



# FQAS Record Book

APRIL 2022



# LMC

Livestock & Meat Commission

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## Appendices and Record Templates

These appendices and record templates have been produced to provide additional guidance for producers in certain areas relevant to the Northern Ireland Beef and Lamb Farm Quality Assurance 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 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.

**Name:**

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**Address:**

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**FQAS Number:**

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## A.1a THE FIVE FREEDOMS

# 5

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

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 (calves) and within three hours of birth (lambs). 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. Outwintered 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 on more than one occasion in any 28-day period up to 12 weeks of age. For current legislative requirements, reference should be made to the Welfare Codes.

**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 recognised guidelines, the Welfare Codes on 'downer animals', and where necessary on-farm humane slaughter.

**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

Complete blank table below with details of relevant experience and/or training (if applicable) that has been undertaken.

Name of person trained/ instructed	Years' Experience	Training Type	Name of Trainer/Training Course
Mr H Stockman	20 years' experience	Sheep Farming	Home Farm
Mr A Farmer	20 years' experience	Degree in General Agriculture	QUB Belfast
Mr H Stockman (part time)	15 years' experience	Drenching of cattle	Mr A Farmer
Mr A Farmer	10 years' experience	Cattle Health Management	BQI Greenmount
Mr A Farmer	4 years' experience	Short Journey Transport Assessment	NPTC Greenmount

Name of person trained/ instructed	Years' Experience	Training Type	Name of Trainer/Training Course



## A.1c EXAMPLE OF COMMON VETERINARY OPERATIONS

The following tables provide a summary of the requirements for common veterinary operations for cattle and sheep.

### CATTLE

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

Example Anaesthetics include: Procaine Hydrochloride (Adrenacaine, Willcain)

Example Analgesics include Meloxicam, Ketoprofen

**All Anaesthetics and Analgesics administered must be recorded in the Veterinary Medicine Book.**



## A.1c EXAMPLE OF COMMON VETERINARY OPERATIONS

### SHEEP

Operation	Age	Conditions		Operator	Anaesthetic	Analgesic
<b>Castration</b>	1st week of life	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	With
<b>Tail Docking</b>	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	
	Up to 3 months	Other than above		Competent Stockperson	Without (but use is recommended)	
	3 months and over			Veterinary Surgeon	With	With
	Any age	Shorter than above only in case of emergency or disease		Veterinary Surgeon	With	With
<b>Dehorning</b>	Any age	Not specified		Veterinary Surgeon	With	With
<b>Disbudding</b>	Any age	Trimming of the insensitive tip of an in growing horn		Competent Stockperson	Without	

All Anaesthetics and Analgesics administered must be recorded in the Veterinary Medicine Book.



## A.2a ANIMAL HEALTH PLAN

(Disease Prevention and Health Control Programme)

**Complete Animal Health Plan with all details. This must be reviewed minimum annually. Sign and date each year to confirm that Health Plan has been reviewed.**

This appendix provides an example format of an Animal Health Plan. As a minimum the plan must cover the areas of farm bio-security, vaccinations and parasite control.

Producers are encouraged to seek veterinary advice in preparing the plan.

<b>Owner's Name</b>	<b>Name of Veterinary Practice 1</b>	<b>Name of Veterinary Practice 2 (if applicable) *</b>
<b>Owner's Address</b>	<b>Practice Address &amp; Tel. No. / Stamp 1</b>	<b>Practice Address &amp; Tel. No. / Stamp 2 (if applicable) *</b>
<b>Herd / Flock Number(s)</b>	<b>Name of Veterinary Surgeon 1</b>	<b>Name of Veterinary Surgeon 2 (if applicable) *</b>
	<b>Signature of Veterinary Surgeon</b> <small>(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.).</small>	
<b>Signature of Farmer / Stockperson</b>		
<b>Date</b>	<b>Date</b>	<b>Date</b>

\*If more than one veterinary practice is used then details of both practices must be recorded in above table.

Tick as appropriate

CATTLE

SHEEP

CATTLE AND SHEEP

## Annual Review of Animal Health Plan

Review Date	Signature of Farmer/Stockperson	Change to Animal Health Plan



## Farm Bio-security 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.*

**Equipment:**

*e.g. Livestock trailer cleaned after use.*

**Miscellaneous:**

*e.g. Worm dogs/cats as required.*



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Calves	Vaccinations	Clostridial													
		Respiratory													
		Calf Scour													
	Parasite Control	Stomach Worms													
		Hoose/Lungworm													
		Lice													
Other Health Issues	Check/Treat Lameness														
	Take Precautions against Red Water														
Weanlings/Stores	Vaccinations	Leptospirosis													
		Clostridial													
		Respiratory													
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		Check for Mastitis														
		Check/Treat Lameness														
		Take Precautions against Red Water														
		Take Precautions against Grass Tetany														
Milk Fever/Calcium Deficiency																
Sheep	Vaccinations	Pasteurellosis/Pneumonia														
		Clostridial														
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## NOTES:



## HEALTH, PERFORMANCE AND ANTIBIOTICS USAGE REVIEW

<b>FQAS Ref No:</b>

<b>Herd/Flock Keeper Name:</b>

<b>Herd/Flock No:</b>

<b>Herd/Flock Keeper Signature and Date:</b>

### Vet declaration

The priorities and actions I recommend below are based upon the data and facts provided to me and the livestock I have seen. As such, the effectiveness of my recommendations could be limited by the accuracy of the information provided and whether the livestock seen are a true reflection of the farm.

