

VLOG Standard Annex 32	<b>VLOG Incident Sheet</b> <b>Matrix Organiser Feed Manufacturing and</b> <b>Logistics</b>	Version: 01.09.22  Obligatory as of: 01.01.23
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## Explanations for the VLOG Incident Sheet

*Note: In case of a matrix certification, the matrix organiser can assume (pooled) reporting responsibility for the respective members. Members are not required to submit separate incident reports in that case.*

### 1. What are “incidents” within the meaning of the VLOG Standard?

“Incidents” are scenarios in which non-VLOG-compliant feed is placed on the market as “VLOG geprüft” or with the “VLOG geprüft” seal, the reputation of VLOG is at risk or the VLOG system is otherwise jeopardised.

The following situations are particularly relevant in the areas of feed manufacturing and logistics:

- GMO feed subject to compulsory labelling under EU Regulations 1829/2003 and 1830/2003<sup>1</sup> was marketed as “VLOG geprüft”<sup>2</sup>
- Feed containing GMOs that are not approved in the EU was marketed as “VLOG geprüft”<sup>3</sup>
- Reasonable suspicion that a business is engaging in non- VLOG-compliant production, (alleged) cases of fraud in the VLOG system (including fraud by business partners or third parties...)
- Public criticism of the business’s VLOG production (media inquiries, press reports, articles, etc.)

Regarding communication with media concerning VLOG certification and/or the use of the "Ohne GenTechnik" seal and/or "VLOG geprüft" seal, VLOG must be informed in advance or at least parallel to publication. We will be pleased to advise you and coordinate the communication with the media/third parties with you.

### 2. How should incidents be reported to VLOG?

The matrix organiser must notify VLOG about any incidents. The matrix organiser assumes (pooled) reporting responsibility for the respective matrix members. All cases should be reported, even if the organiser is uncertain whether a situation represents an incident or not.

If the matrix organiser does not report the incident, each business must fill out its own *Feed Manufacturer and Logistics Incident Sheet*.

The incident sheet must be clearly worded and fully filled out with all available data. The sheet must be sent to VLOG as soon as possible and within 2 working days at latest by email or fax following the occurrence of the incident:

- Email: [ereignisfall@ohnegentechnik.org](mailto:ereignisfall@ohnegentechnik.org)
- Fax: +49 30 2359 945 01

Changes/new findings (e.g. second test, results of root cause analysis) can be sent to VLOG at a later date (e.g. as a supplement to an Incident Sheet).

**As a general rule, the sooner a case is reported the better, even if the information is still incomplete.**

### 3. How can VLOG be reached if there is an incident?

- VLOG Head Office: +49 (0)30 2359 945 00 (during business hours)
- VLOG emergency number: +49 (0)30 2359 945 09 (when the office cannot be reached)

After the incident is reported, VLOG will assist you in managing the incident and any resulting crisis situations. The goal is to prevent damage to your facility, other system partners and the VLOG system.

<sup>1</sup> Under those regulations, the GMO content of the feed components may not exceed 0.9 %. Values between 0.1 % and 0.9 % are only permissible if they are accidental or technically unavoidable.

<sup>2</sup> Guidance for handling mislabeled feed in the VLOG Production can be found here: <https://www.ohnegentechnik.org/standard001/>

<sup>3</sup> The quantity of non-approved GMOs in the feed is irrelevant.

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Sign and submit to VLOG e.V.:

Email: [ereignisfall@ohnegentechnik.org](mailto:ereignisfall@ohnegentechnik.org)

Fax: +49 (0)30 2359 945 01

VLOG contact data for emergency incidents:

VLOG Head Office: +49 (0)30 2359 945 00

Outside of business hours: +49 (0)30 2359 945 09

## 1. Information regarding the matrix organisation

Name of matrix organisation		
Activity area of VLOG matrix	Logistics Stage (Drop) shipping      Storage/handling      Transport Feed Manufacturing Stage Manufacturing/Processing      Grinding and mixing facility	
Address of matrix organisation	Street address	
	Postal code, city	
	Country	
VLOG ID		
Emergency contact person for VLOG	Name	
	Telephone number	
	Email/Fax	
VLOG certification body	Name	
	The certification body has already been informed of the incident → If this is not the case, please do so immediately	
Matrix sites/members affected by the incident		
<i>(more) see annex</i>		

## 2. Information regarding the incident

### Type of incident

Positive GMO test result for a feed sample

Contamination in the business (e.g. feed in the wrong silo)

Contamination in another business:

Other:

Brief description of the incident (What happened? What is the (possible) cause?)

When was the incident first noticed (by you or the matrix site?)

How did you learn of the incident?

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Feed affected by the incident (please list additional feed on a separate sheet)

Feed from own production – date of manufacture:

Feed purchased from a supplier:

Address:

Contact person:

Delivery date:

Supplier VLOG certified/certification recognized as equivalent

No      Yes:

Feed in contract manufacturing for:

Address:

Contact person:

Unique name of the feed (commercial name)		
Type of feed	Single-component feed	Compound feed
	Other:	
Batch no/delivery slip no		
Total quantity affected		thereof already placed on the market
Marketing period	to	

Affected business partners (esp. customers and suppliers) have been informed of the incident by telephone and in writing <sup>4</sup>

A list of affected customers is attached. The list includes quantities and delivery dates.

Test results (Please list additional results on a separate sheet)

A GMO test was conducted (attach a copy of the test report, if available)

Sample taken by:		
Date sample taken		
Sampling location <sup>5</sup>		
Test result (PCR):		%
Amount of GMO content per species (e.g. soy, maize/corn...)		%
		%
Test laboratory		

No GMO test was conducted

### 3. Measures

What measures have you taken or are you planning to take? When were they taken or will be taken?

Place

Date

Signature

<sup>4</sup> Unless otherwise contractually agreed

<sup>5</sup> E.g. internal incoming goods or outgoing goods department if delivery was made to a customer or the like