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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 Meat Plant Welfare Auditor certification program for consideration as a **Certified Auditor**. This form must be completed by a PAACO Certified Meat Plant 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
Address, Phone & E-mail:	
Certification Scheme being sought: Meat Plant Welfare Audit	
Applicant's Signature	
<input type="checkbox"/> Check the box if you are an <i>INTERNAL</i> Auditor	

Shadowing Auditor's Information			
Last Name	First Name		
Shadowing Auditor's Street Address or P.O. Box			
City	State	ZIP or Postcode	Country
Telephone	Fax	Email	
<p><i>If the candidate performed acceptably on the audit described in this report, please sign on the line below. <u>The shadowing auditor's signature is required for the report to proceed.</u></i></p> <p><i>I attest to the applicant's ability to perform Meat Plant Animal Welfare Audits as a Lead Auditor in accordance with the audit used for this Performance Report.</i></p>			
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.

Plant Criteria	Evaluation of Auditor Performance (including Strengths and/or Opportunities for Improvement)
<p><i>Core Criteria 1: Effective Stunning</i></p> <ul style="list-style-type: none"> •Readily identifies effective stunning (electric, captive bolt, CO2) •Familiar with religious stunning of animals (if applicable) <p><i>Core Criteria 2: Bleed Rail Insensibility</i></p> <ul style="list-style-type: none"> •Knowledgeable and skill to determine bleed rail insensibility & return to sensibility of an animal on the bleed rail. <p><i>Core Criteria 3: Falling</i></p> <ul style="list-style-type: none"> •Can identify and/or describe falls. <p><i>Core Criteria 4: Vocalization</i></p> <ul style="list-style-type: none"> •Can properly score vocalization according to species. <p><i>Core Criteria 5: Electric Prod Use</i></p> <ul style="list-style-type: none"> •Can identify electric prod use scoring. <p><i>Core Criteria 6: Willful Acts of Abuse</i></p> <ul style="list-style-type: none"> •Readily identifies and/or can describe willful acts of abuse. <p><i>Core Criteria 7: Access to Water</i></p>	
Transportation Criteria	
<p><i>Core Criteria 1: Plant Transportation Policy & Preparedness for Receiving Animals</i></p> <ul style="list-style-type: none"> •Understands and can validate 14 policy and preparedness items. <p><i>Core Criteria 2: Set-up & Loading of Trailer</i></p> <ul style="list-style-type: none"> •Can identify and validate trailer set-up, loading and alignment. <p><i>Core Criteria 3: Timeliness of Arrival & Animal Unloading</i></p> <ul style="list-style-type: none"> •Understands and can validate truck arrival timelines & unloading. * <p><i>Core Criteria 4: Falls</i></p> <ul style="list-style-type: none"> •Can identify and/or describe falls. * <p><i>Core Criteria 5: Electric Prod Use</i></p> <ul style="list-style-type: none"> •Can identify electric prod use scoring. * <p><i>Core Criteria 6: Condition of Animal</i></p> <ul style="list-style-type: none"> •Can identify and score condition of animals as applicable for species. * <p><i>Core Criteria 7: Willful Acts of Abuse</i></p> <ul style="list-style-type: none"> •Readily identifies and/or can describe willful acts of abuse. 	

Secondary audit items in areas identified with an asterisk (*) are confirmed through documentation, interviews or observation.

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