<b>Vet Name:</b>

<b>Practice Name:</b>

<b>Vet Signature:</b>

<b>Date:</b>

1. I have been on this farm and seen stock in the last 12 months

2. I have reviewed the Animal Health Plan and made the following recommendations to improve identified issues.

--

3. I have discussed the recommendations from previous reviews

--



# FQAS Record Book

## APRIL 2022

4. I have reviewed data on the total antibiotics declared, by product name and made the following recommendations to responsibly reduce the use of antibiotics where appropriate without negatively impacting animal welfare.

1	
2	
3	
4	

5. Highest Priority Critically Important Antibiotics have been declared as being prescribed on this farm in the last 18 months and I have made the following recommendations to responsibly reduce the use of these Highest Priority Critically Important Antibiotics / Highest Priority Critically Important Antibiotics have not been prescribed on this farm in the last 18 months (delete as appropriate).

1	
2	
3	
4	

6. I have reviewed the prophylactic use of antibiotics and have made the following recommendations for alternative disease prevention strategies / Antibiotics have not been used prophylactically on this farm in the last 18 months (delete as appropriate).

1	
2	
3	
4	

7. I have discussed the following: Lameness, mortality, culling rate, disease including relevant industry disease initiatives, parasites, abattoir feedback (if applicable), medicine usage, administration and collation to improve animal health and have made the following recommendations (use an additional page if necessary):

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# FQAS Record Book

## APRIL 2022

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## A.2b 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, 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).

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

POM-VPS may be prescribed by a veterinary surgeon, pharmacist or SQP. A clinical assessment of the animal(s) is not required when prescribing this category of veterinary medicine and the animal does not have to be seen by the prescriber. However sufficient information about the animal and the way it is kept must be known to the prescriber in order to prescribe and supply appropriately.

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

NFA-VPS may be supplied by a veterinary surgeon, pharmacist or SQP provided the requirements for supply are met. These medicines do not require a prescription.

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

There are no legal restrictions in the VMR for the retail supply of veterinary medicines classified as AVM-GSL ("over the counter" medicine) but a responsible approach to the supply of these medicines is still expected.

Reference: National Office of Animal Health (NOAH)



## A.2c 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 7 days (allowing for withdrawal period of substance being injected)?  
If **YES** consign it to a slaughter house with 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.**

**Please see page 58 for signing**



## A.2d 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.2e AFBI GUIDANCE - USE OF PHENYLBUTAZONE (BUTE) IF HORSES ARE PRESENT ON FARM

### Background

Phenylbutazone (Bute) is a highly effective treatment for inflammation and pain that can be injected intravenously or given orally as a powder or paste to horses. **It is not authorised for use in any animal, including horses, destined for the human food chain.**

Farmers are urged to take extreme care when using the non-steroidal anti-inflammatory drug Bute to treat horses. Investigative work carried out by scientists at the Agri-Food and Biosciences Institute (AFBI) has shown the risks of inadvertently contaminating cattle through the use of Bute.

Horses treated with Bute must not enter the food chain, and their passports must be signed to declare that the animal is not intended for human consumption. This is an irreversible decision. It is possible that cattle may not be illegally treated with Bute but residues may arise through contamination as a result of the legal treatment of horses on farm.

### Control of Cross-Contamination

Studies undertaken by AFBI, using Bute in its powder form have shown there may be cross-contamination of illegal residues in cattle arising through the use of:

- A shared bucket (i.e. if a horse was to be fed from a bucket containing Bute and then the same bucket used to feed cattle)
- A shared pen
- Through contaminated pasture (manure spread and cattle allowed to graze)

Given that Bute is often the drug of choice for horses and that many farmers do keep some horses, it is important that those using the drug take extreme care to avoid contamination of their cattle/sheep. In order to reduce the risk of such cross-contamination incidents, research by AFBI has indicated that food-producing animals should be:

- Kept away from any vessels used to administer Bute to horses
- Kept away from the treated horses themselves for at least two weeks
- Kept away from housing used during or after treatment (until thoroughly cleaned)
- Kept away from pasture that was previously occupied by treated animals.

Further studies are required to determine the time period over which a pasture may remain sufficiently contaminated to provide a detectable residue of the drug in a grazing animal.

