



*Animal Welfare  
Standards for*

# Laying Hens- Free Range & Pasture

with Appendices A-E:  
Animal Welfare Standards Checklist,  
Farm Manual Templates, Supplemental Audit Forms,  
Certified Egg Traceability Audit & References

American Humane Association™

Farm Animal Program

[www.HumaneHeartland.org](http://www.HumaneHeartland.org)

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# Animal Welfare Standards Guidelines

**American Humane Association™  
Farm Animal Welfare Program**

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- Appendix A – ***Animal Welfare Standards Checklist for Laying Hens***  
Including Audit Process & Audit Scoring
- Appendix B – ***Farm Manual Templates***
- Appendix C – Supplemental Audit Forms
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- Appendix E – Resources and References

### **Note Regarding this Current Revision**

Note regarding this current revision to the ***Animal Welfare Standards***:

←Major changes and additions to the previous version of this document are noted by Revision Bars on the left side of this current document.

# INTRODUCTION

## American Humane Certified™

### Farm Animal Welfare Certification Program of American Humane Association

The **American Humane Association Farm Animal Program, American Humane Certified™ Animal Welfare Standards** are the product of over 130 years of applied experience in farm animal welfare. American Humane Association has a long history of the humane treatment of farm animals, beginning in 1877 and its work to improve the treatment of working animals and livestock in transit which led to enactment of the 28 Hour Transportation Law. In 1916, the Secretary of War for the United States asked American Humane Association to help with the rescue of horses and other animals on the battlefields of World War I. The program that followed became Red Star Emergency Services program that continues to rescue and shelter animals involved in disasters.

Given its history, it was natural that American Humane would create the first farm animal welfare audit program. In 2000, American Humane Association developed the first third party audit and certification program in the United States to encourage and support the humane treatment of animals used for food. Organized as the Free Farmed® certification program, we based the first **Welfare Standards** on the Royal Society for the Prevention of Cruelty to Animals' **Welfare Standards**, the Federation of Animal Science Societies' **FASS Guide for the Care and Use of Agricultural Animals in Research and Teaching**, and the governing principles first developed by the Farm Animal Welfare Council (FAWC) "Five Freedoms of Animal Welfare":

- Freedom from hunger and thirst
- Freedom from discomfort
- Freedom from pain, injury, or disease
- Freedom from fear and distress
- Freedom to express normal behaviors

Since our origins, our farm animal welfare standards have been and continue to be a living document. The standards and audit process are continually developed, using the expertise of our Scientific Advisory Committee to review the most current and comprehensive scientific research and technology. Our committee of internationally renowned animal scientists advances new science and regularly evaluates our standards to ensure that the American Humane Certified™ program incorporates the best and latest knowledge of humane practices.

Today, we continue our work under the banner of the American Humane Certified™ program. We collaborate with institutions and organizations on independent research in animal behavior as well as new handling and housing applications. The program incorporates the practical, hands-on experience of farmers and ranchers, and ensures that new technology and knowledge from veterinarians and animal research experts are shared. Our third-party evaluations of production systems in animal agriculture educate, encourage, and support producers to adopt humane practices. Our program promotes clear, reasoned communication with consumers and retailers about the meaning and value of humanely raised food and the benefits not only to animals but also to people.

Producers in the American Humane Certified™ program take pride in being a part of the original, most effective, and fastest growing science- and evidence-based animal welfare certification program in the nation.

*Note: Please refer to Appendix E of the full **Animal Welfare Standards** for a list of additional Resources & References consulted in the development of these standards.*

# THE CERTIFICATION PROCESS

## Registration

Before their products bear the American Humane Certified™ mark or label, producers show their commitment to the welfare of their animals by meeting the American Humane Certified™ standards and participating in a comprehensive certification program. When applying for the certification program, each producer provides accurate information regarding farm management, the birds' environment, and the monthly cases of eggs sold. They provide the physical address of the farm along with the name of the farm manager and detailed phone/email contact information, and they report records of production. The American Humane Certified™ program keeps documentation of the farm's housing system. Producers provide source information for replacement birds as well as the name of the transport agent and documentation of the agent's training for humane transportation protocols when hens are moved from the farm for any reason. They report the name of their marketing or producer group and any other quality assurance programs to which they belong. They report any animal welfare, bio-security, and health-related issues or events that arise during the year.

## Certification & Verification

In order to receive certification from the American Humane Certified™ program, each farm is audited by a trained, independent auditor to ensure that animals are housed in environments conducive to their welfare and in compliance with the program standards. The animals' caretakers participate in ongoing humane training and each location is audited and certified annually, to ensure that humane husbandry is practiced daily and is a part of the overall farm management plan. Producers using the American Humane Certified™ mark or label on their product packaging or promotional materials stipulate and verify that their animals are from farms participating in the American Humane Certified™ program.

# ANIMAL WELFARE STANDARDS GUIDELINES

## Organization of the *Animal Welfare Standards Checklist* & the annual Animal Welfare Audit

The *Animal Welfare Standards Guidelines* provide detailed descriptions of the American Humane Certified™ program requirements. The organization of the *Guidelines* mirrors the format of the annual animal welfare audit.

Appendix A includes the *Animal Welfare Standards Checklist*. The *Checklist* is the form through which independent, 3<sup>rd</sup> party auditors evaluate sites in the American Humane Certified program for conformance to AHC program standards. Additional information including explanations of the Audit Scoring process is found in the *Checklist* following the *Guidelines* in Appendix A. Following the annual audit, the audit results are posted to the producer's online website and are accessible for reference by the AHC program management and by the farmers or ranchers themselves. The farmer or rancher may also share the online audit results with any organization or retail group of their choosing.

Appendix B includes the *Farm Manual Templates*. The *Farm Manual Templates* are sample forms provided as aids in creating and maintaining the required Office Records & Documentation, which detail essential activities and standard operating procedures performed by the farmers and ranchers throughout the entire year. These forms must be presented for the auditor's review during the annual 3<sup>rd</sup> party audit. Farmers and ranchers may use the provided template forms, or they may use their own forms for records.

Appendix C includes *Supplemental Audit Forms*. These are examples of the forms used in the online system for documenting any Non-Conformances and the resulting Corrective Actions taken after the audit is complete.

Appendix D includes the *Certified Egg Traceability Audit* forms. The *Traceability Audit* is used to verify that any product identified with the American Humane Certified logo has been kept separate from non-certified product, and can be traced throughout the entire transport and packaging process back to the American Humane Certified source farms or ranches.

Appendix E includes a list of *Resources & References* consulted during preparation of the *Guidelines*.

# Office Records/ Management

A high degree of caring and responsible husbandry is vital to ensure good animal welfare. According to Temple Grandin, PhD, bad management practices quickly become normal practices and this situation is avoidable. Managers and stockpersons must be thoroughly trained, skilled, and competent in animal husbandry and welfare. They must have a good working knowledge of their system and the hens under their care.

As a requirement of the American Humane Certified program, all producers must keep detailed records of the production site, standard operating procedures (SOPs), training records, and other records in order to demonstrate a company-wide, year-round commitment to optimizing the health and well-being of animals.

The “Office Records/ Management” section of the ***Animal Welfare Standards Guidelines*** and the ***Animal Welfare Standards Checklist*** describe program requirements for management and record keeping, which the auditor reviews in the company office.

***Farm Manual Templates*** are provided in Appendix B of this document as an aid to producers in assembling the required Office Records. Producers may use the provided template forms, or they may use their own forms for records.

## **Office Records/ Management (cont.)**

### **Company Policy & Employee Code of Conduct**

#### **Company Policy**

The Company Policy must be available to all workers, in their native language as necessary. Workers must sign and date that they have been provided a copy of, and that they understand their responsibilities under, the Company Policy, which must include as a minimum:

- an emphasis of the company's commitment to providing an environment which promotes high standards of animal welfare;
- the inclusion of a "zero-tolerance" policy which states that kicking, throwing, yelling at, purposefully scaring, and other acts of abuse towards the hens or acts of neglect in the care of the hens will not be tolerated and, upon the discretion of the company, these actions are grounds for immediate dismissal; and
- the implementation of an animal welfare "whistle blower" policy that protects employees who report animal welfare issues.

#### **Employee Code of Conduct**

An Employee Code of Conduct must be available to all workers, in their native language as necessary. Workers must sign and date that they have been provided a copy of, and that they understand their responsibilities under, this Code of Conduct, which must include as a minimum:

- all personnel are expected to handle the hens in a positive and compassionate manner at all times;
- each worker has the responsibility and is expected to contribute to upholding high standards of animal welfare at all times as they perform their own duties;
- in addition to the worker's assigned duties, each also must be cognizant that the basic requirements such as adequate feed, water, lighting, ventilation, temperature control, and bio-security must be provided to the hens all times, and corrective actions must be taken immediately and/or a supervisor must be notified if any of these basic necessities are lacking; and
- all personnel have access to the ***Animal Welfare Incident Report*** or a similar company document or company protocol for reporting incidences. Personnel must complete and submit this document or otherwise report whenever they observe incidences related to animal welfare that cause them concern.

- *Please note:* the ***Farm Manual Templates in Appendix B*** include template forms for the "Company Policy," the "Employee Code of Conduct," and the "Animal Welfare Incident Report".

## **Office Records/ Management (cont.)**

### **Animal Welfare Officer**

Each farm must have at least one designated Animal Welfare Officer (AWO). The AWO is the individual who is responsible for ensuring the implementation of animal welfare policies and for monitoring operations to ensure that high standards of animal welfare are being provided to the animals at all times.

Any individual may be designated as the AWO, for example the owner or the license manager. She or he must take responsibility for implementing animal welfare policies and monitoring operations to ensure high standards of animal welfare are being provided.

## **Office Records & Documentation**

### **Records of Production**

Each producer must maintain and make available comprehensive production records for at least one year in electronic, graphic, or tabular form, recording performance parameters including but not limited to:

- animal movement logs (dates for incoming and outgoing flocks);
- weekly egg production and egg masses;
- numbers of mortalities (with reasons stated, if known);
- numbers of cull birds (with reasons stated);
- numbers of ill or injured birds (with reasons stated, if known);
- feed intake and drinking water consumption; and
- daily house temperature.

### **Building Checklists**

Records must be available for at least one year for each house with the following information for all previous and current flocks in the house. This includes as a minimum:

- the total interior floor and tier area available, with usable area and nest area separated;
- total exterior space available, including descriptions of any rotation schedules or temporary access restrictions;
- the total number of birds placed on-site;
- the total numbers/ lengths and types of waterers and of feeders in the interior, and numbers and types of waterers used in the exterior;
- for the indoor house/ fixed shelter, target air quality parameters including ammonia levels; and
- for the indoor house/ fixed shelter, the lighting program and target light intensity.

➤ ***Please note:** During the annual animal welfare audit, the auditor will ask for additional information about the site. This information is included on the “Farm Data” sheet provided in the **Farm Manual Templates in Appendix B**. The producer should prepare this information in advance of the annual audit.*

## **Office Records/ Management (cont.)**

### **Standard Operating Procedures (SOPs)**

Standard Operating Procedures (SOPs) must be available in the main office as regularly updated, comprehensive written instructions, in workers' native language as necessary, relating to daily, weekly, and monthly activities and procedures. The annual animal welfare audit for the American Humane Certified™ program requires that producers keep SOPs for key aspects of the farm operations. Examples of SOPs include but are not limited to:

- procedures for the twice daily inspections of animals and facilities including outside areas, if provided, and records to be kept by responsible personnel;
- daily inspections of equipment, routine maintenance and cleaning, and back-up protocols as well as records to be kept by the responsible personnel;
- daily monitoring and recording of maximum and minimum house temperatures (unless automatically recorded);
- daily monitoring of ventilation settings/ rates, any necessary adjustments (where applicable), and monthly ammonia readings;
- description of the lighting program, including quarterly readings of light intensity;
- any additional procedures to maintain compliance with any applicable local, state, and federal regulations;
- any bio-security protocols (e.g. maintaining screens, checking rodent bait, etc.);
- maintenance and testing of auxiliary power supply;
- maintenance and testing of alarm systems;
- and maintenance and testing of automatic ventilation systems.

There must also be SOPs for specific operations, where applicable, such as Catching & Handling and Depopulation & Transportation SOPs.

### **Emergency Response Plan**

The Emergency Response Plan must be available at the main office. This plan includes:

- emergency information and numbers, i.e. relevant information for responders about the site as needed (such as site address or site plans if necessary), and contact numbers for the local fire department, local utilities, etc.;
- procedures to ensure that responsible individuals (and alternates, if necessary) can be notified in the event of an emergency. This should include primary and alternate contact numbers for these individual(s) responsible for reacting to emergencies, i.e. farm workers/ managers, family members, and/or owner as appropriate. *Note: it is recommended to provide contact numbers for at least three responsible workers and/or family members when possible, and a predefined calling schedule to ensure that all responsible parties may be contacted if necessary;* and
- contingency plans and precautions to cope with severe events or emergencies in order to safeguard the welfare of the animals, and the procedures to be followed by those discovering an emergency such as fire, floods, storms or other severe weather, interruption of power or water, interruption of supplies, etc.

When barns are not located on the same property as the main office, Emergency Contact Information or the Emergency Response Plan must also be posted on the barn site.

## **Office Records/ Management (cont.)**

### **Animal Health Plan**

#### **Animal Health Plan**

An Animal Health Plan (AHP) must be available at the main office. This plan must include certification or proof that the AHP has been developed and regularly updated in consultation with a qualified flock veterinarian. The flock veterinarian and the producer must have a valid Veterinarian Client-Patient Relationship (VCPR). *(Note: A VCPR exists when the flock veterinarian affirms that s/he knows the specific circumstances of the flock and of the producer's operation and accepts responsibility for making medical judgments about the health of the flock and whether treatment is needed, and when the producer agrees to follow any instructions or recommendations of the flock veterinarian related to the health of the flock.)* The flock veterinarian and the producer must review the AHP at least yearly and update it as needed.

The AHP must include:

- records of vaccination protocols and any vaccinations;
- records of treatment protocols and any treatment, including the types and quantities of, and reasons for, medications used, and details of the therapeutic use of any antibiotics, antiparasitics, and antifungals, where therapeutic use is defined as the treatment, prevention, or control of disease, and which includes the requirement that antibiotics, antiparasitics, and antifungals must only be used therapeutically as prescribed by an attending veterinarian;
- the tolerance limits on overall flock performance; the causes of morbidity and mortality where known; and
- the targets for other aspects of flock health, including when the veterinarian must be notified.

#### **Flock Performance Parameters**

Flock Performance Parameters must be continuously monitored for indicators of disease common to laying hens or to production disorders. The monitoring of flock performance parameters must include review of records of observations made during daily inspections, and the monitoring of specific health conditions by stockpersons and by the flock veterinarian.

If any flock performance parameter falls below the tolerance limits identified in the AHP, the veterinarian or properly trained personnel must be informed and a program of action must be developed to remedy the problem, as defined in the AHP. Rates of inspections must be increased if necessary until flock performance parameters return to acceptable limits.

## **Office Records/ Management (cont.)**

### **Action and Management Plans in the AHP**

Records of any Action and Management Plans must be retained as part of the AHP, including but not limited to:

- the procedures to be followed in the event of an outbreak of abnormal behavior such as feather-pecking or cannibalism, including appropriate and immediate changes in the system of management;
- the management plans for the prevention of suffering from injuries, which include:
  - the monitoring and assessment of daily inspection logs for culls to ensure that an increasing problem is not developing, and where found,
  - recommendations and guidance from the flock veterinarian to alleviate/ prevent such instances;
- action plans for the mitigation/ prevention of recurring injuries seen in a number of birds to suggest that there is a common cause and that is attributable to physical features of the environment or to handling procedures. (*Injury is described as damage severe enough for the formation of granular scar tissue or defective bones or joints, and to an extent significantly greater than would be caused by accidental bumps or scratches. Attention must be paid to foot lesions.*);
- management plans/ practical measures for the prevention and control of external and internal parasitic infestations; and
- the program(s) adopted and followed for the reduction and control of organisms that cause food safety concerns (such as Salmonella).

## **Nutrition Plan & Lighting Program**

### **Nutrition Plan**

A Nutrition Plan must be available at the main office. This plan must include:

- certification or proof that the diet has been developed in consultation with a qualified flock nutritionist. The flock nutritionist must be identified by name, and records-must show that the plan has been regularly reviewed and updated as needed.
- There must be demonstration or proof that the diet conforms to the following requirements (such as a letter from the flock nutritionist or other evidence that confirms the following):
  - The diet has been developed in accordance with guidelines provided by the most recently published National Research Council (NRC) standards;
  - Growth promoters/ growth hormones are not used as additives to the feed in the stated formulation for the stated producer (*note: growth hormones are not permitted for use in poultry in the United States*); and
  - In-feed antibiotics or anti-parasitic agents are not used in the stated formulation for the stated producer, except and unless for therapeutic reasons as prescribed by an attending veterinarian and as documented in the Animal Health Plan.

## **Office Records/ Management (cont.)**

The Nutrition Plan must also provide specifications for a diet which is adjusted as appropriate to the hens' age and species/strain in order to promote balanced nutrition. Changes to the diet must be introduced gradually, feed intake for animals must be monitored when changing feed type to ensure that animals do not lose weight, and the diet must include mineral supplements, including coarse calcium, provided in adequate quantity to sustain healthy bone strength for the laying hens.

Hens with access to the range or pasture must be provided with insoluble grit (composed of granite, quartz, or silica sand) at least weekly as needed to assist in digestion.

The Nutrition Plan must also include:

- feed records that have been retained for at least one year, including identification of FDA-licensed feed mills and whether these are major or minor source of feed,
- the feed constituents/ feed concentrates (minerals/amino acids, etc.) used at each site, and
- a statement of compliance that all FDA requirements for feed safety have been met and feed mill adheres to FDA GMPs.

### **Lighting Program**

The lighting system in indoor houses/ fixed shelters must be designed and maintained to regulate a daily cycle for all hens. The lighting program for each house must be documented and light intensity tested quarterly with records on file. The lighting program must provide within each 24-hour period:

- A minimum continuous period of 8 hours of daytime light. The daytime light levels must be an average minimum of 10 lux (1 foot-candle) throughout the house at the head height of the birds, excluding areas in the shade of equipment or at the nests. Patches of high intensity sunlight or artificial light must be avoided.
- There also must be a minimum period of 6 hours of continual darkness or the natural period of darkness, if less. "Darkness" refers to the substantial dimming of lights that allows birds to rest.

- *Please note: As part of the on-site audit, the auditor is required to perform independent measurements of the light intensity in the house. This is described in the "On-site/ Environment" section following. The producer must provide the auditor with appropriate equipment with which to perform these measurements.*

## **Office Records/ Management (cont.)**

### **Bio-security & Sanitation Plans**

#### **Bio-security Plan, Structural/Access**

The structural bio-security plan must be available and include as a minimum:

- Description of and maintenance schedule for physical methods for discouraging pests, predators, and wild birds;
- Description of company bio-security policies and procedures for employees;
- Description of the policies and procedures for the deterrence of unapproved visitors; and
- Descriptions of the policies and procedures for approved visitors including the logging of all approved visitors. Non-farm personnel are not permitted on the site unless approved by farm managers, and unless appropriate precautions have been taken, including compliance with the company policy on “downtime” i.e. time away from contact with other poultry.

#### **Bio-security Plan, Operational**

The operational bio-security plan must be available and include as a minimum:

- The maintenance of outdoor areas adjacent to surrounding buildings to keep vegetation short and tidy within at least 24” from the house (i.e. removing vegetation that provides shelter to pests and predators);
- The maintenance of outdoor areas immediately surrounding the range or pasture to remove vegetation, debris piles, etc. that may provide shelter to pests, predators, and wild birds;
- Descriptions of policies and procedures for the deterrence and control of pests and predators, maintenance schedules and personnel responsible for baiting and trapping, etc.;
- The removal of feed sources and the protection of bulk feed and water supplies to reduce the attraction of pests, rodents, mold, etc.;
- The protocols for personnel working with older flocks to limit contact with younger birds; and
- The provision and maintenance of protective clothing, foot baths, and/or shower facilities for workers, where appropriate.

#### **Cleaning and Sanitation Plan**

The Cleaning and Sanitation Plan must be available as part of the overall health plan, and must include:

- details for routine/ scheduled cleaning procedures; and
- details for cleaning procedures between depopulation and restocking. Following depopulation, all houses must be thoroughly cleansed, disinfected, and where recommended by the flock veterinarian, houses must be tested negative from infectious agents as specified in the Animal Health Plan.

#### **Waste Disposal Plan**

Each farm must maintain a Waste Disposal Plan that details protocols for the safe and proper disposal of medical waste, sharps, carcasses, and other waste that poses a potential threat to animal and human health and safety.

- *Pease note: As part of the on-site audit, the auditor is required to evaluate the implementation of bio-security protocols while on-site. This is described in the “On-site/ Environment” section following.*

## **Office Records/ Management (cont.)**

### **Specific SOPs for Pullets**

Pullets must be reared on litter and provided with the minimum space allowance for the adult laying flock per E20, adjusted proportionately based on the pullets' current average weight versus the anticipated average weight of the adult hens.

For example, White/ lightweight pullets require at least  $50\% \times 1.0 = 0.5$  square feet per pullet when the average weight of the pullet is 50% of the anticipated weight of the adult hen.

Feeding and watering systems for pullets must be similar to those in the laying house. Auditors must be given access to company owned rearing houses during the audit, where applicable. Elements such as perches and litter/scratch areas must be included in the facilities so the pullets are prepared for introduction to the laying environment.

Premises and equipment must be thoroughly disinfected and cleaned before restocking.

## **Office Records/ Management (cont.)**

### **SOPs for Exterior Access**

Exterior Access SOPs must be available for all Free Range and Pasture systems and must include as a minimum:

- Inspection of the hens and the outdoor facilities, conducted a minimum of twice daily;
- Maintenance of required shade and where provided screening to deter predators, rodents, and wild birds; and
- Schedule for when hens have access to the exterior, i.e. daily procedures for opening/ closing access to exterior:
  - A company policy must be available that describes the weather conditions for which the birds are provided exterior access, as well as the conditions for which the birds are secured in the house.
  - The birds must be provided access to the outdoor areas for a minimum of 8 hours daily during daylight hours, weather permitting. All exit areas must normally be open during this time, except when precluded by inclement weather conditions.
  - Protection must be provided from predators and wild birds, and birds must be closed in the house (or mobile shelter) at night, when the outside temperatures are excessively cold or hot, and when other adverse weather conditions are expected. *Note: Under situations of high risk for avian influenza or other highly pathogenic infectious diseases, birds can remain indoors as recommended by the veterinarian.*
- If a dust-bathing environment for hens is provided outdoors, the SOPs must describe the provision and maintenance of a suitable substrate for dust-bathing, with access allowed for at least 4 hours every day;
- The Exterior Access SOPs must:
  - Include provisions for the maintenance and active management to remedy damaged or sodden ground and allow the vegetation to regrow in order to provide an appropriate cover of living vegetation to the extent required by the type of outdoor access (i.e. Free Range or Pasture); and
  - Include a program for the mitigation of pathogen buildup and when required by the flock veterinarian a program for testing must be performed between flocks to show the reduction or elimination of pathogenic contamination.

## **Office Records/ Management (cont.)**

### Additionally for Free-Range and Pasture Systems:

- *(Pasture-based systems only)* For pasture-based systems, there must be demonstration or proof that the location of the pasture-based system provides local climatic conditions suitable for hens to access the exterior for the majority of the year, and permits the pasture to be provided with a substantial cover of living vegetation:
  - Records must be available for at least one year documenting the number of days that it was necessary to secure the birds indoors due to inappropriate weather conditions.
  - The daily records must show that the number of individual days for which it was necessary to secure the birds indoors due to unacceptable weather conditions did not exceed 90 days in total. (*I.e., records must show that weather conditions were acceptable for providing birds with access to the Pasture for at least 275 days of the year.*) Note: The 90-day total does not include any days in which the birds were secured indoors per the recommendation of the flock veterinarian due to a specific disease risk or other health concern.
- *(Required for all Pasture-based systems, and for any Free-Range system that employ rotation)* Documentation must be available describing the rotation schedule for the relocation of mobile housing units or the rotation schedule for access to specific portions of the pasture or free range.
  - *Please note: later in these **Guidelines**, the “On-Site/ Environment” section specifies additional requirements for systems with Exterior Access. These will be verified on-site by the auditor during the annual animal welfare audit.*

## **Catching & Handling SOPs**

Catching and Handling SOPs must be available and focus on maintaining high standards of animal welfare during depopulation. (See “Depopulation” section)

## **Transportation & Processing Plant SOPs**

Transportation and Processing Plant SOPs must be available and focus on maintaining high standards of animal welfare during loading, transport, unloading, shackling, stunning, and bleeding. (See “Transportation” and “Processing” sections)

## **Office Records/ Management (cont.)**

### **Records of Stockperson Training**

The continuing education of personnel who have day-to-day contact with the hens is one of the most important ways to ensure behaviors that support and promote animal welfare. It is important to have documentation confirming personnel training in aspects of flock welfare appropriate to the level of operation.

#### **Training Documentation**

Documentation must be available confirming that personnel are provided training at orientation, as well as yearly updates/ refresher courses (and opportunities for continuing education/ professional development) and specialized training, in aspects of animal welfare appropriate to the level of operation.

For all training of personnel:

- Training must be presented in the workers' native language if necessary.
- Training may include videos, manuals, classroom settings, online instruction, etc.
- Training must include review of the company SOPs, the **American Humane Certified Animal Welfare Standards**, and 'hand's-on' experience and evaluations.
- Training records must clearly define what is expected of each stockperson so that each is fully aware of their duties and responsibilities.
- Training records must be signed by both the trainer and the trainee, and include the training topic (i.e. orientation, yearly update/ refresher course, specialized training, etc.) as well as the training date.

#### **Training for All Stockpersons**

Prior to being given responsibility for the welfare of the hens, all stockpersons must be properly trained. As a minimum, the training program for all stockpersons in direct contact with the hens must include how to:

- know of the normal behavior of hens and of the flock and to recognize the signs that indicate good health and welfare- personnel must be cognizant of the indications of an impending problem to allow remedial actions at the earliest stages;
- Know of the proper way handle animals in manner that minimizes unnecessary stress to the birds;
- Recognize the signs of abnormal behavior and fear;
- Recognize deviations from normal flock activity;
- Understand the physical and environmental requirements for hens;
- Have a basic knowledge of common diseases, illnesses, and injuries, and know when responsible personnel must be notified;
- Understand the factors that affect litter condition (i.e. moisture, nitrogen content, and slippery, caked litter), and identify welfare problems associated with poor litter management (e.g. burnt hocks, paw lesions, etc.); and
- Know the procedures to be followed in the event of an emergency, i.e. the Emergency Response Plan.

➤ *Please note: the **Farm Manual Templates in Appendix B** include template forms for the "Records of Personnel Training."*

## **Office Records/ Management (cont.)**

### **Specialized Training of Stockpersons**

Documentation must be available for the training of stockpersons to perform specialized duties, with emphasis on animal welfare, optimizing health, and minimizing pain and distress to the birds. Prior to performing procedures that have the potential to cause suffering (e.g. injections, etc.), the stockperson must be able to demonstrate to the trainer that they are proficient in performing those procedures. Specialized training includes but is not limited to:

- Specific training in the correct procedures for performing inspections of the hens; identifying which hens are to be culled/ euthanized and recognizing unusual conditions or behaviors; and the appropriate and timely remedial actions to be taken, either by the direct action of the stockperson or through the notification of the responsible personnel.
  - Sick hens must be treated immediately, and any hens suffering from injury such as open wounds or fractures, or from prolapse of the vent, must be segregated and treated without delay, or if necessary, humanely euthanized.
- Specific training and certification of the stockpersons' proficiency in approved techniques for euthanasia.
- Specific training and orientation for stockpersons responsible for any equipment on which the hens depend, including:
  - recognizing normal operation of the equipment;
  - operating the equipment competently (e.g., heaters, lighting, ventilation, flaps/fans);
  - carrying out routine maintenance to ensure that the equipment is kept in good working order;
  - recognizing common signs of malfunction; and
  - carrying out any actions in the event of failures.

### **Training of On-Farm Crews**

The training of on-farm personnel, such as catching and transport or euthanasia crews, must be documented, and all members of these crews must be provided full, detailed, written instructions. Training includes Catching, Carrying, and Loading, Transport and/or Euthanasia protocols.

### **Training of Outside Workers**

The training for crews outside the producer's control (crews performing beak-trimming, vaccination crews, depopulation crews, transport crews, etc.) must be documented to certify familiarity with and conformance to the standards herein. Training must be validated through employee documents and/or Certificates of Conformance.

Outside workers must be held to the same standards of care as company employees. All outside workers must sign and date the company "Employee Code of Conduct" as described previously, or a similar code of conduct.

- *Please note: the **Farm Manual Templates in Appendix B** include template forms for the "Certificate of Conformance" and the "Employee Code of Conduct."*

## **Office Records/ Management (cont.)**

### **Inspections of Hens**

#### **Routine Inspections**

Records must be on file in the house for a minimum of one year showing that the hens and facilities including outside areas are inspected a minimum of twice daily. These records must:

- identify the person performing the inspection, and the time (am/pm) and date of the inspection;
- note the numbers of mortalities with reasons stated, if known;
- note the numbers of culls, with reasons stated; and note the numbers of ill or injured birds, with causes of illness and injury stated, if known.

The stockperson performing the inspections must proceed in a careful, deliberate manner to avoid frightening the hens unnecessarily, i.e. by making loud noises, sudden movements, etc., and they must follow a path that allows them to see all of individual hens in the house.

During inspections or at any other time, if any animal is found to be in severe pain or is suffering from severe sickness or injury then the animal must be immediately and humanely euthanized by qualified personnel.

Mortalities found during inspections or at any other time must be removed as soon as possible after discovery and carcasses disposed of properly.

### **Inspections & Maintenance of Equipment**

#### **Equipment Inspections**

Stockpersons must inspect all equipment on which the hens rely on a daily basis, whether the equipment is manual or automatic. Stockpersons must also perform routine, scheduled maintenance as defined in the SOPs. Where a defect is found (whether on inspection or at any other time):

- it must be rectified immediately; or
- if the defect cannot be rectified immediately, records must be kept of the nature of the defect and must show the measures as specified in the SOPs that were followed in order to safeguard the hens from suffering unnecessary pain or distress as a result of the defect. The records must show that these measures were maintained until the defect was rectified.
- Routine maintenance must be performed per the equipment manufacturer's recommendations, with records kept.
- Where used, shock wires (such as in the corners of houses) must be set to cause no more than momentary and minor discomfort to the birds.

#### **Inspections of Water Systems**

Records must be kept showing that water availability is checked daily; water flow rate is monitored and recorded weekly and is verified using water meters or the graduated cylinder methodology; and water lines are flushed between flocks.

## **Office Records/ Management (cont.)**

### **Inspections of Auxiliary Power Supply**

Records must be kept showing that the auxiliary power supply (such as a standby generator), is tested weekly under load, with the outcome of the test documented, unless . The records must show that the auxiliary power supply is available and has sufficient capacity to operate critical equipment such as fans, feeders, waterers, and lights for at least 24 hours.

### **Inspections of Alarm Systems**

For controlled environment houses, records must be kept showing that alarm systems (audible & remote) are tested weekly, with the outcome of the test documented. The records must show that the alarm systems are operational even if the principal electricity has failed. *Alarm systems must be installed and functional for giving notification in the event of an emergency (e.g. during a power failure, high temperatures, water failure, etc.)*

- *Please note: As noted later in these **Guidelines** in the “On-Site/ Environment” section, the auditor is required to confirm whether the auxiliary power supply and alarm systems are on-site and functional as part of the annual audit.*

### **Ventilation & Environmental Controls**

- Maximum and minimum temperatures must be monitored recorded daily.
- Ventilation equipment must be checked daily and maintained for proper operation, with records kept.
- Ventilation rates must be monitored daily and adjustments made in order to maintain minimum ventilation requirements and to maintain air quality parameters.
- Documentation on ventilation system must be available that includes information on design, capacity, and CFM rating.
- A backup plan must be in place to safeguard birds from suffering pain or distress as a result of a malfunction of the ventilation equipment.

## **Office Records/ Management (cont.)**

### **Monitoring of Ammonia Levels by the Producer**

For all indoor houses/ fixed shelters, records must be available showing the results of tests of ammonia levels, measured monthly by or on behalf of the producer at the height of the hens at multiple locations in the house.

