

# **JGAP**

**Japan Good Agricultural Practice**

**Control Points and Compliance Criteria  
(for Farms)**

**Livestock and Livestock Products  
2017**

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## Principles of JGAP

JGAP aims to establish agricultural production practices that are consistent and sustainable for human beings, the earth, and the economy, and to build trust among producers, distributors, and consumers.

JGAP was developed as a tool to achieve safety in agricultural products, sustainability in agricultural production, safety of workers and protection of human rights, and well-organized agricultural product sales management in farms of Japan, East Asia, and Southeast Asia. By implementing JGAP, producers can achieve sustainable farm management and gain the trust of consumers and food industry stakeholders.

JGAP is based on the Japanese agricultural context and legal regulations, and has been developed through collaboration between agricultural producers, wholesalers, food manufacturers, and retailers. It is important that its standards are feasible and easy for agricultural producers to implement long-term, while at the same time assuring quality in agricultural production management that meets the expectations of consumers and food industry stakeholders.

JGAP should be implemented voluntarily by producers, and its implementation status recognized among society via a system of inspections and certifications. It should function as a standard representing the credibility of agricultural producers.

JGAP's ultimate goals are to simultaneously protect consumers by ensuring safe agricultural products, to conserve the environment, and to achieve sustainable farm management practices.

## Table of Contents

<b>1. Introduction</b>	<b>p. 1</b>	<b>B. Management of resources</b>	<b>p. 23</b>
<b>2. How to use this document</b>	<b>p. 2</b>	13. Responsible personnel and training	p. 23
<b>3. Flow of JGAP inspection and certification</b>	<b>p. 3</b>	14. Human rights, welfare, and labor management	p. 26
<b>4. Summary of procedures preceding certification</b>	<b>p. 4</b>	15. Hygiene management for workers and visitors	p. 28
<b>5. Copyright</b>	<b>p. 5</b>	16. Workers safety management and accident response	p. 29
<b>6. Disclaimer</b>	<b>p. 5</b>	17. Management of veterinary medicinal products	p. 31
<b>7. Terms and definitions</b>	<b>p. 5</b>	18. Management of facilities	p. 31
		19. Management of machinery and equipment, vehicles and cleaning tools,etc.	p. 32
<b>(Control Points and Compliance Criteria)</b>		20. Energy management and global warming prevention	p. 33
<b>A. Basic farm management</b>	<b>p. 13</b>	21. Waste management and effective use of resources	p. 33
1. Visualization of farm management	p. 13	22. Protection of surrounding areas and harmonizing with local communities	p. 34
2. Responsibilities of the top management	p. 14	23. Biodiversity conservation	p. 35
3. Planning and evaluation	p. 15		
4. Animal health control	p. 16	<b>C. Management of production materials</b>	<b>p. 35</b>
5. Management of livestock grazing	p. 16	24. Management of semen,embryos and feeder livestock	p. 35
6. Risk management in the production process	p. 17	25. Management of feed	p. 36
7. Animal welfare	p. 18	26. Management of bedding materials	p. 36
8. Food protection	p. 19		
9. Supplier management	p. 19	<b>D. Management of self-supplied feed production</b>	<b>p. 37</b>
10. Product management	p. 20	27. Management of pastures	p. 37
11. Response to complaints, abnormalities, and rule violations	p. 21	28. Management of seeds	p. 37
12. Product identification and traceability	p. 22	29. Management of agricultural chemicals and fertilizer	p. 38
		30. Environmental conservation activities	p. 39
		31. Information management for self-supplied feed production	p. 39

# 1. Introduction

This document compiles Good Agricultural Practices covering the following topics, and outlines methods of good farm management and their implementation methods.

○ Farm operation ○ Food safety ○ Animal health ○ Environmental sustainability ○ Workers safety ○ Human rights and welfare ○ Animal welfare

This document lists important control points throughout the production process for livestock and livestock products, divided into four areas: basic farm management, operational resource management, management of production materials, and items specific to the production process of self-supplied feed. For each area, important control points concerning the seven topics mentioned above are listed. These control points address the minimum standard for common issues among producers, and are designed to respect the different methods and characteristics of each producer. By implementing farm management practices that comply with the JGAP control points, producers can achieve good practices with respect to all seven topics.

Moreover, implementing JGAP on a livestock farm leads to achievement of an internationally recognized level of farm management, and establishes trust and close relationships with buyers and consumers of livestock and livestock products.

JGAP is a management method for agricultural production processes, to be voluntarily implemented by a producer. It allows producers to establish an operation management system with which they can continuously improve their farm management through self-assessment. It is a scientific approach to improving the safety of livestock and livestock products, and producers can implement it as a quality control scheme. JGAP also helps achieve sustainable farm operation based on environmental conservation, including biodiversity conservation, and improves productivity through application of appropriate and effective farm management.

The third-party audit and certification system of JGAP allows certified parties to demonstrate to society that they are credible producers or producer groups executing good farm management.

## **2. How to use this document**

This document is intended to cover living livestock including dairy and beef cattle, pig, egg-laying hen and broiler chicken, as well as raw milk and chicken eggs. There are two ways to use this document.

The first is to use it as a reference for an agricultural producer or the top-level management of a producer group to improve management of the farm or producer group. This document will contribute to achievement of good and effective farm/group management.

The second is to demonstrate compliance with this document through third-party verification (JGAP audit and certification), thereby to prove to society and consumers that the farm/group conducts good management practices. JGAP certification is recognized as a sign of farm credibility in the agricultural supply chains.

Discrepancy between the English version and the Japanese version of the Terms, the Japanese-language version shall prevail.

### **<Columns of the tables in content pages>**

#### **1) Number**

Each control point has a number.

#### **2) Level**

Control points are categorized as "Major Must", "Minor Must" and "Recommendations", according to their level of importance. (See Section 7, "Terms and Definitions," for the definition of each category level.) The required compliance percentages for each level are stipulated in Section 4, "Summary of procedures preceding certification."

#### **3) Control Points**

Control points are the check points necessary to manage agricultural production processes.

#### 4) Compliance Criteria

Compliance criteria indicate the desirable state of farm management for each control point, and objective criteria for evaluation. When a compliance criterion contains numbered items, for example ①, ②, and ③, unless it specifies "①, ②, or ③," all items, ① through ③, must be satisfied.

#### 5) Examples and Notes

They are examples of implementation and information provided for reference; these items are not criteria for judging compliance.

#### 6) Results

This column is used to record applicability or compliance during a self-assessment or inspection. A control point can be checked and identified as "Compliant," "Non-compliant," or "Not applicable" using a symbol: for example, an "O" signifies "Compliant," an "X" signifies "Non-compliant," and a "-" signifies "Not applicable."

#### <Publication of implementation examples on the JGAP Foundation's website>

Good implementation examples are continually published on the JGAP Foundation's website for your reference.

The JGAP Foundation's website can be accessed at [jgap.jp](http://jgap.jp) or by searching the keyword "JGAP."

### 3. Flow of JGAP inspection and certification

The JGAP Livestock and Livestock Products standards are set out in the following two documents:

- 1) JGAP General Regulations [Livestock and Livestock Products]
- 2) JGAP Control Points and Compliance Criteria for Farms [Livestock and Livestock Products]

See Section 4, "Summary of procedures preceding certification," for the implementation steps.

See the JGAP General Regulations [Livestock and Livestock Products] for the detailed rules.

## 4. Summary of procedures up to certification

(See the "JGAP General Regulations [for Livestock and Livestock Products]" for detailed rules)

### Steps

- 1) Read and understand the "JGAP Control Points and Compliance Criteria for Farms."
- 2) Establish and implement procedures based on the "JGAP Control Points and Compliance Criteria for Farms."
- 3) Conduct a self-assessment and correct non-conformities.
- 4) Apply for and receive an inspection by a JGAP audit and certification body. All control points must be inspected, and each will be evaluated as "Compliant," "Non-compliant," or "Not applicable."
- 5) Take corrective action regarding any non-compliances identified, and send a corrective action report to the audit and certification body.
- 6) After a certification decision meeting by the audit and certification body, farms meeting the compliance standards below will be granted JGAP certification.

