

Pre-Audit Information - SBLAS Producers

When taking photographs of facilities, please ensure photos are **in-focus and zoomed out**. If you have any issues with evidence upload to this system contact Bord Bia for assistance on 01-5240410. All evidence submitted by members during a remote audit is subject to verification at future on site audits

Title (for Member)	Instruction on Upload (for Member)
FACILITY PHOTOS	
1. Silage Pit / Storage Area & Drainage	Please upload zoomed out photo(s) of all Silage Pit / Storage Area(s) and effluent drainage channels.
2. Feed Storage	Please upload photo(s) of all Feed Storage areas.
3. Animal Housing	Please upload photo(s) of Animal Housing facilities with at least 1 photo of the inside of each building. Note – Please provide photos of housing facilities even if animals are currently outdoors and dry bedded areas if applicable.
4. Stock	Please upload at least 1 photo of young and adult stock which clearly shows the condition of the animal(s). Note - This should include both cattle and sheep where present in your herd, including cows, calves and replacements where applicable.
5. Crush and Animal Handling Facilities	Please upload photo(s) of the cattle crush, handling facilities and calving gate (where applicable). Note - where sheep are present on the farm please upload photo(s) of sheep handling facilities.
6. Medicine Storage Cabinet (open)	Please upload photo(s) of the open Medicine Storage Cabinet with labels clearly visible.
7. First Aid Kit (open)	Please upload a photo of the first aid kit opened showing it is fully stocked.
8. Waste Plastic	Please upload evidence of waste plastic storage on site or recent receipt for disposal.
DOCUMENTS / RECORDS	
9. Herd Register	Please upload images/scans of the most recent 2 pages of your Herd register ensuring that the entire page is visible, both the left and right-hand side. Alternatively – An image/scan of the Animal Identification and Movements section from your online Agfood portal (clearly illustrating your Herd Number) will be enough to meet this requirement.

Title (for Member)	Instruction on Upload (for Member)
10. Knackery / dead animal receipts	Please upload images/scans of Knackery / dead animal receipts (for the last 12 months), including both cattle and sheep as applicable. Alternatively (Cattle Only) – An image/scan of the Animal Identification and Movements section from your online Agfood portal (clearly illustrating your Herd Number) will be enough to meet this requirement.
11. Blue Cards/Passports	Please upload images/scans of 3 blue cards for most recently registered calves / purchased stock.
12. Flock Register	Please upload images/scans of the most recent 2 pages of your Flock Register .
13. Animal remedy purchase records	Please upload images/scans of the most recent 2 pages of your Animal Remedy Purchase Records or images of the most recent remedy purchase receipts / dockets from veterinarian and other suppliers (for the last 3 months)
14. Animal remedy usage records	Please upload images/scans of the most recent 2 pages of your Animal Remedy Usage Records . Note - Please ensure that the Animal Remedy Usage Records provided show Vet and Dosing treatments as applicable.
15. Feed Records	Please upload images/scans of recent feed dockets or feed purchase record in Bord Bia Farm Book.
16. Animal Health Plan	Please upload images/scan of the completed Animal Health Plan template in Bord Bia Farm Book for this year (2020) or equivalent plan.
17. Farm Safety Risk Assessment (FSRA)	Please upload at least 3 images/scans of paper/online FSRA or Farm Safety Statement document. Note: Please provide the signed and dated cover page and 2 completed pages e.g. Livestock & Machinery etc.
18. Pesticide Usage Records	Please upload images/scans of the most recent 2 pages of your Pesticides usage record .