

# POST-HARVEST AUDIT CHECKLIST



<b>Auditee:</b>	<b>Location:</b>	<b>Auditor:</b>	<b>Date:</b>

Audit Point	What to look for	Compliant			Evidence
		Yes	No	N/A	
<b>DQS Procedures</b>					
Biosecurity plan completed, signed off by KVH and on file.	KVH has received approved and signed of Biosecurity plan.				
<b>Biosecurity risks and hygiene</b>					
Description of pathways that could introduce pests and diseases into orchards	Understanding of risks to be managed				
Hygiene, training and reporting systems in place for personnel entering orchards.	Hygiene process documented and training records for staff				
<b>Bin cleaning and Identification</b>					
Full harvest bins physically segregated from empty sanitised bins and bins of reject fruit.	Full, empty and reject fruit bins stored separately on packhouse site				
All harvest bins sanitised.	Verify bins are being sanitised-state sanitiser used and rate				
<b>Consolidation and transport</b>					
Vehicles leaving premises free of plant material	Is there a process for checking - Identify person responsible (e.g., trucking companies / forecourt manager etc)				
Bins/bearers free of soil/plant material prior to loading.	System in place -brushes at bin tip etc or on orchard checking.				
<b>Waste disposal</b>					
Plant waste – dust debris contained and disposed of appropriately.	Dust extraction waste container – waste removed by recognised waste management company, approved composter, or buried/burnt on site				
<b>Reject fruit</b>					
Stored securely to prevent leaf dispersal/ availability to birds	Bins covered (i.e., top bin of stack) or removed regularly.				
Fruit for stock feed transported covered -approved composters	Movement controls met; records maintained.				

Fruit for processing -KVH registered processor. Verification bins checked for leaf and plant material	Record processor fruit going to Verification that bins are checked- e.g., on truck docket or similar -stamp or handwritten				
<b>Traceability and records</b>					
System in place to trace back to orchard of origin and records maintained.	Records kept for 7 years and Available on request				Zespri system- EDI records /barcoded packaging.

Audit Result:

No action required

Corrective Actions to Be Completed

Corrective Action Required	Completion Date	Signed Off

Comments:

Auditor \_\_\_\_\_

Signature \_\_\_\_\_