100% compliance with the applicable Major musts  
More than 95% compliance with the applicable Minor musts  
of the "Control Points and Compliance Criteria for Farms".

## 5. Copyright

This document has been developed by the JGAP Foundation, and its copyright belongs to the JGAP Foundation. When any entity intends to produce a secondary document that derives from this document, the entity needs to acquire an authorization to do so from the JGAP Foundation in advance.

## 6. Disclaimer

The JGAP Foundation and JGAP certification bodies do not hold legal responsibility for the agricultural produce sold by the certified farms and groups.

## 7. Terms and definitions

(See also the "JGAP General Regulations [for Livestock and Livestock Products]")

- 1) **Animal health hazards:** Biological, chemical, or physical factors that may adversely affect the health of livestock. For example, pathogenic microorganism contamination is a biological factor; mycotoxin contamination is a chemical factor; and injury by foreign bodies such as metal pieces is a physical factor.
- 2) **Animal welfare:** Rearing of an animal in consideration of its comfort.
- 3) **Article 36 Agreement:** An agreement based on Article 36 of the Labor Standards Act. When an employer employs a worker in excess of maximum legal hours (more than 8 hours per weekday/40 hours per week) or on a day off, a written agreement between the employer and the labor union or person representing more than half of the workers must be concluded and submitted in advance to the authorities. However, based on Article 41 of the Labor Standards Act, persons engaging in agriculture, forestry, and fishery industries, excluding the timber industry, are not subject to this law.
- 4) **Bedding materials:** Rice straw, sawdust, chaff, and sand, which are used for bedding in cattle houses, are collectively referred to as bedding materials. They can also be used in one-story chicken houses for open space breeding. Drainboard and metal mesh used on the floor of animal houses are not bedding materials.
- 5) **Bulk tank:** A cooling tank to temporarily store freshly drawn raw milk until it is collected. Also called a "bulk cooler."
- 6) **Certification:** Verification by an certification body that proves a farm's management system or a group's administration complies with a certain standard.



- 7) **Chicken eggs:** Shell chicken eggs shipped from farms.
- 8) **Cleaning:** Removal of dirt, dust, soil, residual livestock feed, oil content, and other unfavorable materials.
- 9) **Close call:** Cases that could have led to an accident and give those involved a fright or shock. They remind people to prepare in advance to prevent accidents.
- 10) **Compliance criteria:** Criteria for objective evaluation of good farm management.
- 11) **Compost:** One type of special fertilizer. Compost is made by mixing and maturing straw, chaff, bark, livestock excrement, and other organic materials derived from animals and plants (except for sludge and organs of fish and shellfish). Compost includes fertilizers containing urea, ammonium sulfate, or other materials that promote decomposition.
- 12) **Contract veterinarians:** Contract veterinarians include veterinarians providing not only individual animal treatment, but also advisory service on animal farming, environment conservation, and farm management.
- 13) **Disinfection:** Use of chemical or physical means to reduce microorganisms in agricultural produce to the extent that ensure its safety (according to the Codex General Principles of Food Hygiene).
- 14) **Facility:** All buildings, infrastructure, and equipment used for farm operation. These include livestock houses, storage, livestock product handling facilities, livestock excrement management facilities, infrastructure for utilities (electricity, fuel, gas, water [including sewage], compressed air, etc.), Resting/eating/smoking places and toilets for workers are also facilities.
- 15) **Farm HACCP certified farm:** A livestock farm (dairy or beef cattle farm, pig farm, egg-layer farm, or broiler chicken farm) that is certified based on *Certification Criteria for Improvement of Herd Health Management on Livestock Farms (Farm HACCP Standards)* set out by the Ministry of Agriculture, Forestry and Fisheries in August 2009". This standard was established to incorporate the vision of the HACCP and the continuous improvement system for animal health management and to ensure the safety of livestock products in livestock farms.
- 16) **Farm:** A management entity that produces livestock and livestock products, has legal ownership of the livestock and livestock products produced, and has a unitary management system. A unitary management system means that it is run under the same capital and management structure. (Note: This does not include subcontracts and trusts.)

- 17) **Feed additive:** A generic name for products designated by the Minister of Agriculture, Forestry and Fisheries under the Law on Safety Assurance and Quality Improvement of Feed and are sold and primarily used as raw materials for feed. Feed additives are used by being added, mixed or infiltrated to feed for the following purposes:
- 1) Prevention of degradation of feed quality (e.g., fungicides)
  - 2) Supplementation of nutritional components and other active ingredients (e.g., vitamins and amino acids)
  - 3) Promotion of effective use of the nutritional composition of feed (e.g., enzyme preparations and antibiotics)
- 18) **Feed:** A material which is used to supply nutrition to livestock.
- 19) **Feeder livestock:** Cattle and pigs to be raised for the purpose of meat production, before they undergo the fattening process (i.e., livestock to be fattened).
- 20) **Fertilizers, etc.:** In this document, the term "fertilizers, etc." includes soil conditioner, soil revitalizer, plant strengthener, foliar fertilizer, compost, mulching materials (rice straw, weeded grass, wood bark, etc.) and other additives (which have fertilizing effect but are not registered fertilizers, plant revitalizers, repellents, etc.).
- 21) **Fertilizers:** Substances applied to soil to enhance plant nutrition and induce chemical changes in the soil to support plant growth, as well as substances applied to the leaves of plants to enhance plant nutrition.
- 22) **Food hygiene:** Knowledge and skill to prevent health hazards associated with eating and drinking by keeping foods in a safe state.
- 23) **Food protection:** Activity to protect food from contamination with foreign bodies and contaminants.
- 24) **Food safety hazard:** Biological, chemical, or physical substances in food, or food in a state that could potentially negatively affect human health. This includes, for example, livestock in poor health, residue of antimicrobial and other drugs in livestock, injection needles left in livestock bodies, and contamination of milking machines.
- 25) **Food safety:** Concept that food, when prepared and eaten in the intended manner, does not harm the health of consumers.
- 26) **Food:** Under the JGAP definition, food refers to all edible and drinkable items.

- 27) **Foreign matter:** An object that is not supposed to be present in the livestock product are certified as Eco-feed livestock product under
- 28) **GAP (Good Agricultural Practice):** Good Agricultural Practice refers to standards producers should comply with during agricultural production and their implementation. The term has various translations in Japanese.
- 29) **Government:** The national and local governments.
- 30) **HACCP (Hazard Analysis and Critical Control Point):** Hazard Analysis is a procedure of identifying and analysing biological, chemical, and physical hazards during production process that may have adverse effects on human health. Critical Control Point is a procedure of setting and strictly managing control points to manage hazards in the production process.
- 31) **Hazards:** Factors causing health hazards to humans or livestock. Biological factors includes pathogenic microorganisms and parasitic worms. Chemical factors includes agricultural chemicals, mycotoxins, tetrodotoxin, and mushroom poisoning. Physical factors includes stones, wood chips, glass, injection needles, and radiation.
- 32) **ILO convention:** A convention that is adopted by the International Labor Organization (ILO), a specialized agency of the United Nations established to improve working conditions. It sets international standards regarding employment, salary, working hours, and workers' health and safety, and encourages its member countries to adopt these standards.
- 33) **Individual farm audit and certification:** The process by which a single farm (be it a corporate entity or a personal entity) goes through a JGAP audit and acquires certification.
- 34) **ISO (International Organization for Standardization):** An organization that sets international standards. The standards established by the ISO are used to demonstrate international credibility for product quality, factory management, certification bodies, and laboratories.
- 35) **ISO17025:** An ISO standard that stipulates requirements regarding the competence of laboratories and calibration schemes. The laboratories certified under this standard are considered to be internationally credible.
- 36) **JGAP (Japan Good Agricultural Practice):** JGAP is one of the GAP schemes developed by the Japan GAP (JGAP) Foundation, and identifies good practices for farm management, food safety, environmental conservation, animal health, worker safety, human rights and welfare, and animal welfare in the context of agricultural production.

