

APPROVED:  
in the meeting of the Council  
of the Faculty of Veterinary Medicine of the LSMU  
*01-06-2015, Minutes No 09*  
*Amendments approved:*  
*16-05-2023, Minutes No VAF10-10*

**VETERINARY ACADEMY OF THE LITHUANIAN UNIVERSITY OF HEALTH SCIENCES**  
**VETERINARY MEDICINE STUDY PROGRAMME**  
**CODE OF PRACTICE ON FOOD HYGIENE PLACEMENT LEARNING**

**I. GENERAL PROVISIONS**

1. Code of Practice on Food Hygiene Placement Learning (hereinafter referred to as placement or Practice) for the students of Veterinary Medicine study programme at Veterinary Academy of the Lithuanian University of Health Sciences (hereinafter referred to as the University) was developed in accordance with the:
  - 1.1. Law on Education and Science of the Republic of Lithuania (No. XI-242, 2009-04-30, Amendment Act No. XII-2534, 2016-06-29),
  - 1.2. Veterinary Law of the Republic of Lithuania (Nr. I-2110, 1991-12-17),
  - 1.3. Decree of the Minister of Education and Science of the Republic of Lithuania “On confirmation of an Example Form for Student’s Placement Learning Agreement” (No. V-1011, 2016-11-16),
  - 1.4. Regulations for Studies of the Lithuanian University of Health Sciences (LSMU Senate Resolution No. 148-03, 2021-04-22),
  - 1.5. Directive 2013/55/ES of European Parliament and Council “On the Recognition of Professional Qualifications” (2013-11-20),
  - 1.6. Manual of Standard Operating Procedure (Zagreb General Assembly, 2019-05-30, as amended in Turin General Assembly, 2021-09-30),
  - 1.7. Description of Veterinary Study Field (Decree of Minister of Education, Science and Sport No V-1687, 2020-11-04),
  - 1.8. Decree of State Food and Veterinary Service (hereinafter referred to as SFVS) on Quality assurance programme DR-7 „Descriptions of rules and procedures for domestic and international pupils, students and persons performing voluntary placements at SFVS“ (No. B1-1000, 2015-11-04).
2. This Code establishes the procedures and assessment of placement learning.
3. Placement learning is organized by the Department of Food Safety and Quality, Faculty of Veterinary Medicine, Veterinary Academy (hereinafter referred to as the Department).

**II. MAIN DEFINITIONS**

4. **Food Hygiene placement learning** is a part of undergraduate studies, during which a student of Veterinary Medicine study programme, supervised by the placement supervisor in accordance with the Code, gains the practical skills, abilities and experience necessary for self-dependent work in food enterprises (slaughterhouses).
5. **Code of Practice on Food Hygiene Placement Learning** combines the study content, methods, material resources and involvement of the academic and professional staff as a whole together with

the description confirmed by the Council of the Faculty of Veterinary Medicine of Veterinary Academy of the University.

6. **Food Hygiene placement coordinator** (hereinafter referred to as placement coordinator) is a person, designated by the Head of the Department, responsible for coordination of Food Hygiene placement learning.
7. **Food Hygiene placement administrator** (hereinafter referred to as placement administrator) is a person, designated by the Head of the Department, responsible for administration of Food Hygiene placement learning.
8. **Food Hygiene placement supervisor** (hereinafter referred to as placement supervisor) is a veterinary doctor, designated by the Head of the placement base, with at least 3 years of professional experience.
9. **Food Hygiene placement base** (hereinafter referred to as placement base) – a slaughterhouse (meat plant), controlled by the SFVS.

