FORM BSM21/003:
FARM AUDIT GROUP REGISTRATION

DATA FORM FOR REGISTRATION OF FARM AUDIT GROUP FOR PURPOSE OF SELF-AUDITING OF REGISTERED OSTRICH FARMS

Conditions

1. This form must be completed and submitted to the SAOBC in order to obtain an official registration number for the Farm Audit Group
2. Every registered ostrich farm must belong to a registered Farm Audit Group, a farm that is not part of a Registered Farm Audit Group will be de-registered.
3. If a member of a Farm Audit Group decides to leave that Audit Group, then this form must immediately be resubmitted to the SAOBC with the amended list of members and a new official Audit Group registration number will be issued.
4. The farm leaving the Farm Audit Group must either be entered into another Farm Audit Group or the farm will be de-registered as an ostrich farm with immediate effect.

DETAILS OF FARM AUDIT GROUP (To be completed by SAOBC)

Province:

Registration Expiry Date: D D / M M / Y Y Y Y

Farm Audit Group Registration No: AG/ / Y Y Y Y

FARM AUDIT GROUP MEMBERS

No	Farm Name	Farm Owner Name	Farm Registration No	Status*	Owner Signature
01					
02					
03					
04					
05					
06					
07					
08					
09					
10					

*Based on Farm Classification System as described in BSM01

Audit Group Member 01 will be deemed to be the Farm Audit Group Leader

FARM AUDIT SCHEDULE (allocate Audit Group Members from above table to each farm on a rotational basis)

Month	Farm										Audit Deadline
	01	02	03	04	05	06	07	08	09	10	

IMPORTANT NOTES:

1.No person may audit a farm where he or she has any ownership interest or any direct family connections with the owner of the farm.

2.It is the responsibility of the appointed Auditor to submit the properly completed Audit Report (Form BSM21/004) to the SAOBC on or before the audit deadline as specified above. Failure to comply with the audit deadline will be an offence on the part of the Auditor. A copy must also be kept on the Audit Farm for at least 5 years.

3.If the Auditor is unable to perform his/her audit function due to actions/obstructions on the part of the Audit Farm owner (or his representatives), then action will be taken against the owner of the Audit Farm.

4.Farms with Bronze status need to be audited monthly, farms with Silver status need to be audited every second month, while farms with Gold status need to be audited every third month.