanasia of Poultry using Cervical Dislocation".

P8.1.4 Manage catching, culling and transport of hens (including pullets, spent hens).

Level 1: The auditor should verify the training records for stock workers by a cross-reference against the worker training records for catching birds. The training records should document and demonstrate that workers can catch and are competent to do so. A review should also be conducted for the contract agreements for the transport of birds where a contract transporter or a contract pullet provider is used, to ensure that it is current and includes the requirements of the Model Code of Practice.

See the Livestock Transport Standards and Guidelines (**http://www.animalwelfarestandards.net.au/land-transport/**).

P8.1.5 Contingency plans shall be in place for the emergency humane slaughter of flocks.

Level 1: The site should maintain a contingency plan for incidents other than emergency animal diseases (in which case refer to regulatory guidelines), and ensure that it covers the relevant aspects. Records of any emergency slaughter action shall be maintained, and include at a minimum:

- date of the emergency event

- nature of the emergency event
- number of birds to be slaughtered
- method of disposal (e.g. on-sold live, Modified Atmosphere Kill (MAK), cervical dislocation)
- if applicable, transport company name, contact details and vehicle registration
- disposal destination (e.g. external disposal site, on-farm disposal site).

P8.2 Manure management and disposal

P8.2.1 Waste is managed and appropriately disposed of.

Level 1: The auditor is expected to view the condition of the waste disposal practices for egg products and by-products on site and compare it against the farm's documented waste disposal program. The disposal practices should be managed so that they are not an attractant to pests.

P8.2.2 Maintain a manure management program.

Level 3: The auditor is expected to view the condition of the manure disposal practices on site and compare it against the farm's documented manure management program and ensure that the record held demonstrates compliance with the defined program.

P8.2.3 Manage manure pits.

Level 1: The auditor is expected to view the condition of the manure pit/s and the size of the clearance space between the shed floor and top of the manure stack. A manure pit may also be an area under the slats or area under the cage sheds where manure accumulates (where there are no manure belts to take it away). The auditor should review the records of shed clearance at the end of each flock. The record may be a specific record, or may be documented in a combined activity record (e.g. shed diary).

P8.2.4 Prevent bird access to manure pits or manure storage areas.

Level 1: The auditor is expected to view the manure pits and check that no birds are located there, and have no access to the manure pits. Barriers shall be in place to prevent birds from gaining access to manure pits, manure storage areas and used litter storage areas.
Daily inspections shall be undertaken to ensure that birds have not found access into manure pits, manure storage areas and used litter storage areas. The record may be a specific record, or may be documented in a combined activity record (e.g. shed diary).

P8.2.5 Measures are taken to prevent leachate from farm facilities or contaminated rainfall run off reaching water sources.

Level 2: Consider the following contamination of water sources:
http://www.radionz.co.nz/news/national/323594/tests-reveal-source-of-havelock-north-watercontamination
Associated issues have been demonstrated at chicken farms to be related to such an outbreak:

- A *Campylobacter* outbreak in the town of Havelock North in August 2016 made over 5,000 people violently ill and has been linked to 3 deaths.
- The Havelock North drinking water supply was contaminated last year by a surface pond less than 100 metres from the bore. For the dye tracer test, scientists raised the pond level to where it was on 6 August 2016 after heavy rain and added a green dye. *Campylobacter* was detected in the pond. *Campylobacter* was also detected in Bore 1, 2 days after the dye was introduced.
  The inquiry heard *E.coli* in the pond came from sheep faeces washed in by heavy rain from 3 nearby paddocks.

Interpretation Guidelines Appendix A – Egg Production Standard Guide

Shed and Range	
Perching	15 cm per bird >30 cm between rungs >20 cm between perch and wall No more than 1m high between rungs
Water	<20 birds per nipple <120 birds per 48cm bell 2 independent drinking points per cage
Lighting	>8 hours per day <20 hours maximum per day
Air	Ammonia 25 mg/kg maximum = 25 ppm Target <20 mg/kg or 20ppm
Temperature	<33°C
Stocking Density (Shed)	12 birds/m^2 or 30 kg/m^2
Stocking Density (Range)	≤1 birds/m^2
Nesting Boxes	No more than 2 units high 1 single nest per 7 birds AND/OR 1 m^2 nest box area per 120 birds *Nesting calculations LxD=m2, m^2 x 120 = total birds per metre*
Manure	Shall not come into contact with the shed floor slats for the full life cycle of the flock (apart from as deposited by hens).
Pop holes	Minimum of 35 cm high, 40 cm wide and 2 m of pop hole per 1000 birds. *Pop hole calculations L x W – m^2*
Range access	By 26 weeks, notify relevant customers if no access for 72 hours
Ramps	Pop hole ranges over 2 m shall be more than 30° slope Ramps less than 2m shall be at >60°
Shelter and Shade	<30 m from the shed 25% of the flock OR 15 birds per m^2 (midday in Summer)
Barn Only	
Litter and Dust Bath	Ideally <250 cm^2 per bird
Winter Garden (if used)	Access during daylight hours from 24 weeks or 22 weeks if 90% of laying weight reached.

Interpretation Guidelines Appendix B – Calculation Guides and Assistance

Metric Measurements

Units of Length	
10 millimetres (mm)	= 1 centimetre (cm)
10 centimetres (cm)	= 1 decimetre (dm)/100 millimetres (mm)
10 decimetres (dm)	= 1 metre (m)/100 centimetres (cm)
10 metres (m)	= 1 decametre (dam)
10 decametres (dam)	= 1 hectometre (hm)/100 metres (m)
10 hectometres (hm)	= 1 kilometre (km)/1000 metres (m)
Units of Area	
100 square millimetres (mm^2)	= 1^2 centimetre (cm^2)
100 square centimetres (cm^2)	= 1^2 decimetre (dm^2)
100 square decimetres (dm^2)	= 1 metre (m^2)/10,000 (cm^2)
100 square metres (m^2)	= 1^2 decametre (dam^2)
10,000 square metres (m^2)	= 1^2 hectare (ha)

Converting linear perch space to metres square:

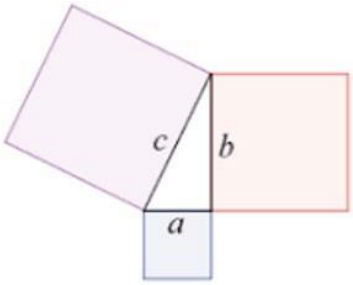
1. Total the combined length of perches in the shed as centimetres (A).
2. Work out the average perch width in centimetres (B).
3. Multiply total perch length by the average perch width (in centimetres).
4. This gives the cm^2 of perch area by 10,000 (D).
5. Divide the cm^2 of perch area by 10,000 (D)/10,000.
6. This gives the total m^2 of perch area (C).

A x B = D

D/10,000 = C (total perch area in m2).

