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**Professional Animal Auditor Certification
 Organization**
 animalauditor.org

REVIEW OF AUDITOR PERFORMANCE REPORT

This form shall be used to report on the evaluation of auditing performance for a trainee in the PAACO Poultry Welfare Auditor certification program for consideration as a **Certified Auditor**. This form must be completed by a PAACO Certified Poultry Welfare Auditor who meets the qualifications defined by PAACO. (Please type or clearly print all entries in black or blue ink.)

Applicant Information

Last Name	First Name
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Address, Phone & E-mail:

Certification Scheme being sought:
Poultry Welfare Auditor - Layer

Applicant's Signature

Check the box if you are an *INTERNAL* Auditor

Shadowing Auditor's Information

Last Name	First Name
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Shadowing Auditor's Street Address or P.O. Box

City	State	ZIP or Postcode	Country
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Telephone	Fax	Email
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***If the candidate performed acceptably on the audit described in this report, please sign on the line below.
 The shadowing auditor's signature is required for the report to proceed.***

I attest to the applicant's ability to perform Poultry Animal Welfare Audits as a Lead Auditor in accordance with the audit used for this Performance Report.

Shadow auditor's signature

Date

The following sections are to be completed by the shadowing auditor.

Audit Information				Number of audits performed: _____	
Date(s) of site visit	Number of hours:	on-site	off-site	Names of facility(s) audited	
Applicant's role in the audit: <input type="checkbox"/> Shadow (observed certified auditor) <input type="checkbox"/> Team auditor (assisted) <input type="checkbox"/> Audit leader (conducted)					
Shadow auditor's role in the audit: <input type="checkbox"/> Witness (observed trainee audit) <input type="checkbox"/> Team auditor (assisted) <input type="checkbox"/> Audit leader					
Audit Standard or Instrument Used: _____					
Was the applicant involved in making a judgment on the animal handling and welfare for this audit? YES NO					
If no, please describe the scope of the applicant's involvement.					

Auditor Evaluation	
Please complete the following evaluation as it pertains to the applicant's ability to perform leading an audit.	
Auditor Characteristics and Professional Attributes:	Evaluation of Auditor Performance (strengths and/or opportunities for improvement; please elaborate)
Personal skills: <ul style="list-style-type: none"> • Open-mind and mature • Sound judgment, analytical skills and tenacity. • Understands complex operations & personnel. • Demonstrates ethical behavior. • Clearly communicates their role as an auditor not a consultant. 	
Audit skills and techniques: <ul style="list-style-type: none"> • Obtains and assesses objective evidence fairly. • Evaluate using observations and personal interactions. • Conducts interviews using open ended questions to support audit findings. • Remain attentive to the audit process without becoming distracted. • Reaches acceptable conclusions based on objective evidence, and remains true to conclusion even under pressure to change. 	
Audit management capabilities: <ul style="list-style-type: none"> • Coordinate and control meetings. • Manage an audit, keep the audit within the scope. • Control conflict. 	
Communication skills (Oral and written) <ul style="list-style-type: none"> • Was there effective planning, preparation, and briefing? • Was there participation in opening/closing meetings? • Did the auditor effectively communicate the scope and purpose of the audit? 	
Reporting <ul style="list-style-type: none"> • Report findings are clear and concise • Findings are reported immediately with no surprises at closing of audit • Auditor clearly indicated what would be the next step with the audit information/reporting. 	

PLEASE COMPLETE THE FOLLOWING SECTION AS PART OF THIS SHADOW EVALUATION.

Egg Layers Criteria	Evaluation of Auditor Performance (including strengths and/or opportunities for improvement)
<p>A. Housing & Space Allowance</p> <ol style="list-style-type: none"> 1. Identify & calculate: average cage or floor space, perch, scratch, feeder, drinker space & multi-tier requirements as applicable 2. Appropriate sampling criteria determined & applied 3. Prohibited backfilling - probes for and makes observations & determinations 4. Determine evidence of commingling non-certified eggs 5. Layers are able to stand in cages, feed and water is fresh and minimum or sufficient space exists for access to feed and water 6. Air quality - able to measure or observe, including ventilation and ammonia 7. Biosecurity and emergency systems 8. Evidence of regular dead or injured bird removal are in place and appropriately euthanized 9. Determine minimum light intensity during production 10. Determine overall facility maintenance including manure curtains /shields 11. Control of rodents and other animals 	
<p>B. Beak Treatment</p> <p>Beak treatment practices observed and determined to be done according to audit requirements.</p>	
<p>C. Molting</p> <p>If molting, are practices of feed & water availability, light and weight monitoring able to be assessed?</p>	
<p>D. Handling & Transport</p> <ol style="list-style-type: none"> 1. Crews knowledge and skill levels in handling 2. Bird handling – handling guidelines (numbers, grasped by legs, breasts supported, etc. 3. Cart use in the moving of pullets & layer 4. Condition of transportation vehicle including security and safety conditions 5. Feed and water protocol prior to movement of layers 	
<p>E. Personnel and Training</p> <ol style="list-style-type: none"> 1. Assess worker training in euthanasia and depopulation 2. Code of Conduct signed by caretaker and contract employees 	
<p>F. Hatchery (if applicable)</p> <ol style="list-style-type: none"> 1. Personnel and Training 2. Handling of Chicks 3. Euthanasia and Disposal 4. Euthanasia and Disposal of Unhatched Embryos 5. Holding of Chicks Prior to Delivery 	

Summary Comments: (Is this trainee able to perform an audit on their own with the results meeting the quality standards expected?)

Witnessing Auditor's Signature is required on page 1 of this form