

Audit Report/Inspection Checklist

Company Details			
GMP+ Registration Number	GMP048916 /		
Company Name	Erstgrain s.r.o.		
Company Relation			
Company Address	Ruská 45 506 01 JIČÍN		
Postal Address	Ruská 45 506 01 JIČÍN		
Legal Business Registration No.	07195699		
Telephone 24/7	+420 608 701 603		
Email Address	doprava@erstgrain.eu		
Gatekeeper files		Number of gatekeeper files - BA10 Annex 3, 6	
		Number of gatekeeper files - BA10 Annex 4,5,7-10	
Number of Employees	5		
Vessel Name			
Vessel Owner			
Vessel Registration Number/EU Number			
Vessel Size in Tons			
Total Cubic Content			
Number of Holds			
Type of Hatch Cover			
Floor Type (steel, wood)			

Certification				
Scope	Standard	Certified Since	Start Date	End Date
Afreightment of road transport	GMP+ B4 Transport	24.07.2018	24.06.2019	23.06.2022

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Company Relation	
Connected To	Company Relation

Audit/Inspection Details			
Audit/Inspection Date	26.05.2021		
Report Date	26-05-21		
Certification Body	United Registrar of Systems GmbH		
Certification Body - GMP+ Registration Number	CI000016 / CI000016		
Auditor/Inspector	Renata Orsagova - PER0013938 - United Registrar of Systems GmbH		
Reviewer	Agata Skoczek - PER0014245 - United Registrar of Systems GmbH		
Co-Auditor			
Observer			
Technical/Material Expert			
Audit/Inspection Type	Announced Surveillance Audit (ASA)		
Audit/Inspection Time (in hours)	5,5		
Combined Audit			
Certificate Combined Scheme	No	Validity	

Scopes and Standards of the audit	
Affreightment of road transport	GMP+ B4 Transport

Audit Objectives

The audit objectives shall describe what it is to be accomplished by the audit and must include the following topics: a) Determination of the conformity. b) Evaluation of the ability of the Quality Management System to ensure the participant's organization meets applicable statutory, regulatory and contractual requirements. c) Evaluation of the effectiveness of the Quality Management System to ensure the

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participant's organization is continually meeting its specified objectives.

General Information

Participant/Location

The company is focused on affreightment of road transport. They site in administration building in 3 rented offices. They cooperate with GMP+ certified transporters only and only agricultural commodities are transported. None NCR was issued last year. None changes since last year. Mrs. Suchochlebová is informed about Project 2020, the company will participate in training about this topic in Q1 of 2022.

Audit Requirements

Art. No	Scope	Standards	Audit Question	Compliance
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General

2.0	General	B1, B1.2, B2, B3, B4, B8,	Does the company comply with the applicable feed legislation?	Conform
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List of valid legislative requirements is in place. Changes are monitored via Internet. The company is registered in accordance with Reg. 183/2005 by local authority ÚKZÚZ under registration No. 720143-01.

2.0	General	B1, B1.2, B2, B3, B4, B8,	Does the company have a procedure for implementing the applicable feed legislation and GMP+ requirements?	Conform
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Yes.

Certification requirements

2.0	General	B1, B1.2, B2, B3, B4, B8,	Does the company comply with the requirements specified in the GMP+ A and C-documents?	Conform
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The company has signed the contract with CB in which are included requirements of A and C documents. Logo GMP+ is used in e-mail signature – in accordance with A3 document.

4.3	General	B2, B3, B4,	Is the scope of the Feed safety management system, including any particularities or exclusions, been established and recorded?	Conform
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Yes.

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Feed Safety Management System			

4.2	General	B4,	Are responsibilities and authority established and recorded and made known in writing within the organisation?	Conform
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Organization structure is included in Quality manual (iss.on 08.06.2018), Job descriptions is signed by each employee and saved in their personal folder.

4.2	General	B3, B4,	Did the management appoint an employee to be responsible for feed safety and quality?	Conform
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Mrs. Suchochlebová is responsible for GMP+ activities - see Appointment letter from 07.06.2018.

4.1	General	B4,	Is the management aware of its responsibility for feed safety?	Conform
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Yes.

4.4.1	General	B2, B3, B4,	Does management ensures that the feed safety policy complies with the required sections?	Conform
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Quality Policy was issued on 08.06.2018, all employees were introduced with that.

4.4.1	General	B2, B3, B4,	Does the quality manual include the required sections?	Conform
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Yes, this is prepared in accordance with GMP+B4 standard.

4.4.2	General	B2, B3, B4,	Have the relevant records and documents been established, maintained and stored?	Conform
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Time of storage for documents and records was set up for 3 years or for a longer period if this is required by law.

4.3	General	B2, B3, B4,	Does the feed safety management system which has been set up meet the GMP+ requirements?	Conform
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Yes.

Personnel requirements			

5.1.1	General	B2, B3, B4,	Is there an organisational chart established and documented?	Conform
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This is included in Quality manual.