### **III. GOAL AND OBJECTIVES OF FOOD HYGIENE PLACEMENT LEARNING**

10. The goal – to learn to apply at the meat plants (slaughterhouses) the knowledge and primary skills acquired while studying at the Veterinary Medicine study programme.
11. The objectives:
  - 11.1. To check the documentation leading the batch of animals, to inspect animals: to perform an antemortem inspection, to evaluate health status of the animals, to check the documents of identity, registry and age;
  - 11.2. To evaluate the compliance to welfare requirements during transportation of animals to meat plants (slaughterhouses), during their outloading, at the time of keeping before slaughter and during slaughter (stunning and bleeding) process;
  - 11.3. To control the grouping of animals and their slaughter sequence;
  - 11.4. To perform the postmortem inspection, to recognize signs of zoonoses and noninfective diseases and to evaluate the feasibility of the carcasses and other products for human consumption;
  - 11.5. To register the results of investigations;
  - 11.6. To take samples for laboratory testing (microbiological, chemical, trichinosis, transmissible spongiform encephalopathies and other), to label them and to make records;
  - 11.7. To control the traceability of the carcasses and animals' secondary products, elimination of hazardous materials from carcasses and labelling of carcasses with the Health Mark;
  - 11.8. To perform the sanitary control of the slaughter process, to control the storage and realization of carcasses and slaughter products.
  - 11.9. To get acquainted with the quality assurance system, applied in the slaughterhouse.

### **IV. ORGANISATION AND IMPLEMENTATION OF FOOD HYGIENE PLACEMENT LEARNING**

12. Placement learning is compulsory for all students of Veterinary Medicine study programme of the University.
13. Placement learning complies with the Study Plan of the Veterinary Medicine study programme and takes place between the semesters, in July or August. It can also take place in other time, following an individual timetable, set up in accordance with the Regulations for Studies of the University.

14. The duration of placement is 80 academic hours (3 ECTS): 2 hours are given to introduce the students to the Code of Practice, the requirements for the written report and oral examination as well as other important information; 64 hours – for the development of practical skills at the placement base (within 10 working days); 12 hours – to write the report and to prepare for the oral examination set by the Assessment Commission, 2 hours for the Oral Practice defence
15. The student carries out the placement learning independently, following the principles of academic honesty and in compliance with the Regulations for Studies of the University.
16. The student's placement learning at the placement base is supervised by the practice supervisor.
17. It is recommended to choose the Practice base, where cattle and pig are slaughtered. If other animals or poultry are slaughtered – the necessary numbers must be discussed with the Coordinator.
18. A recommendatory list of placement bases is annually prepared by SFVS. The main criteria for selection of placement bases are these:
  - 18.1. the placement base is an approved EU establishment;
  - 18.2. the placement bases are located in different areas of Lithuania;
  - 18.3. the placement base provides the conditions necessary for students to develop the practical skills and a sufficient number of animals being slaughtered;
  - 18.4. the placement base has a sufficient number of veterinarians to provide the supervising role;
19. Administrator prepares online Practice registration form in Moodle and informs students about the registration time.
20. Foreign students choose the Practice base in the foreign country or can perform the Practice in Lithuania.
21. The territorial SFVS organizes the admission of students to the placement bases, considering the Practice Schedule, prepared by Administrator.
22. A tripartite agreement is signed between the University, the placement base and the student (Annex 1). The University is represented by a person, approved by the Rector's order. Within 5 working days after signing the agreement, one copy of the agreement must be delivered to the placement administrator in person or by mail: *Lithuanian University of Health Sciences, Veterinary Academy, Department of Food Safety and Quality, Tilžės 18, LT-47181 Kaunas*.
23. For placements in foreign countries, a bilateral agreement is signed.
24. Having completed the placement learning programme, the student writes the Food Hygiene Placement Learning Report (hereinafter referred to as the Report) following the instructions in Annexes 2 and 3 and submits it to the placement administrator, who registers the Reports and delivers them to the Assessment Commission.
25. Final assessment of the student's placement learning is made during an oral examination by the Assessment Commission set by the head of responsible department.
26. The assessment criteria of placement learning are provided in Chapter X of the Code.

## **V. FUNCTIONS OF THE PLACEMENT COORDINATOR**

27. Food Hygiene placement coordinator:
  - 27.1. ensures that placement learning is organized in compliance with the Code of Practice on Food Hygiene Placement Learning approved by the Council of the Faculty of Veterinary Medicine;
  - 27.2. informs the students about the assessment of placement learning and advises on writing the Report;

- 27.3. ensures that placement learning agreements are prepared and delivered to students on time;
- 24.4. cooperates with placement supervisors on the improvement of the content, organization and implementation of placement learning;
- 24.5. performs the training of placement supervisors;
- 24.6. controls the implementation of placement learning;
- 24.7. organizes the oral examination of placement learning;
- 24.8. at the end of placement learning organizes an anonymous survey of the students, analyses the responses and makes decisions based on the results of the survey.