Square Root Table

Number	Square Root	Number	Square Root
16	4.00	23	4.79
17	4.12	24	4.89
18	4.24	25	5.00
19	4.35	26	5.09
20	4.47	27	5.19
21	4.58	28	5.29
22	4.69	29	5.38

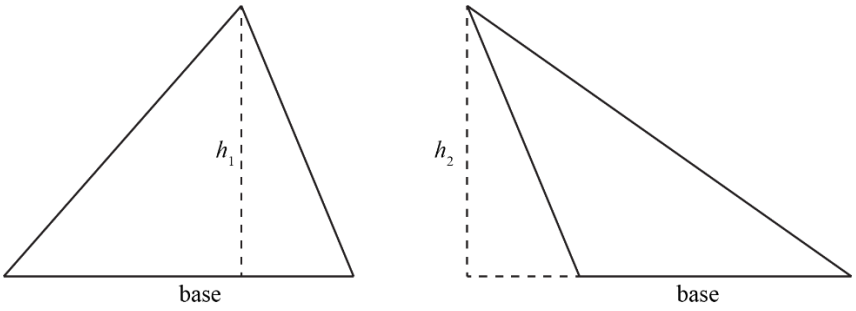


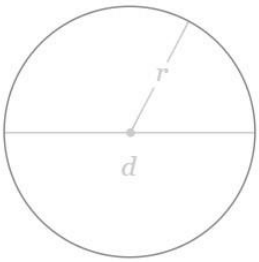
$$rrrraaddaaddaaaa = 22\pi\pi aa$$

Triangles

$$cc^{22} = aa^{22} + bb^{22}$$

$$aaaaaaaa = \frac{(aa \times bb)}{22}$$





Circles

$$\pi\pi = 33.111122$$

$$aa = aaaarrrrrrrr$$

$$aaaaaaaa = \pi\pi aa^{22}$$

Non right angle triangles

$$\boldsymbol{wwwwaaaaaa\ ww} = \boldsymbol{ppaaaappaapprrrrccrrppaaaa\ wwaarrhhwwdd}$$

$$\boldsymbol{aaaaaaaa} = \frac{\boldsymbol{bbaarraa}}{\boldsymbol{22}} \times \boldsymbol{ww}$$

Interpretation Guidelines Appendix C – How to do a Risk Assessment

Risk assessments are a method where you identify risks to a system, location or a situation and categorise them at different levels depending on the frequency of occurrence and the likely outcome if the risk is present. Risk level can and should be reduced through specific actions or procedures to prevent the risk or mitigate its effect.

This example is assessing the ammonia risk in a shed and the associated monitoring frequency for each level of risk (applicable only for Level 1 and 2. Level 3 free range and barn farms are required to monitor ammonia levels on a daily basis).

Each farm needs to define their own definitions of terms used such as “excellent”, “very good”, “average”, and “poor”. You can have more or different terms, as long as you clearly define what each term means. You must consider your own environmental conditions and what each term can mean for your site.

For example, with ventilation:

Term	Definition
Excellent	Excellent airflow in all conditions in all parts of the shed
Very Good	Good airflow in most conditions – potential issues on wet and/or humid days with <5 k winds and not extending to all areas of the shed
Good	Good airflow through the shed on days with winds >10 k but known issues when no winds or known areas of the shed with poor ventilation
Average	No history of ammonia detections >25ppm
Poor	Historical testing records indicate ammonia detections in wet weather or >20% of samples in this shed.

For example, with drainage:

Term	Definition
Excellent	No pools of water ever observed after rain
Very Good	Minimal pools observed during rain but dissipates within 1-2 hours
Good	Some pools of water observed during rain but dissipates within 4-5 hours
Average	Pools of water form during rain and can persist up to 5 hours after rain
Poor	Water readily pools and persists after rain

		Ventilation				
		Excellent	Very Good	Good	Average	Poor
Drainage	Excellent	Negligible	Negligible	Low	Low	Moderate
	Very Good	Negligible	Low	Low	Moderate	Moderate
	Good	Low	Low	Moderate	Moderate	Significant
	Average	Low	Moderate	Moderate	Significant	Significant
	Poor	Moderate	Moderate	Significant	Significant	High

You will also need to consider any additional environmental factors (internal or external) and determine their rate of occurrence (how likely is it to happen?) and the severity (what are the consequences when the risk is present?) of their effects on ammonia levels. Then consider if there is an action to reduce the occurrence or reduce the severity of the risk. Consider consulting historical records to verify whether certain conditions have certain effects.

		Consequence				
		Insignificant	Minor	Moderate	Major	Severe
	Remote	Negligible	Negligible	Low	Low	Significant

Likelihood						
	Unlikely	Negligible	Low	Low	Significant	Significant
	Possible	Low	Low	Significant	Significant	High
	Likely	Low	Significant	Significant	High	High
	Almost Certain	Significant	Significant	High	High	Extreme

Your end "scoring" of the sheds will help you determine the appropriate monitoring frequency.

Scale of Risk	Management action required
Significant	Daily Monitoring required
High	Weekly Monitoring required
Moderate	Monthly monitoring required
Low	3 monthly monitoring required
Negligible	6 Monthly monitoring required

Consider a case study with Shed 3 of "Bantam's Farm Fresh Eggs". This is an older shed, built 10 years ago on old clay soils. The shed currently uses natural ventilation systems, but there is work scheduled to change the system to an automated tunnel system. Daily monitoring for the past year have shown that when there is high rainfall, ammonia levels come close to 25ppm. This shed houses a barn system with no litter.

Using the tables above, you determine initially that the ventilation is **good** and the drainage is **average** for Shed 3. Therefore, in optimal conditions, the risk of high ammonia levels is **moderate**, meaning measuring should be conducted monthly.

Secondly you consider extra factors that may affect the ammonia levels. For this case, imagine that Shed 3 is situated in a valley with minimal wind and periods of high rainfall.

Periods of no wind are **possible**, and with the current ventilation system this could have a **major** effect on ammonia levels. Meaning when there is no wind, there is a **significant** risk with ammonia levels rising. This could mean in periods of no wind, you will need to instead monitor the ammonia levels **daily**. In this scenario, the risk is being proactively reduced by installing a new ventilation system to reduce the effects of no wind. Therefore, after the new system is installed, periods of no wind are still **possible** but the

effects will be **negligible** and cumulative risk is **negligible** and you still continue with **monthly** testing of ammonia levels.

High rainfall occurs mainly in the autumn season, meaning its incidence is **almost certain** during autumn. With an older shed, there is the likelihood of general wear and tear on the roofs and minute holes/gaps being present. This could mean that high rainfall has a **major** effect on the risk rising ammonia levels. This puts the cumulative risk at **high**. Therefore, in high rainfall periods the risk is no longer moderate but instead **high to significant**. This means in these conditions you should monitor ammonia levels **weekly or daily**.

Therefore, the final risk assessment score could look like:

Shed 1 – Free Range

Optimal conditions – moderate risk, monitor monthly High rainfall – high risk, monitor weekly

Shed 2 – Free Range

Notes: currently not in use.

Shed 3 – Barn

Optimal conditions – Moderate risk, monitor monthly

High rainfall – High risk, monitor weekly

No winds – Significant risk, monitor daily (valid until November 2019)

Notes: Reassess risk of no winds when new ventilation systems are installed in November 2019.

Shed 4 – Barn

Optimal conditions – low risk, monitor every 3 months High rainfall – low risk, monitor every 3 months

Completed by C. Hickens 01/01/2019.

Records of risk assessment workings shall be maintained, along with any historical records used in determining occurrence or severity of risk.

Risk assessments for ammonia testing frequency needs to be reviewed at least annually. This might not mean you need to re-do the entire assessment, but you need to assess whether the assessment is still appropriate for the conditions present at your sites.