Ammonia levels should ideally be less than 10 parts per million (ppm) but must not exceed 25 ppm. If any monthly ammonia test result is in excess of 25 ppm, records must show that a program of ammonia mitigation was adopted. Along with a description of the steps taken to reduce ammonia levels, the records must show that ammonia testing was performed daily until ammonia levels dropped below 25 ppm.

Note: Provisions must be made to ensure that aerial contaminants do not reach a level at which they are noticeably unpleasant to a human observer. Effective control of ammonia levels through litter maintenance and adequate ventilation may also help to control levels of other aerial contaminants such as dust, HS, CO, and CO<sub>2</sub>. Ammonia levels are to be maintained at less than 10 ppm wherever possible.

- *Please note: As noted later in these **Guidelines** in the “On-Site/ Environment” section, the auditor is required to perform independent measurements of the ammonia levels in the house during the annual animal welfare audit. The producer must provide the auditor with appropriate equipment with which to perform these measurements.*

### **Litter Maintenance Plan**

The SOPs and training manuals must have a section detailing proper maintenance of litter. Litter must:

- Allow birds to dust-bathe and forage freely;
- Be managed and maintained in a dry, friable condition;
- Be good quality and of a suitable material and particle size;
- Be provided at a depth appropriate for the dilution of feces (*recommended to be at least 2 inches in depth of dry litter to allow birds to get to the bottom and move the litter around*); and
- Be topped as necessary (fresh litter must not be placed on top of caked litter.)

Also:

- Litter must not be wet, infested with insect pests, or otherwise harmfully contaminated;
  - Litter that is wet or otherwise contaminated must not be introduced into the house; and
  - Wet litter resulting from accidental flooding must be replaced as soon as practical.
- *Please note: Later in these **Guidelines**, the “On-Site/ Environment” section specifies additional requirements that must be met for litter. The auditor is required to perform independent measurements of litter quality and confirm these additional requirements during the annual animal welfare audit.*

## **Office Records/ Management (cont.)**

### **Molting Policy**

#### **Molting**

Hens MUST NOT be induced to molt by withholding feed and/or water. Methods for inducing a molt must not include the withholding of feed and/or water and must follow the latest edition of the United Egg Producers ***Animal Husbandry Guidelines for U. S. Egg Laying Flocks***. As noted by the UEP guidelines:

#### **“Guidelines for Molt Program:**

1. Only non-feed withdrawal molt methods will be permitted after January 1, 2006.
2. Hens should be provided with a feed source that is suitable for non-producing hens.
3. Water must be available at all times.
4. The light period should be reduced to no fewer than 8 hours in closed houses, or to natural day length in open houses, for the duration of the rest period. When the flock is placed back on a layer diet, lights should be returned to the normal layer program.
5. During the molt period, body weight loss should be sufficient so as not to compromise hen welfare in the subsequent laying period.
6. Total mortality during the molt period should not substantially exceed normal variations in flock mortality”

Records must be kept of any molting program, and must show that only methods in accordance with the UEP were used.

#### **Mortality Levels During Non-Feed/ Non-Water Withdrawal Molting**

If the mortality level within a house is in excess of 0.5% in 24 hours for three successive days during the non-feed/ non-water withdrawal molting, a veterinary investigation must be made to determine the cause and if necessary to remedy the problem.

### **Backfilling Policy**

Housing must not be back-filled to replace mortalities without prior approval from the American Humane Certified program. For any instance of back-filling, there must be documentation available confirming that the specific instance of back-filling was reviewed and approved by the American Humane Certified™ program.

Back-filling will only be considered by the American Humane Certified program for extreme events such as a natural disaster, disease, or other catastrophes.

## **Office Records/ Management (cont.)**

### **Beak-Trimming Policy**

Outbreaks of injurious feather-pecking and cannibalism are possible in cage-free systems, and this harmful behavior may quickly affect a considerable proportion of the flock if not addressed.

For this reason, though the practice of beak-trimming/tipping is undesirable, it is permitted to be performed only as a preemptive measure to mitigate the risks of injurious feather-pecking and cannibalism if beaks are left intact.

Where beak-trimming/ tipping is performed on the birds, the producer must have a Beak-Trimming Policy that states:

- Beak trimming/ tipping may only be performed where there is a concern about cannibalism. Beak trimming/ tipping must not be performed to prevent feed wastage.
- Where performed, the pullets' beaks should be tipped, i.e. blunted, where possible. Otherwise, beak-trimming must remove no more than 1/3 of the upper and lower beaks, measured from the tip to the entrance to the nostrils.
- Pullets which have been recently trimmed/ tipped must be monitored to ensure that they are consuming adequate feed and that they are able to use the waterers.
- Pullets which were recently trimmed/ tipped must not be exposed to other high-stress procedures such as transport or vaccination. *Note: it is recommended that Vitamin K and C are added to the water before and after beak-trimming, and that the hens are provided with additional feed 1 week following.*
- *(Only if applicable)* If pullets are sourced from a hatchery that performs the beak-trimming/ tipping:
  - beak trimming/ tipping must be performed within the first 24 hours of life using infrared laser equipment; and
  - records must be kept with a Certificate of Conformance from the hatchery stating that beak-trimming/ tipping was performed by trained personnel using the proper equipment and per all requirements detailed in this Beak-Trimming Policy.
- *(Only if applicable)* When performed on-site:
  - beak-trimming/ tipping must be performed only by trained personnel using approved procedures and appropriate, well-maintained equipment. Records must be kept of: the names of the stockpersons who have undergone training for the correct beak-trimming/ tipping procedures; the name of the trainer; confirmation that the trainees' competence in performing the procedure was validated by the trainer, including proper techniques and proper use of any equipment; and the date(s) that the training occurred.
  - Where this is not possible, beak trimming/ tipping must be performed no later than 10 days of age by the use of a machine with a blade and cauterizer, to minimize pain and stress.

Beak trimming on older birds, including 'touch-up' trimming, must not be performed as a matter of course.

*Note: The producer should take care when selecting birds to avoid genetic strains with undesirable traits, particularly aggressiveness and a tendency to feather peck.*

## **Office Records/ Management (cont.)**

### **Action Plans for Deterring Feather-Pecking and Cannibalism**

The producer must have plans in place to discourage the spread of feather-pecking and cannibalism. If outbreaks of feather-pecking and cannibalism do occur:

- Methods to discourage the spread of feather-pecking and cannibalism must be conducted without delay.
- Artificial appliances (such as blinkers attached to the beak or nostrils, or contact lenses) designed to stop feather-pecking and cannibalism must not be used.
- The producer must notify the American Humane Certified™ program that the problem exists and must explain the steps that the producer proposes to take in order to mitigate the problem, and the producer must provide regular updates to the American Humane Certified program regarding the success of the mitigation.
- Methods should include removing the offending birds if they are identifiable and segregating injured birds as first steps, followed by reducing light levels and providing distractions/ enrichments to the birds and/or providing additional perches or panels so that subordinate hens can retreat.
- If these measures still do not mitigate the problem, the producer must contact the American Humane Certified™ program for additional recommendations.

The American Humane Certified™ program will not consider beak-trimming of older birds except as a method of last resort if other measures fail.

## **Office Records/ Management (cont.)**

### **Euthanasia Policy**

The Euthanasia Policy includes provisions for routine euthanasia (culls), end-of-flock euthanasia, and emergency euthanasia (including mass disposal during disease outbreaks such as for highly pathogenic Avian Influenza). Euthanasia and disposal of carcasses must be consistent with applicable local, state, and federal regulations.

A Euthanasia Policy must be available that includes provisions for humane and timely, routine and emergency, euthanasia. This policy must include:

- Only properly trained farm personnel or the flock veterinarian are to perform euthanasia.
- Training records that identify: the names of the stockpersons who have undergone training; the name of the trainer; the specific method(s) of euthanasia covered in the training; confirmation that the trainees' competence in performing the procedure was validated by the trainer, including proper techniques and proper use of any equipment; and the date(s) that the training occurred.
- Procedures stating that:
  - If there is any doubt as to whether euthanasia is required: the veterinarian or properly trained personnel must be called at an early stage to advise whether treatment is possible; OR
  - If the veterinarian or properly trained personnel determine that an animal is in severe, uncontrollable pain or is unable to move on its own accord, then the animal must be promptly and humanely euthanized to prevent further suffering.
- For euthanasia methods requiring equipment: records showing that equipment has been maintained per the manufacturer's recommendations and that it is required to be stored securely, protected, and kept clean.
- The approved methods of euthanasia that are to be used for each age group of animals and under what circumstances, i.e. for routine culling or for emergency euthanasia for flocks. These methods must be performed promptly to prevent further suffering and must comply with the latest edition of the American Veterinary Medical Association's ***AVMA Guidelines for the Euthanasia of Animals***.
- The farm performs one or more of the following approved methods of on-farm euthanasia:
  - Cervical dislocation, to be used in an emergency or for euthanizing a very small number of birds. Cervical dislocation involves stretching the neck to dislocate the first vertebrae in the neck from the skull and cause extensive damage to the major blood vessels. Use of equipment that crushes the neck rather than dislocates the spine, such as pliers, is never acceptable practice.
  - Electrical stunning, immediately followed by neck cutting.
  - Carbon dioxide, or other suitable gas/ gas mixture, delivered in an appropriate container at acceptable concentrations.
  - Any other method approved by the latest edition of the AVMA ***Guidelines***.
- Procedures stating that the persons performing euthanasia must verify that each animal has been properly euthanized. If necessary, the same or an alternate method must be performed immediately to ensure that the animal does not suffer.
- For other than routine culls, logs stating the reason for euthanasia, the date, the competent personnel performing the euthanasia, the numbers of animals euthanized, and the procedure used.
- Routine, on-farm disposal of flocks at the end of the production cycle must meet the requirements of this section. See "Depopulation".
- Procedures for the proper disposal of carcasses, and records of the name of the outlet through which all such carcasses are disposed, unless carcasses are disposed of on-farm, in which case records are kept of the disposal method. Disposal must meet all state, local, and/or federal regulations.

Nothing stated here is intended to discourage the prompt diagnosis and appropriate treatment of any ill or injured animal.

# On-Site/ Feed & Water

The “On-Site/ Feed & Water” section of the *Animal Welfare Standards Guidelines* and the *Animal Welfare Standards Checklist* describes program requirements of actual conditions that the auditor will evaluate while on-site during the annual animal welfare audit.

Hens must be provided a wholesome diet free from hunger, thirst, and malnutrition by providing ready access to fresh water and a diet that maintains full health and promotes a positive state of well-being. Feed and water must be distributed in such a way that the hens can eat and drink without undue competition.

## Feed

### Feed Access & Feed Space

The hens must be fed a wholesome diet which is fed to them in sufficient quantity to maintain them in good health and to satisfy their nutritional needs. The hens must have unrestricted, daily access to feed, except prior to depopulation or as required by the flock veterinarian.

Within the house shelter and per each hen, there must a minimum of:

- 1.5 linear inches of feed trough when double-sided straight troughs are used; and/or
- 3.0 linear inches of feed trough when only one side of trough is accessible; and/or
- 1.5 perimeter inches of circular feeder space when round pans are used.

Feed must be fresh and not left in a contaminated (i.e. moldy, wet, soiled with rodent feces, etc.) or stale condition.

### Even Distribution of Feed

Within the indoor house/ shelter, the hens must not have to travel more than 26 feet in the house to reach feed. Feed must be distributed evenly throughout the housing system to minimize competition among birds. Particular attention must be given to the provision of feed in areas frequented by subordinate hens.

## **On-Site/ Feed & Water (cont.)**

### **Water**

#### **Water Access & Waterers**

The hens must have continuous access to an adequate supply of clean, fresh drinking water at all times.

Waterers in the indoor house/ shelter must be provided at the following minimum rates:

- 1 nipple per every 10 hens (i.e. no more than 10 hens per nipple); and/ or
- 0.5 inches of trough space per hen when both sides of the trough are accessible; and/ or
- 1.0 inches of trough space per hen when only one side of the trough is accessible; and/ or
- 0.4 perimeter inches of space per hen when round drinkers are used, OR per manufacturer's specification for bell-type drinkers.

Where new drinking systems are being installed, no open water systems are to be used that allow water spillage and soaking of litter. Waterers must be placed at optimum height (per manufacturer's guidelines) for the size and age of the birds and are of an appropriate design. At the time of the audit, no more than 10% of waterers may be inoperable.

Note: water is also required in the exterior range or pasture area.

#### **Emergency Water Supply**

On-site provisions must be in place to provide clean, fresh water for a period of at least 24 hours during a shut off or failure of the main water supply, including freezing conditions.

#### **Even Distribution of Water**

Within the indoor house/ shelter, the hens must not have to travel more than 26 feet to access a drinking point. The distribution of nipple or drinker lines and spacing of lines and bell drinkers throughout the indoor house/ shelter must follow a regular, uniformly distributed pattern to ensure that all birds have access. Particular attention must be given to the provision of water in areas frequented by subordinate hens.

# On-Site/ Environment

The “On-Site/ Environment” section of the ***Animal Welfare Standards Guidelines*** and the ***Animal Welfare Standards Checklist*** describes program requirements of actual conditions that the auditor will evaluate while on-site during the annual animal welfare audit.

The environment in which the hens are kept must take into account their welfare needs and provide the best husbandry approaches; meet all governmental regulations; be designed to protect them from physical and thermal discomfort, fear, and distress; and allow them to perform their natural behaviors. All equipment and fixtures must be selected, installed, and maintained to optimize the well-being of the flock. The hens must be protected from pain, injury, and disease, and their environment must be conducive to good health.

## Buildings

A copy of the current ***American Humane Certified™ Animal Welfare Standards for Laying Hens- Cage Free*** must be available on-site in either written or electronic form as a reference for all stock-keepers/ workers in the facility.

### Auditor Evaluation of Bio-security, Structural/Access

Structural bio-security must be evaluated by the auditor onsite:

- Physical methods for the deterrence of pests, predators, and wild animals must be in place. *(May include elements such as: perimeter fencing, overhead netting in yards, screening of drains/vents/ openings, etc.); and*
- Physical methods/ controls for approved visitors and the deterrence of unapproved visitors must be in place, including:
  - Signs posted at the farm and/or house entrances that provide instructions and information for farm personnel and approved visitors regarding bio-security procedures;
  - Property gates and/or secured houses and/or other physical methods to restrict entry; and
  - Logging of all approved visitors. *Non-farm personnel are not permitted on the site except by approval from farm managers, and unless appropriate precautions have been taken, including compliance with the company policy on ‘downtime’, i.e. time away from contact with non-farm birds.*

### Auditor Evaluation of Bio-security, Operational

Operational bio-security must be evaluated by the auditor onsite:

- The vegetation adjacent to surrounding buildings in outdoor areas must be in a short and tidy condition within at least 24” from the house;
- The outdoor areas immediately surrounding the free range or pasture must not have excessive vegetation, debris piles, etc. that may provide shelter to pests, predators, and wild birds;
- Pest control methods such as baiting and trapping must be in place and functional;
- Bulk feed and emergency water sources must be covered and protected, and other potential attractants of pests, rodents, mold, etc. must be removed (i.e. open trash cans with food waste or other items not necessary to the operation of the house); and
- Protective clothing, foot baths, and/or shower facilities for workers and approved visitors must be provided, where appropriate.

## **On-Site/ Environment (cont.)**

### **Emergency Contact Information (or Emergency Response Plan)**

Emergency Contact Information or the Emergency Response Plan must be posted at the entrances to all houses or at an on-site central location, with the exception that emergency information may be posted at a central office or the main office if the office is located on the same site as the facility. This must include:

- Emergency information and numbers, i.e. relevant information for the responders about the site as needed, contact number for fire department, local utilities, etc.;
- Procedures to ensure that responsible individuals (and alternates, if necessary) can be notified. This should include primary and alternate contact numbers for these individual(s) responsible for reacting to emergencies, i.e. farm workers/ managers, family members, and/or owner as appropriate. *Note: it is recommended to provide contact numbers for at least three responsible workers and/or family members when possible, and a predefined calling schedule to ensure that all responsible parties may be contacted if necessary;* and
- Contingency plans and precautions to cope with emergencies in order to safeguard the welfare of the animals, and the procedures to be followed by those discovering an emergency such as fire, floods, storms or other severe weather, interruption of power or water, etc.

### **Additional**

The physical environment must take into consideration the safety of the animals, including but not limited to there must be no sharp edges, projections, protrusions, or damaged tiers, etc. that are likely to cause injury or distress to the birds.

Electrical equipment must be inaccessible to the birds; well-insulated and properly grounded; and safeguarded from rodents.

With the exception of insecticidal preservatives, the birds must have no possibility to come into contact with paints, wood preservatives, disinfectants, or other toxins.

Where used, euthanasia equipment must show no obvious signs of neglect, i.e. rust, dirt and grime, and must be stored in a secure location protected from the elements.

Housing and equipment must be designed so that the hens can be readily inspected during daily observations.

The house design must allow effective cleaning to prevent the significant buildup of parasites and other pathogens. Internal walls must be smooth, and constructed of a durable material capable of withstanding cleanout procedures.

## **On-Site/ Environment (cont.)**

### **Auxiliary Power & Alarm Systems**

#### **Auxiliary Power Supply**

During the annual onsite audit, a stockperson must demonstrate to the auditor that an auxiliary power supply, such as a standby generator, is available and functional. The auxiliary power supply is not required at sites that rely solely on manually operated equipment.

#### **Alarm Systems**

Alarm systems (audible & remote) for the controlled environment house must be installed, functional, and operate even if the principal electricity has failed. During the annual onsite audit, a stockperson must demonstrate to the auditor that the alarm systems are available and functional.

### **Thermal Environment & Ventilation**

The hens must be maintained in a thermally comfortable environment at all times. The hens must not show signs of being too cold or too hot.

#### **Automatic Ventilation Systems**

Automatic ventilation systems must contain an alarm that will give adequate warning of the failure of that system to function properly. The alarm must operate even if the principle electricity supply to it has failed. Also, there must be additional equipment or means of ventilation (whether automatic or not) which, in the event of such a failure of the ventilation system, will provide adequate ventilation so as to prevent the birds from suffering unnecessary distress as a result of the failure.

If automatic side curtains are installed these must open automatically in the event of power failure or high temperature, with record of doing so. Automatic side curtains must be functional and tested.

If manual side curtains are installed, the SOPs must require the side curtains to be opened manually in the event of an emergency condition (high temperature, etc.)

#### **Auditor Evaluation Ammonia**

During the annual onsite audit, ammonia levels must be measured by the auditor at the height of the animals at multiple locations in the indoor house/ fixed shelter. Measured ammonia must not exceed 25 parts per million. Ammonia levels must be measured at a minimum of 5 random locations in the house/ fixed shelter.

## **On-Site/ Environment (cont.)**

### **Lighting**

#### **Auditor Evaluation of Lighting**

During the annual onsite audit, the auditor must measure the light intensity at the level of the animals at a minimum of 5 random locations throughout the indoor house/ fixed shelter, with the results averaged. Areas that are purposefully shaded, such as nests, should not be included in the sampling.

The lighting system must provide an average minimum illumination of 10 lux (1 foot-candle) throughout the house.

Patches of high-intensity artificial or natural light must be avoided in a house. Artificial lights must be located throughout the house to cast light evenly.

Adequate fixed or portable lighting must be available to enable the hens to be thoroughly inspected at any time.

### **Space Allowance & Density Rates**

All hens must have sufficient freedom of movement to be able to stand normally, turn around, and stretch their wings without difficulty. They must have sufficient space to be able to perch or sit quietly without repeated disturbance.

For the purposes of calculating allowable hen density rates, usable floor area shall include the main floor and litter area, plus any elevated floor areas/ tiers with at least 17.7 inches (45 cm) of clear headroom underneath, but shall exclude nest areas and any outside area, if applicable.

In a house with an all-litter floor or any type of mobile shelter, a minimum space allowance of 1.25 square feet per hen must be allocated to allow performance of normal behavior and the natural clustering of hens.

In a house with a perching/roosting area over a droppings pit/belt, and for multi-tier systems, the minimum space allowance is 1.2 square feet per hen for brown egg layers and other medium weight birds and 1.0 square feet per hen for White Leghorns and other light weight birds.

## **On-Site/ Environment (cont.)**

### **Floor & Litter**

Hens must have access at all times to a well-maintained litter/ scratch area within the house./ fixed shelter. A minimum of 15% of the total usable area of the house (excluding nest space) must be devoted to litter area.

The litter must be of a proper substrate to allow for dust-bathing. Litter that is wet, infested with parasites, or otherwise harmfully contaminated must be immediately removed and replaced. Litter that is wet or otherwise contaminated must not be introduced into the house.

### **Auditor Evaluation of Litter/ Litter Squeeze Test**

Litter must be maintained in a dry and friable condition.

During the onsite, annual animal welfare audit, the auditor must evaluate litter quality in at least three random locations. Where litter is located near misting equipment, the top surface of the litter should be moved aside. When litter is squeezed in the hand, it should not form a clump, and there should be no free water that is released. If free water is released and the litter does not crumble easily, the litter is too wet.

### **Nest Areas**

Nests must be provided to the laying hens. If individual nest boxes are installed, a minimum of one functional nest must be available per 5-7 hens. If colony nests are installed, there must a minimum area of 9.0 square feet of nest per every 100 hens (10.76 square feet per 120 hens).

Nestboxes must be enclosed and/or provide curtains and/or have dividers so that hens wanting privacy can find it. Nestboxes must have a floor substrate that encourages nesting behavior. *This is especially important at the start of the lay when provision of an appropriate substrate will encourage the pullets to use the nest boxes.* Nests must have nest pads or a nest substrate (placed to a depth of 2" to 4"), either of which must be maintained in a clean condition.

Entry perches or slatted ramps must be present as needed and in good repair to allow use of all available nests.

## **On-Site/ Environment (cont.)**

### **Multi-tier Systems**

Systems are considered to be 'multi-tier' when elevated platforms are included in the usable area calculations, and when the areas of the elevated platforms are 55% or more of the area of the main floor (excluding nest). For multi-tier systems, the following standards must be followed:

- Feeders and waterers must be provided at the elevated areas, at a rate proportional to the total elevated area.
- Elevated tiers must be equipped with manure belts or must be located to reduce soiling of hens below.
- Clear head height between tiers (i.e. distance from top of floor below to the underside of the droppings belt above) must be at least 17.7 inches (45 cm).
- Maximum distance from top of floor to top of next tier must not exceed 39.4 inches (100 cm).
- Tiers must be arranged so that hens do not need to descend at an angle steeper than 45 degrees from tier to tier.

Note: Where tiers are arranged adjacent to one another, the horizontal spacing between these adjacent tiers must be such to allow the hens to traverse the gap easily, without an increased risk of injuring themselves. Therefore, it is recommended that the horizontal spacing between adjacent tiers is less than 31.5 inches (80 cm).

To reduce the risk of the birds injuring themselves, the system design should be modified if necessary- for example, by decreasing the spacing between adjacent tiers, by adding panels to discourage movement between adjacent tiers, etc.

## On-Site/ Environment (cont.)

### Perches

Linear perches (such as plastic or steel dowels) must be provided at a rate of not less than 6 linear inches per hen. (The alighting rail immediately in front of the nest boxes may be included.) Perches must be sized to allow the hens to grasp the roost effectively. *(Note: Perches should be sized in the range of 1 to 1 3/4 inches (25 to 45 mm) in width/ diameter at the top.)*

If the edge of an elevated floor/ tier is of an appropriate size as noted above, that is if the hens are able to grasp the floor edge to roost effectively, then the floor edge itself may be counted towards satisfying the perch requirement.

With the exception of appropriately sized floor edges as noted above, all perches must be elevated above the adjacent floor surface. *(Note: supports for the elevated perch must lift the bottom of the perch at least 1" (2.5 cm) above the top of the adjacent floor surface. Perch supports must be spaced as needed to avoid excessive deflection when the hens are roosting on the perch. )*

At least 20% of the required perches must be raised at least 16 inches (40.5 cm) above the adjacent floor surface to allow hens to evade aggressors but no more than 39.4 inches (100 cm) above the adjacent floor surface.

All perches must be located at least 12 inches (30 cm) measured horizontally from the wall or from adjacent perches.

There must be at least 9.5 inches (24 cm) of clear height above perches.

In multi-tier systems, linear perches must be provided immediately accessible to the elevated tiers. These linear perches must be provided at a rate proportional to the area of the elevated tier.

Additionally, perching surfaces must:

- have a gap of no less than 0.5 in. on either side of any perch to allow hens to grip the perches without risk of trapping their claws;
- be of non-slip material and shall have no sharp edges;
- be of an easily cleaned, non-porous material that doesn't harbor parasites; and
- if tubes are used for perches, they must be solid or capped on the ends.

➤ *Note: As of January 1, 2016, no less than 33% of the total amount used towards satisfying the perch requirement must be provided by linear rods/ dowels/ etc. meeting the above specifications.*

## **On-Site/ Environment (cont.)**

### **Auditor Evaluation of Exterior Access**

For Free Range and Pasture systems, the following minimum guidelines must be met.

#### **Exterior Access**

Exterior access:

- Must be provided at the specified rate and allow for effective management of pathogenic contamination and maintenance of vegetation and ground;
- Must be provided with perimeter fences and as appropriate cover/ screening to discourage contact with predators, rodents, and wild birds;
- The land, which must not be used for arable cropping, must be maintained with active management to remedy damaged or sodden ground and to allow vegetation to regrow as the climate allows in order to provide an appropriate cover of living vegetation; and
- In particular, the area near the house must be carefully designed and managed to ensure that it is well-drained to limit mud and damaged ground (*surfaces such as gravel should be considered in these areas*).

#### **Free-Range and Pasture Systems of Exterior Access**

##### Free-Range

In order to be considered as an American Humane Certified™ Free-Range system, sites must meet the following requirements. Where access is provided, free-range areas:

- Must be provided at a minimum rate of:
  - 1 acre of range per every 2,000 hens (21.8 square feet per bird) total available acreage including portions of the range fenced off for regrowth of vegetation;
  - Of this total, at least one quarter (5.45 square feet per bird) must be available at any one time whenever birds have access to the exterior; and
  - Restrictions to the access of the remaining total required area must be temporary for resting/reseeding/management of ground and/or as scheduled per the defined rotation program;
- Must have active management of damaged ground, including resting and reseeding of ground to encourage regrowth of vegetation when the climate allows;
- Must be provided with drinking water in the outdoor area;
- Must have a perimeter that extends no more than 400 yards from the house;
- Must provide access to a well-drained area for the hens to rest while outside;
- Must provide partial overhead cover, either natural or manmade, and a sufficiently large shaded area so that the hens using the exterior space are able to spread out to cool off.

## **On-Site/ Environment (cont.)**

### Pasture

In order to be considered as an American Humane Certified™ Pasture (*Pastured, Pasture-based, etc.*) system, sites must meet the following requirements. Where access is provided, pasture areas:

- Must be provided at a minimum rate of:
  - 2 ½ acres of pasture per every 1,000 hens (108.9 square feet per bird) total available acreage included in the specified rotation program; and
  - Of this total, at least one quarter (27.2 square feet per bird) must be available at any one time whenever birds have access to the exterior;
- Must be provided with a substantial cover of living vegetation;
- Must have active management of damaged ground, including rotation and reseeded of ground to encourage regrowth of vegetation when the climate allows;
- Must be provided with drinking water in the outdoor area;
- Must have a perimeter that extends no more than 400 yards from the house or mobile shelter;
- Must provide access to a well-drained area for the hens to rest while outside; and
- Must provide partial overhead cover, either natural or manmade, and a sufficiently large shaded so that the hens using the exterior spaces are able to spread out to cool off.

### **Exit Areas to the Outside (Popholes)**

Exit areas to the outside:

- Must be evenly distributed across any building walls that have openings to the exterior, with a minimum of two openings. (*Note: for a typical long barn, exits to the exterior are not required on the short end walls. Exits should be provided on the long side walls facing the provided exterior spaces*);
- Must be provided at an adequate rate to ensure the free movement and ready, unrestricted access of birds into and out of the house and limit undue crowding of birds around the openings; and
- Must be a minimum of 13.8 inches high by 15.8 inches wide (35 cm by 40 cm) to allow the passage of more than one hen at a time.

# Depopulation

## Catching & Handling SOPs

The Catching and Handling SOPs must be available and include the following protocols:

### Training of Catch & Loading Crews

All personnel involved in catching and handling of birds must have received proper training to verify competence and full awareness in their duties and responsibilities. Managers must provide the catching staff full and detailed written instructions for catching, handling, loading, and unloading.

### Animal Welfare Officer

An Animal Welfare Officer (AWO) must be designated and present for each occurrence of flock depopulation. The AWO is responsible for supervising, monitoring, and maintaining high welfare standards throughout the depopulation process.

### Water and Feed Withdrawal

Hens must be provided water up to the time when catching begins and hens must be provided feed up to 1 hour prior to the time when catching begins. Note: When transported, hens must not be deprived of feed for more than 16 hours in total, including the period up to the time of processing.

Where possible, feeders, waterers, and other obstacles must be raised or removed from the house prior to catching to minimize the risk of bruising.

Catching must take place in low lighting to minimize birds' fear reactions. (*Catching is recommended to be done at night or early morning.*)

### Catching, Carrying, & Loading

- When possible, the hens should be caught individually and supported by both hands in an upright position.
- Where this is impractical, no more than three birds are to be carried in one hand. Birds must be held by both legs at all times, and never by the wings or the neck.
- Birds must be handled as minimally as possible, and must be placed directly into the transport coop or the approved euthanasia receptacle within 20 seconds of being caught.
- The catch supervisor must check that all birds are upright in the transport coop or euthanasia receptacle, that no appendages are caught in the coop or receptacle doors, and that the birds are not piled atop one another.

Actions must be taken to prevent the hens from injuring one another due to overcrowding/ piling. Where birds are at risk for injury due to overcrowding/ piling, the house lights are to be raised and the birds allowed to spread out calmly and quietly, and given time to settle before catching is resumed.

Adequate, draft-free ventilation at bird height must be provided for uncaught birds up to time of loading. Access routes to the chicken house must be adequately designed and maintained to permit the safe passage of transport vehicles/ euthanasia receptacles.

Unfit birds must not be transported but instead must be immediately and humanely euthanized.

## **Depopulation (cont.)**

### **End-of-Flock Euthanasia**

For routine, on-farm disposal of flocks at the end of the production cycle using CO<sub>2</sub>, there must additionally be full documentation of the procedure used including records for the amount of gas used. Refer to the latest UEP standards “Guidelines for Euthanasia and On-Farm Depopulation of Entire Flocks” for more information regarding required protocols and documentation in order to demonstrate full compliance with the UEP.

# Transport

Animal transport systems must be designed and managed to ensure hens are not caused unnecessary distress or discomfort. The transport and handling of hens must be kept to an absolute minimum. Personnel involved in transport must be thoroughly trained and competent to carry out the tasks required of them.

## Transport SOPs

The technology is now becoming available to monitor temperature and humidity on board transport vehicles. This allows drivers to take appropriate action to maintain ideal conditions for birds. The American Humane Association encourages the use of such equipment, and will monitor the development of such technology and review its use for future inclusion in these standards.

## Training of Personnel

All personnel in charge of transportation and transport equipment including non-employees must be trained in the proper handling of hens when loading and unloading them and while in transit. This must be verified through SOPs or a Certificate of Conformance (COC). Noise levels from all sources must be minimized as possible during loading, unloading, and transport. In periods of hot weather, hens must be transported at night or in the coolest part of the day OR systems must be in place to provide cooling during load out of the birds.

The transport SOP's:

- must address when high ambient temperature or high humidity poses a threat of heat stress to the birds during catching, loading, and unloading.
- must describe appropriate actions to take to reduce the risk of heat stress on the birds, including the receipt of weather forecasts of the expected temperature, supplemental ventilation, etc.

Hens reared in houses with tunnel ventilation must be pre-adapted to warmer temperatures if they are transported during hot weather. The transport SOP must identify steps that are to be taken to shelter and protect the birds when they are transported during extreme weather. They must address procedures to be followed in the event of an emergency, such as an accident.

Every effort must be made to ensure journeys are completed without unnecessary delays, i.e. drivers must be aware of any potential traffic problems and plan their journey accordingly. The person supervising the catching and loading of birds must work closely and coordinate with the processing plant to minimize the time birds spend waiting on the vehicle. If it is necessary to keep birds on a stationary vehicle, the driver must take action to avoid thermal stress to the birds.

# Processing

All processing systems must be designed and managed to ensure that poultry are not caused unnecessary distress or discomfort. The pre-slaughter handling of hens must be kept to a minimum. Personnel involved in slaughter must be thoroughly trained and competent to carry out the tasks required of them.