## **VI. FUNCTIONS OF THE PLACEMENT ADMINISTRATOR**

- 28. Food Hygiene placement administrator:
  - 28.1. organizes the meeting for students and food hygiene teachers to inform students about the regulations, performance and organization of placement learning;
  - 28.2. informs SFVS about the time of placement learning;
  - 28.3. following SFVS recommendations, prepares a list of recommended placement bases and provides it to students;
  - 28.4. prepares placement learning agreements and delivers them to students;
  - 28.5. manages Practice course in Moodle.

## **VII. FUNCTIONS, RIGHTS AND RESPONSIBILITIES OF THE PLACEMENT SUPERVISOR**

- 29. Food Hygiene placement supervisor:
  - 29.1. supervises the student during placement learning and facilitates the improvement of the student's theoretical knowledge and practical skills;
  - 29.2. informs the student about the requirements for biosafety and safety at work;
  - 29.3. if necessary, informs (via e-mail) the placement coordinator about any disturbances or student's misconduct;
  - 29.4. assesses the student's skills acquired during placement learning by writing a mark and signing Student Progress Journal (Annex 4).

## **VIII. RIGHTS AND RESPONSIBILITIES OF THE STUDENT**

- 30. A student must:
  - 30.1. complete the placement learning programme;
  - 30.2. follow the rules of biosafety and safety at work of the placement base;
  - 30.3. respect the principles of academic honesty and veterinary ethics;
  - 30.4. keep written records of animals' antemortem and postmortem inspection results in the Registration Journal (Annex 5) and Placement Diary (Annex 6);
  - 30.5. submit the Report to the placement administrator on time;
- 31. A student has the right:
  - 31.1. to get consultations from the placement coordinator about the organization and implementation of placement learning and the requirements for the Report;
  - 31.2. to inform in writing the placement coordinator about any disturbances of placement learning.

## IX. FINAL STEPS

32. Having completed placement learning, the student prepares the Placement Learning Report (Annexes 2 and 3) and uploads it to the Practice Course in Moodle. Students are informed about the deadline during the meeting, before leaving for the placement learning base, the information is also uploaded in the Moodle.
33. All parts of the Report must be completed, otherwise, it will not be assessed:
  - 33.1. during placement learning, the student daily fills in written A Logbook of Student Progress (Annex 4), the records of animals' antemortem and postmortem inspection results (Annex 5) and Logbook of daily tasks (Annex 6) and provides to the placement supervisor to evaluate and sign.
  - 33.2. Journals of Annexes 4 and 5 and Annex 6 must be signed and stamped by the placement supervisor (signature and stamp on the last page of the journals).
34. At the time set in the study plan, the Assessment Commission is formed to assess the student's progress at the oral examination.
33. At the examination, the student draws one examination question and answers it (up to 5 min.). The tasks correspond to the objectives of placement learning. The student also answers the commission's questions and provides real examples from their placement learning experience.
34. This oral examination is compulsory for all students.

## X. ASSESSMENT OF FOOD HYGIENE PLACEMENT LEARNING

35. Student's knowledge acquired during placement learning is assessed in accordance with the rules of Chapter IX of the Regulations for Studies of the Lithuanian University of Health Sciences.
36. During the placement learning the student's practical skills are assessed by the placement supervisor; the Report and Oral Defence are assessed by the Commission established by the decree of the Dean of the Faculty of Veterinary Medicine.
37. For the final assessment of the student's placement learning, a formula is used:  
 **$BV = A \times 0.4 + B \times 0.6$**   
BV – 100 % – assessment of Food Hygiene placement learning;  
A – 40 % – assessment by the placement supervisor (1 to 10 points);  
B – 60 % – assessment by the Assessment Commission (1 to 10 points) (the sum of assessment points of all Commission members divided by the number of members). Detailed requirements for the assessment are described in Annexes 4 and 7.
38. Both (A and B) parts must be assessed with a score at least 5 points each.
39. If, during the assessment of the Report, academic dishonesty (copying, plagiarism, duplication or falsification of data) is detected, action is taken in accordance with the rules of Section 12, Chapter XIV of the Regulations for Studies of the Lithuanian University of Health Sciences.

