



# Audit Report

Global Standard for Storage and Distribution Issue 3: August 2016

1. Audit Summary			
Company name	Distrifresh. B.V.	BRC Site Code	9884029
Site name	Distrifresh. B.V.		
Scope of audit	Reception, storage, labeling, order picking and distribution of pre-packed meat and other foods, under chilled or deep frozen conditions. Storage of emballage.		
Exclusions from scope	None		
Justification for exclusion			
Audit Start Date	2017-03-21		
Audit Finish Date	2017-03-22		
Re-audit due date	2018-04-17		

2. Audit Results					
Audit result	CERTIFICATED	Audit grade	AA	Audit type	Announced
Previous audit grade	A	Previous audit date	2016-04-14		

Number of non-conformities	Critical	0
	Major	0
	Minor	4

3. Product Characteristics	
Packed meat products, chilled or deepfrozen; other packed food; bulk meat products in dolafs.	Meat and Poultry Distribution



Product categories	01 - Chilled and Frozen Food Select a product category Select a product category Select a product category
Activities	01 - Storage 02 - Distribution 06 - Contracted Services Contract Packing Select an activity Select an activity Select an activity Select an activity Select an activity

4. Company Details			
Address	Van Salmstraat 64 5281 Boxtel.		
Country	The Netherlands	Site Telephone Number	0031 411617617
Commercial representative Name	Mr.	Email	@distrifresh.com
Technical representative Name	Mrs.	Email	@vionfood.com



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5. Company Profile					
Plant size (metres square)	10-25K sq.m	No. of employees	1-50	No. of Vehicles	1-3
Subcontracted processes	Yes				
Other certificates held	Organic (Skal), BeterLevenKeurmerk , Chain of Custody (COC), ISO9001:2015 (multisite with Vion Food Nederland)				
Regions exported to	Europe Choose a region Choose a region Choose a region Choose a region Choose a region				
Major changes since last BRC audit	New certificates BLK en COC; 6 new pallet transporters; no washing activities for containers.				
Company Description					
<p>Distrifresh B.V. in Boxtel belongs to the Vion Food Group and is member of the multisite ISO9001:2015 certification of the group in The Netherlands.</p> <p>Distrifresh B.V. is situated since 2007 on this site and is specialized in storage, weighing and labeling, order picking and organizing all distribution of pre packed meat and food products, all temperature controlled (mainly chilled or deep frozen). Activities are executed as a service to their clients. There is a local MT with 6 members (is also the HACCP-team). Most jobs come from Vion Retail Nederland. Routes of transport are planned and GPS controlled. For intercompany and/or to the contracted retailers. Raw meat is packed in bins (e.g. packed pork parts). Also B to B and small consumer units for raw meat, meat products or other food products in retail packaging and labels are on site.</p> <p>An extra service is facilitated for washing of trailers by the drivers. Is situated in a separate building. There are about (FTE) employees working in 1-3 shifts. Some temporary workers (ca FTE) can be on site. One HACCP-study.</p> <p>Storage/operations facilities are about 14.000m2. Build about 40 years ago, partly extended.</p> <p>The company is certificated for organic (Skal), BLK, COC and ISO 9001:2015 in a multisite certification by Vion Food Nederland.</p> <p>NVWA legal veterinary registration number is: NL607EG.</p> <p>More information see: <a href="http://www.distrifresh.com">www.distrifresh.com</a></p>					

6. Audit Duration Details			
On-site duration	12 man hours	Duration auditing the site and vehicles	6 man hours
Reasons for deviation from typical or expected audit duration	none		
Next audit type selected	Announced		



Audit frequency	yearly
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Audit Duration per day		
Audit Days	Audit Start Time	Audit Finish Time
2017-03-21	9.00	17.00
2017-03-22	9.00	13.00

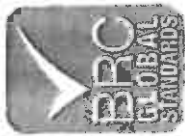
	Auditor (s) number(s)	Names and roles of others
Auditor Number		Mister auditor Lead
Second Auditor Number	N/A	