Interpretation Guidelines Appendix D – Relevant Resources

The following resources may be used to obtain further information and assist in the interpretation of this Standard:

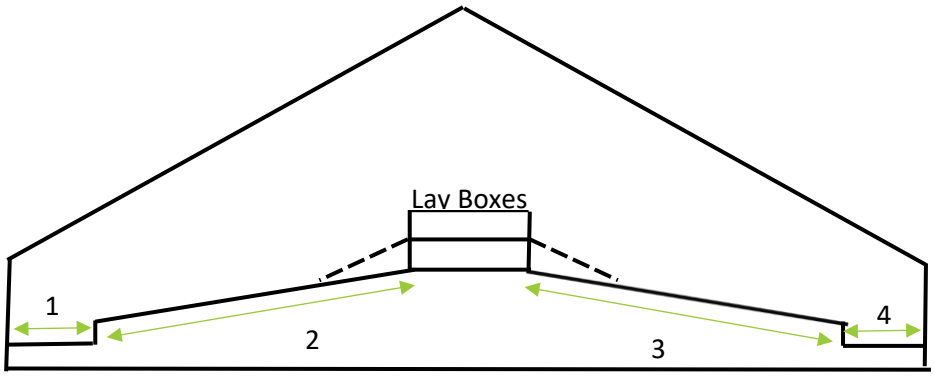
Resource	Organisation	Location
Egg Standards of Australia for Rearing and Layer Farms (November 2018)	Australian Eggs Limited	https://www.australianeggs.org.au/for-farmers/
RSPCA Approved Farming Scheme Standards – Laying Hens 2009 + amendments	RSPCA Australia	www.rspca.org.au
RSPCA UK Welfare Standards for Laying Hens and Pullets 2008 + amendments	RSPCA UK	https://science.rspca.org.uk/sciencegroup/farmanimals/standards/pullets
Model Code of Practice for the Welfare of Animals – Domestic Poultry (4th Edition)	CSIRO	www.publish.csiro.au and search for document name
By State/Territory		
Prevention of Cruelty to Animals Act (1979) Prevention of Cruelty to Animals (General) Regulation (1996)	NSW Department of Primary Industries	www.austlii.edu.au and search for document name on the NSW link
Prevention of Cruelty to Animals Act (1986) Prevention of Cruelty to Animals Regulations (1997)	VIC Department of Primary Industries	www.austlii.edu.au and search for document name on the VIC link
Animal Care and Protection Act (2001) Animal Care and Protection Regulation (2002)	QLD Department of Primary Industries and Fisheries	www.legislation.qld.gov.au and search for document name.
Animal Welfare Act (2002) Animal Welfare Regulations (2003)	WA Department of Local Government and Regional Development	https://www.dlgc.wa.gov.au/Pages/default.aspx and search for document name.
Animal Welfare Act (1985) Prevention of Cruelty to Animals Regulations (2000)	SA Department of Environment and Heritage	www.legislation.sa.gov.au and search for document name.
Animal Welfare Act (2000) Animal Welfare Act (1999) Regulations (2003)	NT Department of Community, Development, Sport and Cultural Affairs	www.austlii.edu.au and search for document name on the NT link.

Animal Welfare Act (1993) Animal Welfare Regulations (1993)	TAS Department of Primary Industries and Fisheries	www.austlii.edu.au and search for document name on the TAS link
Animal Welfare Act (1992) Animal Welfare Regulations (2001)	Environment ACT	http://www.legislation.act.gov.au/ and search for document name.

Interpretation Guidelines Appendix E – Shed measurements

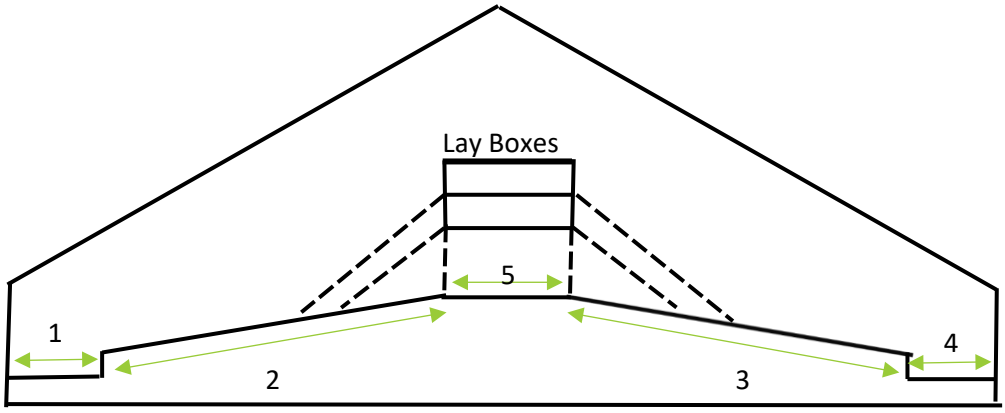
Example of internal shed areas suitable for free range and cage free systems:

Diagram 1:



Usable Area = Area 1 + Area 2 + Area 3 + Area 4

Diagram 2:



p ***Usable Area = Area 1 + Area 2 + Area 3 + Area 4 + Area 5***

Where area 5 is a space with a height of 40cm made accessible to hens under the layer boxes.

Appendix 7 Record documentation and templates

Business – General

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Farm Name – Farm Map 141
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Range maintenance log (free range only) 177
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Cleaning and disinfection program 179
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Risk Assessment / Corrective Action 188
Ammonia monitoring records 190
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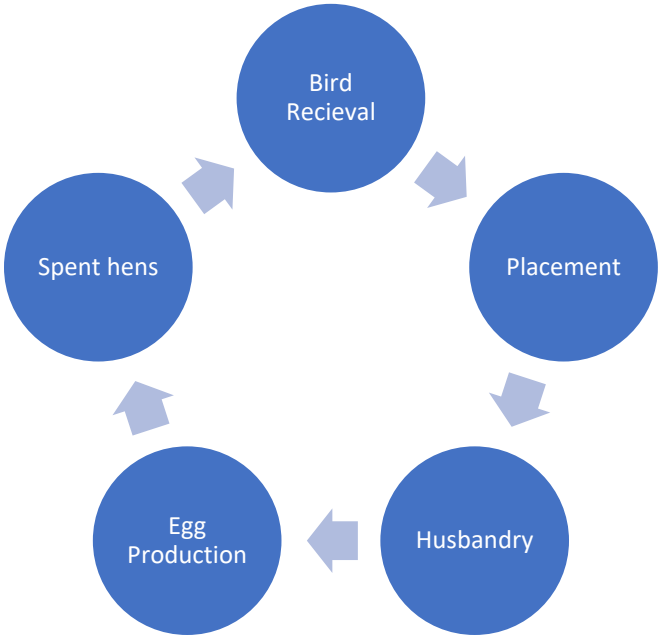
Pest Management Plan 198
Temperature check record (cool room) 193
Temperature monitor calibration records 194
Biosecurity Management Plan 201
Salmonella monitoring plan 197
Contingency plan 198

Farm Name – Business Scope

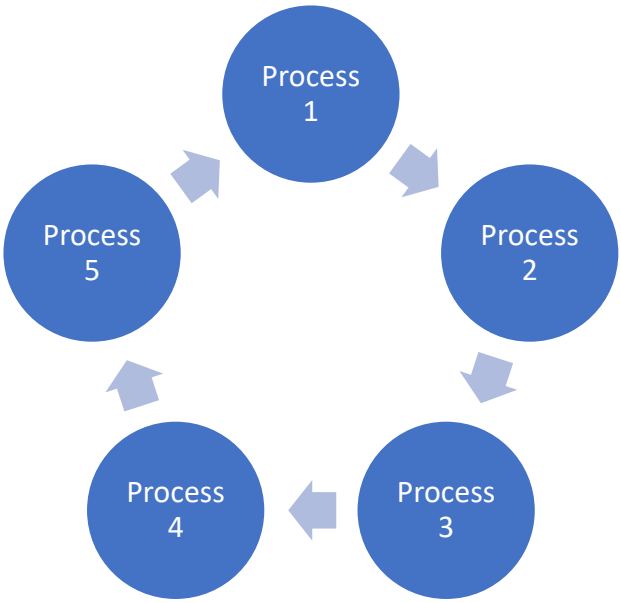
The company business scope identifies the scope in which the business aims to achieve with their Egg Standards of Australia Certification for (FARM NAME).