*(Source: Investigation into sources of contamination of cattle with Phenylbutazone - Terence L. Fodey, Wesley G. Smyth, Paul Barnes, Imelda M. Traynor, D. Glenn Kennedy and Steven R. H. Crooks. Veterinary Record published online November 5, 2014.*

*Investigation of the role of environmental contamination in the occurrence of residues of the veterinary drug Phenylbutazone in cattle - Barnes P., Fodey, T. L., Smyth, W.G. & Crooks, S.R.H. Food Additives and Contaminants Part A, 34(4), 520-524 (2017)).*

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## A.3a FEED INGREDIENTS & ADDITIVES DISALLOWED BY THE SCHEME

Category	Ingredient	Disallowed	Exceptions
<b>Processed Animal Proteins</b>	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	
<b>Restricted Proteins</b>	Fishmeal	Illegal	
	Blood meal & blood products	Illegal	
	Dicalcium phosphate and tricalcium phosphate of animal origin	Illegal	
<b>Fats/Oils</b>	Animal Based	Illegal	Fish oils
<b>Antibiotic Growth Promoters</b>	Antibiotic Growth Promoters cannot be used in ruminant feed	Illegal	

Additives that are authorised for use in cattle and sheep are listed in the EU Register of Feed Additives (Regulation (EC) No 1831/2003).

## A.3b INDUSTRY CODE OF PRACTICE FOR ON FARM FEEDING (April 2010)

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 Association
- 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.

### INDUSTRY CODE OF PRACTICE FOR ON FARM FEEDING

#### 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



# FQAS Record Book

## APRIL 2022

*Disclaimer – This publication has been written in consultation with the Food Standards Agency and was correct at the time of writing (April 2010) and does not cover any guidance or information which may be published after this date.*

*Please note that as of May 2016 DARD (Department of Agriculture and Rural Development) is now known as DAERA (Department of Agriculture, Environment and Rural Affairs).*

### 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, minimise the potential burdens and costs of extra bureaucracy and to satisfy customers' demands. While it draws on existing feedstuff 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, complementary or mineral feedingstuffs, mixing complementary or 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 practiced 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 specific requirements of the EC Feed Hygiene Regulation (183/2005 – Annex II). For further advice on your legal obligations when using these products please speak to your local authority.

N.B - For the purposes of this Code and the EC Feed Hygiene Regulation, "premixtures" and "feed additives" are those specialist feed products which are sold and labelled only as "premixtures" and "feed additives" respectively. They should not be confused with other commonly used feed products which are sold and labelled as "complementary feedstuffs" or "mineral feedstuffs".

Although many of the principles apply, the code should not be regarded as a complete guide to the requirements for farmers mixing medicated feedstuffs 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 feedstuffs and feedstuffs incorporating specified feed additives.

### 2) Registration and Approval

The EC Feed Hygiene Regulation (183/2005) requires virtually all businesses that make, market, or use animal feeds to be registered with or approved by their local authority or DARD.

For information on registration/approval categories see <https://www.daera-ni.gov.uk/articles/animal-feed> "On farm mixing" is defined as the mixing of any feed ingredients at the same location as the livestock to which it is being fed.

### 3) Selling Feed

Producing compound feedstuffs 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 applications of compost and sewage sludge are in accordance with current legislation. For sewage sludge, 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 compost and 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 feedstuffs 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 as required by your assurance scheme 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 purchased if the packaging material is still 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 containing additives such as vitamins and trace elements 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 feedstuffs or mix feeds which contain fishmeal for non-ruminant feed use you must contact your local animal health office to establish whether you need to be registered or authorised.
- c) Permitted animal proteins such as milk and milk products can be fed to farmed livestock. However if you process, store, supply or use milk as a feed you will need to be registered with DARD. This is an addition to the registration requirements under feed hygiene.
- d) It is illegal to feed rejected food that contains meat, or has been in contact with meat.
- e) 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.



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### 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, TASCC 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.
- f) Retain the delivery notes so you can demonstrate traceability of all your feed.

### 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, particularly where they have been used to handle any other materials which are potential contaminants.

### 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.



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### **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) Ensure all liquid feed stores are 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 consider the key general points below. Additionally when producing more complex mixes, particularly those containing "premixtures", feed additives or medicated ingredients, more detailed guidance is provided in Annex 4.
- b) Ensure personnel have the appropriate skills to match the scale, risks and complexity of the feed mixing operation.
- c) Keep the feed preparation site and all handling and mixing equipment clean, tidy, in serviceable condition and free from accumulated waste.
- d) Undertake measures as appropriate to avoid cross-contamination between different finished feeds either within the mixing equipment or in store.
- e) For sampling and record keeping in relation to on-farm mixing, follow the requirements indicated in Sections 13 and 14 below.
- f) 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.
- g) 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 livestock can obtain sufficient feed intakes.