5.1.2	General	B2, B3, B4,	Are the employees competent and sufficiently qualified for conducting the activities that are part of their tasks. Has this been recorded and	Conform
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			communicated?	
<p>Job description is signed by each employee and saved in their personal folder. Periodical training is organized annually based on training plan for specific year. The last GMP+ training was performed by ProMG s.r.o. on 16.04.2019, BOZP and PO and GDPR training is ensured as well - agenda and signed attendance sheet is in place. The next GMP+ training is scheduler due to Project 2020 for Q1 of 2022.</p>				

EWS and Recall				

5.5	Transport and / or affreightment	B4,	Is there a procedure with respect to (early) detection and handling of potential in feed and informing the principal?	Conform
<p>EWS procedure is issued as a separate guidance - iss. on 08.06.2018. Simulation is performed annually during the internal audit. So far this has not been performed in real situation.</p>				

Process control / HACCP				

6.0	General	B4,	Has a HACCP team been established with sufficient expertise from various disciplines and from all relevant feed related activities?	Conform
<p>HACCP manual is included in Quality manual. Team has 1 member only and 1 CCP was determined related to transport by noncertified transporter. Risk analysis is prepared in igh detail. Verification is performed annually.</p>				

6.0	General	B4,	Are appropriate descriptions available for applicable feed related processes?	Conform
<p>Yes.</p>				

6.0	General	B4,	Has the company carried out a risk assessment of their described processes covering all the identified relevant hazards?	Conform
<p>Yes.</p>				

6.1	General	B2, B3, B4,	Has the company ensured that one or more written procedures on the basis of HACCP principles have been introduced, implemented and maintained?	Conform
<p>Yes.</p>				

6.0	General	B4,	Has the HACCP team established, recorded and implemented control measures and CCP's (critical control points) with its critical limits, if applicable, for every risk documented on the risk assessment?	Conform
<p>Yes.</p>				

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6.0	General	B4,	Has the HACCP team determined for each CCP which parameters must be measured, analysed or observed and which product standards apply to these parameters?	Conform
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Yes.

6.0	General	B4,	Has the the HACCP plan been verified by the HACCP team?	Conform
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Yes.

6.0	General	B4,	Has the HACCP plan been validated by the validation team?	Conform
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Yes.

Internal audit

8.2	General	B1, B1.2, B2, B3, B4,	Does the company has a documented internal audit procedure which complies with applicable frequency and requirements?	Conform
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Procedure is included in Quality manual. This is performed once per year - the last one was performed on 25.05.2021 by Mrs. Suchochlebová. None NCR was issued.

8.2	General	B4,	Does the company has a internal audit procedure which complies with the requirements?	Conform
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Yes.

8.2	General	B1, B1.2, B2, B3, B4,	Has the company performed internal audits with the required frequency?	Conform
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Yes.

Management review

8.3	General	B2, B3, B4,	Does the company has a documented management review procedure which complies with the requirements?	Conform
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Procedure is included in Quality manual. This is perofrmed annually for the specific year. The last one was performed for period 2021 on 25.05.2021, all topics required by GMP+B4 standard are included. Quality objectives are determined as well and the old ones are evaluated during management review.

8.3	Transport and / or affreightment	B4,	Does the company determine, gather and analyse suitable data at least once per year?	Conform
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Yes.				
8.3	General	B2, B3, B4,	Has the company performed management review with the required frequency?	Conform

Yes.

Complaint procedure/product conformity				

8.1	General	B2, B3, B4,	Is there a documented procedure for handling of complaints which complies with the requirements?	Conform
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Procedure is included in Quality manual. List for evidence of complaints is in place, so far none complaints have been received.

Sale and contract requirements				

7.2.2	Transport and / or affreightment	B4,	Is there an order established between the freight broker and the transporter which complies with the requirements?	Conform
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All orders are received via e-mail and this is saved in the internal IT program, then transporter is ordered (only GMP+B4 transporters are rented and verification of validity of their certificate is performed in time of receiving of order and in day of transport via GMP+ database. As soon as all relevant transport docs are received, invoice is issued. List of suppliers is in place, revised on 04.06.2020.

Cleaning requirements				

7.3.2	Transport and / or affreightment	B4,	Is there a cleaning programm established and implemented which complies with the requirements?	Conform
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Only GMP+ B4 certified transporters are used.

Identification and traceability requirements				

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5.4.1	Transport and / or affreightment	B4,	Are the products traceable in all stages of production, processing and distribution?	Conform
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All details of transport are traceabled in a few minutes. During the audit the following order was checked:

1)

- transport of wheat on 15.02.2021.
- ordered by Comagrin, a.s., see invoice No. 2021100471
- weight: 25,88 tons (weight list in place..
- loading place: ZS Komorno, Plzeň, CZ.
- unloading place: Agro Terminal, Heidenau, DE.
- transported by Argo Bohemia a.s. (GMP031880), 7C85691 (see invoice 1401000034).

2)

- transport of wheat on 07.01.2021.
- ordered by Agrokomodity a.s. – see invoice 2021100001
- weight:27,86 tons
- loading place: Areál VP Agro (silo jesenice), 27033 Rakovník, CZ.
- unloading place: Agro Terminál, Heidenau, DE.
- transported by Jiří Ditrich (GMP052286) - 8U88106

Purchase requirements

7.1	Transport and / or affreightment	B4,	Does the company complies with the minimum purchase requirements as stated in the article 7.1 of the GMP+ B4?	Conform
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Yes.

7.1.1	Transport and / or affreightment	B4,	Is external transport used according to requirements of this standard?	Conform
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Yes.

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Transport requirements				

7.3.1	Transport and / or affreightment	B4,	Are the transport requirements being fulfilled?	Conform
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Yes.

7.2.1	Transport and / or affreightment	B4,	Is the order acceptance procedure complying with the requirements?	Conform
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Yes, all details required by B4 are known before order acceptance.

7.2.2	Transport and / or affreightment	B4,	Are the registered orders complying with the requirements?	Conform
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Yes.

Other Assessed Topics

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Non-Conformities Previous Audit
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Non-Conformities Current Audit

Audit Conclusion

The company meets GMP+ requirements.

Final Assessment	Approved
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Date, place

26.05.2021, Jičín

Signature Auditor



Date, place

Signature Reviewer,

Date, Place

Signature Client

Annex to the report NCR form

~~yes~~/no