



**LOWLAND SHOOT
STANDARDS AND EVIDENCE
AIM TO SUSTAIN GAME
ASSURANCE
MEMBERS HANDBOOK**



Contents

SUBJECT

- **Preparation for the Assessment - Standards and Evidence**
 - **Section 1 - Shoot procedures & operation**
 - **Section 2 - Bio security**
 - **Section 3 - Pest and predator control**
 - **Section 4 - Feed & water**
 - **Section 5 - Health and welfare**
 - **Section 6 - Veterinary medicines**
 - **Section 7 - Animal by products**
 - **Section 8 - Game handling, transport, and food hygiene**
- **Record Book and Templates**

Preparation for the Assessment - Standards and Evidence

When the assessor makes the site visit to the shoot, they will need to see evidence that the shoot is meeting the standards that make up the low ground shoot scheme. This evidence will be a mix of evidence, both quantitative (i.e. physical records, such as registrations or licences) and qualitative (i.e. conversations with open questions about how the shoot conducts its operations). They will also need to see some of the facilities and areas of the shoot, such as food and medicine stores, release pens, and larder/chiller. The site visit will occur at different times of the year, when the shoot and the birds will be at different stages of the annual cycle of events. The following section provides the context and detailed advice on collecting and presenting the evidence needed to meet each standard. This section should be used in conjunction with the low ground shoot standards document available on the Aim to Sustain website <https://aimtosustain.org.uk/assurance/>.

Section 1 - Shoot procedures & operation

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|---|--|
| 1.1 | Ensure all involved with the shoot are conversant with latest version of the CoGSP. This demonstrates that best practice is understood on the shoot. The shoot will need to ensure those working/volunteering on the shoot and visitors are informed about the code at an appropriate level of detail. https://www.codeofgoodshootingpractice.org.uk/ | Explain to the assessor how you ensure the CoGSP is read, understood, and followed on your shoot. This can be through hard copies on shoot notice board and/or issued to participants through hard or electronic copies and discussed at shoot briefings. |
| 1.2 | Ensure all participants and visitors understand the layout of the shoot. The map is an aid for planning, and briefing so all shoot staff understand the layout, risks, and access on the ground. It enables visitor orientation and can be used to manage emergency service assistance in the event of an incident or accident. The details marked on the map ensure it is a useful tool for running the shoot. Use of an Ordnance Survey Map at 1:25,000 provides a useful level of detail. Identifying key points, RVs and access to the shoot ground in advance with grid references or What3Words is very useful for guiding emergency services and managing incidents. | Provide a copy of the marked shoot map for the assessor to see. They will discuss how you use it to manage shoot operations and how the shoot team are briefed and use the map and discuss what is given to visitors to orientate them to the ground. |
| 1.3 | Have a useable contact list and emergency plan in place and for it to be displayed (on shoot notice board and available for use on the ground in an emergency). The shoot has a duty to manage the health and safety of its participants and visitors. This requires a shoot to responsibly manage risks and be prepared for incidents and | Provide an up-to-date contact list and emergency plan to show the assessor. They will expect to discuss how it has been created and how it is updated (who by and how often), what type of incident it covers, how it is briefed to shoot staff, how staff can access it and |

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|---|---|
| | emergencies, with clear pre-planning in terms of who to contact, shoot staff roles and responsibilities during any incident. | use it on a shoot day or day-to-day operations (i.e. all staff have hard copy or photo or stored contacts on phone). |
| 1.4 | To have a complaints procedure in place. A complaints procedure enables a shoot to show transparency and an ability to manage complaints and resolve them, rather than ignoring them. This includes complaints about adherence to CoGSP and the Aim to Sustain assurance standards. This is best practice and enables the shoot to provide evidence they are compliant with the standards. External support can be found to help create a suitable complaints procedure. | Show the assessor a copy of your complaints procedure and complaints records detailing how the issues have been managed. |
| 1.5 | Be registered on the UK poultry register. This is a legal requirement for all keepers of captive birds (greater than 50 (Feb 24)). Shoots who have birds in release pens for <u>any</u> time are holding captive birds and must register. Registering is straight forward, can be done on-line, by phone or post and is free. It must be done within 1 month of the first birds arriving, on APHA form IR81. https://www.gov.uk/government/publications/poultry-including-game-birds-registration-rules-and-forms . | You will meet this standard if you have evidence of your registration (or application to register) to show the assessor. |
| 1.6 | Ensure they have records for all training that staff and participants /volunteers must have completed to operate safely and legally. It provides evidence that high risk tasks and safety are recognised and managed through the delivery or appropriate training and qualifications. Examples of training include: Use of dangerous machinery – chainsaws, strimmers, ATVs etc Use of chemicals – rodenticide, herbicide spraying. Bird health and welfare - administering medicines, euthanasia procedures. Relevant gamekeeping qualifications and training. Food handling First Aid training | Show the assessor the list of staff/volunteers who need to be trained, the training completed and qualifications held (and copies of certificates if issued), renewal dates and training provider information. The provision of broader CPD for staff and volunteers is evidence of best practice |