Scope

Flowchart of Business operations (example provided for your guidance):

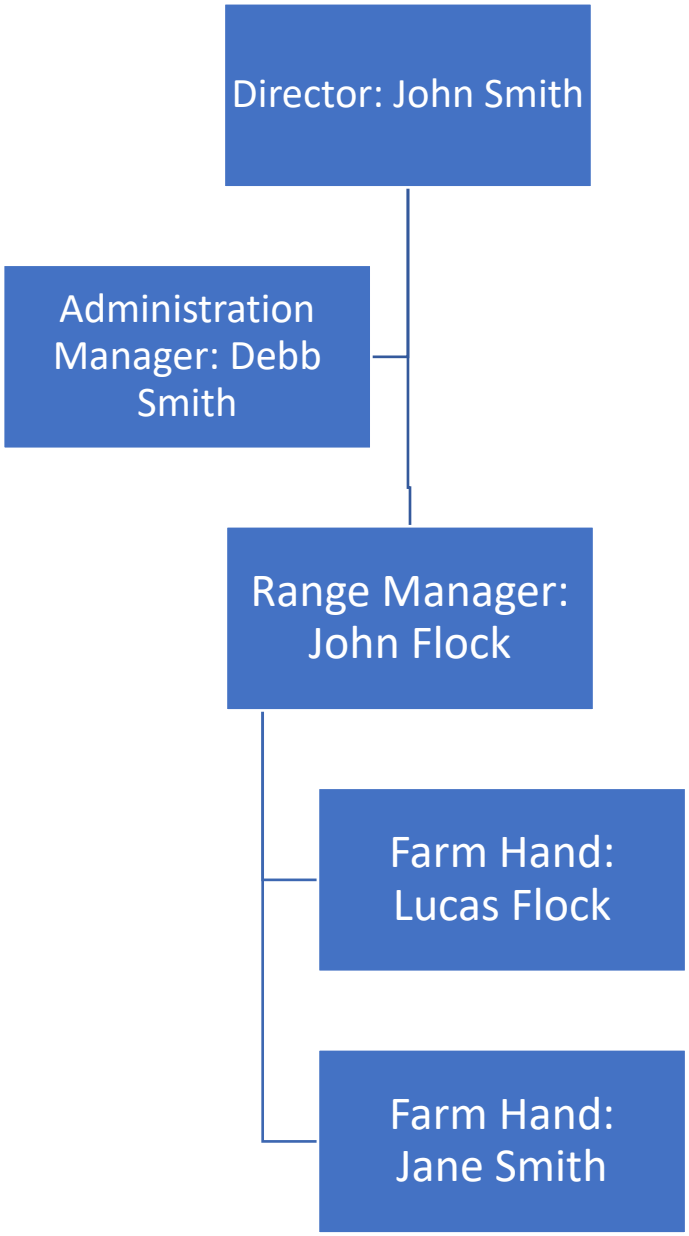


Use the smart art option to create your own flowchart;



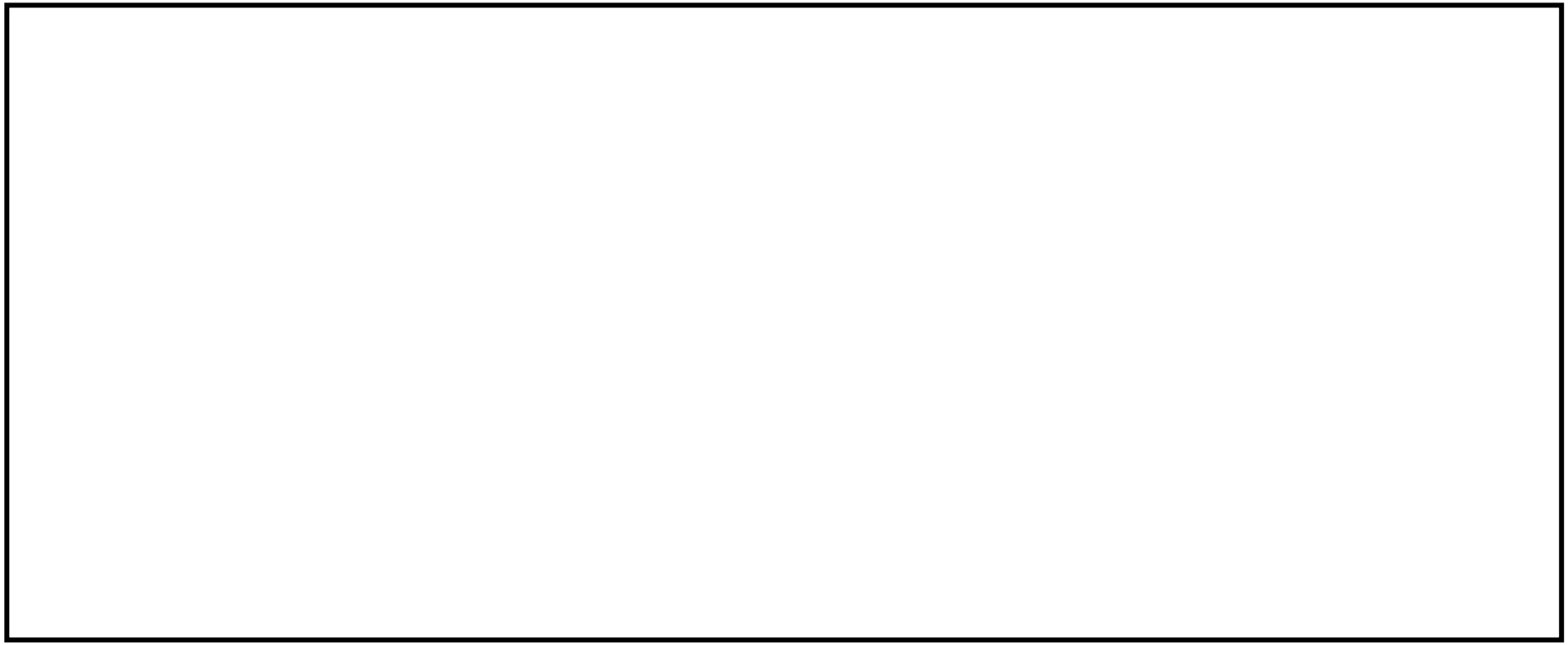
Farm Name - Organisational Chart

The company organisational structure identifies the business personnel responsible for managing Egg Standards of Australia Certification for (FARM NAME).



Farm Name – Farm Map

The company farm map identifies the location of infrastructure and activities on the farm that are involved in the farm certified against the Egg Standards of Australia. Ensure structures are labelled as per references in other ESA templated documentation.



Identify: farm boundaries, buildings, silos, roads, water sources (bores, dams etc.), water storage locations and free range specific production boundary dimensions and open area dimensions per range, shaded area per range, rotation/unavailable range area dimensions per range.

Commitment Statement

_____

(Business Name)

Commits to supporting and complying with the Egg Standards of Australia for Rearing and Laying Farms (ESA); its requirements, rules, and all relevant legislative requirements. We are aware of the food safety hazards associated with egg production and ESA assists with managing these hazards when demonstrating compliance.