## FINAL PROVISIONS

40. Students have the right to appeal and complain:
  - 40.1. Regarding the assessment and assessment procedures, the student has the right to appeal in accordance with the provisions of the LSMU Study Regulations.
  - 40.2. In cases of harassment, sexual harassment, pursuit or violence, the student may contact the University administration directly or fill in the report form in the Academic Ethics section of the University website in Lithuanian or English, as specified in the Rules of Prevention of Harassment, Sexual Harassment, Pursuit and Violence of Lithuanian University of Health

Sciences. Free psychological assistance is provided to LSMU staff and students who have experienced discrimination, harassment or other degrading events.

40.3. Students have the right to complain about disputes with the administration and other employees in accordance with the LSMU Student Dispute Resolution Procedure with the administration and other employees.

41. The Regulations comes into force on September 1, 2023.

APPROVED  
Order No. V-546 of the Rector  
from 28 of August 2019

REGISTERED

Veterinary Academy

(Place of registration)

Administrator of Dean's Office

(Responsible person's office)

\_\_\_\_\_  
(Responsible person's name,  
surname and signature)

\_\_\_\_\_  
(Registration date and number)

## CONTRACT OF PRACTICAL TRAINING OF THE STUDENT

20 No.

\_\_\_\_\_  
(place of contract)

Lithuanian University of Health Sciences (hereinafter – **University**), represented by Dean of Veterinary Faculty,  
professor dr. Vita Riškevičienė, acting on the basis of the Rector's order, issued on 28 of August, 2019, No V-546,

\_\_\_\_\_  
(hereinafter – receiving  
organization),

(name of the receiving organization)

represented

by

\_\_\_\_\_  
(name, surname, office)

acting on the basis of \_\_\_\_\_, and  
**student**

\_\_\_\_\_  
(name of the study program, course, student's name, surname, personal number or date of birth, place of residence)

(hereinafter together referred to as parties) have concluded the following contract according to the laws of the Republic of Lithuania:

### I. GENERAL PROVISIONS

1. This contract is formed for the whole period of the practice of the student in the receiving organization (hereinafter – practice).
2. Student performs practice according to practice plan (program). Following the practice plan (program) this contract shall indicate:
  - 2.1. objective of the practice – to learn to apply at the meat plants (slaughterhouses) the knowledge and primary skills acquired while studying at the Veterinary Medicine study programme;
  - 2.2. expected practice results – after the practice, the student will be able to check the documents leading the batch of animals; to inspect animals: to perform their antemortem inspection, to evaluate their health status, to check the documents of oneness, registry and age; evaluate the compliance to animal welfare requirements during transportation to slaughterhouses, during outloading, at the time of keeping before slaughtering and during slaughtering (stunning and bleeding) process; to control the grouping of animals/poultry and their slaughtering order; perform the postmortem inspection, to diagnose non-infective and infective diseases and to evaluate the feasibility of the carcasses and other products for human consumption; to register the results of analysis; to take samples for laboratory testing (microbiological, chemical, trichinosis, BSE and other) and to make records; to control the traceability of the carcasses and animals' secondary products, elimination of hazardous materials from carcasses and labeling of carcasses with the Health mark; to

control the hygiene of a slaughter process; to control the storage and realization of carcasses and slaughter products; to get acquainted with the quality assurance system, applied in the slaughterhouse.

2.3. duration of the practice – the practice begins on

\_\_\_\_\_  
(day, month, year)

and ends on

\_\_\_\_\_,  
(day, month, year)

the scope of practice 3 ETC credits (80 academic hours in total, 64 hours in a slaughterhouse (10 working days));

(the number of study credits)

2.4. other practice fulfillment conditions and order –

— .

## II. PARTIES RIGHTS AND OBLIGATIONS

3. University undertakes:

3.1. to guarantee the necessary theoretical and practical preparation of the student, who is sent for practice;

3.2. to combine student's practice tasks with the receiving organization;

3.3. to appoint the University lecturer (hereinafter – **practice coordinator**), who controls student's practice process, ensures observation of practice objectives achievement and, if necessary together with the receiving organization's responsible workers (or public servants) quickly resolves student's practice problems;

3.4. if possible to provide the receiving organization's appointed practice chief (hereinafter – **supervisor**) with methodical recommendations (means) for practice leadership;

3.5. to manage the Student's personal data in accordance with the requirements of Legislation of the Republic of Lithuania for the purpose of administration of the practice process.

