



**SUPPLIER APPLICATION TO  
POOLED PRODUCT OPERATOR: \_\_\_\_\_  
FOR PIG OPERATIONS**

**TO BE COMPLETED IN FULL**

<b>SUPPLIER/FARM NAME:</b> _____			
<b>ON-FARM CONTACT</b>			
<b>FARM ADDRESS</b>		<b>MAILING ADDRESS (IF DIFFERENT)</b>	
<b>ORGANIZATIONAL STRUCTURE (ISO §8.2.2.)</b>		<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> S-Corporation <input type="checkbox"/> Limited Liability Corporation <input type="checkbox"/> Corporation <input type="checkbox"/> Non-Profit Organization <input type="checkbox"/> Other (please specify) _____	
<b>TELEPHONE NO:</b>		<b>FAX NO:</b>	<b>MOBILE NO:</b>
			<b>EMAIL:</b>
<b>OTHER CONTACT</b>			
<b>TELEPHONE NO:</b>		<b>FAX NO:</b>	<b>MOBILE NO:</b>
			<b>EMAIL:</b>
<b>OTHER ADDRESSES USED FOR HOUSING/PASTURING STOCK (or separate postal address)</b>		<b>1</b>	<b>2</b>
<b>MILES FROM MAIN UNIT</b>			
<b>MANAGED AS MAIN UNIT?</b>		<b>YES    NO</b>	<b>YES    NO</b>

*For more locations, provide the same details as above for other sites on a separate attached piece of paper.*

<b>TYPE OF UNIT</b> <i>Circle as appropriate</i>	Unweaned Gilts	Weaned Boars	Nursery Dry Sows	Growing Lactating Sows	Finishing
<b>Total No of Pigs:</b>	<b>Weaned:</b>	<b>Growers sold:</b>	<b>Finished sold:</b>	<b>Gilts sold:</b>	
	<b>Sows sold:</b>	<b>Boars sold:</b>			
<b>Are piglets purchased from an outside source?</b> YES    NO		<b>If YES, Name/ Address of Supplier</b>			
<b>Name and Address of Processor (complete attached information sheet)</b>					
<b>Are animals transported by farm personnel?</b> YES    NO		<b>If NO, Name/Phone No. of company used.</b>			

# FARM QUESTIONNAIRE: PIGS

## 1) HERD BIOSECURITY POLICY

- |  |   |   |
|--|---|---|
| a. Do you have a herd biosecurity policy in place?   | Y | N |
| b. If yes, are persons who work on farm informed about all biosecurity measures?               | Y | N |
| c. Do vehicles entering farm premises have access restricted to specific areas of farm?        | Y | N |
| d. Are visitors required to wear boots and other protective clothing?                          | Y | N |
| e. Is visitor access restricted to specific areas of the farm, pending owner/manager approval? | Y | N |
| f. Are work routines used to minimize disease transfer between animal groups?                  | Y | N |
| g. Are sick animals segregated from the rest of the herd?                                      | Y | N |

If yes, where? \_\_\_\_\_

If no, why not? \_\_\_\_\_

## 2) FEED AND WATER

### **Feed Suppliers**

Name:

Address:

Telephone No.:

Mills Used:

Is feed free from all mammalian derived protein, except milk, and milk products?	Y	N
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Is feed free from growth promoters and sub-therapeutic antibiotics?	Y	N
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Are feed ingredient tags available for at least one year?	Y	N
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Are basic rations for each grouping of animals available for at least one year?	Y	N
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**Feed records retention – keep a representative ingredient tag for each ingredient used. Replace old tags with current tags as rations change.**

Are feeders filled manually or automatically? \_\_\_\_\_

How often are feeders cleaned? \_\_\_\_\_

How much feeder space is available for animals to use? \_\_\_\_\_

How many days supply of feed is available on the farm? \_\_\_\_\_

Are swine kept on pastures? Y    N

Is animal access to poisonous plants or unsuitable feedstuffs prevented? Y    N

**Commodity Feed Area**

Is feed kept covered? Y    N

Are storage areas cleaned between loads of feed? Y    N

**Water**

What type of waterers do the pigs have access to? \_\_\_\_\_

How many waterers of each type are in each pen-pasture? \_\_\_\_\_

How often are waterers checked? \_\_\_\_\_

How often are waterers cleaned? \_\_\_\_\_

Are waterers disinfected? Y    N

    If yes, what is used? \_\_\_\_\_

Are any water filtration/purification systems used? Y    N

    If yes, please list: \_\_\_\_\_

What is the primary water source for the farm? \_\_\_\_\_

Is an emergency or backup water source available? Y    N  
(e.g. 2<sup>nd</sup> well, local water company, neighboring farms, etc.)

