

## CWB Program – Restaurants



<b>Document Number</b>	<b>HO 01 Annex G</b>	<b>Version Number</b>	v23.1
<b>Created by</b>	<b>CWB Head office</b>	<b>Approved by</b>	Elandri de Bruyn
<b>Initial issue Date</b>	October 2020	<b>Date revised</b>	Mar 2023

### **GUIDELINES FOR COMPLETING CHECKLIST:**

1. Please remember that the checklist must be submitted as supporting documentation after an external audit, therefore it would be appreciated if it is filled in, in detail.
2. Where you are asked to describe please add notes in comments column.
3. Items not audited please write a " NOT Audited" in comment box and draw a line through the Comply column. If a whole section is not audited a line may be drawn through whole section with "NOT Audited"
4. If an item is a NCR please put across in the respective minor or major column.
5. 1 Critical= Failure of audit
6. 3 Majors = Failure of audit

NB: please use full item number on your NCR's to facilitate accurate analysis

Note: CWB Requirements = Certified Wagyu Beef Requirements

Scheme = Requirements based on the certified scheme that is based on elements of ISO 9001, ISO 22000, ISO 14001, ISO 45001

Regulatory = Requirements as be South African regulations.

RLB = Rangeland Beef

All Audits can be postponed once by member, however, please note that all audits are planned on a route as to save costs any postponements that fall out of said route may results in additional cost.

Member name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Member number: \_\_\_\_\_

Date: \_\_\_\_\_

Audit Item	Requirement Guidance	NCR Guideline	Comply	Minor	Major	Critical	Comment
Is there a responsible person for the CWB Program?	CWB	No one= Major Outdated= minor					
Is the CWB certificate valid?	CWB	Critical					
Is the CWB certificate displayed?	CWB	Minor					
Signed, valid copy of the CWB license and Protocol available at the time of the audit?	CWB	Major					
All primal cuts claimed to be CWB Wagyu on premises to be CWB minimum marble score of 3	CWB	Critical					
Delivered product must arrive with all CWB products sold as cut steaks, other cuts, or manufactured meats e.g., diced or minced to have a CWB sticker adhere to the customer level packaging at a graphic level subordinate to that of the retail brand.	CWB	Critical					
Delivered product must arrive with all cryovac bags or other forms of packaging containing CWB product logo prominently displaying the CWB logo at graphic level subordinate to that of the retail brand	CWB	Critical					
Delivered product must arrive with all cartons containing CWB product prominently displaying the CWB logo at a graphic level	CWB	Critical					

Audit Item	Requirement Guidance	NCR Guideline	Comply	Minor	Major	Critical	Comment
subordinate to that of the retail brand							
Delivered CWB carcass primal cuts or carcass components which are to be sold without cryovac or other forms of packaging are displaying the approved CWB stamp on the outside of the carcass surface	CWB	Critical					
A written commitment by management is provided that includes: An undertaking. To be committed to comply to the CWB program	Scheme	Minor					
Menu or Shops signage prominently states that all Wagyu beef sold on these premises has been verified as CWB Program compliant	CWB	Minor					
All CWB products advertised at customer level has the CWB logo prominently displayed at a graphic level subordinate to that of the retail brand (adverts & menus).	CWB	Major					
Wagyu Beef acquired from a non-CWB entity cannot be labeled using the approved CWB logo, marble scores	CWB	Critical					
It is a requirement of all licensees to keep proper records (in an approved format) of all cartoned, cryovaced and primal	Scheme	Minor					

Audit Item	Requirement Guidance	NCR Guideline	Comply	Minor	Major	Critical	Comment
cut products that are part of the CWB program and all the relevant events pertaining to the retailing of these products as part of the documented management program. All relevant records must be kept and made available to a representative of the CWB program							
PRP Program to be implemented fully as per requirements of R638	Scheme/Regulatory	Minor					
The establishment is approved/registered in terms of R638	Scheme/Regulatory	Major					
Staff to be trained to ensure fully understand CWB requirements, marking and identification	Scheme	Minor					
Procedure to be in place to handle possible customer complaints CWB specific	Scheme	Minor					
A prerequisite program is available to manage returned product at the establishment. All CWB returns must be recorded and traceably.	Scheme	Minor					
CWB products to be fully traceable back to supplier.	Scheme	Critical					
A prerequisite program is available for management of cold rooms/freezers and shall comply to the Meat safety act and the R638 as well as other legal	Scheme	Minor					

<b>Audit Item</b>	<b>Requirement Guidance</b>	<b>NCR Guideline</b>	<b>Comply</b>	<b>Minor</b>	<b>Major</b>	<b>Critical</b>	<b>Comment</b>
requirements or industry standards This process is required from receiving to dispatch							
Compliance to all other South African Legal requirements	Scheme/Regulatory	Major					

The below table is only applicable to members that participate in the Rangeland Beef production system

<b>Audit Item</b>	<b>Requirement Guidance</b>	<b>NCR Guideline</b>	<b>Comply</b>	<b>Minor</b>	<b>Major</b>	<b>Critical</b>	<b>Comment</b>
Was the auditing body informed in advance of participation in the Rangeland Beef Program?	RLB	Minor					
Products from the Rangeland Beef Program are clearly marked and include the CWB logo on the package.	RLB	Major					

<b>Audit Date</b>	
<b>Auditor</b>	
<b>Auditor Signature</b>	
<b>Total Number of NCRs</b>	Minor: Major: Critical
<b>Pass/Fail</b>	