## Processing Plant Records

### Records of DOAs

All transport deaths and injuries must be recorded and reported to the AWO and the farm manager before the next consignment from the same source is collected. Records must be made available to the auditor. Where mortalities during transport are traced to a single cause, prompt action must be taken to prevent further deaths, injury, or suffering from occurring.

Average levels of transport mortality above 0.2% in any three month period OR above 0.5% in any 24-hour period must be investigated to determine the cause and immediate remedial actions must be implemented. Records must be available describing the remedial actions that were taken and must show that for subsequent instances of transport, DOAs were within permissible levels.

## Processing Plant SOPs

### Animal Welfare Policy

The Processing SOPs must include an Animal Welfare Policy. This policy must include written procedures with regard to maintaining animal welfare in the processing plant, including the responsibilities and duties of staff and emergency procedures and contingency plans. The animal welfare policy must be regularly reviewed and updated.

### Animal Welfare Officer

Managers must appoint at least one trained Animal Welfare Officer (AWO), who is responsible for the implementation of the animal welfare policy. *A number of processing plants have installed closed circuit television (CCTV) monitors within the holding and slaughter areas. This allows those responsible for animal welfare including the AWO to ensure that welfare standards are maintained. The installation of CCTV systems is recommended by the American Humane Association.*

### Staff Training

Managers, in conjunction with the AWO, must develop and implement a training program for all staff handling and slaughtering birds. They must ensure that staff members are properly trained to carry out their duties and are competent to perform them. Records of staff training must be available.

## **Processing (cont.)**

The AWO must make frequent checks throughout the day to ensure that birds are being effectively stunned and are insensible throughout the slaughter operation. Where this is not found to be the case, they must take immediate remedial action.

All transport coops must be examined on arrival at the slaughterhouse to identify any birds suffering from injury, heat or cold stress. Immediate action must be taken to prevent suffering and ensure that similar occurrences are prevented. Immediate action must be taken to prevent suffering and ensure that similar occurrences are prevented.

The person in charge of any premises must ensure that any bird on their premises awaiting slaughter is: protected from direct sun and from adverse weather, i.e. wind, rain, hail, snow, etc.; provided with adequate ventilation- temperature and humidity in the holding area and within chicken loads must be regularly monitored and controlled; immediate remedial action must be taken to remedy conditions if any birds are found to be suffering from heat or cold stress.

The hens must be placed in a thermally comfortable holding area immediately on arrival at the processing facility. The holding area should have reduced or blue lighting, or if outdoors, it must have proper shade/protection from direct sunlight. Once birds have arrived at the premises at which they are going to be slaughtered, they must not be moved on to other premises. Standby equipment, e.g. a generator, must be available for emergency breakdowns. All hens must be slaughtered as soon as possible but no later than 10 hours after arriving at the processing facility.

### **SOPs for Shackling, Stunning, and Bleeding Conveyor System**

Birds must be unloaded from the coops onto the conveyor belt in a way to minimize injury and distress to the birds- The operator at the unloader must proceed slowly and is responsible for ensuring that the coop doors open properly and no birds are caught on or left in the coops. If so, the bird must be carefully removed from the coop by carrying the bird's body or by both legs.

The shackling line must be located in a closed area, and the belt on the line must include a fence to prevent birds from falling off. Where loose birds are found they must be taken immediately to the hanging area or, if injured, they must be immediately and humanely euthanized away from the line.

Processing plant managers must ensure that sufficient personnel are employed on shackling lines at all times to ensure due care and diligence. Personnel working on the shackling lines must be rotated frequently to avoid fatigue. Shackling teams must be thoroughly trained to handle the birds in such a way as to avoid injury.

Appropriate measures must be taken to prevent wing flapping and birds raising their heads before reaching the stunning bath, i.e. the use of a breast bar, curtains, reduction in noise, low light intensity, running a hand down the bird's back at shackling. Shackles must of a size and type, and the slaughter line run at a speed, which permits the birds to be hung on properly without causing unnecessary pain or distress. Birds must be hung on the shackles by both legs. The birds must not be suspended for more than 90 seconds before they are stunned.

## **Processing (cont.)**

### **Electrical Stunning**

Electrical water bath stunning or hand-operated stunning are acceptable methods of stunning:

Where an electrical water stunning bath is used: The water bath stunner must be designed and set up to prevent birds from receiving pre-stun shocks. The water bath used for stunning or euthanizing hens must be of sufficient size and depth, and the water must not overflow at the entrance. The electrode immersed in the water must extend the length of the water bath. The stunning bath must be set at a height appropriate for the size and number of birds. In particular, the height must be set such that the heads of all birds make an effective contact with the water bath. A current sufficient to induce insensibility in all birds prior to neck-cutting must be used. The water bath must be fitted with a controller that clearly displays voltage, current, and frequency settings to accurately monitor current flow through the bath when loaded with birds.

Where hand-held electrical stunners are used: The birds must be restrained in a cone or on a shackle. They must be stunned immediately after shackling. The stunning electrodes must be placed carefully and firmly in the optimum position (between the ear and the eye). Stunners must be operated until initial wing flapping ceases, or until the legs become rigid and extended.

All stunning and bleeding equipment must be regularly maintained, cleaned, and checked daily to ensure that it is in proper working order. Any problems must be reported to the AWO and rectified immediately. There must be contingency plans in place to deal with occasions when unavoidable delays may occur and it is not possible to process birds. Specifically, if the slaughter line is stopped, and if workers are able to access the birds safely, then birds between the point of shackling and the stunner must be removed and any birds that have already been stunned must be immediately and humanely slaughtered.

All birds leaving the stunner must be checked to ensure they have been effectively stunned. Immediate remedial action must be taken if this is found not to be the case.

## **Processing (cont.)**

Staff must be trained to recognize the signs of an effective stun, and use these signs to recognize that birds have been effectively stunned or are dead.

*The most reliable indicator that a bird is properly stunned by the low voltage method is the electro-epileptic fit. The characteristics of this condition are:*

- *Neck arched with head directed vertically*
- *Eyes opened*
- *Wings held close to body*
- *Tail turned inward*
- *Legs rigidly extended with constant rapid body tremors*

*The physical condition of the electro-epileptic fit are shorter lasting and less pronounced when cardiac arrest is induced at stunning. They are followed by:*

- *Completely limp carcass*
- *No breathing*
- *Loss of nictitating membrane reflex*
- *Dilated pupil*
- *Comb pinch*

Carotid arteries and jugular veins must be effectively severed manually or by using automated equipment that performs a ventral cut. Each bird must be checked to ensure that the carotid artery has been cut. This cut must be checked by the appointed member of staff who must be given sufficient time to sever the blood vessels manually, if necessary. There must be no live birds entering the scalders.

No more than 10 seconds may elapse between stunning and neck cutting.

# Pass/Fail Auditor Evaluations

## **P/F1: No Instances of Willful Acts of Abuse**

Throughout the course of the audit, the auditor must not have observed farm personnel committing willful acts of abuse, which include but are not limited to kicking, throwing, yelling at, or purposefully scaring the birds.

Willful acts of abuse are severe non-conformances and will not be tolerated. An investigation will be made to assess the incident and to determine whether remedial actions are required. The American Humane Certified program reserves the right to place the producer on probation from the program if the incident is determined to be severe. Producers that are placed on probation must implement changes to the management, training, and company policies which to the satisfaction of the American Humane Certified program effectively remedy the issue, and the site must pass a follow-up audit prior to being reinstated.

## **P/F2: Transport of Birds Off-Site**

Where birds are transported off-site for end-of-flock processing, the producer and/or the transport company **MUST** provide a Certificate of Conformance stating that the time between the start of loading and the completion of unloading of transport coops will not exceed 12 hours, and which confirms that the birds will be humanely slaughtered at the destination per all requirements of the “Processing” section in these standards.

The American Humane Association adheres to a birth-to-slaughter policy of farm animal welfare wherever possible. In the American Humane Certified program, it is the responsibility of the producer to ensure that high standards of animal welfare are maintained for the birds, even after the birds have left the producer’s site. Therefore, the producer must only contract with transport companies that are able to provide Certificates of Conformance that the birds will not be transported long distances for off-site processing, and that the birds will be humanely slaughtered at the destination per the requirements of the “Processing” section in these standards. If the producer is unable to provide this Certificate of Conformance, the producer **MUST** complete a Corrective Action Plan to ensure conformance to this audit item at the next flock depopulation. Producers who fail to provide this information may be placed on probation from the American Humane Certified program.

## **Pass/Fail Auditor Evaluations (cont.)**

### **P/F3: Absence of Live Birds in DOA Bin (*Processing Plant Only*)**

At the shackling area, there MUST be an absence of live birds in the DOA bin.

The presence of live birds in the DOA bin is a severe non-conformance, and results in automatic failure of this audit. The producer will be placed on probation from the program. Producers who are placed on probation must implement changes to the management, training, and company policies that to the satisfaction of the American Humane Certified program effectively remedy the issue, and the site must pass a follow-up audit prior to being reinstated.

### **P/F4: Absence of Live Birds Entering Scalding (*Processing Plant Only*)**

There MUST be an absence of live birds entering the scalding. Live birds are birds that have missed both the automatic and the backup knife, i.e. birds whose carotid arteries have not been effectively severed.

The presence of live birds entering the scalding is a severe non-conformance, and results in automatic failure of this audit. The producer will be placed on probation from the program. Producers who are placed on probation must implement changes to the management, training, and company policies that to the satisfaction of the American Humane Certified program effectively remedy the issue, and the site must pass a follow-up audit prior to being reinstated.

# Core Criteria

Items which are considered essential to the “Five Freedoms of Animal Welfare” are scored higher than other questions in the audit. “Core Criteria” are scored either 25 or 50 points and must be satisfactorily addressed in order to pass the audit. These items are summarized below- refer to ***Animal Welfare Standards Checklist*** following in Appendix A for full descriptions:

## **M1: Company Policy**

The Company Policy must be available to all workers, in their native language as necessary. This policy emphasizes and demonstrates that the company has made a commitment to providing an environment which promotes high standards of animal welfare. Along with this commitment, the company must have “zero tolerance” for any employee who willfully abuses animals, and a “whistle blower” policy protecting employees who report animal welfare issues. Personnel must sign and date that they have been provided a copy of, and that they understand their responsibilities under, the Company Policy.

## **M2: Employee Code of Conduct**

An Employee Code of Conduct must be available to all personnel, in their native language as necessary. Each worker has the responsibility for and is expected to contribute to upholding high standards of animal welfare at all times as they perform their own duties, and each also must be cognizant that the basic requirements such as adequate feed, water, lighting, environmental control, and bio-security must be provided to the animals at all times. All personnel must report any incidences related to animal welfare that cause them concern. Workers must sign and date that they have been provided a copy of, and that they understand their responsibilities under, this Code of Conduct.

## **M8: Animal Health Plan**

A written Animal Health Plan (AHP) must be available at the main office. The AHP must document the activities affecting animal health for the year’s cycle of production, including records of vaccinations, treatments, and the therapeutic use of antimicrobials.

## **M14: Lighting Program**

The lighting system in houses must be designed and maintained to regulate a daily cycle for all hens. The lighting program for each house must be documented, and light intensity must be tested quarterly with records on file. Within each 24-hour period, there must be a minimum of 8 hours of daytime light at an average minimum of at least 10 lux (1 foot-candle).

## **M35: Monitoring of Ammonia**

For indoor houses/ fixed shelters, records must be available showing the results of tests of ammonia levels, measured monthly by or on behalf of the producer at the height of the hens at multiple locations in the house, and which are ideally less than 10 ppm but must not exceed 25 ppm. If a monthly test result was in excess of 25 ppm, records must show that a program of ammonia mitigation was implemented, and that testing was performed daily until ammonia levels dropped below 25 ppm.

## **M40: Beak-Trimming Policy**

Where beak-trimming is practiced in order to mitigate the risk of cannibalism, the producer must have a Beak-Trimming Policy for the approved procedures and proper training for those conducting beak-trimming. (See ***Animal Welfare Standards*** for full description.)

## **Core Criteria (cont.)**

### **M42: Euthanasia Policy**

A Euthanasia Policy must be available which includes provisions for humane and timely, routine and emergency euthanasia. (See ***Animal Welfare Standards*** for full description.)

### **FW1: Feed Access & Feed Space**

The hens must be fed a wholesome diet which is fed to them in sufficient quantity to maintain them in good health and to satisfy their nutritional needs. The hens must have unrestricted, daily access to food, except prior to depopulation or as required by the flock veterinarian. Within the house/ shelter and per each hen, there must a minimum of 1.5 linear inches of feed trough when double-sided straight troughs are used; or 3.0 linear inches of feed trough when only one side of trough is accessible; or 1.5 perimeter inches of circular feeder space when round pans are used.

### **FW4: Water Access & Waterers**

The hens must have continuous access to an adequate supply of clean, fresh drinking water at all times. Waterers must be provided within the house/ shelter at the following minimum rates: 1 nipple per every 10 hens; and/ or 0.5 inches of trough space per hen when both sides of the trough are accessible; and/ or 1.0 inches of trough space per hen when only one side of the trough is accessible; and/ or 0.4 perimeter inches of space per hen when round drinkers are used, OR per manufacturer's specification for bell-type drinkers. Waterers must be placed at optimum height (per manufacturer's guidelines) for the size and age of the birds and must be of an appropriate design.

### **E16: Auditor Evaluation of Ammonia**

Ammonia levels, measured by the auditor at the height of the animals at multiple locations in the house/ fixed shelter, must not exceed 25 parts per million.

### **E17: Auditor Evaluation of Lighting**

Light levels measured by the auditor at the height of the animals at multiple locations in the house/ fixed shelter must provide an average minimum illumination of 10 lux (1 foot-candle) throughout the house (with the exception of nest areas and areas in the shade of equipment).

### **E20: Space Allowance & Density Rates**

For the purposes of calculating allowable hen density rates, usable floor area shall include the main floor and litter area, plus any elevated floor areas/ tiers with at least 17.7 inches (45 cm) of clear headroom underneath, but shall exclude nest areas and any outside area, if applicable.

In a house with an all-litter floor or in mobile shelters, a minimum space allowance of 1.25 square feet per hen must be allocated to allow performance of normal behavior and the natural clustering of hens. In a house with a perching/roosting area over a droppings pit/belt, and for multi-tier systems, the minimum space allowance is 1.2 square feet per hen for brown egg layers and other medium weight birds and 1.0 square feet per hen for White Leghorns and other lightweight birds.

## **Core Criteria (cont.)**

### **E21: Floor & Litter**

Hens must have access at all times to a well-maintained litter or scratch area within the house/ shelter. A minimum of 15% of the total usable area of the house (excluding nest space) must be devoted to litter area. Litter must be of a proper substrate to allow for dust-bathing. Litter that is wet, infested with parasites, or otherwise harmfully contaminated must be immediately removed and replaced. Litter that is wet or otherwise contaminated must not be introduced into the house.

### **E22: Auditor Evaluation of Litter/ Litter Squeeze Test**

Litter must be maintained in a dry and friable condition. Litter quality must be evaluated by the auditor at a minimum of three random locations in the house: When litter is squeezed in the hand, it must not form a clump or release free water.

### **E23: Nest Areas**

Nests must be provided to the laying hens: If individual nest boxes are installed, a minimum of one functional nest must be available per 5-7 hens. If colony nests are installed, there must a minimum area of 9.0 square feet of nest per every 100 hens (10.76 square feet per 120 hens).

Nestboxes must be enclosed and/or provide curtains and/or have dividers so that hens wanting privacy can find it. Nests must have nest pads or a nest substrate (placed to a depth of 2" to 4") that encourages nesting behavior, either of which must be maintained in a clean condition.

### **E26: Perches**

Linear perches (such as plastic or steel dowels) must be provided at a rate of not less than 6 linear inches per hen. (The alighting rail immediately in front of the nest boxes may be included.) Perches must be sized to allow the hens to grasp the roost effectively. *(Note: Perches should be sized in the range of 1 to 1 ¾ inches (25 to 45 mm) in width/ diameter at the top.)* If the edge of an elevated floor/tier is of an appropriate size as note, then the floor edge itself may be counted towards the perch requirement. *(Except as noted, at the supports there should be a gap of no less than 1" between the bottom of the perch and the top of the adjacent floor surface.)*

At least 20% of the required perches must be raised at least 16 inches above the adjacent floor surface to allow hens to evade aggressors. All perches must be located at least 12 inches (30 cm) measured horizontally from the wall or from adjacent perches. There must be at least 9.5 inches (24 cm) of clear height above perches. In multi-tier systems, linear perches must be provided immediately accessible to the elevated tiers. These linear perches must be provided at a rate proportional to the area of the elevated tier.

### **E28: Auditor Evaluation of Exterior Access**

For all Free Range and Pasture systems, sites must meet the guidelines noted. (See ***Animal Welfare Standards*** for full description.)

## **Core Criteria (cont.)**

### **E29: Free Range and Pasture Systems of Exterior Access**

In order to be considered as an American Humane Certified™ Free-Range system, or as an American Humane Certified™ Pasture system, sites must meet the following requirements. (See ***Animal Welfare Standards*** for full description.)

### **D3: Water and Food Withdrawal**

- Hens must be provided water up to the time when catching begins.
- Hens must be provided feed up to 1 hour prior to the time when catching begins.

*Note: When transported, hens must not be deprived of feed for more than 16 hours in total, including the period up to the time of processing.*

### **D11: End-of-Flock Euthanasia**

For routine, on-farm disposal of flocks at the end of the production cycle using CO<sub>2</sub>, there must additionally be full documentation of the procedure used including records for the amount of gas used. Refer to the latest UEP standards “Guidelines for Euthanasia and On-Farm Depopulation of Entire Flocks” for more information regarding required protocols and documentation in order to demonstrate full compliance with the UEP.



# Appendix A

## Animal Welfare Standards Checklist & Audit Scoring

**American Humane Association™**  
**Farm Animal Welfare Program**

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# American Humane Association Farm Animal Program



## American Humane Certified™ Animal Welfare Standards Checklist Laying Hens- Free Range & Pasture

### Introduction

The **American Humane Association Farm Animal Program, American Humane Certified™ Animal Welfare Standards** are the product of over 130 years of applied experience in farm animal welfare. American Humane Association has a long history of the humane treatment of farm animals, beginning in 1877 and its work to improve the treatment of working animals and livestock in transit which led to enactment of the 28 Hour Transportation Law. In 1916, the Secretary of War for the United States asked American Humane Association to help with the rescue of horses and other animals on the battlefields of World War I. The program that followed became Red Star Emergency Services program that continues to rescue and shelter animals involved in disasters.

Given its history, it was natural that American Humane would create the first farm animal welfare audit program. In 2000, American Humane Association developed the first third party audit and certification program in the United States to encourage and support the humane treatment of animals used for food. Organized as the Free Farmed® certification program, we based the first **Welfare Standards** on the Royal Society for the Prevention of Cruelty to Animals' **Welfare Standards**, the Federation of Animal Science Societies' **FASS Guide for the Care and Use of Agricultural Animals in Research and Teaching**, and the governing principles first developed by the Farm Animal Welfare Council (FAWC) "Five Freedoms of Animal Welfare":

- Freedom from hunger and thirst
- Freedom from discomfort
- Freedom from pain, injury, or disease
- Freedom from fear and distress
- Freedom to express normal behaviors

Since our origins, our farm animal welfare standards have been and continue to be a living document. The standards and audit process are continually developed, using the expertise of our Scientific Advisory Committee to review the most current and comprehensive scientific research and technology. Our committee of internationally renowned animal scientists advances new science and regularly evaluates our standards to ensure that the American Humane Certified™ program incorporates the best and latest knowledge of humane practices.

Today, we continue our work under the banner of the American Humane Certified™ program. We collaborate with institutions and organizations on independent research in animal behavior as well as new handling and housing applications. The program incorporates the practical, hands-on experience of farmers and ranchers, and ensures that new technology and knowledge from veterinarians and animal research experts are shared. Our third-party evaluations of production systems in animal agriculture educate, encourage, and support producers to adopt humane practices. Our program promotes clear, reasoned communication with consumers and retailers about the meaning and value of humanely raised food and the benefits not only to animals but also to people.

Producers in the American Humane Certified™ program take pride in being a part of the original, most effective, and fastest growing science- and evidence-based animal welfare certification program in the nation.

*Note: Please refer to Appendix E of the full **Animal Welfare Standards** for a list of additional Resources & References consulted in the development of these standards.*

# Core Criteria

Items which are considered essential to the “Five Freedoms of Animal Welfare” are scored higher than other questions in the audit. “Core Criteria” are scored either 25 or 50 points and must be satisfactorily addressed in order to pass the audit. These items are summarized below- refer to ***Animal Welfare Standards Checklist*** following for full descriptions:

## **M1: Company Policy**

The Company Policy must be available to all workers, in their native language as necessary. This policy emphasizes and demonstrates that the company has made a commitment to providing an environment which promotes high standards of animal welfare. Along with this commitment, the company must have “zero tolerance” for any employee who willfully abuses animals, and a “whistle blower” policy protecting employees who report animal welfare issues. Personnel must sign and date that they have been provided a copy of, and that they understand their responsibilities under, the Company Policy.

## **M2: Employee Code of Conduct**

An Employee Code of Conduct must be available to all personnel, in their native language as necessary. Each worker has the responsibility for and is expected to contribute to upholding high standards of animal welfare at all times as they perform their own duties, and each also must be cognizant that the basic requirements such as adequate feed, water, lighting, environmental control, and bio-security must be provided to the animals at all times. All personnel must report any incidences related to animal welfare that cause them concern. Workers must sign and date that they have been provided a copy of, and that they understand their responsibilities under, this Code of Conduct.

## **M8: Animal Health Plan**

A written Animal Health Plan (AHP) must be available at the main office. The AHP must document the activities affecting animal health for the year’s cycle of production, including records of vaccinations, treatments, and the therapeutic use of antimicrobials.

## **M14: Lighting Program**

The lighting system in houses must be designed and maintained to regulate a daily cycle for all hens. The lighting program for each house must be documented, and light intensity must be tested quarterly with records on file. Within each 24-hour period, there must be a minimum of 8 hours of daytime light at an average minimum of at least 10 lux (1 foot-candle).

## **M35: Monitoring of Ammonia**

Records must be available showing the results of tests of ammonia levels, measured monthly by or on behalf of the producer at the height of the hens at multiple locations in the house, and which are ideally less than 10 ppm but must not exceed 25 ppm. If a monthly test result was in excess of 25 ppm, records must show that a program of ammonia mitigation was implemented, and that testing was performed daily until ammonia levels dropped below 25 ppm.

## **M40: Beak-Trimming Policy**

Where beak-trimming is practiced in order to mitigate the risk of cannibalism, the producer must have a Beak-Trimming Policy for the approved procedures and proper training for those conducting beak-trimming. (See ***Animal Welfare Standards*** for full description.)

## **M42: Euthanasia Policy**

A Euthanasia Policy must be available which includes provisions for humane and timely, routine and emergency euthanasia. (See ***Animal Welfare Standards*** for full description.)

**FW1: Feed Access & Feed Space**

The hens must be fed a wholesome diet which is fed to them in sufficient quantity to maintain them in good health and to satisfy their nutritional needs. The hens must have unrestricted, daily access to food, except prior to depopulation or as required by the flock veterinarian. Per each hen, there must be a minimum of 1.5 linear inches of feed trough when double-sided straight troughs are used; or 3.0 linear inches of feed trough when only one side of trough is accessible; or 1.5 perimeter inches of circular feeder space when round pans are used.

**FW4: Water Access & Waterers**

The hens must have continuous access to an adequate supply of clean, fresh drinking water at all times. Waterers must be provided at the following minimum rates: 1 nipple per every 10 hens; and/ or 0.5 inches of trough space per hen when both sides of the trough are accessible; and/ or 1.0 inches of trough space per hen when only one side of the trough is accessible; and/ or 0.4 perimeter inches of space per hen when round drinkers are used, OR per manufacturer's specification for bell-type drinkers. Waterers must be placed at optimum height (per manufacturer's guidelines) for the size and age of the birds and must be of an appropriate design. *Note: Waterers are also required in exterior for American Humane Certified™ Free-Range and Pasture systems.*

**E16: Auditor Evaluation of Ammonia**

Ammonia levels, measured by the auditor at the height of the animals at multiple locations in the house, must not exceed 25 parts per million.

**E17: Auditor Evaluation of Lighting**

Light levels measured by the auditor at the height of the animals at multiple locations in the house must provide an average minimum illumination of 10 lux (1 foot-candle) throughout the house (with the exception of nest areas and areas in the shade of equipment).

**E20: Space Allowance & Density Rates**

For the purposes of calculating allowable hen density rates, usable floor area shall include the main floor and litter area, plus any elevated floor areas/ tiers with at least 17.7 inches (45 cm) of clear headroom underneath, but shall exclude nest areas and any outside area, if applicable.

In a house with an all-litter floor, a minimum space allowance of 1.25 square feet per hen must be allocated to allow performance of normal behavior and the natural clustering of hens. In a house with a perching/roosting area over a droppings pit/belt, and for multi-tier systems, the minimum space allowance is 1.2 square feet per hen for brown egg layers and other medium weight birds and 1.0 square feet per hen for White Leghorns and other lightweight birds.

**E21: Floor & Litter**

Hens must have access at all times to a well-maintained litter or scratch area within the house. A minimum of 15% of the total usable area of the house (excluding nest space) must be devoted to litter area. Litter must be of a proper substrate to allow for dust-bathing. Litter that is wet, infested with parasites, or otherwise harmfully contaminated must be immediately removed and replaced. Litter that is wet or otherwise contaminated must not be introduced into the house.

**E22: Auditor Evaluation of Litter/ Litter Squeeze Test**

Litter must be maintained in a dry and friable condition. Litter quality must be evaluated by the auditor at a minimum of three random locations in the house: When litter is squeezed in the hand, it must not form a clump or release free water.

### **E23: Nest Areas**

Nests must be provided to the laying hens: If individual nest boxes are installed, a minimum of one functional nest must be available per 5-7 hens. If colony nests are installed, there must be a minimum area of 9.0 square feet of nest per every 100 hens (10.76 square feet per 120 hens).

Nests must be enclosed and/or provide curtains and/or have dividers so that hens wanting privacy can find it. Nests must have nest pads or a nest substrate (placed to a depth of 2" to 4") that encourages nesting behavior, either of which must be maintained in a clean condition.

### **E26: Perches**

Linear perches (such as plastic or steel dowels) must be provided at a rate of not less than 6 linear inches per hen. (The alighting rail immediately in front of the nest boxes may be included.) Perches must be sized to allow the hens to grasp the roost effectively. (*Note: Perches should be sized in the range of 1 to 1 3/4 inches (25 to 45 mm) in width/ diameter at the top.*) If the edge of an elevated floor/tier is of an appropriate size as noted, then the floor edge itself may be counted towards the perch requirement.

At least 20% of the required perches must be raised at least 16 inches above the adjacent floor surface to allow hens to evade aggressors. With the exception of appropriately sized floor edges as noted above, all perches must be elevated above the adjacent floor surface to allow birds to grasp the roost without risk of trapping their claws. (*Except as noted, at the supports there should be a gap of no less than 1" between the bottom of the perch and the top of the adjacent floor surface.*) All perches must be located at least 12 inches (30 cm) measured horizontally from the wall or from adjacent perches. There must be at least 9.5 inches (24 cm) of clear height above perches. In multi-tier systems, linear perches must be provided immediately accessible to the elevated tiers. These linear perches must be provided at a rate proportional to the area of the elevated tier.

### **E28: Auditor Evaluation of Exterior Access**

For both Free Range and Pasture-Based systems, sites must meet the guidelines noted. (See ***Animal Welfare Standards*** for full description.)

### **E29: Free-Range & Pasture-Based Systems**

In order to be considered as an American Humane Certified™ Free-Range system, or as an American Humane Certified™ Pasture system, sites must meet the guidelines noted. (See ***Animal Welfare Standards*** for full description.)

### **D3: Water and Feed Withdrawal**

- Hens must be provided water up to the time when catching begins.
- Hens must be provided feed up to 1 hour prior to the time when catching begins.

*Note: When transported, hens must not be deprived of feed for more than 16 hours in total, including the period up to the time of processing.*

### **D11: End-of-Flock Euthanasia**

For routine, on-farm disposal of flocks at the end of the production cycle using CO<sub>2</sub>, there must additionally be full documentation of the procedure used including records for the amount of gas used. Refer to the latest UEP standards "Guidelines for Euthanasia and On-Farm Depopulation of Entire Flocks" for more information regarding required protocols and documentation in order to demonstrate full compliance with the UEP.

## **Pass/ Fail Auditor Evaluations**

**P/F1: No Instances of Willful Acts of Abuse**

**P/F2: Transport of Birds Off-Site**

**P/F3: \*Absence of Live Birds in the DOA Bin (\*Processing Plant Audit Only)**

**P/F4: \*Absence of Live Birds Entering Scalding (\*Processing Plant Audit Only)**

# Audit Scoring

- *The American Humane Certified™ program audits are conducted by independent, 3rd party auditors, each specialists in their respective species, in order to ensure the greatest objectivity, transparency, and accountability.*

## Audit Process & Scoring

There are 89 audit items for 978 total points possible on the **Animal Welfare Standards Checklist for Laying Hens- Free Range & Pasture**. (There are additional audit items possible when birds are transported off-site at end-of-flock.) 19 of these audit items are Core Criteria - these questions are 25 or 50 points each and account for 600 points of the total.

In order for a farm to be eligible for certification, all Core Criteria must be satisfied and each site must meet an audit score of 85% based on the score of Total Points Achieved versus Total Points Achievable score. Additionally, all applicable Pass/Fail audit items must be addressed satisfactorily. As a condition of certification in the American Humane Certified™ program, producers must submit a **Corrective Action Plan** for review and approval detailing the steps of continuous improvement that the producer will implement in order to reach 100% compliance to all audit protocols.

Since not every audit item may apply to every farm, some items will be considered Not Applicable (N/A). It is necessary to remove these N/A questions from the overall count. An example of this process is provided below:

a.) Total Points Possible			b.) Total N/A's	c.) Adjusted Points Achievable	d.) Total Points Achieved	Overall Audit Percentage
Items	Value	Points	Example	Example	Example	
5	50	250	(core)	250	250	
14	25	350	(core)	350	350	
24	10	240	1 @ 10	230	220	
46	3	138	4 @ 3	126	123	
<b>A.) Total Points Possible</b>			<b>B.) Total N/A's</b>	<b>C.) Total Points Achievable</b>	<b>D.) Total Points Achieved</b>	<b>D./C. = Overall Audit Percentage</b>
<b>=978</b>			<b>=22</b>	<b>= A. - B.</b> <b>= 978-22</b> <b>= 956</b>	<b>=943</b>	<b>Example= 943/956</b> <b>=99%</b>

**Step 1-** Count the Total Points Possible for all items on the scored **Animal Welfare Standards Checklist**.

**Step 2-** Count the number of Total Not Applicable (N/A) audit items. Subtract the Total N/A's from the Total Points Possible for all items. This will give you the Adjusted Points Achievable for the audit.

**Step 3-** Count up the Total Points Achieved in the audit. These are the audit items that were in conformance.

**Step 4-** Divide the Total Points Achieved by the adjusted Total Points Achievable to find the Overall Audit Percentage.

## Exit Interview & Notification of Non-Conformance

The auditor will conduct an **Exit Interview** with the farm manager upon completion of the onsite audit, in order to summarize the auditor's findings and to identify all welfare issues that resulted in a loss of points. Both the farm manager and the auditor must sign the **Exit Interview**. The completed audit will be submitted to the American Humane Certified™ program and posted to the online producer site. All welfare issues will be detailed on the **Notification of Non-Conformance** attached to the completed audit.

## Corrective Action Plan

Within 10 days of the posting of the audit results and the included **Notification of Non-Conformance**, the producer must submit a **Corrective Action Plan** to the online producer site for review and acceptance by the American Humane Certified™ program. The **Corrective Action Plan** must detail the steps of continuous improvement that the producer will implement in order to reach 100% compliance to all audit protocols.

## Corrective Action Completion

Within 90 days, the producer must report online that corrective actions have been completed and attach supporting documentation as needed. (Producers dual-certified with UEP must report completion within 30 days.) At the sole discretion of the American Humane Certified™ program, variances may be granted to producers for compliance issues that require additional time for corrective action completion, if the producer implements steps of continuous improvement towards full compliance. Producers are encouraged to report to the American Humane Certified™ program on their progress throughout the correction period, and are subject to a follow up audit at the discretion of the American Humane Certified™ program.