At what age are piglets weaned? \_\_\_\_\_

Are piglets provided starter or creep feed? Y    N

    If yes, at what age? \_\_\_\_\_

### 3) BODY CONDITION SCORING

Are animals body condition scored? Y    N

If yes: **When?** \_\_\_\_\_

**By whom?** \_\_\_\_\_

**What scoring system is used?** \_\_\_\_\_

### 4) FACILITIES

Describe your housing and pen/corral/pasture facilities:

Number			
Size			
Stocking rate			
Type			
Flooring			
Manure system			

Describe any animal handling aides used (chutes, restraint systems, handling aids, etc.).

When animals are housed indoors, what ventilation system is used?

Where do sows farrow? \_\_\_\_\_

How often are sows checked during farrowing season? \_\_\_\_\_

Is protection for all animals provided during inclement weather?  
(extreme temperatures, storms) Y    N

If yes, describe

If animals are housed outdoors, is protection from predators  
(dogs, coyotes, etc.) provided? Y    N

How **and** where are boars housed? \_\_\_\_\_

**Cleaning and Disinfection Policy**

List compound, products and methods used on farm to clean or disinfect:

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**Buildings and Equipment:** *(List Cleaning/Disinfecting Procedures skip if not applicable)*

**Buildings**

- preparation
- cleaning method
- disinfection
- resting (drying)
- drains

**Outdoor Facilities**

- preparation
- cleaning method
- disinfection
- resting (drying)
- drains

**Equipment**

- preparation
- cleaning method
- disinfection
- resting (drying)

**5) WASTE MANAGEMENT POLICY**

a. Are pens/corrals scraped? Y    N

b. How is manure disposed of *(circle as appropriate)*:  
composting                      spread on land: (how much acreage is available?) \_\_\_\_\_  
lagoon                              other: \_\_\_\_\_

c. How is medical waste (needles, scalpel blades, medicine containers, syringes, etc.) disposed of? \_\_\_\_\_

Are sharps containers used? Y    N

\*(Sharps containers may include a leak-proof, puncture resistant container, such as empty coffee tin, or similar)

**6) PEST CONTROL POLICY**

*Indicate methods/products used to control rodents, birds and flies*

**a. Rodents**

traps	Y	N
bait	Y	N
limit access	Y	N
covered feed storage	Y	N

**b. Birds**

bait	Y	N
nets	Y	N
covered feed storage	Y	N
noise or visual deterrents	Y	N

**c. Flies**

bait	Y	N
environmental control (e.g. frequent cleaning)	Y	N
ear tags	Y	N

other: \_\_\_\_\_

**7) ANIMAL HEALTH PROCEDURES**

***Vaccination Program***

**Piglets** (Defined as prior to weaning)

Age	Vaccinating for	Age	Vaccinating for

**Nursery Pigs** (Defined as 28 days-8 weeks)

Age	Vaccinating for	Age	Vaccinating for

**Grow/Finishing Pigs** (Defined as 8 weeks to 250 lbs.)

Age	Vaccinating for	Age	Vaccinating for

**Sows/Boars** (Defined as > 250 lbs.)

Age	Vaccinating for	Age	Vaccinating for

**De-Worming Program**

**Piglets** (Defined as prior to weaning)

Age	Parasite/Application	Age	Parasite/Application

**Nursery Pigs** (Defined as 28 days-8 weeks)

Age	Parasite/Application	Age	Parasite/Application

**Grow/Finishing Pigs** (Defined as 8 weeks to 250 lbs.)

Age	Parasite/Application	Age	Parasite/Application

**Sows/Boars** (Defined as > 250 lbs.)

Age	Parasite/Application	Age	Parasite/Application

**External Parasite Control Program**

**Piglets** (Defined as prior to weaning)

Age	Parasite/Application	Age	Parasite/Application

**Nursery Pigs** (Defined as 28 days-8 weeks)

Age	Parasite/Application	Age	Parasite/Application

**Grow/Finishing Pigs** (Defined as 8 weeks to 250 lbs.)

Age	Parasite/Application	Age	Parasite/Application

**Sows/Boars** (Defined as > 250 lbs.)

Age	Parasite/Application	Age	Parasite/Application

**Foot Care**

Frequency of foot trimming for adult swine: \_\_\_\_\_

**Management Procedures**

<u>Procedure</u>	<u>Age</u>	<u>Method</u>
<u>Needle teeth clipping</u>		
<u>Castration</u>		
<u>Tail Docking</u>		
<u>Animal marking</u>		