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### **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) Composts produced from organic materials originating off farm may be beneficial but the application must be appropriate to the source of the compost, how it has been treated, the land to which it is applied and in accordance with regulations.
- v) 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.
- vi) Prevent livestock from accessing areas where redundant farm machinery is kept to prevent ingestion of grass contaminated by leaking batteries, flaking paint, etc.
- vii) 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 both the dry feed ingredients and the finished feed whenever you change batches of ingredients or formulations.

### **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. The names and addresses of the suppliers of all raw materials and other feed ingredients. Most of the information is contained on the delivery invoice or feed label.

- i) Details of where feedstuffs were stored.
- ii) Detailed feed formulations of all mixes produced on the farm together with the date that each formulation started and ceased to be used.
- iii) Records providing details of the feed that was produced and when. A 'barn sheet' or 'day book' would usually fulfil this requirement.
- iv) The batch number, where one exists.
- v) Where appropriate, the complementary feedstuff or mineral feedstuff used, how much was used, into which feedstuff it was incorporated and the date that it was used.
- vi) The date on which the feed was fed and to which animals.
- vii) The use of pesticides and biocides, including the name of the product, date purchased, date used and on which surfaces of which equipment/facility.
- viii) The use of plant protection products (herbicides, fungicides and pesticides) on all growing or stored crops (including grass and forage crops) used for animal feed.
- ix) The use of genetically modified (GM) seeds, including the variety and amount of any GM seeds bought and planted for feed crops. (Note however that in the UK at the time of writing no GM seeds are authorised for commercial planting).
- x) Any occurrence of pests or diseases that may affect the safety of primary products.
- xi) 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.
- xii) It is recommended you retain any additional documentation that demonstrates that specific hazards have been addressed. This might include, for example, papers from contractors that a pest control system has been implemented or building work has been undertaken or materials have been purchased to protect supplies of feed.

**Annexes 1-6– can be viewed online at [www.lmcni.com](http://www.lmcni.com)**

**Please see page 58 for signing**



## A.3c EXAMPLE OF WARRANTY DECLARATION FORM FOR FORAGE CROPS AND ALTERNATIVE FORAGE CROPS PURCHASED FROM NON-ASSURED FARMS



### WARRANTY DECLARATION FORM

This warranty declaration can be used to meet the requirements of Code 3.11. A complete record of all externally sourced feedstuffs must be maintained in the Feed Record Book available from the scheme.

<b>Name of Supplier</b>

<b>Address</b>

<b>Product Supplied</b>

<b>Delivery Date</b>

<b>Name of Buyer</b>

<b>Address</b>

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.

<b>Signed</b>

<b>Date</b>

SEE CODE 3.11



## A.3c EXAMPLE OF WARRANTY DECLARATION FORM FOR FORAGE CROPS AND ALTERNATIVE FORAGE CROPS PURCHASED FROM NON-ASSURED FARMS



### WARRANTY DECLARATION FORM

This warranty declaration can be used to meet the requirements of Code 3.11. A complete record of all externally sourced feedstuffs must be maintained in the Feed Record Book available from the scheme.

<b>Name of Supplier</b>

<b>Address</b>

<b>Product Supplied</b>

<b>Delivery Date</b>

<b>Name of Buyer</b>

<b>Address</b>

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.

<b>Signed</b>

<b>Date</b>

SEE CODE 3.11



## A.3d PEST CONTROL POLICY

This policy relates to the control of pests and rodents within and around areas where feed and livestock are kept.

### Site Survey

- You should carry out a site survey to establish the type, level and extent of the infestation. The survey will help you to identify important factors (e.g. the degree of public access to the site, the presence of children and non-target animals, such as pets, farm livestock and wildlife) that will influence your choice of control strategies for that site.
- Evidence of poor housekeeping and hygiene, alternative sources of food and water, and obvious building/ drain defects should be noted on the site plan. It may be useful to obtain photographic evidence of poor environmental management practices.
- During the survey, try to establish the rodents' food and water sources. This will be particularly important if you intend to use rodenticide baits as a part of the treatment strategy. Reducing the availability of alternative food and water at the start of the treatment, or shortly afterwards, can encourage rodents to feed on your bait.
- Where there are rats present you should note obvious defects such as broken pipes, defective sewer chamber covers, bad brickwork, half channels inside brickwork, stoppers missing from the rodding eye or surface water gullies and bring them to the attention of the responsible person, where applicable.
- Where there is an obvious risk that may allow rat invasion from neighbouring properties, it is good practice to tell the responsible person of the risk that this may pose and where appropriate report it to the local authority, who may be able to take appropriate action.

### Risk Hierarchy

- Where the site survey identifies a rodent infestation, the concept of a 'risk hierarchy' must be used when considering the rodent control strategy. This means considering the use of non-chemical control methods first, followed by the least toxic alternatives.