- Farms in the American Humane Certified™ program must maintain high welfare standards throughout the term of their certification. The producer must notify the program of any issues that arise that may affect its ability to perform in continued compliance with the **Animal Welfare Standards**. If it is determined that a farm in the American Humane Certified™ program has fallen out of compliance, the farm will be immediately suspended from the program. Suspended farms must undergo a follow up audit to verify that all non-conformances have been corrected prior to being reinstated. The American Humane Certified™ program reserves the right to perform spot checks or unannounced audits of any farm at any time during the certification period.

**American Humane Association  
Farm Animal Program**



**American Humane Certified™  
Animal Welfare Standards Checklist  
Laying Hens- Free Range & Pasture**

➤ Auditor note: the following information should be completed in full (unless N/A) and reported to the American Humane Certified™ program with submission of the audit.

<b>AUDITOR:</b>	<b>AUDIT DATE:</b> From:                      To:	<b>AUDIT SCORE:</b>
<b>LICENSE HOLDER:</b>		
<b>PRODUCER:</b>	<b>LICENSE MANAGER:</b>	
Address:	Email:	
City:	Office #:	
State:	Cell #:	
ZIP:	Alt #:	
Country:	Fax #:	
<b>AUDIT FARM LOCATION:</b>		
<b>AUDIT FARM:</b>	<b>FARM MANAGER:</b>	<b>STOCKPERSON:</b>
Address:	Email:	Email:
City:	Office #:	Office #:
State:	Cell #:	Cell #:
ZIP:	Alt #:	Alt #:
Country:	Fax #:	Fax #:
<b>CHICK SUPPLIER:</b>		<b>PROCESSOR (End of Flock):</b>
NAME:		NAME:
Address:		Address:
City:		City:
State:		State:
ZIP:		ZIP:
Country:		Country:
Contact:		Contact:
Contact #:		Contact #:

# FARM DATA:

## ALL AHC FLOCKS ON-SITE:

Total AHC Flocks On-Site: \_\_\_\_\_

Conv. or Organic?  Conventional  
 Organic

## FOR AUDITED FLOCK ONLY:

Type of House/ Shelter:  All Litter/ Barn

(Note: "Flock" refers to the group of birds that are included with the audit.)

Cage-Free Barn  
 Multitier Aviary\*

(\*if appl. Manu/Model)

Mobile House  
 Other as described\*

(\*give short description)

Type of Hens:  White/small  
 Brown/medium

No. of Hens at Placement: \_\_\_\_\_

No. Hens Currently: \_\_\_\_\_

Audit Indoor/Shelter Area (ft<sup>2</sup>): \_\_\_\_\_  
 (sum of ALL indoor/ sheltered usable area, excl. nest)

\_\_\_\_\_ vs. \_\_\_\_\_  
 Actual (ft<sup>2</sup>) Req'd (ft<sup>2</sup>)

Littered Floor Space (ft<sup>2</sup>): \_\_\_\_\_  
 (i.e. the sq. footage of the usable area noted above that has litter)

\_\_\_\_\_ vs. 15%  
 Actual % Req'd %

Type of Nest Provided:  Colony  
 Individual

Audited Nest (ft<sup>2</sup> or No.): \_\_\_\_\_

\_\_\_\_\_ vs. \_\_\_\_\_  
 Actual Req'd

Length of Qualifying Perch \_\_\_\_\_

Total Linear Perch (inches): \_\_\_\_\_

Total Qual. Floor Edge (inches): \_\_\_\_\_

% elevated at least 16 inches: \_\_\_\_\_

\_\_\_\_\_ vs. \_\_\_\_\_  
 Actual (in) Req'd (in)

\_\_\_\_\_ vs. 20%  
 Actual (%) Req'd (%)

Other Notes: \_\_\_\_\_  
 (enter ONLY if needed)

Date of Population: \_\_\_\_\_

Date for De-Population: \_\_\_\_\_

Final Disposition of Spent Hens:  On-Site Euthanasia  
 Transport/ Humane Slaughter  
 Composting  
 Other\*

Free Range or Pasture?  Free-Range

(The total of all exterior space including all acreage used in the rotation program, as well as any land with temporary restrictions from access due to revegetation and/or maintenance of land)

Free-Range  
 (total of all exterior space no less than: 1 acre/ 2,000 hens i.e. 21.8 sq. ft./ hen)

Pasture  
 (total of all exterior space no less than: 2 1/2 acres/ 1,000 hens i.e. 108.9 sq. ft./ hen)

Total Available Outside Space Before Rotation/ Restrictions (ft<sup>2</sup>): \_\_\_\_\_

\_\_\_\_\_ ft<sup>2</sup> per hen

Is Outside Access Rotated?  No  
 Yes

Rotation Pattern: \_\_\_\_\_  
 (Note: a minimum of 25% must be available at any one time.)

(Give brief description of area available at any time, e.g. "1/4 rotation")

Type of Feeder:  Trough-style  
 Pan  
 Other OR Mix

Length OR No. of Feeders (inches or No.) \_\_\_\_\_

Double-sided Trough: \_\_\_\_\_

Single-sided Trough: \_\_\_\_\_

Perimeter/Round: \_\_\_\_\_

No. of Feeders\*: \_\_\_\_\_

(\* ONLY if needed, e.g. "52 feeder pans")

\_\_\_\_\_ vs. \_\_\_\_\_  
 Actual Req'd

Type of Waterer:  Nipple  
 Trough  
 Other OR Mix

No. of Nipples (No.): \_\_\_\_\_

No. of Waterers\* (No.): \_\_\_\_\_

(\* ONLY if needed, e.g. "362 bells")

\_\_\_\_\_ vs. \_\_\_\_\_  
 Actual Req'd

No. of Ext. Water (No.): \_\_\_\_\_

(Optional) Name of Marketing or Producer Group if under Forward Contract: \_\_\_\_\_

List any Quality Assurance Programs Routinely Implemented: \_\_\_\_\_

## Audit Notes

- *The American Humane Certified™ standards are written to cover facilities in varying geographic and temperature regions and facilities utilizing different systems. Therefore, not all sections in these standards apply to every facility. Farmers must comply with any local, state or federal mandates for handling and processing eggs that affect the environment or safety of their product.*
- *Egg Producers have the ability to receive dual certification through the American Humane Association program and the United Egg Producers (UEP) program by passing this audit. For the specific UEP requirements, refer to the UEP.*
- *If an outside company is used for other processes such as vaccinations, depopulation, etc., auditors must verify this process by observing the practices being conducted. If this is not a viable option for the site, then the company needs to be able to show documentation that the individuals are properly trained in these areas. This can be accomplished through training documents and/or the Certificate of Conformances.*
- *If the auditor observes willful acts of abuse towards the birds during the course of the audit, s/he must suspend the audit and notify the manager, their audit company, and the American Humane Certified program immediately. An investigation will be made to assess the incident and to determine whether remedial actions are required. If the incident is determined to be severe, the producer may be placed on probation from the program. Producers who are placed on probation must implement changes to the management, training, and company policies that to the satisfaction of the American Humane Certified program effectively remedy the issue, and the site must pass a follow-up audit prior to being reinstated in the program. (See also “Pass/Fail Auditor Observations” at the end of the audit.)*
- *Notes regarding this current revision to the **Animal Welfare Standards**:*
  - ← *Major changes and additions to the previous version of this document are noted by Revision Bars on the left side of this current document.*
- *Auditor note: unless noted otherwise, for each audit item, select all boxes that apply regardless of whether the audit item is marked “Yes” or “No.” For any audit item marked “No”, provide reasons in the “Notes” section.*

# Office Records/ Management

A high degree of caring and responsible husbandry is vital to ensure good animal welfare. Managers and stockpersons must be thoroughly trained, skilled, and competent in animal husbandry and welfare. They must have a good working knowledge of their system and the hens under their care.

The following records and documentation must be made available to the auditor at the time of the audit. These are to be maintained in the form of a Farm Manual. Producers may use their own forms for records or they may use the template forms that are provided in Appendix B of the full **Animal Welfare Standards for Laying Hens- Free Range & Pasture**.

## Company Policy & Employee Code of Conduct

		Selection	Score
M1	<p><b>Company Policy</b> The Company Policy must be available to all workers, in their native language as necessary. Workers must sign and date that they have been provided a copy of, and that they understand their responsibilities under, the Company Policy, which must include as a minimum:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Emphasis of the company’s commitment to providing an environment that promotes high standards of animal welfare;</li> <li><input type="checkbox"/> The company has implemented a “zero-tolerance” policy which states that kicking, throwing, yelling at, purposefully scaring, and other acts of abuse towards the hens or acts of neglect in the care of the hens will not be tolerated and, upon the discretion of the company, these actions are grounds for immediate dismissal; and</li> <li><input type="checkbox"/> The company has implemented an animal welfare “whistle blower” policy that protects employees who report animal welfare issues.</li> </ul>	<p><input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A</p>	__ /25
M2	<p><b>Employee Code of Conduct</b> An Employee Code of Conduct must be available to all workers, in their native language as necessary. Workers must sign and date that they have been provided a copy of, and that they understand their responsibilities under, this Code of Conduct, which must include as a minimum:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> All personnel are expected to handle the hens in a positive and compassionate manner at all times;</li> <li><input type="checkbox"/> Each worker has the responsibility for and is expected to contribute to upholding high standards of animal welfare at all times as they perform their own duties;</li> <li><input type="checkbox"/> In addition to the worker’s assigned duties, each also must be cognizant that the basic requirements such as adequate feed, water, lighting, ventilation, temperature control, and bio-security must be provided to the hens all times, and corrective actions must be taken immediately and/or a supervisor must be notified if any of these basic necessities are lacking; and</li> <li><input type="checkbox"/> All personnel have access to the <b>Animal Welfare Incident Report</b> or a similar company document or company protocol (such as an 800 number) for reporting incidences. Personnel must complete and submit this document whenever they observe incidences related to animal welfare that cause them concern.</li> </ul>	<p><input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A</p>	__ /25

<p><b>M3</b></p>	<p><b>Animal Welfare Officer</b>  Each farm must have at least one designated Animal Welfare Officer (AWO). The AWO is the individual who is responsible for ensuring the implementation of animal welfare policies and for monitoring operations to ensure that high standards of animal welfare are being provided to the animals at all times.</p> <p>➤ <i>Auditor note: The owner/ operator or license manager may designate him or herself as the AWO.</i></p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /10</p>
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### Office Records & Documentation

<p><b>M4</b></p>	<p><b>Records of Production</b>  Comprehensive production records must be available for at least one year in electronic, graphic, or tabular form, recording performance parameters including but not limited to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Animal movement logs (dates for incoming and outgoing flocks);</li> <li><input type="checkbox"/> Weekly egg production and egg masses;</li> <li><input type="checkbox"/> Numbers of mortalities (with reasons stated, if known);</li> <li><input type="checkbox"/> Numbers of cull birds (with reasons stated);</li> <li><input type="checkbox"/> Numbers of ill or injured birds (with reasons stated, if known);</li> <li><input type="checkbox"/> Feed intake and drinking water consumption; and</li> <li><input type="checkbox"/> Daily house temperature.</li> </ul> <p>Check if appropriate:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> House recording sheets are used as source records.</li> </ul>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /3</p>
<p><b>M5</b></p>	<p><b>Farm Checklists</b>  Records must be available for at least one year for each house with the following information for all previous and current flocks on that site, including:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> total interior floor and tier area available, with usable area and nest area separated;</li> <li><input type="checkbox"/> total exterior space available, including descriptions of any rotation schedules or temporary access restrictions;</li> <li><input type="checkbox"/> total number of birds placed on-site;</li> <li><input type="checkbox"/> total numbers/ lengths and types of waterers and of feeders in the interior, and numbers and types of waterers used in the exterior;</li> <li><input type="checkbox"/> for the indoor house/ fixed shelter, target air quality parameters including ammonia; and</li> <li><input type="checkbox"/> for the indoor house/ fixed shelter, the lighting program and target light intensity.</li> </ul>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /3</p>

<p><b>M6</b></p>	<p><b>Standard Operating Procedures (SOPs)</b>  SOPs must be available in the main office in regularly updated, comprehensive written instructions, in workers' native language as necessary, relating to daily, weekly, and monthly activities and procedures. Examples include but are not limited to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Workers must sign and date that they understand and have been provided copies of the sections of the SOPs that are relevant to their assigned duties;</li> <li><input type="checkbox"/> Twice daily inspections of flocks, facilities, and exterior spaces, and records to be kept by responsible personnel;</li> <li><input type="checkbox"/> Daily inspections of equipment (especially feed and water systems), routine maintenance and cleaning, and back-up protocols as well as records to be kept by the responsible personnel;</li> <li><input type="checkbox"/> Any additional procedures to maintain compliance with any applicable local, state, and federal regulations;</li> <li><input type="checkbox"/> Any bio-security protocols (e.g. maintaining screens, checking rodent bait, etc.);</li> <li><input type="checkbox"/> For indoor housing, where applicable: <ul style="list-style-type: none"> <li><input type="checkbox"/> Daily monitoring and recording of maximum and minimum house temperatures (unless automatically recorded);</li> <li><input type="checkbox"/> Daily monitoring of ventilation settings/ rates, any necessary adjustments (where applicable), and records of monthly ammonia readings;</li> <li><input type="checkbox"/> Description of lighting program, including quarterly readings of light intensity;</li> <li><input type="checkbox"/> Maintenance and testing of auxiliary power supply;</li> <li><input type="checkbox"/> Maintenance and testing of alarm systems; and</li> <li><input type="checkbox"/> Maintenance and testing of automatic ventilation systems.</li> </ul> </li> </ul> <p>Note: SOPs for specific operations, where applicable, are noted later in the standards:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Handling/ Depopulation &amp; Transportation SOPs.</li> </ul> <p>➤ <i>Auditor note: mark "Yes" if SOPs for miscellaneous activities and procedures are available; mark "No" if they are not.</i></p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>___/10</p>
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<b>M7</b>	<p><b>Emergency Response Plan</b>  The Emergency Response Plan must be available at the main office. This plan includes:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Emergency information and numbers, i.e. relevant information for responders about the site as needed, contact numbers for fire department, local utilities, etc.;</li> <li><input type="checkbox"/> Procedures to ensure that responsible individuals (and alternates, if necessary) can be notified. This should include primary and alternate contact numbers for these individual(s) responsible for reacting to emergencies, i.e. farm workers/ managers, family members, and/or owner as appropriate. <i>Note: it is recommended to provide contact numbers for at least three responsible workers and/or family members when possible, and a predefined calling schedule to ensure that all responsible parties may be contacted if necessary; and</i></li> <li><input type="checkbox"/> Contingency plans and precautions to cope with severe events/ emergencies in order to safeguard the welfare of the birds, and the procedures to be followed by responsible personnel in these occurrences or by those discovering an emergency such as fire, floods, storms or other severe weather, interruption of power or water, interruption of supplies, etc.</li> </ul> <p>➤ <i>Auditor note: When barns are not located on the same property as the main office, Emergency Contact Information or the Emergency Response Plan must also be posted on the barn site. See E4.</i></p>	<input type="radio"/> <b>Yes</b> <input type="radio"/> <b>No</b> <input type="radio"/> <b>N/A</b>	— /3
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## Animal Health Plan

<p><b>M8</b></p>	<p><b>Animal Health Plan</b>            An Animal Health Plan (AHP) must be available at the main office. This plan must include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Certification or proof that the AHP has been developed, and regularly updated, in consultation with a qualified flock veterinarian:               <ul style="list-style-type: none"> <li><input type="checkbox"/> The flock veterinarian and the producer must have a valid Veterinarian Client-Patient Relationship; and</li> <li><input type="checkbox"/> The flock veterinarian and the producer must review the AHP at least yearly and the AHP must be regularly updated as needed;</li> </ul> </li> <li><input type="checkbox"/> Records of vaccination protocols and any vaccinations;</li> <li><input type="checkbox"/> Records of treatment protocols and any treatments, including:               <ul style="list-style-type: none"> <li><input type="checkbox"/> Types and quantities of, and reasons for, medications used, and</li> <li><input type="checkbox"/> Details of the therapeutic use of any antibiotics, antiparasitics, and antifungals, where therapeutic use is defined as the treatment, prevention, or control of disease, and which includes the requirements that antibiotics, antiparasitics, and antifungals must only be used therapeutically as prescribed by an attending veterinarian;</li> </ul> </li> <li><input type="checkbox"/> Tolerance limits on overall flock performance;</li> <li><input type="checkbox"/> Causes of morbidity and mortality where known; and</li> <li><input type="checkbox"/> Targets for other aspects of flock health, and when the veterinarian must be notified.</li> </ul>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>__ /25</p>
<p><b>M9</b></p>	<p><b>Flock Performance Parameters</b>            Flock Performance Parameters must be continuously monitored for indicators of disease common to laying hens or to production disorders.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Monitoring of flock performance parameters must include review of records of observations made during daily inspections, and the monitoring of specific health conditions by stockpersons and by the flock veterinarian.</li> <li><input type="checkbox"/> If any flock performance parameter falls below the tolerance limits identified in the AHP, the veterinarian or properly trained personnel must be informed and a program of action developed to remedy the problem, as defined in the AHP. Rates of inspections must be increased until flock performance parameters return to acceptable limits.</li> </ul>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>__ /10</p>

M10	<p><b>Action and Management Plans in the AHP</b> Records of any Action and Management Plans must be retained as part of the AHP, including but not limited to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> procedures to be followed in the event of an outbreak of abnormal behavior such as feather-pecking or cannibalism, including appropriate and immediate changes in the system of management;</li> <li><input type="checkbox"/> management plans for the prevention of suffering from injuries, especially keel bone breaks, which include: <ul style="list-style-type: none"> <li><input type="checkbox"/> the monitoring and assessment of daily inspection logs for culls to ensure that an increasing problem is not developing, and where found,</li> <li><input type="checkbox"/> recommendations and guidance from the flock veterinarian to alleviate/ prevent such instances;</li> </ul> </li> <li><input type="checkbox"/> action plans for the mitigation/ prevention of recurring injuries seen in a number of birds to suggest that there is a common cause and that is attributable to physical features of the environment or to handling procedures. (<i>Injury is described as damage severe enough for the formation of granular scar tissue or defective bones or joints, and to an extent significantly greater than would be caused by accidental bumps or scratches. Attention must be paid to foot lesions.</i>);</li> <li><input type="checkbox"/> management plans/ practical measures for the prevention and control of external and internal parasitic infestations</li> <li><input type="checkbox"/> the program adopted and followed for the reduction and control of organisms that cause food safety concerns (such as Salmonella).</li> </ul>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>___/10</p>
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## Nutrition & Lighting Plans

M11	<p><b>Nutrition Plan</b> A Nutrition Plan must be available at the main office. This plan must include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Certification or proof that the diet has been developed in consultation with a qualified flock nutritionist: <ul style="list-style-type: none"> <li><input type="checkbox"/> The flock nutritionist must be identified by name.</li> <li><input type="checkbox"/> The plan must be reviewed periodically and updated as necessary.</li> </ul> </li> <li><input type="checkbox"/> Demonstration that the diet conforms to the following requirements (such as a letter from the flock nutritionist or other evidence that confirms the following): <ul style="list-style-type: none"> <li><input type="checkbox"/> The diet has been developed in accordance with guidelines provided by the most recently published National Research Council (NRC) standards;</li> <li><input type="checkbox"/> Growth hormones/ growth promoters are not used as additives to the feed in the <u>stated formulation</u> for the <u>stated producer</u> (<i>note: growth hormones are not permitted for use in poultry in the United States</i>); and</li> <li><input type="checkbox"/> In-feed antibiotics or anti-parasitic agents are not used in the <u>stated formulation</u> for the <u>stated producer</u>, except and unless for therapeutic/ approved reasons as prescribed by an attending veterinarian and as documented in the Animal Health Plan.</li> </ul> </li> </ul>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>___/10</p>
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M12	<p>The Nutrition Plan must also include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Specifications for a diet which is adjusted as appropriate to the hens' age and species/strain in order to promote balanced nutrition. <ul style="list-style-type: none"> <li><input type="checkbox"/> Changes to the diet must be introduced gradually.</li> <li><input type="checkbox"/> Feed intake of the hens must be monitored when changing feed type to ensure that the hens do not lose weight.</li> </ul> </li> <li><input type="checkbox"/> The diet must include mineral supplements, including coarse calcium, which are provided in adequate quantity to sustain healthy bone strength for the laying hens.</li> <li><input type="checkbox"/> Hens with access to the range or pasture must be provided with insoluble grit (composed of granite, quartz, or silica sand) at least once weekly to assist in digestion.</li> </ul>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>___/3</p>
M13	<p>The Nutrition Plan must also include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Feed records that have been retained for at least one year, including: <ul style="list-style-type: none"> <li><input type="checkbox"/> Identification of FDA-licensed feed mills and whether a major or minor source of feed;</li> <li><input type="checkbox"/> Feed constituents/ feed concentrates (minerals/amino acids, etc.) used at each site; and</li> <li><input type="checkbox"/> A statement of compliance that all FDA requirements for feed safety have been met and feed mill adheres to FDA GMP's.</li> </ul> </li> </ul>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>___/3</p>
M14	<p><b>Lighting Program</b>  The lighting system in indoor houses/ fixed shelters must be designed and maintained to regulate a daily cycle for all hens. The lighting program for each house must be documented and light intensity must be tested quarterly with records on file. The lighting program must provide within each 24-hour period:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> A minimum continuous period of 8 hours of daytime light. <ul style="list-style-type: none"> <li>o The daytime light levels must be an average minimum of 10 lux (1 foot-candle) at the head height of the hens throughout the house, excluding areas in the shade of equipment.</li> <li>o Patches of high intensity sunlight or artificial light must be avoided.</li> </ul> </li> <li><input type="checkbox"/> A minimum period of 6 hours of continual darkness or the natural period of darkness, if less. (<i>Note: 'Darkness' refers to the substantial dimming of lighting to allow birds to rest.</i>)</li> </ul> <p>➤ <u>Auditor note:</u> Lighting and light intensity must also be evaluated on-site. See E17-E19.</p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>___/25</p>

## Bio-security & Sanitation Plans

M15	<p><b>Bio-security Plan, Structural/Access</b> The structural bio-security plan must be available and include as a minimum:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Description of and maintenance schedule for physical methods for discouraging pests, predators, and wild birds.</li> <li><input type="checkbox"/> Description of company bio-security policies and procedures for employees;</li> <li><input type="checkbox"/> Description of the policies and procedures for the deterrence of unapproved visitors; and</li> <li><input type="checkbox"/> Descriptions of the policies and procedures for approved visitors including the logging of all approved visitors. Non-farm personnel are not permitted on the site unless approved by farm managers, and unless appropriate precautions have been taken, including compliance with the company policy on “downtime” i.e. time away from contact with other poultry.</li> </ul> <p>➤ <i>Auditor note: The implementation of the structural bio-security policies and procedures must be evaluated on-site. See E2.</i></p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /3</p>
M16	<p><b>Bio-security Plan, Operational</b> The operational bio-security plan must be available and include as a minimum:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The maintenance of outdoor areas adjacent to surrounding buildings to keep vegetation short and tidy within at least 24” from the house (i.e. removing vegetation that provides shelter to pests, predators, and wild birds);</li> <li><input type="checkbox"/> The maintenance of outdoor areas immediately surrounding the range or pasture to remove vegetation, debris piles, etc. that may provide shelter to pests, predators, and wild birds;</li> <li><input type="checkbox"/> Descriptions of policies and procedures for the deterrence and control of pests, predators, and wild birds, maintenance schedules and personnel responsible for baiting and trapping, etc.;</li> <li><input type="checkbox"/> The removal of feed sources and the protection of bulk feed and water supplies to reduce the attraction of pests, rodents, mold, etc.;</li> <li><input type="checkbox"/> The protocols for personnel working with older flocks to limit contact with pullets; and</li> <li><input type="checkbox"/> The provision and maintenance of protective clothing, foot baths, and/or shower facilities for workers, where appropriate.</li> </ul> <p>➤ <i>Auditor note: The implementation of the operational bio-security policies and procedures must be evaluated on-site. See E3.</i></p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /3</p>
M17	<p><b>Cleaning and Sanitation Plan</b> The Cleaning and Sanitation Plan must be available as part of the overall health plan, and must include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> details for routine/ scheduled cleaning procedures; and</li> <li><input type="checkbox"/> details for cleaning procedures between depopulation and restocking: Following depopulation, all houses/ shelters must be thoroughly cleansed and disinfected; and</li> <li><input type="checkbox"/> Where recommended by the flock veterinarian, houses/ shelters must be tested negative from infectious agents as specified in the Animal Health Plan.</li> </ul>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /3</p>
M18	<p><b>Waste Disposal Plan</b> Each farm must maintain a Waste Disposal Plan that details protocols for the safe and proper disposal of medical waste, sharps, carcasses, and other waste that poses a potential threat to animal and human health and safety.</p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /3</p>

## Specific SOPs for Pullets

<p><b>M19</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Pullets must be reared on litter and provided with the minimum space allowance for the adult laying flock per E20, adjusted proportionately based on the pullets' current average weight versus the anticipated average weight of the adult hens. (<i>E.g. White/ lightweight pullets require at least 50% X 1.0 = 0.5 square feet per pullet when the average weight of the pullet is 50% of the anticipated weight of the adult hen.</i>) .</li> <li><input type="checkbox"/> Feeding and watering systems for pullets must be similar to those in the laying house.</li> <li><input type="checkbox"/> Auditors must be given access to company owned rearing houses during the audit, where applicable.</li> </ul> <p><i>Note: see M40: Beak-Trimming Policy also.</i></p>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>__ /3</p>
<p><b>M20</b></p>	<p>Premises and equipment must be thoroughly disinfected and cleansed before restocking.</p>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>__ /3</p>
<p><b>M21</b></p>	<p>Elements such as perches and litter/scratch areas must be included in the facilities so pullets are prepared for the laying house environment.</p>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>__ /3</p>

## SOPs for Exterior Access

<p><b>M22</b></p>	<p>Exterior Access SOPs must be available for all Free Range and Pasture systems and must include as a minimum:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Inspection of the hens and the outdoor facilities, conducted twice daily as a minimum;</li> <li><input type="checkbox"/> Maintenance of required shade and where provided screening to deter predators, rodents, and wild birds; and</li> <li><input type="checkbox"/> Schedule for when hens have access to the exterior, i.e. daily procedures for opening/ closing access to exterior:             <ul style="list-style-type: none"> <li><input type="checkbox"/> A company policy must be available that describes the weather conditions for which the birds are provided exterior access, as well as the conditions for which the birds are secured in the house.</li> <li><input type="checkbox"/> The birds must be provided access to the outdoor areas for a minimum of 8 hours daily during daylight hours, weather permitting. All exit areas must normally be open during this time, except when precluded by inclement weather conditions.</li> <li><input type="checkbox"/> Protection must be provided from predators and wild birds, and birds must be closed in the house (or mobile shelter) at night, when the outside temperatures are excessively cold or hot, and when other adverse weather conditions are expected. <i>Note: Under situations of high risk for avian influenza or other highly pathogenic infectious diseases, birds can remain indoors as recommended by the veterinarian.</i></li> </ul> </li> <li><input type="checkbox"/> If a dust-bathing environment for hens is provided outdoors, the SOPs must describe the provision and maintenance of a suitable substrate for dust-bathing, with access allowed for at least 4 hours every day;</li> <li><input type="checkbox"/> The Exterior Access SOPs must:             <ul style="list-style-type: none"> <li><input type="checkbox"/> Include provisions for the maintenance and active management to remedy damaged or sodden ground and allow the vegetation to regrow in order to provide an appropriate cover of living vegetation to the extent required by the type of outdoor access (i.e. Free Range or Pasture); and</li> <li><input type="checkbox"/> Include a program for the mitigation of pathogen buildup and when required by the flock veterinarian a program for testing must be performed between flocks to show the reduction or elimination of pathogenic contamination.</li> </ul> </li> </ul> <p>➤ <i>Auditor note: The physical condition of the exterior space must be evaluated on-site. See E28-E30.</i></p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A         </p>	<p>__/10</p>
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<b>M23</b>	<p><u>Additionally for Free-Range and Pasture Systems:</u></p> <ul style="list-style-type: none"> <li>• <i>(Pasture-based systems only)</i> For pasture-based systems, there must be demonstration or proof that the location of the pasture-based system provides local climatic conditions suitable for hens to access the exterior for the majority of the year, and permits the pasture to be provided with a substantial cover of living vegetation: <ul style="list-style-type: none"> <li>• Records must be available for at least one year documenting the number of days that it was necessary to secure the birds indoors due to inappropriate weather conditions.</li> <li>• The daily records must show that the number of individual days for which it was necessary to secure the birds indoors due to unacceptable weather conditions did not exceed 90 days in total. <i>(I.e., records must show that weather conditions were acceptable for providing birds with access to the Pasture for at least 275 days of the year.)</i></li> </ul> </li> </ul> <p>Note: The 90-day total does not include any days in which the birds were secured indoors per the recommendation of the flock veterinarian due to a specific disease risk or other health concern.</p> <p>➤ <u>Auditor note:</u>  _____ Number of days for which it was necessary to secure birds indoors due to unacceptable weather conditions.</p> <ul style="list-style-type: none"> <li>• <i>(Select if applicable: required for all Pasture-based systems, and for any Free-Ranges system that employ rotation)</i> Documentation must be available describing the rotation schedule for the relocation of mobile housing units or the rotation schedule for access to specific portions of the pasture or free range.</li> </ul>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	____ /10
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**Catching & Handling SOPs**

	Catching and Handling SOPs must be available and focus on maintaining high standards of animal welfare during depopulation. (See “Depopulation” section)	<b>Refer to “Depopulation” Section for Scoring</b>	- / -
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**Transportation & Processing Plant SOPs**

	Transportation and Processing Plant SOPs must be available and focus on maintaining high standards of animal welfare during loading, transport, unloading, shackling, stunning, and bleeding. (See “Transportation” and “Processing” sections)	<b>Refer to “Transportation” and “Processing” Sections for Scoring</b>	- / -
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## Records of Stockperson Training

The continuing education of personnel who have day-to-day contact with the hens is one of the most important ways to ensure behaviors that support and promote animal welfare. It is important to have documentation confirming personnel training in aspects of flock welfare appropriate to the level of operation.