- 37) **JGAP General Regulations:** A document that presents the principles of JGAP, a general overview of the scheme, the rules and procedures for JGAP inspections and certifications, the JGAP logo, and relationships with other GAP schemes.
- 38) **JGAP trainers:** Individuals who have taken the JGAP trainers basic course approved by the Japan GAP Foundation, passed the final exam, and maintained their registration status as JGAP trainers.
- 39) **Laws and regulations:** All types of laws and regulations established by the government. In this document, "laws and regulations" refers to constitutions, treaties, laws, cabinet orders, ministerial orders, directives, announcements, and guidelines.
- 40) **Livestock excrement management facility:** A compost shed or facility for disposal or storage of livestock excrement.
- 41) **Livestock houses:** A facility used for housing livestock.
- 42) **Livestock Hygiene Service Center:** A public institution that has as its function to support assurance of food safety and development of the livestock industry through improvement of overall animal health. Livestock Hygiene Service Centers must be established by prefecture governments, based on the *Livestock Hygiene Service Centers Law*.
- 43) **Livestock product handling facility:** The milking facility (parlor), raw milk processing facility, and egg collecting facility.
- 44) **Livestock products:** Under the JGAP definition, livestock products refers to raw milk and chicken eggs.
- 45) **Livestock:** Dairy and beef cattle, pig, egg-laying hen and broiler chicken.
- 46) **Local government:** Prefectural and city governments. Also called the municipal government.
- 47) **Major must:** The control points that are most critical for legal compliance and food safety.
- 48) **Minor must:** Control points which are strongly required to be complied with.
- 49) **Minors:** According to the *Labor Standards Act*, people below the age of 18.

- 50) **Non-compliance:** Failure of a farm/group to meet a JGAP compliance criterion.
- 51) **Non-native species:** Species that did not originally live in a region but were introduced as a result of human activities. In Japan, certain organisms have been defined by the government as non-native species if they were introduced to Japan following the Meiji era and cause or may cause damage to agriculture, forestry and fishery industries, human life and health, or the ecosystem.
- 52) **Not applicable:** Control points that are not applicable to the farm. For example, "agreement with subcontractors" would be not applicable for a farm that does not work with any subcontractors.
- 53) **OIE (World Organisation for Animal Health):** An intergovernmental organization established in Paris, France in 1924 to improve animal hygiene worldwide. Japan has been a member since January 28, 1930. As of January 2009, members include 180 countries and regions.
- 54) **Organizational chart:** A chart that clearly shows the top-level management and personnel responsible for each task (their names must be specified on the chart).
- 55) **Pasture:** Crop area for forage crops.
- 56) **Pathogenic microorganisms:** Bacteria, fungi (yeast, mold, etc.), *Rickettsia*, and viruses that cause infections in humans and animals.
- 57) **Procedure:** The order of conducting and setting up activities.
- 58) **Process diagram:** A flow diagram that illustrate systematically, chronologically, and visually a series of steps and operations in the process of livestock and livestock product production.
- 59) **Product complaint:** A complaint received from a client due to a product defect.
- 60) **Product defect:** A product state that prevents the product from being marketed. This includes the state of an animal that is infected with an infectious disease, and the state of an animal with the residue of antibacterial substance and other medicine , or injection needles.
- 61) **Products:** Live livestock, raw milk, and chicken eggs that are delivered (shipped) from a farm to a buyer.

- 62) **Raw milk:** Fresh milk as it produced from a dairy cow. This is distinguished from heat-treated milk for drinking and processed milk.
- 63) **Recommendations:** Control points that do not affect audit results but are encouraged for ideal farm management.
- 64) **Risk assessment:** Evaluation of the seriousness of risks.
- 65) **Risk:** The combination of a potential hazard's probability and its degree of harm (see: ISO/IEC Guide 51: 2014).
- 66) **Self-assessment:** Assessment and verification by a farm of its own farm management, using the "JGAP Control Points and Compliance Criteria for Farms."
- 67) **Stagnant water:** Pooled water that stands on the floor of a facility or inside equipment and may become contaminated (e.g., pools or water that collects in hoses or piping).
- 68) **Traceability:** The ability to trace a shipped product back to its producer and the farm from which it originated. Traceability allows identification of the shipped animal and animals that produced raw milk and eggs. Subsequently, by tracing the records on the farm, it allows identification of the feed or veterinary medicinal products that were used in producing livestock and livestock products.
- 69) **Verification:** Confirmation, through the provision of objective evidence, that specified requirements have been fulfilled.
- 70) **Veterinary medicinal products:** Medicinal product used for diagnosis, treatment, or prevention of animal diseases.
- 71) **Violation of rules by a farm/group:** Violation by a farm/group of rules set in the "JGAP Control Points and Compliance Criteria for Farms" and the "JGAP Control Points and Compliance Criteria for Group Administration," and/or rules set in the "JGAP General Regulations."
- 72) **Waste:** Garbage, bulky waste, cinders, sludge, manure, waste oil, waste acid, waste alkali, animal carcasses, and other wastes in solid or liquid form (except for radioactive substances and items contaminated by radiation).
- 73) **WHO (World Health Organization):** A specialized agency of the United Nations established to ensure international cooperation on issues of health and hygiene. It provides instruction in health services, makes suggestions regarding hygiene conventions, and promotes exchange of information and support.

- 74) **Withdrawal-period:** The following periods from (1) to (4) are collectively referred to as withdrawal-period:
- (1) Washout period: The period prescribed to prevent livestock and marine products that may contain medicinal residues from being delivered to consumers. A violation of this period may lead to a violations of the *Food Sanitation Law*. Livestock and marine products determined to have violated the Food Sanitation Law will be subjected to disposal or other action.
  - (2) Use prohibition period: The period before shipping during which use of medicines in livestock is prohibited. A violation of this period may be considered violations of the Pharmaceutical and Medical Device Law and subjected to punishment under that law.
  - (3) Shipment restriction period: The period after administration of medicines during which shipping for human consumption of the relevant livestock, produced milk, or chicken eggs produced therefrom is prohibited.
  - (4) Use restriction period: The period before shipping for human consumption during which no vaccines are allowed to be administered.
- 75) **Worker's accident compensation insurance:** A system based on the *Industrial Accident Compensation Insurance Act*. If a worker is injured because of an occupational accident or a commuting disaster, if a worker contracts a disease, or if a worker dies or sustains permanent damage as a result of such injury or disease, predetermined insurance benefits are provided to the victim or the bereaved.

No.	Level	Control Points	Compliance Criteria	Results	Comment
<b>A. Basic farm management</b>					
<b>1. Visualization of farm management</b>					
1.1	Major	Scope	<p>The top management has documented the farm's principles and objectives.</p> <ul style="list-style-type: none"> <li>① Farm (name, address, and contact information)</li> <li>② Item and product (livestock, raw milk, chicken eggs to be shipped)</li> <li>③ Production process category</li> <li>④ Storage/warehouse (storage space for materials such as veterinary medicinal products, agricultural chemicals and feed, fertilizers, fuels, machinery, equipment, etc.)</li> <li>⑤ Livestock house (facility name, location, floor space, and number of animals and birds reared)</li> <li>⑥ Livestock product handling facility (name, location, items, milking method, the number of milking cows, sorting system, storage capacity, etc.)</li> <li>⑦ Storage space for dead animals</li> <li>⑧ Livestock excrement management facility (name, location, floor space, and treatment method)</li> <li>⑨ Subcontractors (name, process subjected to subcontract, location, and contact details)</li> </ul>		
1.1.1	Major	Confirmation of Farm HACCP certification	<p>*Not applicable if the farm is not Farm HACCP certified.</p> <p>The farm has acquired Farm HACCP certification and its certificate is valid (has not passed the expiry date).</p>		
1.2	Major	Map of facilities	A map is available that indicates the facilities and pastures. The map should also indicate the areas surrounding the farm.		
1.2.1	Recom.	Layout diagram of facilities	A layout diagram (sketch) of the facilities is available.		