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|--|---|
| 1.7 | <p>This standard requires shoots supplying any game to an AGHE to have a ‘trained person’ present on a shoot day to inspect the shot game in feather. This is a requirement under FSA guidelines and details are in the wild game meat guide (or FSS wild game guide for Scotland). For small shoots who operate under an exemption, the details are in Annex 1 of the standards.</p> <p>https://www.food.gov.uk/our-work/guidance-for-primary-producers-and-food-business-operators-on-the-hygienic-production-of-wild-game</p> <p>https://www.food.gov.uk/sites/default/files/media/document/V7%20Guidance%20-%20supply%20of%20wild%20game%20for%20human%20consumption.pdf</p> <p>https://www.foodstandards.gov.scot/downloads/FSS_Wild_Game_Guide-December_2021.pdf</p> | <p>Demonstrate to the assessor how the shoot ensures they have a trained person on site during a shoot day, or you can explain why you are able to operate under an exemption. If a trained person is required, a copy of the qualifications of the trained staff/volunteers will be checked.</p> |
| 1.8 | <p>Ensure that if they supply in-feather game to an AGHE <u>OR</u> processed game to local retail or consumers, they are registered as a food business with the local authority</p> <p>https://register.food.gov.uk/new).</p> | <p>Show the assessor evidence of your registration, or that the application process has begun but not yet been completed by the local authority.</p> |
| 1.9 | <p>Demonstrate they meet their obligations to provide a safe environment for visitors and staff/volunteers. This requires key risks to be identified, those key risks managed and the details documented. Detailed guidance can be found on the Health & Safety Executive (HSE) website. External advice can be found to provide tailor made support for risk assessment and H&S policies. Shoots must have a written health and safety policy in place, which is reviewed and update annually. The policy must be effectively communicated, at an appropriate level of detail, to all those on the shoot (staff/volunteers and guests) so they know what their roles and responsibilities are and how any risks are managed.</p> | <p>You will meet this standard if you show the assessor your in-date H&S policy and explain how it is communicated to those on the shoot. It should be updated and reviewed at least annually, or if there are changes to the way the shoot operates that changes the key risks.</p> |

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|---|---|
| 1.10 | Provide appropriate immediate first aid to staff, volunteers, and visitors in the event of an injury. Medical support will be part of the H&S policy and emergency action plan and will identify the appropriate levels of equipment required in shoot first aid kits and staff training. Kits must be maintained 'in date' and fully stocked and if necessary, provide appropriate food grade equipment. | Show the assessor the 'in date' first aid kits and eye wash. You will also need to explain how kits are made available for day-to-day operations and shoot days, how they are checked and kept serviceable and who is trained to provide first aid. |
| 1.11 | Understand if they have specified conservation and other regulated sites on or near their shoot (within 500m) <u>and</u> how this will affect shoot operations. This includes the requirements of the General Licence (GL) 43 or other licencing schemes for the release of game birds or consents for activities or management responsibilities. These designated sites must be marked on the shoot map. Guidance can be found on the DEFRA 'Magic' interactive mapping for the shoot area. https://magic.defra.gov.uk/MagicMap.aspx | Show the assessor any designated sites on your shoot map (or within 500m) and can explain the definitions of the site (i.e. SPA, SAC, SSSI etc) You will be able to explain the implications for your shoot of this designation and if any licences or consents are required to operate, show then to the assessor. |
| 1.12 | To be able to show where their birds have come from to meet traceability requirements from DEFRA/APHA in the event of any disease outbreak. | Show the assessor the delivery records, or breeding records (if you rear your own birds) for all your stock. This will show how many birds were delivered on each date and the provider. Records must be kept for a minimum of 12 months. |
| 1.13 | Ensure all released birds have reached maturity and become acclimatised to their habitat before shooting commences. This means a minimum of a month between release and the first day of shooting. Birds should never be released during the season to top up stocks. | Show the assessor your game bird delivery information, associated release dates for each pen and the first shooting date for each species. |
| 1.14 | Comply with (and ensure its guns also do so), any legal restrictions on the use of lead shot for live quarry. E.g. lead shot banned for the shooting of wildfowl on inland waterways. There should be procedures in place to ensure guns are able to use non-toxic (sustainable) ammunition if required to, which will include providing pre-shoot information to the guns, clear instructions at the shoot briefing and potentially the provision of sustainable ammunition by the shoot organiser. | Explain to the assessor how you manage a shoot day to ensure guns do not use lead ammunition when it is not legal to do so. |