<p><b>M24</b></p>	<p><b>Training Documentation</b>  <i>Note: applies to <u>all training</u> in this section “Records of Stockperson Training”</i></p> <p>Documentation must be available confirming that personnel are provided training at orientation, as well as yearly updates/refresher courses (and opportunities for continuing education/ professional development) and specialized training, in aspects of animal welfare appropriate to the level of operation. For all training of personnel:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Training must be presented in the workers’ native language if necessary.</li> <li><input type="checkbox"/> Training may include videos, manuals, classroom settings, online instruction, etc.</li> <li><input type="checkbox"/> Training must include review of the company SOPs, the <b>American Humane Certified Animal Welfare Standards</b>, and ‘hand’s-on’ experience and evaluations.</li> <li><input type="checkbox"/> Training records must clearly define what is expected of each stockperson so that each is fully aware of their duties and responsibilities.</li> <li><input type="checkbox"/> Training records must be signed by both the trainer and the trainee, and include the training topic (i.e. orientation, yearly update/refresher course, specialized training, etc.) as well as the training date.</li> </ul>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>__ /10</p>
<p><b>M25</b></p>	<p><b>Training for All Stockpersons</b></p> <p>Prior to being given responsibility for the welfare of the hens, all stockpersons must be properly trained. As a minimum, the training program for all stockpersons in direct contact with the hens must include how to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Know of the normal behavior of hens and of the flock and to recognize the signs that indicate good health and welfare so that in the eventuality of an impending problem arises they are able to recognize it in the earliest stages;</li> <li><input type="checkbox"/> Know of the proper way handle animals in manner that minimizes unnecessary stress to the birds;</li> <li><input type="checkbox"/> Recognize the signs of abnormal behavior and fear;</li> <li><input type="checkbox"/> Recognize deviations from normal flock activity;</li> <li><input type="checkbox"/> Understand the physical and environmental requirements for hens;</li> <li><input type="checkbox"/> Have a basic knowledge of common diseases, illnesses, and injuries, and know when responsible personnel must be notified;</li> <li><input type="checkbox"/> Understand the factors that affect litter condition (i.e. moisture, nitrogen content, and slippery, caked litter), and identify welfare problems associated with poor litter management (e.g. burnt hocks, paw lesions, etc.); and</li> <li><input type="checkbox"/> Know the procedures to be followed in the event of an emergency, i.e. the Emergency Response Plan.</li> </ul>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>__ /10</p>

<p><b>M26</b></p>	<p><b>Specialized Training of Stockpersons</b>  Documentation must be available for the training of stockpersons to perform specialized duties, with emphasis on animal welfare, optimizing health, and minimizing pain and distress to the birds. Prior to performing procedures that have the potential to cause suffering (e.g. injections and approved beak-trimming), the stockperson must be able to demonstrate to the trainer that they are proficient in performing those procedures. Specialized training includes but is not limited to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> specific training in the correct procedures for performing inspections of the hens; identifying which hens are to be culled/ euthanized and recognizing unusual conditions or behaviors; and the appropriate and timely remedial actions to be taken, either by the direct action of the stockperson or through the notification of the responsible personnel; <ul style="list-style-type: none"> <li>o Sick hens must be treated immediately, and any hens suffering from injury such as open wounds or fractures, or from prolapse of the vent, must be segregated and treated without delay, or if necessary, humanely euthanized.</li> </ul> </li> <li><input type="checkbox"/> specific training and certification of the stockpersons' proficiency in approved techniques for euthanasia; and</li> <li><input type="checkbox"/> specific training and orientation for stockpersons responsible for any equipment on which the hens depend, including: <ul style="list-style-type: none"> <li>o recognizing normal operation of the equipment;</li> <li>o operating the equipment competently (e.g., heaters, lighting, ventilation, flaps/fans) ;</li> <li>o carrying out routine maintenance to ensure that the equipment is kept in good working order;</li> <li>o recognizing common signs of malfunction; and</li> <li>o carrying out any actions in the event of failures.</li> </ul> </li> </ul>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>__ /10</p>
<p><b>M27</b></p>	<p><b>Training of On-Farm Crews</b>  The training of on-farm personnel, such as catching and transport or euthanasia crews, must be documented, and all members of these crews must be provided full, detailed, written instructions. Training includes Catching &amp; Handling, Transport, and/or Euthanasia protocols.</p>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>__ /10</p>
<p><b>M28</b></p>	<p><b>Training of Outside Workers</b>  The training for crews outside the producer's control (crews performing beak-trimming, vaccination crews, depopulation crews, transport crews, etc.) must be documented to certify familiarity with and conformance to the standards herein.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Training must be validated through employee documents and/or Certificates of Conformance.</li> <li><input type="checkbox"/> Outside workers must be held to the same standards of care as company employees. All outside workers must sign and date the company "Employee Code of Conduct" as described in M2, or a similar code of conduct.</li> </ul>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>__ /10</p>

## Inspections of Hens

<p><b>M29</b></p>	<p><b>Routine Inspections</b>            Records must be on file in the house for a minimum of one year showing that the hens, indoor facilities, and outside areas are inspected a minimum of twice daily. These records must:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> identify the person performing the inspection, and the time (AM/PM) and date of the inspection;</li> <li><input type="checkbox"/> note the numbers of mortalities with reasons stated, if known; and</li> <li><input type="checkbox"/> note the numbers of culls, with reasons stated.</li> </ul> <p>➤ <i>The stockperson performing the inspections must proceed in a careful, deliberate manner to avoid frightening the hens unnecessarily, i.e. by making loud noises, sudden movements, etc., and must follow a path that allows them to see all of individual hens in the house.</i></p> <p>➤ <i>During inspections or at any other time, if any bird is found to be in severe pain or is suffering from severe sickness or injury then the bird must be immediately and humanely euthanized by qualified personnel.</i></p> <p>➤ <i>Mortalities found during inspections or at any other time must be removed as soon as possible after discovery and carcasses disposed of properly.</i></p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A           </p>	<p>__ /10</p>
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## Inspections & Maintenance of Equipment

<p><b>M30</b></p>	<p><b>Equipment Inspections</b>            Stockpersons must inspect all equipment on which the hens rely on a daily basis, whether the equipment is manual or automatic. Stockpersons must also perform routine, scheduled maintenance as defined in the SOPs. Where a defect is found (whether on inspection or at any other time):</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> It must be rectified immediately, and records must be kept of the nature of the defect and how the defect was rectified ; or</li> <li><input type="checkbox"/> If the defect cannot be rectified immediately, records must be kept of the nature of the defect and must show that measures as specified in the SOPs were followed in order to safeguard the hens from suffering unnecessary pain or distress as a result of the defect. Records show that these measures were maintained until the defect was rectified.</li> <li><input type="checkbox"/> Routine maintenance must be performed per the equipment manufacturer's recommendations, with records kept.</li> <li><input type="checkbox"/> Where used, shock wires (such as in the corners of houses) must be set to cause no more than momentary and minor discomfort to the birds.</li> </ul>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A           </p>	<p>__ /3</p>
<p><b>M31</b></p>	<p><b>Inspections of Water Systems</b>            Records must be kept showing the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> water availability is checked daily;</li> <li><input type="checkbox"/> water flow rate is monitored and recorded weekly and is verified using water meters or the graduated cylinder methodology; and</li> <li><input type="checkbox"/> water lines are flushed between flocks.</li> </ul>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A           </p>	<p>__ /3</p>

<p><b>M32</b></p>	<p><b>Inspections of Auxiliary Power Supply</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Records must be kept showing that the auxiliary power supply (such as a standby generator), is tested weekly and- unless recommended otherwise by the manufacturer- under load, with the outcome of the test documented.</li> <li><input type="checkbox"/> Records must show that the auxiliary power supply is available and has sufficient capacity to operate critical equipment such as fans, feeders, waterers, and lights for at least 24 hours.</li> </ul> <p>➤ <i>Auditor note: An Auxiliary Power Supply is not required at sites that rely on manually operated equipment. Where it is required, the auditor must confirm that the Auxiliary Power Supply is available on site and functional. See E11.</i></p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>__ /3</p>
<p><b>M33</b></p>	<p><b>Inspections of Alarm Systems</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> For controlled environment houses, records must be kept showing that alarm systems (audible &amp; remote) are tested weekly, with the outcome of the test documented.</li> <li><input type="checkbox"/> Records must show that these alarm systems are operational even if the principal electricity has failed.</li> </ul> <p><i>Alarm systems for controlled environment houses must be installed and functional for giving notification in the event of an emergency (e.g. during a power failure, high temperatures, water failure, etc.)</i></p> <p>➤ <i>Auditor note: For controlled environment houses, the auditor must confirm that alarm systems are available on site and functional. See E12.</i></p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>__ /3</p>
<p><b>M34</b></p>	<p><b>Ventilation &amp; Environmental Controls</b></p> <p>For controlled environment houses:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Maximum and minimum temperatures must be monitored and recorded daily.</li> <li><input type="checkbox"/> Ventilation equipment must be checked daily and maintained for proper operation, with records kept.</li> <li><input type="checkbox"/> Ventilation rates must be monitored daily and adjustments made in order to maintain minimum ventilation requirements and to maintain air quality parameters.</li> <li><input type="checkbox"/> Documentation on ventilation system must be available that includes information on design, capacity, and CFM rating.</li> <li><input type="checkbox"/> A backup plan must be in place to safeguard birds from suffering pain or distress as a result of a malfunction of the ventilation equipment.</li> </ul>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>__ /3</p>

<p><b>M35</b></p>	<p><b>Monitoring of Ammonia Levels by Producer</b>  For all indoor houses/ fixed shelters, records must be available showing:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Results of tests of ammonia levels, measured monthly by or on behalf of the producer at the height of the hens at multiple locations in the house, which are ideally less than 10 parts per million (ppm) but must not exceed 25 parts per million.</li> <li><input type="checkbox"/> If a monthly ammonia test result was in excess of 25 ppm, records must show that a program of ammonia mitigation was implemented. Along with a description of the steps taken to reduce ammonia levels, the records must show that ammonia testing was performed daily until ammonia levels dropped below 25 ppm.</li> </ul> <p><i>Note: Provisions must be made to ensure that aerial contaminants do not reach a level at which they are noticeably unpleasant to a human observer. Ammonia levels are to be maintained at less than 10 ppm wherever possible.</i></p> <p>➤ <u>Auditor note:</u> Air quality and ammonia levels must be evaluated on-site on the day of the audit. See E13-E16.</p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>___/25</p>
<p><b>M36</b></p>	<p><b>Litter Maintenance Plan</b>  Litter is required in all permanent housing. The SOPs and training manuals must have a section detailing proper maintenance of litter. Litter must:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Allow birds to dust bathe and forage freely;</li> <li><input type="checkbox"/> Be managed and maintained in a dry, friable condition;</li> <li><input type="checkbox"/> Be good quality and of a suitable material and particle size;</li> <li><input type="checkbox"/> Be provided at a depth appropriate for the dilution of feces (<i>recommended to be at least 2 inches in depth of dry litter to allow birds to get to the bottom and move the litter around</i>); and</li> <li><input type="checkbox"/> Be topped as necessary (fresh litter must not be placed on top of caked litter.)</li> </ul> <p>Also:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Litter must not be wet, infested with insect pests, or otherwise harmfully contaminated;</li> <li><input type="checkbox"/> Litter that is wet or otherwise contaminated must not be introduced into the house; and</li> <li><input type="checkbox"/> Wet litter resulting from accidental flooding must be replaced as soon as practical.</li> </ul> <p>➤ <u>Auditor note:</u> Litter must be evaluated on-site on the day of the audit. See E21-E22.</p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>___/3</p>

## Molting Policy

<p><b>M37</b></p>	<p><b>Molting Policy</b>  <u>Hens MUST NOT be induced to molt by withholding feed and/or water.</u></p> <p>➤ <i>Auditor note: select only as appropriate:</i></p> <ul style="list-style-type: none"> <li>▪ Flocks are NOT induced to molt. (If flocks are NOT induced to molt, select this bullet, skip remaining bullets, and mark as “Yes” to this audit item. Otherwise, leave unselected and proceed to next bullet.)</li> </ul> <p><b>OR</b></p> <ul style="list-style-type: none"> <li>▪ Flocks are induced to molt.           <ul style="list-style-type: none"> <li><input type="checkbox"/> Methods for inducing a molt must not include the withholding of feed and/or water and must follow the latest edition of the United Egg Producers’ <b>Animal Husbandry Guidelines for U. S. Egg Laying Flocks</b>. As noted by the UEP guidelines:</li> </ul> </li> </ul> <p><b>“Guidelines for Molt Program:</b></p> <ol style="list-style-type: none"> <li>7. Only non-feed withdrawal molt methods will be permitted after January 1, 2006.</li> <li>8. Hens should be provided with a feed source that is suitable for non-producing hens.</li> <li>9. Water must be available at all times.</li> <li>10. The light period should be reduced to no fewer than 8 hours in closed houses, or to natural day length in open houses, for the duration of the rest period. When the flock is placed back on a layer diet, lights should be returned to the normal layer program.</li> <li>11. During the molt period, body weight loss should be sufficient so as not to compromise hen welfare in the subsequent laying period.</li> <li>12. Total mortality during the molt period should not substantially exceed normal variations in flock mortality"</li> </ol> <ul style="list-style-type: none"> <li><input type="checkbox"/> Records must be kept of any molting program, and must show that only methods in accordance with the UEP were used.</li> </ul>	<p>○ Yes          ○ No          ○ N/A</p>	<p>__ /3</p>
<p><b>M38</b></p>	<p><b>Mortality Levels During Non-Feed/ Non-Water Withdrawal Molting</b>          If the mortality level within a house is in excess of 0.5% in 24 hours for three successive days during the non-feed/ non-water withdrawal molting, a veterinary investigation must be made to determine the cause and if necessary to remedy the problem.</p>	<p>○ Yes          ○ No          ○ N/A</p>	<p>__ /3</p>

## Backfilling Policy

<p><b>M39</b></p>	<p>Flocks must not be back-filled to replace mortalities without prior approval from the American Humane Certified program.</p> <p>➤ <i>Auditor note: select only as applicable:</i></p> <ul style="list-style-type: none"> <li>▪ Flocks have NOT been back-filled. (If flocks have NOT been back-filled as confirmed by a review of records, select this bullet, skip remaining bullets, and mark as “Yes” to this audit item. Otherwise, leave unselected and proceed to next bullet.)</li> </ul> <p><b>OR</b></p> <ul style="list-style-type: none"> <li>▪ Flocks have been backfilled.           <ul style="list-style-type: none"> <li><input type="checkbox"/> Documentation is available confirming that the specific instance of back-filling was given approval by the American Humane Certified program.</li> </ul> </li> </ul> <p><i>Note: back-filling will only be considered for approval for extreme events such as a natural disaster, disease, or other catastrophes.</i></p>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>___ /3</p>
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## Beak-Trimming Policy

<p><b>M40</b></p>	<p>Outbreaks of injurious feather-pecking and cannibalism are possible in cage-free systems, and this harmful behavior may quickly affect a considerable proportion of the flock if not addressed.</p> <p>For this reason, though the practice of beak-trimming/tipping is undesirable, it is permitted to be performed only as a preemptive measure to mitigate the risks of injurious feather-pecking and cannibalism if beaks are left intact.</p> <p>➤ <i>Auditor note: select only as applicable:</i></p> <ul style="list-style-type: none"> <li>▪ Beak-trimming/tipping is NOT performed routinely on the birds, either at the hatchery, or on-site. (If true, select this bullet, skip the following bullets, and mark “Yes” to this audit item. Otherwise, leave blank and proceed to the next bullets.)</li> </ul> <p><b>OR</b></p> <ul style="list-style-type: none"> <li>▪ Beak-trimming/tipping is performed routinely on the birds. Where this is the case, the producer must have a Beak-Trimming Policy that states:             <ul style="list-style-type: none"> <li><input type="checkbox"/> Beak trimming/ tipping may only be performed where there is a concern about cannibalism. Beak trimming/ tipping must not be performed to prevent feed wastage.</li> <li><input type="checkbox"/> Where performed, the pullets’ beaks should be tipped, i.e. blunted, where possible. Otherwise, beak-trimming must remove no more than 1/3 of the upper and lower beaks, as measured from the tip to the entrance to the nostrils.</li> <li><input type="checkbox"/> Pullets which have been recently trimmed/ tipped must be monitored to ensure that they are consuming adequate feed and that they are able to use the waterers.</li> <li><input type="checkbox"/> Pullets which were recently trimmed/ tipped must not be exposed to other high-stress procedures such as transport or vaccination. <i>Note: it is recommended that Vitamin K and C are added to the water before and after beak-trimming, and that the hens are provided with additional feed 1 week following.</i></li> <li>▪ (Select only if applicable) If pullets are sourced from a hatchery that performs the beak-trimming/ tipping:             <ul style="list-style-type: none"> <li><input type="checkbox"/> Beak trimming/ tipping must be performed within the first 24 hours of life using infrared laser equipment; and</li> <li><input type="checkbox"/> Documentation must be available from the hatchery confirming that beak-trimming/ tipping was performed by trained personnel using the proper equipment and per all requirements detailed in this Beak-Trimming Policy.</li> </ul> </li> <li>▪ (Select only if applicable) If beak-trimming/ tipping performed on-site:             <ul style="list-style-type: none"> <li><input type="checkbox"/> Beak-trimming/ tipping must be performed only by trained personnel using approved procedures and appropriate, well-maintained equipment. Records must be kept of: the names of the stockpersons who have undergone training for the correct beak-trimming/ tipping procedures; the name of the trainer; confirmation that the trainees’ competence in performing the procedure was validated by the trainer, including proper techniques and proper use of any equipment; and the date(s) that the training occurred.</li> <li><input type="checkbox"/> Beak trimming/ tipping must be performed no later than 10 days of age by the use of a machine with a blade and cauterizer, to minimize pain and stress.</li> </ul> </li> <li><input type="checkbox"/> <u>Beak trimming on older birds, including ‘touch-up’ trimming, must not be performed as a matter of course.</u></li> </ul> </li> </ul> <p><i>Note: The producer should take care when selecting birds to avoid genetic strains with undesirable traits, particularly aggressiveness and a tendency to feather peck.</i></p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A         </p>	<p>__ /25</p>
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<b>M41</b>	<p><b>Action Plans for Deterring Injurious Feather Pecking and Cannibalism</b>  The producer must have action plans in place to discourage the spread of injurious feather pecking and cannibalism. If outbreaks of injurious feather pecking and cannibalism do occur:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Methods to discourage the spread of injurious feather pecking and cannibalism must be conducted without delay.</li> <li><input type="checkbox"/> Artificial appliances (such as blinkers attached to the beak or nostrils, or contact lenses) designed to stop injurious feather pecking and cannibalism must not be used.</li> <li><input type="checkbox"/> The producer must notify the American Humane Certified™ program that the problem exists and must explain the steps that the producer proposes to take in order to mitigate the problem, and the producer must provide regular updates to the American Humane Certified program regarding the success of the mitigation.</li> <li><input type="checkbox"/> Methods should include removing the offending birds if they are identifiable and segregating injured birds as first steps, followed by reducing light levels and providing distractions/ enrichments to the birds and/or providing additional perches or panels so that subordinate hens can retreat.</li> <li><input type="checkbox"/> If these measures still do not mitigate the problem, the producer must contact the American Humane Certified™ program for additional recommendations.</li> </ul> <p><b><u>The American Humane Certified™ program will not consider beak-trimming of older birds except as a method of last resort if other measures fail.</u></b></p>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /10
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## Euthanasia Policy

M42	<p>The Euthanasia Policy includes provisions for routine euthanasia (culls), end-of-flock euthanasia, and emergency euthanasia (including mass disposal during disease outbreaks such as for highly pathogenic Avian Influenza). Euthanasia and disposal of carcasses must be consistent with applicable local, state, and federal regulations.</p> <p>A Euthanasia Policy must be available that includes provisions for humane and timely, routine and emergency, euthanasia. This policy must include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Only properly trained farm personnel or the flock veterinarian are to perform euthanasia.</li> <li><input type="checkbox"/> Training records that identify: the names of the stockpersons who have undergone training; the name of the trainer; the specific method(s) of euthanasia covered in the training; confirmation that the trainees' competence in performing the procedure was validated by the trainer, including proper techniques and proper use of any equipment; and the date(s) that the training occurred.</li> <li><input type="checkbox"/> Procedures stating that:             <ul style="list-style-type: none"> <li><input type="checkbox"/> If there is any doubt as to whether euthanasia is required: the veterinarian or properly trained personnel must be called at an early stage to advise whether treatment is possible; OR</li> <li><input type="checkbox"/> If the veterinarian or properly trained personnel determine that an animal is in severe, uncontrollable pain or is unable to move on its own accord, then the animal must be promptly and humanely euthanized to prevent further suffering.</li> </ul> </li> <li><input type="checkbox"/> For euthanasia methods requiring equipment: records showing that equipment has been maintained per the manufacturer's recommendations and that it is required to be stored securely, protected, and kept clean.</li> <li><input type="checkbox"/> The approved methods of euthanasia that are to be used for each age group of birds and under what circumstances, i.e. for routine culling or for emergency euthanasia for flocks. These methods must be performed promptly to prevent further suffering and must comply with the latest edition of the American Veterinary Medical Association's <b><i>AVMA Guidelines for the Euthanasia of Animals</i></b>.</li> <li><input type="checkbox"/> The farm performs one or more of the following approved methods of on-farm euthanasia (<i>select as appropriate</i>):             <ul style="list-style-type: none"> <li><input type="checkbox"/> Cervical dislocation, to be used in an emergency or for euthanizing a very small number of birds. Cervical dislocation involves stretching the neck to dislocate the first vertebrae in the neck from the skull and cause extensive damage to the major blood vessels. <u>Use of equipment that crushes the neck rather than dislocates the spine, such as pliers, is never acceptable practice.</u></li> <li><input type="checkbox"/> Electrical stunning, immediately followed by neck cutting.</li> <li><input type="checkbox"/> Appropriately sized captive bolt euthanasia.</li> <li><input type="checkbox"/> Carbon dioxide, or other approved gas/ gas mixture, delivered in an appropriate container at acceptable concentrations.</li> <li><input type="checkbox"/> Any other method approved by the latest edition of the <b><i>AVMA Guidelines for the Euthanasia of Animals</i></b>.</li> </ul> </li> <li><input type="checkbox"/> Procedures stating that the persons performing euthanasia must verify that each bird has been properly euthanized. If necessary, the same method or an alternate method must be performed immediately to ensure that the bird does not suffer.</li> <li><input type="checkbox"/> For other than routine culls, logs stating the reason for euthanasia, the date, the competent personnel performing the euthanasia, the numbers of birds euthanized, and the procedure used.</li> <li><input type="checkbox"/> Routine, on-farm disposal of flocks at the end of the production cycle must meet the requirements of this section. See "Depopulation".</li> <li><input type="checkbox"/> Procedures for the proper disposal of carcasses, and records of the name of the outlet through which all such carcasses are disposed, unless carcasses are disposed of on-farm, in which case records are kept of the disposal method. Disposal must meet all state, local, and/or federal regulations.</li> </ul> <p><b><u>Nothing stated here is intended to discourage the prompt diagnosis and appropriate treatment of any ill or injured bird.</u></b></p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A         </p>	<p>___ /50</p>
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# On-Farm/ Feed & Water

Hens must be provided with a wholesome diet free from hunger, thirst, and malnutrition by providing ready access to fresh water and a diet that maintains full health and promotes a positive state of well-being. Feed and water must be distributed in such a way that the hens can eat and drink without undue competition.

## Feed

		Selection	Score
FW1	<p><b>Feed Access &amp; Feed Space</b></p> <p><input type="checkbox"/> The hens must be fed a wholesome diet which is fed to them in sufficient quantity to maintain them in good health and to satisfy their nutritional needs. The hens must have unrestricted, daily access to feed, except prior to depopulation or as required by the flock veterinarian.</p> <p><input type="checkbox"/> Within the house/ shelter and per each hen, there must be a minimum of: <i>(select only as applicable)</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 1.5 linear inches of feed trough when double-sided straight troughs are used; and/or</li> <li><input type="checkbox"/> 3.0 linear inches of feed trough when only one side of trough is accessible; and/or</li> <li><input type="checkbox"/> 1.5 perimeter inches of circular feeder space when round pans are used.</li> </ul> <p>➤ <u>Auditor note:</u>            _____ Calculated linear inches per bird            (e.g. "1.51 inches DS trough")</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> N/A</p>	___/50
FW2	Feed must be fresh and not left in a contaminated (i.e. moldy, wet, soiled with rodent feces, etc.) or stale condition.	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> N/A</p>	___/3
FW3	<p><b>Even Distribution of Feed</b></p> <p>Within the indoor house/ shelter, the hens must not have to travel more than 26 feet to reach feed.</p> <p><i>Note: Feed must be distributed evenly throughout the indoor house/ shelter to minimize competition among birds. Particular attention must be given to the provision of feed in areas frequented by subordinate hens.</i></p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> N/A</p>	___/3

# Water

<p><b>FW4</b></p>	<p><b>Water Access &amp; Waterers</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The hens must have continuous access to an adequate supply of clean, fresh drinking water at all times.</li> <li><input type="checkbox"/> Waterers in the indoor house/ shelter must be provided at the following minimum rates: (select only as applicable) <ul style="list-style-type: none"> <li><input type="checkbox"/> 1 nipple per every 10 hens (i.e. no more than 10 hens per nipple); and/ or</li> <li><input type="checkbox"/> 0.5 inches of trough space per hen when both sides of the trough are accessible; and/ or</li> <li><input type="checkbox"/> 1.0 inches of trough space per hen when only one side of the trough is accessible; and/ or</li> <li><input type="checkbox"/> 0.4 perimeter inches of space per hen when round drinkers are used, OR per manufacturer's specification for bell-type drinkers.</li> </ul> </li> </ul> <p>➤ <u>Auditor note:</u>  _____ Calculated indoor waterer per bird  (e.g. "1 nipple per 9.8 birds")</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Waterers must be placed at optimum height (per manufacturer's guidelines) for the size and age of the birds and must be of an appropriate design.</li> <li><input type="checkbox"/> At the time of the audit, no more than 10% of waterers may be inoperable.</li> </ul> <p><i>Note: Where new drinking systems are being installed, no open water systems are to be used that allow water spillage and soaking of litter.</i></p> <p><i>Note: Water is also required in exterior range or pasture. See E29.</i></p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>___ /50</p>
<p><b>FW5</b></p>	<p><b>Emergency Water Supply</b></p> <p>On-site provisions must be in place to provide clean, fresh water for a period of at least 24 hours during a shut off or failure of the main water supply, including freezing conditions.</p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>___ /10</p>
<p><b>FW6</b></p>	<p><b>Even Distribution of Water</b></p> <p>Within the indoor house/ shelter, the hens must not have to travel more than 26 feet to access a drinking point.</p> <p><i>The distribution of nipple or drinker lines and spacing of lines and bell drinkers throughout the indoor house/ shelter must follow a regular, uniformly distributed pattern to ensure that all birds have access. Particular attention must be given to the provision of water in areas frequented by subordinate hens.</i></p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>___ /3</p>

# On-Farm/ Environment

The environment in which the hens are kept must take into account their welfare needs and provide the best husbandry approaches; meet all governmental regulations; be designed to protect them from physical and thermal discomfort, fear, and distress; and allow them to perform their natural behaviors. All equipment and fixtures must be selected, installed, and maintained to optimize the well-being of the flock. The hens must be protected from pain, injury, and disease and their environment must be conducive to good health.

## Buildings

E1	A written or electronic copy of the current <b>American Humane Certified™ Animal Welfare Standards for Laying Hens- Free Range &amp; Pasture</b> must be available on-site as a reference for all stock-keepers/ workers in the facility.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__/3
E2	<b>Auditor Evaluation of Bio-security, Structural/Access</b> Structural bio-security must be evaluated by the auditor onsite: <ul style="list-style-type: none"> <li><input type="checkbox"/> Physical methods for the deterrence of pests, predators, and wild animals must be in place. (May include elements such as: perimeter fencing, overhead netting in yards, screening of drains/vents/ openings, etc.); and</li> <li><input type="checkbox"/> Physical methods/ controls for approved visitors and the deterrence of unapproved visitors must be in place, including:             <ul style="list-style-type: none"> <li><input type="checkbox"/> Signs posted at the farm and/or house entrances that provide instructions and information for farm personnel and approved visitors regarding bio-security procedures;</li> <li><input type="checkbox"/> Property gates and/or secured houses and/or other physical methods to restrict entry; and</li> <li><input type="checkbox"/> Logging of all approved visitors. <i>Non-farm personnel are not permitted on the site except by approval from farm managers, and unless appropriate precautions have been taken, including compliance with the company policy on 'downtime', i.e. time away from contact with non-farm birds.</i></li> </ul> </li> </ul>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__/10
E3	<b>Auditor Evaluation of Bio-security, Operational</b> Operational bio-security must be evaluated by the auditor onsite: <ul style="list-style-type: none"> <li><input type="checkbox"/> The vegetation adjacent to surrounding buildings in outdoor areas must be in a short and tidy condition within at least 24" from the house;</li> <li><input type="checkbox"/> The outdoor areas immediately surrounding the free range or pasture must not have excessive vegetation, debris piles, etc. that may provide shelter to pests, predators, and wild birds;</li> <li><input type="checkbox"/> Pest control methods such as baiting and trapping must be in place and functional;</li> <li><input type="checkbox"/> Bulk feed and emergency water sources must be covered and protected, and other potential attractants of pests, rodents, mold, etc. must be removed (i.e. open trash cans with food waste or other items not necessary to the operation of the house); and</li> <li><input type="checkbox"/> Protective clothing, foot baths, and/or shower facilities for workers and approved visitors must be provided, where appropriate.</li> </ul>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__/10

E4	<p><b>Emergency Contact Information (or Emergency Response Plan)</b>  Emergency Contact Information or the Emergency Response Plan must be posted at the entrances to all houses or at an on-site central location, with the exception that emergency information may be posted at a central office or the main office if the office is <u>located on the same site</u> as the facility. This must include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Emergency information and numbers, i.e. relevant information for the responders about the site as needed, contact number for fire department, local utilities, etc.;</li> <li><input type="checkbox"/> Procedures to ensure that responsible individuals (and alternates, if necessary) can be notified. This should include primary and alternate contact numbers for these individual(s) responsible for reacting to emergencies, i.e. farm workers/ managers, family members, and/or owner as appropriate. <i>Note: it is recommended to provide contact numbers for at least three responsible workers and/or family members when possible, and a predefined calling schedule to ensure that all responsible parties may be contacted if necessary;</i> and</li> <li><input type="checkbox"/> Contingency plans and precautions to cope with emergencies in order to safeguard the welfare of the animals, and the procedures to be followed by those discovering an emergency such as fire, floods, storms or other severe weather, interruption of power or water, etc.</li> </ul> <p>➤ <i>Auditor note: If the house is located on the same property as the main office, Emergency Contact Information or the Emergency Response Plan may be posted at the main office instead of the house. See M6.</i></p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /10</p>
E5	<p>The physical environment must take into consideration the safety of the hens, including but not limited to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> There must be no sharp edges, projections, protrusions, damaged partitions, etc. that are likely to cause injury or distress to the birds.</li> </ul>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /3</p>
E6	<p>Electrical equipment must be:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> inaccessible to the birds;</li> <li><input type="checkbox"/> well-insulated and properly grounded; and</li> <li><input type="checkbox"/> safeguarded from rodents.</li> </ul>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /3</p>
E7	<p>With the exception of insecticidal preservatives, the birds must have no possibility to come into contact with paints, wood preservatives, disinfectants, or other toxins.</p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /3</p>
E8	<p>Where used, euthanasia equipment must show no obvious signs of neglect, i.e. rust, dirt and grime, and must be stored in a secure location protected from the elements.</p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /3</p>
E9	<p>Housing and equipment must be designed so that the hens can be readily inspected during daily observations.</p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /3</p>
E10	<ul style="list-style-type: none"> <li><input type="checkbox"/> The house/ shelter design must allow effective cleaning to prevent the significant buildup of parasites and other pathogens.</li> <li><input type="checkbox"/> Internal walls must be smooth, and constructed of a durable material capable of withstanding cleanout procedures.</li> </ul>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>__ /3</p>

## Auxiliary Power & Alarm Systems

E11	<p><b>Auditor Evaluation of Auxiliary Power Supply</b> An auxiliary power supply, such as a standby generator, must be available and functional.</p> <p>➤ <i>Auditor note: An auxiliary power supply is not required at sites that rely on manually operated equipment. Otherwise, a stockperson must demonstrate to the auditor that the auxiliary power supply is available and functional.</i></p>	<p><input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A</p>	<p>__ /10</p>
E12	<p><b>Alarm Systems</b> For controlled environment houses, alarm systems (audible &amp; remote) must be installed, functional, and operate even if the principal electricity has failed.</p> <p>➤ <i>Auditor note: For controlled environment houses, a stockperson must demonstrate that the alarm systems are available and functional.</i></p>	<p><input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A</p>	<p>__ /3</p>

## Thermal Environment & Ventilation

E13	<p>The hens must be maintained in a thermally comfortable environment at all times.</p> <p>➤ <i>Auditor note: The hens must not show signs of being too cold or too hot.</i></p>	<p><input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A</p>	<p>__ /10</p>
E14	<p><b>Automatic Ventilation Systems</b> Where automatic ventilation systems are provided, there must be:</p> <p><input type="checkbox"/> An alarm that will give adequate warning of the failure of that system to function properly. The alarm must operate even if the principle electricity supply to it has failed.</p> <p><input type="checkbox"/> Additional equipment or means of ventilation (whether automatic or not) which, in the event of such a failure of the ventilation system, will provide adequate ventilation so as to prevent the birds from suffering unnecessary distress as a result of the failure.</p>	<p><input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A</p>	<p>__ /3</p>
E15	<p><b>Side Curtains</b> (Select as applicable)</p> <p><input type="checkbox"/> If automatic side curtains are installed, these must open automatically in the event of power failure or high temperature, with record of doing so. Automatic side curtains must be functional and tested.</p> <p><input type="checkbox"/> If manual side curtains are installed, the SOPs must require the side curtains to be opened manually in the event of an emergency condition (high temperature, etc.)</p>	<p><input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A</p>	<p>__ /3</p>
E16	<p><b>Auditor Measurements of Ammonia Levels</b> Ammonia levels, measured by the auditor at the height of the hens at multiple locations in the indoor house/ fixed shelter, must not exceed 25 parts per million.</p> <p><input type="checkbox"/> <i>Auditor note: Measure ammonia levels at the height of the hens at a minimum of 5 random locations in the indoor house/ fixed shelter. No location may exceed 25 ppm.</i></p> <p>_____ Measured maximum ammonia in PPM (must be ≤ 25 ppm) _____ Average house ammonia in PPM</p>	<p><input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A</p>	<p>__ /25</p>

## Lighting

<p><b>E17</b></p>	<p><b>Auditor Evaluation of Lighting</b>            Light levels as measured by the auditor must provide an average minimum illumination of 10 lux (1 foot-candle) throughout the indoor house/ fixed shelter.</p> <p>➤ <i>Auditor note: the light levels must be checked at the level of the hens at a minimum of 5 random locations throughout the indoor house/ fixed shelter and the results averaged. Locations that are in the shade of equipment should not be included in the sampling.</i></p> <p>_____ Measured average light level in foot-candles</p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>___ /25</p>
<p><b>E18</b></p>	<p>Patches of high-intensity artificial or natural light must be avoided in a house/ fixed shelter. Artificial lights must be located throughout the house to cast light evenly.</p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>___ /3</p>
<p><b>E19</b></p>	<p>Regardless of the type of housing or production systems, adequate lighting, whether fixed or portable, indoors or outdoors, must be available to enable the hens to be thoroughly inspected at any time.</p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>___ /3</p>

## Space Allowance & Density Rates

All hens must have sufficient freedom of movement to be able to stand normally, turn around, and stretch their wings without difficulty. They must have sufficient space to be able to perch or sit quietly without repeated disturbance.

