



Standard

April 2010

The Product Standard of the Northern Ireland Beef & Lamb Farm Quality Assurance Scheme

Northern Ireland

Beef & Lamb

Farm Quality Assurance Scheme



NIBL FQAS is approved for, and is part of, the Red Tractor Scheme operated by Assured Food Standards (AFS)



I have read and understood the Product Standard and its Appendices

Producer's Name (Block Capitals) _____

Producer's Signature _____

Date _____

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The Scheme is an EN45011 accredited Certification Scheme as long as certification is provided by an EN45011 accredited Product Certification Body which holds scope for the Scheme.

LMC, on behalf of the Industry Board, will contract a Certification Body that is accredited by the United Kingdom Accreditation Service (UKAS) to the European Product Certification Standard EN45011, to register, inspect and certify participants in NIBL FQAS.

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Introduction

- N1.** The Northern Ireland Beef & Lamb Farm Quality Assurance Scheme (NIBL FQAS) is accredited to the European Standard EN45011 for product certification activities. This Manual provides information on the Product Standard with which a participant must conform in order to gain certification as an Approved Producer.
- N2.** NIBL FQAS is a scheme concerned with giving assurances to customers (abattoirs, wholesalers, retailers and consumers) about the production standards of farms on which Northern Ireland quality assured beef and lamb is produced, and thereby assurances regarding the safety, wholesomeness and integrity of the product. The Scheme has been designed to provide assurances that Northern Ireland farm quality assured beef and lamb is produced in accordance with a specified Product Standard which goes beyond the relevant legislation and demands best commercial practice.
- N3.** Beef and lamb produced on farms in Northern Ireland, which are certified against the NIBL FQAS product standard, and which pass through an assured supply chain are eligible to carry the Red Tractor logo. The Red Tractor Logo is licensed for use by Assured Food Standards and is in increasing demand from retailers, food companies and food service businesses across the UK. The Red Tractor is used to give assurance to customers that products and ingredients carrying the logo are independently verified as maintaining high standards of food safety and hygiene, animal welfare and environmental protection. This revised version of the NIBL FQAS Product Standard has been developed in co-operation with other UK Beef and Lamb assurance schemes eligible to carry the Red Tractor Logo which have agreed to follow a common form of wording in their respective Standards.
- N4.** NIBL FQAS is a voluntary scheme and participation is open to all beef and lamb producers in Northern Ireland. Applications from farms in any EU Member State will also be considered.
- N5.** Certification will only be granted to Approved Producers who conform to the Product Standard and follow the Scheme Rules. Participation is conditional on an initial inspection together with routine surveillance and spot checks to ensure continual conformance with the standard.
- N6.** Participation must be renewed annually. In the event of any changes to the Product Standard or Scheme Rules, participants must conform to the new requirements from the effective date of introduction of the changes. Participants will be given advanced notice of any changes.
- N7.** The registration, inspection and certification of participants in NIBL FQAS are administered under contract by an EN45011 accredited certification body.
- N8.** Before making an application to join the Scheme, potential participants should study in full this Product Standard and the companion manual detailing the Scheme Rules, to satisfy themselves that they can meet the requirements. A summary of the procedures is given on Page 3.
- N9.** Farmers who are approved participants in the NIBL FQAS have been given a positive low-risk weighting by DARDNI in its assessment of risk of farms not meeting Single Farm Payment Cross Compliance Requirements and, depending on performance against other Cross-Compliance risk criteria, may have a lower chance of being selected for a cross-compliance inspection by Service Delivery Group compared with farmers who are not in NIBL FQAS. Lower farm inspection frequencies for scheme members also apply with respect to the EU Food Hygiene Regulations, following an agreement between Assured Food Standards (AFS) and the Local Authorities Coordinators of Regulatory Services in the UK (LACORS) which is recognised locally by the Food Standards Agency and DARDNI.

Procedures for Participants – Summary

- P1.** Before making your application to join the NIBL FQAS, you should study the Product Standard and Scheme Rules which detail the codes of practice and operating procedures which must be followed. You should sign inside the front cover of both the Standard and the Rules booklets to indicate you have read and understood them.
- P2.** You should complete the application form and return it with your cheque to the address shown on the application form.
- P3.** Your application will begin immediate processing with a number of pre-entry checks. If your application passes these, a Certification Body inspector will contact you to arrange the initial farm inspection. This will normally be carried out within 28 days of receipt of your application.
- P4.** The farm inspector will submit a farm inspection report to the Certification Body office, where it will be reviewed by a Certification Officer. If successful, you will receive your Certificate of Conformity and Technical Manual Ring Binder, which should be used to file all the scheme documentation. The Department of Agriculture and Rural Development (DARD) will be notified to add the Farm Quality Assured Status Indicators “FQ Attained” to your herd and “FQ” to all your eligible cattle, on the Animal and Public Health Information System (APHIS). Certification always remains subject to confirmation by the Certification Committee of the Certification Body.
- P5.** If unsuccessful, you will be informed of the corrective measures that you must undertake before we can reconsider your application.
- P6.** You must renew your participation in the Scheme every year. We will send you a renewal notice approximately one month before your certification period expires.
- P7.** You should complete the renewal form and return it with the renewal fee to the address shown.
- P8.** We will send you a renewal pack with a new certificate once we receive your renewal payment.
- P9.** We have to make sure that you continue to conform to the Scheme’s Product Standard. We will therefore conduct routine surveillance inspections at intervals no greater than 18 months. In addition you may be chosen for a random spot check inspection. In the case of routine surveillance inspections, an inspector will contact you to arrange an appointment. Random spot checks, however, may be unannounced.
- P10.** If at these inspections we find that you no longer conform to the Product Standard, certification may be suspended or revoked depending on the seriousness of the issues reported. We will inform you of the corrective measures which will have to be undertaken. You must not continue to claim that you are Farm Quality Assured during suspension or after revocation. DARD will also be notified to change the FQ indicator on your herd and to remove “FQ” from all the cattle in your herd on APHIS.
- P11.** It is important to note that while this standard is written in similar words to other UK Beef and Lamb assurance schemes eligible to carry the Red Tractor Logo, it has been adapted to suit the regional identity of Northern Ireland. Producers should also note that this standard is not all inclusive and that all legislation outlined in the Animal Welfare Codes and Codes of Good Agricultural Practice (COGAP) must be strictly observed as a legal requirement.

FULL DETAILS OF THE NIBL FQAS PRODUCT STANDARD AND THE SCHEME RULES ARE CONTAINED IN THE “STANDARD” AND “RULES” MANUALS. THIS IS THE PRODUCT STANDARD MANUAL.

The Product Standard

S.K KEY TO LAYOUT

At the start of each section of the NIBL FQAS Standard there is a summary paragraph giving a brief overview of the section and its importance in terms of ensuring Farm Quality Assured Products are of the highest standard.

The individual Codes of the Standard can be found in the left hand column of the table **in bold type** and have been clearly numbered.

The rationale behind each code and any relevant producer guidance is outlined in the corresponding right hand column. Also included in *green italics* in the right hand column is objective evidence of conformance with the code that will be sought by the farm inspector during the inspection.

A tick box has been provided next to each code to help participants to complete their own self assessment of conformance with the Product Standard prior to an inspection.

New codes, i.e. those with a new requirement, and amendments to existing codes which are likely to have an impact have been clearly identified. Minor changes to wording to improve explanations and layout, but which do not alter the intent of the code are not highlighted.

Where the requirements of certain codes in the previous (April 2003) version of the NIBL FQAS Product Standard have been incorporated into different numbered codes in this Product Standard these have been highlighted.

The appendices are numbered to correspond with the numbering of the sections of the Standard. Any code which has a relevant appendix is clearly shown in the producer guidance column.

Each code that requires a scheme participant to keep a record is clearly marked with an ® and a full list of all the records that the scheme requires is given in Appendix A.9. Records stored on a computer are acceptable as long as they contain all the information required and that they are stored in a similar format to the paper documentation provided. The computer or printed copies of records must be available to inspectors who will need to check their content.

To help participants with all the record keeping requirements of the standard NIBL FQAS has produced record templates which can be used. Each code of practice which has a relevant record template has been clearly highlighted and numbered with the appropriate appendix.

NIBL FQAS recognizes that producers have access to many required publications electronically and as long as the farmer can demonstrate that they can access these documents it is not necessary to have them available in their paper format. If publications have to be made available to other relevant personnel then the producer must either provide a printed copy of it or ensure that they have access to it electronically. Access to the required publications is available electronically from the Industry Assurance section of the Livestock and Meat Commission website www.lmcni.com

S.1 HUSBANDRY: STOCKMANSHIP AND WELFARE

Summary of Section: Animals must be well managed by competent stockmen to good standards of husbandry and welfare in accordance with current EU, UK and regional legislation and the DARD Welfare Codes. Although the emphasis is on natural production, the use of Artificial Insemination (AI) and Embryo Transfer (ET) are permitted provided current legislation and Welfare Codes are followed. Consumers are becoming increasingly conscious of animal welfare issues and require greater assurance that livestock are cared for appropriately on farms and during handling and transport.

<p>1.1 <input type="checkbox"/> Tick</p>	<p>Animals must be reared and managed in accordance with the DARD Codes of Recommendations for the Welfare of Livestock: Cattle and/or Sheep (Welfare Codes) and in accordance with current EU, UK and regional legislation.</p>	<p>Stockmen must have signed and dated the relevant codes relating to the animals under their care to indicate that they have been read and understood. <i>The farm inspector will ask to see your signed welfare codes.</i></p>
<p>1.2 <input type="checkbox"/> Tick</p>	<p>The five basic needs of an animal (i.e. the five freedoms) must be provided.</p>	<p>The five freedoms are: 1- Freedom from thirst, hunger and malnutrition. 2- Freedom from discomfort and lack of shelter. 3- Freedom from injury, disease and infestation. 4- Freedom from fear. 5- Freedom to display most normal patterns of behaviour. Further information regarding the 5 freedoms can be found in Appendix A.1a. <i>The inspector will check enough livestock on each individual farm to satisfy himself/herself that they are healthy and thriving.</i></p>
<p>1.3 Amended <input type="checkbox"/> Tick</p>	<p>Farm Personnel must be competent in performing tasks they are required to undertake in animal husbandry, stockmanship, animal welfare, disease control practices and common veterinary operations which are permitted to be undertaken by laymen. Details of experience and/or training must be maintained @.</p>	<p>Appendix A.1b outlines a sample experience and training record form. <i>The inspector will ask to see your experience / training record.</i></p>
<p>1.4 1.5</p>	<p>Incorporated into Code 1.3</p>	

1.6 <input type="checkbox"/> Tick	Common Veterinary Operations must be performed in such a way that suffering is minimized.	Appendix A.1c provides a Summary of Legal Requirements for Common Veterinary Operations. <i>The inspector will ask you who performs these common veterinary operations and the procedures used. If an anaesthetic is required the inspector will look for evidence of purchase and use of anaesthetic in the veterinary medicine record.</i>
1.7 <input type="checkbox"/> Tick	All animals must at all times be treated, handled, loaded and unloaded calmly in such a way as to avoid injury and minimize pain and stress. The use of electric goads is not permitted.	Flags and/or sticks may only be used to guide stock or to catch sheep using a crook, and with discretion. <i>The inspector will ask you about your procedures for moving and handling stock to ensure that such are carried out with due attention to animal welfare.</i>
1.8 <input type="checkbox"/> Tick	Animals must be grouped in appropriate social groups.	When loose housed, animals should be grouped according to size, sex and age, except in the case of dam and offspring or where breeding is planned. <i>The inspector will ask to see a representative number of stock to ensure they are managed in appropriate social groups.</i>
1.9 Amended <input type="checkbox"/> Tick	Entire male and female cattle and sheep must be managed separately within their species just before they become sexually active, except when breeding is planned.	<i>The inspector will check that sexually mature male and female cattle and sheep are grouped separately, except where breeding is planned.</i>
1.10a <input type="checkbox"/> Tick	Fractious or horned cattle must not be mixed with other cattle in loose housing if there is a danger of injury or bullying to the other cattle.	Horns on cattle are a potential welfare problem, create a health and safety risk for operatives in the early part of the supply chain, cause an economic loss from hide and carcass damage and can contribute to inferior beef eating quality. <i>If there are housed cattle at time of inspection the inspector will check that there is no evidence of injury or bullying, will check the animal health plan for the disbudding and dehorning procedure and if applicable will check in the veterinary medicine record for purchase and use of anaesthetic.</i>

<p>1.10b</p> <p>Amended</p> <p><input type="checkbox"/></p> <p>Tick</p>	<p>Where disbudding is practiced, it must be undertaken in accordance with current legislation and the DARD Welfare Codes. Dehorning must only be carried out when necessary, and in accordance with current legislation and the DARD Welfare Codes. In the case of cattle over 5 months of age, dehorning must only be carried out by a veterinary surgeon.</p>	<p>It is strongly recommended that all calves be disbudded as early as possible by trained and competent stock keepers. Dehorning should not be a routine procedure and should only be done if necessary for the herd's welfare. Dehorning involves the cutting or sawing of horn and other sensitive tissues under local anaesthetic. Appendix A.1c provides a Summary of Legal Requirements for Common Veterinary Operations.</p> <p><i>The inspector will ask who performs disbudding and non-routine dehorning (if practiced) and about the procedures used. If an anaesthetic is required the inspector will look for evidence of purchase and use of anaesthetic in the veterinary medicine record.</i></p>
<p>1.11</p> <p><input type="checkbox"/></p> <p>Tick</p>	<p>Farm dogs (and cats where possible) must be kept under control at all times and regularly treated in accordance with veterinary advice and the treatment recorded ®.</p>	<p>Farm dogs need not be chained or otherwise contained, but must be controlled so they do not cause injury or distress to livestock. Regular vaccination/worming of farm dogs is essential to reduce the risk of the spread of disease (e.g. toxoplasmosis in sheep).</p> <p><i>The inspector will look for evidence of veterinary treatment of farm dogs and/or cats in the veterinary medicine record.</i></p>

S.2 ANIMAL HEALTH

Summary of Section: All animals must be maintained in good health. Medicines and treatments must be administered in an appropriate manner and all relevant records kept. All cattle and/or sheep must undergo routine disease testing/monitoring as required by the relevant competent authority. Only healthy, naturally produced animals will be eligible for NIBL FQAS certification. Consumers expect livestock to be maintained in healthy condition to ensure that the meat they produce is safe to eat.

2.1 <input type="checkbox"/> Tick	Regular checks of livestock must be carried out by farmers/stockmen at a frequency appropriate to the class of livestock.	<p>This is to check for signs of illness, injury or stress and to ensure all animals are maintained in good health. The frequency at which different categories of livestock should be inspected is outlined in the Welfare Codes.</p> <p><i>The inspector will ask how often you or your stockmen inspect different categories of livestock (e.g. calves, housed cattle, hill sheep etc).</i></p>
2.2 <input type="checkbox"/> Tick	The herd or flock must be under the routine care of a named veterinary practice or surgeon.	<p>The name, address and telephone number of the assigned veterinary practice must be recorded (it is suggested this is done in the Veterinary Medicines Record Book) and made available to the inspector if requested.</p> <p><i>The inspector will require written documentary evidence of a veterinary surgeon visit within the last year (e.g. Invoice, TB test appointment, signature and date on animal health plan).</i></p>
2.3 <input type="checkbox"/> Tick	All persons involved in the administration of animal medication must be competent based on experience and/or training to perform the tasks they are required to undertake. ®	<p>Records of experience and any formal training must be maintained, including for sheep dipping. Stockmen must be familiar with, and have access to, the Code of Practice for the Responsible Use of Animal Medicines on the Farm. This is incorporated into the Veterinary Medicines Record Book. Appendix A.1a outlines a sample experience and training record form.</p> <p><i>The inspector will check that this code of practice has been signed and dated to indicate that it has been read and understood. The inspector will also ask to see your experience/training record.</i></p>

<p>2.4</p> <p>Amended</p> <p><input type="checkbox"/></p> <p>Tick</p>	<p>A written herd/flock health plan, which includes a farm bio-security policy, must be established, implemented and reviewed at least annually or more frequently in the event of any substantial changes to husbandry practices. @</p> <p>The farm bio-security policy must identify the risks of disease being introduced onto the farm relating to animals, vehicles and personnel moving on and off the farm, and detail the procedures that are in place for minimising the risk. As a minimum farms must have cleaning and washing facilities and an appropriate disinfectant available for vehicles or machinery coming from or going to other livestock farms or premises.</p>	<p>A written animal health plan allows participants to demonstrate their commitment to planned animal health and preventative medicine regimes and provides a useful template for what the producer proposes to administer, or do, throughout the annual production cycle to ensure the optimum health of stock. Appendix A.2a and A.2b outline a sample Animal Health plan. It should include as a minimum: the farm bio-security policy, vaccination programme and timing, control of external and internal parasites, foot care, and routine veterinary operations. Producers should monitor and review the health plan in the light of any advice given by a vet during a farm visit, and in conjunction with meat inspection results that are available from DARD (APHIS).</p> <p><i>The inspector will ask to see your animal health plan and will check that it has been reviewed within the last year. The implementation of the plan will also be checked through cross referencing the planned treatments with the veterinary medicine records and checking the provision of facilities for bio-security.</i></p>
<p>2.5</p> <p><input type="checkbox"/></p> <p>Tick</p>	<p>Animals suffering ill health or injury must receive immediate attention, including the attendance of a veterinary surgeon if necessary. Facilities must be provided when necessary for appropriate segregation/isolation of sick or injured animals.</p>	<p>Segregation/isolation facilities can be temporary penning and/or building use, and do not necessarily have to be permanent fixtures. When isolating an animal from others it is recommended that they are kept in a separate air space to the rest of the herd/flock.</p> <p><i>The inspector will ask you about your procedures for dealing with sick or injured animals to ensure they are in compliance with the Welfare Codes.</i></p>
<p>2.6</p> <p><input type="checkbox"/></p> <p>Tick</p>	<p>Special care and consideration must be given to casualty animals and every effort must be made to prevent them from suffering by following the regulations, including, where necessary, on-farm humane slaughter.</p>	<p>The leaflet 'An Explanatory Guide to the Welfare of Animals (Slaughter or Killing) Regulations (Northern Ireland) 1996' provides guidelines on complying with the legislation.</p> <p><i>The inspector will ask you about your current practice of dealing with casualty animals to ensure that they are in accordance with current legislation.</i></p>

