# Sysco Sustainable IPM Audit Guidelines for Potato Facilities
## 8/24/16

**Background:**
- Potato processors supplying Sysco participate in the Potato Sustainability Initiative (PSI).
- PSI requires grower participants to complete an online self-assessment survey plus on-site, third-party audits approximately once every five years to verify survey responses.
- The two project teams are integrating PSI survey and audit results into the Sysco Sustainable Agriculture/IPM Initiative to exempt growers from the Sysco audit.
- Sysco-approved auditors will continue to audit processing facility performance using a modified audit checklist containing questions specific to supplier performance.

**Audit Scheduling:**
1. When scheduling Sysco audits, the potato processor must inform the auditor if their sub-suppliers participate in PSI in which case the modified audit protocol detailed below should be followed.
2. The modified audit for PSI processing facilities does not include farm visits and should typically take about a half day to complete.

**Preparing for the Audit:**
1. Prior to the audit, the processor will determine the average PSI survey score for Basic Level questions for the growers supplying that processing location (X% out of 100%).
2. The processor will then calculate how many points that equates to out of 1425 maximum points (e.g., if the average PSI Survey score for Basic questions is 92%, then the processor will calculate 0.92 x 1425 = 1311). 1425 is the maximum number of points that can be earned on the sub-supplier portion of the Sysco audit. Those points will later be added to the points earned during the facility audit (max of 755) to calculate the total Sysco audit score out of 2180.
3. PSI audits are scheduled January-August, whereas Sysco audits are scheduled January-March. Thus, processors may provide the Sysco auditor with the prior crop year's PSI audit results.

**Audit Process/Scoring:**
1. At the beginning of each audit, each processor will provide the auditor with the score they generated out of 1425 for that facility's sub-suppliers.  The auditor may ask to review the survey results and calculation.
2. The auditor will enter that point value into the modified Sysco Sustainable IPM Audit checklist for PSI Processing Facilities and on the Azzule web platform.

3. Once the facility audit is complete and the checklist is imported into the web platform, the overall audit score will be generated online by combining the sub-supplier score (X out of 1425) with the facility audit score (X out of 755).

**Environmental Indicator Report**
1. The EIR is an annual report that Sysco suppliers complete including data on irrigation used, pesticides and nutrients applied and avoided, pounds of materials recycled, etc. There will be a new section in the EIR (Questions 31 and 32) where PSI suppliers will input their audit results, including:
    a. The percentage of the processing location's sub-suppliers that were audited for PSI during the calendar year covered by the EIR report. If no sub-suppliers were audited for the location that year, enter 0%.
    b. The average PSI audit score (X% out of 100%) for the minimum requirements.
    c. The average PSI audit score (X% out of 100%) for the non-minimum requirements (i.e., the remainder of the audit).