We understand we must follow the rules of ESA and demonstrate compliance relevant to our scope and certification level. We understand compliance upholds the integrity of ESA and help demonstrates the determination to meet the needs of regulators, retailers, farmers and egg buyers.

_____ _____ _____

(Owner/senior manager) (Signature) (Date)

Personal hygiene declaration

I, _____ hereby agree to abide by (my employer's)_____ personal hygiene program, rules and standard.

I understand that the following quarantine rules/standards apply at all times:

1. Clean, Sanitise and disinfect hands and clothing upon entry to the farm
2. Clean, Sanitise and disinfect all equipment prior to and after use
3. Remove and replace soiled clothing where contamination may have occurred
4. Clean, Sanitise and disinfect hands and clothing upon exiting the farm

Signature _____

Date_____

Residential Address

_____

_____

This declaration is valid for 12 months from the date of signing

Visitor declaration

I, _____ hereby agree to abide by [FARM NAME] _____ farm rules and standard's including the farm biosecurity procedures and management plan.

I understand that the following rules/standards apply at all times:

1. The Biosecurity Management Plan is complied with
2. Biosecurity procedures are read and complied with before entering bird ranges or egg production areas.

Signature_____

Date_____

Residential address

_____

_____

This declaration is valid for 12 months from the date of signing

Biosecurity declaration

I, _____ hereby agree to abide by (my employer's)_____ biosecurity rules and standard.

I understand that the following quarantine rules/standards apply at all times:

1. No avian species are to be kept at my place of residence i.e. no poultry or birds of any type (e.g. ostriches, aviary birds or racing pigeons). If any exemptions to this are approved by the employer, I must shower and change clothes before entering the production area.
2. No other domestic livestock are to be kept at my place of residence without approval.
3. No untreated poultry manure from other properties is to be used at my place of residence.
4. No member of my household is to work in any area where contact can be made with poultry or other processing facilities without approval. For example, on other properties or hatcheries, processing plants, by-product plants, laboratories or with pick up crews, unless I shower and change clothes before commencing work.
5. I will not visit poultry abattoirs, livestock production areas or poultry shows unless approved by my employer and appropriate quarantine measures are taken.

Signature _____ Date_____

Residential Address_____
_____

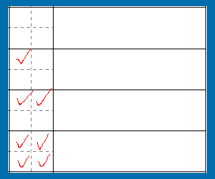
This declaration is valid for 12 months from the date of signing

Worker training record

Employee Name	Signature	Trainer/Training Provider	Topic/Course	Date Trained	Expiry Date	Competent? (& verified by)

Issue Date: Recorded By:

Worker training review record

 Process/Procedure Employee Name																

Issue Date:

Recorded By:

Corrective action request (CAR) record

Date & Observed by:		
What is the problem?		
What caused the problem?		
Has it happened before?		
How do we fix the problem now? Was it effective?		
	Actioned by:	Date actioned:
How do we stop the problem happening again? Was it effective?		
	Actioned by:	Date actioned:
Did these actions resolve the problem?		

Reviewed by	
Date to revisit	

Work instruction and procedure register

ID Number	Work Instruction/Procedure Title	Issue Date

Work Instruction/Procedure

Title:		**ID Number:**	
Version:		**ESA Ref:**	*ESA section reference*
Primary Person Responsible:		Secondary Person Responsible:	
Procedure: *Identify the 'instruction' to be followed then the process which should be followed to ensure best practice is completed in order to effectively comply with the Eggs Standards of Australia.*			
Authorised by:		Authorisation date:	

Complaints log

Date	Name	Contact	Complaint & Relevance (egg product, production site, general…)	Cause	Resolutions/Corrective Action Required

Recorded By:

Approved supplier register

Trading Name	Contact Person	Email	Phone	Supplies/Services	Relevant SDSs (Where applicable)

Visitor log

Date	Name & Business	Poultry contact in last 48 hours	Recent overseas travel (past 7 days)	Reason for visit	Time in	Signature	Time out	Vehicle rego (if applicable)

Vehicle and equipment log

Vehicle and equipment parking and washing facilities are available and located away from the production area. Records of all vehicles and equipment entering and exiting the farm are to be recorded here.

Vehicle/ Equipment Details	Activity Details	Date of Entry/ Start	Date of Exit/ End	Temp Log Check	Approved Supplier & Access Check	Cleaning Checklist completed
i.e vehicle and registration	*i.e. manure pits cleared, floor litter delivered,*					

Customer product specifications

	Customer: _____	Customer: _____	Customer: _____	Customer: _____
Date established				
Volume requested				
Frequency of Supply				
Specifications				
Breed				
Rearing Method				
Production Type				
Flock Treatments				
Stamp				
Packaging				
Label & Logo's				
Manager Agreement Name & Initials				

**Attach correspondence from customer of agreed product specifications for reference*

Flock behaviour control log

Date	Flock ID	CAR	Cause	Corrective Action	Result	Further Actions

Recorded by:

New bird sample weight log

Grower ID	Date Delivered	Flock ID	Sample Size (out of ____)	Date Weighed	Weight (gm)	Weight (gm)

Recorded By:

Bird receival record

	Flock ID :_____	Flock ID :_____	Flock ID :_____	Flock ID :_____
Grower ID				
Date Delivered				
Time Received				
Breed				
No of Birds Received				
Age of Receival				
Condition/Notes				
Mortalities				
Rearing Method				
Hatchery Beak Treatments?				
Hatchery Flock Treatment				
Source farm in *Salmonella Enteritidis* program?				
Placement (Shed ID:_____)				

Notes/Further Actions required:

Beak treatment log

Date	Flock ID	Flock Age	Signed vet statement?	Name of Operator	Competent?	Inspected by	Comments

Recorded by:

Animal welfare records

Flock ID:_____ Shed ID: _____

	Feed Available	Water Available	Dead Birds removed	Eggs Collected	Unusual bird condition & behaviour	Treatments/medication (if applicable)
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						
Sunday						
Notes/Corrective Actions Required?						

Litter delivery and inspection record

Date Delivered	Supplier	Production Batch/Formulation	Free of Contaminants?	Inspected by

Bird medical treatment record

Flock ID	Date Administered	Medication Name	Batch Number	Dosage	Withholding Period	End Date	Medication Reason	Medicine Administered by

Recorded By:

Bird mortality record

FLOCK ID: _____ SHED ID:_____

Day	Culled Birds	Dead Birds	Main Cause of Death	Disposal Method	Remaining Birds
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
TOTAL					

Monthly Mortality Rate = / = %

Recorded by:

Disease outbreak record

Date & Observation by:		
Disease identified:		
Health professionals and Government Representative notified		
Flock ID & No of birds affected		
Bird health check signs and symptoms		
Have you identified the root cause or potential cause of the disease incursion?		
Has the farm experienced this disease previously?		
If Yes - provide reference to detailed account of investigation, corrective and preventative action		
What corrective action is required to take place?		
	Actioned by:	Date actioned:

Was the corrective action effective? How long was production affected for?	
What preventative action is required to take place?	
	Actioned by: Date actioned:
Was the preventative action effective? How long was production affected for?	