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<p>2.7 <input type="checkbox"/> Tick</p>	<p>Animal medicines and veterinary treatments must only be used or administered when necessary for treatment or preventative purposes and in accordance with current legislation, industry codes, manufacturers recommendations and best practice.</p>	<p>Veterinary medicines used for preventative purposes should be administered in conjunction with good husbandry practices. Pasture management should form an integral part of disease control, especially in the case of internal parasites and foot-rot where total reliance on drugs is undesirable. <i>The inspector will assess the purchase of veterinary medicines in correlation with stock numbers and where there is an indication of excessive use a veterinary report may be requested.</i></p>
<p>2.8 <input type="checkbox"/> Tick</p>	<p>Medicine and veterinary treatments must be stored in accordance with current legislation and the manufacturers instructions and used before their expiry date. Secure and lockable storage must be available for all veterinary medicines.</p>	<p><i>The inspector will ask to see the medicine store to check that it is lockable and that only medicines that are within their use by date, are available for use on the farm.</i></p>
<p>2.9 <input type="checkbox"/> Tick</p>	<p>Veterinary medicines must have a UK product licence. Prescription only medicines (POM) must be obtained from a veterinary surgeon, a record of which must be retained for a period of five years from the date of commencement. Unapproved medicines or unlicensed substances must NOT be used unless prescribed by a veterinary surgeon.</p>	<p>Veterinary medicines must only be purchased from veterinary surgeons and other approved distributors. See Appendix A.2c for veterinary medicine legal classifications. <i>The inspector will check the veterinary medicines record and retained prescriptions to ensure that only licensed and/or approved veterinary treatments are used and sourced legally.</i></p>
<p>2.10 <input type="checkbox"/> Tick</p>	<p>Anabolic agents, including hormones, must not be used for growth promotion under any circumstances.</p>	<p>The use of hormonal growth promoters is illegal. The Scheme Rules (36 and 37) require that applicants/approved producers have not had a conviction for the use of an illegal substance or a positive residue test for an illegal substance in any animal, tissue or feedstuff within the previous three years. <i>Inspectors may take random meal and/or urine samples for further testing. Residue testing and/or monitoring will also involve liaison with DARD Veterinary Public Health Unit.</i></p>

<p>2.11 <input type="checkbox"/> Tick</p>	<p>The farm must have a written policy outlining the action that would be taken in the event of, or suspicion of, a needle or part of a needle being left in an animal. @</p>	<p>Stockpersons must be familiar with the procedure for action to be taken when needle breakage occurs. Appendix A.2d provides an example of an acceptable Broken Needle Policy. Although a rare occurrence it is important that procedures are in place to prevent the potential for any broken needle remaining in meat purchased by consumers. <i>The inspector will ask to see the signed broken needle policy.</i></p>
<p>2.12 <input type="checkbox"/> Tick</p>	<p>Empty medicine containers, out of date medicines, used needles and sharp instruments must be safely stored in a clearly identified sharps box and then disposed of in accordance with instructions from the supplier.</p>	<p>Stockpersons must be familiar with the procedure for the collection and disposal of needles, syringes and waste medicines (Appendix A.2e). A sharps box is any rigid container appropriate for storing farm medical waste. Disposal of medicines down the sink/drain or in the domestic rubbish is not acceptable. This is to ensure that no such materials can enter the food chain e.g. broken needles, or cause suffering to an animal e.g. becoming lodged in animal's feet. <i>The inspector will ask to see your sharps box.</i></p>
<p>2.13 Amended <input type="checkbox"/> Tick</p>	<p>The prescribed meat withdrawal periods must be strictly observed for all medicinal products. @ Food Chain Information must be provided for animals being presented for slaughter, either directly or through a livestock market (this is a legal requirement).</p>	<p>This is to ensure that medicinal residue levels do not compromise food safety. If a participant presents, either direct or through a mart, an animal for slaughter which exceeds the Maximum Residue Limit for a licensed substance, or for an unlicensed substance used under veterinary direction, he/she will be suspended from participation in the scheme pending the outcome of an official veterinary investigation (see rule 37). If for any reason an animal still within the withdrawal period is presented at a market for sale to another farm, the market must be informed. <i>The inspector will check the veterinary medicine record and herd/ flock books to ensure that withdrawal periods have been recorded and observed.</i></p>

<p>2.14 <input type="checkbox"/> Tick</p>	<p>Complete records must be kept of the purchase and use of all veterinary medicines. All treatments including vaccinations, worming, anaesthetic, antibiotics and anti parasite control must be recorded for all animals/groups of animals. ®</p>	<p>It is a legal requirement to keep Veterinary Medicines Records for farm animals used in food production. The veterinary medicine record must include as a minimum:</p> <table border="1" data-bbox="379 286 925 1115"> <tr> <td data-bbox="379 739 925 1115"> <p>PURCHASE:</p> <ul style="list-style-type: none"> • Name of medicine • Date purchased • Quantity purchased • Batch number • Expiry date • Details of the supplier </td> <td data-bbox="379 286 925 739"> <p>USE:</p> <ul style="list-style-type: none"> • Name of medicine • Batch numbers • Identity of animal/group treated • Total quantity of medicine used • Date of use • Date treatment finished if different to date used • Meat withdrawal period (number of days or date withdrawal ends) • Name of person who administered medicine </td> </tr> </table> <p><i>The inspector will check that the veterinary medicines records are kept in the format given in the Veterinary Medicines Record Book, which is available from the Scheme. The records must be retained for a minimum of three years.</i></p>	<p>PURCHASE:</p> <ul style="list-style-type: none"> • Name of medicine • Date purchased • Quantity purchased • Batch number • Expiry date • Details of the supplier 	<p>USE:</p> <ul style="list-style-type: none"> • Name of medicine • Batch numbers • Identity of animal/group treated • Total quantity of medicine used • Date of use • Date treatment finished if different to date used • Meat withdrawal period (number of days or date withdrawal ends) • Name of person who administered medicine
<p>PURCHASE:</p> <ul style="list-style-type: none"> • Name of medicine • Date purchased • Quantity purchased • Batch number • Expiry date • Details of the supplier 	<p>USE:</p> <ul style="list-style-type: none"> • Name of medicine • Batch numbers • Identity of animal/group treated • Total quantity of medicine used • Date of use • Date treatment finished if different to date used • Meat withdrawal period (number of days or date withdrawal ends) • Name of person who administered medicine 			
<p>2.15 <input type="checkbox"/> Tick</p>	<p>All cattle and/or sheep must undergo routine disease testing /monitoring as required by DARD.</p>	<p>This is a legal requirement in Northern Ireland. <i>Evidence from DARD will be taken into account when determining the Farm Quality assured status of animals under movement restriction for disease purposes.</i></p>		

S.3 ANIMAL NUTRITION

Summary of Section: All animals must be fed to a standard which ensures good health and well-being. All feedstuffs must comply with relevant, current EU, UK and regional legislation and be stored in good conditions. Consumers are extremely aware of the relationship between animal feed and the meat, particularly beef, they consume. They expect animals to be fed appropriately to ensure they are healthy and the meat is safe.

<p>3.1 <input type="checkbox"/> Tick</p>	<p>All stock must receive a daily diet sufficient to maintain full health and vigour, and which is appropriate for their body condition and production status.</p>	<p>Grazing should be appropriately managed during the summer months and the adequacy of grazing monitored closely with regards to stocking density. Where possible animals should be naturally grazed for the summer months of the year and fed conserved forage when housed during winter. However, non-grazed production systems (e.g. grass silage beef / barley beef) are also permissible. <i>The inspector will check the availability of feed supplies and ask to see a representative number of stock to ensure they are thriving and in good health.</i></p>
<p>3.2 <input type="checkbox"/> Tick</p>	<p>All animals must have access to fresh, clean water at all times.</p>	<p>This is especially important at critical times of the year such as periods of lactation and during warm weather. <i>The inspector will check water troughs and bowls to ensure that they are well maintained, free from contamination and have a sufficient flow rate.</i></p>
<p>3.3 <input type="checkbox"/> Tick</p>	<p>When grass supplies are low, or when animals are housed, conserved forage or an alternative forage crop should be fed and, according to its quality, appropriately supplemented with other feedstuffs to provide a nutritionally balanced diet.</p>	<p>Examples of alternative forage crops are green leaf forage crops, forage root crops and vegetable waste. Conserved forage examples are grass silage, maize silage, whole crop silage, hay, haylage, and straw. If a silage additive is used, it must be from one of the approved categories given in Appendix A.3a. <i>The inspector will check the availability of feed supplies and ask to see a representative number of stock to ensure they are thriving and in good health.</i></p>

3.4 <input type="checkbox"/> Tick	When animals are kept on forage crops (green leaf forage crops and forage root crops), they must have access to a suitable run-back area.	A suitable run back area will help limit the build up of dung/mud on the fleece or hide of the animal. This is also an animal welfare and hygiene requirement. A suitable run back area may be onto grass, into a woodchip corral or onto a strawed area. <i>If animals are kept on forage crops the inspector will check that a suitable run back area or straw has been provided.</i>
3.5 Amended <input type="checkbox"/> Tick	Diets must contain only products which are permitted by UK and EU law to be fed to livestock. Unlicensed substances must NOT be used. The use of any approved licensed feed additive/medicine must be in accordance with the relevant EU and UK regulation.	Diets must not contain any animal products or by products (mammalian, avian or fish) with the exception of fish oils and milk products as required by law. Processed bakery and confectionary products are only permitted if they comply with the Processed Animal Protein Regulations 2001. It is illegal to feed rejected human food that contains meat (e.g. sausage rolls), or has been in contact with meat. For a complete list of substances disallowed by the FQAS consult Appendix A.3b. <i>The inspector will check declarations of ingredient composition to ensure that feedstuffs do not include animal protein, dietary fats/oils of animal (excluding fish) origin or any by products such as blood products, tallow, feather meals, cuticles or skin derivatives.</i>
3.6 3.7	Incorporated into Code 3.5	
3.8 <input type="checkbox"/> Tick	Feedstuffs must not be given to non-target species.	For example beef finishing rations, which have a high copper content, can be harmful to sheep. <i>The inspector will check to ensure that feedstuffs are only given to target species.</i>
3.9	Incorporated into Code 3.5	
3.10 <input type="checkbox"/> Tick	All home mixers of feeding stuffs must be registered with / approved by the relevant authority as required by legislation. ®	This is a legal requirement. Feed mixed on farm must be safe, wholesome and of high quality. All feed must be produced from hygienic, high quality raw materials free from contamination. Information on registration/ approval for on-farm mixing can be obtained from DARD. <i>If you mix feedstuffs on farm the inspector will ask you to provide confirmation that you are registered/approved with DARD.</i>

<p>3.11 Amended <input type="checkbox"/> Tick</p>	<p>All home mixing of feedstuffs, must be conducted in accordance with the Industry Code of Practice for On-Farm Feeding or a Code of Practice which has an agreed equivalent standard, a copy of which must be available to all relevant staff.</p> <p>It is a requirement of the Industry Code that home mixers retain a sample of all raw materials used (if sourced from a non-assured supplier) and of the mixed feed every time there is a significant change in formulation. These samples must be retained for four weeks after last use. @</p>	<p>The Industry Code of Practice is provided in Appendix A.3c. It is important that all stockmen are familiar with the guidance in the code on maintaining high safety and quality standards for animal feed.</p> <p>This applies to the individual feed materials used for home mixing and the mixed feedstuff produced on the farm. It does not apply to moist feed (e.g. brewer's grain, silage, liquid feeds, fruit and vegetable waste etc). It will be acceptable for an approved NIBL FQAS participant to supply home mixed animal feedstuffs to neighbouring cattle and sheep farmers, without being defined as a commercial supplier, provided the following conditions are met:</p> <ul style="list-style-type: none"> -The FQAS participant must only supply neighbouring farmers on a small scale (no more than five neighbouring farmers). <p>FQAS participants supplying home mixed animal feedstuffs on a larger scale will require certification under an appropriate AIC Feed Assurance Scheme, or another scheme with an agreed equivalent standard.</p> <p>FQAS participants receiving home mixed animal feedstuffs from other assured farms must record details of all consignments supplied in their feed records.</p> <p><i>If you mix feedstuffs on farm the inspector will check that you comply with the Industry Code with regard to mixing equipment, samples and feed records.</i></p>
<p>3.12 Amended <input type="checkbox"/> Tick</p>	<p>Home-grown and farm-purchased feed grain must be certified under the Northern Ireland Farm Quality Assured Cereals Scheme or a Scheme which has an agreed equivalent Standard. @</p> <p>When dry feed grain is purchased from another farm, a record must be kept of the assured cereals scheme membership number of the farm from which it was purchased.</p>	<p>This requirement only applies if the grain goes through a drying process. When cereal crops are intended for use as a forage feed (e.g. whole crop silage) or for moist preservation (e.g. with propcorn or similar treatment) assured cereals scheme membership is not required.</p> <p><i>The inspector will check that any dried home grown or farm purchased feed grain is from an assured source, and that the assured cereals scheme membership number has been recorded.</i></p>

<p>3.13</p> <p>Amended</p> <p><input type="checkbox"/></p> <p>Tick</p>	<p>All externally sourced feed materials and crop by-products must be sourced from an assured source, e.g. from suppliers certified by the AIC Universal Feed Assurance Schemes (UFAS), the Feed Materials Assurance Scheme (FEMAS), any other scheme which has an agreed equivalent standard, or another assured farm.</p> <p>The exception to this is when feed materials are sourced from non-assured farms, or human food/drink manufacturers, in which case an acceptable warranty declaration must be obtained.</p>	<p>Most recent food safety scares have been animal feed related. It is absolutely essential that animal feed materials are sourced from suppliers who participate in an animal feed assurance scheme. As more feed compounders and merchants in Northern Ireland have become certified, purchasing from a UFAS assured compounder or merchant is now a requirement and warranty declarations from non-assured merchants are now disallowed. A list of members of the UFAS Compounder and Merchant/Distributor schemes can be found on www.agindustries.org.uk</p> <p>Farm-to-farm trading of crop products and by-products (e.g. baled or clamp grass silage, whole crop silage, haylage, hay, harvested root crops, vegetable waste etc) is permitted providing the farm from which the feed material is sourced is a member of a recognized assurance scheme, or the feedstuff is accompanied by an acceptable warranty declaration.</p> <p>A record must be kept of the assurance scheme membership number of any assured farm from which feed material is sourced. An acceptable warranty declaration is one that states that the supplier has taken every reasonable precaution to keep the feed material free from contamination and fit for use as an animal feedstuff (see Appendix A.3d for a sample warranty declaration form).</p> <p>Warranty declarations are also permissible for food by products sourced directly from human food/drink manufacturers (e.g. bread, cereal, confectionary, brewers/distillers grains etc) providing such food material complies with the Processed Animal Protein Regulations 2001 and hasn't undergone any further processing. Such by products must be stored and handled in ways that maintain suitability as a feed material and utilized before there are any obvious signs of deterioration (e.g. moulds).</p> <p><i>The inspector will check your feed records for details of your suppliers of all animal feed materials and will ask to see warranty declarations where appropriate.</i></p>
<p>3.14</p> <p><input type="checkbox"/></p> <p>Tick</p>	<p>When compound feed is purchased, it must have been manufactured by a compounder operating in accordance with the relevant EU legislation. ©</p>	<p><i>The inspector will check your feed records for details of the manufacturer and product name for each purchased compound feed used.</i></p>

<p>3.15 <input type="checkbox"/> Tick</p>	<p>When compound feed is purchased from a manufacturer or merchant, the manufacturer/merchant must be certified under an AIC Universal Feed Assurance Scheme (UFAS Compounders or Merchants Scheme) or a scheme that has an agreed equivalent standard.</p>	<p>The current exceptions to this are that minerals, feed blocks, vitamin supplements, liquid feeds, milk replacers may be purchased from hardware stores or agricultural suppliers who are not certified UFAS Merchants. An up-to-date list of members of the UFAS schemes can be found on the Agricultural Industries Confederation (AIC) website www.agindustries.org.uk or alternatively individual company membership can be checked with the Scheme Office. <i>The inspector will check your feed records for details of the manufacturer and product name for each purchased compound feed used.</i></p>
<p>3.16 <input type="checkbox"/> Tick</p>	<p>Participants must obtain from their suppliers a declaration of constituent ingredients for each compound feed, blended feed and supplement fed to their stock and retain it for three years. ®</p>	<p>This can be recorded using the delivery note/ product label if it contains the required information. <i>The inspector will check that these records are maintained.</i></p>
<p>3.17 Amended <input type="checkbox"/> Tick</p>	<p>Written or documentary records of all feedstuffs purchased must be maintained, kept up to date and retained for three years. ® A written declaration that the feed records represent the totality of all externally sourced feedstuffs must be provided. ®</p>	<p>Records may be kept in the form of a Feed Records Book. Should you require a Feed Records Book one is available from the Scheme. The feed records must include date of delivery, the name of the feedstuff, the manufacturer and supplier, the batch or invoice number, the quantity delivered and the identity of the animal/groups to which it was fed. Where invoices or delivery notes form part of the feed records these must be retained for inspection. Feed records may be kept in the prescribed paper format or on a personal computer, in which case the layout must be the same as the paper format and have a suitable back-up system in place. <i>These records must be available for inspection. The inspector will check that you have signed a declaration that all externally sourced feedstuffs have been recorded in the Feed Records.</i></p>

<p>3.18 Amended <input type="checkbox"/> Tick</p>	<p>All feed must be handled in accordance with best commercial practice. Machinery used for home mixing, mechanized feeding equipment and lorries/trailers/feed boxes used for transporting feed must be suitable for purpose, be in good working order and maintained in a clean and serviceable condition.</p> <p>All feed must be stored to prevent contamination and access by pests. A pest control policy must be implemented.</p> <p>All feed in store must be easily identifiable with all receptacles and bins marked accordingly.</p>	<p>Feed includes all compound feeds, feed materials, clamped crop products and preserved feeds (e.g. silages etc).</p> <p><i>The inspector will check that machinery and equipment is in clean serviceable condition.</i></p> <p>This refers to contamination by soil, pests, rodents, birds, insects, cats, other domestic animals, other unwanted material and moisture. The pest control policy is necessary to prevent the spread of pest borne diseases and can either be written or verbal. Guidance on pest control within and around feed storage areas is given in Appendix A.3e.</p> <p><i>The inspector will check that all feed is stored in a manner which prevents it being contaminated by soil, pests, rodents, birds, insects, cats, other domestic animals, other unwanted material and moisture.</i></p> <p>Easy identification of feeds is a necessity to avoid cross contamination with other products, and to ensure that the correct feed is fed to stock. This should be demonstrated through clear labeling of feedstuffs and/or feed storage areas.</p> <p><i>The inspector will check bag labels to ensure that feedstuffs are identified.</i></p>
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S.4 ANIMAL TRACEABILITY- IDENTIFICATION, SOURCING AND RECORDS

Summary of Section: Systems must be in place to identify animals and record animal movements as required by current EU, UK and regional legislation. Consumers expect all food-producing animals to be fully traceable, and that it is possible to establish which farms they are from.