Non-chemical lethal (e.g. Trapping) - First generation anticoagulants (e.g. Warfarin) - Second generation anticoagulants (e.g. Difenacoum) - Other control methods

### Environmental risk assessment

It is good practice to conduct an environmental risk assessment when a risk to the environment has been identified during the site survey. This assessment will consider the following:

- What is the treatment designed to achieve, what methods of rodent control may be used and how will success be measured?
- Which protected species may be present in or near the treatment site?
- What risks to non-target species have been identified?
- Summarise the steps taken to prevent, or adequately control, exposure of wildlife and the environment.
- What are the facilities for the safe disposal of dead rodents and rodenticides?
- What is expected from the persons responsible for the infested site?
- What follow up measures are required?
- What environmental management measures are appropriate when the infestation has been removed to make the site subsequently less conducive to rodents?

It is good practice to record this assessment in writing, templates may be found at: <http://www.thinkwildlife.org/downloads>.

### COSHH Assessment (Only applicable if farm business has 5 or more employees)

The Control of Substances Hazardous to Health Regulations 2002 (the COSHH assessment) requires assessments to be carried out to identify any risks to operators and others who may be affected by treatments involving hazardous substances. The Health and Safety Executive provide an e-tool for completing the COSHH assessment, which can be found here: <http://coshh-tool.hse.gov.uk/>.



# FQAS Record Book

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### Bait Plan

A plan must be in place to control vermin and records must be kept of baits used and checks made. This template should be completed by the person with responsibility for vermin management and must be kept up to date. This template may be used by those using baits and/or insect or rodent traps.

#### Bait/ trap locations

You must state where the bait / trap locations are on site. Either:

1. identify them on a printed farm map, or;
2. sketch the site / buildings on paper, identify them on that and keep that with this plan, or;
3. list them in the table (the location should be precise enough that a person without detailed knowledge of the farm should be able to use this information to find the bait point).

Trap/Bait location	Bait used (does not need completed for traps)	Inspection dates				Replenishment dates			
		Date	Person	Date	Person	Date	Person	Date	Person
e.g. Meal Store	Difenacoum Cut Wheat Bait	17.10.21	A Jones	20.10.21	A Jones	20.10.21	A Jones		



# FQAS Record Book

## APRIL 2022

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		Date	Person	Date	Person	Date	Person	Date	Person
e.g. Meal Store	Difenacoum Cut Wheat Bait	17.10.21	A Jones	20.10.21	A Jones	20.10.21	A Jones		



## A.5 RECOMMENDED SPACE ALLOWANCES –BUILDINGS AND FEEDING SPACE

Outlined below are additional requirements and guidance relating to livestock housing and space allowances.

### Cubicles

Cubicle housing systems must have at least one cubicle per animal unless there is adjacent, adequately-sized loose housing (it is recommended that there are at least 5% more cubicles than the number of cows). Cubicles must:

- be long enough and wide enough to allow comfortable rest without injury – but short enough to prevent fouling in the bed and narrow enough to prevent turning around or lying at angles
- accommodate the natural rising of the animal and not cause the animal injury as it rises

Cubicle size must be determined by the size of the animal. Outlined below are the recommended minimum dimensions.

	Liveweight (kg)	Dimensions (m)	
		Length	Width
<b>Cows</b>	<600	2.4	1.15
	>600	2.5	1.20
<b>Youngstock/Growing/ Finishing</b>	200	1.45	0.7
	300	1.70	0.85
	350	2.05	1.05
	>350	2.1	1.10

Reference: British Standard BS 5502:Part 40:1990



# FQAS Record Book

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### Loose Housing

Group housing systems (including corrals) must be of sufficient size to allow all livestock to lie down simultaneously, ruminate, rise, turn around and stretch without difficulty. Recommended space allowances are outlined below. Cow space allowances would need to be increased where cows and calves are housed together.

	Liveweight (kg)	Space Allowance (m <sup>2</sup> per head)		
		Solid Floors		Fully Slatted Floors
		Bedded	Total (inc. bedding, feeding/loafing)	
<b>Dairy Cows*</b>	400-499	5.5	8.0	The use of slatted floors must be in accordance with the DAERA Codes of Practice for the Welfare of Livestock: Beef/ Dairy Cattle (Welfare Codes).
	500-599	6.0	8.5	
	600-699	6.5	9.0	
	700-799	7.0	10.0	
	800+	8.0	11.0	
<b>Suckler Cows</b>	400	3.50	4.9	
	500	4.25	5.85	
<b>Calves</b>	50-84		1.5	
	85-140		1.8	
	140-200		2.4	
<b>Growing/finishing / Youngstock **</b>	200-299	2.0	3.0	1.1
	300-399	2.75	3.95	1.5
	400-499	3.5	4.9	1.8
	500-599	4.25	5.85	2.1
	600-699	5.0	6.8	2.3

\* It is recommended that the space allowance for high yielding cows and cows in yards with a compromised design is increased (e.g. narrow access, poorly located water trough, excessive bedded area width). For a 700kg cow it is recommended the bedded area is increased to 9.5m<sup>2</sup>/ cow.