Describe the management of orphan piglets: \_\_\_\_\_

**Animal handling and identification**

Types of handling aids used: \_\_\_\_\_

How are individual animals identified? \_\_\_\_\_

**8) CASUALTY STOCK POLICY**

**a. Emergency Euthanasia Plan (by age group)**

Emergency name and phone number: \_\_\_\_\_

Rendering or disposal service: \_\_\_\_\_



EUTHANASIA METHODS		
Stage of production	Euthanasia Method of Choice	Alternative Euthanasia Method
Pre-weaning		
nursery		
Grower/finisher		
Breeding swine		

INDIVIDUAL TRAINED AND APPROVED TO PERFORM EUTHANASIA ON FARM		
Name	Trained and Approved By	Date

*Producers should keep a copy of the AASV/National Pork Board guide for 'On Farm Euthanasia of Swine' with their farm plan.(available for download at <http://www.aasp.org/aasv/euthanasia.pdf> )*

**b. Carcass Disposal Policy**

Method of carcass disposal (if rendering company or dead hauler used list name and number):

Method used to restrict access to carcasses present on farm:

Method used to reduce fly and odor nuisance (if applicable):

**9) ANIMAL RELATED EMERGENCY ACTION PLANS**

Are emergency contact numbers accessible to all persons who work on farm? Y N

Are all persons who work on farm made aware of procedures to follow in an emergency? Y N

Emergency Contacts: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_

Are local emergency services numbers posted by phones (Fire Dept., etc.)? Y N

List Local Fire Dept.: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Normal stock water supplies: \_\_\_\_\_

Emergency stock water supplies: \_\_\_\_\_

Emergency water supply phone number: \_\_\_\_\_

Normal power sources: \_\_\_\_\_

Emergency power supplies: \_\_\_\_\_

Emergency power supply phone number: \_\_\_\_\_

Veterinarian name: \_\_\_\_\_

Veterinarian phone number: \_\_\_\_\_

**10) RECORDS**

*All animal health records must be retained for at least 1 year.*

The following information **must be available** on farm. Examples of forms can be found on the HFAC website ([www.certifiedhumane.org](http://www.certifiedhumane.org))

	Are records available?	
	Y	N
Animal deaths and causes	Y	N
Medication records (reason for Rx, drug used)	Y	N
Quarantine records of incoming swine	Y	N
Record of feedstuff used (see Section 2 Herd Nutrition Plan)	Y	N
Equipment and maintenance checks	Y	N
Any special training for staff	Y	N
Record of stocking rates and pen/pasture sizes	Y	N

Record of actions taken on complaints about the operation's compliance with HFAC standards (ISO §15)

Y N

**11) STOCKPERSON COMPETENCY TRAINING**

*List any personnel who perform routine management procedures*

<u>Procedure</u>	<u>Performed by</u>	<u>Type of training</u>	<u>Trained by</u>	<u>Training Date</u>
<u>Needle teeth clipping</u>				
<u>Castration</u>				
<u>Tail Docking</u>				
<u>Animal marking</u>				
<u>Foot trimming</u>				
<u>Injections</u>				
<u>Husbandry or handling</u>				

## PRODUCER AGREEMENTS

I/we \_\_\_\_\_, the duly authorized representative(s) of the operation described in this application, hereby affirm that all information supplied in this document and any attachments is true and accurate.

I affirm that I have read and understood the Humane Farm Animal Care (HFAC) standards applicable to my operation. I affirm my commitment to abide the HFAC certification policies, procedures and standards (§8.2.1.b.). No prohibited products or practices have been used, applied, or otherwise allowed to compromise the integrity of the products sold by me. I understand that failure to comply with the standards or giving false information may result in not being able to sell my products to a Pooled Product Operator that is Certified Humane®.

I understand that the operation will be inspected annually and may also be subject to unannounced inspection. I agree to report any significant changes to the Farm Questionnaire to you in order for you to notify HFAC and to supply any information needed for evaluation of products to be certified (§8.2.1.b.).

