

Staff Induction and Training Procedure

Staff responsible for the care of poultry must be competent, appropriately trained, and able to meet at least the minimum standards required under the relevant Animal Welfare Codes and all applicable Biosecurity requirements. Personnel must understand how their actions influence bird health, welfare, and disease risk, and must be trained in the day-to-day care, handling, and management of birds, as well as the safe operation of equipment and facilities.

Relevant Associated Requirements *[delete as appropriate]*

- **Code of Welfare: Meat Chickens 2018** - Minimum Standard No. 1 – Stockmanship.
- **Code of Welfare: Layer Hens 2018** - Minimum Standard No. 1 – Stockmanship.

Biosecurity Objectives:

- Ensure all staff working in production areas are aware of and trained in all relevant biosecurity requirements.

Activity	Farm Procedure
1. Induction and Training of New Staff Describe how new staff are inducted into the farm's welfare and biosecurity requirements for. Your procedure should outline: • The induction process for welfare, biosecurity, and farm-specific procedures. • Who is responsible for providing training. • How competence is assessed before staff begin unsupervised work. • Where training records are kept (e.g., a training register, digital HR system, or farm manual). <i>Training may consist of instruction in, and supervised practice of, the procedures developed for the farm.</i>	
2. Refresher Training for Existing Staff Describe how refresher training is delivered to ensure staff remain up to date with the farm's welfare and biosecurity procedures. Refresher training may include: • Re-reading current procedures and demonstrating understanding. • Periodic toolbox meetings or annual refresher sessions. • Updates following audits, new risks, or changes to welfare or biosecurity requirements. Record how refresher training is documented and where these records are stored.	