

FARM AUDIT CHECKLIST-BASIL

FARM DETAILS			
Name and address of the company			
Name of Contact person			
Location of farm(s)	Farm	Crop	Acreage
Area under production			
Source of planting material			
Market destination			
Farm management familiarity with market requirements	No Yes (directives)		
Presence of quality assurance systems at farm level (Kenya-GAP; Tesco; KFC; MPS etc.)	No Yes (documents)		
PEST MANAGEMENT SYSTEM			
Greenhouse suitability (Tick as appropriate)		Yes	No
	Availability		
	Double doors		
	Vents covered with insect proof nets.		
Documented Pest management protocol/or procedures in place	No Yes (briefly describe)		
Number of scouts on the farm			
Training and /or Experience of Scout/s in pest identification	No Yes (briefly describe)		
Area allocated to each scout per day and /or per week			
Scouting methods used	Describe		
Frequency of scouting per farm, greenhouse/ or block			
Pest monitoring methods used	light traps		

	sticky traps pheromone traps Others(specify)
Scouting records available	No Yes (documents)
Pest reporting channels	(briefly describe)
Pest control methods used (Tick appropriate)	Chemical Biological Cultural IPM Others (Specify)
Spray programs in place	No Yes (documents)
PACK HOUSE QUALITY CONTROL SYSTEM	
Quality management procedures in place	No Yes (documents)
Quality control check points in place	No Yes (List)
Quality control personnel awareness on pests of concern	No Yes
Ability of quality control personnel to detect pest and pest signs	No Yes
Detected pest records in place	No Yes
GENERAL FARM PRACTICES	
• Scouts	
Training and/or experience	

Ability to identify pests of concern	
Area scouted per day	
Frequency of scouting greenhouse/block/farm per week	
Scout has scouting sheets or book	
Scouting tools used (list)	
Pests of concern captured in records	
Scouting reporting channels	
Carry out random inspection	
Any pests or pest signs detected	No Yes (list)
Pest traps in place	No Yes (No. per area)
Check the pest traps- Any pests of concern trapped	No Yes (list)
Greenhouse/farm sanitary status	High Medium Low (details)
Block/Greenhouse supervisor, general workers (production)/Farmer	
<ul style="list-style-type: none"> Block supervisor/farmer 	
Awareness on pests of concern	
Training on pests of concern	
Ability to detect pest and pest signs	
Role in pest reporting system (Any records available)	
<ul style="list-style-type: none"> General workers 	
Awareness on pests of concern	

Training on pests of concern	
Ability to detect pest and pest signs	
Role in pest reporting system (Any records available)	
PACK HOUSE PRACTICES	
Pack house sanitation status	High Medium Low (details)
Quality management procedures in place	No Yes (list)
How many quality control points (List)	
Quality control personnel awareness on pests of concern	
Ability to detect pest and pest signs	
What is the reporting channel for pest detection	
Graders aware of pests and pest signs	
Produce handling and post harvest management	
Produce handling protocol/procedures to ensure integrity and no re-infestation in place	No Yes
Appropriate hygiene protocols in place	Yes No
Quality assurance personnel familiar with post harvest treatments/challenges	Yes No
Quality assurance personnel familiar with market requirements/challenges	No Yes
Traceability system used	Yes No
Trace back to what level (tick appropriate)	Greenhouse/farm Block/sector/region Crop/ variety
Transport of produce from farm to Airport/point of	Farm/Company transport

exit	Freight company Other (Specify)
OVERALL ASSESSMENT	
Farm management involvement in pest control	High Low
Pest Management System	Excellent Good Poor
Pack House Quality Management System	Excellent Good Poor
Traceability system	Excellent Good Poor
RECOMMENDATION	
Farm to be approved to export	
Farm not approved (reasons)	

Criteria for recommending approval or non-approval shall be:

- a) Check if the purpose of visit has been addressed e.g. pest of concern (due to interceptions or rejections) is present or absent
- b)

Inspector.

- 1.
Sign.....
- 2.
Sign.....

3.
Sign.....

Exporter:.....
Sign.....