Key Personnel				
Name/Job Title	Present at Audit (x)			
	Opening Meeting	Site Inspection	Procedure Review	Closing Meeting
Note: the most senior operations manager on site should be listed first and be present at both opening & closing meetings (ref: clause 1.1.8)				
Mr. - Site Manager	x		X	x
Mrs. - (central) QA Manager	x	X	x	x
Mr. (controller)				x
Mr. (Facilities manager)	x	X	X	x
Mr. - Head TD	x		X	x
Mrs. officer - Human resource	x	X		
Mr. - Supervisor reception	x	X	x	x
Mr. - senior transport planner	x	x	X	x
Mr. - supervisor (packed food, labeling)	x	x	X	
Mr - Logistic engineer	x			x



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Ms.	- employee labeling line			x	
Ms.	- employee labeling line			x	
Ms.	- employee labeling line			x	
Mrs.	employee labeling line			x	
Mr.	- employee reception			X	



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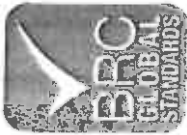
# Non-Conformity Summary Sheet

**Critical**

Requirement ref.	Detail of Non-Conformity	Corrective action taken	Anticipated re-audit date

**Major**

Requirement ref.	Detail of Non-Conformity	Correction	Proposed preventive action plan (based on root cause analysis)	Evidence provided Document Photograph Visit/Other	Date reviewed	Reviewed by



Minor



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No.	Requirement ref.	Detail of Non-Conformity	Correction	Proposed preventive action plan (based on root cause analysis)	Evidence provided Document Photograph Video Other	Date reviewed	Reviewed by
1	1.2.3	Replacement Sr. Logistic Engineer in the overview F-DSF-NL-10048 v6 with replacements for key employees was missing the replacement for the Sr. Logistic Engineer. (IT specialist).	the replacement overview F-DSF-NL-10048 is amended 28-3-2017.	RCA: Sr. Logistic Engineer was not seen as a key HACCP function and therefore not in the replacement overview.  Action Plan: the replacement overview F-DSF-NL-10048 is amended 28-3-2017. With future updates of the organogram, the replacement overview will be reviewed.	Minor 1 F-DSF-NL-10048 vervanging bij afwezigheid	2017-04-16	Approved. Fully closed.
2	2.10	During the audit it was noticed that the temperature measurement tool (Alg ontvangst) was not disinfected with alcohol paper between 2 incoming batches. Temperature was checked inside the deep frozen product. Risk for product contamination was not minimized.	Reinstruction	RCA: at 'ontvangst' is mostly pre-packed meat received, therefore there were only alcohol papers at the other dock 'overslag'.  Action plan: a second pack alcohol papers is stored at 'ontvangst'. The employee is re-instructed. A foto-instruction is available, both at 'ontvangst' and 'overslag'.	Minor 2 foto instruction temperature measurement.p df Minor 2 reinstruction temperature measurement.p df	2017-04-16	Approved. Closed.



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3	6.4.1	<p>Missing cleaning instruction trailers: in a separated building some facilities are made for the drivers to clean and disinfect their trailers when needed. An instruction is made for the dose of chemical (2 litre on 100 litre water) 2%, but the employee told that he makes the solution with 500 ml on 100 L is 1 %). On the label of the can was advised to make 1%). No eye wash facility was present. There was no documented instruction for external drivers how to use this facility and how to clean.</p>	<p>Instructions are made, eye wash facility is moved.</p>	<p>RCA: after outsourcing of the activities in this building, the facilities for the cleaning dock aren't removed.  Action plan: Instructions are made for the cleaning of the trailers and the dose of the chemical. The eye wash facility is moved.</p>	<p>Minor 3 instructie reinenigen trailer en dosering schoonmaakmid del.pdf</p>	<p>2017-04-16</p>	<p>Approved. Closed.</p>
4	6.6.6	<p>Pest control: Last visit of the pest control company was reported dd 16-03-2017. No pest problem, but the</p>	<p>Bait nr 24 is inspected</p>	<p>RCA: The pest control is outsourced to an external, certified company, we relied on their profession.  Action plan: in the future the</p>		<p>2017-04-16</p>	<p>Approved. Closed.</p>





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		inspection result of the external bait nr 24 was missing in the report. Nr 24 was beside the waste containers.		'facilitair medewerker' will check the registration to see if all the baits are checked, before the pest control company leaves.  The next pest control inspection is planned early may.		