\*\* The use of slatted floors must be in accordance with the DAERA Codes of Practice for the Welfare of Livestock: Beef/ Dairy Cattle (Welfare Codes).



## Individual Calf Pens

Calves kept in individual stalls, pens or hutches (except for those in isolation) must be allowed direct visual and tactile contact with other calves (where there are 2 or more calves on-farm). Calves must have sufficient space to stand up, lie down, turn around, stretch and groom. Recommended minimum space allowances are outlined in the table below.

Calf Weight (kg)	Pen size per calf
<60	1m x 1.5m
60-80	1m x 1.8m

All recommended space allowances for dairy cattle and calves have been taken from the British Standard BS 5502: 2005, or Dairy housing - a best practice guide (DairyCo).

## Sheep

Sheep housing systems (including corrals and slatted flooring) must be of sufficient size to allow all livestock to lie down simultaneously, ruminate, rise, turn around and stretch without difficulty. Recommended space allowances are outlined below.

		Space Allowance (m <sup>2</sup> )
<b>Lowland Ewes</b> 60-90kg liveweight	Ewe only	1.2 – 1.4 per ewe
	With lambs at foot	2.0 – 2.2 per ewe and lambs
<b>Hill Ewes</b> 45-65kg liveweight	Ewe only	1.0 – 1.2 per ewe
	With lambs at foot	1.8 – 2.0 per ewe and lambs
<b>Lambs</b>	Up to 3 months	0.5 – 0.6 per lamb
	3 months to 12 months	0.75 – 0.9 per lamb
<b>Rams</b>		1.5 – 2.0 per ram

All recommended space allowances for sheep have been taken from the DAERA Code of Recommendations for the Welfare of Sheep.



## Feed Trough Space Allowances

Feed trough space allowances must be appropriate to the size and weight of the livestock – and to the feeding system. Outlined below are the recommended minimum feed trough space allowances for cattle and sheep.

### Trough Space – Cattle (cm per head)

Weight (kg)	Ration Fed	Ad-lib/ self-feed
200-299	40	15
300-399	50	15
400-499	55	19
500-599	60	24
600-699	67	28
700-799	70	32
800 and over	75	32

### Trough Space – Sheep (cm per head)

	Ration fed concentrates	Forages fed ad lib
Store/ Finishing Lamb & Ewe Hogs	30	10-15
Ewe – Small	45	10-15
Horned	45	10-15
Medium	45	10-15
Large	50	10-15

British Standard BS 5502:Part 40:1990 and British Standard BS 5502:Part 41:1990



## A.6a 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. Transporters based in Northern Ireland can contact DAERA to apply for such a licence.

### 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 DAERA 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.

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)/Lantra. 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.

Transporter Authorisations can be obtained only from DAERA Direct Offices at Mallusk/Dungannon.

It should also be noted that all animals being transported must be accompanied by the appropriate travel documentation.



## 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.

### Fitness for transport

- 1.5 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.
- 1.6 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.
- 1.7 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.
- 1.8 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.
- 1.9 Lactating females not accompanied by their offspring must be milked at intervals 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 them 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.
- f. Knowingly obstruct any animal which is being driven or led through any part where animals are handled.

### 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 Provisions for all means of transport

**2.1** Means of transport, containers and their fittings shall be designed, constructed, maintained and operated so as to:

- a. Avoid injury and suffering and to ensure the safety of the animals.
- b. Protect the animals from inclement weather, extreme temperatures and adverse changes in climatic conditions.
- c. Be cleaned and disinfected.
- d. Prevent the animals escaping or falling out and be able to withstand the stresses of movements.
- e. Ensure that air quality and quantity appropriate to the species transported can be maintained.
- f. Provide access to the animals to allow them to be inspected and cared for.
- g. Present a flooring surface that is anti-slip.
- h. Present a flooring surface that minimises the leakage of urine or faeces.
- i. Provide a means of lighting sufficient for inspection and care of the animals during transport.

### Ventilation

**2.2** Sufficient ventilation shall be provided to ensure that the needs of the animals are fully met taking into account in particular the number and type of the animals to be transported and the expected weather conditions during the journey.

### Ramp or platform – For loading/unloading animals

**2.3** Facilities for loading and unloading, including the flooring, shall be designed, constructed, maintained and operated so as to: prevent injury and suffering and minimise excitement and distress during animal movements as well as to ensure the safety of the animals. In particular, surfaces shall not be slippery and lateral protections shall be provided so as to prevent animals from escaping.