I give permission for HFAC, staff, committee members or field inspectors to visit my farm and examine fields, buildings, animals, files, documents and records. I understand and agree that no HFAC staff member, board member, committee member, inspector, consultant, subcontractor, or volunteer shall be held liable or responsible for any amount in excess of the certification fees paid. I give my permission for HFAC to use subcontractors to perform tasks related to the process of certification (ISO §4.4.c.).

All information provided in this application will be held in strict confidence and will be used by the inspector, office staff and certification committee members for certification purposes only. The above individuals have disclosed potential conflicts of interest and are bound by confidentiality agreements. HFAC has my permission to obtain information, documents, or materials related to certification, suspension of certification, or revocation of certification from other certifiers.

\_\_\_\_\_  
*Signature Authorized Representative of the Producer (ISO §8.2.1)*

\_\_\_\_\_  
*Date*

## Application Instructions

Please complete and return the following to the Pooled Product Operator or Humane Farm Animal Care, PO Box 727, Herndon, VA. 20172 :

1. Application
2. Processing Fee of \$75.00

Completion of the Application provides HFAC with the following information:

1. **Animal Health Plan** (this should be regularly reviewed in conjunction with a veterinarian.
2. **Bio-security Policy** (to limit the introduction and/or spread of disease onto and within the production unit.
3. **Nutrition Plan:** Covers all stages of production. What is fed and to which group. In conjunction with regular body condition scoring/weighting to monitor outcome of nutritional management. Safe, hygienic storage of all foodstuffs, the potential to trace back to source.
4. **Casualty Stock Management Policy:** to safeguard the welfare of any sick or injured animal requiring humane destruction on-farm and to protect the health interests of the consuming public. Detailed guidelines are available as follows: Practical Euthanasia of Cattle – American Association of Bovine Practitioners; The Emergency Euthanasia of Sheep and Goats – California Department of Food and Agriculture and Veterinary Medicine Extension, U.C. Davis; On Farm Euthanasia of Swine – Options for the Producer – National Pork Producers and the American Association of Swine Practitioners; Euthanasia of Poultry – UC Davis Center for Animal Welfare. It is recommended that farm casualty policy adopt the relevant guidelines.
5. **Disposal of Fallen Stock Policy:** to ensure the safe, hygienic and legal disposal of animal carcasses. The plan must cover stock dying as a result of natural causes or following on-farm casualty slaughter, and includes fetal material. It must be done in such a way as to not endanger other livestock or humans; such material must not be accessible to dogs and predators. The method must encourage rapid decomposition and destruction of infectious agents and not result in fly or odor nuisance: A number of options are available:
  - a. Disposal off farm via dead hauler, rendering company, licensed landfill site, licensed incinerator.
  - b. On farm burial or composting, if legal.
6. **Cleaning and Disinfection Policy:** cleaning and disinfection routines, including chemicals used to assist in the reduction of transmission of infectious agents. This plan must be an integral part of the Bio-Security Policy. The plan should consider:
  - a. Building and equipment;
  - b. Livestock, people, pests and moveable equipment;
  - c. Feed and water.

7. **Pest Control Policy:** Manage levels of potentially harmful vermin and pests (rodents, birds

and flies) in order to keep to a minimum and avoid the risk of disease spreading to humans and animals, damage to buildings and services, and contamination and spoilage of feed.

8. **Farm Waste Management Policy:** Waste materials must be removed from animals accommodation on a regular basis and disposed of properly. Waste materials of any nature must not be a risk to animal health or compromise the control of pets and vermin. The plan will also include the management of clinical and pharmaceutical waste.
9. **Emergency Action Plan:** Instructions to staff in the case of fire, flood, freeze or drought. Provision of references for emergency services. Emergency water and feed supplies and necessary equipment.
10. **Stock-person Competency demonstrated,** and if possible validated, in husbandry methods (castration/disbudding, etc.) records of all staff with the responsibility for livestock, identifying livestock experience and any formal/informal training completed.
11. **Records:** Records periodically examined by vet/and or others (as an aid to management) provide the verification that objectives of the plan are being met or to prompt adjustments to the plans to ensure that objectives are realized in the future.

**You must be in the position to show the Certified Humane Inspector the following at his/her visit to the Unit:**

Death and reasons for –

Culling rates and reasons for (when known)

Medicine records including reason for use and withdrawal/safe sale date

Feed and feed ingredient records for previous year

Record of vital automatic equipment maintenance checks

List of routine farm maintenance checks

Training and/or experience of all staff involved in the livestock enterprises

Demonstrate safe, hygienic, well-maintained buildings/environment, handling equipment and automatic equipment.