Comments on nonconformities	
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## Detailed Audit Report

### 1. Senior Management Commitment

#### Summary

There is a company policy defined and was communicated.  
 There is a focus on efficiency of operations, internal communication, continuously improvement, to work in line with legislation and to be a sustainable organization.  
 There is a Management Team that provides the required resources.  
 Objectives are established. They meet on regular base and minutes are made. A yearly management report is made and reported dd July 2016. Also quarterly reviews are made. Q4 is assessed. This is to verify the performance of all departments and the main business and operational program. Also the management demonstrates the commitment of the Global Standard for Storage and Distribution i3.

The corporate structure is laid down in an organogram: updated January 2017.  
 Relevant Job descriptions are demonstrable. Responsibilities are defined, including replacements. Except replacement for one job description. See Minor NC.

#### N/A Clauses

No.	Justification

### 2. Hazard and Risk Analysis

#### Summary

This site has designed and maintained a detailed food safety management system (QMS), which is fully implemented in the organization's processes.  
 The General Principles of Food hygiene, HACCP and the guidelines for its application adopted by the Codex Alimentarius Commission are used.

The local HACCP-team is defined and meets on regular base. A Validation procedure is in place. The relevant hazards are identified and one CCP and 18 CP's are identified, documented, implemented and verified. E.g. for allergens, visitors, foreign body risks, storage temperatures, returned product inspection, shelf life, dispatch temperatures, pest control, damaged products and water for cleaning. A minor NC is identified for the missing disinfection of the temperature check instrument.

The handling of corrective actions is well implemented by the responsible employee. Records are controlled by the QA manager.

#### N/A Clauses

No.	Justification



### 3. Quality Management

#### Summary

This site has designed and maintained a detailed quality and food safety management system (QMS), which is implemented in the organization's processes.

Internal audits are planned for this year. Are done by trained employees and reported. Actions are monitored. External audits were demonstrable for COC, Skal, poultry (Authority), iso9001, BLK.

There is a system implemented to identify nonconformities and to plan corrective action. Monitoring the efficiency of required corrective actions is demonstrable. E.g. in case of returned products.

All nonconformities of the former report were evaluated, assessed and actions seems to be effective. All fully closed.

Documents, activities and information are controlled and subject of internal audits. Internal audit results are reported, communicated and required actions, if applicable, are planned and monitored. Site, factory and process inspections are planned and reported.

Production activities are planned and based on agreements or contracts with customers. Intercompany with (Vion Retail B.V.), | and excel. Assessed is the executed planning of day 7 March. Also assessed the GPS system

When applicable, detailed information is converted to the labelling machines for packed finished product information.

Process design is controlled by a procedure.

There is a good control for sub-contractors. E.g. for Pest control, equipment and personnel. In case of blocked batches/products they are only released by the QA manager with a motivation and (new) destination.

A traceability system is designed and implemented for all stages from supplier to finished product including delivering to clients.

Incoming raw materials, stored products and packaging are identified in the system.

The company uses purchase codes, order numbers and batch/Lot codes.

There is a recall and withdrawal procedure with defined responsibilities. A tracing system/procedure is implemented. Both were tested and reported.

A procedure to manage site incidents is designed, controlled and yearly tested.

There is a system implemented to identify nonconformities and to plan corrective action. Monitoring the efficiency of required corrective actions is demonstrable.