**2.4** The legislative ramp angles are as follows:

Calves: Ramps should not be any steeper than 20° (36.4% to the horizontal)

Sheep and Adult Cattle: Ramps should not be any steeper than 26° 34' (50% to the horizontal). Where the ramp angle is steeper than 10°, ramps should be fitted with a system, such as foot battens, which ensure that the animals climb or go down without risk of difficulties.



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- 2.5 Lifting platforms and upper floors shall have safety barriers so as to prevent animals falling or escaping during loading and unloading operations.

### Pen lengths

- 2.6 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.
- 2.7 Legislation no longer stipulates specific minimum and maximum pen lengths in vehicles transporting cattle and sheep. However the legislation does stipulate that the length of the pen should be limited in order to reduce the effects of a sudden change in road speed and to control the number of animals in a group. It is therefore recommended in DAERA guidance on the legislation that pen size should be less than or equal to 3.7m (approximately 12ft) in length.

### Partition height

- 2.8 Partitions should be strong enough to withstand the weight of the animals.
- 2.9 Partitions of sufficient height, depth and strength should be used as necessary to separate individual or groups of animals. They should provide support and prevent excess movement. Partitions should prevent animals in adjacent pens from biting, kicking or otherwise harming each other. Partition design should also permit adequate airflow and ventilation through the vehicle.

### Headroom/height

- 2.10 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.

### Roof

- 2.11 A solid roof as such is not specified but is considered necessary to protect animals against any adverse weather which might be encountered.

### Inspection and access

- 2.12 The vehicle should be constructed to allow entrance into compartment when vehicle is stationary in order to see each animal and to provide appropriate care to it. Access may be through the main loading door, but provision of a separate inspection door giving access to each floor or tier is recommended.

## 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.

### Litter/bedding

- 3.2 Appropriate bedding or equivalent material to guarantee comfort and ensure adequate absorption of urine and faeces.



## 4.0 Recommended Space Allowances During Transport

### CATTLE

Category	Approx. Weight (kg)	Space Allowance (m <sup>2</sup> )
Small Calves	50	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' 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 <sup>2</sup> )
Shorn sheep and 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 0.2m<sup>2</sup> 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).

**Please see page 58 for signing**



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### A.6b EXAMPLE OF LIVESTOCK TRANSPORT DECLARATION FOR USE OF APPROVED HAULIER



This declaration can be used to meet the requirements of Code 6.2.

Name of person who transports livestock

Address

I am a member of the following assurance scheme FQAS  Red Tractor Transport

Assurance Scheme number

Name of Producer

Address

I, confirm that I transport livestock for the above named FQAS producer.

Signed

Date

#### SEE CODE 6.2

I have read, understood and will comply with (EC) No 1/2005 on the protection of animals during transport.

Producers signature

Date



# FQAS Record Book

## APRIL 2022

### A.6b EXAMPLE OF LIVESTOCK TRANSPORT DECLARATION FOR USE OF APPROVED HAULIER



This declaration can be used to meet the requirements of Code 6.2.

Name of person who transports livestock

Address

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Assurance Scheme number

Name of Producer

Address

I, confirm that I transport livestock for the above named FQAS producer.

Signed

Date

#### SEE CODE 6.2

I have read, understood and will comply with (EC) No 1/2005 on the protection of animals during transport.

Producers signature

Date



## A.7a 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, fertiliser 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**







# FQAS Record Book

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### A.8a USEFUL INFORMATION IN CASE OF EMERGENCY

Emergency Services	Dial 999
Farmer Name	
Farm Address and Postcode	
Grid Reference (if known)	
Telephone Number	
Nearest Telephone Location	
Directions to Farm	
Location of Nearest Water Supply/Fire Hydrant	
Location of Electricity Meter	
Veterinary Surgeon	
Vet Telephone Number	

PLEASE COMPLETE AND IT IS RECOMMENDED TO DISPLAY A COPY BY YOUR FARM TELEPHONE, IN THE FARM OFFICE OR OTHER SUITABLY OBVIOUS LOCATIONS FOR REFERENCE BY RESCUE HELPERS.

**REMEMBER DO NOT PUT YOURSELF AT RISK, RAISE THE ALARM IMMEDIATELY, SUMMON HELP FROM APPROPRIATE SERVICES STRAIGHT AWAY.**





## A.8c FARM SAFETY CONSIDERATIONS

Improving safety on farm is of critical importance to FQAS. As a producer, it is essential to ensure that all avoidable hazards are eliminated such as poorly protected lagoons, poor electrical wiring, inadequate stock handling facilities etc.

All producers must read and understand the importance of adherence with the following elements of the FQAS Standard which are geared towards promoting safe working on farm in the interests of protecting both humans and livestock.

Producers must sign this page to indicate they understand the standards below in relation to farm safety.