No.	Level	Control Points	Compliance Criteria	Results	Comment
1.3	Major	Documentation of farm management system	Procedures for implementing the farm management practices required by JGAP are documented.		
<b>2. Responsibilities of the top management</b>					
2.1	Major	Responsibilities and authority	<p>① An organizational chart is available that clarifies the following personnel and responsibilities:</p> <ol style="list-style-type: none"> <li>1) The top management</li> <li>2) Farm manager (the top management or person mandated to manage the farm)</li> <li>3) Production manager (person responsible for food safety issues with shipped livestock, raw milk, and chicken eggs as well as deficiency and complaints about products)</li> <li>4) Feed production manager (person responsible for quality assurance of feed and feed additives)</li> <li>5) Livestock rearing manager (person responsible for animal health, animal welfare, as well as management of veterinary medicinal products and injection needles)</li> <li>6) Waste disposal manager (person responsible for disposal of dead animals and excrement, bedding materials, and waste of veterinary medicinal products, as well as complaints about environmental issues)</li> <li>7) Workers' safety manager (person responsible for prevention of work injuries and accidents)</li> <li>8) Labor manager (person responsible for the farm's working environment, workers' welfare, and working conditions such as working hours, leaves, holidays, and wages)</li> </ol> <p>② The top management has provided sufficient authority to the above-named personnel, and made clear to each person which control points in this document he/she is responsible for.</p> <p>③ The top management has informed all staff of who is responsible for each area.</p>		

No.	Level	Control Points	Compliance Criteria	Results	Comment
2.2	Minor	Principles and objectives	<p>① The top management has documented the farm's principles and objectives. Principles and objectives include legal compliance regarding animal health, food safety, work safety, human rights/welfare, environmental conservation, and animal welfare and continuous improvement of farm management.</p> <p>② The top management has informed all farm staff of the above principles and objectives.</p>		
2.3	Major	Implementation of self-assessments	<p>① JGAP self-assessments are conducted at least once a year by a person with sufficient understanding of JGAP, and the results of the assessment are recorded.</p> <p>② As a result of self-assessments, corrective actions are taken and recorded to address any points of non-compliance.</p>		
2.4	Minor	Revision by the top management	<p>① The top management revises the effectiveness of the farm management system at least once a year based on the results of the self-assessments (or internal audits, in the case of a group), and communicates the improvements needed to the responsible personnel.</p> <p>② The results of revision and improvement instructions given to responsible personnel are recorded.</p>		
2.5	Minor	Protection of intellectual property	<p>① New technologies, new varieties, or new product brands developed by the farm are protected and utilized as intellectual property of the farm.</p> <p>② The farm does not infringe upon the intellectual property of others.</p>		

### 3. Planning and evaluation

3.1	Major	Production planning	<p>The farm manager develops a documented production plan including the following:</p> <p>① Details and frequency of activities</p> <p>② Planned production amount for each product</p> <p>③ Productivity goals</p>		
3.2	Major	Records of activities	Activities in livestock houses, livestock product handling facilities, and pastures are recorded.		

No.	Level	Control Points	Compliance Criteria	Results	Comment
3.3	Major	Storage of records	<p>① The records required by JGAP should be kept for at least 2 years, and should be available for reference. During the first audit, records from the 3 months prior to the date of audit must be available, with the exception of records regarding activities that did not take place during that period. After the first audit, the farm must continuously maintain records.</p> <p>② When records are required to be kept for more than 2 years by laws or by customers, they should be maintained according to the applicable requirements.</p>		
3.4	Recom.	Evaluation of activities in comparison with the plan	<p>① Activities based on the plan developed in Control Point 3.1 are recorded.</p> <p>② The activities are evaluated in comparison with the plan, and evaluation results are used to develop subsequent plans.</p>		
<b>4. Animal health control</b>					
4.1	Major	Compliance with the Biosecurity Standards	The farm observes the Biosecurity Standards based on Article 12:3 of the Act on Domestic Animal Infectious Diseases Control, and confirms at least once a year that all items are in compliance.		
4.2	Major	Procedures in the case of animal infectious disease outbreaks	The farm has documented rules of reporting to the Livestock Hygiene Service Center if any of his animals are found to be developing any of the symptoms specified in Clause (1) of Article 13:2 of the Act on Domestic Animal Infectious Diseases Control (symptoms are specified according to the type of livestock by the Minister of Agriculture, Forestry and Fisheries).		
4.3	Major	Health management instruction by contract veterinarians	The contract veterinarians who cooperates closely with the Livestock Hygiene Service Center is assigned to each farm, and provides regular or as-needed instruction on the health management of the livestock on the farm.		
<b>5. Management of livestock grazing *not applicable if no livestock is grazed on the farm</b>					
5.1	Minor	Livestock grazing	The health condition of the livestock and the state of the grazing facilities and pastureland are checked before livestock is put on pasture.		

No.	Level	Control Points	Compliance Criteria	Results	Comment
<b>6. Risk management in the production process</b>					
6.1	Major	Clarification of production process	<p>① For each item or product, the production process is documented, including the following information:</p> <ol style="list-style-type: none"> <li>1) Activity stages</li> <li>2) Main resources used at each stage (feeder livestock, feed, bedding materials, veterinary medicinal products, machinery/equipment, vehicle, materials, cleaning equipment, tools, etc.)</li> </ol> <p>② If the process is changed, the document is revised accordingly.</p>		
6.2	Major	Assessment of food safety and animal health hazards	<p>① The farm identifies food safety and animal health hazards in the production process (recorded under Control Point 6.1), and conducts risk assessment of the identified hazards at least once a year.</p> <p>② The results of risk are recorded.</p> <p>③ If the production process is modified, items ① and ② are also revised accordingly.</p>		
6.2.1	Major	Identification of food safety and animal health hazards	<p>The following items must be identified as food safety and animal health hazards:</p> <ol style="list-style-type: none"> <li>① Injection needles left in livestock to be shipped</li> <li>② Residues of antimicrobials and other drugs in the products</li> <li>③ Mingling of milk disposed of due to mastitis, or defective eggs into the product to be shipped</li> <li>④ Medication with prescription drugs without prescription by a veterinarian</li> <li>⑤ Safety of feed and drinking water</li> </ol>		
6.3	Major	Establishment of counter-measures, rules, and procedures	Based on the result of risk assessment in Control Points 6.2 and 6.2.1, countermeasures, rules, and procedures to ensure food safety and animal health are established and documented.		

No.	Level	Control Points	Compliance Criteria	Results	Comment
6.4	Major	Implementation of counter-measures, rules, and procedures	The farm communicates the countermeasures, rules, and procedures established under Control Point 6.3 to all workers, and implements them following workers training.		
6.4.1	Minor	Records of implemented counter-measures, rules, and procedures	Implementation records are kept of the countermeasures, rules, and procedures established to prevent high-risk hazards based on the analysis in Control Point 6.2.		
6.5	Minor	Verification of counter-measures, rules, and procedures	① Procedures are documented to verify the proper implementation and effectiveness of the countermeasures, rules, and procedures established to prevent high-risk hazards based on the analysis in Control Point 6.2. ② Evaluation is conducted in accordance with the procedures in item ①, and the results of evaluation are recorded.		
<b>7. Animal welfare</b>					
7.1	Major	Procedures based on the Animal Welfare-oriented Livestock Management Standards	The farm works at improving the farming environment using the checklist to confirm that procedures have been implemented based on the Animal Welfare-oriented Livestock Management Standards.		
7.2	Major	Transportation of livestock	In transporting livestock, the farm considers assurance of animal welfare and makes efforts to maintain animal health, to secure safety and to prevent animals from having accidents.		

