

# Ingredient Receiving and Sampling

Feed Mill Name: \_\_\_\_\_ Feed Mill Address: \_\_\_\_\_ Manager: \_\_\_\_\_  
 Manager Contact: \_\_\_\_\_ Evaluator: \_\_\_\_\_ Date: \_\_\_\_\_

**Instructions**

The following is an evaluation of feed quality measures as outlined in the quality feed manufacturing guide. Evaluator should indicate compliance and provide a score of 0 or 1 – where 0 is never compliant and 1 is always compliant. Please provide comments where necessary. Scores will provide indication for areas of improvement providing data to uphold and observe changes in feed quality. Adjustments to total possible points may need to occur if a question is not applicable. Do not answer the question if it is not applicable. Yearly quality assessments are recommended.

Questions	Score	
	1	0
<b>Sampling</b>		
1. Is equipment used for sampling appropriately sized and clean?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Are samples taken at equally spaced timed intervals or evenly spaced areas of bags, totes, trucks, etc?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Is there a current sample for stored ingredients?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. Do retained sample labels include label with receiving date, ingredient name, supplier, lot number and sampler ID?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. Are samples retained and stored while the ingredient is being used and depending on the associated risk of spoilage or disease thereafter?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. Are samples stored in a cool, dry environment with low humidity free of pests?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Comments</b>		
<b>Receiving</b>		
7. Are trucks being visually inspected for leaks, holes and foreign objects that could compromise the lot?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8. Are delivery tickets retained?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
9. Have deficiency claims been documented retained?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10. ★Are receiving pits covered?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
11. ★Are spilled ingredients disposed properly? (i.e. NOT in the receiving pit)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
12. Are grab samples being utilized for visual inspection?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Comments</b>		
<b>Testing</b>		
13. Is a sample divider being utilized prior to sample analysis?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
14. Is moisture content of corn being analyzed? Previous result: _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
15. Is whole corn moisture analyzer certified? Certification date: _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
16. ★Is there a mycotoxin testing plan? What is being tested? _____ How often? _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Comments</b>	<b>Total: ___/16</b>	