<p>4.1 <input type="checkbox"/> Tick</p>	<p>Cattle and sheep must be identified, births and deaths notified to the recognized authority, and details kept in the herd and flock records (books/ registers) maintained on-farm, in accordance with current EU, UK and regional legislation. ®</p>	<p>Identification and traceability of stock lies at the very heart of the NIBL FQAS. The underlying principle is that stock must be traceable to be eligible for certified 'FQ' status. If they are not traceable, then they are not eligible to be farm quality assured. Identification and notifications of births and deaths are legal requirements. The recognized authority in Northern Ireland is DARD, which operates the computerised APHIS traceability system (APHIS stands for Animal and Public Health Information System). It is recommended that the sires of calves are recorded in the herd book to allow complete genetic traceability. <i>The inspector will check a representative number of stock to ensure that they are properly identified.</i></p>
<p>4.2 <input type="checkbox"/> Tick</p>	<p>Cattle and sheep movements must be notified to the recognized authority and details kept in herd and flock records (books/registers) maintained on-farm, in accordance with current EU, UK and regional legislation. If cattle and sheep are imported they must have lifetime traceability records. ®</p>	<p>On-farm movement records must be kept up to date and available for inspection, and must be reconcilable with the APHIS Herd List/Flock Inventory and the relevant animals 'on the farm'. Herd and/or flock records may be kept in the prescribed paper format or on a personal computer; in which case the layout must be the same as the paper format and have a suitable back-up system in place. <i>Herd and Flock Records must be made available to the farm inspector who will check that these records are fully completed and up to date.</i></p>

<p>4.3 <input type="checkbox"/> Tick</p>	<p>Purchased stock (breeding stock, store cattle, calves, store lambs, foster lambs) must be obtained from other assured farms registered in NIBL FQAS, or from farms registered in another recognized Red Tractor Beef and Lamb Farm Assurance Scheme, or ALTERNATIVELY see 4.4.</p>	<p>Other recognized Red Tractor Beef and Lamb Farm Assurance Schemes are Assured British Meat (ABM), Farm Assured Welsh Livestock (FAWL), Quality Meat Scotland (QMS), Genesis Quality Assurance (GQA) and Soil Association Farm Assurance (SAFA).</p> <p>Every effort should be made to acquire breeding and finishing stock produced from genetically superior animals identified as such from a recognised performance recording/improvement scheme. It is recommended that the number of farm-to-farm movements in an animal's lifetime be kept to a minimum in line with normal production schedules. The producers involved are normally: BEEF: calf rearer, store cattle grower and beef finisher; LAMB: store lamb producer and prime lamb finisher.</p> <p><i>The Farm Quality Assured Status of cattle will be verified at point of sale/ slaughter on the DARD APHIS system. Breeding sheep and lambs must be accompanied by producer declarations which confirm Farm Quality Assured Status. This may change when electronic identification and recording on APHIS is put in place in June 2010.</i></p>
<p>4.4 <input type="checkbox"/> Tick</p>	<p>As an alternative to Code 4.3 to be eligible for 'FQ' attained status animals must have been resident on an assured farm or farms for the following continuous periods immediately prior to slaughter: for CATTLE 90 days; for SHEEP 60 days.</p>	<p>The residency periods can be the cumulative total on more than one quality assured farm. The Farm Quality Assured Status of cattle will be verified at point of sale/slaughter on the DARD APHIS system. The APHIS FQ indicator is the only indicator of FQ status that is recognized. APHIS is programmed to update statuses daily according to information submitted by the certification body. Breeding sheep and lambs must be accompanied by producer declarations which confirm Farm Quality Assured Status.</p> <p><i>The inspector will check on farm movement records to ensure that residency periods are adhered to.</i></p>

<p>4.5 Amended <input type="checkbox"/> Tick</p>	<p>If assured livestock are moved through a livestock market or collection centre, the market/collection centre must have approved status under a Livestock Market/Collection Centre assurance scheme.</p> <p>Calves less than seven days old, or with an unhealed navel, and orphaned lambs with an unhealed navel, must not be sold at a market.</p> <p>Calves and lambs must also not be sold through a market more than twice in any 28-day period up to 12 weeks of age.</p>	<p>Any assured animal moving through a non-assured market/collection centre will lose its assured status, and will be required to repeat the full residency period (as detailed in code 4.4) on an assured farm in order to regain it. A list of fully approved markets in Northern Ireland participating in the ABM Livestock Markets & Collection Centres Scheme is available on the ABM website at www.abm.org.uk (see also Appendix A.6, Points 1.5 and 1.7e on page 67).</p> <p><i>Livestock Market Scheme inspectors will check market operators compliance with this requirement and will report on any contraventions.</i></p>
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S.5 HOUSING AND HANDLING

Summary of Section: Facilities must be sufficient to provide comfortable and clean housing, and be adequate to allow for the safe handling of stock. Consumers expect livestock to be kept in conditions that ensure good health and welfare.

5.1 <input type="checkbox"/> Tick	Animal housing must be constructed in accordance with the Codes of Recommendations for the Welfare of Livestock with regard to space requirements, lying areas, floor surfaces, ventilation, feed and water facilities and animal comfort, and maintained in a good state of repair.	Housing should be checked regularly to ensure it is safe and does not have the potential to inflict damage or pain to livestock. Where separate housing for bulls is provided, it must be suitable for its purpose and be situated in an appropriate area to allow social contact. <i>The inspector will check livestock housing to ensure it is maintained in accordance with the welfare codes.</i>
5.2 <input type="checkbox"/> Tick	Materials used for the construction of housing and equipment which animals may come into contact with must be safe to animals, free of sharp objects or protrusions and be capable of being thoroughly cleaned and disinfected.	Accommodation and fittings should be constructed and maintained so that they do not cause injury to livestock. <i>The inspector will check that livestock housing is free from sharp objects or protrusions that may cause injury to livestock.</i>
5.3 <input type="checkbox"/> Tick	Housing must be of sufficient size to allow appropriate group sizes and stocking densities, which must be determined with regard to age, size and type of stock (e.g. suckler cows, finishing cattle, store cattle, calves).	For information on recommended space allowances see Appendix A.5a. <i>The inspector will assess housed livestock to ensure that the recommended space allowances and group sizes are being adhered to. Where there is an indication of over stocking, the inspector will measure pen dimensions to determine the space allowance.</i>
5.4 <input type="checkbox"/> Tick	A dry lying area must be available for all housed livestock. Floors must be adequately drained, otherwise suitable bedding material must be provided.	The use of straw or other suitable bedding material is strongly recommended. <i>The inspector will check housed livestock to ensure that they have access to a dry lying area.</i>
5.5 Amended <input type="checkbox"/> Tick	All floors must be designed, constructed and maintained so as to avoid discomfort, stress or injury to stock. The use of slatted floors must be in accordance with the regional Welfare Codes.	It is recommended that a solid-floored bedded creep area is provided for calves when cows with calves at foot are housed. Newborn and young calves/lambs should not be put onto totally slatted floors. Suitable bedding should always be provided. <i>The inspector will check floors to ensure they are constructed and maintained to avoid discomfort, stress or injury.</i>

<p>5.6 <input type="checkbox"/> Tick</p>	<p>Solid-floored bedded yards/pens must be available for use at calving/lambing time.</p>	<p><i>The inspector will ask you about your procedures for indoor lambing and calving to ensure that they are in accordance with the Welfare Codes.</i></p>
<p>5.7 <input type="checkbox"/> Tick</p>	<p>Effective ventilation of buildings must be provided to avoid high humidity, condensation, draughts and dust.</p>	<p>Properly designed ventilation will permit the free circulation of air above stock height and avoid draughts at stock level. It will also avoid levels of air circulation, dust, temperature, humidity and gas concentrations that are harmful to stock. Effective ventilation will also minimise the incidence of respiratory disease. <i>The inspector will check that livestock housing is free from condensation, odour and excessive dust levels which are indicators of inadequate ventilation.</i></p>
<p>5.8 Amended <input type="checkbox"/> Tick</p>	<p>Housing must be maintained in a clean condition and must be cleaned between batches.</p>	<p>This applies to all housing including isolation boxes/pens, calving pens and lambing sheds. The level of cleanliness in livestock buildings can have a significant impact on both disease and the cleanliness of housed stock, and therefore on food safety. Cleaning down buildings should take place as soon as is practicable after de-stocking, and before re-stocking with the next batch of animals. In addition management of the bedding, stocking density, and attention to edges, corners and other muck traps during the time animals are housed is important in maintaining a suitably clean environment. The cleanliness of finished cattle and sheep is particularly important with respect to their acceptability for slaughter for human consumption. The “Clean Livestock Policy” launched by DARD and now adopted by the Food Standards Agency, should be followed. Stock must be presented for slaughter in cleanliness categories 1 and 2. Guidelines on how to do this are detailed in the FSA guidance booklets “Clean beef cattle for slaughter” and “Clean sheep for slaughter” (see Appendix A9 Publications). <i>The inspector will check livestock housing to ensure that it is maintained in a clean condition.</i></p>

5.9 <input type="checkbox"/> Tick	All units must have access to a suitable well-maintained handling facility for the handling and loading of animals, appropriate for the class of stock being handled and loaded, in order to minimise stress and risk of injury to livestock and staff.	Animals should be handled in a quiet but firm, humane and compassionate way at all times. Suitable handling facilities must be fit for the purpose of providing effective restraint with minimum stress and risk of injury to livestock and staff e.g. for cattle a well maintained crush. This will contribute to the avoidance of carcass damage (e.g. bruising). Meat processors are encouraged to liaise with the certification body and producers regarding ongoing incidents of carcass damage. <i>The inspector will check stock handling facilities and the cattle crush to ensure that they are well maintained.</i>
5.10 <input type="checkbox"/> Tick	All electrical installations at mains voltage must be inaccessible to stock, protected and properly earthed.	It is recommended that electrical installations in new buildings are installed in accordance with current IEE wiring regulations. <i>The inspector will check electricity wires and fittings to ensure that they are well maintained.</i>
5.11 <input type="checkbox"/> Tick	All paints, preservatives, disinfectants and other chemical compounds must be stored away from animals and feedstuffs to prevent contamination.	It is recommended that paints, preservatives, disinfectants and other chemical compounds that may be toxic are kept in a locked store and are not used on surfaces accessible to stock. <i>The inspector will check livestock housing and feed stores to ensure that farm chemicals are not stored in them.</i>
5.12 <input type="checkbox"/> Tick	All stock buildings must have adequate lighting, whether fixed or portable to ensure that stock can be thoroughly inspected at any time, night or day.	<i>The inspector will check livestock housing to ensure that adequate lighting is available.</i>
5.13 <input type="checkbox"/> Tick	Animal waste must be stored and handled in a manner to avoid the spread of disease to animals and humans, and to prevent environmental pollution (see also Code 7.2).	It is recommended that slurry and farmyard manure is stored adequately to prevent direct contact with livestock. <i>The inspector will check slurry/farmyard manure storage facilities to ensure that direct contact between livestock and farm waste is minimized.</i>

S.6 TRANSPORT

Summary of Section: Animals must be transported safely and compassionately in accordance with current legislation, and precautions must be taken to minimize animals contaminating each other during transport. Drivers must be aware that under current legislation they are responsible for the welfare of any animal that they transport and as such should drive in an appropriate manner. Consumers expect animals to be transported so they do not suffer undue stress and arrive safely.

<p>6.1 Amended <input type="checkbox"/> Tick</p>	<p>All animals must be transported according to current Welfare of Animals During Transport legislation and be accompanied by movement or delivery documentation @.</p>	<p>This is a legal requirement. Participants must be aware of the requirements of the European Union Council Regulation (EC) No 1/2005 on the protection of animals during transport, which came into force on 5 January 2007. This regulation covers the transport of all vertebrate animals within the EU Community that occurs in connection with an economic activity. Guidance notes on the Welfare of Animals During Transport Regulation are provided in Appendix A.6, but participants should note in particular that anyone transporting animals on journeys of over 65km (approx 40 miles) must hold a valid transporter authorisation and be in possession of a certificate of competence (assessment for which can be undertaken at CAFRE, Greenmount Campus). Drivers must hold a statutory licence to drive the type of vehicle used. Delivery documentation must contain as a minimum: names and addresses stock moved from and to, number and identification of species moved, date of movement, vehicle registration number and Farm Assurance number. Animal Movement Declarations (MC2s or MS2s), Animal Transport Certificates, abattoir and/or market delivery documentation containing this information is sufficient. Producers do not have to keep a copy of this documentation but are expected to supply it when delivering stock. <i>The inspector will check that the person involved in transporting livestock has signed and dated the guidance notes to indicate that they have read and understood them.</i></p>
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<p>6.2</p> <p>Amended</p> <p><input type="checkbox"/></p> <p>Tick</p>	<p>Livestock hauliers contracted by the producer must be approved participants in the ABM Livestock Transport Scheme, or an agreed equivalent.</p>	<p>A list of approved participants in the ABM Livestock Transport Scheme is available on the ABM website at www.abm.org.uk. It will be acceptable for an FQAS participant to haul his/her own livestock and the livestock of neighbouring farmers, without being defined as a 'commercial haulier', provided the following conditions are met:</p> <ul style="list-style-type: none"> -The FQAS participant must only transport livestock of neighbouring farmers on a small scale (no more than five neighbouring farmers); -The livestock must be accompanied by a movement declaration (MC2 or MS2). <p>If the above conditions are not met, the FQAS participant will be defined as a 'commercial haulier' and participation in the ABM Livestock Transport Scheme will be necessary.</p> <p><i>The inspector will ask you for the name and location of your livestock haulier (if applicable).</i></p>
<p>6.3</p> <p><input type="checkbox"/></p> <p>Tick</p>	<p>Farm vehicles used for transporting livestock must be suitable for the species being carried, constructed in accordance with current legislation, and maintained in good, serviceable condition.</p>	<p>This legislation is designed to ensure the safety of animals during loading, transport and unloading and to minimise the risk of injury to personnel. Vehicles used for the transport of animals must have adequate headroom for the animals to stand in a natural position.</p> <p><i>The inspector will ask to see your livestock trailer (if applicable) to ensure that it is constructed and maintained in accordance with current legislation.</i></p>
<p>6.4</p> <p><input type="checkbox"/></p> <p>Tick</p>	<p>A roof or waterproof cover which provides protection from the weather must be fitted over the entire area of the livestock compartment.</p>	<p><i>The inspector will check that the roof is waterproof, properly secured to the vehicle and adequately supported to prevent sagging.</i></p>
<p>6.5</p> <p><input type="checkbox"/></p> <p>Tick</p>	<p>Non-slip flooring, which is free from projections or other hazards likely to cause injury, must be fitted.</p>	<p><i>The inspector will check the flooring to ensure that it is non slip and free from projections and other hazards likely to cause injury.</i></p>

6.6 <input type="checkbox"/> Tick	Apertures to facilitate inspection during transport must be provided.	<i>The inspector will check apertures and footholds to ensure that all areas within the livestock compartment can be inspected from outside the vehicle.</i>
6.7 <input type="checkbox"/> Tick	Where ramps are used to facilitate the loading of livestock they must be constructed and maintained in a way to prevent animals slipping and have secure side guards which are free from projections or other hazards likely to cause injury. Ramp angles must not exceed the legal requirements.	The maximum ramp angles for cattle and sheep are given in Appendix A.6. <i>The inspector will check that any ramps used are properly maintained and do not exceed the maximum permitted angles.</i>
6.8 <input type="checkbox"/> Tick	Partitions must be available to allow segregation of unfamiliar groups of animals and/or animals of differing age, size and type. Partition dimensions and pen size must be in accordance with current legislation.	Horned cattle, different sized animals and animals of different species/ gender must be separated according to the legal requirements of Council Regulation (EC) No 1/2005. Special care must be taken when transporting young bulls, in order to minimise stress when being transported for slaughter. Partitions must be of the minimum legal heights, i.e. 76 cm. from the floor for calves and sheep and 127 cm. from the floor for cattle. <i>The inspector will check partitions to ensure that they are properly maintained and are constructed in accordance with current legislation.</i>
6.9 <input type="checkbox"/> Tick	Vehicles must comply with the legal minimum ventilation requirements.	Ventilation is usually achieved through apertures in the side of the livestock compartments. Sufficient ventilation must be provided for the type, number and size of animals to be transported whether the vehicle is stationary or in motion. <i>The inspector will check that ventilation apertures are properly maintained and can be adjusted to account for climatic conditions and the type and number of animals to be transported.</i>
6.10 <input type="checkbox"/> Tick	Animals must be transported at the stocking densities for animals in transit that are laid down in current legislation. Space allowances must be adjusted according to weather conditions, type of vehicle, the size and category of stock, and the distance intended to be travelled.	For details of recommended space allowances see Appendix A.6. <i>The inspector will ask you to provide details of the maximum number of stock transported to ensure that stocking densities are adhered to.</i>

<p>6.11 <input type="checkbox"/> Tick</p>	<p>Vehicles used to transport animals must be cleaned and disinfected regularly and in accordance with current legislation.</p>	<p>This is a legal requirement. <i>If not in use, on-farm trailers/vehicles must be clean at the time of inspection.</i></p>
<p>6.12 New <input type="checkbox"/> Tick</p>	<p>The carriage of a casualty animal must be in accordance with current legislation and is prohibited if disease, abnormality or illness is likely to result in unnecessary suffering during transit. Animals becoming unfit during transit must be delivered as soon as possible to a suitable place for unloading or slaughter. Producers who transport their own stock must be aware of the regulations on the welfare of animals during transport referred to in code 6.1 above.</p>	<p>EU regulations require that an animal must be fit for the intended journey before the journey starts and must remain sufficiently fit throughout the journey. Animals that are injured, unwell or likely to give birth during the journey should not be transported. <i>The inspector will check that the person involved in transporting livestock has signed and dated the guidance notes to indicate that they have read and understood them.</i></p>

S.7 ENVIRONMENTAL CARE

Summary of Section: The producer must adopt a positive attitude towards the countryside by complying with all current environmental legislation and Good Agricultural Practice, and by having systems in place to prevent pollution of the environment and for taking immediate remedial action to resolve any accidental pollution problems that occur. Consumers are increasingly aware of the environment and expect producers, as guardians of the countryside, to ensure that it is cared for.