5.9	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.
5.10	All electrical installations at mains voltage must be inaccessible to stock and protected.
5.13	Only authorised materials may be used as animal bedding. Specifically, the use of treated waste wood products and gypsum are not permitted to be used as animal bedding.
7.2	The storage and use of animal manure, farm effluents and conserved forage must be in line with current legislation to prevent environmental pollution and ensure human and animal safety.
7.3	The sheep dipping facility must be securely covered in the interest of human and animal safety.
7.6	Agrochemicals must be stored, applied and disposed of in a manner that prevents contamination and pollution.  Application of PPP's must only be undertaken by competent operators. Operators must hold the relevant Certificate of Competence. Application must be made in accordance with the manufacturers' recommendations.
8.1	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 for dealing with emergencies such as fire, flood and disruption of supplies.
8.3	The producer will understand the need to ensure that all avoidable hazards (for both livestock and humans) are eliminated.

Signature	
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## A.9 DAERA GUIDANCE – BOTULISM IN LIVESTOCK

### Background

Testing carried out by the Agri-Food and Biosciences Institute's (AFBI) Veterinary Sciences Division (VSD) has shown that botulism incidents continue to occur in cattle. Investigations by AFBI's Veterinary Sciences Division have shown strong circumstantial evidence that broiler litter is a risk factor for many of these outbreaks. Botulism is caused by toxins produced by *Clostridium botulinum* bacteria. These bacteria are commonly found in the environment and are present in high levels in decaying organic matter such as animal and bird carcasses and vegetable matter. Contamination of broiler litter with the carcasses of chickens that have died, from various causes during production, may render the litter dangerous to ruminants. It is speculated that even small fragments of carcasses transferred onto pasture by scavenging animals, such as foxes, dogs or crows, can pose a risk to grazing ruminants. Scavengers may gain access to this material after it has been stacked outside or spread on pasture. Therefore, broiler litter should not be accessible to foxes, dogs or crows and other scavengers, which may carry carcasses onto adjacent pasture or into livestock housing.

### Control of Botulism

While the Animal By-Products (Enforcement) Regulations (NI) 2015 permits the spreading on land of poultry litter, the spreading of litter contaminated by carcasses is an offence. Therefore, careful disposal of all animal or bird carcasses and poultry litter is essential to minimise the risk of botulism. Poultry carcasses should be promptly removed from chicken houses and disposed of as required by EU regulations 1069/2009 and 142/2011.

Following removal of the broiler crop, all poultry house doors should be kept closed until litter is removed. The litter should not be removed from the house until it can be loaded directly onto spreading equipment, covered vehicles or immediately stacked and covered. At no time should it be accessible to foxes, dogs, crows or other scavengers that may carry carcasses onto adjacent pasture or into livestock housing. All washings from poultry houses and yards should be collected rather than be allowed to flow onto adjacent land.

Broiler litter should not be spread on agricultural land that is to be grazed, or from which silage or hay is to be harvested, in the same year. This is because fragments of carcasses, containing botulinum toxins, may persist on pasture for some considerable time. If litter must be spread, it should be deep-ploughed into arable ground. If this is not an option and litter must be disposed of by spreading, ruminants should not have access to the treated fields for at least several months. However, there is no guarantee that the treated fields would be safe and it is important to remember that fragments of carcasses may be transported by scavenger animals and birds.

Spreading litter on windy days may also pose a risk of contamination to adjacent fields. Any animal or bird carcasses, or portions of carcasses, visible on pasture or in livestock houses, should be promptly removed. Even small fragments of such material may be dangerous to livestock and should be disposed of, as required by current legislation.

Silage – If litter has been spread on silage ground, it is advisable to raise the cutting blades, so that the grass is not cut close to the ground. This will reduce the risk of decaying matter being included in the silage cut.

Contaminated bedding - Do not use litter, or sawdust or shavings that may have had contact with broilers, as bedding for cattle.



## A.10 DECLARATIONS

I can confirm I have read, understood and comply with the Farm Quality Assurance Scheme Standard and Rules (April 2022) and the following codes/policies within the Farm Quality Assurance Scheme Record Book (April 2022):

- **Appendix A.1b Training Record confirmation**
- **Appendix A.2c Broken needle policy**
- **Appendix A.2e AFBI Guidance – Use of Phenylbutazone**
- **Appendix A.3b Industry Code of practice for on farm feeding**
- **Code 3.13 FQAS Feed Records Declaration**
- **Code 3.15 Vermin Control Plan**
- **Appendix A.6a Guidance on the Welfare of Animals During Transport**
- **Code 7.5 Confirmation that human sewage sludge is not spread on grassland or forage crops**

Producers signature

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Date

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[www.farminmind.co.uk](http://www.farminmind.co.uk)

When your stress level rises, so too does your risk of having an accident.

When you look after yourself, you're also looking after your farm, your family and your livelihood.

So, if right now you're feeling things are getting on top of you, you may be suffering from stress and you should get some help.

**Remember YOU are the most important asset on your farm**





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