No.	Level	Control Points	Compliance Criteria	Results	Comment
<b>8. Food protection</b>					
8.1	Minor	Food protection	① At least once a year, risk assessment is conducted regarding intentional introduction of foreign matter and pollutants into products, livestock drinking water, livestock feed, and pastures, and necessary countermeasures are implemented. ② The results of the risk assessments and the countermeasures are recorded.		
<b>9. Supplier management</b>					
<b>9.1 Management of subcontractors *not applicable if the farm does not employ any subcontractors</b>					
9.1.1	Major	Agreement with subcontractors	<p>A contract is signed between the farm and the subcontractors. The contract document includes the following items:</p> <ul style="list-style-type: none"> <li>① Name of the the top management, address, and contact information of the farm</li> <li>② Name, address, contact information, and representative of the subcontractor</li> <li>③ The work (process) outsourced and the food safety, animal health, and animal welfare rules applicable to the outsourced work (process)</li> <li>④ Agreement to follow the rules set by the farm in item ③</li> <li>⑤ Agreement regarding sanctions in case of a contract violation</li> <li>⑥ Agreement on the possibility of inspection by an external entity and implementation of corrective actions, if non-compliance is identified</li> </ul> <p>If it is not possible for the farm and the subcontractor to sign a contract document, the farm can verify the documents (e.g. terms and conditions) publicly disclosed by the subcontractor in alternative to a contract document.</p>		

No.	Level	Control Points	Compliance Criteria	Results	Comment
9.1.2	Minor	Verification of subcontractor compliance	<p>The farm verifies the subcontractor's compliance with rules established in the contract (see Control Point 9.1.1) at least once a year, and keeps the record about the results of verification. The records should contain the following information:</p> <ul style="list-style-type: none"> <li>① Name of subcontractor</li> <li>② Verification date</li> <li>③ Name of verifier</li> <li>④ Non-compliances</li> <li>⑤ Requests made for corrective action or sanctions implemented</li> </ul> <p>If the subcontractor is already certified by JGAP or another third-party certification scheme recognized by the JGAP Association, the farm can skip the verification audit by confirming the scope and validity of the certification.</p>		
<b>9.2 Management of suppliers and service providers</b>					
9.2.1	Minor	Assessment and selection of laboratories	<p>The laboratory that the farm uses to conduct analyses related to food safety, such as analyses of drug residues, water quality, heavy metals, microorganisms, and radioactive substances meets one of the following criteria.</p> <ul style="list-style-type: none"> <li>① The laboratory is certified as a registered laboratory by the country of production</li> <li>② The laboratory has ISO17025 certification</li> <li>③ The laboratory is recommended by the JGAP Association</li> <li>④ The laboratory meets the Guidelines on Laboratories that Conduct Agrochemical Residue Analysis</li> </ul>		
<b>10. Product management</b>					
<b>10.1 Clarification of product specifications</b>					
10.1.1	Recom.	Product specifications	<ul style="list-style-type: none"> <li>① The specifications are documented for each shipping product.</li> <li>② If specifications described in item ① are changed, the documentation is revised and the date of the revision is recorded.</li> </ul>		

No.	Level	Control Points	Compliance Criteria	Results	Comment
<b>10.2 Product inspection and sorting</b>					
10.2.1	Major	Response to nuclear disaster	If the farm is located in a administrative restriction or surveillance area in terms of product shipment in a nuclear disaster, the farm should follow instructions by the administration. For the products to be shipped, the farm should be able to demonstrate their safety in terms of radioactive substance.		
10.2.2	Recom.	Handling of products that do not meet requirements	<ul style="list-style-type: none"> <li>① Products that meet the specifications and those that do not are clearly identified and segregated.</li> <li>② The farm handles the products that do not meet requirements according to a defined procedure.</li> <li>③ When product defects could significantly affect food safety or quality of the product, the procedures based on Control Points 11.1.1 and 11.1.2 are taken.</li> </ul>		
<b>11. Response to complaints, abnormalities, and rule violations</b>					
<b>11.1 Handling of complaints and product defects</b>					
11.1.1	Major	Procedures for handling complaints and product defects	<p>The procedures for handling complaints and product abnormalities are documented, with clear instructions on the following:</p> <ul style="list-style-type: none"> <li>① Reporting of complaints or product defects to the production manager</li> <li>② Confirmation of the situation and impacts (including the decision for product recall)</li> <li>③ Emergency responses (contacting, consulting and informing clients that could be affected and relevant institutions; product recall; disposal of products with defects, etc.)</li> <li>④ Investigation of causes</li> <li>⑤ Agreement regarding sanctions in case of a contract violation</li> <li>⑥ Corrective actionsReporting to the JGAP audit and certification body, if legal violations are found</li> </ul>		
11.1.2	Major	Handling of complaints and product defects	Records show that the farm handles complaints and product defects according to the procedures established in Control Point 11.1.1.		



No.	Level	Control Points	Compliance Criteria	Results	Comment
<b>11.2 Handling of farm rule violations</b>					
11.2.1	Major	Procedures for handling farm rule violations	<p>The procedures for handling farm rule violation are documented, with clear instructions on the following:</p> <ul style="list-style-type: none"> <li>① Confirmation of the situation and impacts</li> <li>② Emergency responses (contacting, consulting and informing clients that could be affected, and relevant institutions, etc.)</li> <li>③ Investigation of causes</li> <li>④ Corrective actions</li> <li>⑤ Reporting to the JGAP inspection and certification body, if legal violations are found</li> </ul>		
11.2.2	Major	Handling of farm rule violations	Records show that the farm handles farm rule violations according to the procedures established in Control Point 11.2.1.		
<b>12. Product identification and traceability</b>					
12.1	Major	Product labelling	<p>The shipped product, invoice, or delivery note contains the following information:</p> <ul style="list-style-type: none"> <li>① Farm name</li> <li>② Product name</li> </ul>		
12.2	Major	Shipping records	<p>Shipping records are there to connect the shipped product with its production information, as follows:</p> <ul style="list-style-type: none"> <li>① Shipping/sales destination</li> <li>② Shipping date</li> <li>③ Product name</li> <li>④ Shipped quantity</li> <li>⑤ Identification number of individual animals or animal groups</li> <li>⑥ Records of treatment and medication by individual animal or animal group</li> </ul>		

No.	Level	Control Points	Compliance Criteria	Results	Comment
12.3	Major	Production records	<p>Production history records include the following information:</p> <ul style="list-style-type: none"> <li>① Records connecting the shipped product and animals or animal groups of origin</li> <li>② Product name</li> <li>③ Date of production</li> <li>④ Production quantity</li> <li>⑤ Feed given</li> <li>⑥ Records of treatment and medication by individual and group</li> </ul>		
12.4	Minor	Handling of feeder livestock from other farms	<p>*Not applicable to egg-laying hen and broiler chicken.</p> <p>Records indicate that feeder livestock introduced from a farm not certified by the JGAP or not holding a JGAP-authorized certification, have been subjected to management for 21 days beginning the day following introduction (the isolation requirement period set in Article 14 of the Act on Domestic Animals Infectious Diseases Control).</p>		
12.5	Recom.	Product trace testing	<ul style="list-style-type: none"> <li>① Product trace testing (desk exercise) is conducted at least once a year and its results are recorded.</li> <li>② Based on the results of the trace test, the procedures for handling complaints and product defects are reviewed.</li> </ul>		

## B. Management of resources

### 13. Responsible personnel and training

13.1	Major	Farm manager	<ul style="list-style-type: none"> <li>① The farm manager (see Control Point 2.1) has the authority to manage the farm on behalf of the top management.</li> <li>② The farm manager meets the following criteria: <ul style="list-style-type: none"> <li>1) He/she understands the latest version of the JGAP documents, and shares updates with responsible personnel accordingly.</li> <li>2) He/she is capable of explaining his/her knowledge of the JGAP Control Points pertaining to his/her work area.</li> </ul> </li> </ul>		
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No.	Level	Control Points	Compliance Criteria	Results	Comment
13.2	Major	Production manager	<p>① The production manager (see Control Point 2.1) oversees the following work:</p> <ol style="list-style-type: none"> <li>1) Supervision of product types and standards (item, breed, rearing management, etc.)</li> <li>2) Shipment specifications, including packaging, quantity, and weight</li> <li>3) Management of product labelling</li> <li>4) Assurance of food safety</li> <li>5) Handling of product complaints and defects, and product recall procedures</li> </ol> <p>② The production manager meets the following criteria:</p> <ol style="list-style-type: none"> <li>1) He/she is capable of explaining his/her knowledge of the JGAP Control Points pertaining to his/her work area.</li> <li>2) He/she makes effort to improve his/her knowledge of product management.</li> </ol>		
13.3	Major	Feed production manager	<p>① The feed production manager (see Control Point 2.1) oversees the selection, design, procurement, and storage of livestock feed.</p> <p>② The feed production manager meets the following criteria:</p> <ol style="list-style-type: none"> <li>1) He/she is capable of explaining his/her knowledge of the JGAP Control Points pertaining to his/her work area.</li> <li>2) He/she makes effort to improve his/her knowledge of livestock nutrition.</li> </ol>		
13.4	Major	Livestock rearing manager	<p>① The livestock rearing manager (ref. Control Point 2.1) oversees livestock feeding, the breeding environment, and animal hygiene.</p> <p>② The livestock rearing manager meets the following criteria:</p> <ol style="list-style-type: none"> <li>1) He/she is capable of explaining his/her knowledge of the JGAP Control Points pertaining to his/her work area.</li> <li>2) He/she makes effort to improve his/her knowledge of animal health and animal welfare.</li> </ol>		
13.5	Major	Waste disposal manager	<p>① The waste disposal manager (see Control Point 2.1) oversees work involving composting livestock excrement and storage of compost.</p> <p>② The waste disposal manager meets the following criteria:</p> <ol style="list-style-type: none"> <li>1) He/she is capable of explaining his/her knowledge of the JGAP Control Points pertaining to his/her work area.</li> <li>2) He/she makes effort to improve his/her knowledge of livestock excrement disposal via composting and compost storage.</li> </ol>		