Reviewed by	
Date to conduct reconciliation exercise	

Feed product description

Product Name			**Date**			
Application	*Including suitability for production group*					
Total Volume			**Recommended Ration**		/	
Ingredient/Composition		**Ration kg used**	**Origin**	**Man. Date**	**Expiry Date**	**Storage location**
Nutritional Composition	**Protein**	**Fat**	**Carbohydrate**			
%						
Mixing Process and details						
Storage requirements			**Expiration Date**			
Formulated by			**Reviewed by**			
Declaration – initial to confirm statements						
Avian Protein has been excluded from feed			**Where Mammalian Protein has been included in feed it has been Heat Treated**			

Feed inspection and rejection log

Feed Product	Supplier Origin Purchased/ Mixed	Manufacture Date	Avian Protein excluded from feed	Mammalian Protein heat treated	Product Description stored	Delivery Advice	Accepted	Rejected	Reason for Rejection/ Further Notes	Authorised By

Recorded By:

Egg traceability record

Day	Farm/Site ID	Egg Batch ID	Date Collected	No of Eggs Collected	No of Eggs brought in	Total Eggs	Eggs Disposed	Eggs for Farm Gate/Sale	Eggs for Pulp	Eggs for Grading
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										

Day	Farm/Site ID	Egg Batch ID	Date Collected	No of Eggs Collected	No of Eggs brought in	Total Eggs	Eggs Disposed	Eggs for Farm Gate/Sale	Eggs for Pulp	Eggs for Grading
13										
14										
15										
6										
17										
18										
19										
20										
21										
22										
23										
24										
25										

Day	Farm/Site ID	Egg Batch ID	Date Collected	No of Eggs Collected	No of Eggs brought in	Total Eggs	Eggs Disposed	Eggs for Farm Gate/Sale	Eggs for Pulp	Eggs for Grading
26										
27										
28										
29										
30										
31										

Where eggs are sourced from a different site/farm, provide/obtain adequate evidence to allow proper traceability on the batch of eggs.

Issue Date (Month of): By:

Egg collection record

Flock ID: _____ Production system: _____

Month: _____ Year: _____

Day	Time	Firsts	Seconds	Floor	Dirty/Cracked	Total	Collected By
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
TOTAL							
			Monthly Egg Production = **=** **Dozen**				

Egg collection procedure

Egg collection procedure aims to outline the requirements of egg collection and records.

Process of collection

1. Outline the process in which eggs are collected by production type where multiple production types are present on farm.
2. Collection is completed by farm staff with allocated times for shed daily via _____ (belts/hand).
3. Eggs are stored in a _____cool environment with the temperature not exceeding ____`c.
4. Transporting eggs from collection to grading includes moving eggs from sheds via a _____(belts/trolley/crate) to the production shed.
5. Tracing eggs between Production System's – Barn Laid and Free Range eggs are collected at different intervals between the day with the production shed packaging rolled out for and in for production systems relevant at the time of collection. (where multiple production methods are undertaken on a single site, you are required to document and implement an effective system that aims to identify, segregate and trace eggs b production method).

Frequency of collection

1. Egg collections are completed daily and at least once in a 24-hour period.
   a) Egg collections for _____ (Barn laid/Free Range/Caged) are scheduled to be completed at ____(#)am.
   b) Egg collections for _____ (Barn laid/Free Range/Caged) are scheduled to be completed at ____(#)am.
2. Egg collections are completed at least once daily to minimise contamination
3. Should an alternate practice be implemented on farm an accompanying risk assessment must be completed and outlined in this procedure.

Egg quality

1. Eggs must be provisionally sorted when collected to identify individual quality, records of these checks are completed in the *Egg Collection record* for each collection.
2. Eggs which are found to be broken, wet, leaking and grossly dirty eggs cannot be used for human consumption and therefore the *Egg recall procedure* must be followed and recorded.
3. Eggs must then be grading and packed as per the requirements in the *ESA Grading and Packing Standards.*

Record Keeping

1. An *Egg Production Trend Record* and *Egg Collection Record* are available and required to be completed at each collection.

Egg recall procedure

Recalls

1. Only trained personnel whom have completed training in the *'Egg recall procedure'* conduct the Egg Recall. See farms *Training Register* for details.
2. Where egg recalls occur the egg collector is required to collect recalled eggs and set aside from firsts, seconds and floors eggs.

Record keeping

1. Records are kept by utilising the Egg recall record included in this procedure in order to effectively identify date and times of recall event including details of the flock and number of egg's recalled in the collection for each individual recall reason.
2. Recording the reason for recall is key to being as descriptive as possible to enable the reader to analyse any key bird behavioural or physical issues that need to be addressed. Include any known contributing factors, trends and concerns.
3. Reviewing recalls regularly assists with identifying potential factors as to why eggs are recalled and assist's in improving and maintain high-quality systems and eggs for sale.

Disposal of eggs

1. Disposal method of the recalled eggs is required to be completed in accordance with the *Waste Disposal Program*.

Egg recall record

Date	Time	Date of last egg collection	Production System	Flock ID	No of Eggs	Recall reason	Disposal method & reference	Completed by

Daily Shed Records

FLOCK ID: _____ SHED ID:_____ WEEK:_____

Sign initials and date that each daily record has been completed.

Procedure	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Electric pulse wire record							
Range management log*							
Range maintenance record (fence checks, range repairs)*							
Range lock in record and written approval*							
Opening and closing of pop-holes*							
Lighting record							
Shed environment – Ammonia monitoring records							
Litter inspection record							
Shed cleaning checklist							
Feed and water availability check records							
Animal welfare check record (bird condition and behaviour)							
Egg collection record (firsts, seconds, floor, cracked)							
Temperature check records (cool room)							

Range Management Plan (free range only)

Flock ID	Shed ID	Age received	Date of first access to Range	Age when first access to Range	Date when eggs can be labelled free range

Recorded By:

Range lock in record and written approval

Lock in Commencement	Date:		Time:	
Reason for Lock in:				
Date and time lock in ceased	Date:		Time:	
Details of egg collection packed as alternate production system				
	Production system: *i.e Barn Laid*		Period:	
Details of egg collection reinstatement as Free Range				
	Date:		Time:	
	Completed by		Name and Role	
	Approved by		Name and Role	

Range maintenance log (free range only)

Shed ID	Range ID	Date	Pop holes (open – close)	Range Condition	Weather Conditions

Recorded By:

Shed cleaning checklist

Area/Equipment	Type of Cleaning (include cleaning agents)	Date Due/Frequency	Date Completed	Inspected By

Recorded By:

Cleaning and disinfection program

The cleaning and disinfection program aims to assist with maintaining a healthy and low risk environment for birds, humans and eggs. Associated records and logs should be used to effectively manage the program, those provided in addition to the ESA are only a minimum requirement. These include the *shed cleaning checklist* and *vehicle and equipment log*.

Equipment included in the program

1. Identifying what equipment or infrastructure requires cleaning to comply with the farms cleaning and disinfection program is completed by understanding the level of contact these elements have with birds on the farm. Consider the below factors and their level of risk if unclean or contaminated;
    a. Surfaces that are exposed to foot traffic by humans caring for birds or processing eggs
    b. Equipment carrying food or water that birds ingest i.e. feedlines and transport vehicles
    c. Equipment or vehicles used on multiple flocks or farms
    d. Equipment that birds are carried in i.e. crates
    e. Infrastructure that birds are housed i.e. sheds and perches
    f. Paddocks where birds free range i.e. water sources shared by wild birds
    g. Equipment that is used to collect and process eggs

2. Shed areas and equipment requiring cleaning are required to be identified in the Cleaning and Disinfection Program Requirements. Regular monitoring of these processes is completed in the Shed Cleaning Checklist. Vehicle's and equipment requiring cleaning and disinfection are required to use the Vehicle and Equipment log.

