

NSW egg monitoring diary

How to comply with Part 10 and Schedule 8 of the NSW Food Regulation 2025

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More information

For more information, refer to the NSW Food Regulation 2025, Part 10 Egg food safety scheme and Schedule 8 Control of *Salmonella* Enteritidis.

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Introduction

This egg monitoring diary has been developed by the NSW Food Authority to assist egg producers to comply with Part 10 and Schedule 8 of the NSW Food Regulation 2025.

Schedule 8 has specific measures to manage the food safety risks of *Salmonella* Enteritidis.

This monitoring diary has been developed for egg producers including those who carry out processing such as crack detection, washing and grading. **You do not have to use the forms contained in this diary.** However, this diary provides forms that may be printed for easy completion.

It is best practice to keep all monitoring records for at least 2 years. To comply with Schedule 8, some of the monitoring records provided in this diary (or equivalent monitoring records) must be completed and be kept for at least 2 years.

It is the responsibility of the licensee to ensure the required records are made and maintained to comply with their legal requirements.

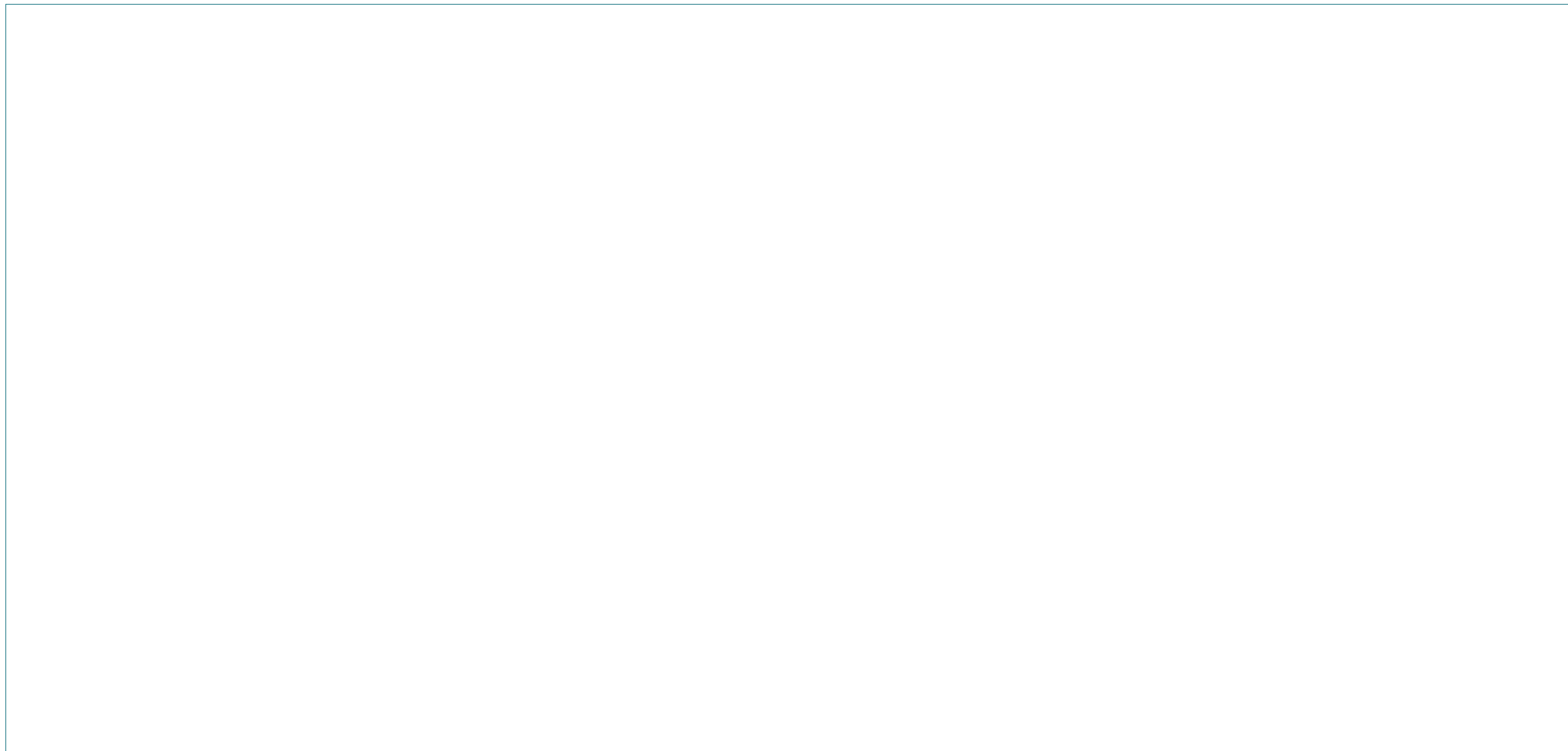
For more information, see: [How to comply with Schedule 8 – control of *Salmonella* Enteritidis](#)

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Form 1: Site map

A site map should be completed by all egg producers showing production areas and identifying location/s of restricted entry signage.