No.	Level	Control Points	Compliance Criteria	Results	Comment
13.6	Major	Workers safety manager	① The workers safety manager (see Control Point 2.1) oversees work to prevent injuries or accidents on the farm. ② The worker safety manager meets the following criteria: 1) He/she is capable of explaining his/her knowledge of the JGAP Control Points pertaining to his/her work area. 2) He/she makes effort to improve his/her knowledge of work safety. 3) He/she obtains and understands information on the safe use of machinery and equipment. 4) He/she ensures that there is a person who can conduct first aid on the farm, and can prove that this person has been trained in first aid.		
13.7	Major	Labor manager	① The labor manager (see Control Point 2.1) oversees work to manage the working environment, workers welfare, and working conditions on the farm. ② The labor manager meets the following criteria: 1) He/she is capable of explaining his/her knowledge of the JGAP Control Points pertaining to his/her work area. 2) He/she makes effort to improve his/her knowledge of human rights, welfare, and labor management.		
13.8	Minor	Training of workers	① The responsible personnel listed in Control Point 2.1 conduct training at least once a year on the relevant JGAP-based rules on the farm for all workers they supervise. Each responsible individual records the training results. These records should include the training date, the participants, and the content of the training. The ② responsible personnel can present the training materials used in the training. If there are foreigners among the workers, training is conducted in such a way that they can understand (use of a foreign language, illustrations, etc.).		
13.9	Major	Official qualification or completion of a training course	If any workers performs work that legally requires an official qualification or completion of a training course, the worker can prove that he/she meets such requirements.		
13.10	Minor	Communica-tion of rules to visitors	The farm has documented rules that visitors must respect. The rules are overtly communicated to visitors.		

No.	Level	Control Points	Compliance Criteria	Results	Comment
13.11	Recom.	Human resource development	The farm makes effort to develop the professional abilities of farm successors and workers.		
<b>14. Human rights, welfare, and labor management</b>					
14.1	Major	Proper recruitment of workers	<p>* Not applicable to farms run only by relatives who live together (family-owned farms). Whether or not a person is qualified as a "worker" is judged based mainly on the following criteria: whether or not there is a subordinate relationship between the employer (manager) and the laborer, and whether or not a wage is paid in compensation for labor. A short-term seasonal employee is considered to be a worker.</p> <p>① A list of worker is kept, including each worker's name, birth date, sex, address, and employment date. Worker's private information is managed with confidentiality. ② If foreigners are employed, the farm confirms that the employee has a valid work visa. ③ The farm does not use "child labor" as defined by the ILO convention or as defined by any stricter law if there is one. Employment of minors abides by the relevant laws.</p>		
14.2	Major	No forced labor	<p>* Not applicable for farms that do not employ any worker.</p> <p>The farm has taken measures to prevent the following: ① Recruitment of worker through human trafficking, slave labor, or prison labor. ② Worker being forced into labor through assault, intimidation, confinement, or other mental or physical means that unduly constrain their freedom.</p>		

No.	Level	Control Points	Compliance Criteria	Results	Comment
14.3	Minor	Communication between employer and worker	<p>* Not applicable to farms that do not employ any worker.</p> <p>① Meetings between the employer and the worker are held at least once a year to exchange opinions about the working conditions, working environment, and worker safety. The meeting minutes are recorded.</p> <p>② There is agreement regarding the right for collective bargaining and organization between the employer and the labor union or the worker's representative. Any agreement that has been signed by both parties is respected.</p>		
14.4	Major	No discrimination	<p>* Not applicable for farms that do not employ any worker.</p> <p>Decisions on employment, promotion, and salary increases are made based only on the employee's level of competency in conducting their work, and are not influenced by race, ethnicity, nationality, religion, or gender.</p>		
14.5	Minor	Disclosure of working conditions	<p>* Not applicable for farms that do not employ any worker.</p> <p>① The employer explains the working conditions, addressing the following points, to potential worker before employment begins.</p> <ol style="list-style-type: none"> <li>1) Content and location of the work</li> <li>2) Employment period (if the employment period is limited, the farm must present the terms for contract renewal)</li> <li>3) Working hours, break time, and leaves</li> <li>4) Wage, payment method, and pay schedule</li> <li>5) Issues regarding retirement (rights and conditions for dismissal, etc.)</li> </ol> <p>② If a potential worker is a foreigner, the working conditions are communicated in writing in a language the worker can understand.</p>		

No.	Level	Control Points	Compliance Criteria	Results	Comment
14.6	Minor	Compliance of working conditions	<p>* Not applicable for farms that do not employ any worker.</p> <p>① Working hours, holidays, and break times comply with legal requirements.</p> <p>② Wages are at or above the minimum wage set by the law. If no minimum wage is set by the law, the wage should not be less than the amount disclosed in Control Point 14.5.</p> <p>③ Extra pay for late-night labor, overtime, and work on holidays follows legal requirements.</p> <p>④ Worker receive their wages within the time frame disclosed in Control Point 14.5.</p> <p>⑤ No unreasonable or excessive deductions are made from worker's wages.</p>		
<b>15. Hygiene management for workers and visitors</b>					
15.1	Major	Counter-measures against health issues in workers and visitors	<p>① Workers and visitors infected or suspected to be infected with diseases that may be transmitted to consumers through agricultural produce and those with diseases that may affect animals report to the farm manager in advance of work/visiting.</p> <p>② The farm manager either prohibits contact of persons indicated in ① with harvesting or produce handling processes, or only allows contact after establishing appropriate countermeasures.</p>		
15.2	Minor	Rules for workers and visitors	<p>Documented rules on hygiene management address the following points, and are communicated to visitors and to workers engaged in harvesting or produce handling.</p> <p>① Wearing of work clothes, caps, masks, shoes, gloves, etc.</p> <p>② Bringing in of worn clothes and belongings to clean areas</p> <p>③ Hand washing procedure, disinfection, care of fingernails</p> <p>④ Smoking, eating, coughing, sneezing, and spitting</p> <p>⑤ Use of the toilet</p>		
15.3	Minor	Handwashing facilities	<p>① There are handwashing facilities near the work areas.</p> <p>② Handwashing facilities are kept hygienic, and are equipped with hygienic water, soaps, towels, and disinfectants.</p>		

No.	Level	Control Points	Compliance Criteria	Results	Comment
15.4	Minor	Set-up and hygiene of toilets	<ul style="list-style-type: none"> <li>① There are a sufficient number of toilets close to the work area.</li> <li>② Toilets are cleaned regularly and maintained in a hygienic manner.</li> <li>③ Any breakage of the toilets that can affect hygiene is fixed.</li> <li>④ Garbage and sewage from the toilets are disposed of appropriately, and are not allowed to contaminate the sites, facilities, or water canals of the farm.</li> </ul>		
15.5	Minor	Areas for smoking, eating, and drinking	Measures are taken in areas for smoking, eating, and to ensure that the livestock products are not influenced.		
15.6	Recom.	Areas for changing clothes and storage of belongings	There are areas in the livestock product handling facility for workers to change clothes and store their belongings.		