<p><b>E20</b></p>	<p><b>Space Allowance in Indoor Housing/ Shelters</b>            For the purposes of calculating allowable hen density rates, usable floor area shall include the main floor and litter area, plus any elevated floor areas/ tiers with at least 17.7 inches (45 cm) of clear headroom underneath, but shall exclude nest areas and any outside area.</p> <p><i>(select only as applicable)</i></p> <p><input type="checkbox"/> In a house with an all-litter floor or any type of mobile shelter, a minimum space allowance of 1.25 square feet per hen must be allocated to allow performance of normal behavior and the natural clustering of hens.</p> <p><input type="checkbox"/> In a house with a perching/roosting area over a droppings pit/belt, and for multi-tier systems, the minimum space allowance is:</p> <p><input type="checkbox"/> 1.2 square feet per hen for brown egg layers and other medium weight birds; or</p> <p><input type="checkbox"/> 1.0 square feet per hen for White Leghorns and other light weight birds.</p> <p>➤ <i>Auditor note:</i>            _____ Calculated square feet of usable area per white or brown hen (e.g. "1.21 sf per brown hen")</p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>___ /50</p>
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## Floor & Litter

<p><b>E21</b></p>	<p>Hens must have access at all times to a well-maintained litter/ scratch area within the house/ shelter.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> A minimum of 15% of the total usable area of the house/ shelter (excluding nest space) must be devoted to litter area.</li> <li><input type="checkbox"/> Litter must be of a proper substrate to allow for dust-bathing.</li> <li><input type="checkbox"/> Litter that is wet, infested with parasites, or otherwise harmfully contaminated must be immediately removed and replaced.</li> <li><input type="checkbox"/> Litter that is wet or otherwise contaminated must not be introduced into the house.</li> </ul> <p>➤ <u>Auditor note:</u>          _____ Percentage of litter (ratio of litter to total usable area including litter) in house/ shelter</p>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>__ /25</p>
<p><b>E22</b></p>	<p><b>Auditor Evaluation of Litter/ Litter Squeeze Test</b>          Litter must be maintained in a dry and friable condition. Litter quality must be evaluated by the auditor in at least three random locations.</p> <p>➤ <u>Auditor note:</u> <i>Litter quality must be checked at three random locations. Where litter is located near misting equipment, the top surface of the litter should be moved aside. When litter is squeezed in the hand, it should not form a clump, and there should be no free water that is released. If no free water is released and the litter crumbles easily, score "Yes" on this item, otherwise the litter is too wet, and score "No" on this item.</i></p>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>__ /25</p>

## Nest Areas

<p><b>E23</b></p>	<p><input type="checkbox"/> Nests must be provided to the laying hens (<i>select as applicable</i>):</p> <ul style="list-style-type: none"> <li><input type="radio"/> If individual nest boxes are installed, a minimum of one functional nest must be available per 5-7 hens.</li> <li><input type="radio"/> If colony nests are installed, there must a minimum area of 9.0 square feet of nest per every 100 hens (10.76 square feet per 120 hens).</li> </ul> <p>➤ <u>Auditor note:</u>          _____ Calculated hens per nest OR sq. ft. per 100 hens          (e.g. "1 nest per 4.7 hens" or "9.2 s.f. per 100 hens")</p> <p><input type="checkbox"/> Nestboxes must be enclosed and/or provide curtains and/or have dividers so that hens wanting privacy can find it.</p> <p><input type="checkbox"/> Nestboxes must have a floor substrate that encourages nesting behavior. <i>This is especially important at the start of the lay when provision of an appropriate substrate will encourage the pullets to use the nest boxes.</i></p> <p><input type="checkbox"/> Nests must have nest pads or a nest substrate (placed to a depth of 2" to 4"), either of which must be maintained in a clean condition.</p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>___ /50</p>
<p><b>E24</b></p>	<p>Entry perches or slatted ramps must be present and in good repair to allow use of all available nests.</p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>___ /3</p>

## Multi-tier Systems

<p><b>E25</b></p>	<p>Systems are considered to be 'multi-tier' when elevated platforms are included in the usable area calculations, and when the areas of the elevated platforms are 55% or more of the area of the main floor (excluding nest). For multi-tier systems, the following standards must be followed:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Feeders and waterers must be provided at the elevated areas, at a rate proportional to the total elevated area.</li> <li><input type="checkbox"/> Elevated tiers must be equipped with manure belts or must be located to reduce soiling of hens below.</li> <li><input type="checkbox"/> Clear head height between tiers (i.e. distance from top of floor below to the underside of the droppings belt above) must be at least 17.7 inches (45 cm).</li> <li><input type="checkbox"/> Maximum distance from top of floor to top of next tier must not exceed 39.4 inches (100 cm).</li> <li><input type="checkbox"/> Tiers must be arranged so that hens do not need to descend at an angle steeper than 45 degrees from tier to tier.</li> </ul> <p><i>Note: Where tiers are arranged adjacent to one another, the horizontal spacing between these adjacent tiers must be such to allow the hens to traverse the gap easily, without an increased risk of injuring themselves. Therefore, it is recommended that the horizontal spacing between adjacent tiers is less than 31.5 inches (80 cm).</i></p> <p><i>To reduce the risk of the birds injuring themselves, the system design should be modified if necessary- for example, by decreasing the spacing between adjacent tiers, by adding panels to discourage movement between adjacent tiers, etc.</i></p>	<p><input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A</p>	<p>___ /10</p>
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## Perches

<p><b>E26</b></p>	<p>Perches must be provided as noted:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Linear perches (such as plastic or steel dowels) must be provided at a rate of not less than 6 linear inches per hen. (The alighting rail immediately in front of the nest boxes may be included.)</li> <li><input type="checkbox"/> Perches must be sized to allow the hens to grasp the roost effectively. <i>(Note: Perches should be sized in the range of 1 to 1 3/4 inches (25 to 45 mm) in width/ diameter at the top.)</i></li> <li><input type="checkbox"/> <i>(Select if applicable)</i> If the edge of an elevated floor/ tier is of an appropriate size as noted above, that is if the hens are able to grasp the floor edge to roost effectively, then the floor edge itself may be counted towards satisfying the perch requirement.</li> <li><input type="checkbox"/> With the exception of appropriately sized floor edges as noted above, all perches must be elevated above the adjacent floor surface. <i>(Note: supports for the elevated perch must lift the bottom of the perch at least 1" (2.5 cm) above the top of the adjacent floor surface. Perch supports must be spaced as needed to avoid excessive deflection when the hens are roosting on the perch. )</i></li> <li><input type="checkbox"/> At least 20% of the required perches must be raised at least 16 inches (40.5 cm) above the adjacent floor surface to allow hens to evade aggressors, but no more than 39.4 inches (100 cm) above the adjacent floor surface.</li> <li><input type="checkbox"/> All perches must be located at least 12 inches (30 cm) measured horizontally from the wall or from adjacent perches.</li> <li><input type="checkbox"/> There must be at least 9.5 inches (24 cm) of clear height above perches.</li> <li><input type="checkbox"/> In multi-tier systems, linear perches must be provided immediately accessible to the elevated tiers. These linear perches must be provided at a rate proportional to the area of the elevated tier.</li> </ul> <p>➤ <u>Auditor note:</u>          _____ Calculated linear perch per hen          (e.g. "6.1 inches per hen")</p> <p><u>Note: As of January 1, 2016, no less than 33% of the total amount used towards satisfying the perch requirement must be provided by linear rods/ dowels/ etc. meeting the above specifications.</u></p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A         </p>	<p>___ /10</p>
<p><b>E27</b></p>	<p>Additionally, perching surfaces must:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> have a gap of no less than 0.5 in. on either side of any perch to allow hens to grip the perches without risk of trapping their claws;</li> <li><input type="checkbox"/> be of non-slip material and shall have no sharp edges; and</li> <li><input type="checkbox"/> be of an easily cleaned, non-porous material that doesn't harbor parasites. Also,</li> <li><input type="checkbox"/> If tubes are used for perches, they must be solid or capped on the ends.</li> </ul>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A         </p>	<p>___ /3</p>

## Auditor Evaluation of Exterior Access

Note: For Free Range and Pasture systems, the following minimum guidelines must be met.

<b>E28</b>	<p><b>Exterior Access</b> Exterior access:</p> <ul style="list-style-type: none"> <li>• Must be provided at the specified rate and allow for effective management of pathogenic contamination and maintenance of vegetation and ground;</li> <li>• Must be provided with perimeter fences and as appropriate cover/ screening to discourage contact with predators, rodents, and wild birds;</li> <li><input type="checkbox"/> The land, which must not be used for arable cropping, must be maintained with active management to remedy damaged or sodden ground and to allow vegetation to regrow as the climate allows in order to provide an appropriate cover of living vegetation; and</li> <li><input type="checkbox"/> In particular, the area near the house must be carefully designed and managed to ensure that it is well-drained to limit mud and damaged ground (<i>surfaces such as gravel should be considered in these areas</i>).</li> </ul>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>___ /25</p>
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**Free-Range and Pasture Systems of Exterior Access**

➤ Auditor note: select only one of the following categories as applicable.

Free-Range

In order to be considered as an American Humane Certified™ Free-Range system, sites must meet the following requirements. Where access is provided, free-range areas:

- Must be provided at a minimum rate of:
  - 1 acre of range per every 2,000 hens (21.8 square feet per bird) total available acreage including portions of the range fenced off for regrowth of vegetation;
  - Of this total, at least one quarter (5.45 square feet per bird) must be available at any one time whenever birds have access to the exterior; and
  - Restrictions to the access of the remaining total required area must be temporary for resting/reseeding/management of ground and/or as scheduled per the defined rotation program;
- Must have active management of damaged ground, including resting and reseeding of ground to encourage regrowth of vegetation when the climate allows;
- Must be provided with drinking water in the outdoor area;
- Must have a perimeter that extends no more than 400 yards from the house;
- Must provide access to a well-drained area for the hens to rest while outside;
- Must provide partial overhead cover, either natural or manmade, and a sufficiently large shaded area so that the hens using the exterior space are able to spread out to cool off.

Pasture

In order to be considered as an American Humane Certified™ Pasture (*Pastured, Pasture-based, etc.*) system, sites must meet the following requirements. Where access is provided, pasture areas:

- Must be provided at a minimum rate of:
  - 2 ½ acres of pasture per every 1,000 hens (108.9 square feet per bird) total available acreage included in the specified rotation program; and
  - Of this total, at least one quarter (27.2 square feet per bird) must be available at any one time whenever birds have access to the exterior;
- Must be provided with a substantial cover of living vegetation;
- Must have active management of damaged ground, including rotation and reseeding of ground to encourage regrowth of vegetation when the climate allows;
- Must be provided with drinking water in the outdoor area;
- Must have a perimeter that extends no more than 400 yards from the house or mobile shelter;
- Must provide access to a well-drained area for the hens to rest while outside; and
- Must provide partial overhead cover, either natural or manmade, and a sufficiently large shaded so that the hens using the exterior spaces are able to spread out to cool off.

E29

- Yes
- No
- N/A

\_\_\_/25

<b>E30</b>	<p><b>Exit Areas to the Outside (Popholes)</b> Exit areas to the outside:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Must be evenly distributed across any building walls that have access to the exterior, with a minimum of two openings (<i>Note: for a typical long barn, exits to the exterior are not required on the short end walls. Exits should be provided on the long side walls facing the provided exterior spaces</i>);</li> <li><input type="checkbox"/> Must be provided at an adequate rate to ensure the free movement and ready, unrestricted access of birds into and out of the house and limit undue crowding of birds around the opening; and</li> <li><input type="checkbox"/> Must be a minimum of 13.8 inches high by 15.8 inches wide (35 cm by 40 cm) to allow the passage of more than one hen at a time.</li> </ul>	<input type="radio"/> <b>Yes</b> <input type="radio"/> <b>No</b> <input type="radio"/> <b>N/A</b>	<p>— /10</p>
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# Depopulation

- Auditor note: This section must be scored for all audits. If depopulation is not occurring during the time of the visit, questions in this section must be addressed through Certificates of Conformance (COCs), review of records, and/or SOP's.

## Catching & Handling SOPs

The Catching and Handling SOPs must be available and include the following protocols:

		Selection	Score
D1	<b>Training of Catch &amp; Loading Crews</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> All personnel involved in catching and handling of birds must have received proper training to verify competence and full awareness in their duties and responsibilities.</li> <li><input type="checkbox"/> Managers must provide the catching staff full and detailed written instructions for catching, handling, loading, and unloading.</li> </ul>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
D2	<b>Animal Welfare Officer</b> An Animal Welfare Officer (AWO) must be designated and present for each occurrence of flock depopulation. The AWO is responsible for supervising, monitoring, and maintaining high welfare standards throughout the depopulation process.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
D3	<b>Water and Feed Withdrawal</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Hens must be provided water up to the time when catching begins.</li> <li><input type="checkbox"/> Hens must be provided feed up to 1 hour prior to the time when catching begins.</li> <li><input type="checkbox"/> When transported, hens must not be deprived of feed for more than 16 hours in total, including the period up to the time of processing.</li> </ul>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /25
D4	Where possible, feeders, waterers, and other obstacles must be raised or removed from the house prior to catching to minimize the risk of bruising.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
D5	Catching must take place in low lighting to minimize birds' fear reactions.  <i>Catching is recommended to be done at night or early morning.</i>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
D6	<b>Catching, Carrying, and Loading</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> When possible, the hens should be caught individually and supported by both hands in an upright position.</li> <li><input type="checkbox"/> Where this is impractical, no more than three birds are to be carried in one hand. Birds must be held by both legs at all times, and never by the wings or the neck.</li> <li><input type="checkbox"/> Birds must be handled as minimally as possible, and must be placed directly into the transport coop or the approved euthanasia receptacle within 20 seconds of being caught,</li> <li><input type="checkbox"/> The catch supervisor must check that all birds are upright in the transport coop or euthanasia receptacle, that no appendages are caught in the coop or receptacle doors, and that the birds are not piled atop one another.</li> </ul>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /10
D7	<ul style="list-style-type: none"> <li><input type="checkbox"/> Actions must be taken to prevent the hens from injuring one another due to overcrowding/ piling.</li> <li><input type="checkbox"/> Where birds are at risk for injury due to overcrowding/ piling, the house lights are to be raised and the birds allowed to spread out calmly and quietly, and given time to settle before catching is resumed.</li> </ul>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3

<b>D8</b>	Adequate, draft-free ventilation at bird height must be provided for uncaught birds up to time of loading.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__/3
<b>D9</b>	Access routes to the chicken house must be adequately designed and maintained to permit the safe passage of transport vehicles/ euthanasia receptacles.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__/3
<b>D10</b>	Unfit birds must not be transported but instead must be immediately and humanely euthanized by trained personnel.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__/3

## End-of-Flock Euthanasia

- *Auditor note: This section applies only to on-farm end-of-flock euthanasia. If hens are to be transported off-site, mark "N/A" and proceed to next section.*

<b>D11</b>	For routine, on-farm disposal of flocks at the end of the production cycle using CO <sub>2</sub> , there must additionally be full documentation of the procedure used including records for the amount of gas used. Refer to the latest UEP standards "Guidelines for Euthanasia and On-Farm Depopulation of Entire Flocks" for more information regarding required protocols and documentation in order to demonstrate full compliance with the UEP.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__/25
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- Auditor note: If spent hens are euthanized on-site, the following sections of “Transport” and “Processing” should be scored “N/A”. These sections only apply to the transport of spent hens off-site for processing. Where hens are transported off-site, items in these sections MUST be scored and addressed through review of the outside company’s SOPs and through Certificates of Conformance (COCs).
- Refer also to “Pass/ Fail Auditor Evaluations” item “P/F 2” below.

## Transport

Animal transport systems must be designed and managed to ensure hens are not caused unnecessary distress or discomfort. The transport and handling of hens must be kept to an absolute minimum. Personnel involved in transport must be thoroughly trained and competent to carry out the tasks required of them.

### Transport SOPs

The technology is now becoming available to monitor temperature and humidity on board transport vehicles. This allows drivers to take appropriate action to maintain ideal conditions for birds. The American Humane Association encourages the use of such equipment, and will monitor the development of such technology and review its use for future inclusion in these standards.

<b>T1</b>	All personnel in charge of transportation and transport equipment, including non-employees, must be trained in the proper handling of hens when loading and unloading them and while in transit. This must be verified through SOPs or Certificates of Conformance (COCs).	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>T2</b>	Noise levels from all sources must be minimized as much as possible during loading, unloading, and transport.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>T3</b>	In periods of hot weather, hens must be transported at night or in the coolest part of the day OR systems must be in place to provide cooling during load out of the birds.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>T4</b>	<input type="checkbox"/> The transport SOP’s must address when high ambient temperature or high humidity poses a threat of heat stress to the birds during catching, loading, and unloading. <input type="checkbox"/> The SOPs must describe appropriate actions to take to reduce the risk of heat stress on the birds, including the receipt of weather forecasts of the expected temperature, supplemental ventilation, etc.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>T5</b>	Hens reared in houses with tunnel ventilation must be pre-adapted to warmer temperatures if they are transported during hot weather.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>T6</b>	The transport SOP must identify steps that are to be taken to shelter and protect the birds when they are transported during extreme weather.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>T7</b>	The transport SOPs must address procedures to be followed in the event of an emergency, such as an accident.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>T8</b>	Every effort must be made to ensure journeys are completed without unnecessary delays, i.e. drivers must be aware of any potential traffic problems and plan their journey accordingly.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>T9</b>	The person supervising the catching and loading of birds must work closely and coordinate with the processing plant to minimize the time birds spend waiting on the vehicle.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>T10</b>	If it is necessary to keep birds on a stationary vehicle, the driver must take action to avoid thermal stress to the birds.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3

# Processing

All processing systems must be designed and managed to ensure that poultry are not caused unnecessary distress or discomfort. The pre-slaughter handling of hens must be kept to a minimum. Personnel involved in slaughter must be thoroughly trained and competent to carry out the tasks required of them.

➤ Refer also to “Pass/ Fail Auditor Evaluations” items “P/F 3” & “P/F 4” below.

## Processing Plant Records

		Selection	Score
P1	<p><b>Records of DOAs</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> All transport deaths and injuries must be recorded and reported to the AWO and the farm manager before the next consignment from the same source is collected. Records must be made available to the auditor.</li> <li><input type="checkbox"/> Where mortalities during transport are traced to a single cause, prompt action must be taken to prevent further deaths, injury, or suffering from occurring.</li> <li><input type="checkbox"/> Average levels of transport mortality (DOAs) above 0.2% in any three month period OR above 0.5% in any 24 hour period must be investigated to determine the cause and immediate remedial actions must be implemented. Records must be available describing the remedial actions that were taken and must show that for subsequent instances of transport, DOAs were within permissible levels.</li> </ul>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A         </p>	__ /10

## Processing Plant SOPs

Processing Plant SOPs must be available and include the following protocols:

P2	<p><b>Animal Welfare Policy</b></p> <p>The Processing SOPs must include an Animal Welfare Policy. This policy must include written procedures with regard to maintaining welfare of the birds in the processing plant, including the responsibilities and duties of staff and emergency procedures and contingency plans. The animal welfare policy must be regularly reviewed and updated.</p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A         </p>	__ /10
P3	<p><b>Animal Welfare Officer</b></p> <p>Managers must appoint at least one trained Animal Welfare Officer (AWO), who is responsible for the implementation of the animal welfare policy.</p> <p><i>A number of processing plants have installed closed circuit television (CCTV) monitors within the holding and slaughter areas. This allows those responsible for animal welfare including the AWO to ensure that welfare standards are maintained. The installation of CCTV systems is recommended by the American Humane Association.</i></p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A         </p>	__ /10
P4	<p><b>Staff Training</b></p> <p>Managers, in conjunction with the AWO, must develop and implement a training program for all staff handling and slaughtering birds. They ensure that staff members are properly trained to carry out their duties and are competent to perform them.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Records of staff training must be available.</li> </ul>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A         </p>	__ /3

<b>P5</b>	The AWO must make frequent checks throughout the day to ensure that birds are being effectively stunned and are insensible throughout the slaughter operation. Where this is not found to be the case, they must take immediate remedial action.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P6</b>	All transport coops must be examined on arrival at the slaughterhouse to identify any birds suffering from injury, heat or cold stress. Immediate action must be taken to prevent suffering and ensure that similar occurrences are prevented.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P7</b>	The person in charge of any premises must ensure that any bird on their premises awaiting slaughter is: <ul style="list-style-type: none"> <li><input type="checkbox"/> Protected from direct sun and from adverse weather, i.e. wind, rain, hail, snow, etc.;</li> <li><input type="checkbox"/> Provided with adequate ventilation- temperature and humidity in the holding area and within chicken loads must be regularly monitored and controlled;</li> <li><input type="checkbox"/> Immediate action must be taken to remedy conditions if any birds are found to be suffering from heat or cold stress.</li> </ul>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P8</b>	The hens must be placed in a thermally comfortable holding area immediately on arrival at the processing facility.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P9</b>	The holding area should have reduced or blue lighting, or if outdoors, it must have proper shade/protection from direct sunlight.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P10</b>	Once birds have arrived at the premises at which they are going to be slaughtered, they must not be moved on to other premises. Standby equipment, e.g. a generator, must be available for emergency breakdowns.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P11</b>	All hens must be slaughtered as soon as possible but no later than 10 hours after arriving at the processing facility.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3

### SOPs for Shackling, Stunning, and Bleeding

<b>P12</b>	<b>Conveyor System</b> Birds must be unloaded from the coops onto the conveyor belt in a way to minimize injury and distress to the birds: <ul style="list-style-type: none"> <li><input type="checkbox"/> The operator at the unloader must proceed slowly and is responsible for ensuring that the coop doors open properly and no birds are caught on or left in the coops.</li> <li><input type="checkbox"/> If so, the bird must be carefully removed from the coop by carrying the bird's body or by both legs.</li> </ul>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P13</b>	The shackling line must be located in a closed area, and the belt on the line must include a fence to prevent birds from falling off. Where loose birds are found they must be taken immediately to the hanging area or, if injured, immediately and humanely euthanized away from the line.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P14</b>	Processing plant managers must ensure that sufficient personnel are employed on shackling lines at all times to ensure due care and diligence.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P15</b>	Personnel working on the shackling lines must be rotated frequently to avoid fatigue.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P16</b>	Shackling teams must be thoroughly trained to handle the birds in such a way as to avoid injury.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3

<b>P17</b>	Appropriate measures must be taken to prevent wing flapping and birds raising their heads before reaching the stunning bath, i.e. the use of a breast bar, curtains, reduction in noise, low light intensity, running a hand down the bird's back at shackling.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P18</b>	Shackles must be of a size and type, and the slaughter line run at a speed, that permits the birds to be hung on properly without causing unnecessary pain or distress.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P19</b>	Birds must be hung on the shackles by both legs.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P20</b>	The birds must not be suspended for more than 90 seconds before they are stunned.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P21</b>	<p>Electrical water bath stunning or hand-operated stunning are acceptable methods of stunning:</p> <p><u>Where an electrical water stunning bath is used:</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The water bath stunner must be designed and set up to prevent birds from receiving pre-stun shocks.</li> <li><input type="checkbox"/> The water bath used for stunning or euthanizing hens must be of sufficient size and depth, and the water must not overflow at the entrance. The electrode immersed in the water must extend the length of the water bath.</li> <li><input type="checkbox"/> The stunning bath must be set at a height appropriate for the size and number of birds. In particular, the height must be set such that the heads of all birds make an effective contact with the water bath.</li> <li><input type="checkbox"/> A current sufficient to induce insensibility in all birds prior to neck-cutting must be used.</li> <li><input type="checkbox"/> The water bath must be fitted with a controller that clearly displays voltage, current, and frequency settings to accurately monitor current flow through the bath when loaded with birds.</li> </ul> <p><u>Where hand-held electrical stunners are used:</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The birds must be restrained in a cone or on a shackle.</li> <li><input type="checkbox"/> They are stunned immediately after shackling.</li> <li><input type="checkbox"/> The stunning electrodes are placed carefully and firmly in the optimum position (between the ear and the eye).</li> <li><input type="checkbox"/> Stunners are operated until initial wing flapping ceases, or until the legs become rigid and extended.</li> </ul>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P22</b>	All stunning and bleeding equipment must be regularly maintained, cleaned, and checked daily to ensure that it is in proper working order. Any problems must be reported to the AWO and rectified immediately.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P23</b>	There must be contingency plans in place to deal with occasions when unavoidable delays may occur and it is not possible to process birds. Specifically, if the slaughter line is stopped, AND if workers are able to access the birds safely, then birds between the point of shackling and the stunner must be removed and any birds that have already been stunned must be immediately and humanely slaughtered.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3
<b>P24</b>	All birds leaving the stunner must be checked to ensure they have been effectively stunned. <u>Immediate remedial action must be taken</u> if this is found not to be the case.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	__ /3

<p><b>P25</b></p>	<p>Staff must be trained to recognize the signs of an effective stun, and use these signs to recognize that birds have been effectively stunned or are dead.</p> <p><i>The most reliable indicator that a bird is properly stunned by the low voltage method is the electro-epileptic fit. The characteristics of this condition are:</i></p> <ul style="list-style-type: none"> <li>• Neck arched with head directed vertically</li> <li>• Eyes opened</li> <li>• Wings held close to body</li> <li>• Tail turned inward</li> <li>• Legs rigidly extended with constant rapid body tremors</li> </ul> <p><i>The physical condition of the electro-epileptic fit are shorter lasting and less pronounced when cardiac arrest is induced at stunning. They are followed by:</i></p> <ul style="list-style-type: none"> <li>• Completely limp carcass</li> <li>• No breathing</li> <li>• Loss of nictitating membrane reflex</li> <li>• Dilated pupil</li> <li>• Comb pinch</li> </ul>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>__ /3</p>
<p><b>P26</b></p>	<p><input type="checkbox"/> Carotid arteries and jugular veins must be effectively severed manually or by using automated equipment that performs a ventral cut.</p> <p><input type="checkbox"/> Each bird must be checked to ensure that the carotid artery has been cut. This cut must be checked by the appointed member of staff who must be given sufficient time to sever the blood vessels manually, if necessary.</p> <p><i>There must be NO live birds entering the scalders. See P/F4</i></p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>__ /3</p>
<p><b>P27</b></p>	<p>No more than 10 seconds may elapse between stunning and neck cutting.</p>	<p> <input type="radio"/> Yes  <input type="radio"/> No  <input type="radio"/> N/A </p>	<p>__ /3</p>

# Pass/Fail Auditor Evaluations

➤ Auditor note: This section MUST be scored for all audits.

<p>P/F1</p>	<p><b>No Instances of Willful Acts of Abuse</b>          Throughout the course of the audit, the auditor must not have observed any farm personnel committing willful acts of abuse, which include but are not limited to kicking, throwing, yelling at, or purposefully scaring the birds.</p> <p>➤ Auditor note: <i>this item has no point value:</i></p> <ul style="list-style-type: none"> <li>➤ A mark of “Yes” indicates that the auditor <u>did NOT observe</u> willful acts of abuse committed by farm personnel towards the birds.</li> <li>➤ A mark of “No” indicates that the auditor believes that willful acts of abuse towards the birds have been committed. The auditor must document the incident observed and s/he must inform farm management, their audit company, and the American Humane Certified program immediately. Upon the discretion of the American Humane Certified program, the audit may be suspended. See below.</li> </ul> <p>➤ <u>Willful acts of abuse are severe non-conformances and will not be tolerated.</u> An investigation will be made to assess the incident and to determine whether remedial actions are required. The American Humane Certified program reserves the right to place the producer on probation from the program if the incident is determined to be severe. Producers who are placed on probation must implement changes to the management, training, and company policies that prove to the satisfaction of the American Humane Certified program that the issue has been effectively remedied. The site must undergo a follow-up audit prior to being considered for reinstatement in the American Humane Certified program.</p>	<p><input type="radio"/> Yes  <input type="radio"/> No</p>	<p>- / -</p>
<p>P/F2</p>	<p><b>Transport of Birds Off-Site</b>          Where birds are transported off-site for end-of-flock processing, the producer and/or the transport company MUST provide a Certificate of Conformance stating that the time between the start of loading and the completion of unloading of transport coops will not exceed 12 hours, and that confirms the birds will be humanely slaughtered at their destination per <u>all</u> requirements of the “Processing” section.</p> <p>➤ Auditor note: <i>this item has no point value. If the producer processes birds on-site at the end of the flock cycle, the auditor should mark “N/A” to this item. If the producer transports the birds off-site for end-of-flock processing, the producer and/or the transport company MUST provide a Certificate of Conformance that confirms the time between start of loading and the completion of unloading the birds does not exceed 12 hours and confirms the birds are humanely slaughter per all requirements of the “Processing” section. If this Certificate of Conformance is available, the auditor should mark “Yes” to this item. If the producer is unable to provide this documentation, s/he should complete the scoring of the audit, mark “No” to this item, and see below.</i></p> <p>➤ <u>The American Humane Association adheres to a birth-to-slaughter policy of farm animal welfare wherever possible. In the American Humane Certified program, it is the responsibility of the producer to ensure that high standards of animal welfare are maintained for the birds, even after the birds have left the producer’s site.</u> Therefore, the producer must only contract with transport companies that are able to provide Certificates of Conformance that the birds will not be transported long distances for off-site processing, and that the birds are slaughtered humanely at their destination per the requirements of the “Processing” section of this standard. If the producer is unable to provide this Certificate of Conformance, the producer MUST complete a Corrective Action Plan to ensure conformance to this audit item at the next flock depopulation. Producers who fail to provide this information may be placed on probation from the American Humane Certified program.</p>	<p><input type="radio"/> N/A  <input type="radio"/> Yes  <input type="radio"/> No</p>	<p>- / -</p>

<p><b>P/F3</b></p>	<p><i>(Note: for audit at Processing Plant only)</i></p> <p><b>Absence of Live Birds in DOA Bin</b>  At the shackling area, there MUST be an absence of live birds in the DOA bin.</p> <ul style="list-style-type: none"> <li>➤ <i>Auditor note: this item has no point value. If live birds are absent from the DOA bin, mark “Yes” to this item. If live birds are observed in the DOA bin, mark “No” to this item and see below:</i></li> <li>➤ <u><i>The presence of live birds in the DOA bin is a severe non-conformance, and results in <b>automatic failure of this audit.</b> The producer will be placed on probation from the program. Producers who are placed on probation must implement changes to the management, training, and company policies that to the satisfaction of the American Humane Certified program effectively remedy the issue, and the site must pass a follow-up audit prior to being reinstated.</i></u></li> </ul>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>- / -</p>
<p><b>P/F4</b></p>	<p><i>(Note: for audit at Processing Plant only)</i></p> <p><b>Absence of Live Birds Entering Scalders</b>  There MUST be an absence of live birds entering the scalders. Live birds are birds that have missed both the automatic and the backup knife, i.e. birds whose carotid arteries have not been effectively severed.</p> <ul style="list-style-type: none"> <li>➤ <i>Auditor note: this item has no point value. If live birds are absent from the scalders, mark “Yes” to this item. If live birds are observed entering the scalders, mark “No” to this item and see below:</i></li> <li>➤ <u><i>The presence of live birds entering the scalders is a severe non-conformance, and results in <b>automatic failure of this audit.</b> The producer will be placed on probation from the program. Producers who are placed on probation must implement changes to the management, training, and company policies that to the satisfaction of the American Humane Certified program effectively remedy the issue, and the site must pass a follow-up audit prior to being reinstated.</i></u></li> </ul>	<p> <input type="radio"/> <b>Yes</b>  <input type="radio"/> <b>No</b>  <input type="radio"/> <b>N/A</b> </p>	<p>- / -</p>

# Audit Completion/ Exit Interview

To be signed at the end of the on-site audit.