Product complaints are registered, investigated, analyzed for trends and communicated through the organization.



N/A Clauses	
No.	Justification

#### 4. Site and Building Standards

N/A Clauses	
No.	Justification

**Summary**  
 The surroundings of the site, buildings and storage area is conform food standards. Site was built about 40 years ago, suitably finished. The second building is now rented by an other company for cleaning crates etc. A modern digital order picking system is implemented and if needed labeling of final packed consumer products is executed over 6 weighing and labeling lines. Equipment is installed 8 years ago. Extra camera's and fences were installed in 2012 for site security; also secured entrance with batch logging.

A site security assessment is made for this site, for employees, for visitors and for product risks. Instructions are implemented. Personnel is trained for this. Fences, camera's and closed entrances. Identified critical areas for access security is the whole site including storage rooms. Doors are closed. Visitors are registered and instructed.

A good process flow diagram is made. Separated area's for bulk, consumer packages, labelling and order /route preparation. Also separated storage for returned products. The entrance to production area's is situated in good order and hand wash facilities with disinfection are present.

Staff Facilities are well designed, maintained and clean. There is a canteen, changing rooms and modern sanitation facilities.

N/A Clauses	
No.	Justification
4.1.5.	No external storage.

#### 5. Vehicle Operating Standards

N/A Clauses	
No.	Justification

**Summary**  
 There are no own company vehicles nor road trailers. All trailers (about 180) are managed under own responsibility, are hired from . The road trucks (ca 70) are subcontracted from 4 transport companies. All the Distribution activities are managed by Distrifresh BV, in cooperation with the Vion Food Group and clients. Contracts are made. The relevant Dutch Transport codes are applicable. Assessed were trailers HA060 and HA094. Also the GPS system

Transport can be partly Ex-works.



Vehicles are inspection when arrived with goods. Also before loading of final ordered goods.

Vehicles temperature controls are done, is monitored and recorded. Also GPS-system.

**N/A Clauses**

No.	Justification
5.1.7.	No trailers as liquid tankers
5.1.8.	No trailers as liquid tankers

## 6. Facility Management

**Summary**

Equipment for internal use and transport is well maintained. 6 new pallet lifters.  
Racking is controlled and inspected yearly. Inspection report was seen and dated: 8-6-2016.  
Condition of pallets is inspected on regular base.  
Knives are controlled.

Maintenance of equipment is executed conform site schedule. Control of equipment failure is demonstrable, including line clearance.

Assessed is: line to label packed products; cooling equipment; internal transport systems; site maintenance; calibrations; water distribution, air pressure equipment; Ventilation; weight control of balances; calibration

E.g.: A calibration plan is well designed (e.g. for the 10 ) and relevant instruments are identified and controlled.

Cleaning plan (including disinfection) is implemented and efficiency verification is demonstrable. But no documented instruction for the drivers to clean their trucks on site. See minor NC.

Waste is minimised and collected in good order to prevent contamination. Separation of waste is organized. Waste containers are cleaned on a regular base.

Waste of veterinary sources Cat 3 is controlled conform legislation and removed from site by a licensed company.

There is a sub contracted pest control company.

The minimum frequency for pest control inspection visits is 8 visits yearly. E.g. for rodents, flying and crawling insects.

Also site preventive inspections are done.

Actions to prevent/eliminate some pest are taken if needed and seems to be effective.

No-tox is used.

There is no pest problem. A minor NC is identified for the last report of the pest controller (one bait not reported).

Cleaning of the offices is done by

Cleaning clothes is subcontracted to

**N/A Clauses**

No.	Justification
6.4.3.	No CIP cleaning.



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## 7. Good Operating Practices

### Summary

There is detailed good acceptance procedure. Inspections are registered and deviations are communicated and registered.

Product handling is controlled and pallets are identified.

The environmental is in line with the activities.

Labels are inspected when received and are stored in best conditions (warm) to keep good glue quality.

