

Auditor Guidelines for Conducting the NTF Turkey Hatchery Animal Care Audit Checklist

- I. Definitions:
 - a. Auditor: Person(s) performing the audit
 - b. Auditee: Company being audited
 - c. Audit Sponsor: Organization that owns the audit tool and is responsible for revisions and clarification.
 - d. Audit Customer: The company/organization that is requiring the auditee to be audited.

- II. **Pre-audit communication** between the auditor and auditee is mandatory to reduce confusion and potential conflict during the audit. This can be done electronically or by phone. Err on the side of over communication. If there are multiple locations, the auditor must ensure that all facility managers are informed of the audit plan. If a complex or company-wide audit is to be completed, it should be agreed to during the pre-audit discussion on how the whole audit score will be determined (Example: Multiple grow-out facility scores will be averaged to get one grow-out score for the complex).

- III. **Auditor Expectations.** It is assumed that an auditor will have a basic knowledge of turkey production and behavior. The welfare of the animal is the first priority.

Company biosecurity and management requirements must be adhered to, including shower in/shower out requirements

Audit Tool Guidance for Specific Criteria:

- I. **Emergency Response Plan (3.1):** Every company will have its unique requirements and situations regarding emergency response. It is the auditor's responsibility to verify that the company requirements are being met so that the turkey health and welfare are ensured. It is not the auditor's job to determine if the plans are adequate.

- II. **Emergency Systems (4.1):** The hatchery personnel should show electronic verification of system alarms. The auditor should not act in a way that forces an alarm to go off.

- III. **Emergency Plan (4.3):** To verify an emergency contact list is up-to-date, the auditor should verify personnel involved in the audit and current management are on the roster.

- IV. **Injury Monitoring (5.1):** This check must be done on days when the hatchery is hatching poults and servicing. The audit should be scheduled to take place during the course of "normal" hatchery functions of hatch pull, servicing, treatments, holding, etc.

- V. **Euthanasia (5.6):** Many hatcheries utilize closed vacuum systems to remove waste including poultts that have been euthanized making it impossible to visualize the final waste container. Auditor is to verify that the systems and equipment are functioning properly, and that there are no live poultts in any waste or trash container.