<p>7.1 <input type="checkbox"/> Tick</p>	<p>The producer must adopt a positive attitude towards the countryside by complying with current environmental legislation and codes of practice. The Code of Good Agricultural Practice (COGAP) for the Prevention of Pollution of Water, Air and Soil must be followed (all relevant farm staff must have access to a copy of the code).The farm must be kept neat and tidy.</p>	<p>One of the core requirements of participants in farm assurance schemes is to demonstrate responsibility for the environment. Producers must have a copy of the Code of Good Agricultural Practice (COGAP) for the Prevention of Pollution of Water, Air and Soil. Farm tidiness specifically relates to areas of the farm where it impacts on food safety, animal welfare or environmental protection. Disused machinery, scrap and other hazardous materials must be stored away from stock and ideally away from the farm.</p> <p><i>The inspector will check that you have a copy of the COGAP for prevention of pollution of water, air and soil and that it has been signed to indicate that it has been read and understood.The farm will be scored by the inspector using the guidelines in General House Keeping scores (see Appendix A.7). The scoring method will be interpreted only in relation to the potential impacts of untidiness on food safety, animal welfare and environmental pollution.</i></p>
<p>7.2 Amended <input type="checkbox"/> Tick</p>	<p>The storage and use of animal manure and farm effluents must be in such ways as to prevent environmental pollution, allow livestock to be kept clean, avoid the spread of disease and ensure human and animal safety.</p>	<p>Pollution includes pollution of water, soil, air and wildlife habitats. Slurry pits/lagoons must be fenced for human and animal safety. To prevent the spread of disease, muck heaps in a field with grazing animals should be fenced off to avoid animals having direct contact.</p> <p><i>The inspector will check that storage facilities for farm wastes and effluents do not pose any risk to humans, animals or the environment.</i></p>

<p>7.3 <input type="checkbox"/> Tick</p>	<p>The producer must take immediate remedial action to resolve any pollution problems that occur.</p>	<p>Where the possibility exists for a potential pollution problem, the participant will be invited to take advice from DARD Countryside Management Branch. <i>Where pollution incidents occur on participants' farms, the certification body may liaise with statutory bodies to ensure that they have been resolved.</i></p>
<p>7.4 Amended <input type="checkbox"/> Tick</p>	<p>The producer must obtain authorization from the appropriate authority to dispose of used sheep dip on land. The sheep dipping facility must be securely covered in the interest of human and animal safety.</p>	<p>Authorisation is available from the Northern Ireland Environment Agency (NIEA) as required by the Groundwater Regulation. Care must be taken to avoid contamination of watercourses. The proper disposal of sheep dip is part of COGAP. It is recommended that the person with primary responsibility for sheep dipping should hold a Certificate of Competence in the safe use and disposal of sheep dips (see also code 2.3). <i>The inspector will ask you to explain your procedures for the handling and disposal of used sheep dip. If land spreading of used sheep dip is practiced, the inspector will ask you to provide confirmation of authority from the NI Environment Agency (NIEA).</i></p>
<p>7.5 <input type="checkbox"/> Tick</p>	<p>When fertiliser or farm manures are applied to grazing or forage conservation land, this must be done in accordance with current legislation and COGAP, and any applications must be in ways which prevent the pollution of waterways, air, soil and wildlife habitats.</p>	<p>Farm manures in this context are those which can be applied to land and include slurry, solid manure, silage effluent, dirty water and other organic wastes. For producers who operate grazing only systems and have no farm manure to dispose of, this standard is not applicable. It is recommended that all farms prepare and follow an Application Plan for slurry, manure and farm effluents as described in section 3 of COGAP. More information on the permitted applications of fertilizer and farm manures can be obtained from DARD Guidance on the Nitrates and Phosphorous Regulations (2007). <i>The usage of fertilizer will be closely monitored on all NIBL FQAS farms to ensure avoidance of excessive and indiscriminate use in relation to farm stocking density.</i></p>

<p>7.6 <input type="checkbox"/> Tick</p>	<p>The use of human sewage sludge and waste abattoir material (with the exception of manure) is not permitted on grassland and forage crops.</p>	<p>This is a specific requirement of NIBL FQAS. Sewage sludge and waste abattoir material may be applied to cultivated land. In these cases the spreading of sewage and septic tank sludge on agricultural land is controlled by the Sludge (Use in Agriculture) Regulations (Northern Ireland) 1990 and is enforced by NIEA. This legislation applies only to the application of sewage sludge and septic tank sludge to commercial food crops, including those for stock rearing purposes. Compliance with this legislation is a Cross-Compliance Statutory Management Requirement (SMR 4). More information on the Sludge (Use in Agriculture) Regulations can be obtained from the NIEA Water Management Unit. <i>The inspector will ask you to sign a declaration stating that you do not use these materials in the disallowed way.</i></p>
<p>7.7 Amended <input type="checkbox"/> Tick</p>	<p>Applications of pesticides or agro-chemicals to grazing or forage conservation land must be done in accordance with COGAP in order to prevent pollution and to protect and enhance wildlife habitats. Participants must avoid the over application of pesticides and agro-chemicals. Manufacturers instructions must be followed at all times. After using fertilizers and agro-chemicals any waste, including containers, must be disposed of safely at all times and in accordance with legislation.</p>	<p>It is recommended that all farms have and implement a written Farm Waste Management Plan for non-organic wastes. This should include details of the disposal of agro-chemical waste and empty containers, silage wrap and other plastics, tyres and rubber, and waste fuel oil, and details regarding the disposal of wastes that may be burned in order to show how the risk of atmospheric pollution is minimised. More information on permitted options for storing and disposing of agricultural waste can be found in Section 11 of COGAP. It is recommended that producers participate in agri-environment and habitat management schemes, contact details of which can be found in Appendix A.10. <i>The inspector will check that you have a copy of the COGAP for prevention of pollution of water, air and soil and that it has been signed and dated to indicate that it has been read and understood. The inspector will ask you about your procedures for application of pesticides and agro-chemicals to make sure they are in accordance with COGAP and manufacturers instructions, and about your procedures for disposal of agro-chemical waste and empty containers.</i></p>

<p>7.8 <input type="checkbox"/> Tick</p>	<p>Fallen stock must be disposed of in accordance with current legislation. Records of deaths and disposals must be kept.</p>	<p>Records must include the identity of deceased animals, the dates of death and disposal and the method of disposal. <i>It is recommended that such records can be easily kept in the Herd and Flock Record Books. The inspector will check your Herd and Flock Record Books to see if deaths and disposals are recorded.</i></p>
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5.8 FARM PROCEDURES

Summary of Section: Consumers expect producers to take a responsible approach towards safety and security on the farm. The farm must have procedures in place to ensure that correct action is taken in the event of an emergency and following the receipt of written complaints.

<p>8.1 Formerly Code 5.14 <input type="checkbox"/> Tick</p>	<p>For dealing with emergencies such as fire, flood and disruption of supplies, the person(s) with primary responsibility for the daily running of the farm must ensure that all farm staff are familiar with the appropriate emergency action.</p>	<p>The provision of emergency contingency plans is incorporated in the Codes of Recommendations for the Welfare of Livestock. A notice should be prominently displayed detailing useful telephone numbers; instructions to be given to the emergency services and the location of the nearest water supply. A sample Emergency Plan can be found in Appendix A.8a and this can be removed or copied and placed in a poly pocket or otherwise suitably protected before display. <i>The inspector will ask you about your procedures for dealing with emergencies to ensure that they are in accordance with the welfare codes.</i></p>
<p>8.2 New <input type="checkbox"/> Tick</p>	<p>A record of any written complaints received by the farm relating to the beef and sheep enterprise must be kept together with details of actions taken to resolve the problem and prevent reoccurrence.</p>	<p>Relevant complaints are those that express dissatisfaction in writing on a subject that is within the scope of these beef and lamb standards e.g. a complaint from an abattoir about the dirtiness of stock. Records need to be maintained in an easily accessible manner and in a manner that demonstrates evidence of any remedial action that has been taken to address the complaint. <i>A means of recording complaints should be in place even if no complaints have been made. See appendix A.8b for an example complaints record form.</i></p>

Appendices

These appendices have been produced to provide additional guidance for producers in certain areas relevant to the beef and lamb farm standards.

Policies

In some cases examples of relevant policies have been outlined in these appendices. In the absence of any current policy present on the farm, producers may use these examples as a base for starting their own farm specific policy.

Records

In some cases there are examples of records which are acceptable. Where producers do not already have a certain record in place they are encouraged to either develop their own or alternatively copy the template record when it is detailed in these appendices.

Please note: The policies and records contained in these appendices are not prescriptive and if producers have records or policies of their own already in place, as long as they meet the minimum requirements of these standards, they are acceptable.

A.1a THE FIVE FREEDOMS

The five basic needs of an animal (i.e. the five freedoms) must be provided.

The five freedoms are:

1. Freedom from thirst, hunger and malnutrition;
2. Freedom from discomfort and lack of shelter;
3. Freedom from injury, disease and infestation;
4. Freedom from fear;
5. Freedom to display most normal patterns of behaviour.

Signs of good welfare include general alertness, active feeding and rumination, free movement and absence of lameness, visible wounds, abscesses or injuries.

Signs of poor welfare include loss of appetite, listlessness, cessation of cudding, discharge from the nostrils or eyes, excessive salivation, persistent coughing, swollen joints, lameness, scouring, rapid loss of body condition and frequent scratching/rubbing.

The NIBL FQAS Product Standard has always included all aspects of animal welfare in its requirements. However particular attention is now drawn to some specific issues that are detailed separately to provide greater assurance to customers.

Freedom 1: All animals must have access to an adequate supply of clean drinking water at all times. Newborn calves and lambs must receive an adequate intake of colostrum, whether from their dams or alternative sources, within six hours of birth.

An inadequate supply of clean drinking water is a welfare issue, especially at times of highest demand such as for cows during lactation and for all stock during hot weather. An adequate intake of colostrum is a legal requirement, and it is further recommended that calves receive their dams' colostrum for at least three days after birth.

Freedom 2: When animals are in exposed situations, especially where outdoor calving/lambing is practiced in the absence of natural sheltering such as hedges, trees or walls, appropriate protection from inclement weather must be provided. Out-wintered stock must have access to a well-drained lying area.

Examples of appropriate shelter protection include straw bales, corrugated tin sheets or plastic netting appropriately erected as a windbreak. A well-drained lying area may be on grass, in a wood-chip corral or on straw, and should help prevent any build-up of mud or dung on the hide or fleece.

Freedom 3: All calves and lambs that have been removed from their dams must be reared according to current legislative requirements regarding diet, housing, isolation facilities, penning, tethering, lighting, flooring, bedding, cleansing/disinfection and transportation.

Legislation states that calves less than 7 days of age must not be sold through a market. Calves/lambs with an unhealed navel must not be transported. Calves/lambs must not be sold through a market more than twice in any 28-day period up to 12 weeks of age. For current legislative requirements, reference should be made to the Welfare Codes. Other useful documents are 'Improving Calf Survival' (DEFRA PB3335) and 'Improving Lamb Survival' (DEFRA PB2072).

Freedom 4: Special care and consideration must be given to casualty animals and every effort must be made to prevent them from suffering by following the recognized guidelines, the Welfare Codes on 'downer animals', and where necessary on-farm humane slaughter.

The leaflet 'An Explanatory Guide to the Welfare of Animals (Slaughter or Killing) Regulations' gives details of the recognized guidelines.

Freedom 5: Cows/ewes must be managed appropriately (feeding, handling, observation) before, during and after calving/lambing. When breeding, especially from maiden heifers and ewe lambs/shearlings, the choice of bull/ram must be made so as to reduce the likelihood of subsequent calving/lambing difficulties.

An adequate nutritional status and the absence of difficulties when calving/lambing are likely to encourage normal patterns of behaviour, especially in first calvers/lambers. Consideration should be given to factors such as breed, size, age, body condition, previous record of calving/lambing difficulties and estimated breeding value for ease of calving/ewe maternal ability. Cows/ewes must receive the necessary care which enables them to be at the optimum condition appropriate to the stage of their breeding cycle to ensure that they are in the best possible condition to care for themselves and their young. Calving/lambing percentage appropriate to the production system can be considered as a good test of overall welfare.

A.1b EXAMPLE OF EXPERIENCE AND TRAINING RECORD FORM

Year	Name of Person Trained / Instructed	Experience / Training Topic	Name of Trainer / Training Course
1992	Mr A Farmer	Degree in General Agriculture	QUB Belfast
1990	Mr H Stockman	20 years sheep farming experience	Home Farm
1999	Mr H Stockman (part time)	Drenching of cattle	Mr A Farmer
2003	Mr A Farmer	Cattle Health Management	BQI Greenmount
2009	Mr A Farmer	Short Journey Transport Assessment	NPTC Greenmount

Farmer's Name _____

Stockperson's Name _____

Year	Name of person trained/instructed	Experience/ Training Topic	Name of Trainer/ Training Course

A.1c EXAMPLE OF COMMON VETERINARY OPERATIONS

The table below provides a summary of the legal requirements for common veterinary operations for cattle and sheep

CATTLE

Operation	Age	Conditions	Operator	Anaesthetic
Castration	1st week of life only	Rubber ring / blood constricting device	Competent stockperson	Without
	Up to 2 months	Other than above (e.g. burdizzo)	Competent stockperson	Without
	2 months and over	Other than rubber ring or blood constricting device	Veterinary surgeon	With
Dehorning	Up to 5 months	Not specified	Competent stockperson	With
	Over 5 months	Not specified	Veterinary surgeon*	With
Disbudding	1st week of life only	Chemical cauterisation (use not recommended)	Competent stockperson	Without
	Unspecified (but recommended before 2 months)	Other than above (e.g. heated iron)	Competent stockperson	With
Removal of super-numerary teats	Up to 3 months	Not specified (clean sharp scissors recommended)	Competent stockperson	Without (but use is recommended)
	3 months and over	Not specified	Veterinary surgeon	With

***Please note that Code 1.10b is above the legal requirement for cattle dehorning over 5 months of age which could by law be carried out by a competent stockperson. NIBL FQAS requires cattle dehorning only to be carried out by a vet in such circumstances as this is not a routine procedure and is following the recommendations of the Farm Animal Welfare Council and the Cattle Welfare Codes.**

SHEEP

Operation	Age	Conditions	Operator	Anaesthetic	
Castration	1st week of life only	Rubber ring / blood constricting device	Competent stockperson	Without	
	Up to 3 months	Other than above (e.g. burdizzo)	Competent stockperson	Without	
	3 months and over	Other than rubber ring or blood constricting device	Veterinary surgeon	With	
Tail docking	1st week of life only	Rubber ring/blood constricting device	Must leave sufficient tail to cover the vulva (females) and anus (males)	Competent stockperson	Without
	Any age	Other than above		Competent stockperson	With
	Any age	Shorter than above only in case of emergency or disease	Veterinary Surgeon	With	
Dehorning and disbudding	Any age	Not specified	Veterinary Surgeon	With	
	Any age	Trimming of the insensitive tip of an in growing horn	Competent stockperson	Without	

**A.2a ANIMAL HEALTH PLAN
(Disease Prevention and Health Control Programme)**

This appendix provides an example format of an Animal Health Plan. As a minimum the plan must cover the areas of farm biosecurity, vaccinations, parasite control, routine management procedures and veterinary operations.

Producers are encouraged to seek veterinary advice in preparing the plan

Owner's Name	Name of Veterinary Practice
Address	Practice Stamp (Only required if there is no other evidence of a veterinary visit to the farm in the previous 12 months e.g. invoice / TB test appointment card).
Herd / Flock Number (s)	Name of Veterinary Surgeon
Signature of Farmer / Stockman	Signature of Veterinary Surgeon (Only required if there is no other evidence of a veterinary visit to the farm in the previous twelve months e.g. invoice / TB test appointment etc).
Date	Date

Cattle	<input type="checkbox"/>	Sheep	<input type="checkbox"/>	Cattle and sheep	<input type="checkbox"/>	Tick as appropriate
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1. Farm Biosecurity Policy

Areas covered may include

Animals: e.g. Purchased animals are kept separate from the herd/flock for at least 3 days to observe for any sign of disease or other problems.

People: e.g. Visitors by appointment only. Visitors must disinfect footwear in foot dip provided at farm entrance.

Buildings: e.g. Cleaned and disinfected between each batch, clean bedding applied daily.

Vehicles and Equipment: e.g. Livestock trailer cleaned after use.

Miscellaneous:

2. Vaccination Policy

Areas covered may include: Disease / category of stock / timing / vaccine used

e.g. Calves vaccinated against blackleg at turnout.

IF THIS SECTION IS NOT APPLICABLE TO YOUR FARM PLEASE TICK

3. Parasite Control

Areas covered may include: Type of parasite / category of stock / timing / treatment used

e.g. Beef cattle dosed with white drench approximately six weeks after turnout and before housing

IF THIS SECTION IS NOT APPLICABLE TO YOUR FARM PLEASE TICK

4. Foot Care

Areas covered may include: Category of stock / timing / treatment used e.g. footbath / paring / antibiotics

e.g. Ewes footbathed before housing using 5% formalin or 10% zinc sulphate and housed in dry conditions.

IF THIS SECTION IS NOT APPLICABLE TO YOUR FARM PLEASE TICK

5. Routine Veterinary Operations

Areas covered may include: Naval dipping, tail docking, disbudding, de-horning, castration

Type of stock	Age	Procedure	Method	Anaesthetic (yes/no)	Performed by
e.g Calves	Under 2 months	Castration	Burdizzo	No	Self

IF THIS SECTION IS NOT APPLICABLE TO YOUR FARM PLEASE TICK

THIS PROGRAMME MUST BE REVIEWED AT LEAST ANNUALLY OR MORE FREQUENTLY IN THE EVENT OF SUBSTANTIAL CHANGES TO HUSBANDRY PRACTICES

PLEASE USE ADDITIONAL SHEETS IF NECESSARY

SEE CODE 2.4

A.2b CALENDAR OF HEALTH PLAN EVENTS

Year _____

Month	Vaccinations	Parasites	Foot care	Routines
	Disease Target Group Vaccine	External+Internal Target Group Product	Proposed Preventative Measures	Operations e.g. disbudding, castration, tailing
January				
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				

SEE CODE 2.4

A.2c VETERINARY MEDICINES LEGAL CLASSIFICATION

All veterinary medicines are controlled by legislation. The Veterinary Medicines Regulations set out the UK controls on veterinary medicines, including their manufacture, advertising, marketing, supply and administration. The following guidance describes the provisions for prescription and supply and the distribution categories of veterinary medicinal products in the UK.

1. POM-V (Prescription Only Medicine - Veterinarian)

Must be prescribed by a veterinary surgeon (following a 'clinical assessment' of an animal or group of animals under a veterinary surgeon's care).