There is attention to prevent Foreign Bodies(Physical and Chemical) contamination and prevent damaging packages during all activities.

There is a system for stock rotation implemented. Checks for this are done on regular base. E.g. for: verse worst; tomaat/knoflook saucijs; tuinkruiden saucijs; black pepper saucijs, Varkens sate snitsels. FS Speklap zzw 8 st. Temperatures are below 4 degrees C.

The company is certificated for organic (Skal), BLK, COC and ISO 9001:2015 in a multisite certification by Vion Food Nederland.

Registration number for the Dutch Authority NVWA: legal veterinary registration number ias: NL607EG.

Release/transport of batches of ordered goods is secured by the implemented release procedure.

### N/A Clauses

No.	Justification
7.3.3	No controlled atmosphere.
7.6.1.	No positive release needed.
7.6.2.	No release by customer needed

## 8. Personnel

### Summary

Human resources are managed in good order. Based on the updated organogram. Job description are made.

Written instructions for personnel (e.g. work-, safety and personal hygiene instructions) are in place, communicated and implemented. Also individual health statements.

The need of training is identified yearly as minimum.

Training programs are demonstrable and evaluated. Assessed is: training for HACCP and for CCP's.

Protective clothes are in use, including safety shoes.

There are hygiene and safety instructions implemented.



An information system to notify infectious diseases is implemented.	
<b>N/A Clauses</b>	
<b>No.</b>	<b>Justification</b>

## WHOLESALE MODULE

### 9. Purchasing – branded products

<b>Summary</b>	
There are NO sales activities for branded products.	
<b>N/A Clauses</b>	
<b>No.</b>	<b>Justification</b>
All	No purchase products

### 10. Requirements for the purchasing and management of a wholesale own label products and Wholesaler exclusive brands

<b>Summary</b>	
Site activities are planned and based on agreements or contracts as a service to customers and suppliers. No wholesale activities.	
<b>N/A Clauses</b>	
<b>No.</b>	<b>Justification</b>
All	No wholesale.



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## CONTRACTED SERVICES MODULES

### 11. Contractual Arrangements

<b>Summary</b>	
There are contracted services for labelling, weighing and cleaning 6 lines. Product codes are scanned and labels are pre programmed in the computer. Line labelling is checked by operators. Also to distribute other foods, besides the meat products. Control of several kind of emballage.	
<b>N/A Clauses</b>	
<b>No.</b>	<b>Justification</b>

### 12. Product Inspection

<b>Summary</b>	
NA	
<b>N/A Clauses</b>	
<b>No.</b>	<b>Justification</b>
All	No product inspection as service.

### 13. Contract Packing (Repacking, Assembly Packing)

<b>Summary</b>	
A contracted service for labelling and weighing is executed. There are contracted services for labelling, weighing and cleaning 6 lines. Product codes are scanned and labels are pre programmed in the computer. Line labelling is checked by operators. Also to distribute other foods, besides the meat products. Control of several kind of emballage.	
<b>N/A Clauses</b>	
<b>No.</b>	<b>Justification</b>
13.8	There is no rework.

### 14. Quality Control Inspections

<b>Summary</b>	
NA	
<b>N/A Clauses</b>	
<b>No.</b>	<b>Justification</b>
All	No quality control inspections.





**15. Contract chilling/freezing/tempering/defrost and high-pressure process operations**

<b>Summary</b>	
NA	
<b>N/A Clauses</b>	
<b>No.</b>	<b>Justification</b>
All	No contract freezing.

**16. Contact Cleaning of baskets, roll cages and other distribution containers**

<b>Summary</b>	
NA	
<b>N/A Clauses</b>	
<b>No.</b>	<b>Justification</b>
All	No contract cleaning of emballage; is done by external drivers! Is just an extra facility.



## 17. Waste recovery and recycling

<b>Summary</b>	
NA	
<b>N/A Clauses</b>	
<b>No.</b>	<b>Justification</b>
All	No contracted waste removing.