**Annex 5 to DTAS Operating Protocol**

**DTAS Random\* / Verification\* Audit Report – *May 2023–March 2024***

***(\* Please delete as appropriate)***

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| ***PART A SUMMARY*** | |
|  | ***Module A: General Management*** |
|  | ***Module B: Sub-depots, Outbased Reloads (OBR) and Use of Lay-bys*** |
|  | ***Module C: Farm Collection and Roadside Collection*** |
|  | ***Module D: Reload*** |
|  | ***Module E: Milk Fractions*** |
|  | ***Module F: Depot On-site CIP*** |

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| **Associated Sub-Depot(s) (Name and Post Code):** |
| **Sub-Depot(s) Audited:** |
| **Outbased Reload Sites, including lay-bys (Name and Post Code):** |
| **Outbased Reload Site(s) Audited:** |
| **Non-dairy, third-party CIP Operation Audited:** |

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| **Name of haulier:** |
| **Haulier depot:** |
| **Haulier representative:** |
| **Email address of haulier contact:** |
| **Name of auditor:** |
| **Date of audit:** |
| **Name of initial assessor:** |
| **Date of initial visit:** |
| **Primary customer on haulier site:** |
| **Contact details for primary customer** |

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| **Overall summary of audit:** |

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| ***PART B: NON-COMPLIANCE REPORT*** |

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| **DTAS Standard Number** | **Detail of non-compliance** | **Corrective action required - can be photograph, documentary evidence or revisit.** | **Evidence of action taken** |
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| Completion date for N/C’s: |

I understand that any non-conformances must be completed within 28 days of the audit date. Failure to do so may affect the continuing assured status of the haulier site.

Signed by Haulier \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed by Auditor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:

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| ***PART C: CONFIRMATION OF COMPLIANCE*** |

I warrant that adequate evidence has been provided to demonstrate that [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_] depot, its associated sub-depots and outbased reload sites are now fully compliant with the requirements of DTAS for the modules they have been assessed against and can be certified as such.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date form signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| *Please email form* ***on completion of Part C*** *to* [*iwakeling@dairyuk.org*](mailto:iwakeling@dairyuk.org)  *or post to Ian Wakeling, Dairy UK, 6th Floor, 210 High Holborn, London WC1V 7EP* |

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| ***PART D: RANDOM / VERIFICATION AUDIT SUMMARY*** |

**Detail of non-compliance**

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| --- | --- | --- |
|  | **N/C’s which could have changed since initial visit** | **N/C’s which could not have changed since initial visit** |
| **Nearly compliant** |  |  |
| **Definitely non-compliant** |  |  |

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| **Auditor’s comments on initial assessment:** |

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| **Auditor’s recommendations:** |

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| Comments/action taken by the Management Committee following review by the DTAS Management Committee |

**N.B. An additional, handwritten, version of the Random / Verification Audit Report must be completed on the day of the audit. Part B must be signed by both the assessor and the haulier, to agree to the non-compliances listed and the deadline for their rectification, and (if applicable) Part C can be signed by the auditor. A copy of the (signed) handwritten document must be retained by both parties.**