4. The University has the right to revoke the student from practice if:

4.1. the receiving organization does not provide the place of practical training for the student;

4.2. the student makes violations for which the contract may be terminated on the basis of 10.2., 10.3. points;

4.3. the student is assigned with study and practical training unrelated tasks only to carry out unskilled work;

4.4. the work conditions are unwarranted for the student, which would satisfy the norms of occupational safety, health and hygiene.

5. Receiving organization undertakes:

5.1. to provide the student with practical training place

—,

(practical training place name and address)

allow to perform practice plan (program), provide with the necessary information for implementation of the practice plan (program) and not to distract the student from the practical training tasks;

5.2. to guarantee that the qualified employee (or public servants), whose experience in certain work

(\_\_\_\_\_) is at least 3 years, will be appointed as the student's supervisor, with whom the student will detail the practice plan (program), who carries out surveillance of the practice and assess it after completion;

5.3. to organize the necessary instructions of occupational safety and health and fire safety;

5.4. to guarantee for the student the work conditions, which would satisfy the norms of occupational safety, health and hygiene following the procedure specified in the legal acts, in case it is necessary, to provide the student with the work tools, work clothes and work shoes, other personal and collective protective equipment following the legal acts;

5.5. to assign the tasks to the student relevant to the studies and practical training and to warrant the tasks unrelated to the studies and practical training are not assigned in order to carry out the unskilled labor;

5.6. having regard supervisor's evaluation to issue the document about student's practice. When the University proposes, the receiving organization fills prescribed form document;

5.7. to inform the student that the information provided during the practical training is the receiving organization's commercial or other secret of the received information, which cannot be distributed outside the receiving organization, and to inform about the penalties applied for distribution of this information (provided they are specified in the internal documents);

5.8. to inform the practice coordinator about disciplinary violations of practice, student's non-arrival to practice;

5.9. to manage the Student's personal data in accordance with the requirements of t Legislation of the Republic of Lithuania;



5.10. additional obligations of the receiving organization – \_\_\_\_\_ .

6. The receiving organization is entitled to allow the student to perform the assigned functions independently and without supervisor's assistance (performing the actions on behalf of the receiving organization, that exceed the scope of the practice indicated in this contract) only if the receiving organization makes temporal employment contract with the student following the legal acts.

7. The student undertakes:

7.1. to perform the tasks of practical training diligently; if he does not arrive to practice in the receiving organization, to notify the supervisor and the practice coordinator immediately about the reason, and in case of disease – to present the medical certificate;

7.2. to observe the statutes of the receiving organization and regulations of work order, to guard the commercial and other secrets of the receiving organization and not to disclose the information the receiving organization indicates in 5.7 point of this contract;

7.3. to protect the property of the receiving organization, to be responsible for the caused material damage according to the laws;

7.4. to observe the requirements of occupational safety and health and fire safety;

7.5. to inform the practice coordinator if the tasks unrelated to the studies and practical training are assigned in order to carry out the unskilled labor and if the receiving organization does not create the conditions to achieve the objective of the practical training (program);

7.6. to prepare and submit the report on practice according to the requirements of the University;

7.7. additional obligations of the student (performing practices in health care institutions) – *follow Patients rights and the requirements of the law for health damage compensation, not to disclose confidential information to third parties about patients learned during the practice.*

8. The student has the right:

8.1. to receive from the University practice plan (program) and all the information related to fulfillment of the practice;

8.2. to receive from receiving organization task (tasks) and the means for the practice.

### **III. FINAL PROVISIONS**

9. This contract may be modified only by written agreement of all parties. The contract's amendments become integral part of the contract.

10. The contract may be terminated in the following cases:

10.1. the student is expelled from the University, cancels the studies or suspends them temporary (including the students, who are granted the academic leave);

10.2. if any of the parties violate the contractual obligations and this is a fundamental breach of the contract;

10.3. if the student roughly breaches the receiving organization's regulations (statute) or the rules of procedure;

10.4. by the agreement of the parties.

11. The party of the contract shall inform the other parties about termination of the contract at least 14 days in advance.

12. All the disputes, which the parties do not settle by means of negotiations, shall be settled following the legal acts of the Republic of Lithuania.

13. This contract comes into force when it is signed by the last party and is valid until the practice is completed and all other contractual obligations are executed.