A large, empty rectangular box with a thin black border, intended for drawing a site map. It occupies the majority of the page below the instructions.

Form 2: Receipt

Include receipt of birds, feed, eggs from other facilities, equipment, packaging etc.

Date received	Items received	Identification number e.g. batch	Quantity	Contact details Name of company or person, contact details, vehicle registration.	Food Authority licence number and Property Identification Code (if applicable)
03/09/25	Eggs for packing	987654	50 doz	Johnny's eggs 0412 345 678 Vehicle: AB12CD	Food Authority licence number: Property Identification Code:

Form 3: Dispatch

Include spent birds, eggs, equipment etc.

Date of dispatch	Company/ person items are dispatched to; customer/ retailer/ market where eggs are sold. If sold to a processor: name and Food Authority license number. If selling spent hens: the PIC of the property to which the hens are moved.	Batch number	Use by date	Quantity
04/05/25	The Egg Market	123456	10/09/25	100 doz

Form 4: Visitors log

Date	Name and phone number of visitor	Reason for visit/ area visiting	Any exposure to poultry / pigs in previous 48 hours? (Y/N)	If yes, facility/farm details	Time at entry	Time at departure	Sign if you agree: I agree to comply with the hygiene measures in place as outlined by the licence holder to comply with Schedule 8 of the Food Regulation 2025.
05/09/25	John Davies 0423 568 912	Fix shed door - poultry shed 1	N	n/a	9:10am	10:30am	JD

Form 5: Monthly monitoring checklist

Satisfactory (✓) Unsatisfactory (x) - complete corrective action column

Date:	✓ or x	Corrective action
Laying environment		
Premises (sheds/barns) tidy & in good repair	<input type="checkbox"/>	
Equipment (feeders, water storage, cages/nesting boxes, collection equipment, waste containers) routinely cleaned & in good repair	<input type="checkbox"/>	
Storage of feed prevents entry, harbourage or contamination from pests/vermin	<input type="checkbox"/>	
Pesticides/veterinary medicines used & stored according to manufacturer's instructions	<input type="checkbox"/>	
Procedures for dealing with sick/dead birds, manure & leakers followed	<input type="checkbox"/>	
Processing room		
Ceilings, floors & walls maintained smooth and impervious	<input type="checkbox"/>	
Doors, benches & cupboards free from damage/deterioration	<input type="checkbox"/>	
Lights covered	<input type="checkbox"/>	
Equipment & fittings free from rust, corrosion & peeling paint	<input type="checkbox"/>	
Hand wash basins are operating & accessible, have warm water, soap & paper towels available	<input type="checkbox"/>	
Chemicals, cleaning equipment & packaging stored to prevent cross contamination	<input type="checkbox"/>	
Premises construction & stored materials not providing harbourage or entry of pests/vermin	<input type="checkbox"/>	
External doors/openings prevent entry of pests; windows have flyscreens attached	<input type="checkbox"/>	
Premises & equipment effectively cleaned & sanitised	<input type="checkbox"/>	
Procedures for crack detection & cleaning dirty eggs followed	<input type="checkbox"/>	

Procedures for personal health & hygiene followed

☐

Eggs correctly labelled for traceability as per program

☐

Completed by:

Signed:

Form 6: Pest control register

To be completed by all facilities

Date	Area/s checked and/or treated	Any pest activity? (Y/N)	Action taken e.g. remove wild birds, replace rat bait	Chemical name	Chemical batch details	Pest control performed by
01/09/25	Around shed 1	Y	Replaced baits	Ratkill	123456	JS

Form 7: Deceased bird log

To be completed whenever deceased birds are located and disposed of.

Date	Location	Quantity	Action taken e.g. place in secure container for offsite disposal, incineration	Action performed by
05/09/25	Shed 1	3	Incinerated	TS

Notes

More information

- Visit www.foodauthority.nsw.gov.au
- Email food.contact@dpird.nsw.gov.au
- Phone 1300 552 406

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