

DAIRYSAFE has an obligation to actively promote food safety learnings that are important to your business.

Key points –

- Annual return process – we're doing hard copy mail out in May/June
 - Pre-populated and simplified forms – reducing your time on this task
 - The aim is to confirm if there's been any change to your business details
 - Your Certificate of Accreditation will be re-issued every 3 years, starting this year
 - Included in our mail out will be an Accreditation Handbook
 - We'll also be seeking your feedback – there'll be a short survey sent to you in May
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This is a brief bulletin to provide you with information on the annual return process we're about to commence. After a few issues last year we're endeavouring to improve the process and reduce unnecessary downtime for stakeholders.



Annual return process – we're doing hard copy mail out in May/June

As an accredited dairy business you'd be aware that the accreditation process requires the completion of an Annual Return. We're currently preparing these for mailing towards the end of May and during June. We've chosen to mail out hard copy this year to make sure these important documents reach each of our accredited dairy businesses. We'll include a stamped self-addressed envelope in the mail out to assist in a prompt return of the completed documents. Alternatively you can email or fax the completed annual return to us.

Pre-populated and simplified forms – reducing your time on this task

We've simplified the forms and will pre-populate your annual return with the accredited business details, but we do need to know whether any of this information has changed. You will also need to provide the key contact person for food safety matters, and some other details specific to your business and processes.

The aim is to confirm if there's been any change to your business details

We're seeking confirmation of the critical information that relates to your dairy accreditation – the majority of this we already have, but please let us know if there's been any change by correcting the details on the annual return form. For dairy farmers we will be seeking specific details such as

herd size and processors you supply, and for processors we need to know which products you make. For dairy transport businesses, we need the type and number of vehicles.

Your Certificate of Accreditation will be re-issued every 3 years, starting this year

The Dairysafe Board has agreed to re-issuing your certificate of accreditation every 3 years which will provide some efficiencies, and we'll also be re-issuing your conditions of accreditation with your new certificate.



Included in our mail out will be an Accreditation Handbook

The Accreditation Handbook contains information on what's needed to obtain accreditation and operate as an accredited dairy business, where to find additional resources, and details the legal obligations associated with producing safe dairy products.

We'll also be seeking your feedback – there'll be a separate short survey sent to you in May

Following extensive consultation with industry partners and stakeholders a Strategic Plan for Dairysafe was developed for 2017-2020. The Dairysafe Board relies on key performance indicators in order to measure the progress against the Plan, and whether it's been positive or negative. Some of the indicators are qualitative and rely on stakeholder feedback. We intend to send you a short survey in May and November 2019 to get your feedback on Dairysafe's performance. The survey will consist of a few questions and shouldn't take longer than 10 minutes to complete.

Our ultimate objective is to protect consumers and the integrity of the dairy industry. We sincerely welcome any feedback that delivers the best outcome for the industry and its consumers.



Please contact the Dairysafe team if you have any questions or concerns
pH: 8223 2277
email: admin@dairy-safe.com.au