

**R-B TRAINING RECORD**

PID#:

Name of trainee: Date hired:
(yy/mm/dd)**INSTRUCTIONS**

The Training Record may only be approved by a person who has completed PigSAFE | PigCARE training. Complete each item for which the employee has been trained.

ITEM	Module	Requirements	Trainee's Initials	Approved by (Initials)	N/A (If Not Applicable)	Date (yy/mm/dd)
General Training						
1	1.1	The trainee has signed the Code of Conduct and understands the importance of their responsibilities.				
2	1.1	The trainee is aware of the four critical control points and GPPs for food safety and the four critical points and GPP for animal care. Personnel respect the measures to prevent food safety issues such as the rules and principles of CCP(s), GPP, Personal Hygiene and Biosecurity including exposure to parasites from animal or human feces (Toxoplasma, Trichinella, and Teania Solium).				
Food Safety Critical Control Points						
	★	The trainee has been adequately trained to implement and/or complete the following SOPs and records:				
3	4.2	» SOP 4.2 Medicated Water and the Treatment Record (R-T), and understands the Medication and Vaccine Usage Plan (R-P)				
4	4.4	» SOP 4.4 and record R-S (Feed Sequencing, Mixing and Distribution) and Ration Used On-Farm (R-R)				
5	4.5	» SOP 4.5 Feed Distribution and Rations Used On-Farm (R-R)				
6	5.3	» SOP 5.3 Risk Management of Broken Needles and the Treatment Record (R-T)				
7	5.4	» SOP 5.4 Medication Withdrawal, the Treatment Record (R T), the Swine Movement Document (R-G), and understands the Medication and Vaccine Usage Plan (R-P)				
Animal Care Critical Points						
	★	The trainee has been adequately trained to implement and/or complete the following:				
8	7.2	» The requirements under Section 7.2 Feed- and Water-Management Strategies and the evaluation of the body condition score of pigs				
9	7.6	» The requirements under Section 7.6 Care of Sick and Injured Pigs, the Mortality Record (R-M) and the Treatment Record (R T), and understands the Medications and Vaccine Usage Plan (R-P)				
10	7.9	» The requirements under Section 7.9 Handling Practices				
11	7.10	» The SOP 7.10 Euthanasia and the Mortality Record (R-M)				

ITEM	Module	Requirements	Trainee's Initials	Approved by (Initials)	N/A (If Not Applicable)	Date (yy/mm/dd)
PigSAFE Technical Training						
		The trainee has been trained to:				
12	2.2	» Implement the sanitation SOPs				
13	2.2	» Safely handle and store chemical products used for on-farm sanitation				
14	3.2	» Verify and sign each feed delivery slip				
15	5.2	» Implement SOP 5.2 Needles and Injections to ensure proper injection techniques				
16	6.1	» Implement the pest management SOPs				
17	6.2	» Has read and understood the management of domesticated animals in the barn and at the on-farm feed mill				
18	6.3	» Implement proper methods to dispose of dead stock				
19	7.8	» Implement SOP 7.8 Elective husbandry procedures to ensure equipment is kept clean and sharp				
20	10.2	» Has read and understood the risks associated with production that takes place either partially or fully outdoors due to diseases that can be transmitted by wildlife and other domesticated animal species				
PigCARE Technical Training						
		The trainee has been trained to:				
21	7.1	» Evaluate pig body condition (score)				
22	7.3	» Implement the nursery and grow/finish space allowance SOPs				
23	7.3	» Evaluate pig housing systems and ensure they are maintained in a manner that avoids potential for injury				
24	7.4	» Evaluate and ensure that pigs are in a comfortable environment (including temperature, ventilation and lighting) at all stages of production				
25	7.5	» Provide all pigs with at least two enrichment options, regardless of the housing system				
26	7.6	» Implement SOP 7.6 Care of sick and injured pigs to provide humane treatment				
27	7.6	» Identify sick or injured pigs and identify behavioural problems requiring corrective action				
28	7.6	» Complete the mortality record				
29	7.7	» Implement the farrowing and/or weaning SOPs to minimize negative impacts on the health and welfare of the sows and piglets				
30	7.8	» Implement SOP 7.8 Elective husbandry procedures to ensure that piglets are handled with care				
31	7.9	» Utilize low-stress methods for handling, moving, restraining and treating pigs				
32	7.9	» Minimize or eliminate aggression by using proper strategies when mixing different pigs				
33	7.9	» Determine when and how to use an electric prod properly				
34	7.10	» Implement a plan for SOP 7.10 Euthanasia that follows appropriate and acceptable euthanasia methods for each weight class of pigs				
35	7.11	» Implement SOP 7.11 Emergency plan				
36	9.2	» Implement SOP 9.2 Humane transportation				

N/A = not applicable; SOP = standard operating procedure.

Training completed:

- The tasks were performed under supervision until the trainee was thoroughly trained in all aspects of the task.
- The trainee is adequately trained and has demonstrated the ability to understand, explain and follow the tasks identified above.
- The trainee has successfully completed the training related to their responsibilities.
- The Site Manager and the trainee reviewed the details of the Introduction- Section 6.1 to learn the different Monitoring Measures for requirements and procedures.
- The Site Manager and the trainee reviewed the details of the Introduction- Section 6.2 to learn the different Deviation Measures for requirements and procedures when a requirement is not met.

Signature of Site Manager: _____

 **R-B TRAINING RECORD - Update**

Name of trainee: PID#:

INSTRUCTIONS

This document must be completed and added to the existing Record R-B for each employee.

The bolded items below have been added to the 2023 version of the Producer Manual.

ITEM	Module	Requirements	Trainee's Initials	Approved by (Initials)	N/A (If Not Applicable)	Date (yy/mm/dd)
General Training						
2	1.1	The trainee is aware of the four critical control points and GPPs for food safety and the four critical points and GPP for animal care. Personnel respect the measures to prevent food safety issues such as the rules and principles of CCP(s), GPP, Personal Hygiene and Biosecurity including exposure to parasites from animal or human feces (Toxoplasma, Trichinella, and Teania Solium).				

N/A = not applicable; SOP = standard operating procedure.

Training completed:

- The Site Manager and the trainee reviewed the details of the Introduction- Section 6.1 to learn the different Monitoring Measures for requirements and procedures.
- The Site Manager and the trainee reviewed the details of the Introduction- Section 6.2 to learn the different Deviation Measures for requirements and procedures when a requirement is not met.

Signature of Site Manager: _____