Section 2 - Bio security

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|---|---|
| 2.1 | <p>Be able to manage the disinfecting requirements imposed by DEFRA/APHA in the event of a disease outbreak. The shoot must have an action plan (which could be part of your emergency action plan) for managing access and visitors to the shoot to ensure they are following bio-security requirements. The shoot needs to have on site, or access to, the necessary equipment and approved disinfectants to meet the DEFRA bio-security requirements when necessary.</p> <p>https://www.gov.uk/guidance/disease-prevention-for-livestock-farmers#biosecurity-measures</p> <p>Defra, UK – Disinfectants</p> | <p>Show the assessor that you understand your responsibilities in the event of disease control measures being imposed, have an action plan in place and explain how you will have access to the necessary equipment and materials required to implement your action plan.</p> |

Section 3 Pest and predator control

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|--|--|
| 3.1 | <p>Demonstrate why and how pests and predators are controlled on the shoot. Shoot staff / volunteers must be conversant with the relevant regulatory and licencing regime that they use to enable this activity (e.g. Wildlife and Countryside Act 1981/General Licences). The shoot will have an action plan that details the species and control measures it is using. It will use relevant guidance from the sector’s codes of practice as published by organisations such as BASC, NGO, GWCT and CRRU.</p> | <p>Show the assessor that pest and predator control is planned and reviewed regularly for effectiveness, that staff / volunteers are trained where required and that the appropriate records (as detailed in the guides and game assurance standards) are available.</p> |

Section 4 - Feed & Water

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|--|---|
| 4.1 | Ensure the birds always have access to a suitable food source (1 of the 'five freedoms'). Shoots must have a plan and procedures in place to ensure that an adequate food supply is available to maintain the birds' health. | Explain/demonstrate to the assessor how you ensure sufficient feed is provided to your game birds both in the release pen and after release to maintain the birds' health. |
| 4.2 | Ensure the birds always have access to a fresh clean water source (1 of the 'five freedoms'). Shoots must have a plan and procedures in place to ensure that an adequate fresh clean water supply is available to maintain the birds' health. | Explain/demonstrate to the assessor how you ensure sufficient fresh clean water is provided to your game birds both in the release pen and after release to maintain the birds' health. |
| 4.3 | Ensure suitable food and fresh clean water are available for the life of the bird. The supply of suitable food and fresh clean water must continue until sufficient natural food is available for the birds to eat in the Spring. | Explain/demonstrate to the assessor your procedures for feeding/watering through the winter and beyond the end of the season and how you assess the availability of natural food. |
| 4.4 | Maintain appropriate records of feed deliveries for traceability in the event of disease, or quality issues. It also ensures the tracking of medicated feed to comply APHA/DEFRA requirements | Show the assessor the feed supply records (as detailed in the standard (4.4)) relating to the number of birds you have taken delivery of and released (including birds raised by your own operation). |
| 4.5 | Provide food that is suitable for the species raised and relevant to their age, which must be clean, palatable, and nutritious. | Show the assessor that your feed supplies come from an appropriately assured source. |
| 4.6 | Ensure all food is stored in a manner that keeps it clean, palatable, and nutritious, free from contamination (including by rodents, wild birds or other wild animals) and it remains useable throughout its shelf-life. There must be procedures in place to ensure medicated and non-medicated feed remain separate and that spoilt feed is disposed of appropriately. | Show the assessor your feed storage areas and discuss feed management procedures to demonstrate that you meet the requirements listed in the standard. |