Can be supplied by any veterinary surgeon or pharmacist.

2. POM-VPS (Prescription Only Medicine - Veterinarian, Pharmacist, Suitably Qualified Person)

Must be prescribed by a veterinary surgeon, pharmacist or SQP.

Can be supplied by any of those persons.

3. NFA-VPS (Non-Food Animal medicine - Veterinarian, Pharmacist, Suitably Qualified Person)

Can be supplied by a veterinary surgeon, pharmacist or SQP.

4. AVM-GSL (Authorised Veterinary Medicine - General Sales List)

Can be supplied by anyone.

A.2d BROKEN NEEDLE POLICY

- 1- Broken needle in animal.
- 2- Mark the animal and record the date, animal identification and injection site in the veterinary medicine record book.
- 3- When disposed of, the animal must be consigned straight to slaughter and not sold to another producer. The movement/means of disposal must be recorded in the herd/flock record book.
- 4- Is the animal to be retained as breeding stock for longer than 7 days?

If **YES** check its health regularly and when disposed of go to question 6.

If **NO** go to question 5.
- 5- Is the animal marketable within seven days (allowing for withdrawal period of substance being injected)?

If **YES** consign it to a slaughter house with an emergency slaughter certificate from a veterinary surgeon which provides details of the injection site and the date on which it occurred. Mark the injection site on the animal before consignment.

If **NO** go to question 6.
- 6- Will the animal be marketed after 7 days?

If **YES** consign it to a slaughter house and inform the slaughterhouse in writing of the broken needle, providing details of the injection site and the date on which it occurred. Mark the injection site on the animal before consignment.

If **NO** go to question 7
- 7- Do you wish to keep the animal for private kill?

If **YES**, retain for home consumption only, and take care to avoid the broken needle.

If **NO** go to point 8.
- 8- Euthenase.

IF THE ABOVE PRECAUTIONS ARE TAKEN AND THE SLAUGHTERHOUSE IS INFORMED IN WRITING, THE BROKEN NEEDLE ANIMAL MAY BE MARKETED AS NORTHERN IRELAND FARM QUALITY ASSURED

I have read and understood the Broken Needle Policy

Producers Signature _____

Date _____

A.2e PROCEDURE FOR THE STORAGE AND DISPOSAL OF SHARPS AND PHARMACEUTICAL WASTE

- 1- Prior to disposal, all waste must be stored safely in a secure, rigid container marked with appropriate warning symbols.
- 2- Sharps boxes can be obtained from independent companies licensed for the safe disposal of sharps and clinical and pharmaceutical waste. Such companies supply their disposal boxes via Agricultural Suppliers, Veterinary Surgeons or Local Health Authorities.
- 3- Full boxes are collected by licensed waste disposal companies from veterinary practices and agricultural suppliers periodically. The charge for a box will include the price of collection from these collection points. If your waste is moved in this way i.e. on a carrier collection round, the licensed carrier will be responsible for all the paper work (a schedule and consignment note).
- 4- Always read the label - many manufacturers provide disposal information on their Health and Safety data sheets.
- 5- All staff should be trained so that they are aware of waste management procedures.
- 6- Try and reduce the quantity of waste generated if possible. This can be achieved by purchasing only the quantity of medicines needed for immediate use thus ensuring that there is no surplus product exceeding its use by date.
- 7- Don't bury, burn or bin.

IF IN DOUBT, CONSULT YOUR VETERINARY SURGEON

A.3a APPROVED SILAGE ADDITIVE CATEGORIES

Inoculants
Enzymes
Acids and Salts
Absorbents
Sugars

A full list of additives registered with the Agricultural Industries Confederation by the manufacturer, distributor or importer is available from the AIC website www.agindustries.org.uk

A.3b FEED INGREDIENTS & ADDITIVES DISALLOWED BY THE SCHEME

Category	Ingredient	Disallowed	Exceptions
Processed Animal Proteins	Mammalian meat + bone meal, meat meal, bone meal, hoof meal, horn meal, greaves	Illegal	
	Poultry meal, poultry offal meal, feather meal	Illegal	
	Gelatine from ruminants	Illegal	
Restricted Proteins	Fishmeal	Illegal	
	Blood meal & blood products	Illegal	
	Dicalcium phosphate and tricalcium phosphate of animal origin	Illegal	
Fats/Oils	Animal Based	Illegal	Fish oils
Antibiotic Growth Promoters	Avoparcin	Illegal	
	Virginiamycin	Illegal	
	Spiramycin	Illegal	
	Zinc Bacitracin	Illegal	
	Tylosin Phosphate	Illegal	
	Carbadox	Illegal	
	Olaquinox	Illegal	
	Monensin	Illegal	
	Flavophospholipol / Bambermycin	Illegal	
	Amprolium	Illegal	
	Furazolidone	Illegal	
	Avilomycin	Illegal	
	Salinomycin	Illegal	
Histomonotats	Dimetridazole	Illegal	

A.3c INDUSTRY CODE OF PRACTICE FOR ON FARM FEEDING

August 2006

This code was produced by the Assured Food Standards Technical Advisory Committee for animal feed whose members are drawn from the following organisations:

- Assured Food Standards
- Agricultural Industries Confederation
- Local Government Coordinators of Regulatory Services
- National Association of Agricultural Contractors
- National Farmers Union

The Food Standards Agency (FSA) and the Advisory Committee on Animal Feedingstuffs (ACAF) assisted with the drafting of this Code.

Contents:

- 1) Overview**
- 2) Registration and approval**
- 3) Selling Feed**
- 4) Producing Your Own Feed Ingredients**
- 5) Buying Feed and Feed Ingredients**
- 6) Banned and Restricted Feed and Feed Ingredients**
- 7) Water**
- 8) Taking Delivery of Feed and Feed Materials on Your Farm**
- 9) Transporting and Handling Feed Materials on Your Farm**
- 10) Storing Feed and Feed Materials**
- 11) Mixing and Processing Your Own Feeds On-Farm**
- 12) Feeding Animals**
- 13) Sampling**
- 14) Record Keeping**

Annex 1 - Sources and Thanks

Annex 2 - AMI Registration and Approval

Annex 3 – Quick Guide / Checklist

Annex 4 – HACCP

Annex 5 – On-Farm Mixing Guidance

Annex 6 - Glossary

Disclaimer – This publication has been written in consultation with the Food Standards Agency and is correct at the time of writing (August 2006) and does not cover any guidance or information which may be published by the Food Standards Agency after this date.

1) Overview

This Code of Practice provides practical advice on how to maintain high safety and quality standards for feed by minimising risks and hazards and, by doing so, minimize the potential burdens and costs of extra bureaucracy and to satisfy customers' demands. While it draws on existing feedingstuffs legislation, it is not a comprehensive guide to the law.

The Code is a guide to best practice for all those involved in the feeding of farmed livestock whether by grazing, using single feed materials (formerly known as "straights"), buying in compound feeding stuffs, mixing complete feeds on farm or any combination thereof. It covers all aspects of feeding on-farm – from the purchase of feed and feed ingredients to the production of your own feeds on farm for use by your own animals. Wherever possible, the guidance in this Code of Practice is based on best agricultural practice and the majority of farmers will find it consistent with what is practised on their farm.

This Code **does not cover** the use of "premixtures" and feed additives [such as Vitamins A and D and Trace elements (copper, selenium, zinc etc)] which are covered by the more detailed requirements of the EC Feed Hygiene Regulation. For further advice on your legal obligations when using these products please speak to your local authority.

For the purposes of this Code and the EC Feed Hygiene Regulation, "premixtures" are those specialist feed products which are sold and labelled only as "premixtures". They should not be confused with other commonly used feed products which are sold and labelled as "complementary feedingstuffs" or "mineral feedingstuffs". This Code does cover the use of these "complementary feedingstuffs" or "mineral feedingstuffs".

In addition the code does not apply to farmers mixing medicated feedingstuffs and specified feed additives who must register with, and be approved by, the Animal Medicines Inspectorate (AMI) of the Veterinary Medicines Directorate (VMD). You must comply with the VMD guidance notes on manufacturing medicated feedingstuffs and feedingstuffs incorporating specified feed additives. (See Annex 2).

2) Registration and Approval

The new Feed Hygiene Regulation requires some businesses that market, use or make animal feeds to seek registration or approval from local authorities or DARD by the 1st January 2006. The following table outlines the main businesses to which it applies:

Type of Feed Business	New Registration with Local Authorities	Notification to Local Authorities
"On farm mixer" who is registered or approved under The Feeding Stuffs (Establishment & Intermediaries) Regulations 1999	No	Yes by 1st January 2006 if continuing activities
Food businesses, other farms (livestock, arable) not already registered under the above legislation.	No - If registered under existing official scheme.	No
Other businesses who are not registered on an existing official scheme (such as agriculture merchants, hauliers etc.)	Yes - by 1st January 2006 with your local authority.	No

See section 11 for further clarification of on-farm mixing

Farmers mixing medicated feedingstuffs and specified feed additives must register with, and be approved by, the Animal Medicines Inspectorate (AMI) of the Veterinary Medicines Directorate (VMD).

3) Selling Feed

Producing compound feedingstuffs and feed ingredients for sale involves extra requirements under the law in addition to registration with your local authority and the provisions of this Code (for further information please speak to your local authority). Many assurance schemes require their members to purchase feed only from assured sources.

4) Producing Your Own Feed Ingredients

Well-produced feed ingredients are the essential first step to producing good, wholesome feed. Producing crops to recognised assured standards will provide you and your customers with confidence in your production standards. Many of the provisions set out below will already be part of the standards of such schemes. If you are not a member of a scheme, following the requirements set out in this section will provide you and your customers with additional confidence in your production system.

- a) Ensure that you comply with maximum permitted dose rates, restrictions on repeated applications and harvest interval recommendations for crop protection products.
- b) Ensure sewage sludge applications are in accordance with current legislation [the Sludge (Use in Agriculture) Regulations 1989 (as amended)] and the current Code of Practice for the Agricultural Use of Sewage Sludge and the BRC/ADAS Safe Sewage Sludge Matrix. **Record** all applications of sewage sludge to land.
- c) Take regular soil and crop analyses for contaminants and recognise the potential for soil contaminants to affect feed raw materials.

- d) Do not allow livestock on land treated with digestive tract content for three weeks following treatment.
- e) Where organic fertilisers or soil improvers have been used keep pigs off treated land for two months. Keep other farmed livestock off the land for three weeks.

5) Buying Feed and Feed Ingredients

If you are a member of an assurance scheme, you may be required to purchase compound feedingstuffs and other feeds from a supplier belonging to a recognised feed assurance scheme such as UFAS. Even if you are not a member of a livestock assurance scheme, you may find it useful to purchase feed from assured sources that are subject to independent audits reducing the need for you to undertake your own in depth checks.

- a) Co-products from the food production industry can be an important and nutritious feed material source. Buy co-products from merchants or manufacturers that belong to a recognised assurance scheme such as FEMAS or seek warranties from the supplier on the quality and provenance of the co-product.
- b) Rejected and unused fruit and vegetables and other materials from the end of the food chain can also be a nutritious source of feed, but always be aware of the reasons why food has been rejected and be aware of the hazards that this may present to farmed livestock.
- c) Co-products must not be offered for sale with packaging material present. Check that any packaging has been completely removed from the co-products and rejected food products.
- d) Ensure that you receive all the appropriate documentation (the Statutory Statement) relating to the co-product to help with traceability.
- e) Be mindful of what may appear to be abnormally cheap or unfamiliar ingredients, particularly if offered by e-mail or over the internet, which may not be what they seem and could even be illegal to use in the UK.

Under the Feed Hygiene Regulations you may only buy feeds from countries outside the EU from establishments that appear on an official list. Products from these countries can only enter the EU through companies which have a representative in the EU.

6) Banned and Restricted Feed and Feed Ingredients

In order to maintain the UK's high standards of animal health and feed and food safety, there are a number of legal requirements that have been introduced to ban or restrict the feeding of certain products to farmed livestock. The main issues are set out below.

- a) It is illegal to feed any farmed livestock, including fish and horses, with prohibited processed animal proteins in particular mammalian meat and bonemeal, poultry meal, feather meal etc and gelatine from ruminants.
- b) Restricted animal proteins such as fishmeal can be fed but only to non-ruminant animals. If you intend to either use complementary feedingstuffs or mix feeds which contain fishmeal for non-ruminant feed use you must contact your local animal health office (State Veterinary Service) to establish whether you need to be registered or authorised.
- c) It is illegal to feed rejected food that contains meat, or has been in contact with meat.
- d) Packaged pet foods containing animal proteins intended for pets or working dogs should not be kept in the same store on farm as any livestock feed products and the feeding of pets or working dogs must be restricted to an area where farmed animals do not have access at any time.

7) Water

Your farm will have various water sources from which your livestock may drink. These will include streams, boreholes, troughs and other dispensers. Ensure that farmed livestock have access to clean water suitable for animal consumption. In order to achieve this:

- a) Observe application rates and minimum distance requirements when using chemical fertilisers, slurry, manure or dairy effluent near sources of water.
- b) Avoid using chemicals or pesticides where there is a possibility of contaminating water sources.
- c) Site, regularly clean, and maintain water distribution systems and troughs to ensure sufficient supply and minimise possible contamination.

8) Taking Delivery of Feed and Feed Materials on Your Farm

Ideally, you, or someone appointed to act on your behalf, should be present for all of the deliveries to your farm. If you are not, ensure that you give clear instructions to the person delivering feed and feed materials on where to place feed deliveries. It may be useful to mark bins as part of this process. Make hauliers and other visitors to your farm aware of the biosecurity arrangements on your farm and ensure that they follow them. Before feed or feed ingredients are discharged:

- a) Seek assurances that the feed supplier and/or haulier are a member of UFAS, TASC or other similar scheme. If they are not, seek written assurances that the haulier has followed proper procedures to maintain the integrity of the feed ingredient during transit.
- b) Check that the feed or feed ingredients delivered conforms to your order and that the relevant paperwork is correct.
- c) Visually inspect the feed or feed ingredients before unloading for any obvious defects (e.g., split bags and mould).
- d) If the feed or feed ingredients do not pass a visual inspection or paperwork check then, agree an appropriate course of action with the supplier. This can include rejection of the load.
- e) Ensure discharge facilities are suitable to avoid contamination of the load. Inform the vehicle's driver of the position of the correct discharge point.

9) Transporting and Handling Feed Materials on Your Farm

Wherever possible, use dedicated equipment to handle feed ingredients. Where you are using your own transport to haul feeds and feed materials, take every step to keep it contaminant free.

Undertake effective cleaning and disinfection to ensure the cleanliness of all vehicles and other equipment used to handle and transport feed and feed materials.

10) Storing Feed and Feed Materials

Dry, moist and liquid feeds will require different storage regimes. Some of the main issues that you should consider in respect of each are set out below.

- a) General requirements:
 - i) Store all feed or feed materials, including root crops, in a way that maintains its suitability as a feed or feed material.
 - ii) Prepare and maintain all feed storage facilities on the farm in a clean condition, disinfecting as necessary, before use and between batches.
 - iii) Take appropriate steps to exclude vermin, birds, domestic animals and wildlife from the stored material.

- b) Dry feeds and dry feed materials:
 - i) On farm storage needs to be adequate to store the quantities delivered. If your storage capacity on farm is less than optimal, consider taking smaller, more frequent deliveries of feed.
 - ii) Do not store feed or feed materials in close proximity to any products that could contaminate the feed (e.g., chemicals, treated seed, other feed ingredients or compound feeds).
 - iii) Do not store feed or feed materials in close proximity to animals or animal waste, including manure.
 - iv) Store products in such a way that make it easy for you to identify products and avoid any confusion that could lead to contamination.
 - v) Before storing, critically assess the store, prepare, clean and, if necessary, disinfect all storage bins, silos, tanks, sheds or other farm stores.
 - vi) Be aware of other potential storage problems, such as humidity.
- c) Forages and Roots:
 - i) Store hay, straw and silage in conditions that protect them from deterioration.
 - ii) Store fodder beet and other root crops aerobically in a purpose built clamp. For longer-term storage (more than two weeks), keep the crop dry to prevent rotting.
- d) Other Moist Feeds and Feed Materials:
 - i) Ensile moist feeds (e.g. brewers grains, pressed pulp) in clamps if they are to be stored for more than 1 month.
 - ii) Short term storage (less than 1 month) doesn't necessarily require clamp storage though the material ought to be stored in a defined area, consolidated, sheeted and weighted down to avoid contamination and reduce deterioration.
 - iii) Only use clamps and storage areas that have sufficient drainage to allow the efficient removal of effluent and washings. Collect and properly dispose of effluents and washings.
- e) Liquid Feed Materials:
 - i) All liquid feed stores ought to be watertight with all openings sealed effectively to prevent liquid loss.
 - ii) Where used, keep heating coils in good repair and free from leaks.
 - iii) Clean the tanks at regular intervals. Always clean tanks between storage of different types of liquid feed materials (i.e. vegetable liquid feed and molasses).
 - iv) Ensure stores have sufficient drainage to allow the efficient and safe removal of washings.
 - v) Regularly check and clean filters and strainers to avoid build up of potentially harmful material.
 - vi) Cap the exposed ends of flexible hoses when not in use.

11) Mixing and Processing Your Own Feeds On-Farm

On-farm mixing can be defined as the mixing of ingredients which takes place at the same location as the livestock to which it is being fed. It may or may not include home-produced feeds. This operation can be as simple as mixing together two separate feed ingredients or the production of complex complete feeds using dedicated machinery such as feeder wagons.

- a) Undertaking on farm mixing can be an economical way to feed your livestock but care must be taken in the mixing process and you are advised to at least consider the points set out in Annex 5.

- b) If you employ a contractor to undertake the mixing on your behalf, then ensuring that they are certified to the NAAC Code of Practice for Mobile Feed Milling and Mixing will provide you with assurances over the quality of their operation.
- c) If you are using a contractor ensure that you provide a clean, safe working area together with clear instructions on feed formulation and storage.

12) Feeding Animals

Implement a feeding plan appropriate to the animal species. Be aware of the nutritional needs of your livestock and attempt to meet them through an effective, well-managed feeding regime. If in doubt, seek professional advice to help you with your feeding regime.

- a) General:
 - i) Check labels on feed bags and purchased feed materials for nutritional information and expiry dates to ensure that each animal has access to a ration appropriate to its daily needs for health and maintenance.
 - ii) Regularly clean all troughs and hoppers to minimise the risk of contamination from old feed.
 - iii) Maintain and regularly calibrate all dispensing equipment.
 - iv) Provide adequate trough space to ensure that each animal can obtain its adequate feed intake.