## 16. Workers safety management and accident response

16.1	Major	Worker safety	<ul style="list-style-type: none"> <li>① At least once a year the farm conducts risk assessment of dangerous areas and activities performed on/in the pastures, paths, storage and livestock houses and their sites, and documents countermeasures taken to prevent accidents or injuries. The risk assessments and countermeasures take into account accidents and injuries that have occurred on the farm or similar farms, or close call cases on the farm. The following dangerous activities are considered during risk assessment: <ul style="list-style-type: none"> <li>1) Work involving moving of livestock</li> <li>2) Use of agricultural equipment on a slope</li> <li>3) Shut-off checking of equipment</li> <li>4) Use of ladders in high places</li> </ul> </li> <li>② The countermeasures established in item ① to prevent accidents or injuries are understood by the workers and fully implemented.</li> <li>③ If changes are made to the pasture, storage areas, or livestock houses and activities performed, risk assessment and the countermeasures are revised accordingly.</li> </ul>		
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No.	Level	Control Points	Compliance Criteria	Results	Comment
16.2	Minor	Workers engaged in dangerous tasks	<p>Workers who perform dangerous activities as identified in Control Point 14.1 meet the following conditions:</p> <ul style="list-style-type: none"> <li>① Workers have been sufficiently trained in safety.</li> <li>② Workers have an official qualification in worker safety if required by law, or are under the supervision of a person with an official qualification.</li> <li>③ Workers are not under the influence of alcohol or drugs, ill, pregnant, minors, or disqualified from performing the tasks.</li> <li>④ Workers have an official qualification in worker safety if required.</li> <li>⑤ Elderly workers are given work that takes into consideration any physical or mental limitations.</li> <li>⑥ Workers wear appropriate clothing and equipment to ensure their safety.</li> </ul>		
16.3	Minor	Procedures in case of a work accident	Procedures and emergency contacts in case of a work accident are established and communicated to all workers.		
16.4	Minor	Preparation for accidents	In case of an accident, clean water and a first aid kit are available for immediate use. The contents of the first aid kit are sufficient to respond to the risks identified in Control Point 14.1.		
16.5	Major	Insurance for work injuries (compulsory enrollment)	If an insurance policy that covers work injuries is required by law and the farm meets the criteria for compulsory insurance, the farm carries the insurance.		
16.6	Recom.	Insurance for work injuries (voluntary enrollment)	<ul style="list-style-type: none"> <li>① There is a compensation system for cases in which a worker is injured at work. (Not applicable if already subscribed to an insurance policy under Control Point 16.5).</li> <li>② There is a compensation system for cases in which the top management members or workers who are family members are injured at work.</li> </ul>		

No.	Level	Control Points	Compliance Criteria	Results	Comment
<b>17. Management of veterinary medicinal products</b>					
17.1	Major	Use of veterinary medicinal products	Veterinary medicinal products are used under the direction of contract veterinarians, and documentation of the following is available: ① Name and date of veterinary medicinal products used ② Name of the contract veterinarians who issued prescription, and prescription details		
17.2	Major	Prudent use of antimicrobials	Efforts to reduce use of antimicrobials are made, including use of vaccines, strict sanitary control, and countermeasures against drug resistant bacteria specified by the contract veterinarians.		
17.3	Major	Management of drug residues such as antimicrobials	When veterinary medicinal products are used for which a withdrawal-period is defined, documentation proves that the corresponding livestock products were shipped after the prescribed withdrawal-period.		
17.4	Major	Vaccination	Vaccinations are given according to a schedule based on the instructions of the contract veterinarians for prevention of infectious diseases.		
17.5	Major	Storage of veterinary medicinal products	Veterinary medicinal products are stored according to the directions on the container labels, packaging, and package inserts.		
17.6	Major	Management of injection needles left in livestock	Before shipping, checks are made to identify individuals (or groups) with injection needles remaining; when injection needles may or will likely be left in livestock, the fact is reported to the buyer.		
<b>18. Management of facilities</b>					
18.1	Minor	Pest control	① The farm prevents entry or proliferation of pests (small animals, insects, and game animals and birds) in livestock product handling facilities. ② Pest control methods employed by the farm do not affect food safety.		

No.	Level	Control Points	Compliance Criteria	Results	Comment
18.2	Minor	Floor of raw milk processing facilities  *Dairy cows only	The floor of the raw milk processing facilities has good drainage without pooling.		
18.3	Minor	Livestock excrement management facility	*Not applicable for farms with fewer than 10 cattle, fewer than 100 pigs, or fewer than 2000 chickens.  The livestock excrement management facility meets the following requirements: ① The livestock excrement management facility meets the criteria regarding the structure and equipment in Clause (1), Article 3 of the Law on Adequate Livestock Excrement Management and Promotion of Use (Livestock Excrement Act). ② Periodic checks are conducted to prevent damage inhibiting appropriate control of livestock excrement. If damages are found, they are fixed immediately. ③ Any blowers in the facilities are appropriately maintained.		
<b>19. Management of machinery and equipment, vehicles and cleaning tools, etc.</b>					
19.1	Minor	Checking, maintenance, cleaning, and storage of machinery, equipment, and vehicles	① A list is kept of the machinery, equipment and vehicles that the farm owns. The list specifies the electricity and fuel used for the machinery, equipment, and vehicles. ② Such equipment is regularly checked to ensure that it can test, measure, or sort accurately. The check results are recorded. If maintenance activities are outsourced, the maintenance slips are retained. ③ Machinery, equipment, and vehicles are stored in such a way that robbery is prevented, and they do not affect food or worker safety.		
19.2	Minor	Management of testing, measuring, and sorting equipment	*Not applicable for farms that have no testing equipment.  A list is kept of testing, measuring, and sorting equipment and their standard test pieces. These equipment are regularly checked to ensure that they can test, measure or sort accurately. The check results are recorded.		

No.	Level	Control Points	Compliance Criteria	Results	Comment
19.3	Minor	Management of cleaning tools, cleaning agents, and disinfectants	<ul style="list-style-type: none"> <li>① Cleaning tools used to clean machinery and equipment used in the product handling process are stored sanitarly in a designated place.</li> <li>② Cleaning tools are checked regularly and replaced as necessary.</li> <li>③ Cleaning agents and disinfectants used for cleaning are kept safely in a designated, locked place.</li> </ul>		
19.4	Minor	Safe use of machinery and equipment	<ul style="list-style-type: none"> <li>① Machinery and equipment are used according to their manuals or the instructions of the manufacturer.</li> <li>② Machinery and equipment is not modified in a way that compromises safety.</li> <li>③ The safety of machinery and equipment is verified when purchased.</li> </ul>		
<b>20. Energy management and global warming prevention</b>					
20.1	Major	Storage of fuels	<ul style="list-style-type: none"> <li>① No fire is allowed at or near the fuel storage site.</li> <li>② A danger sign is posted near the fuel storage site.</li> <li>③ Gasoline is stored in a metal container that prevents fire caused by static electricity.</li> <li>④ There is a fire extinguisher or firefighting equipment at the fuel storage site.</li> <li>⑤ There is no spillage of fuel, and measures are established to deal with fuel spillage.</li> </ul>		
20.2	Minor	Reduction of greenhouse gas emissions and efficient use of energy	The farm is aware of its consumption of energy sources, such as electricity, gas, heavy oil, gasoline, diesel oil, and kerosene. The farm tries to use energy efficiently to reduce greenhouse gas emissions.		
<b>21. Waste management and effective use of resources</b>					
21.1	Major	Storage and disposal of waste	<ul style="list-style-type: none"> <li>① To prevent products, materials and the environment from being polluted, the farm is aware of waste, including dead animals, excrement, bedding materials, and veterinary medicinal products from the pasture, livestock houses, and livestock product handling facilities, Waste storage and disposal methods (including methods for transportation of dead animals and excrement) are documented.</li> <li>② Waste is stored and disposed of in accordance with the methods documented in item ①.</li> </ul>		

No.	Level	Control Points	Compliance Criteria	Results	Comment
21.2	Major	Organizing and cleaning	The sites, storage areas, and product handling facilities are kept organized and cleaned, and there is no scattered waste.		
21.3	Minor	Wastewater management	The farm makes an effort to prevent degradation of public water quality due to wastewater from the facility. Any applicable laws and regulations in the region are followed.		
21.4	Minor	Effective use of resources	The farm conducts the following activities with respect to waste from the farm: ① Reduction of waste ② Storage of waste in designated places ③ Recycling of waste		
21.5	Major	Use of Eco-feed	* Not applicable for farms that do not use eco-feed. For production, storage, and use of Eco-feed at the production state, the Guidelines for Ensuring Safety of Feed Derived From Waste Food are followed.		
21.6	Recom.	Certification of Eco-feed	*Not applicable for farms that do not use Eco-feed. The farm is certified for Eco-feed and Eco-feed livestock product under the Eco-feed and Eco-feed livestock product certification systems.		

