

GFASA Audit Procedure - Producers

Introduction

1. GFASA is a constitutional livestock farmer/producer organisation.
2. GFASA influential network also provides for non-executive association and in this regard: Affiliate membership – value chain entities such as abattoirs, de-boners, butchers, etc.
3. Associate membership – Individuals, consumers and entities identifying with and supporting GFASA ideology.
4. GFASA is committed to a Participatory Guarantee System (PGS) along with any other regulatory or certification requirements, whether compulsory or voluntary. PGS or Internal Audits are conducted by fellow GFASA members in order to establish and promote compliance to GFASA protocol.

Audit procedure:

1. Only applications for audit from GFASA members will be considered. GFASA membership is subject to approval by Council.
2. An audit is only required when meat (from any production unit/farm) will be sold as GF or FR certified and is required annually.
3. Application for an audit, to enable the marketing of GF/FR certified meat, must be made to GFASA Administration on the prescribed application form.
4. GFASA Administration will arrange the audit as well as follow-up annual audits whether it is Internal or SAMIC and notify the member accordingly, as well as to the date of the audit.
5. In the event of an internal audit GFASA Administration will appoint an Audit Leader (All efforts will be made to appoint an Audit Leader as close as possible). Fellow members or aspiring members may partake in the audit at personal expense. The PGS Audit also serves as training for participants as well as the audited member.
6. Meat can only be labelled GF or FR once the PGS or SAMIC audit has successfully been concluded and approval has been received from SAMIC. Notice to this effect will be issued by GFASA Administration.
7. Producers with different title deeds under one business/entity within an 80km radius will be considered as one entity and will be billed for one audit. Producers with more than one business/entity and different title deeds will be audited and billed separately.

General:

1. GFASA Administration record all audit information and history.
2. Members must also retain a full record of all their audit information for reference.
3. GFASA Administration to liaise with SAMIC. Strictly one channel communication.
4. Audit costs for the account of the Applicant:
 - Membership fees must be fully paid.
 - The SAMIC or PGS audit fee amounts to R1,437.37
 - Travel costs amount to R6,70 per km (PGS travel costs restricted to 320km)
5. GF and FR certification is subject to a R0.20 per kg levy, payable to GFASA, calculated on cold carcass mass at slaughter.

6. Traceability is the member's (producer's) responsibility and, for audit purposes, GFASA Administration must be informed of all value chain entities i.e. abattoirs, de-boners, butcheries and restaurants. These entities will be required to obtain affiliate membership from GFASA and will be audited by SAMIC (arranged by GFASA Administration). Refer to regulations regarding affiliate members.

Supporting Documents:

1. The following documents have to be prepared and be available for the Audit:

- Farm plan
- Grazing plan
- Feed-flow plan
- Stock inventory
- Declaration of Health and Origin document for Abattoir
- Transport Permit
- Brand mark registration certificate
- Sales contract (optional)

2. The following documents, as mailed to you, must be printed and be available:

- GFASA Protocol (Summary)
- GFASA Protocol
- GFASA Farm Checklist
- RPO & Nerpo Code of Best Practice & Addendum
- Conservation of Agricultural Resources Act 43 of 1983
- SAMIC Protocol

3. All documents and checklists must be completed, and proof thereof must be collected and submitted to GFASA Administration by the appointed Auditor within two weeks of the audit.

Administration: GFASA

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Banking details GFASA:

Grass Fed Association of South Africa
Standard Bank Rosebank, Branch Code 014305
Account no: 202286134

ALL bylaws are subject to constant consideration by the GFASA Council and can be revised at any given time.