Section 5 - Health and welfare

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|--|--|
| 5.1 | <p>Be registered with a veterinary practice to ensure there is access to appropriate professional advice and support to keep their birds healthy and free from pain, injury, and disease (1 of the 5 freedoms).</p> <p>http://apha.defra.gov.uk/documents/surveillance/diseases/gamebirds-guidance.pdf</p> | <p>Show the assessor evidence that you are registered with a veterinary practice. Ideally this would include access to an appropriate game bird experienced vet.</p> |
| 5.2 | <p>Ensure that birds in release pens are checked regularly to ensure they remain healthy, (disease free, injury free, have access to food and water), can display natural behaviours and are stress free. The shoot must have procedures in place to ensure regular checks (minimum of once daily) occur and that issues can be resolved as soon as possible.</p> | <p>Demonstrate/discuss with the assessor when and how the pens and birds are checked and how issues are resolved.</p> |
| 5.3 | <p>Promptly manage all disease or injury in their birds. The regular pen checks will highlight these issues and the shoot must have procedures in place to get vet support/advice for treatment or other action, including euthanasia.</p> | <p>Demonstrate/discuss with the assessor how you manage incidents of disease or injury in the pen to ensure treatment is provided in a prompt manner.</p> |
| 5.4 | <p>Comply with best practice for the release of ducks as detailed in the standards.</p> <p>https://basc.org.uk/wildfowling/advice/flight-ponds-code-of-practice</p> | <p>Demonstrate to the assessor the numbers of duck released, when they are released and in relation to the locations and size of the open water used that the densities match best practice.</p> |

Section 6 - Veterinary Medicines

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|---|---|
| 6.1 | <p>Ensure that only <u>authorised</u> veterinary medicines are prescribed to the birds at any time, that they are correctly prescribed, and the appropriate records are held by the shoot. The shoot must ensure that the correctly qualified person provides any prescription, including for medicated feed. The definitions of POM-V and POM-VPS are below:</p> <ul style="list-style-type: none"> ● POM-V medicines A Veterinary Medicinal Product (VMP) that has been classified as a POM-V may only be supplied to the client once it has been prescribed by a veterinary surgeon following a clinical assessment of an animal, or group of animals, under the veterinary surgeon's care. ● POM-VPS A veterinary medicines classified as POM-VPS may be prescribed by any Registered Qualified Person (RQP - a veterinarian, a pharmacist, or an appropriately qualified person SQP). A clinical assessment of the animal(s) is not required when prescribing this category of veterinary medicine and the animal does not have to be seen by the prescriber. However sufficient information about the animal and the way it is kept must be known to the prescriber to prescribe and supply appropriately. <p>https://www.gov.uk/guidance/retail-of-veterinary-medicines</p> | <p>Show the assessor the records (veterinary prescriptions) for all medicines. The assessor may need to check that they are authorised for use in the UK.</p> <p>Medicated feed should be used immediately based on a medical need assessed by your vet. Prophylactic use is no longer legal.</p> <p>The veterinary medicine records for standards 6.1-6.8 are related and must not show discrepancies.</p> |
| 6.2 | <p>Ensure that all veterinary medicines are administered correctly and strictly in accordance with any instructions from the vet or manufacturer. Where required, records for administering medicines must be held. Shoots must ensure un-used or out of date medicines are disposed of correctly and the disposal records held. If in doubt veterinary advice must be sought.</p> | <p>Demonstrate to the assessor how you manage the correct administration of any prescribed medicines and the disposal of un-used and out of date medicines. This will include showing the appropriate records, and where required, describing the processes involved. Disposal must be through a licenced contractor or your veterinary practice.</p> |

