



**SUPPLIER APPLICATION TO
 POOLED PRODUCT OPERATOR: _____
 FOR YOUNG DAIRY BEEF OPERATIONS**

TO BE COMPLETED IN FULL

SUPPLIER/FARM NAME: _____		
ON-FARM CONTACT		
ADDRESS (physical and mailing)		
ORGANIZATIONAL STRUCTURE (ISO §8.2.2.)	<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) _____	
TELEPHONE NO:	FAX NO:	MOBILE NO:
		EMAIL:
List brand name(s) product is sold under		

TYPE OF OPERATION <i>Circle applicable items</i>	Indoor	Outdoor	
Total number in last 12 months:	Calves Bought:	Calves Sent to Slaughter:	Calves Culled:
Name and Address of Dairy/source of calves	1.	2.	3.
# calves supplied in last 12 months:			
Name and address of Hauler (Transporter)			
Name of Abattoir (Processor) <i>(must complete Universal Application)</i>			
Member of other quality assurance/certification program(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No	Name Of Quality Assurance Program(s):		

FARM QUESTIONNAIRE: YOUNG DAIRY BEEF

1) FACILITIES

For each location you use to raise calves, you must submit a diagram of the property that includes the following information:

1. Physical address of the property
2. Total acreage of the property
3. The location and size of each pen/pasture/corral
4. The location and size of buildings and structures, including
 - a. A description of the type of building/structure, the flooring, type of bedding, and ventilation system in each building/structure
 - b. Whether calves are housed individually or in groups in each building/structure, and the maximum stocking rate for each building/structure
5. The location of feeders and drinkers inside each building/pen/pasture/corral
6. The location of animal handling facilities

Attach the diagram(s) to this application

Describe your animal handling facilities (chutes, restraint systems, handling aids, etc.):

How often are livestock checked?

What protection for animals from inclement weather is provided during:

Winter _____

Summer _____

What protection from predators (dogs, coyotes, etc.) is provided? _____

Cleaning and Disinfection Policy

List compounds, products, and methods used on farm/ranch to clean or disinfect:

List: _____

3) HERD BIOSECURITY POLICY

a. Describe quarantine and processing of newly purchased stock or those returning to the farm

1. Calves (for young dairy beef)

2. Other bovine stock (including cows, bulls, heifers, steers, and show animals).

b. Do vehicles entering farm premises have access restricted to specific area of farm? Y N

c. Are visitors required to wear boots and other protective apparel and is visitor access restricted to specific area of the farm, pending owner/manager approval? Y N

Explain: _____

d. Are employees trained in biosecurity measures? Y N

e. Are work routines used that minimize disease transfer between animal groups (e.g. between hospital pens, feed lots)? Y N

f. Are sick animals segregated from the rest of the herd? Y N
If yes, where?

4) FEED AND WATER

Suppliers of Feed/Milk/Milk Replacer

Name:

Address:

Telephone No.:

Major source	Minor source		
Milk	Milk replacer	Forage	Grain

Name:

Address:

Telephone No.:

Major source	Minor source		
Milk	Milk replacer	Forage	Grain

Name:

Address:

Telephone No.:

Major source

Minor source

Milk

Milk replacer

Forage

Grain

Is feed free from all mammalian derived protein, except milk, and milk products? Y N

Is feed free from growth promoters and sub-therapeutic antibiotics, including ionophores and coccidiostats? Y N

Are feed ingredient tags available for at least one year? Y N

Feed records retention – keep a representative ingredient tag for each ingredient used. Replace old tags with current tags as rations change.

What type of feeding equipment is used? _____

Is feed equipment filled manually or automatically? _____

How often is feed equipment (buckets, bottles, bunks etc.) cleaned? _____

How many days supply of feed is available on the ranch? _____

Do calves have access to pastures during grass-growing season? Y N

How is animal access to poisonous plants or unsuitable feedstuffs prevented? _____

Commodity Feed Area

Are feed supplies kept covered and dry? Y N

Are commodity storage areas cleaned between loads of feed? Y N

Describe commodity/feed storage (separate or mixed; covered or uncovered):

Water

What type of waterers do the calves 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? _____

What are emergency or backup water sources? _____

Calves

Do all calves (heifers and bull calves) receive colostrums within the first 8 hours of life? Y N

Are records available to verify the supply of colostrum? Y N

At what age are calves weaned (complete removal of milk/milk-replacer)? _____

At what age are calves provided forage or creep feed? _____

At what age are calves housed in groups? _____

5) BODY CONDITION SCORING

When are animals body condition scored?

By whom?

What type of scoring system is used?

6) TRANSPORTATION

At what age are calves transported to your facility? _____

What is the transit time from source dairy to your facility? _____

Describe the type of vehicle is used to transport young calves (including environmental control features)?

7) PEST CONTROL POLICY

List 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 (eg frequent cleaning)	Y	N
ear tags	Y	N
other:		

8) ANIMAL HEALTH PROCEDURES

Name/Phone Number of Veterinarian: _____

Vaccination Program

Calves (Defined < 6 months)

Age	Vaccinating for		Age	Vaccinating for

Young stock (Defined as 6 – 12 months)

Age	Vaccinating for	Age	Vaccinating for

De-Worming Program

Calves (Defined < 6 months)

Age	Parasite/Application	Age	Parasite/Application

Young stock (Defined as 6 – 12 months)

Age	Parasite/Application	Age	Parasite/Application

External Parasite Control Program

Calves (Defined < 6 months)

Age	Parasite/Application	Age	Parasite/Application

Young stock (Defined as 6 – 12 months)

Age	Parasite/Application	Age	Parasite/Application

Management Procedures

Are physical alterations, such as disbudding, castration, tail docking carried out on calves (either on site or prior to transport to your facility)? Y N

If yes, explain the reasons for procedure, age of animal and methods used.

Animal handling and identification

Types of handling aids used: _____

How are individual animals identified? _____

How are non-ambulatory animals handled (methods of moving etc.)? _____

9) CASUALTY STOCK POLICY

a. What is the protocol for handling and caring for non-ambulatory animals?

b. Emergency Euthanasia Plan (by age group)

Emergency name and phone number: _____

Rendering or disposal service: _____

STAGE OF PRODUCTION	EUTHANASIA METHOD OF CHOICE	ALTERNATIVE EUTHANASIA METHOD
calves		
young stock		

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

Producers should keep a copy of the “Practical Euthanasia” of Cattle by American Association of Bovine Practitioners with their farm plan.

c. 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/ranch:

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

10) ANIMAL RELATED EMERGENCY ACTION PLANS

Are emergency contact numbers posted by phones? Y N

Are employees 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: _____

11) RECORDS

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

The following information must be available either by using management software or by using HFAC forms (available for download at www.certifiedhumane.org):

	Are records available?	
Animal deaths and causes	Y	N
Medication records (reason for Rx, drug used)	Y	N
Quarantine records of incoming cattle	Y	N
Record of feedstuff used (see Section 2 Herd Nutrition Plan)	Y	N
Equipment and maintenance checks	Y	N

Staff Training	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

12) STOCKPERSON COMPETENCY TRAINING
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List personnel who perform routine management procedures

Administration of Injections

Employee	Type of Training
_____	_____
_____	_____
_____	_____

Animal husbandry or animal handling

Employee	Type of Training
_____	_____
_____	_____
_____	_____

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.