14. This contract is made in three originals of equal legal power, one to each party.

### **REQUISITES OF THE PARTIES**

University: Lithuanian University of Health Sciences, company's code 302536989, A. Mickevičiaus street 9, LT-44307 Kaunas, phone (8-37)327201, fax (8-37)330733, e-mail [rektoratas@lsmuni.lt](mailto:rektoratas@lsmuni.lt)

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Additional information – University appointed teacher - practice coordinator's name, surname, phone number, e-mail

Receiving organization:

\_\_\_\_\_  
Additional information – receiving organizations supervisor's name, surname, phone number, e-mail

Student:

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Additional information - student's phone number

### **SIGNATURES OF THE PARTIES**

prof.dr. Vita Riškevičienė

(Lithuanian University of Health Science  
Dean of Veterinary Faculty)

(Receiving organization)

(Student)

By signing the present Contract, the Student agrees that Lithuanian University of Health Sciences and Receiving organization will manage his personal data received from the Student or other legal sources in accordance with the Requirements of Legislation of the Republic of Lithuania for the purpose of administration of the practice process. By signing the present Contract, the Student confirms that he, as the subject of data, is informed about his rights: a) To get familiar with personal data and way of its management; b) To demand to correct, erase his personal data or to suspend the management actions of personal data (except for storage the Requirements of Legislation of the Republic of Lithuania or the Republic of Lithuania or other laws).

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(name, surname, signature, date)

## THE STRUCTURE OF THE FOOD HYGIENE PLACEMENT LEARNING REPORT

The Report must be written in clear English language, without any factual or clerical errors and must meet the requirements of spelling and punctuation.

The text must be printed on one side of a standard A4 format (210 x 297 mm) white paper sheet. The text must be written in 1.5 spaced *Times New Roman*, size 12 pt font. The Latin terms must be written in *Italic*.

The Titles of the Chapters must be written on new pages in Capital letters, size 12 pt font, **bold**.

### **The Chapters of The Report:**

- 1. The Title page and Confirmation** of the independence of the report (Annex 3).
- 2. The Content.**
- 3. Introduction (up to 1 page).** In this Chapter the student describes the Placement Base in his / her own words, mentioning the activity of the establishment, the duration, the goal and the objectives of the Placement.
- 4. A Logbook of Student Progress (Annex 4).** The Journal must be filled and signed by the Placement supervisor.
- 5. A Logbook of Antemortem and Postmortem Registration Results (Annex 5).** Information about the results of antemortem and postmortem inspection is filled into the Journal and the last page is signed by the Placement supervisor.
- 6. A Logbook of daily tasks (Annex 6).** In this Chapter the student describes in his / her own words what tasks he / she has performed in the slaughterhouse and each day is signed by the Placement supervisor.
- 7. Implementation of the practice objectives** in the slaughterhouse. Student writes how the practice objectives are implemented in the slaughterhouse.
- 8. Conclusions, comments, suggestions (1 page).** Short conclusions into all objectives. Student describes the positive and negative aspects of the Placement and gives suggestions (if has any). The Report must be signed by the student.

**LITHUANIAN UNIVERSITY OF HEALTH SCIENCES**  
**VETERINARY ACADEMY**  
Faculty of Veterinary Medicine

**FOOD HYGIENE PLACEMENT LEARNING**  
**REPORT**

**„The title of the Placement base“**

**Prepared by:** Name Surname

Study programme, year, group

**Placement supervisor:** Name Surname

Kaunas, year

**CONFIRMATION OF FOOD HYGIENE PLACEMENT LEARNING  
INDEPENDENCE OF THE REPORT**

**I ..... confirm, that the presented report and all its parts:**

*(Student Name Surname (handwritten))*

- **have been done by me;**
- **have not been used in any other Lithuanian or foreign university;**

**I am informed (*aware*) that any violation of the principle of the fair competition, cheating, plagiarism, duplication, otherwise violate of the Clause Academic Honesty of the Study Regulations of LSMU might give cause for expelling me from the University.**

.....  
*(author's name, surname (handwritten), signature, date)*

A fifth year student of Veterinary Medicine study program, of Veterinary faculty of Veterinary Academy of Lithuanian University of Health Sciences ..... carried out Placement learning at

.....  
 (name, surname) (title of the Placement base)  
 from ..... 20 ..... to ..... 20 .....