Between flock cleaning

1. Being aware of bird health and welfare is paramount when conducting any between flock cleaning. Staff trained in animal welfare and bird behaviour is paramount to limiting the impact on birds.

2. Entering sheds and or ranges to conduct between flock cleaning can increase risk where bird health and welfare in concerned but it is also essential to ensuring bird health is maintained. Process for cleaning between flocks is identified in the *Cleaning and Disinfection program requirements*

3. Protective boots and clothing must be worn when entering sheds and ranges with cleaning and disinfecting before entering and after exiting the shed and range area. This is required to be completed at all times and in particular between flocks and farms.

End of flock clean

1. End of flock cleaning and disinfection is an opportunity to provide sheds and equipment a longer period of time for cleaning and disinfection to take place. Stronger concentrated products can be used that may have extended withholding periods for contact, it is imperative that these

2. Methods for cleaning and disinfection are to be identified to ensure the process is completed adequately, this can be noted in the *Cleaning and Disinfection program requirements*.

3. Protective boots and clothing must be worn when entering sheds and ranges with cleaning and disinfecting before entering and after exiting the shed and range area. This is required to be completed at all times and in particular between flocks and farms.

4. Observations in the shed during end of flock cleaning are useful when identifying bird behaviour in the shed and or range for improvements to be made to current set up and management process.

5. Depending on the time between the end of flock clean and new flock arriving it is important to keep the shed area and equipment clean and free from potential contaminants. Maintenance activities are also able to be carried out without impacting bird welfare but it is important that cleaning and disinfection reoccurs before the new flock return.

6. Where shed's and equipment are left vacant for a period of time before another flock enters running of equipment and services in the shed from time to time is required to identify if any maintenance is required, avoid seizing and ensure equipment is in good working order.

Cleaning and disinfectant products

1. All cleaning and disinfectant products used on farm are approved to be used within poultry production systems(mandatory requirement). The chemical composition must be proven to have no adverse health impacts on birds and eggs.

2. When high strength cleaning exercises are completed withholding periods for bird to surface contact must be adhered to, ensuring bird health and food safety is maintained.

Routine cleaning

1. Routine cleaning is to be completed in line with the *Cleaning and Disinfectant Program Requirements* which denotes the frequency and scheduled time for cleaning a number of areas and equipment across the farm.

2. Identifying responsibility to team members for routine cleans to be carried out assists with ensuring cleaning gets done effectively and on time. When completing routine cleans using the Shed cleaning checklist and vehicle equipment log will assist in keeping record of the activities completed for reference and verification.

Intermittent cleaning

1. Feed spills, water leaks or contaminations require immediate action to limit risk of larger cleaning exercises and compromising bird health.

2. Emergency cleaning kit is easily accessible by all farm workers and where farms have a number of sheds multiple cleaning kits may be required.

3. Supervisor or manager responsible on any given shift is required to be notified of emergency or intermittent cleaning tasks to enable delegation of the task to a member of the team, ensuring cleaning gets done effectively and on time.

4. Intermittent cleans require use of the *Shed Cleaning Checklist* and *Vehicle Equipment Log* to keeping record of the activities completed for reference and verification.

Cleaning and disinfection record

Ref #	Area/Equipment	Flock Status	Frequency	Scheduled time	Cleaning Task	Cleaning/Disinfection Products	Cleaning Equipment	Cleaning Method
1	*Example:* *Shed 1* *Shed 2* *Shed 3* *Shed 4* *Shed 5*	*End of Flock*	*N/A*	*Within 24 hours from flock exit*	*Flush water lines*	*Saline Solution – 50ml to 50L water*	*50 L Bucket, Saline 101, Saline hose with suction attachment*	*Turn off water to shed* *Connect the saline hose and include suction attachment into 50L bucket with required solution* *Flush solution through lines and empty back into bucket* *Repeat with each water line*
2	*Shed 1*	*Between Flock*	*Every 2-3 days*	*Monday, Wednesday, Friday*	*Wipe all water nipples for build up or debris*	*Poultry approved disinfectant solution – mixed at recommended ratio*	*Clean cloth Bucket Disinfectant Solution*	*Wipe down each nipple with the cloth and solution*
3								
4								
5								
6								
7								
8								
9								
10								

Lighting program

1. _____(Barn laid/Free Range/Caged) production system(s) are identified throughout this lighting program.
2. Multi-level housing systems have light available at each level (if applicable).

Light Periods

1. _____(Barn Laid) Sheds have a light period from _am to _pm daily with (Define light periods for each production system)
2. A minimum of 8 hours continuous light per 24-hour day is available at all times
3. A minimum of 8 hours continuous dark per 24-hour day is available at all times
4. Lighting availability/schedules are kept and recorded in the *Lighting Record*.

Lighting System

1. Lighting system used on farm is a _____ (combination/roof skylights/ led strip lighting/halogen bulbs) #_____ per #_____ sqm with a light intensity of_____. (Identify the type of system used on farm)
2. Lighting system is suitability to the poultry industry _____(certification/accreditation) by _____(certifier/researcher).

Lighting System controls

1. Lighting systems are controlled_____ (manually/automated). Where automatic identify if manual controls are available.
2. For _____(Free Range/Barn Laid) production system light intensity periods are adjusted in a gradual manner over at least 15 minutes to allow for a graduated 'dawn and dusk' period for natural rousing and settling, via _____(staggered lighting systems/natural light) entering the shed.
3. Lighting system controls can be manipulated _____(remotely/on farm/at individual sheds) on an ad-hoc basis to control flock activity and encourage calm flock behaviour when required.
4. Identify light intensity and other control settings required to be adhered to when inspecting birds in non-light periods.

Lighting system variations

1. Variations to standard lighting schedule may occur from time to time where birds need to be inspected or managed for any reason i.e. fed due to heat or cold weather, these are recorded in the *Lighting Record.*

Record Keeping

1. Records of lighting availability/schedules are kept in the *Lighting Record*.
2. Records of required variations, and their justification, to the schedule (i.e. midnight feeding in hot weather) are kept in the lighting record

Lighting record

Date	Light Period	Schedule ON	Schedule OFF	Actual ON	Actual OFF	Activity	Initials

Waste disposal program

Waste and by-products of egg production are stored, spread or disposed of in accordance with the farm's documented and implemented waste disposal program and any relevant legislation.

Waste on farm

1. Waste includes recalled eggs, husbandry aids and materials, chemical containers, cleaning equipment _____, _____ and _____.

Managing waste

1. Regular removal of waste is completed to limit the attraction of a food resource to vermin and other native or domestic species.

2. Where waste is unable to be removed promptly and requires storage a locked temperature-controlled facility _____ is used where raw or cooked food material is stored until it can be disposed.

3. Biological and hazardous waste is be disposed of in correct bags and containers are concerned and disposed of in accordance with relevant legislation.

Record keeping

All records concerning waste disposal are kept in the *waste disposal record*

Waste disposal record

Date	Waste Product	Disposal Method	Comments	Completed by

Manure disposal record

Managing manure

1. _____(Manure pits/Belts/Scrapers) are designed and constructed to adequately accommodate manure produced by a flock.
2. _____(Manure pits/Belts/Scrapers) are maintained to operate effectively and facilitate inspection, cleaning and repair.
3. _____(Manure Belts) are designed and constructed to adequately accommodate manure produced by a flock from contaminating birds and eggs at the lower tiers in a tiered laying system.