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|---|---|
| | https://www.bva.co.uk/news-and-blog/blog-article/how-to-dispose-of-veterinary-medicines/ | |
| 6.3 | Ensure that all veterinary medicines are administered by a competent person. A discussion with the shoot’s vet will determine who the competent person is and any training or guidance required. This can be provided by the vet and further guidance is available from the British Veterinary Poultry Association (BVPA). https://bvpa.co.uk | Demonstrate to the assessor how you have confirmed with your vet, who your competent person is and how they have been assessed as competent. |
| 6.4 | Ensure that records for purchasing all veterinary medicine are kept and held for a minimum of 5 years. It is a legal requirement of the Veterinary Medicines Regulations 2013 that the information detailed in the standard is recorded and available. https://www.gov.uk/guidance/record-keeping-requirements-for-veterinary-medicines | Show the assessor the records for all medicines purchased. |
| 6.5 | Ensure that records for administering all veterinary medicine are kept and held for a minimum of 5 years. It is a legal requirement of the Veterinary Medicines Regulations 2013 that the information detailed in the standard is recorded and available. | Show the assessor the records for all medicines administered. |
| 6.6 | Ensure that records for disposal of all veterinary medicine are kept and held for a minimum of 5 years. It is a legal requirement of the Veterinary Medicines Regulations 2013 that the information detailed in the standard is recorded and available. | Show the assessor the disposal records for all medicines. This must be through a licenced contractor or your veterinary practice. |
| 6.7 | ensure that all veterinary medicines are stored correctly, in accordance with the manufacturer’s instructions. This includes any requirements for separation, security, or refrigeration. | Demonstrate to the assessor how all your medicines are stored (in accordance with the instructions) until they are used or disposed of. Medicated feed should be used immediately based on a medical need assessed by your vet. Prophylactic use is no longer legal. |

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|---|---|
| 6.8 | <p>Ensure that Highest Priority Critically Important Antibiotics (HP-CIA) are only used as a last resort under veterinary direction. There must be a vet report justifying their use. Antimicrobial resistance (AMR) is an issue of critical importance and responsible use of antibiotics and reducing use in game birds is essential.</p> <ul style="list-style-type: none"> • HP-CIAs are defined by the European Medicines Agency as 3rd and 4th generation cephalosporins, fluoroquinolones and Colistin. | <p>Show the assessor the necessary vet report for any incidence of any HP-CIA used.</p> |

Section 7 - Animal by products

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|--|--|
| 7.1 | Ensure that dead or euthanized birds are removed as soon as possible to reduce the chances of spreading disease. The shoot must have procedures in place to ensure regular checks occur (standard 5.2). | Discuss/demonstrate to the assessor when and how the pens and birds are checked and how dead birds are removed. |
| 7.2 | Ensure that dead birds (not fit for the food chain) are disposed of in accordance with the regulations. Shoots must have either a contract with a licenced collector, or access to an APHA approved incinerator. | Discuss/demonstrate to the assessor how you dispose of dead birds (not fit for the food chain) that meets the regulations. https://www.gov.scot/publications/animal-by-products-disposal-guidance/ https://www.gov.uk/guidance/fallen-stock |
| 7.3 | Only feed dead birds to animals (that are not fit for the <u>human</u> food chain) if appropriate. | Explain to the assessor if you feed dead birds to animals. If you do so, it must be done in an appropriate fashion. |

Section 8 - Game handling, transport, and food hygiene

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|--|--|
| 8.1 | <p>Ensure that shot birds are treated as a food product and handled in accordance with the legislation irrespective of the number of birds shot. The shoot must be conversant with their responsibilities (and any exemptions allowed under the legislation) with regards to supply, trained person status, HACCP and traceability requirements (see Standards, Annex 1).</p> <p>https://www.food.gov.uk/our-work/guidance-for-primary-producers-and-food-business-operators-on-the-hygienic-production-of-wild-game</p> <p>https://www.food.gov.uk/sites/default/files/media/document/V7%20Guidance%20-%20supply%20of%20wild%20game%20for%20human%20consumption.pdf</p> <p>https://www.foodstandards.gov.scot/downloads/FSS_Wild_Game_Guide_-_December_2021.pdf</p> | <p>Explain/demonstrate to the assessor that you understand your responsibilities and have the correct procedures and people in place to ensure you meet all your legal requirements for food handling (inspection, cold chain, contamination - ground and vermin). You will explain how you assess and manage any contamination that has occurred on the shoot day and ensure these birds do not enter the food chain.</p> |
| 8.2 | <p>Ensure that shot birds are chilled as soon as possible after they are picked up. The shoot must have procedures in place to move birds to the larder/chiller as quickly as possible. The birds must be transported in a way to enhance the cooling process and remove opportunities for contamination. During early season shoot days the air temperature may require swift movement of shot birds (after each drive) to the larder/chiller to ensure the cooling process starts quickly.</p> | <p>Explain/demonstrate to the assessor how you ensure shot birds are cooled and stored in a way that maintains them as a food product in accordance with current legislation.</p> |
| 8.3 | <p>Ensure that shot birds are transported appropriately from the point of dispatch to the larder/chiller. Shoots must have procedures (collection</p> | <p>Show the assessor how you transport your shot birds (equipment and procedures) in accordance with the standard and current legislation.</p> |