## 22. Protection of surrounding areas and harmonizing with local communities

22.1	Minor	Protection of surrounding environment	① The farm ensures that residents living in the areas surrounding the livestock houses and livestock product handling facilities are not affected by noise, vibration, strong odor, insects, smoke, dust, or harmful substances coming from the facilities. ② When agricultural machinery must come out to the public road, the farm ensures that the machinery does not disturb pedestrians or other vehicles on the road.		
22.2	Minor	Recycling of resources within the community	① If organic matter is to be added in the pasture, organic matter occurring in the region should be preferentially used. ② If livestock excrement obtained from livestock houses and livestock product handling facilities is used as compost, its use should be promoted in the local community.		

No.	Level	Control Points	Compliance Criteria	Results	Comment
22.3	Recom.	Relationship with the local community	<ul style="list-style-type: none"> <li>① The farm is aware and respectful of the common rules and traditional practices of the local community.</li> <li>② The farm actively participates in community events and works towards smooth communications within the local community.</li> </ul>		

### 23. Biodiversity conservation

23.1	Recom.	Biodiversity conservation	<ul style="list-style-type: none"> <li>① The farm is aware of the flora and fauna on and around the farm, and whether any of them are rare species.</li> <li>② The farm is aware of the species that used to exist in the past and have decreased or become extinct in population.</li> <li>③ The farm keeps a list of the species noted in items ① and ②, and verifies and records increase or decrease in their population at least once a year.</li> </ul>		
23.2	Recom.	Principles of environmental conservation and contribution	The farm is aware of both the impacts of agriculture on the environment, and the impacts of the environment on agriculture. The farm establishes its principles based on this awareness and contributes to conservation of environment and biodiversity as a member of the local community.		

## C. Management of production materials

### 24. Management of semen, embryos and feeder livestock

24.1	Minor	Records of procurement	When semen, embryos or feeder livestock are purchased, records (e.g., delivery records, certificates) are kept of the distributor, type of material, breed, and amount.		
24.2	Minor	Management of insemination and parturition  *Not applicable for chickens.	<ul style="list-style-type: none"> <li>① Semen and other genetic materials are handled appropriately, the genealogy used for mating is made clear, and individuals and groups after mating are identifiable.</li> <li>② Records are kept of mating and parturition.</li> </ul>		

No.	Level	Control Points	Compliance Criteria	Results	Comment
<b>25. Management of feed</b>					
25.1	Major	Procurement of feed	① The farm purchases livestock feed only from feed suppliers that can demonstrate safety of their feed based on the laws and regulations of the relevant country, . ② Receipt records specify the supplier, name of feed, amount procured, date of procurement, and specifications of feed additive used in the feed described in item ① above. ③ For feed other than those as described in item ① above, the farm confirms that there is no hazards in terms of animal health and food safety by confirming the source of ingredient materials (including forage) and management practices and the test results pertaining to cultivation and manufacture.		
25.2	Minor	Storage of feed	Measures are in place to prevent cross-contamination between feed with antimicrobial feed additives and feed without antimicrobial feed additives.		
<b>26. Management of bedding materials</b>					
26.1	Major	Procurement of bedding materials	Upon receipt of bedding materials, the following items are checked: ① No defect in appearance, color, or quality is found. ② No foreign matter or other matters are found. ③ No mold is found.		
26.2	Minor	Replacement of bedding materials	Bedding materials are replaced regularly or as needed, depending on contamination with livestock excrement.		

No.	Level	Control Points	Compliance Criteria	Results	Comment
<b>D.Management of self-supplied feed production</b>					
*Not applicable for farms that do not use self-supplied feed					
<b>27. Management of pastures</b>					
27.1	Minor	Securing of new sites	<ul style="list-style-type: none"> <li>① When new pastures site is secured, the farm confirms that it is not a nature reserve area.</li> <li>② If it is nature reserve area, the farm develops the site according to the applicable regulations.</li> </ul>		
27.2	Minor	Situation around the farm	The farm, including the pastures, is located in an area not affected by contaminants from the surrounding area. If influence of pollutants is suspected, the farm takes appropriate measures.		
<b>28. Management of seeds</b>					
28.1	Recom.	Procurement of forage crop seeds	<ul style="list-style-type: none"> <li>① When seeds are purchased, the farm keeps documentation such as certificates that indicates the specifications, place of production, distributor, agricultural chemical ingredients (includes agricultural chemical used for disinfection of seeds), and instructions for use.</li> <li>② For self - reproduction, pastures where seeds and saplings were cropped is recorded.</li> <li>③ For seeds and saplings subject to quarantine inspection by the administration, the farm confirms that they have passed the inspection.</li> </ul>		
28.2	Recom.	Records of dissemination	<p>The following information regarding dissemination is recorded:</p> <ul style="list-style-type: none"> <li>① Name of seed and method of dissemination (including identification of machinery)</li> <li>② Date of dissemination</li> <li>③ Name of pastures</li> </ul>		



No.	Level	Control Points	Compliance Criteria	Results	Comment
<b>29. Management of agricultural chemicals and fertilizer</b>					
29.1	Major	Management of agricultural chemicals	<p>*Not applicable for farms that do not use agricultural chemicals.</p> <ul style="list-style-type: none"> <li>① Use of non-registered agricultural chemicals or those that are suspected to be non-registered is prohibited.</li> <li>② Equipment for pest control is inspected prior to use for agricultural chemicals, and is washed thoroughly after use.</li> <li>③ Whenever agricultural chemicals are used, the farm confirms the container and its label and follows the instructions for use.</li> <li>④ The farm avoids influence of dispersed agricultural chemicals on neighboring crops.</li> <li>⑤ Agricultural chemicals are stored in a locked agrochemical facility.</li> </ul>		
29.2	Major	Fertilizers, etc. management	<ul style="list-style-type: none"> <li>① The farm verifies that the radioactive substances contained in fertilizers, etc. do not exceed the official standard.</li> <li>② For fertilizers other than ordinary fertilizers, the farm confirms that there is no hazard that will harm the feed safety by confirming the manufacturing process and test results.</li> <li>③ The farm monitors the fermentation temperature of compost to ensure that pathogenic microorganisms and weed seeds are killed.</li> <li>④ When fertilizer at risk of heat generation, firing, and explosion (ammonium nitrate, saltpeter, calcium nitrate, powdered sulfur, and quicklime) is stored, the farm follows the storage instructions obtained from the distributor or manufacturer.</li> </ul>		

No.	Level	Control Points	Compliance Criteria	Results	Comment
<b>30. Environmental conservation activities</b>					
30.1	Minor	Measures to reduce environmental load due to agricultural chemicals	<p>* Not applicable for farms that do not use agricultural chemicals.</p> <p>① The farm measures the needed quantity and adjusts the spray solution to avoid residual agricultural chemicals.</p> <p>② The farm maintains a cultivation environment resistant to pests and weeds.</p> <p>③ Disease prevention and pest control are conducted based on an understanding of the actual situation of disease and pests via disease and insect forecast information.</p> <p>④ Disease prevention and pest control efforts are made combining agricultural chemical use and other measures.</p> <p>⑤ The farm avoids influence of dispersed agricultural chemicals on neighboring residents.</p>		
30.2	Major	Measures to reduce environmental load due to fertilizer, etc.	<p>① The farm conducts fertilization based on the soil diagnostic testing result and/or in line with the fertilization criteria and cultivation history of each agricultural cooperative in the metropolis and districts.</p> <p>② To use livestock excrement, composting and other appropriate treatments are performed.</p>		
<b>31. Information management for self-supplied feed production</b>					
31.1	Minor	Records and storage of data	<p>① The use of agricultural chemicals and fertilizers is recorded and the records retained.</p> <p>② The purchase slips for agricultural chemicals and fertilizers, etc. are stored.</p>		





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