- b) Grazing:

Consider the following points in respect of all grazing land. Spreading manures onto pastures can play a role in transferring disease to healthy stock. The main risk is from spreading fresh, unstored slurry. Risks can be reduced by storage, using low application rates and leaving the pasture for as long as possible before grazing.

- i) Manage grazing to minimise the possible contamination by physical, biological or chemical hazards and to ensure that the area is free from toxic plants such as ragwort.
- ii) Store slurries and organic manures for at least one month before spreading. Allow a rest period of at least three weeks, or eight weeks with respect to pigs, before letting livestock graze on land that has been treated with manure, to minimise biological cross contamination.
- iii) Observe withholding periods from agricultural chemical applications to the grazing area.
- iv) Carefully consider the grazing or conservation of crops grown near factories or other industrial facilities where harmful emissions could lead to elevated levels of certain environmental pollutants.
- v) Prevent livestock from accessing areas where redundant farm machinery is kept to prevent ingestion of grass contaminated by leaking batteries, flaking paint, etc.
- vi) If you use land other than your own for grazing your livestock, seek assurances about the previous use of the land and that it is suitable for animal grazing.

13) Sampling

- a) On Farm Mixed Feeds:

If you mix your own feeds on farm, take and retain representative samples of the complete feed whenever you change raw materials, supplier or the origin of the raw material.
- b) Keeping Samples:

Store samples under conditions that prevent abnormal change in the composition of the sample or adulteration. Label samples clearly to show the type of feed and the date they were taken.

14) Record Keeping

Record keeping is an important element of traceability in the event of any problems. Keep records of the information listed below in an accessible place and make it available when required. Most of the information is contained on the delivery invoice or feed label.

- i) The names and addresses of the suppliers of all raw materials and other feed ingredients.
- ii) Details of where feedingstuffs were stored.
- iii) Detailed feed formulations of all mixes produced on the farm.
- iv) Records providing details of the feed that was produced and when. A 'barn sheet' or 'day book' would usually fulfil this requirement.
- v) The batch number, where one exists.
- vi) Where appropriate, the complementary feedingstuff or mineral feedingstuff used, how much was used, into which feedingstuff it was incorporated and the date that it was used.
- vii) The date on which the feed was fed and to which animals.
- viii) The use of plant protection products and biocides.
- ix) Any occurrence of pests or diseases that may affect the safety of primary products.
- x) The results of any analysis carried out on samples taken from primary products or other samples taken for diagnostic purposes that have importance for feed safety.

Annex 1 - Sources and Thanks

The starting point of this code of practice was the NFU's Code of Practice for the Mixing of Feed On Farm. In the time since the code was launched in 2002 there have been a number of significant developments driving the need for a new code. As a result, this is a significantly expanded code. It covers all aspects of on farm feeding and not just on farm mixing.

It draws extensively on the recommendations made in the ACAF Review of On Farm Feeding Practices issued in 2003. It also recognises the requirements of the new EU Feed Hygiene Regulation that came into force in 2006. The Code has also drawn some of its recommendations from the draft IFAP Code of Practice for Feeding Farmed Animals.

We gratefully acknowledge the considerable assistance given by representatives of the AFS Feed Technical Advisory Committee, LACORS, the Food Standards Agency's Animal Feed Unit and ACAF in drafting the Code.

Annex 2 - AMI Registration and Approval

This Code does not cover the mixing of medicated feed or the use of specified feed additives. Farmers mixing medicated feedingstuffs and specified feed additives must register with, and be approved by, the Animal Medicines Inspectorate (AMI) of the Veterinary Medicines Directorate (VMD).

For details on how to apply for approval and registration contact the AMI at the following address:

Animal Medicines Inspectorate, Stoneleigh Park, Warwickshire, CV8 2LZ
Tel: 024 7684 9260 fax: 024 7684 9261 e-mail: enquiries@ami.gov.uk

Veterinary Medicines Guidance Note number 22 provides guidelines on the manufacture of medicated feedingstuffs and feedingstuffs incorporating specified feed additives and can be obtained from the VMD at the following address and weblink:

Veterinary Medicines Directorate
Woodham Lane, New Haw, Addlestone, Surrey KT15 3LS
Telephone +44 (0)1932 336911 : Fax +44 (0)1932 336618
Weblink: <http://www.vmd.gov.uk/general/vmr/vmgn/vmgnote22.pdf>

Annex 3 – Quick Guide/Checklist

On farm feeding practices are critical to ensure that the food chain is not compromised. As a producer of food you have responsibilities not only for the welfare of your animals but also to ensure that the animal itself does not affect the food that we eat.

*Are you satisfied that the **source and selection of feedingstuffs** is from a reputable supplier?*

Ensure the safety of the animal feed and that it is suitable for your particular animals.

Obtain adequate information allowing you to provide rations to meet your animals' nutrient needs.

*What are the **hazards** on farm that may affect the quality of the feed?*

Store feed in conditions that do not encourage mould growth (damp conditions).

Implement an effective pest control system.

Store feed in an area where there is no risk of cross contamination.

*The **transport of feed** could introduce contamination into your feed.*

Regularly clean and disinfect vehicles used to transport feed.

Wherever possible, use dedicated equipment to handle feed ingredients.

*Good **feeding practices** are paramount.*

Ensure all animals get the required intake of feed.

Avoid any cross contamination between different types of feeding stuffs - look at the label.

Make sure that banned substances and animal-by products are not being fed to particular species.

Assess the risk of contamination of land where animals are grazing. *Typical problems would include not leaving an adequate time to introduce animals back to grazing land treated with manure or copper toxicity issues for sheep allowed to graze on land treated with pig manure.*

Mixing feeds correctly is critical for feed safety.

Follow the various agencies' guidance and the attached information.

Consider introducing HACCP principles to identify the hazards. If in doubt, seek advice.

Annex 4 – HACCP

HACCP (often pronounced “hassup”) is short for Hazard Analysis and Critical Control Point. It provides a systematic approach to food (feed) safety management. It helps you to identify the problems that may occur in your feed production operation and the key points where they can be controlled most effectively. A good HACCP system also includes ways to monitor that you have done things correctly.

HACCP is a legal requirement under the Feed Hygiene Regulations for certain feed establishments notably on-farm mixers using specialist premixtures and feed additives such as Vitamin A and D and trace elements (copper, selenium, zinc etc)

HACCP follows seven principles:

1. Analyse hazards

There are a number of hazards in animal feeds that can pose a significant risk to animals or even to the consumer of animal products. For feeds these will include:

- Bacteria, fungi and other microbial pathogens
- Mycotoxins (such as aflatoxins and ochratoxins)
- Prohibited processed animal proteins (meat and bone meal)
- Chemical contaminants ranging from veterinary/medicinal residues, fertilisers, pesticides and other crop protection chemicals, polychlorinated biphenyls and dioxins (from heating oil fumes from grain dryers etc) and lead and other heavy metals.
- Physical contamination such as metal fragments, glass and similar.

2. Identify Critical Control Points (CCPs)

A HACCP study will analyse every step of the feed process to identify where hazards might occur and where they can best be controlled. Example CCPs are:

- For many hazards, the first CCP might be careful selection and inspection of raw materials. If there is excessive contamination when it arrives the feed will be contaminated.
- Careful storage can prevent contamination from pests and vermin or development of hazards like mycotoxins.
- Cross contamination in stores or in mixing or weighing equipment can transfer a chemical, (see comments above), from one feed in which it might be acceptable into another where it is not.

3. Establish preventative measures with critical limits for each control point

These might include:

- Checks on the supply source – for example currently certified in a feed assurance scheme
- Planned pest control measures
- Targets for temperature and moisture levels in stored feed materials that might otherwise permit mycotoxins to form.
- Mixing particular feeds after others and thorough flushing and / or cleaning of the equipment afterwards

4. Establish procedures to monitor the critical control points

How do you know that the controls are being achieved in every batch of feed?

Make regular checks against all the critical controls.

5. Establish corrective actions

What can you do if something is not right? It might mean rejecting a batch of feed materials from a supplier if it does not meet your standards. Or, even delaying the slaughter of certain animals if they are found to have been given prescription medicines by mistake. A good HACCP system would anticipate all contingencies and have a plan to deal with them.

6. Establish procedures to verify that the system is working properly

Occasional tests of samples of feed for contamination will demonstrate that controls are effective.

7. Establish effective record keeping in order to document the HACCP system

If your plan isn't written down you don't have a plan. Keep simple records of all monitoring and tests.

Annex 5 – On Farm Mixing Guidance**1. Personnel**

Ensure that those mixing feed have the appropriate skills to match the scale, risks and complexity of the feed mixing operation. Ensure that they know from whom to seek advice and instruction where necessary. Record any training, either by practice or by instruction, and the skills developed. Even where a person can demonstrate competence by length of experience and on-the-job training it is useful to evaluate and record these skills.

- a) For operations where more than one person is involved, devise an organisational chart detailing all persons working in feed preparation and the tasks that they are authorised to perform.
- b) Ensure that you and your employees keep up-to-date with the legislation on the composition of animal feed (e.g., the Feeding Stuffs Regulations).

2. Equipment

- a) Keep the feed preparation site clean, tidy and free from accumulated waste.
- b) Clean all equipment used for handling feed and feed materials before use.
- c) Regularly calibrate all weighing and dispensing equipment.
- d) Keep feed machinery clean, in a serviceable condition and free from accumulated waste.
- e) Ideally, site and store machines under cover. Visually inspect machines on a regular basis. Maintain and clean handling equipment in accordance with manufacturers' instructions. Keep a record of all maintenance and cleaning carried out.
- f) Where the feed formulation is changed, consider dead spaces and other difficult to access areas of the plant to determine if any physical cleaning out is required.
- g) Ensure that the machinery can achieve an even mix and that it operates for a minimum specified time to achieve consistency in the finished feed. Seek advice from the machinery manufacturer or make regular checks to ensure that this happens.

3. Quality control

- a) Designate a competent person to be responsible for production and quality control and list their responsibilities. If nobody is designated, responsibility will fall on the farm business owner.
- b) Produce a written quality control plan to be approved, implemented and reviewed by the designated responsible person. Keep this as simple as possible but ensure that it contains:
 - i) details of the whereabouts of various documentation or record keeping systems;
 - ii) details of the sampling frequencies, procedures and retention systems;
 - iii) description and frequency of analysis of samples taken;
 - iv) information on any critical points in the manufacturing process that could give rise to hazard and undue risks (see Annex 5); and
 - v) a summary of the operational procedures in place to ensure the desired quality of feed.
- c) Record any departure from procedures agreed in the quality control plan.
- d) Ensure that the feed being mixed is appropriate to the age, species and class of livestock to which it will be fed.

- e) Ensure controls are in place, including an appropriate order of mixing different feeds, to prevent cross-contamination between types of feed containing potentially harmful ingredients for particular animals.
- f) Ensure that you are using the correct complementary feedingstuff by checking the label for the target species, the ingredients and its batch number. Always cross-reference this information against your mixing control plan. Accurately weigh all complementary feedingstuffs before mixing to ensure the correct inclusion rate.
- g) Consider the potential need to flush out any residues from a previous mixing if there is a risk of cross contamination.

4. Record keeping

- a) Record the batch number of any complementary feedingstuff used in the feed.
- b) Keep feed formula(e) records readily available and produce them on appropriate request. Retain these for at least 12 months.
- c) Create a formulation document for each feed produced identifying the ingredients used and their proportion/quantities in the complete feed.
- d) Document rules for scheduling of mixing different feeds that take into account the individual characteristics and any potential hazards identified for individual ingredients used.

Annex 6 – Glossary

ACAF	The Advisory Committee on Animal Feedingstuffs
ACCS	The Assured Combinable Crops Scheme
Additives	Substances added to feed mainly to perform technological or nutritional functions or to improve animal production
AFS	Assured Food Standards
AIC	The Agricultural Industries Confederation
Complementary Feedingstuff	A compound feeding stuff that has a high content of certain substances and which, because of its composition, is sufficient for a daily ration only if it is used in combination with other feeding stuffs
Complete Feedingstuffs	Mixtures of feedingstuffs which by reason of their composition, are sufficient for a daily ration
Compound Feedingstuffs	Mixtures of feed materials, whether or not containing any additive, for oral feeding to pet animals or farmed creatures in the form of complementary feedingstuffs or complete feedingstuffs
Co Products	Usually by-products of food or drink manufacture which have a value in their own right as a feed material (e.g. soyabean meal, brewers' grain, wheat feed)
Daily Ration	The average total quantity of feedingstuff expressed on a 12 percent moisture basis, required daily by an animal of a given kind, age group and level of production in order to satisfy all its nutritional needs
Dry Feed Ingredients	Products with a dry matter above 86% and stable at ambient humidity in aerobic conditions
Feed Materials	Any products of vegetable or animal origin in their natural state, fresh or preserved; any products derived from the industrial processing of such products; organic or inorganic substances which are intended for oral animal consumption either directly or in a compound feed
Feeder Wagon	A mixing wagon in which feed is mixed and then delivered to livestock
FEMAS	The Feed Materials Assurance Scheme
Forage	High fibrous crops such as grass, grass or maize silage, hay etc., eaten mostly by ruminants
FSA	The Food Standards Agency
HACCP	Hazard Analysis and Critical Control Points
Hazard	The potential to cause harm
LACORS	Local Authorities Coordinators of Regulatory Services
Medicated Feedingstuff	A feedingstuff containing a veterinary medicinal product
Mineral Feedingstuff	A complementary feedingstuff which is composed mainly of minerals and which contains at least 40 percent by weight of ash

Moist Feed Ingredients	Products with a dry matter less than 86%
NAAC	The National Association of Agricultural Contractors
NFU	The National Farmers' Union
Permitted Animal Proteins	Milk, milk based products and colostrums; Eggs & egg products; Gelatine from non-ruminants; Hydrolysed proteins derived from non-ruminants or from ruminant hides and skins
Premixture	A mixture of additives, with or without a carrier, intended for mixing with feedingstuffs to produce a ration that meets the requirements of the livestock to which it is fed
Prohibited Processed Animal Protein	Includes:- Mammalian meat and bone meal; Meat meal; Bone meal; Hoof meal; Horn meal; Greaves; Poultry meal; Poultry offal meal; Feather meal; Gelatine from ruminants
On Farm Feeding	The feeding of livestock with purchased feedingstuffs and home-grown feed materials
On Farm Mixing	The mixing of ingredients which takes place at the same location as the livestock to which it is fed. It may or may not include home-produced feeds (For the purposes of this code it does not include the incorporation of Premixtures/Additives such as Vitamin A and D trace elements (copper, selenium zinc etc)
Restricted Proteins	Fish meal; Blood products; Blood meal, only where fed to farmed fish; Dicalcium phosphate and tricalcium phosphate of animal origin only
Silage	Feeding material made by the anaerobic fermentation of high moisture forage crops that is stored anaerobically
Specified Feed Additive	Coccidiostats, histomonostats and all other zootechnical additives except digestibility enhancers, gut flora stabilisers and substances incorporated with the intention of favourably affecting the environment
Statutory Statement	The particulars, information and instructions required or permitted to be contained or declared in the label
Straights	Former name for ingredients that are mixed to form a home concentrate - now known as feed materials
TASCC	The Trade Assurance Scheme for Combinable Crops
UFAS	The Universal Feed Assurance Scheme
Watercourse	Any river, lake, stream, tributary, wetland etc that is natural, manmade, permanent or semi permanent

I have read and understood the Industry Code of Practice for On-Farm feeding

Producer's Signature _____

Date _____

A.3d EXAMPLE OF WARRANTY DECLARATION FORM FOR CROP PRODUCTS AND BY PRODUCTS PURCHASED FROM NON-ASSURED FARMS, AND FOR BY PRODUCTS SOURCED DIRECTLY FROM HUMAN FOOD OR DRINK MANUFACTURERS



WARRANTY DECLARATION FORM

This warranty declaration can be used to meet the requirements of Code 3.13. A complete record of all externally sourced feedstuffs must be maintained in the Feed Records.

Name of Supplier _____

Address _____

Product Supplied _____

Delivery Date _____

Name of Buyer _____

Address _____

I, being the supplier named above, confirm that I have taken every reasonable precaution to keep the product stated above free from contamination and fit for the purpose of use as a feed material for consumption by livestock.

Signed _____

Date _____

SEE CODE 3.13

A.3e PEST CONTROL POLICY

This policy relates to the control of pests and rodents within and around feed storage areas.



Control

- Ensure that all bagged feed is stacked tidily on pallets off the floor and away from the walls.
- Spilt food under feed bins and in feed stores should be swept up and removed.
- Temporary baits - Check baits every week and continue baiting for one week after baits have stopped being taken.
- Permanent baits - Check baits every 2 weeks. If signs of feeding are found replenish the bait and re-survey the premises. Place baits in drain pipes placed at the base of straw.

Survey

- Ensure feed storage areas are checked for pests on a regular basis.

Clean

- Remove and dispose of all dead rodents found.
- Prevent access to the bait by other animals and children.
- Remove all rubbish and overgrown vegetation from outside the buildings.
- Keep weeds and grass short.

Proof

- Block all holes wherever possible. Wire mesh on windows should be no larger than 6mm to keep out mice and birds.
- Seal junctions between walls, floors and ceilings.
- Seal water cisterns and header tanks. Seal and remove obsolete plumbing.

A.5 RECOMMENDED SPACE ALLOWANCES - BUILDINGS

BEEF CATTLE (m²)

Housing System	Live weight (kg)					
	200	300	400	500	600	700
Roofed Yards						
Wholly bedded	3.0	3.4	3.8	4.2	4.6	5.0
Part bedded						
-bedded area	2.0	2.4	2.6	3.0	3.4	3.6
-loafing / feeding area	1.0	1.0	1.2	1.2	1.2	1.4
Sloping floors	1.9	2.4	2.6	2.9	3.1	3.3
Fully slatted	1.1	1.5	1.8	2.1	2.3	2.5
Roofless						
Wholly bedded	3.0	3.4	3.8	4.2	4.6	5.0
Sloping floors	1.75	2.15	2.6	2.6	2.9	3.1
Fully slatted	0.95	1.3	1.55	1.8	2.0	2.2

SHEEP (m²)

Category		Floor Type	
		Straw Bedded	Slatted
Ewes	45-60 kg	1.0-1.2	0.8-0.9
	60-90 kg	1.2-1.4	0.9-1.1
Ewes pregnant with twin lambs	45-60 kg	1.3-1.7	1.0-1.4
	60-90 kg	1.4-1.8	1.2-1.7
Ewes after lambing with lambs at foot up to 6 wks old	45-60 kg	1.8-2.0	
	60-90 kg	2.0-2.2	
Lambs and Sheep	20-30kg	0.7	0.5
	30-40kg	0.8	0.6
	40-50kg	1.0	0.8
Lamb Creep	2 weeks	0.15	
	6 weeks	0.40	
Lambing Pens		2.50	
Rams		1.50-2.0	

45-60kg corresponds to a hill ewe, 60-90kg to a lowland ewe

Shorn Sheep- space allowances may be reduced by 10% for winter shorn sheep

Group size- Pregnant ewes should be kept in groups of less than 50 to allow for better recognition and attention at lambing time

Reference sources: ADAS Farm Buildings Development Centre Technical Paper and DARD Code of Recommendations for the Welfare of Livestock: Sheep.