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|---|--|
| | plans) and equipment (game carts) in place to handle the birds in a way to enhance cooling and remove risk of contamination. Birds should be braced and hung to allow free airflow around them until they have been chilled to below 4 deg C. | |
| 8.4 | Ensure that shot birds are stored in a larder/chiller that is food safe and fit for purpose. Shoots must have procedures, equipment, and materials in place to ensure the larder/chiller is kept clean to house shot birds. The cleaning regime must ensure the larder/chiller is cleaned/sanitised after each batch has been collected/distributed and where necessary, cleaning records are kept. | Demonstrate to the assessor how your cleaning regime ensures the larder/chiller is kept food safe for all shot birds. |
| 8.5 | Ensure that when shot bird are stored in a chiller, it is food safe and fit for purpose. Shoots must have chillers that are designed for food use and are well maintained, sound and suitable to ensure the birds remain fit for human consumption while on the shoot site. | Demonstrate to the assessor how your chiller design and maintenance meets the requirements of the standard. |
| 8.6 | Ensure that water used within the larder/chiller is safe and suitable for food use. The shoot must use either a supply from the licenced water company (potable supply from the rising main) or a safe private supply (tested at least annually). The pipework, fixtures and fittings should be appropriate for use with food (i.e. not through a garden hose). | Confirm to the assessor where your water supply is from, and it is appropriately piped to use in the larder/chiller. If a private water supply is used, you will be able to provide the most recent test results (from an approved testing company) confirming the supply is safe. |
| 8.7 | Have appropriate handwashing facilities to ensure food hygiene standards are met and anyone using the facilities has the water and materials to wash their hands hygienically (hot and cold water, soap dispenser, disposable paper towels and lidded bin). | Show the assessor appropriate handwashing facilities at the larder/chiller. |
| 8.8 | Have an appropriate chiller and procedures in place to ensure all shot game going into the food chain is stored in a safe way that keeps it fit for human consumption. This requires the capacity and specification of the chiller to be able to chill the birds quickly to below 4 deg C and maintain this temp throughout their storage (maintaining the cold chain). The | Show the assessor your chiller and explain the procedures for managing shot birds and the cold chain before they are transported off site. Where required, chiller temperature records will be checked. |

| Standard | This standard requires the shoot to... | You will meet this standard if you can... |
|----------|---|--|
| | chiller must be able to cope with the volume of birds stored in it until it is emptied. If you are required to do so under the game handling regulations, when in use, twice daily checks of the chiller temperature must be made. | |
| 8.9 | Ensure all shot game that goes into the food chain is traceable (unless you are operating under the private use game handling exemption). Shoots must ensure the appropriate records are kept of each batch of birds they put into the food chain. | Show the assessor your traceability records for all shot birds that go into the food chain. |
| 8.10 | <p>Ensure that if they supply shot birds to an AGHE, they have a plan in place based on the Hazard Analysis and Critical Control Point (HACCP) principles. Shoots need to a Food Safety Management System (FSMS) with procedures to ensure shot game birds are handled as food. Advice on creating a HACCP and FSMS can be found through the shooting organisations, the FSA website and specialist providers.</p> <ul style="list-style-type: none"> • HACCP. HACCP is a system that helps you identify potential food hazards and introduce procedures to make sure those hazards are removed or reduced to an acceptable level. • Food Safety Management System (FSMS) has procedures in place, based on the HACCP principles, to help ensure high standards of food safety. | Show the assessor your HACCP plan and FSMS and explain how these documents and procedures are used to maintain the food safety for the shot birds entering the food chain. |

Record Book and Templates

Templates for the records shoots are required to hold and other documents in the assurance scheme are downloadable from the Aim to Sustain website <https://aimtosustain.org.uk/assurance/>. These can be used by members in hard copy or electronic format to assist in the running of the shoot and preparing for the assurance audit/assessment.

Templates

- Shoot key contact list
- Shoot emergency action plan
- Shoot complaints procedure
- Training records
- Health & safety policy
- Pest and Predator Control Plan
- Medicine purchase
- Medicine administered
- Medicine disposal
- Chiller cleaning
- Chiller temperature
- Game traceability