By signing below, you are acknowledging that all available Farm Manual information and other documentation pertinent to the audit have been provided to the auditor, and that information in the attached *Animal Welfare Standards Checklist* is complete and correct and has been verified by the auditor during the course of the audit.

Furthermore, you are acknowledging that the auditor has identified and explained all instances where an audit item has been scored as a Non-Conformance. You understand that within 10 days after the submission of the completed audit, a *Corrective Action Plan* must be submitted detailing the steps of continuous improvement which your company will implement in order to reach 100% compliance to all audit protocols. All Non-Conformances must be addressed by the *Corrective Action Plan* even if your farm receives certification.

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Farm Owner / Manager

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Date

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Auditor

---

Date



# Appendix B

## Farm Manual Templates & Checklist

**American Humane Association™**  
**Farm Animal Welfare Program**

1400 16th Street NW, Suite 360, Washington, DC 20036  
(800) 227-4645 Fax (202) 450-2335 [www.HumaneHeartland.org](http://www.HumaneHeartland.org)



# **American Humane Certified™**

## **Farm Manual Templates**

### **Laying Hens- Free Range & Pasture**

#### **CONFIDENTIAL**

The American Humane Certified™ program requires each farm to provide information in the following categories to be kept on file with the completed audit:

<u>Category</u>	<u>Item #</u>	<u>Page #</u>
Company Policy & Code of Conduct	M1-M3	4-6
Office Records & Documentation	M4-M7	7-15
Animal Health & Nutrition Plans, Lighting	M8-M14	16-21
Bio-Security & Sanitation Plans	M15-M18	22-26
SOPs for Pullets	M19-M21	27
SOPs for Exterior Access	M22-M23	28
Catching & Handling SOPs	D1-D11	30
Transportation & Processing Plant SOPs	T1-T10, P1-P27	31-32
Records of Stockperson Training	M24-M28	33-35
Inspections of Hens	M29	36
Inspections & Maintenance of Equipment	M30-M36	37-38
Molting Policy	M37-M38	39
Backfilling Policy	M39	N/A
Beak-Trimming Policy	M40-M41	40-41
Euthanasia Policy	M42	42-44
Additional Forms	E1	45

The purpose of assembling a Farm Manual is to facilitate the audit process by aiding the producer in organizing and gathering the required information so that is ready for review at the time of the audit. Please complete the Farm Manual Information/ Checklist form on Page 2 that lists the required policies and procedures needed and where we may quickly find this information for your individual farm.

If this information is available in your own farm manual, you may include a copy of that and simply note the page number or section where the information can be found in the checklist on Page 2 of this document. If you do not already have a farm manual, you may fill out the manual template that follows the checklist. **You are not required to submit both.**

If you have questions as you fill out your responses to the standards or the required Farm Manual information, please contact the American Humane Certified™ Program office. Thank you for participating in the American Humane Certified™ program.

# American Humane Association Farm Animal Program



## Farm Manual Checklist

<b>Farm Manual Information/ Checklist</b> Please Complete This Checklist	Producer's Farm Manual Section/ Page # Attached	American Humane Certified™ Template Forms Attached
<b>Company Policy &amp; Employee Code of Conduct</b>		
Company Policy (pp. 4-5)		
Employee Code of Conduct (pp. 4-5)		
Animal Welfare Incident Report (p. 6)		
<b>Office Records &amp; Documentation</b>		
Records of Production (pp. 7-10)		
Building Checklists (pp. 11-13)		
Standard Operating Procedures (p. 14)		
Emergency Response Plan (p. 15)		
<b>Nutrition, Lighting, Animal Health Plans</b>		
Animal Health Plan (pp. 16-18)		
Nutrition Plan (pp. 19-20)		
Lighting Program (p. 21)		
<b>Bio-Security &amp; Sanitation Plans</b>		
Bio-Security Plan, Structural/ Access (p. 22)		
Bio-Security Plan, Operational (pp. 23-24)		
Cleaning & Sanitation Plan (p. 25)		
Waste Disposal Plan (p. 26)		
<b>SOPs for Pullets</b> (p. 27)		
<b>SOPs for Exterior Access</b> (pp. 28-29)		
<b>Catching &amp; Handling SOPs</b> (p. 30)		
<b>Transportation &amp; Processing Plant SOPs</b> (pp. 31-32)		
<b>Records of Stockperson Training</b>		
Training of all Stockpersons (p. 33)		
Specialized Training (p. 34)		
Training of On-Farm Crews (p. 35)		
Training of Outside Workers (p. 35)		
<b>Inspections of Hens</b> (p. 36)		
<b>Inspections &amp; Maintenance of Equipment</b>		
Equipment Inspections (p. 37)		
Inspections of Water Systems (p. 38)		
Inspections of Auxiliary Water Supply (p. 38)		
Inspections of Alarm Systems (p. 38)		
Ventilation & Environmental Controls (p. 38)		
Monitoring of Ammonia (p. 38)		
<b>Molting Policy</b> (p. 39)		
<b>Backfilling Policy</b> (N/A: Back-Filling Not Allowed)	n/a	n/a
<b>Beak-Trimming Policy</b> (p. 40-41)		
<b>Euthanasia Policy</b> (pp. 42-44)		
<b>Additional Forms</b> (p. 45)		



**American Humane Certified™**  
**Farm Manual Templates**

**Note: The following templates are provided for your convenience and to assist you in assembling your Farm Manual. You may use either the forms provided, or you may substitute forms from your own farm manual/ farm management software- you do not need to submit both.**

**Note: These templates may not address all required documentation. Additional documentation may be required that is not listed in the following templates. Refer to the *Animal Welfare Standards* for all required documentation.**

# American Humane Association Farm Animal Program



## Company Policy & Employee Code of Conduct

Name of Company: \_\_\_\_\_

- *Note: this form or a similar company document must be provided to employees in their native language as needed, and must be signed by all employees. Please provide a printed, signed copy for the auditor's review.*

### Company Policy

- As a participant in the American Humane Certified program, this company is committed to providing an environment that promotes high standards of animal welfare, through adherence to the requirements of the **American Humane Certified Animal Welfare Standards** and participation in the American Humane Certified program.
- This company has implemented a “zero-tolerance” policy regarding willful acts of abuse towards the animals. Kicking, throwing, yelling at, purposefully scaring, and other willful acts of abuse towards the animals or acts of neglect in the animals’ care will not be tolerated. If it is determined that any employee has engaged in willful acts of abuse towards the animals, the employee may be immediately dismissed.
- This company has implemented a “whistle-blower” policy. Any employee who reports animal welfare issues to his or her superiors will not be retaliated against.

### Employee Code of Conduct

- All personnel are expected to handle the hens in a positive and compassionate manner at all times.
- Each worker has the responsibility for, and is expected to contribute to, upholding high standards of animal welfare at all times as each performs his or her duties.
- In addition to the worker’s assigned duties, each worker must also be aware that the basic requirements such as adequate feed, water, lighting, ventilation, temperature control, and bio-security must be provided to the hens at all times. If any of these basic necessities are lacking, immediate corrective actions must be taken and a supervisor or the AWO must be notified.
- All personnel have access to the **Animal Welfare Incident Report** or a similar company document or company protocol. Personnel must complete and submit this document or otherwise report whenever they observe incidences related to animal welfare that cause them concern.

### Designated Animal Welfare Officer

- The designated Animal Welfare Officer(s) for this company is (are):

Designated AWO(s) \_\_\_\_\_



# American Humane Association Farm Animal Program



## Animal Welfare Incident Report

Company Name \_\_\_\_\_ Location \_\_\_\_\_ Date of Report \_\_\_\_\_

Form to be filled out by witness. Please print.

Please list all animal welfare infractions witnessed including date, time, location of incident(s), incident details and employees involved. Be specific and include reference to the **American Humane Certified™ Animal Welfare Standards Checklist** item # (example: M15) if possible. Use back of form or additional paper if necessary and attach any relevant backup documentation.

➤ *I, the undersigned, witnessed the above animal welfare infractions.*

Printed name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE:** This form may be submitted in confidence to: **American Humane Association Farm Animal Program, 1400 16<sup>th</sup> Street NW, Suite 360, Washington, DC 20036** or fax: **202-450-2335**. Questions in regards to reporting farm animal welfare issues may be directed to: **800-227-4645**.

---

### IF POSSIBLE, PLEASE COMPLETE THE FOLLOWING:

I received the above report from \_\_\_\_\_ on \_\_\_\_\_  
(witness) (date)

Printed name of supervisor \_\_\_\_\_ Signature \_\_\_\_\_

Copy of report signed by supervisor and witness to be returned to witness.











## Building Checklists / Farm Data

- *The following records and documentation must be made available to the auditor at the time of the audit. Producers may use their own forms for records or they may use these template forms.*

<b>PRODUCER/ COMPANY NAME:</b>		
<b>AUDIT FARM LOCATION:</b>		
<b>AUDIT FARM:</b>	<b>FARM MANAGER:</b>	<b>STOCKPERSON:</b>
Address:	Email:	Email:
City:	Office #:	Office #:
State:	Cell #:	Cell #:
ZIP:	Alt #:	Alt #:
Country:	Fax #:	Fax #:
<b>CHICK SUPPLIER:</b>	<b>PROCESSOR (End of Flock):</b>	
NAME:	NAME:	
Address:	Address:	
City:	City:	
State:	State:	
ZIP:	ZIP:	
Country:	Country:	
Contact:	Contact:	
Contact #:	Contact #:	
<b>(Optional) Name of Marketing or Producer Group if under Forward Contract:</b>		
<b>List any Quality Assurance Programs Routinely Implemented:</b>		
<b>Target Air Quality Parameters/ Ammonia:</b>		
<b>Details of Lighting Program:</b>		

# American Humane Association Farm Animal Program



## Building Checklists / Farm Data (cont.)

AUDIT FARM:	COMPANY NAME:
<p><b>ALL AHC FLOCKS ON-SITE:</b> Total AHC Flocks On-Site: _____</p>	
<p><b>FOR AUDITED FLOCK ONLY:</b></p>	
<p>Type of House/ Shelter: <input type="radio"/> All Litter/ Barn  <input type="radio"/> Cage-Free Barn  <input type="radio"/> Multitier Aviary*  <small>(*if appl. Manu/Model)</small>  <input type="radio"/> Mobile House  <input type="radio"/> Other as described*  <small>(*give short description)</small></p>	<p>Conv. or Organic? <input type="radio"/> Conventional  <input type="radio"/> Organic</p>
<p>Type of Hens: <input type="radio"/> White/small  <input type="radio"/> Brown/medium</p>	<p>Free Range or Pasture? <input type="radio"/> Free-Range  <small>(The total of all exterior space including all acreage used in the rotation program, as well as any land with temporary restrictions from access due to revegetation and/or maintenance of land)</small>  <small>(total of all exterior space no less than: 1 acre/ 2,000 hens i.e. 21.8 sq. ft./ hen)</small>  <input type="radio"/> Pasture  <small>(total of all exterior space no less than: 2 1/2 acres/ 1,000 hens i.e. 108.9 sq. ft./ hen)</small></p>
<p>No. of Hens at Placement: _____  No. Hens Currently: _____</p>	<p>Total Available Outside Space Before Rotation/ Restrictions (ft<sup>2</sup>): _____  _____ ft<sup>2</sup> per hen</p>
<p>Audit Indoor/Shelter Area (ft<sup>2</sup>): _____  <small>(sum of ALL indoor/ sheltered usable area, excl. nest)</small></p>	<p>Is Outside Access Rotated? <input type="radio"/> No  <input type="radio"/> Yes</p>
<p>Littered Floor Space (ft<sup>2</sup>): _____  <small>(i.e. the sq. footage of the usable area noted above that has litter)</small></p>	<p>Rotation Pattern: _____  <small>(Note: a minimum of 25% must be available at any one time.)</small> <small>(Give brief description of area available at any time, e.g. "1/4 rotation")</small></p>
<p>Type of Nest Provided: <input type="radio"/> Colony  <input type="radio"/> Individual</p>	<p>Type of Feeder: <input type="radio"/> Trough-style  <input type="radio"/> Pan  <input type="radio"/> Other OR Mix</p>
<p>Audited Nest (ft<sup>2</sup> or No.): _____</p>	<p>Length OR No. of Feeders (inches or No.)  Double-sided Trough: _____  Single-sided Trough: _____  Perimeter/Round: _____  No. of Feeders*: _____  <small>(* ONLY if needed, e.g. "52 feeder pans")</small></p>
<p>Length of Qualifying Perch  Total Linear Perch (inches): _____  Total Qual. Floor Edge (inches): _____  % elevated at least 16 inches: _____</p>	<p>No. of Nipples (No.): _____  No. of Waterers* (No.): _____  <small>(* ONLY if needed, e.g. "362 bells")</small></p>
<p>Other Notes:  <small>(enter ONLY if needed)</small></p>	<p>Type of Waterer: <input type="radio"/> Nipple  <input type="radio"/> Trough  <input type="radio"/> Other OR Mix</p>
<p>Date of Population: _____  Date for De-Population: _____</p>	<p>_____ vs. _____  Actual                      Req'd</p>
<p>Final Disposition of Spent Hens: <input type="radio"/> On-Site Euthanasia  <input type="radio"/> Transport/ Humane Slaughter  <input type="radio"/> Composting  <input type="radio"/> Other _____</p>	<p>_____ vs. _____  Actual                      Req'd</p>
	<p>No. of Ext. Water (No.): _____</p>

# American Humane Association Farm Animal Program



## Building Checklists / Farm Data (cont.)

➤ *This sheet is provided for any miscellaneous notes or calculations, if needed.*

<b>AUDIT FARM:</b>	<b>COMPANY NAME:</b>
<b>ADDITIONAL INFORMATION/WORKSHEETS (if needed)</b>	

# American Humane Association Farm Animal Program



## Standard Operating Procedures (SOPs)

Name of Company: \_\_\_\_\_

- *Note: attach the Company SOPs to this document, which must as a minimum conform to the following. Sections of the SOPs relevant to the duties of each employee must be provided to them in their native language as needed, and each employee must sign that they have been provided this document.*

### “Standard Operating Procedures (SOPs)

SOPs must be available in the main office in regularly updated, comprehensive written instructions, in workers' native language as necessary, relating to daily, weekly, and monthly activities and procedures including but not limited to:

- Workers must sign and date that they understand and have been provided copies of the sections of the SOPs that are relevant to their assigned duties;
- Twice daily inspections of animals and facilities, and records to be kept by responsible personnel;
- Daily inspections of equipment (especially feed and water systems), routine maintenance and cleaning, and back-up protocols as well as records to be kept by the responsible personnel;
- Daily monitoring and recording of maximum and minimum house temperatures (unless automatically recorded);
- Daily monitoring of ventilation settings/ rates, any necessary adjustments (where applicable), and records of monthly ammonia readings;
- Description of lighting program, including light intensity readings;
- Any additional procedures to maintain compliance with any applicable local, state, and federal regulations;
- Any bio-security protocols (e.g. maintaining screens, checking rodent bait, etc.);
- Maintenance and testing of auxiliary power supply;
- Maintenance and testing of alarm systems; and
- Maintenance and testing of automatic ventilation systems.

Note: SOPs for specific operations, where applicable:

- Catching. Carrying & Handling/ Depopulation SOPs
- Transportation SOPs.”

- 
- I, the undersigned employee, have read and understand my duties per the Standard Operating Procedures, and have been provided a copy of the SOPs relevant to my duties.

Employee Name \_\_\_\_\_

Date \_\_\_\_\_

Employee Signature \_\_\_\_\_

Supervisor \_\_\_\_\_



## Emergency Response Plan

Name of Company: \_\_\_\_\_

- *Note: Keep a copy of the Emergency Response Plan at the Main Office, and when barns are not located on the same property, keep a copy at the barn site as well next to the main entry.*

- Local emergency services numbers are posted by phones?  Yes  No

<u>Emergency Service</u>	<u>Telephone #</u>
Local fire department: _____	_____
Emergency water supplies: _____	_____
Local Utility: _____	_____
Other: _____	_____

- Emergency contact numbers and a calling schedule are posted by phones?  Yes  No

List at least three responsible persons to contact in case of emergency:

<u>Emergency Contact</u>	<u>Telephone #</u>	<u>Alternate #</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

- Provide details of contingency plans and precautions to cope with severe events/ emergencies in order to safeguard the welfare of the animals, and the procedures to be followed by responsible personnel in these occurrences or by those discovering an emergency such as fire, floods, storms or other severe weather, interruption of power or water, interruption of supplies, etc.  Yes  No



## Animal Health Plan

Name of Company: \_\_\_\_\_

Farm Location(s): \_\_\_\_\_

Flock Dates/ Flock ID: \_\_\_\_\_

- *Note: attach a copy of the Animal Health Plan (AHP). This plan must be developed in consultation with the flock veterinarian with whom the producer has a valid Veterinarian Client-Patient Relationship (VCPR). A VCPR exists when the flock veterinarian affirms that s/he knows the specific circumstances of the flock and of the producer's operation and accepts responsibility for making medical judgments about the health of the flock and whether treatment is needed; and when the producer agrees to follow any instructions or recommendations of the flock veterinarian related to the health of the flock.*
- *The AHP must be reviewed at least once per year and updated as needed. The AHP must as a minimum include:*
  - Records of vaccination protocols and any vaccinations;
  - Records of treatment protocols and any treatments, including:
    - Types and quantities of, and reasons for, medications used, and
    - Therapeutic use of any antibiotics, antiparasitics, and antifungals, where therapeutic use is defined as use for the treatment, prevention, or control of disease, and which includes the requirement that antibiotics, antiparasitics, and antifungals must only be used therapeutically as prescribed by an attending veterinarian;
  - Tolerance limits on overall flock performance;
  - Causes of morbidity and mortality where known; and
  - Targets for other aspects of flock health, and when the veterinarian must be notified.
  - Additional requirements of the AHP include:
    - The monitoring of Flock Performance Parameters and programs of remedial actions to be followed as needed; and
    - The recording and implementation of Action and Management Plans related to specific health concerns.

Flock Veterinarian \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

# American Humane Association Farm Animal Program



## Animal Health Plan (cont.)

### Vaccination Program

<u>Age</u>	<u>Product</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

### Coccidia Prevention Program

### External Parasite Control Program



# American Humane Association Farm Animal Program



## Nutrition Plan

Name of Company: \_\_\_\_\_

Site Name(s): \_\_\_\_\_

Flock Dates/ Flock ID: \_\_\_\_\_

Diet Formulation/ ID: \_\_\_\_\_

- *Note: There must be certification or proof that the following statements are true for the specified producer, sites, flocks, and diet formulations. The flock nutritionist may sign this letter, or may provide similar evidence as acceptable methods of proof :*
- The diet noted above has been developed in accordance with the guidelines provided by the most recently published National Research Council (NRC) standards.
  - Growth hormones/ growth promoters are not used as additives to the feed in the diet formulation(s) noted above (*Note: growth hormones are not permitted for use in poultry in the United States*).
  - In-feed antibiotics or anti-parasitic agents are not used in the diet formulation noted above, except and unless for therapeutic reasons as prescribed by an attending veterinarian and as documented in the Animal Health Plan.
- *The Nutrition Plan must also as a minimum:*
- Include specifications for a diet which is adjusted as appropriate to the hens' age and species/strain in order to promote balanced nutrition;
  - Specify that changes to the diet must be introduced gradually;
  - Specify that feed intake for animals must be monitored when changing feed type to ensure that animals do not lose weight; and
  - Include specifications for a diet which includes mineral supplements, including coarse calcium, provided in adequate quantity to sustain healthy bone strength for the laying hens.

Notes:

Flock Nutritionist \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

# American Humane Association Farm Animal Program



## Nutrition Plan (cont.)

### Feed Suppliers:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Mills used: \_\_\_\_\_

Major source       Minor source

FDA-Licensed?

Yes  No

Does feed mill comply with FDA requirements for feed safety, and  
adhere to FDA FMP's? \_\_\_\_\_

Yes  No

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Mills used: \_\_\_\_\_

Major source       Minor source

FDA-Licensed?

Yes  No

Does feed mill comply with FDA requirements for feed safety, and  
adhere to FDA FMP's? \_\_\_\_\_

Yes  No

### Feed Documentation

Are feed documents available for at least one year?  
(Keep a representative tag for each ingredient used,  
Replacing old with current tags as rations change)

Yes  No

Are there records of feed constituents?

Yes  No

Describe feed storage: \_\_\_\_\_

Number of days' supply of feed is available on the farm: \_\_\_\_\_

Does supplier carry out any tests and/or safeguards  
on raw materials or finished feed?

Yes  No

Notes:

# American Humane Association Farm Animal Program



## Lighting Program

Name of Company: \_\_\_\_\_

Site Name(s): \_\_\_\_\_

- *Note: Attach or provide a description of the lighting program for each house/ fixed shelter, which must as a minimum conform to the following:*

The lighting system in houses/ fixed shelters must be designed and maintained to regulate a daily cycle for all hens. The lighting program for each house must be documented and light intensity measured quarterly with records on file. The lighting program must provide within each 24-hour period:

- A minimum continuous period of 8 hours of daytime light.
  - The daytime light levels must be an average minimum of 10 lux (1 foot-candle) throughout the house at the head height of the birds, excluding areas in the shade of equipment and at the nests.
  - Patches of high intensity sunlight or artificial light must be avoided.
  
- A minimum period of 6 hours of continual darkness or the natural period of darkness, if less. *"Darkness" refers to the substantial dimming of light to allow the birds to rest.*



## Bio-security Plan, Structural

Name of Company: \_\_\_\_\_

➤ *Note: provide details of the Bio-security Plan, Structural, which must include as a minimum the following provisions:*

- Description of and maintenance schedule for physical methods for discouraging pests, predators, and wild birds;
- Description of company bio-security policies and procedures for employees;
- Description of the policies and procedures for the deterrence of unapproved visitors; and
- Descriptions of the policies and procedures for approved visitors including the logging of all approved visitors. Non-farm personnel are not permitted on the site unless approved by farm managers, and unless appropriate precautions have been taken, including compliance with the company policy on “downtime” i.e. time away from contact with other poultry.

Is an all-in, all-out production system used?  Yes  No

Is there any certification of the health status of the incoming chicks?  Yes  No

Describe:

Describe procedures/policies used to minimize disease risks associated with farm/ranch visitors and entry of delivery vehicles.

Is access restricted to specific areas of farm?  Yes  No

Are vehicles disinfected prior to entering the farm?  Yes  No

Describe how roads and buildings are secured:

Additional Notes:



## Bio-security Plans, Operational

Name of Company: \_\_\_\_\_

➤ *Note: provide details of the Bio-security Plan, Operational, which must include as a minimum the following provisions:*

- The maintenance of outdoor areas adjacent to surrounding buildings to keep vegetation short and tidy within at least 24” from the house (i.e. removing vegetation that provides shelter to pests and predators);
- The maintenance of outdoor areas immediately surrounding the range or pasture to remove vegetation, debris piles, etc. that may provide shelter to pests, predators, and wild birds;
- Descriptions of policies and procedures for the deterrence and control of pests and predators, maintenance schedules and personnel responsible for baiting and trapping, etc.;
- The removal of feed sources and the protection of bulk feed and water supplies to reduce the attraction of pests, rodents, mold, etc.;
- The protocols for personnel working with older flocks to limit contact with pullets; and
- The provision and maintenance of protective clothing, foot baths, and/or shower facilities for workers, where appropriate.

Pest Control Policy: List methods/products used for control:

Rodents

- traps \_\_\_\_\_ Yes No
- bait \_\_\_\_\_ Yes No
- limited access \_\_\_\_\_ Yes No
- covered feed storage \_\_\_\_\_ Yes No

Wild Birds

- bait \_\_\_\_\_ Yes No
- nets \_\_\_\_\_ Yes No
- covered feed storage \_\_\_\_\_ Yes No
- noise or visual deterrents \_\_\_\_\_ Yes No

Flies

- bait \_\_\_\_\_ Yes No
- environmental control (e.g., frequent cleaning) \_\_\_\_\_ Yes No

Additional Notes:

# American Humane Association Farm Animal Program



## Bio-security Plans, Operational (cont.)

Foot Baths: list type used and how often solution is changed:

\_\_\_\_\_ *(skip if not applicable to operation)*

### Feed and Water

#### Feed storage area

Is feed kept covered?  Yes  No

Are feed storage areas cleaned between deliveries of feed?  Yes  No

How often are feed systems cleaned? \_\_\_\_\_

#### Water

Are water meters used and is daily water consumption recorded?  Yes  No

How often are water systems cleaned? \_\_\_\_\_

Are water systems disinfected?  Yes  No

If yes, what is used: \_\_\_\_\_

Are any water filtration/purification systems used?  Yes  No

If yes, please list: \_\_\_\_\_

Are "clean to dirty" work routines used?  Yes  No

Additional Notes:

# American Humane Association Farm Animal Program



## Cleaning & Sanitation Plan

Name of Company: \_\_\_\_\_

➤ *Note: provide details of the Cleaning & Sanitation Plan, which must include as a minimum the following provisions:*

- details for routine/ scheduled cleaning procedures; and
- details for cleaning procedures between depopulation and restocking: Following depopulation, all houses must be thoroughly cleansed, disinfected, and tested negative from infectious agents as specified in the Animal Health Plan.

List Compounds/products/methods used on farm to clean/disinfect:

### Buildings and Equipment Cleaning/Disinfecting Procedures

#### Buildings

preparation \_\_\_\_\_

cleaning method \_\_\_\_\_

disinfection \_\_\_\_\_

resting (drying) \_\_\_\_\_

drains \_\_\_\_\_

#### Equipment

preparation \_\_\_\_\_

cleaning method \_\_\_\_\_

disinfection \_\_\_\_\_

resting (drying) \_\_\_\_\_

Additional Notes:



## Waste Disposal Plan

Name of Company: \_\_\_\_\_

- *Note: provide details of the Waste Disposal Plan, which must include as a minimum the following provisions:*

Each farm must maintain a Waste Disposal Plan which details protocols for the safe and proper disposal of medical waste, sharps, carcasses, and other waste that poses a potential threat to animal and human health and safety.

- How is medical waste (needles, scalpel blades, medicine containers, syringes, etc.) disposed of? \_\_\_\_\_

Are sharps containers used?

Yes  No

- Has farm completed a formal training program in waste management?

Yes  No

Type of training: \_\_\_\_\_

Date of completion: \_\_\_\_\_

Additional Notes:

# American Humane Association Farm Animal Program



## SOPs for Pullets

Name of Company: \_\_\_\_\_

- *For company owned rearing houses only: Attach Standard Operating Procedures (SOPs) for Pullets, which must include as a minimum:*
  - Pullets must be reared on litter and provided with the minimum space allowance for the adult laying flock per E20, adjusted proportionately based on the pullets' current average weight versus the anticipated average weight of the adult hens. (*E.g. White/ lightweight pullets require at least  $50\% \times 1.0 = 0.5$  square feet per pullet when the average weight of the pullet is 50% of the anticipated weight of the adult hen.*)
  - Feeding and watering systems for pullets must be similar to those in the laying house.
  - Auditors must be given access to on-site rearing houses during audit, where applicable.
  - Premises and equipment must be thoroughly disinfected and cleaned before restocking.
  - Elements such as perches and litter/ scratch areas must be included in the facilities so that pullets are prepared for introduction to the laying environment
- *Note: See "Beak-Trimming Policy" also.*

Additional Notes:



## SOPs for Exterior Access

Name of Company: \_\_\_\_\_

- *For Houses with Exterior Access only: Attach Standard Operating Procedures (SOPs) for Exterior Access, which must include as a minimum:*

Exterior Access SOPs must be available for all Free Range and Pasture systems and must include as a minimum:

- Inspection of the hens and the outdoor facilities, conducted twice daily as a minimum;
- Maintenance of required shade and where provided screening to deter predators, rodents, and wild birds; and
- Schedule for when hens have access to the exterior, i.e. daily procedures for opening/ closing access to exterior:
  - A company policy must be available that describes the weather conditions for which the birds are provided exterior access, as well as the conditions for which the birds are secured in the house.
  - The birds must be provided access to the outdoor areas for a minimum of 8 hours daily during daylight hours, weather permitting. All exit areas must normally be open during this time, except when precluded by inclement weather conditions.
  - Protection must be provided from predators and wild birds, and birds must be closed in the house (or mobile shelter) at night, when the outside temperatures are excessively cold or hot, and when other adverse weather conditions are expected. *Note: Under situations of high risk for avian influenza or other highly pathogenic infectious diseases, birds can remain indoors as recommended by the veterinarian.*
- If a dust-bathing environment for hens is provided outdoors, the SOPs must describe the provision and maintenance of a suitable substrate for dust-bathing, with access allowed for at least 4 hours every day;
- The Exterior Access SOPs must:
  - Include provisions for the maintenance and active management to remedy damaged or sodden ground and allow the vegetation to regrow in order to provide an appropriate cover of living vegetation to the extent required by the type of outdoor access (i.e. Free Range or Pasture); and
  - Include a program for the mitigation of pathogen buildup and when required by the flock veterinarian a program for testing must be performed between flocks to show the reduction or elimination of pathogenic contamination.

# American Humane Association Farm Animal Program



## SOPs for Exterior Access (cont.)

Name of Company: \_\_\_\_\_

### Additionally for Free-Range and Pasture Systems:

- (*Pasture-based systems only*) For pasture-based systems, there must be demonstration or proof that the location of the pasture-based system provides local climatic conditions suitable for hens to access the exterior for the majority of the year, and permits the pasture to be provided with a substantial cover of living vegetation:
  - Records must be available for at least one year documenting the number of days that it was necessary to secure the birds indoors due to inappropriate weather conditions.
  - The daily records must show that the number of individual days for which it was necessary to secure the birds indoors due to unacceptable weather conditions did not exceed 90 days in total. (*I.e., records must show that weather conditions were acceptable for providing birds with access to the Pasture for at least 275 days of the year.*)

Note: The 90-day total does not include any days in which the birds were secured indoors per the recommendation of the flock veterinarian due to a specific disease risk or other health concern.

- (*If applicable: required for all Pasture-based systems, and for any Free-Ranges system that employ rotation*) Documentation must be available describing the rotation schedule for the relocation of mobile housing units or the rotation schedule for access to specific portions of the pasture or free range.



## Catching & Handling SOPs

Name of Company: \_\_\_\_\_

➤ *Note: Attach Catching & Handling SOPs, which must include the following minimum provisions:*

- All personnel involved in catching and handling of birds must have received proper training to verify competence and full awareness in their duties and responsibilities.
- Managers must provide the catching staff full and detailed written instructions for catching, handling, loading, and unloading.

### Animal Welfare Officer

An Animal Welfare Officer (AWO) must be designated and present for each occurrence of flock depopulation. The AWO is responsible for supervising, monitoring, and maintaining high welfare standards throughout the depopulation process.

Name(s) of designated AWO(s) \_\_\_\_\_

### Water and Feed Withdrawal

- Hens must be provided water up to the time when catching begins.
- Hens must be provided feed up to 1 hour prior to the time when catching begins.
- When transported, hens must not be deprived of feed for more than 16 hours in total, including the period up to the time of processing.

Where possible, feeders, waterers, and other obstacles must be raised or removed from the house prior to catching to minimize the risk of bruising. Catching must take place in low lighting to minimize birds' fear reactions. *Catching is recommended to be done at night or early morning.*

Adequate, draft-free ventilation at bird height must be provided for uncaught birds up to time of loading.

### Catching

- When possible, the hens should be caught individually and supported by both hands in an upright position.
- Where this is impractical, no more than three birds are to be carried in one hand. Birds must be held by both legs at all times, and never by the wings or the neck.
- Birds must be handled as minimally as possible, and must be placed directly into the transport coop or the approved euthanasia receptacle within 20 seconds of being caught.
- The catch supervisor must check that all birds are upright in the transport coop or euthanasia receptacle, that no appendages are caught in the coop or receptacle doors, and that the birds are not piled atop one another.

Access routes to the chicken house must be adequately designed and maintained to permit the safe passage of transport vehicles/ euthanasia receptacles.