Production systems

1. Ranges require managing excess build up of manure, strategies to manage this include_____, (moving ranges/raking and disposing of manure) this recommended to be completed every _____(#) weeks for a ___acre paddock.
2. All tiered laying systems have manure belts active(if applicable)

Date	Shed ID	Method of Disposal	End of Flock?	Manure pits cleared?	Shed Cleaned?	Inspected by

Recorded by:

Ammonia monitoring risk assessment

Ammonia Level monitoring Risk Assessment example is identified below. Where there are concerns regarding ammonia concentrations, the Ammonia Monitoring Record should be used to make daily records of the levels to ensure compliance with the ESA, legislation and limit any risk to bird and employee health. Examples provided in italicised text.

Date of Assessment			**Conducted by:**				
Key Risk	Air Quality and Ammonia Concentration		**Location**				
Low-Moderate Risk	< 25ppm	If level is below 25ppm no action required					
Moderate - High Risk	> 25ppm	If level exceeds 25ppm corrective action is raised and immediate response required					
Hazard - What hazards have been identified?	**Risk - What are potential injuries or damage?**	**Control measures - What measures are required to prevent further risk?**	**Who is at risk?**	**What additional measures or actions are required?**	**Likelihood**	**Severity**	**Risk Rating**
<25 ppm	*Breathing difficulties, immediate burning of eyes, nose and throat and respiratory tract and result in blindness lung damage and death.*	*Manure removal*	*Birds, Humans(employee's)*	*Increase staffing to remove manure more frequently* *Utilise Ammonia Monitoring records daily until 30 days of <25ppm ammonia levels reached*	*Low*	*High*	*High*
<25 ppm	*Breathing difficulties, immediate burning of eyes, nose and throat and respiratory tract and result in blindness lung damage and death.*	*Increase Ventilation*	*Birds, Humans(employee's)*	*Automated Air quality monitoring system* *Increase ventilation and air circulation system in sheds* *Utilise Ammonia Monitoring records daily until 30 days of <25ppm ammonia levels reached*	*Low*	*High*	*High*

Poor Air Quality	*Breathing difficulties*	*Remove litter*	*Birds, Humans(employee's)*		*Low*	*Moderate*	*Moderate*

Risk Assessment / Corrective Action

Date of Assessment		**Conducted by:**		
Low-Moderate Risk	< 25ppm	If level is below 25ppm no action required		
Moderate - High Risk	> 25ppm	If level exceeds 25ppm corrective action is raised and immediate response required		
At risk:				
How was this risk identified?				
What are the potential injuries or damage caused?				
What could have caused the risk?				
What measures are required to prevent further risk, injury or damage?				
	Actioned by:		Date actioned:	

What additional measures or actions are required?		
	Actioned by:	Date actioned:
Did these actions resolve the problem?		
Is regular monitoring of the issue required in future?		

Reviewed by	
Date to revisit	

Ammonia monitoring records

Date	Time	Shed ID	Ammonia Level*	Action Taken	Inspected by

** Ammonia levels shall not exceed 25 ppm*

Litter maintenance record

Date	Flock ID	Condition *Good / Fair / Poor*	Cleaning required & complete	Inspected by

Pest Management Plan

Shed ID/Area	Details (control methods, bait mechanisms, chemicals etc)	Relevant SDSs	Target Vermin	Frequency of checks	Person responsible

Recorded by:

Temperature check record (cool room)

Date	Temperature	Time recorded	Equipment Last Calibrated	Corrective Action Taken/Notes

Recorded by:

Temperature monitor calibration records

Date	Device	Calibration method	Target	Result	Calibrated by	Next Calibration due

Recorded by:

Biosecurity Management Plan

If you answer 'yes' to a question, outline in the contingency plan you use so it can be evaluated in the future. If you answer 'no' to a question, outline an action plan you can implement to better protect your business from Hazards including persistent chemicals, heavy metals, fertilisers, soil additives and contaminated water supplies.

Input	Areas to examine	Y/N	Contingency / Action plan
General	• Do you record chemical usage and measurement?		
	• Have all chemicals used on farm been proven safe to use on an egg-producing farm? Including the use of pesticides and insecticides.		
Persistent Chemicals	• Has your property grown historically crops that were regularly or potentially treated with Organochlorides(OC)* such as tobacco, corn, potatoes, bananas, cotton, lucerne, orchard crops, sugar cane or vegetables?		
	• Have OC* residues ever been found in stock from this property or in soil or other material samples from the property?		
	• Does the property have a dip or spray race working or not which was built or operated before 1990?		
	• Do poultry have access to pasture located near timber buildings, shed, yards, power poles, stockyards or other structures potentially treated against termites before July 1995?		
	• Is litter comprised of untreated wood or timber by products?		
	• Is the litter stored in a covered container made from untreated wood?		
	• Is the litter in good condition e.g. dry, friable and clean?		
Heavy Metals	• Are accessible structures painted with heavy metal based paints?		
	• Are timber structures treated with chemical-laden paint? Including sheds, power poles, fencing etc.		
	• Is feed stored in silos or shed potentially treated with chemicals		

	or painted with a persistent chemical base?		
Fertilisers	• Is the fertiliser fit for purpose?		
	• If you use a Commercial Mill, is it FeedSafe accredited?		
	• If you use home milling, are your storage facilities safe and free from chemical-laden structures?		
	• Is the fertiliser storage sealed, pest proof, with no spillage and away from poultry?		
	• Are sprayed pastures rested within their WHP or excluded for grazing by poultry?		
Water	• Do you use a suitable water source e.g. town water?		
	• Is the water treated and/or monitored with records?		
	• Do you test the water annually and record the results?		
	• Are the drinkers covered with no faecal contamination and no spillage?		
	• Do you perform and record regular maintenance to stop leakage?		
	• Are free range water supplies protected from wild birds or contamination?		
People	• Do all people who come on farm have no contact with other birds or pigs?		
	• Is there a procedure for cleaning/sanitising all equipment used with birds, eggs, feed, workshops, storage and range areas?		
	• Do you have an approved list of chemicals able to be used on farm		
Pest Control	• Do you have a recorded pest control programme?		
	• Do you replenish and clean bait stations often?		
	• Do you have a map to locate all bait stations?		

* State or Territory departments manage the status of PIC's with an OC status under the National Organochloride Residue Management Program (NORM).

Salmonella monitoring plan

Salmonella monitoring plan's are effectively completed by the National *Salmonella* Enteritidis Monitoring & Accreditation Program (NSEMAP). Alternately, you are able to work with a vet to develop an annual monitoring program for *Salmonella.* A base template has been provided below.

	Status	Comments	Manager Sign Off	Vet Sign off
Date established				
Salmonella testing has been completed in accordance with NSEMAP guidelines including 3 consecutive three monthly tests achieving a NEGATIVE result.				
Maintain good on-farm biosecurity manuals				
Feed is stored on-farm in areas not accessible to other animals including vermin				
An effective vermin control program is in place and rodenticides are used in accordance with APVMA instructions				
Eggs on farm are promptly stored in a cool environment where the thermostat temperature is set at less than 15'C, but greater than 1'C				
Drinking water has been effectively sanitised in accordance with the National Water Biosecurity Manual – poultry Production				
Recommended industry practices for egg collection in order to minimise risks with SE cross-contamination between equipment eggs and humans.				
Personal Hygiene is followed effectively to reduce contamination between birds and humans				
Replacement pullets are from a farm with an approved Salmonella Monitoring Plan				
Annual Salmonella Testing Complete				

Contingency plan

Date of Plan			**Completed by:**		
Date of Review			**Location**		
Key Focus Area					
Type of Contingency	**Current Arrangement**	**Alternate Arrangements**	**Action Plan**	**Responsibility**	**Risk if not remedied**