### A LOGBOOK OF STUDENT PROGRESS

No	Practical skills	Recommended minimal number of performed procedures	A number performed by a student (filled by the placement supervisor)	Self-sufficiency level (A/B*) (filled by the placement supervisor)	Intermediate assessment (from 1.0 to 10.0 points) (filled by the placement supervisor)	Signature of the placement supervisor	Comments
1.	Ability to check the documents leading the batch of animals	3					
2.	Ability to perform an antemortem inspection and to evaluate the health status of animals intended to slaughter	50 cattle, 200 pigs					
3.	Ability to evaluate the compliance to animal welfare requirements during transportation to slaughterhouses, during outloading, at the time of keeping before slaughtering and during slaughtering (stunning and bleeding) process	3					
4.	Ability to control the grouping of animals/poultry and their slaughtering order	3					
5.	Ability to perform the postmortem inspection, to diagnose non-infective and infective diseases and to evaluate the feasibility of the carcasses and other products for human consumption	50 cattle, 200 pigs					

No	Practical skills	Recommended minimal number of performed procedures	A number performed by a student (filled by the placement supervisor)	Self-sufficiency level (A/B*) (filled by the placement supervisor)	Intermediate assessment (from 1.0 to 10.0 points) (filled by the placement supervisor)	Signature of the placement supervisor	Comments
6.	Ability to take samples for laboratory testing (microbiological, chemical, trichinosis, BSE and other) and to make records	3					
7.	Ability to control the traceability of the carcasses and animals' secondary products, elimination of hazardous materials from carcasses	3					
8.	Ability to control labeling of carcasses with the Health mark	50 cattle, 200 pigs					
9.	Ability to perform a sanitary control of slaughter technological process	50 cattle, 200 pigs					
10.	Ability to control storage of carcasses and slaughter products	50 cattle, 200 pigs					
<b>Final assessment of the placement supervisor (an average of intermediate assessments) (from 1.0 to 10.0 points):</b>							

\*A-observed; B-performed under supervision

Which of the student's practical skills or characteristics must be improved	
Comments of the placement supervisor for improvement of the placement learning	

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Placement supervisor (N. Surname, signature)  
L. S.

### A LOGBOOK OF ANIMALS' ANTEMORTEM AND POSTMORTEM INSPECTION RESULTS

No	Date	Animal type	Animal owner	Results of AM* inspection	Results of PM** inspection	Sanitary assessment	Notes

\*AM – *antemortem* inspection, \*\*PM – *postmortem* inspection

Minimal number of inspected animals:

Cattle – 50; Pigs – 200

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Placement supervisor: (Name Surname, signature)

L. S.



**A LOGBOOK OF DAILY TASKS**

<b>Date</b>	<b>Completed tasks</b>

\*In the Logbook of Daily tasks student describes on which day and how s(he) has implemented the objectives of the Practice

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Placement supervisor (N. Surname, signature)  
L. S.

### THE ASSESSMENT CRITERIA FOR PLACEMENT LEARNING

No	The criterion	Intermediate assessment of a Commission member (from 1.0 to 10.0 points)	Coefficient	Intermediate assessment of a Commission member multiplied by a Coefficient (from 1.0 to 10.0 points)
1.	Correspondence of the report to the structural requirements		0,05	
2.	Propriety of filling of the Journals and Diary (Annexes 4,5,6)		0,05	
3.	Evaluation of student's practical skills, performed under supervision, declared in the Student progress journal		0,2	
4.	Description of the implementation of the objectives in the slaughterhouse		0,2	
5.	Assessment of the conclusions (are answers to all objectives written, are the conclusions reasonable and concrete)		0,1	
6.	The student's answer to the question of the task		0,2	
7.	The student's answer to the question(s) of the Commission member(s), ability to substantiate and to interpret the practical skills		0,2	

<b>Final assessment of a Commission member (a sum of intermediate assessments multiplied by a coefficient, from 1.0 to 10.0 points)</b>	
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Final assessment of the Commission is received (from 1.0 to 10.0 points) after summing up final assessment marks of all Commission members and dividing by the number of all members.

Final Commission assessment mark makes 60 % of total Food Hygiene Placement Learning assessment mark.