A.6 GUIDANCE ON THE WELFARE OF ANIMALS DURING TRANSPORT

This guidance relates to Council Regulation (EC) No 1/2005 on the protection of animals during transport (subsequently referred to as 'the EU Regulation') and the relevant enforcement legislation. It is issued to aid consistency of understanding and enforcement of EU and national legislation.

The EU Regulation aims to improve animal welfare through raising transportation standards. In particular, it provides significant improvements in enforcement capability in respect to species and imposes a statutory obligation that anyone engaged in the handling and transport of animals must do so in a way that does not, and is not likely to, cause injury or undue suffering. The regulation requires that an animal must be fit for the intended journey and must remain sufficiently fit throughout the duration of the journey.

From 5/11/2007 anyone who is transporting animals for journeys over 65km (approx 40 miles) as part of an economic activity, must hold a valid transporter authorisation. It is important to note that you may only hold transportation authorisation from one member state of the EU, and this authorisation will subsequently be valid in all EU states. Transporters based in Northern Ireland can contact DARD to apply for such authorisation.

You should note that:

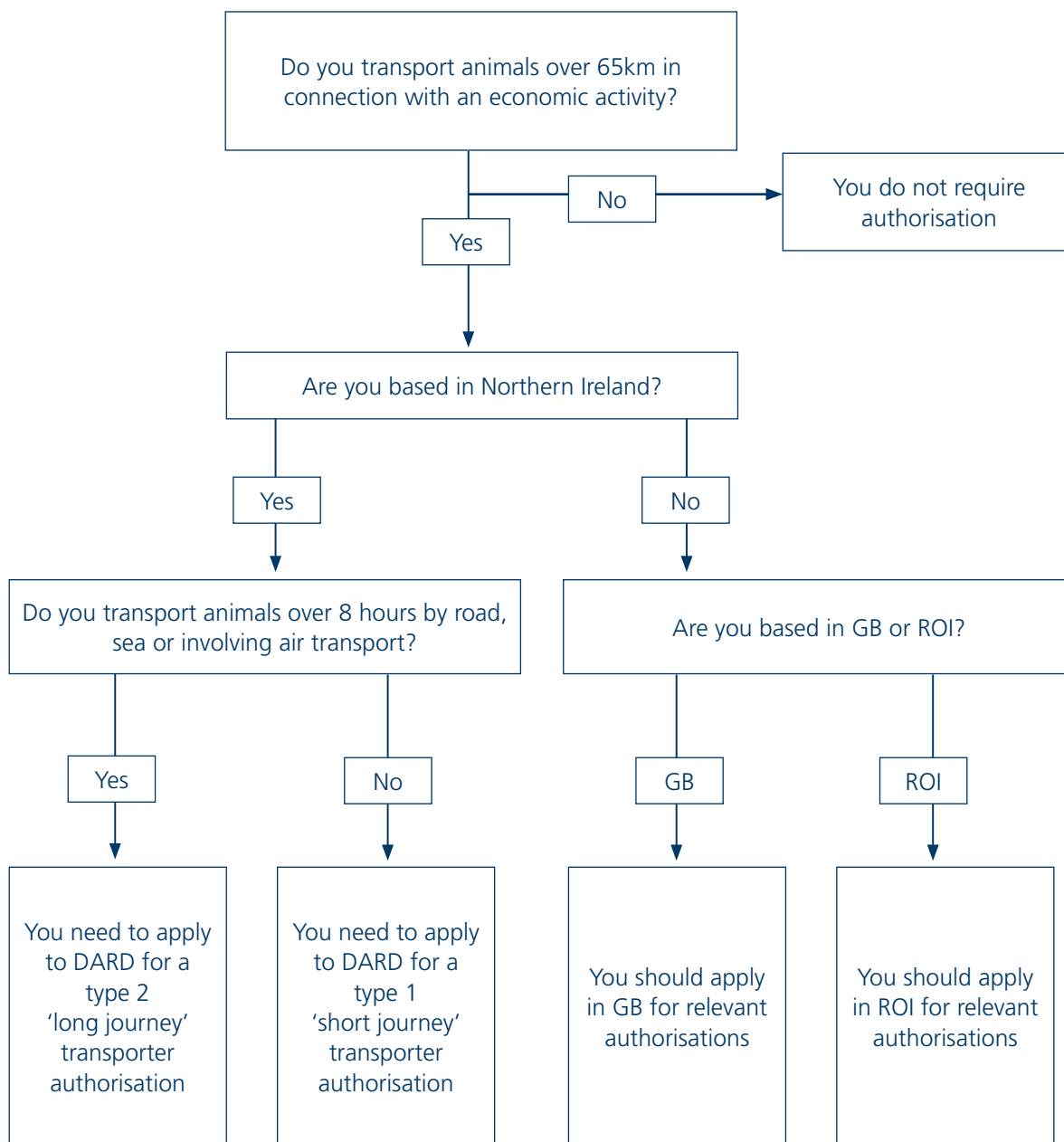
- Transporters requiring authorisation must either carry their authorisation certificate or a copy of it when transporting animals.
- The authorisation will last for 5 years unless revoked or suspended and may have conditions imposed upon it at any time within this period if there are any infringements of any requirement of the EU regulation or the relevant welfare of animals during transport legislation.
- Anyone requiring such transport authorisation will need to submit an application (to DARD in Northern Ireland).

There are two types of authorisation

- A short journey authorisation is for journeys over 65km and up to and including 8 hours in duration.
- A long journey authorisation which covers all journeys, including those over 8 hours in duration.

NOTE a journey is defined as the time from when the first animal is loaded onto the vehicle at the premises of departure and the time the last animal is unloaded at place of destination.

What transporter authorisation is required?



It should also be noted that from 5/1/2008 those transporting animals by road journeys which exceed 65km in connection with an economic activity have been required to be independently assessed for competence by the National Proficiency Training Council (NPTC). The assessment is specific to the role of the transporter, the length of journeys to be undertaken and the species to be transported. A certificate will be awarded to those who successfully complete the assessment and this must be made available to enforcement officers when requested.

Assessment under the legislation can be by a short online theory test and, for those involved in long journeys, an additional short practical assessment to cover both driving and animal handling skills. In Northern Ireland the theory test will normally be undertaken at the NPTC assessment centre at CAFRE, Greenmount Campus, Co Antrim. If the transporter is not familiar with the use of a computer, assistance may be requested when the examination date is arranged. Practical assessments will then be arranged for a mutually suitable time and location. There are a number of options for attaining the competency certificate and for further details you should contact:

NPTC Assessment Centre
CAFRE, Greenmount Campus
22 Greenmount Road
Antrim
BT41 4PU
Tel 028 944 26873

As an alternative to assessment of competency by NPTC, transporters can choose to undertake training and assessment in the Republic of Ireland where An Teagasc, the Agriculture and Food Development Authority, is delivering training and assessment at its network of colleges. Courses last one day and assessment is carried out at the end of the course. Anyone interested should contact:

An Teagasc
Agricultural College
Ballyhaise
Co Cavan
Tel: 00 353 4943 38108

It should also be noted that all animals being transported within the EU must be accompanied by the appropriate travel documentation. An exception is where farmers are transporting their own animals using their own means of transport on journeys up to 50km from their holding, or transporting stock as part of seasonal transhumance. There is no prescribed format in which Animal Transport Certificates need to be recorded for journeys which exceed 50km but the completion of MC2s or MS2s is sufficient. It is a legal requirement for farmers to keep a record of all movements on and off the farm but transport documentation does not have to accompany the animals during transport when self transporting except where the journey exceeds 50km.

Articles 3 and 27 of the EU Regulation apply to the transportation of animals over any journey length. Guidance on the general conditions for the transport of farm animals is set out on the following pages.

GUIDELINES ON GENERAL CONDITIONS FOR THE TRANSPORT OF FARM ANIMALS**1.0 Journey Planning**

Before beginning a journey involving the transport of livestock producers must ensure that the following conditions are complied with:

- 1.1 Arrangements have been made in advance to minimise the length of the journey and to meet the animals' needs during the journey.
- 1.2 The animals are fit for the intended journey.
- 1.3 The personnel handling the animals are trained and competent for this purpose and carry out their tasks without using violence or any method likely to cause unnecessary fear, injury or suffering.
- 1.4 The transport is carried out without delay to the place of destination and the welfare conditions of the animals are regularly checked and appropriately maintained.
- 1.5 Except if accompanied by their mother, long journeys are only permitted if
 - a. Lambs are older than 7 days.
 - b. Calves are older than fourteen days.
 - c. They have a healed naval.

Fitness for transport

- 1.6 No animal shall be transported unless it is fit for the intended journey, and all animals shall be transported in conditions guaranteed not to cause them injury or unnecessary suffering.
- 1.7 Animals that are injured or that present physiological weaknesses or pathological processes shall not be considered fit for transport, and in particular if:
 - a. They are unable to move independently without pain or to walk unassisted.
 - b. They present a severe open wound or prolapse.
 - c. They are pregnant females for whom 90% or more of the expected gestation period has already passed, or females which have given birth within the last week.
 - d. They are new-born mammals in which the navel has not completely healed.
 - e. They are lambs of less than one week and calves of less than ten days of age, unless they are transported less than 100km.
- 1.8 However sick or injured animals may be considered fit for transport if they are:
 - a. Slightly injured or ill and transport would not cause additional suffering. In cases of doubt veterinary advice should be sought.
 - b. Transportation if the illness or injury is part of a research programme.
 - c. Transported under veterinary supervision for or following veterinary treatment or diagnosis. However such transport shall be permitted only where no unnecessary suffering or ill treatment is caused to the animals concerned.
 - d. Animals that have been submitted to veterinary procedures in relation to farming practices such as dehorning or castration, provided that the wounds have completely healed.
- 1.9 When animals fall ill or are injured during transport, they shall be separated from the others and receive first aid treatment as soon as possible. They shall be given appropriate veterinary treatment and if necessary undergo emergency slaughter or killing in a way which does not cause them any unnecessary suffering. Lactating females not accompanied by their offspring must be milked at intervals of not more than 12 hours.

Handling

- 1.10 It shall be prohibited to:
- a. Strike or kick the animals.
 - b. Apply pressure to any particular sensitive part of the body in such a way as to cause animals unnecessary pain or suffering.
 - c. Suspend the animals themselves by mechanical means.
 - d. Lift or drag the animals by head, ears, horns, legs, tail or fleece, or handle them in such a way as to cause them unnecessary pain or suffering.
 - e. Use prods or other implements with pointed ends.

Separation

- 1.11 Animals should be handled and transported separately in the following cases:
- a. Animals of different species.
 - b. Animals of significantly different sizes or ages.
 - c. Sexually mature males from females.
 - d. Animals with horns from animals without horns
 - e. Animals hostile to each other.

NB points a, b and d shall not apply where the animals have been raised in compatible groups, are accustomed to each other, where separation will cause distress or where females are accompanied by dependent young.

2.0 Construction and Maintenance of Livestock Vehicles

- 2.1 The livestock vehicle must be constructed and maintained in a way which ensures the safety of the animals during loading, transport and unloading. It must protect them from injury, unnecessary suffering, inclement weather conditions, excessive noise and vibration. It must be free of any sharp edges, protrusions, gaps and spaces which could potentially cause injury.
- 2.2 The livestock vehicle must be strong enough to withstand the weight of the animals and the action of the weather.
- 2.3 The livestock compartment must be of suitable size to accommodate the animals being transported and must allow them to stand in a natural position.
- 2.4 Floors must be strong enough to bear the weight of the animals and must be constructed to prevent slipping.
- 2.5 There must be sufficient lighting, which may be natural or artificial (and if artificial, this may be portable), to enable the care and inspection of livestock and the safe loading and unloading of the animals being transported. Electrical fittings and wiring (where used) should be repositioned or protected in a way which prevents injury to the animals.

Ventilation - General

- 2.6 Sufficient and appropriate ventilation must be provided for the number, size and species of animals to be carried whether the vehicle is in motion or is stationary. Ventilation is usually achieved through apertures in the side of the livestock container. Where mechanical ventilation is provided, either alone or as a supplement to apertures, the system must include adequate safeguards in the event of a breakdown or power failure.

Ventilation – Large vehicles and large trailers

- 2.7 It is recommended that a longitudinal ventilation aperture should be fitted in each side of each tier, and so far as is practicable, be continuous throughout the length of the vehicle or trailer. This aperture should be positioned as close to the top of the side wall as possible, with the upper edge no more than 10cm below the floor or roof above. Aperture depth should not be less than 20cm.

Ventilation – Small vehicles and trailers

- 2.8 Other ventilation arrangements, including apertures in the end panels and roof ventilators, may be sufficient where only a small number of animals are to be carried.

Ramp or platform for loading / unloading animals

- 2.9 A vehicle should carry the means of loading/unloading animals without causing them injury or unnecessary suffering. A vehicle should normally be fitted with suitable equipment for loading animals. Each floor of the vehicle must be fitted with barriers which prevent animals falling out when the loading door is not fully closed.
- 2.10 The gradient of the ramp fitted for loading and unloading animals must not be more than 4 in 7 (30°) when the vehicle is on level ground. However, in order to minimise the stress which loading and unloading can cause, it is recommended that the slope should not be more than 25° for cattle.



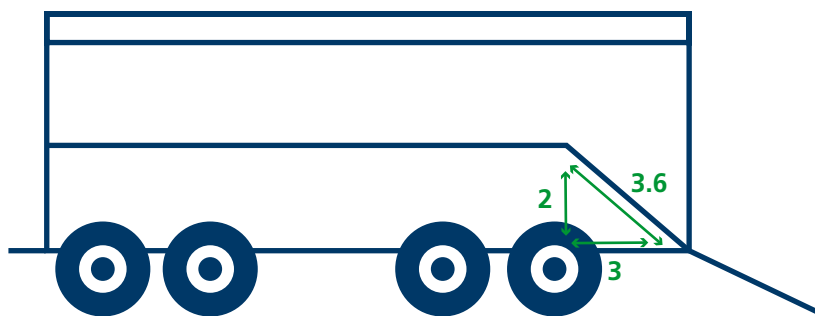
In practical terms this means:

- If the base of my trailer is 2 feet off the ground then the ramp / tailgate must be at least 4 feet long.
 - If the base of my trailer is 3 feet off the ground then the ramp / tailgate must be at least 6½ feet long
 - If the base of my trailer is 4 feet off the ground then the ramp / tailgate must be at least 8 feet long.
- 2.11 The ramp must be provided with a suitable means of preventing animals slipping, such as foot battens. It is recommended that foot battens should be not less than 25mm high, spaced with centres 20-30cm apart.
- 2.12 Where animals are loaded and unloaded by means of a lifting platform this must be of suitable dimensions and be provided with a means to prevent animals from slipping.
- 2.13 It is recommended that any lifting/loading platform or loading deck should be equipped with appropriate safety mechanisms, which will prevent accidental operation and uncontrolled lowering. It should also permit emergency lowering in the event of a power failure.

- 2.14 Where a ramp is used for loading and unloading side barriers not less than 130cm high must be provided. Where a lifting platform is used for loading and unloading side barriers 130cm high for cattle and 90cm for small calves and sheep must be provided.
- 2.15 Any step at the top or bottom of a ramp must not exceed 21cm and any gap between the ramp or lifting platform and the vehicle should not be so large that an animal's foot could pass into it and must not exceed 6cm between the ramp and vehicle.
- 2.16 A ramp may not be necessary if the vehicle floor is 30cm or less from the ground, nor if the animals are small enough to be lifted (by no more than two people) without causing them injury.

Ramp for transfer of animals between floors

- 2.17 The gradient of a ramp used for the transfer of animals between floors within the livestock compartment must not be more than 2 in 3 (33°). However in order to minimise stress, it is recommended that the slope should not be more than 30° for sheep and 25° for cattle.



In practical terms this means:

- If the top of the ramp installed is 2 feet from the level below then the ramp must be at least 3½ feet long.
 - If the top of the ramp installed is 3 feet from the level below then the ramp must be at least 4½ feet long.
 - If the top of the ramp installed is 4 feet from the level below then the ramp must be at least 6 feet long.
- 2.18 The internal ramp must be provided with suitable means of preventing animals from slipping such as foot battens. It is recommended that foot battens should not be less than 25mm high and spaced with centres 20-30cm apart.
- 2.19 Where necessary, internal ramps should be fitted with side barriers of an appropriate height.

Pen lengths

- 2.20 The vehicle is likely to need to be subdivided into pens, formed with partitions so that the animals are given support against the motion of transport, are properly segregated and are in sufficiently small groups.
- 2.21 The length of a pen must not exceed 2.5m (8ft) when calves are being carried.
- 2.22 The length of the pen must not exceed 3.1m (10ft) when sheep are being carried.
- 2.23 The length of the pen must not exceed 3.7m (12ft) when cattle (other than calves) are being carried.

- 2.24 It is recommended that the vehicle has a facility to reduce the length of at least one pen so that an animal, or a small group of animals, may be carried separately in an area of appropriate size if necessary.

Partition height

- 2.25 A partition (where fitted) must be rigid, of sufficient strength and height, and not interfere with ventilation. Spaces above, below and gaps in it should be of such size that an animal cannot become trapped or injured.
- 2.26 A partition between pens must be at least 127cm high for cattle (other than calves).
- 2.27 A partition must be at least 76cm high for calves and sheep.

Headroom/height

- 2.28 The clear height available in a vehicle, in which farm livestock are being carried, must be sufficient for them to stand in their natural position with space above for the circulation of air.
- 2.29 It is recommended that, in order to avoid injury and allow sufficient air circulation, the space above the highest part of cattle (other than calves) should be at least 20cm, and at least 10cm above calves and sheep.

Roof

- 2.30 A vehicle must be fitted with a roof above all of the animals, which provides adequate protection from the weather.
- 2.31 The roof should be waterproof, be strong enough to withstand the forces which might be imposed by vehicle movement and the weight of any water or snow which might accumulate on it, be properly secured to the vehicle and be adequately supported to prevent sagging.

