



302 Platte Clay Way, Suite 107
 Kearney, MO 64060
 Phone: 833-829-1151
 ckaster@animalauditor.org

**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 Swine Welfare Auditor certification program for consideration as a **Certified Auditor**. This form must be completed by a PAACO Certified Swine 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:
Swine Welfare Auditor

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 Swine 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					
Type of Audit: <input type="checkbox"/> Sow Farm <input type="checkbox"/> Nursery (Stand Alone) <input type="checkbox"/> Wean-Finish or Grow Finish					
Audit Standard or Instrument Used (CSIA, AHA, Company Audit, etc.): _____					
Other (Please describe): _____					
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.

Swine Criteria	Evaluation of Auditor Performance (including Strengths and/or Opportunities for Improvement)
Commitment (if applicable) 1. Knowledge of company/producer welfare program & training and know who is responsible for training & implementation	
PreAudit Planning & Sampling 1. Assist with planning, site location, & biosecurity determinations 2. Assist with and fully understand the sampling procedures 3. Clarify expectations (continuing the audit if audit failure occurred) 4. Confirm that necessary materials for conducting the audit would be present or could be brought in	
Critical Criteria 1. Understand the 5 critical criteria that result in an audit failure 2. Understand timely euthanasia using the appropriate equipment 3. Understand insensibility & confirmation of death and how to evaluate during an audit	
Animal Handling 1. Show an understanding of appropriate handling equipment 2. Demonstrate knowledge of handling equipment by age and category (e.g. nursery pigs vs boars)	
Animal Benchmarking 1. Understand space and thermoregulatory requirements 2. Appropriately identify body condition score (BCS 1) and/or severe lameness 3. Understand and correctly use the details of the benchmarking criteria	
Caretaker 1. Identify the caretaker(s) 2. Confirm caretaker has had appropriate training/certification 3. Properly evaluate key caretaker activities, such as medication administration and euthanasia	
Facilities 1. Evaluate all elements of a facility including feeders, waterers, the penning, flooring, alleyways and chutes 2. Know where & how to evaluate air quality & a backup system 3. Was there a dry place for pigs to lie down?	
Records 1. Were all required records requested and evaluated? 2. Know what constitutes a record and how to find key documents to support compliance 3. Confirm training documents were up to date and signed	
Transport 1. Able to evaluate overcrowding, handling tools, slips/falls and trailer condition? (If transport was observed) 2. Evaluate trailer preparation for various weather conditions 3. Were any pigs loaded that were injured or unable to walk? 4. If prods were used, was it appropriate?	
Pork Safety 1. Were appropriate documents reviewed by the auditor for needle policy, VCPR, and medication use 2. Able to assess compliance with Program expectations	
Biosecurity 1. Understand the basic concepts of biosecurity and how to use them to schedule and perform audits 2. Evaluate site conformance with common biosecurity practices such as rodent control and signage	

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