

# Agricultural Marketing Services Industry Services Audit & Accreditation Programs (ISAAP)

## Overview

The AMS Auditor Criteria Procedure establishes auditor qualifications to ensure audit and accreditation programs are performed professionally and uniformly throughout the agricultural industry. AMS auditor qualifications are modeled after internationally recognized auditor competence and auditing principles. These qualifications are customized to meet the needs of the specific audit or accreditation program.

AMS auditors are Federal or Federal-State employees located throughout the United States.

## Auditor Competencies

AMS auditors:

- Understand the unique challenges and complexities of the agricultural industry;
- Adhere to fundamental auditing principles and practices; and
- Conduct audit activities effectively and efficiently, keeping in mind the client's operations and production schedules.

## Ethical Standards

As government employees, AMS auditors uphold the highest ethical standards. For example, AMS auditors:

- Adhere to the "Standards of Ethical Conduct for Employees of the Executive Branch";
- Complete ethics training annually;
- Disclose conflicts of interest annually;
- Maintain a confidentiality statement;
- Provide confidential, objective, and impartial audit services; and
- Do not provide consultancy services to applicants.

## Auditor Experience

To promote program uniformity, AMS auditors-in-training complete audits under the supervision of an evaluator. Additionally, each AMS auditor must meet annual performance criteria.

## What is AMS ISAAP?

The United States Department of Agriculture's (USDA) Agricultural Marketing Service (AMS) Industry Services Audit and Accreditation Programs (ISAAP) is an internal quality management system that defines how AMS manages voluntary audit and accreditation programs.

AMS ISAAP establishes the overall structure and requirements necessary for AMS programs to develop, manage, and provide audit and accreditation services.

AMS provides producers and suppliers of agricultural products with the opportunity to ensure customers of their ability to provide consistent quality products and services. AMS accomplishes this by verifying the agency's clients' documented programs through independent, third-party audits.

AMS ISAAP is not intended to describe financial audits.

# Auditor Qualifications

## Education/Work Experience

AMS auditors have:

- 4-year course of study leading to a bachelor's degree; or
- Three or more years' work experience in an agricultural or agricultural-related field; or
- An equivalent combination of education and work experience.

## Audit Training

AMS auditors complete:

- Training based on International Organization for Standardization (ISO) 19011 auditing principles and activities;
- Process-based auditing training;
- Additional program-specific training; and
- Annual program-specific refresher training.

## Continual Professional Development

AMS auditors are continually sharpening their skills to maintain the highest level of service possible to our clients. AMS auditors complete a minimum of 80 hours of AMS ISAAP-approved continual professional development activities every 3 years. AMS auditors are also encouraged to achieve Certified Quality Auditor status through the American Society for Quality.

## AMS programs actively providing audit and/or accreditation services

### Fruit and Vegetable Programs

Phone: 202-720-0202

Fax: 202-690-1527

E-mail: [FVInfo@ams.usda.gov](mailto:FVInfo@ams.usda.gov)

### Livestock and Seed Program

Phone: 540-361-7640

Fax: 202-690-1038

E-mail: [ARCBranch@ams.usda.gov](mailto:ARCBranch@ams.usda.gov)

### Poultry Programs

Phone: 202-720-3272

Fax: 202-690-3165

E-mail: [PoultryAudits@ams.usda.gov](mailto:PoultryAudits@ams.usda.gov)

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### Industry Services

#### Audit and Accreditation Programs

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E-mail: [ISAAP@ams.usda.gov](mailto:ISAAP@ams.usda.gov)

Web site: [www.ams.usda.gov/isaap](http://www.ams.usda.gov/isaap)

**Providing independent agricultural audit and accreditation services world-wide**

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