Inspection and access

- 2.32 It must be possible to view all the animals being transported from the exterior of the vehicle for the purpose of inspecting them and for which there must be suitable openings and footholds. Sight through the ventilation apertures is considered to be one way to satisfy this requirement for access to inspect.

Exceptions for certain 'small' vehicles on journeys less than 50km

- 2.33 A vehicle which satisfies all of the following criteria:
- a. Is being used on a journey 50km or less to, from, or within land used for agricultural purposes;
 - b. Is owned by the owner or occupier of that land;
 - c. Has an internal length of not more than 3.7 metres available for the carriage of animals,

need not be fitted with a roof, have inner barriers or straps for use when the loading door is open, nor be fitted with an internal ramp.

3.0 Operation: Cleansing and Disinfection

- 3.1 Vehicles should be constructed in such a way that they are easy to clean. Any vehicle used to transport animals must be cleansed as soon as practicable after unloading and disinfected before being used again to transport animals. There is an exemption for a vehicle used to transport animals between the same two places in the same day (except between markets).

Litter/bedding

- 3.2 Sufficient litter must be used to absorb urine and droppings, unless urine and droppings are regularly removed or equally effective alternative arrangements are in place.
- 3.3 Sawdust appears to be the most effective type of litter for absorbing urine and wet droppings. It also gives good 'footing' and tends to stay in place better than straw. However it is recommended that vehicles carrying young calves are bedded with straw as these animals travel better with such bedding.

4.0 Recommended Space Allowances During Transport**CATTLE**

Category	Approx weight (kg)	Space allowance (m ²)
Small calves	55	0.30-0.40
Medium sized calves	110	0.40-0.70
Heavy calves	200	0.70-0.95
Medium sized cattle	325	0.95-1.30
Heavy cattle	550	1.30-1.60
Very heavy cattle	Over 700	Over 1.60

These figures may vary depending upon the animals' exact weight and size. The livestock's physical condition, weather conditions and the likely journey time should also be taken into consideration when determining space allowances.

SHEEP

Category	Approx weight (kg)	Space allowance (m ²)
Shorn sheep & lambs	Under 55	0.20-0.30
	Over 55	Over 0.30
Unshorn sheep	Under 55	0.30-0.40
	Over 55	Over 0.40
Heavily pregnant ewes	Under 55	0.40-0.50
	Over 55	Over 0.50

The space allowances indicated above may vary depending on the breed, size, physical condition and length of fleece of the animals as well as the weather conditions and journey time. As an indication, for small lambs, an area of under 0.2m² per animal may be provided.

(Source: Council Regulation (EC) 1/2005 on the Protection of animals during transport and the Welfare of Animals (Transport) Regulations (Northern Ireland) 2006 (as amended))

I have read and understood the 'Guidance on the Welfare of Animals During Transport' and the 'Guidelines on General Conditions for the Transport of Farm Animals'

Producer's Signature _____

Date _____

A.7 GENERAL HOUSEKEEPING SCORES

Category 1

- Good, well maintained, buildings and yards.
- No accumulation of scrap equipment or materials in yard or adjacent area.
- All storage areas tidy (i.e. feed, medicine, machinery, farm waste).
- No evidence of pest activity (e.g. rodent or bird droppings) in feed storage area.
- Well maintained storm water system in place.
- Weed growth controlled and managed in all areas.
- Few, if any, fabric repairs required.

Category 2

- Minor repairs/maintenance required to some buildings/yards.
- Some evidence of scrap equipment/machinery build up in yard or adjacent area.
- Minor improvement required to general tidiness of storage areas.
- Existing pest control measures in need of minor improvements (e.g. replace broken pane of glass in meal store).
- Minor improvement required to storm water system (e.g. minor repairs required to guttering, spouting/gullies).
- Some evidence of weed growth around livestock and/or feed storage buildings.
- Some improvement required to waste control systems- slight accumulation of waste silage/dung/muck/dirty water.

Category 3

- Buildings and yards in poor state of repair (e.g. broken doors, windows, roof repairs required).
- Accumulation of scrap equipment/ materials in yard or adjacent area.
- Storage areas untidy (e.g. evidence of disused medicine bottles, meal bags, fertiliser bags etc lying around).
- Evidence of obvious pest activity (e.g. rodent or bird droppings) in feed storage areas.
- Poor drainage: storm water system poorly maintained.
- Extensive weed control required to prevent growth around buildings where livestock are housed or feedstuffs are stored.
- Waste control poor - significant accumulation of waste silage/dung/muck/dirty water.
- Obvious disregard for the storage and disposal of waste materials (e.g. silage wrap, fertilizer bags, empty medicine/chemical containers etc).

THE SCORING METHOD WILL BE INTERPRETED ONLY IN RELATION TO THE POTENTIAL IMPACT OF UNTIDINESS ON FOOD SAFETY, ANIMAL WELFARE AND ENVIRONMENTAL POLLUTION

SEE CODE 7.1

A.8a USEFUL INFORMATION IN CASE OF EMERGENCY

Emergency Services

Dial 999

Farm Address

Telephone Number

Nearest Telephone Location

Directions to Farm

Location of Nearest Water Supply

Location of Electricity Meter

Veterinary Surgeon

Telephone Number

PLEASE COMPLETE AND DISPLAY A COPY BY YOUR FARM TELEPHONE AND OUTSIDE THE FARM OFFICE OR OTHER SUITABLY OBVIOUS LOCATIONS FOR REFERENCE BY RESCUE HELPERS

A.8b COMPLAINTS RECORD FORM

A record of all written complaints received by a participant, which are relevant to the sheep and beef enterprise, must be recorded along with the actions taken to resolve the problem.

The table below is suitable for recording any such complaints a farmer may receive.

Date	Received From	Nature of Complaint	Action Taken
e.g. 12/1/2010	Farmer A	Excess mud and clay left on road	Road cleaned and spoke to farmer A

A.9 PUBLICATIONS AND DOCUMENTS

**Publications that must be maintained (Available from) [Product Standard Code]
These must be signed by the producer to indicate that they have been read and understood:**

- Product Standard (NIBL FQAS) [inside front cover]
- Scheme Rules (NIFCC) [inside front cover]
- Code of Recommendations for the Welfare of Livestock: Cattle (DARD DVO) [1.1]
- Code of Recommendations for the Welfare of Livestock: Sheep (DARD DVO) [1.1]
- Code of Practice on the Responsible Use of Animal Medicines on the Farm (In the FQAS Veterinary Medicine Record Book) [2.3]
- Codes of Good Agricultural Practice for the Prevention of Pollution of Water, Air and Soil (DARD-CMB) [7.1]
- Industry Code of Practice for On Farm Feeding (Appendix A.3c NIBL FQAS Product Standard) [3.11]
- Guidance on the Welfare of Livestock During Transport (Appendix A.6 NIBL FQAS Product Standard) [6.1]

Other Useful Publications:

- Biosecurity Code for Northern Ireland Farms (DARD)
- Guide to the Transport of Animals and Poultry (Cleaning and Disinfection) Order (Northern Ireland) 2007 (DARD)
- Guidance on the Welfare of Animals During Transport (DARD)
- Guidance Booklet for Northern Ireland Farmers on the Requirements of the Nitrates Action Programme (Northern Ireland) Regulations 2006 and the Phosphorous (Use in Agriculture) (Northern Ireland) Regulations 2006 (DARD CMB)
- Food and Feed Hygiene for Farmers and Growers (DARD QAB or FSANI)
- Guidance on Food By-Products used in Animal Feed (DARD QAB)
- Clean Beef Cattle for Slaughter: A Guide for Producers (FSA)
- Clean Sheep for Slaughter: A Guide for Producers (FSA)
- Code of Practice for Northern Ireland Farm Quality Assured Cereals Scheme (NIFCC)
- Preventing Access to Effluent Storage and Similar Areas on Farms (HSE)
- Welfare of Animals (Slaughter or Killing) Regulations (Northern Ireland) 1996 (OPSI)

Documents that must be maintained:

- Experience and Training Record Form (Appendix A.1b [1.3,2.3] **Must be completed.**
- Animal Health Plan (Appendix A.2a) [2.4] **Must be completed.**
- Veterinary Medicine Record Book (NIBL FQAS) [1.11, 2.13, 2.14] **Code of practice must be signed. Records must be completed and up to date.**
- Broken Needle Policy (Appendix A.2d) [2.11] **Must be signed.**
- Registration/approval for on farm feed mixing (DARD QAB) [3.10]. **Must be obtained.**
- Feed Record Book (NIBL FQAS) [3.17] **Declaration must be signed.**
- Herd Record Book (DARD DVO) [4.2] **Must be completed and up to date.**
- Flock Record Book (DARD DVO) [4.2] **Must be completed and up to date.**
- Registration for Land Spreading of Sheep Dip (NIEA) [7.4]. **Must be obtained if applicable.**
- Emergency Information (Appendix A.8a) [8.1] **Must be completed and should be displayed.**
- Complaints Record Form (Appendix A.8b) [8.2] **Must be maintained.**

Addresses from where these publications can be obtained are given in Appendix A.10, which together with Appendix A.11 explains the abbreviations used above.

A.10 USEFUL CONTACTS

Northern Ireland Beef and Lamb Farm Quality Assurance Scheme (NIBL FQAS)

Lissie House, 31 Ballinderry Road
Lisburn BT28 2SL
Helpline Tel 028 9263 3024
Fax 028 9263 3001
E-mail: fqas@lmcni.com
Website: www.lmcni.com

Livestock and Meat Commission (LMC)

(Ownership holders of NIBL FQAS)
Lissie House, 31 Ballinderry Road
Lisburn BT28 2SL
Tel- 028 9263 3000
Fax- 028 9263 3001
E-mail: info@lmcni.com
Website: www.lmcni.com

Northern Ireland Food Chain Certification (NIFCC) (Certification Body)

Lissie House, 31 Ballinderry Road
Lisburn BT28 2SL
Tel 028 9263 3017
Fax 028 9263 3003
Email: info@nifcc.co.uk

Ulster Farmers Union (UFU)

(Joint owners of Northern Ireland Farm Quality Assured Cereals Scheme)
Dunedin, 475 Antrim Road
Belfast, BT15 3DA
Tel 028 9037 0222
Fax 028 9037 1231
Email: info@ufuhq.com

NI Environment Agency (NIEA)

(Land spreading of used sheep dip)
Water Management Unit
17 Antrim Road
Lisburn
Co Antrim
Tel 028 9262 3100
Email: waterinfo@doeni.gov.uk
Website: www.ni-environment.gov.uk

Health and Safety Executive Northern Ireland (HSENI)

83 Ladas Drive
Belfast BT6 9FR
Tel 028 9024 3249
Fax 028 9023 5383

Department of Agriculture and Rural Development (DARD)

Headquarters
Dundonald House, Upper Newtownards Road,
Belfast BT4 3SB
Tel 028 9052 4999
Website: www.dardni.gov.uk

Veterinary Service Trade

Tel 028 9052 0989

Veterinary Service IRM

Tel 028 9058 9287

Countryside Management Branch (CMB)

(Environmental protection / Waste management / Pollution control / Codes of Good Agricultural Practice)
Lindesay Hall, Loughry Campus
Dungannon Road, Cookstown
BT80 9AA
Tel 028 8675 7515

Quality Assurance Branch (QAB)

(Registration of home mixers of animal feedstuffs) Tel- 028 9054 7194

Divisional Veterinary Offices (DVO)

Armagh	028 3752 9900
Ballymena	028 2566 2862
Coleraine	028 7034 1111
Dungannon	028 8775 4777
Enniskillen	028 6632 5004
Larne	028 2826 3222
Londonderry	028 7131 9500
Newry	028 3025 3200
Newtownards	028 9182 5825
Omagh	028 8225 3466

Locally Based Countryside Management Staff in DARD Offices

Armagh	028 3751 5659
Ballymena	028 2566 2800
Downpatrick	028 4461 8000
Enniskillen	028 6632 5004
Magherafelt	028 7930 2112
Omagh	028 8225 3466

Greenmount Campus (CAFRE)

(Production / Business Advice)
Farm Technology and Business Systems
Development Division
22 Greenmount Road Antrim, BT41 4PQ
Tel 028 9442 6666
Fax 028 9442 6606

Department for Environment, Food and Rural Affairs (DEFRA)

Nobel House, 17 Smith Square
London SW1P 3JR
Tel 08459 33 55 77
Fax 020 7238 3329
Email: helpline@defra.gsi.gov.uk
Website: www.defra.gov.uk

Farm Animal Welfare Council (FAWC)

(FAWC Secretariat)
Area 5A, 9 Millbank
C/o Nobel House
17 Smith Square
London
SW1P 3JR
Tel 020 7238 ext 5016 / 5124
Email: fawcsecretariat@defra.gsi.gov.uk
Website: www.fawc.org.uk

Food Standards Agency Northern Ireland (FSANI)

10a-c Clarendon Road, Belfast BT1 3BG
Tel 028 9041 7700
Fax 028 9041 7726

Food Standards Agency (FSA)

Aviation House, 125 Kingsway
London WC2B 6NH
Tel 020 7276 8000
Fax 020 7276 8004
Email: helpline@foodstandards.gsi.gov.uk
Website: www.food.gov.uk

National Farmers Union (NFU)

Agriculture House, Stoneleigh Park
Stoneleigh, Warwickshire
CV8 2TZ
Tel 024 7685 8500
Fax 024 7685 8501
Email: nfu@nfu.org.uk
Website: www.nfu.org.uk

National Office of Animal Health (NOAH)

3 Crossfield Chambers, Gladbeck Way
Enfield, EN2 7HF
Tel 020 8367 3131
Fax 020 8363 1155
Email: noah@noah.co.uk
Website: www.noah.co.uk

Assured Food Standards (AFS)

(Red Tractor Logo owners)
4TH Floor, Kings Building
16 Smith Square, London
London, SW1P 1JJ
Tel 020 7630 3320
Fax 020 7630 3321
Email: enquiries@redtractor.org.uk
Website: www.littleredtractor.org.uk

Assured British Meat (ABM)

PO Box 5273
Milton Keynes MK6 1HL
Tel 019 0839 3750
Email: abmsec@abm.org.uk

Farm Assured Welsh Livestock (FAWL)

PO Box 8
Gorseland, North Road
Aberystwyth, SY23 2WB
Tel 01970 636 688
Fax 01970 624 049
Email: info@wfsagri.net
Website: www.welshlambandbeef.co.uk

Genesis Quality Assurance Ltd (GQA)

Ryknield House, Alrewas
Burton-on-Trent DE13 7AB
Tel 01283 791 400
Email: info@genesisqa.com

Quality Meat Scotland (QMS)

The Rural Centre
Ingliston, Newbridge
Edinburgh EH28 8NZ
Tel 0131 472 4040
Fax 0131 472 4038
Email: info@qmscotland.co.uk
Website: www.qmscotland.co.uk/

Soil Association Farm Assurance (SAFA)

86 Colston St
Bristol, BS1 5BB
Tel 0117 314 5000
Website: www.soilassociation.org

A.11 GLOSSARY OF ABBREVIATIONS

ABM	Assured British Meat
ACCS	Assured Combinable Crops Scheme
ADAS	Agricultural Development and Advisory Service
ADF	Assured Dairy Farms Scheme
AFS	Assured Food Standards
AI	Artificial Insemination
AIC	Agricultural Industries Confederation
APHIS	Animal and Public Health Information System
AVSPNI	Association of Veterinary Surgeons Practicing in Northern Ireland
CAFRE	College of Agriculture Food and Rural Enterprise
CAO	County Agricultural Office (of DARD)
CMB	Countryside Management Branch (of DARD)
COGAP	Code of Good Agricultural Practice for the Prevention of Pollution of Water, Air and Soil
DARD	Department of Agriculture and Rural Development
DEFRA	Department for the Environment, Food and Rural Affairs
DOE	Department of the Environment
DVO	Divisional Veterinary Office (of DARD)
EN45011	Reference code for general requirements for bodies operating product certification systems to provide product conformity certification
ET	Embryo Transfer
FAWC	Farm Animal Welfare Council
FAWL	Farm Assured Welsh Livestock
FEMAS	Feed Materials Assurance Scheme
FQ	Farm Quality
FQA	Farm Quality Assured
FQAS	Farm Quality Assurance Scheme
FSA	Food Standards Agency
FSANI	Food Standards Agency Northern Ireland
GAP	Good Agricultural Practice
HSE	Health and Safety Executive
IEE	Institute of Electrical Engineers
IRM	Identification, Registration and Movement (of livestock)
LMC	Livestock and Meat Commission for Northern Ireland
MRL	Maximum Residue Limit
NFU	National Farmers Union
NIBL	Northern Ireland Beef and Lamb
NIEA	Northern Ireland Environment Agency
NIFCC	Northern Ireland Food Chain Certification
NIFQACS	Northern Ireland Farm Quality Assured Cereals Scheme
NIGTA	Northern Ireland Grain Trade Association

A.11 GLOSSARY OF ABBREVIATIONS *(continued)*

NIVA	North of Ireland Veterinary Association
NOAH	National Office of Animal Health
POM	Prescription Only Medicine
QA	Quality Assurance
QAB	Quality Assurance Branch (of DARD)
QMS	Quality Meat Scotland
RTL	Red Tractor Logo
SSC	Standard Setting Committee
UFAS	Universal Feed Assurance Schemes
UKAS	United Kingdom Accreditation Service

A.12 FARM INSPECTION CHECKLIST

During your farm inspection, the main areas which the inspector will cover are:

- 1- **Livestock** - Cattle and/or Sheep- Checked to ensure they are healthy and thriving
- 2- **Locked Medicine Cabinet** - Storage of all antibiotics/vaccines/routine parasitic controls
- 3- **Sharps Container** - Plastic/tin box for storage and disposal of used medicine bottles, syringes and needles
- 4- **Feed Storage Areas**
- 5- **Livestock Housing**
- 6- **Livestock Handling Facilities** - Cattle crush/sheep dipper
- 7- **Isolation facilities** for sick/injured animals
- 8- **Livestock Trailer** - If applicable
- 9- **Slurry/Farmyard Manure Storage**
- 10- **Silo(s) and Effluent Storage**
- 11- **Round Bale Silage Storage Area**
- 12- **The Records** as detailed in Appendix A.9 must be kept up to date, fully completed and available for inspection
- 13- **Documentation** - The publications and documents as detailed in Appendix A.9 must be maintained, signed and available for inspection





**c/o Livestock & Meat Commission
for Northern Ireland**

Lissue House
31 Ballinderry Road
Lisburn BT28 2SL

Telephone 028 9263 3024
Facsimilie 028 9263 3001
Email fqas@lmcni.com
Website www.lmcni.com