Unfit birds must not be transported but instead must be immediately and humanely euthanized.

### End-of-Flock Euthanasia

For routine, on-farm disposal of flocks at the end of the production cycle using CO<sub>2</sub>, there must additionally be full documentation of the procedure used including records for the amount of gas used. Refer to the latest UEP standards "Guidelines for Euthanasia and On-Farm Depopulation of Entire Flocks" for more information regarding required protocols and documentation in order to demonstrate full compliance with the UEP."

- *Note: Where applicable, provide documentation of full compliance with UEP guidelines for end-of-flock euthanasia.*
- **Note: Outside contractors must provide Certificate(s) of Conformance to these SOPs.** *By signing below, Contractor is certifying that all workers have been trained to the attached standards, and all workers are held to the Standards of Care in the Employee Code of Conduct.*

Contracted Company: \_\_\_\_\_ Date \_\_\_\_\_

Name of Contractor Rep: \_\_\_\_\_ Signature \_\_\_\_\_

# American Humane Association Farm Animal Program



## Transportation & Processing SOPs

Name of Company: \_\_\_\_\_

- *Note: Attach Transportation SOPs, which must include the following provisions as a minimum:*

### Transportation SOPs

All personnel in charge of transportation and transport equipment, including non-employees, must be trained in the proper handling of hens when loading and unloading them and while in transit. This must be verified through SOPs or COCs.

Noise levels from all sources must be minimized as possible during loading, unloading, and transport.

In periods of hot weather, hens must be transported at night or in the coolest part of the day OR systems must be in place to provide cooling during load out of the birds.

- The transport SOP's must address when high ambient temperature or high humidity poses a threat of heat stress to the birds during catching, loading, and unloading.
- The SOPs must describe appropriate actions to take to reduce the risk of heat stress on the birds, including the receipt of weather forecasts of the expected temperature, supplemental ventilation, etc.

Hens reared in houses with tunnel ventilation must be pre-adapted to warmer temperatures if they are transported during hot weather.

The transport SOP must identify steps that are to be taken to shelter and protect the birds when they are transported during extreme weather.

The transport SOPs must address procedures to be followed in the event of an emergency, such as an accident.

Every effort must be made to ensure journeys are completed without unnecessary delays, i.e. drivers must be aware of any potential traffic problems and plan their journey accordingly.

The person supervising the catching and loading of birds must work closely and coordinate with the processing plant to minimize the time birds spend waiting on the vehicle.

If it is necessary to keep birds on a stationary vehicle, the driver must take action to avoid thermal stress to the birds.

- *Note: If used, outside contractors must provide Certificate(s) of Conformance to these SOPs.*  
➤ *By signing below, Contractor is certifying that all workers have been trained to the attached standards, and all workers are held to the Standards of Care in the Employee Code of Conduct.*

Contracted Company: \_\_\_\_\_ Date \_\_\_\_\_

Name of Contractor Rep: \_\_\_\_\_ Signature \_\_\_\_\_

# American Humane Association Farm Animal Program



## Transportation & Processing SOPs (cont.)

Name of Company: \_\_\_\_\_

- *Note: Attach Processing SOPs, which must include all provisions noted in the **Animal Welfare Standards** as a minimum.*
- *Note: If used, outside contractors **MUST** provide Certificate(s) of Conformance to the Processing SOPs, including especially COCs confirming specifically:*
  - *That the maximum time for the hens in transport, from the start of loading to the completion of unloading of the transport coops, will not exceed 12 hours; AND*
  - *That once the birds have arrived at their destination, they must be humanely slaughtered per all requirements of the "Processing" section of the **Animal Welfare Standards.***

### Processing SOPs

- *Note: If used, outside contractors must provide Certificate(s) of Conformance to these SOPs.*
- *By signing below, Contractor is certifying that all workers have been trained to the attached standards, and all workers are held to the Standards of Care in the Employee Code of Conduct.*

Contracted Company: \_\_\_\_\_ Date \_\_\_\_\_

Name of Contractor Rep: \_\_\_\_\_ Signature \_\_\_\_\_





# American Humane Association Farm Animal Program



## Records of Stockperson Training (cont.) On-Farm Crews and Outside Workers

Name of Company: \_\_\_\_\_

- *Note: provide documentation conforming to the **Animal Welfare Standards** for the training of on-farm crews and outside workers.*





# American Humane Association Farm Animal Program



## Equipment Inspections (cont.)

Name of Company: \_\_\_\_\_

House ID: \_\_\_\_\_

### Inspections of Water Systems

Records must be kept showing the following:

- water availability is checked daily;
- water flow rate is monitored and recorded weekly and is verified using water meters or the graduated cylinder methodology; and
- water lines are flushed between flocks.

### Inspections of Auxiliary Power Supply

- Records must be kept showing that the auxiliary power supply (such as a standby generator), is tested weekly under load, with the outcome of the test documented.
- The records must show that the auxiliary power supply is available and has sufficient capacity to operate critical equipment such as fans, feeders, waterers, and lights for at least 24 hours.

### Inspections of Alarm Systems

- Records must be kept showing that alarm systems (audible & remote) for the controlled environment house are tested weekly, with the outcome of the test documented.
- The records must show that the alarm systems are operational even if the principal electricity has failed.

*Alarm systems must be installed and functional for giving notification in the event of an emergency (e.g. during a power failure, high temperatures, water failure, etc.)*

### Ventilation & Environmental Controls

- Maximum and minimum temperatures must be monitored and recorded daily.
- Ventilation equipment must be checked daily and maintained for proper operation, with records kept.
- Ventilation rates must be monitored daily and adjusted as necessary in order to maintain minimum ventilation requirements and to maintain air quality parameters.
- Documentation on ventilation system must be available that includes information on design, capacity, and CFM rating.
- A backup plan must be in place to safeguard birds from suffering pain or distress as a result of a malfunction of the ventilation equipment.

### Monitoring of Ammonia Levels

- Ammonia levels, measured monthly at the height of the hens at multiple locations in the house, are ideally less than 10 parts per million (ppm) but must not exceed 25 ppm.
- If a monthly ammonia test result is in excess of 25 ppm, a program of ammonia mitigation must be adopted with records kept, and testing must be performed daily until ammonia levels drop below 25 ppm.



## **Molting Policy**

Name of Company: \_\_\_\_\_

- *Note: If applicable, attach Molting Policy, which must include as a minimum:*

### **“Molting Policy**

Hens MUST NOT be induced to molt by withholding feed and/ or water.

- Non-feed/ non-water withdrawal methods for inducing a molt must follow the latest edition of the United Egg Producers ***Animal Husbandry Guidelines for U. S. Egg Laying Flocks***. As noted by the UEP guidelines:

#### **“Guidelines for Molt Program:**

1. Only non-feed withdrawal molt methods will be permitted after January 1, 2006.
2. Hens should be provided with a feed source that is suitable for non-producing hens.
3. Water must be available at all times.
4. The light period should be reduced to no fewer than 8 hours in closed houses, or to natural day length in open houses, for the duration of the rest period. When the flock is placed back on a layer diet, lights should be returned to the normal layer program.
5. During the molt period, body weight loss should be sufficient so as not to compromise hen welfare in the subsequent laying period.
6. Total mortality during the molt period should not substantially exceed normal variations in flock mortality”

- Records must be kept of any molting program, and must show that only non-feed withdrawal methods in accordance with the UEP were used.

### **Mortality Levels During Non-Feed Withdrawal Molting**

If the mortality level within a house is in excess of 0.5% in 24 hours for three successive days during the non-feed/ non-water withdrawal molting, a veterinary investigation must be made to determine the cause and if necessary to remedy the problem.”



## Beak-Trimming Policy

Name of Company: \_\_\_\_\_

- *Note: “Outbreaks of injurious feather-pecking and cannibalism are possible in Cage Free systems, and this harmful behavior may quickly affect a considerable proportion of the flock if not addressed.*

*For this reason, though the practice of beak-trimming/tipping is undesirable, it is permitted to be performed only as a preemptive measure to mitigate the risks of injurious feather-pecking and cannibalism if beaks are left intact.” Attach Beak-Trimming Policy, which must as a minimum conform to the **Animal Welfare Standards**:*

- “Beak trimming/ tipping may only be performed where there is a concern about cannibalism. Beak trimming/ tipping must not be performed to prevent feed wastage.
- The pullets’ beaks should be tipped, i.e. blunted, where possible. Otherwise, beak-trimming must remove no more than 1/3 of the upper and lower beaks, measured from the tip to the entrance to the nostrils.
- Pullets which have been recently trimmed/ tipped must be monitored to ensure that they are consuming adequate feed and that they are able to use the waterers.
- Pullets which were recently trimmed/ tipped must not be exposed to other high-stress procedures such as transport or vaccination. *Note: it is recommended that Vitamin K and C are added to the water before and after beak-trimming, and that the hens are provided with additional feed 1 week following.*
- (Select if applicable) If pullets are sourced from a hatchery that performs the beak-trimming/ tipping:
  - beak trimming/ tipping must be performed within the first 24 hours of life using infrared laser equipment.
  - records must be kept with a Certificate of Conformance from the hatchery stating that beak-trimming/ tipping was performed by trained personnel using the proper equipment and per all requirements detailed in this Beak-Trimming Policy.
- (Select if applicable) If performed on-site:
  - beak-trimming/ tipping must be performed only by trained personnel using approved procedures and appropriate, well-maintained equipment. Records must be kept of: the names of the stockpersons who have undergone training for the correct beak-trimming/ tipping procedures; the name of the trainer; confirmation that the trainees’ competence in performing the procedure was validated by the trainer, including proper techniques and proper use of any equipment; and the date(s) that the training occurred.
  - beak trimming/ tipping must be performed no later than 10 days of age by the use of a machine with a blade and cauterizer, to minimize pain and stress.
- Beak trimming on older birds, including ‘touch-up’ trimming, must not be performed as a matter of course.

*Note: The producer should take care when selecting birds to avoid genetic strains with undesirable traits, particularly aggressiveness and a tendency to feather peck.”*



## **Beak-Trimming Policy (cont.)**

Name of Company: \_\_\_\_\_

### **“Action Plans for Deterring Injurious Feather-Pecking and Cannibalism**

The producer must have plans in place to discourage the spread of injurious feather-pecking and cannibalism. If outbreaks of injurious feather-pecking and cannibalism do occur:

- Methods to discourage the spread of injurious feather-pecking and cannibalism must be conducted without delay.
- Artificial appliances (such as blinkers attached to the beak or nostrils, or contact lenses) designed to stop injurious feather-pecking and cannibalism must not be used.
- The producer must notify the American Humane Certified™ program that the problem exists and must explain the steps that the producer proposes to take in order to mitigate the problem, and the producer must provide regular updates to the American Humane Certified program regarding the success of the mitigation.
- Methods should include removing the offending birds if they are identifiable and segregating injured birds as first steps, followed by reducing light levels and providing distractions/enrichments to the birds and/or providing additional perches or panels so that subordinate hens can retreat.
- If these measures still do not mitigate the problem, the producer must contact the American Humane Certified™ program for additional recommendations.

**The American Humane Certified™ program will not consider beak-trimming of older birds except as a method of last resort if other measures fail.”**



## Euthanasia Policy

Name of Company: \_\_\_\_\_

- *Note: “The Euthanasia Policy includes provisions for routine euthanasia (culls), end-of-flock euthanasia, and emergency euthanasia (including mass disposal during disease outbreaks such as for highly pathogenic Avian Influenza). Euthanasia and disposal of carcasses must be consistent with applicable local, state, and federal regulations.”*
- *Attach the Euthanasia Policy and applicable records, which must as a minimum conform to the following provisions:*
  - “Only properly trained farm personnel or the flock veterinarian are to perform euthanasia.
  - Training records which identify: the names of the stockpersons who have undergone training; the name of the trainer; the specific method(s) of euthanasia covered in the training; confirmation that the trainees’ competence in performing the procedure was validated by the trainer, including proper techniques and proper use of any equipment; and the date(s) that the training occurred.
  - Procedures stating that:
    - If there is any doubt as to whether euthanasia is required: the veterinarian or properly trained personnel must be called at an early stage to advise whether treatment is possible; OR
    - If the veterinarian or properly trained personnel determine that an animal is in severe, uncontrollable pain or is unable to move on its own accord, then the animal must be promptly and humanely euthanized to prevent further suffering.
  - For euthanasia methods requiring equipment: records showing that equipment has been maintained per the manufacturer’s recommendations and that it is required to be stored securely, protected, and kept clean.
  - The approved methods of euthanasia that are to be used for each age group of animals and under what circumstances, i.e. for routine culling or for emergency euthanasia for flocks. These methods must be performed promptly to prevent further suffering and must comply with the latest edition of the American Veterinary Medical Association’s **AVMA Guidelines on Euthanasia**.
  - The farm performs one of the following approved methods of on-farm euthanasia:
    - Cervical dislocation, to be used in an emergency or for euthanizing a very small number of birds. Cervical dislocation involves stretching the neck to dislocate the first vertebrae in the neck from the skull and cause extensive damage to the major blood vessels. Use of equipment that crushes the neck rather than dislocates the spine, such as pliers, is never acceptable practice.
    - Electrical stunning, immediately followed by neck cutting.
    - Captive bolt euthanasia.
    - Carbon dioxide, or other suitable gas/ gas mixture, delivered in an appropriate container at acceptable concentrations.
    - Any other method approved by the latest edition of the **AVMA Guidelines on Euthanasia**.
  - Procedures stating that the persons performing euthanasia must verify that each animal has been properly euthanized. If necessary, the same or an alternate method is performed immediately to ensure that the animal does not suffer.
  - For other than routine culls, logs stating the reason for euthanasia, the date, the competent personnel performing the euthanasia, the numbers of animals euthanized, and the procedure used.
  - Routine, on-farm disposal of flocks at the end of the production cycle must meet the requirements of this section. See “Depopulation”.
  - Procedures for the proper disposal of carcasses, and records of the name of the outlet through which all such carcasses are disposed, unless carcasses are disposed of on-farm, in which case records are kept of the disposal method. Disposal must meet all state, local, and/or federal regulations.

**Nothing stated here is intended to discourage the prompt diagnosis and appropriate treatment of any ill or injured animal.”**



# American Humane Association Farm Animal Program



## Euthanasia Policy (cont.) Records (cont.)

### Approved Methods of Euthanasia:

Age of Birds	Euthanasia Method for Routine Culling	Emergency Euthanasia Method

- Emergency Euthanasia Plan (by age group) – **Post in visible location.**

Business name: \_\_\_\_\_

Veterinarian name and phone number: \_\_\_\_\_

Rendering or disposal service: \_\_\_\_\_

Producers must keep a copy of the ***AVMA Guidelines for the Euthanasia of Animals*** with their flock plans.

- Carcass Disposal Policy

Method of carcass disposal (if rendering company or dead hauler used, list name and number):

Method used to restrict access/viewing of the public to carcasses present on farm/ranch:

Method used to reduce fly and odor nuisance:

# American Humane Association Farm Animal Program



## On-Site Standards Reference

Name of Producer: \_\_\_\_\_

Name of Farm: \_\_\_\_\_

- *Note: "A printed or electronic copy of the current **American Humane Certified™ Animal Welfare Standards for Laying Hens- Free Range & Pasture** must be available on-site as a reference for all personnel in the facility."*
- *This notice is not required; however, this may be posted at each site as an aid to personnel.*

*A current copy of the*

## **American Humane Certified™ Animal Welfare Standards for Laying Hens- Free Range & Pasture**

*is available for download at:*

[www.HumaneHeartland.org/our-standards](http://www.HumaneHeartland.org/our-standards)





# Appendix C

## Notification of Non-Conformance & Other Supplemental Audit Forms

**American Humane Association™  
Farm Animal Welfare Program**

1400 16th Street NW, Suite 360, Washington, DC 20036  
(800) 227-4645 Fax (202) 450-2335 [www.HumaneHeartland.org](http://www.HumaneHeartland.org)

# American Humane Certified™ Notification of Non-Conformance



Form to be filled out by Auditor. One copy should be left with Producer and one copy should be retained for American Humane Association.

Auditor \_\_\_\_\_

Producer Name:	
Farm Name:	Building ID:
On Farm Contacts: Manager Caregiver Others	
Cell Phone:	Email:

The following non-conformances were found during the audit by American Humane Certified™ on \_\_\_\_\_. In order to move forward with your certification, **you must submit a Corrective Action Plan within 10 days** that includes the line item of each non-conformance item (for example, FW3, H12), the corrective action to be taken and the name of individual who will be responsible for supervision of the correction. After the non-conformances have been corrected, you must submit a **Corrective Action Completion Report with supporting documentation to the American Humane Certified™ program**. Documentation may include but is not limited to pictures, copies of daily reports, proof of staff training, veterinary health plan adjustments, etc. Producers/managers are encouraged to submit progress reports as corrective actions are taken. **All corrections must be made within 90 days.** All reports should be digitized and submitted electronically.

*Example of  
Online Forms*

Notes should include Line Item such as FW 3, H12, etc. and details of infraction. Attach additional pages of notes as necessary.

Signature by Auditor: \_\_\_\_\_ Date: \_\_\_\_\_

**I, the undersigned, agree to submit a Corrective Action Plan within 10 days. All corrections will be made within 90 days. I will submit a Corrective Action Completion Report and agree to additional audits as necessary to maintain certification.**

Signature of member/applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
(in presence of auditor)

# American Humane Certified™ Corrective Action Plan



Date of Notification of Non-Conformance \_\_\_\_\_

Form to be filled out by Producer within 10 days of Notification of Non-Conformance.

Producer Name	
Farm Name	Building ID
On Farm Contacts Manager Caregiver Others	
Cell Phone	Email

The following non-conformances were found during the American Humane Certified™ audit conducted on \_\_\_\_\_.

Please list the corrective action to be taken for each noncompliance listed on the Notification of Nonconformance Report (NC). The list should include the line item such as FW3, H12, etc., the action that will be taken and the person responsible for making sure the action is completed. **This form must be completed and submitted to the American Humane Association within 10 days of the audit date noted above.** This report should be submitted electronically to the producers' on-line site.

Line Item Description	Action to be taken	Responsible Manager
<i>Example of Online Forms</i>		

Please attach additional pages of Corrective Action Plan items as necessary.

**I, the undersigned, understand that all corrections must be made within 90 days. I will submit a Corrective Action Completion Report (CACR) with supporting documentation and agree to additional audits as necessary to maintain certification.**

Signature of producer/manager: \_\_\_\_\_ Date: \_\_\_\_\_

# American Humane Certified™ Corrective Action Completion Report



Date of Notification of Non-Conformance \_\_\_\_\_

Form to be filled out by Producer upon completion of the corrective action and within 90 days of Notification of Non-Conformance

Producer Name	
Farm Name	Building ID
On Farm Contacts Manager Caregiver Others	
Cell Phone	Email

Enter the Line Item # (such as FW 3, H12 etc.), the action taken, and the supporting documentation that you are attaching to this report. Documentation may include pictures, copies of daily reports, training reports, changes to Veterinary Health Plan, etc. This form must be signed and dated. This report should be submitted electronically to the Producer's on-line site.

Line Item and Description	Corrective Action Taken	Support Documentation
<p><i>Example of Online Forms</i></p>		

List should include Line Item such as FW 3, H12, etc. details of correction and the supporting documentation that is attached to the CACR report. Attach additional pages of notes as necessary.

I, the undersigned, verify that the above corrective actions have been taken and that the documentation submitted for this location is complete and correct. This location is ready for a new audit by the American Humane Certified™ program.

Signature of member/applicant: \_\_\_\_\_ Date: \_\_\_\_\_



# Appendix D

## Certified Egg Traceability Tool

**American Humane Association™**  
**Farm Animal Welfare Program**

1400 16th Street NW, Suite 360, Washington, DC 20036  
(800) 227-4645 Fax (202) 450-2335 [www.HumaneHeartland.org](http://www.HumaneHeartland.org)

# American Humane Association Farm Animal Program



## American Humane Certified™ Certified Egg Traceability Tool

TO BE COMPLETED IN FULL - PLEASE PRINT

Company Name: \_\_\_\_\_ Date: \_\_\_\_\_

Auditor: \_\_\_\_\_

➤ Auditor note: Select as applicable:

On-Farm Production Site

Site Name: \_\_\_\_\_ Date On-Farm: \_\_\_\_\_

Site Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Notes: \_\_\_\_\_

- (Check ONLY if applicable) All eggs from the On-Farm Production Site(s) is(are) entirely American Humane Certified™ product, therefore commingling at the site is not possible and the production site itself has not been audited for traceability.

Processing Plant

Plant Name: \_\_\_\_\_ Date at Plant: \_\_\_\_\_

Plant Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Notes: \_\_\_\_\_

### INSTRUCTIONS:

Complete all sections which pertain to the site. Attach additional pages if more space is needed for notes. The text "N/A" in the checklists is an abbreviation for "not applicable". The text "N/O" is an abbreviation for "not observed".

### RETURN COMPLETED FORM TO:

American Humane Association  
Farm Animal Program  
1400 16<sup>th</sup> Street NW, Suite 360  
Washington, DC 20036

### DIRECT QUESTIONS TO:

American Humane Association  
Farm Animal Program  
Phone: 800.227.4645  
Fax: 202.450.2335

# Audit Notes

## 1 SITE / SYSTEM DEFINITIONS

1.1.	<input type="checkbox"/>	A site is a geographically definable area that includes egg production facilities and ancillary structures under common management where a person is responsible for directly working with the birds.
1.2.	<input type="checkbox"/>	Traceability program must encompass on-farm production, transport and processing in order to verify.
1.3.	<input type="checkbox"/>	Off-site processing of eggs must be verified through records and processes in place to prevent commingling of eggs in the truck during transport and at the processing plant once delivered. If eggs are transported to a processing facility, you MUST fill out the transportation checklist in this tool.

## 2 OBSERVATIONS

2.1.	<input type="checkbox"/>	All buildings in which birds are housed must be viewed to verify that the building is for American Humane Certified production.
2.2.	<input type="checkbox"/>	If conventionally raised birds and American Humane Certified birds are raised on the same site, must view steps that are in place to keep eggs separate.
2.3.	<input type="checkbox"/>	Must view the load out process for eggs that are shipped to a processing plant to view the practices that are used to keep American Humane Certified eggs separate from conventionally raised eggs.
2.4.	<input type="checkbox"/>	Must view practices that are outlined in their SOP's during the audit to ensure that commingling does not occur.
2.5.	<input type="checkbox"/>	Must view transportation to observe separation of American Humane Certified eggs from conventional eggs
2.6.	<input type="checkbox"/>	Must view separation practices at the processing plant whether on-farm or off-site
2.7.	<input type="checkbox"/>	Order of observation: work with the producer on their specific biosecurity before leaving the site and entering another facility.

## 3 GENERAL

3.1.	<input type="checkbox"/>	Entrance interview should be conducted to explain the traceability process ensuring that product will be kept separate.
3.2.	<input type="checkbox"/>	SOP review should be done prior to arriving to the facilities if possible.
3.3.	<input type="checkbox"/>	Equipment needed to conduct audit:
		<input type="checkbox"/> Client Form/audit sheet
		<input type="checkbox"/> Clip board, pencils
		<input type="checkbox"/> Boots
		<input type="checkbox"/> Coveralls
		<input type="checkbox"/> Hairnet
		<input type="checkbox"/> Mask, Gloves

## Audit Notes (cont.)

*\* Indicates an items that causes an immediate failure of an audit*

### **General Observations (based on observations of auditors while on-farm and processing facilities)**

#### American Humane Certified™ Eggs On-Farm:

- All hens are housed in American Humane Certified facilities as indicated on records
- Eggs from American Humane Certified hens are kept separate from conventionally-raised eggs on the same site
- Eggs enter the on-farm processing facilities and are not commingled with conventionally-raised eggs
- Eggs are packaged in cartons that state that they are American Humane Certified eggs
- Protocols include steps to address unintentional commingling to ensure that eggs are not wrongfully labeled

#### American Humane Certified™ Eggs Transportation to further processing:

- Records and/or tracking devices used to segregate eggs
- Eggs clearly marked and segregated during transportation
- Eggs maintain their identify from farm to transport through processing
- Protocols include steps to address unintentional commingling of American Humane Certified eggs with conventionally-raised eggs

#### American Humane Certified Eggs at Processing Facilities:

- Eggs from American Humane Certified hens are kept separate from conventionally-raised eggs
- Eggs maintain their identify from farm through transport to processing and into cartons
- Protocols include steps to address unintentional commingling to ensure that eggs are not wrongfully labeled

## Standard Operating Procedures (SOPs)

	YES	NO	N/A	N/O	"Look For"	Observer Comments
<b>Company Policy</b>						
Does the farm have a written, comprehensive document that contains Standard Operating Procedures (SOPs)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>On-Farm Egg Traceability SOP</b>						
Is there an SOP for On-Farm Traceability of product?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the SOP:						
Outline the steps in place to ensure that conventional eggs and American Humane Certified eggs do not commingle on-farm?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Outline steps that are taken if conventional eggs and American Humane Certified eggs were to be commingled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Identify who is responsible to assure separation of product?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Transport SOP</b>						
Is there an SOP for transportation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the SOP:						
Outline the steps in place to ensure that conventional eggs and American Humane Certified eggs do not comingle during transportation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Specify separation of product?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Specify product identification?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Identify who is responsible to assure separation of product?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

	YES	NO	N/A	N/O	"Look For"	Observer Comments
<b>Processing Facilities SOP</b>						
Is there an SOP for egg product separation at the processing facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the SOP:						
Outline the steps in place to ensure that conventional eggs and American Humane Certified eggs do not commingle at the processing plant?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Outline the steps taken by the processing facilities to ensure that eggs are not commingled when they are delivered by the transport company?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Outline the steps taken by the processing facilities to ensure that eggs are not commingled when they are packaged and stored?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Outline steps that are taken if commingling were to occur to ensure that eggs are not mislabeled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Identify who is responsible to assure separation of product?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Training SOP</b>						
Are employees trained on the following:						
Separation of product?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Product identification?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Recordkeeping?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Reporting of commingled product?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

## Traceability Records

	Yes	No	N/A	N/O	"Look for"	Observer Comments
Does the production facility raise American Humane Certified eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the production facility raise conventionally produced eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>On-Farm Egg Traceability Records</b>						
Are there records indicating the number of eggs coming from hens located in the American Humane Certified facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are there records indicating the number of eggs coming from hens located in the conventional facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are the production records consistent with the number of eggs sold as American Humane Certified eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are there records or a process in place to record unintentional commingling of American Humane Certified with conventional eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Do records indicate that the site is following the SOP's set by the farm to ensure that commingling does not occur?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Is there a clean-out record between American Humane Certified and conventional?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Written documentation to verify- Follow their process	
Are all records:						
Signed/ initialed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All records should be signed/ initialed and dated.	
Dated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

	Yes	No	N/A	N/O	"Look for"	Observer Comments
Are there training records identifying processes relating to separation of American Humane Certified and conventional eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Can employees clearly identify the difference between American Humane Certified and conventional eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Eg: different colored racks, labeled storage areas	
<b>On-Farm Observations</b>						
Does an observation of employee(s) indicate that the separation process is being followed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are all records:						
Current (up-to-date)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All records should be signed/ initialed and dated.	
Signed/ initialed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Dated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Is the process is being followed ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Is there a separate location identifying American Humane Certified eggs and conventional eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Eg: separate areas for both- i.e. right side is AHC egg, left is conventional.	
Are there any other identification methods used for American Humane Certified eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Building Schematics</b>						
Does the building schematic identify buildings with American Humane Certified hens?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the building schematic identify buildings with conventionally- raised hens?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

	Yes	No	N/A	N/O	"Look for"	Observer Comments
<b>Transport Records</b>						
Does the transport company transport American Humane Certified eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the transport company transport conventionally produced eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Is there a bill of lading to record product for delivery?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Is there a log book or GPS document that records date of pick-up and delivery to the processing plant?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are there delivery tickets that indicate when the eggs from the site were delivered?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the truck have a set-up or system that is used to keep product segregated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Is there a training record identifying processes relating to separation of American Humane Certified and conventional eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Can employees clearly identify the difference between American Humane Certified and conventional?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Eg: different colored racks, labeled storage areas, etc.	
<b>Transport Observations</b>						
Does an observation of employee(s) indicate that the separation process is being followed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are the records current?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

	Yes	No	N/A	N/O	"Look for"	Observer Comments
<b>Processing Facilities Records</b>						
Does the processing facility receive American Humane Certified eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the processing facility receive conventionally produced eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are there written protocol(s) for identification and traceability from the time product is received and labeled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the labeling process include tracking the eggs through packaging? (American Humane Certified logo counts for tracking and recall if needed)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Is there a record of the number of eggs purchased/ received from the farm?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Is the number of American Humane Certified eggs received consistent with the number of American Humane Certified eggs processed and labeled for delivery?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are there records or a process in place to record unintentional commingling of American Humane Certified with conventional eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are there records that indicate when the lines at the processing plant were cleaned out before the American Humane Certified eggs were washed and labeled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Do records indicate that the site is following the SOP's set by the processing facility to ensure that commingling does not occur?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

	Yes	No	N/A	N/O	"Look for"	Observer Comments
Is there a training record identifying processes relating to separation of American Humane Certified and conventional eggs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Can employees clearly identify the difference between American Humane Certified and conventional?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Examples: different colored racks, labeled storage areas	
Does the facility have a HACCP plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the HACCP plan include a recall process?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Is a batch number or identification included on the eggs for the recall process?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the recall process cover mislabeling of product?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Processing Facilities Observations</b>						
Does an observation of employee(s) indicate that the separation process is being followed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are the records are current?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		





# Appendix E

## Resources & References

**American Humane Association™**  
**Farm Animal Welfare Program**

1400 16th Street NW, Suite 360, Washington, DC 20036  
(800) 227-4645 Fax (202) 450-2335 [www.HumaneHeartland.org](http://www.HumaneHeartland.org)

# Resources and References

The American Humane Certified™ Animal Welfare Standards are the product of over 130 years of applied experience in farm animal welfare. American Humane Association has a long history of humane treatment of animals, beginning in 1877 and its work to champion the humane treatment of working animals and livestock in transit, and on to the illustrious work by its Red Star program and animal rescue in the battlefields of the First World War.

Continuing in the year 2000, American Humane Association gathered a team of agricultural scientists to develop the first certification program in the United States to ensure the humane treatment of animals used for food. First formalized as the Free Farmed® certification program, we are now called the American Humane Certified™ program. Our Animal Welfare Standards audit process has been updated, using the knowledge of our scientific committee to reflect the most current scientific methodology for assessing humane treatment that contributes to healthy, stress-free animals. This version cross-references the most comprehensive evaluations of all standards of humane care across continents.

Today, the American Humane Certified™ program continues its work by incorporating the practical, hands-on experience of the producers and handlers, and by ensuring that new technology and knowledge from veterinarians and animal research experts are shared. Our third-party evaluations of production systems in animal agriculture educates, encourages, and supports producers to adopt humane practices, and our program promotes clear, reasoned communication of the best welfare practices to the public. Our producers take pride in being a part of the original and most effective animal welfare certification program available.

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American Veterinary Medicine Association (AVMA). 2013. **AVMA Guidelines for the Euthanasia of Animals: 2013 Edition**. <https://www.avma.org/kb/policies/documents/euthanasia.pdf>

Cornell Center for Animal Resources and Education. 2007. **CARE 308.01 Avian Euthanasia**.

Department for Environment Food and Rural Affairs (DEFRA). 2002. **Code of Recommendations for the Welfare of Livestock – Laying Hens** [www.defra.gov.uk/animalh/welfare/farmed/layers/layerscode.pdf](http://www.defra.gov.uk/animalh/welfare/farmed/layers/layerscode.pdf)

Department of Health and Human Services, Food and Drug Administration (FDA). 2001. **Judicious Use of Antimicrobials for Poultry Producers**. <http://www.fda.gov/downloads/AnimalVeterinary/SafetyHealth/AntimicrobialResistance/JudiciousUseofAntimicrobials/UCM095590.pdf>

Federation of Animal Science Societies (FASS). 2010. **Guide for the Care and Use of Agricultural Animals in Research and Teaching**. 3<sup>rd</sup> Edition.

Royal Society for the Prevention of Cruelty to Animals (RSPCA). 2013. **RSPCA Welfare Standards for Laying Hens**.

United Egg Producers (UEP). 2014. **United Egg Producers Animal Husbandry Guidelines for U.S. Egg Laying Flocks**. <http://www.unitedegg.org/information/pdf/UEP-Animal-Welfare-Guidelines-2014.pdf>