

TODAY'S DATE:

Certificate EXPIRATION

DATE: _____ *It is your responsibility to submit app at least 120 days before certificate expires.



APPLICATION FOR CERTIFICATION OF SHEEP OPERATIONS

GENERAL INFORMATION

PRODUCER NAME			
FARM NAME			
FARM ADDRESS:		MAILING ADDRESS (if different):	
COUNTY:			
LEGAL STATUS/ ORGANIZATIONAL STRUCTURE	<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) _____		
ON FARM CONTACT			
TELEPHONE NO:	WEB ADDRESS/WEBSITE:	MOBILE NO:	
FAX NO:		EMAIL:	
OTHER CONTACT NAME:	TELEPHONE NO:	EMAIL:	
List brand name(s) product is sold under			
TOTAL GRAZING AREA (ACRES)			
OTHER ADDRESSES USED FOR HOUSING / GRAZING STOCK (or separate postal address)	1	2	
GRAZING (ACRES)			
MILES FROM MAIN UNIT			
MANAGED AS MAIN UNIT	YES / NO		YES / NO

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

TYPE OF UNIT <i>Check all that apply</i>	Market Lambs <input type="checkbox"/> / Grass or Feeder Lambs <input type="checkbox"/> / Wool Production <input type="checkbox"/> / Milk Production <input type="checkbox"/>								
Total # of Sheep	Lambs Sold	Feeders Sold	Ewes Bought	Feeders Bought	Milking Ewes				
Average lbs. milk/year	Average lbs. wool/year								
Is this a closed herd? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, list supplier you purchase from (name, address, phone number):									
Destination of Sheep Sold for Finishing (Customer)									
Name & Address of Abattoir (slaughter facility/location)							Are haulers trained in emergency care? YES NO		
Name & Address of Milk Processor <i>(complete Universal Application forms)</i>									
Name of Wool Purchaser									
Member of other quality assurance program(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No	Name Of Quality Assurance Program(s):								

FARM QUESTIONNAIRE: SHEEP

1) HERD BIOSECURITY POLICY

Describe quarantine and processing of newly purchased stock or those returning to the farm (including ewes, lambs, rams, and show animals).

- a. Do vehicles entering farm premises have access restricted to specific areas of farm? Y N
- b. Are visitors required to wear boots and other protective apparel and is their access restricted to specific areas of the farm, pending owner/manager approval? Y N

Explain: _____

- c. Are employees trained in biosecurity measures? Y N
- d. Are work routines conducted to minimize disease transmission among animal groups? Y N
- e. Are sick animals segregated from the rest of the herd?
If yes, where? Y N

2) FEED AND WATER

Feed Suppliers

Name:

Address:

Telephone No.:

Mills Used:

Major source/minor source (circle one)

Name:

Address:

Telephone No.:

Mills Used:

Major source/minor source (circle one)

Name:

Address:

Telephone No.:

Mills Used:

Major source/minor source (circle one)

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? Y N

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

Are basic rations for each grouping of animals 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.***

Are feed bunks filled manually or automatically? _____

How much bunk space is available for animals to use? _____

How often are feed bunks cleaned? _____

Are sheep kept on grazing pastures during grass-growing season? Y N

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

Commodity Feed Area

Is feed kept covered? Y N

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

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

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

Water

What type of waterers do the sheep have access to? _____

How many waterers of each type are in each pen/pasture? _____

How often are water troughs checked? _____

How often are water troughs cleaned? _____

Are water troughs 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? _____

Colostrum

Is a source of colostrum available for lambs which may need it? _____

If colostrum is given to a lamb, when is it given? _____

Method used (bottle, tube): _____

Volume administered: _____

At what age are lambs weaned? _____

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

3) BODY CONDITION SCORING

When are animals body condition scored?

By whom?

What type of scoring system is used?

4) FACILITIES

Describe your housing and pen/corral/pasture facilities (number, size, type, flooring, manure system).

What are the size and stocking rates for each building, pen, or pasture unit?

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

If applicable, describe facility ventilation systems.

Where do ewes lamb? _____

How often are ewes checked during lambing season? _____

How often are livestock checked during various seasons?

Winter _____ Spring _____

Summer _____ Fall _____

What protection for animals from inclement weather is provided during:

Winter _____

Summer _____

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

How/where are rams housed? _____

Cleaning and Disinfection Policy *(skip if not applicable to operation)*

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

6) PEST CONTROL POLICY

List methods/products used to control rodents, birds, and insects/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. Insects/Flies

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

7) ANIMAL HEALTH PROCEDURES

Vaccination Program

Lambs

Age	Vaccinating for

Age	Vaccinating for

Adults

Age	Vaccinating for

Age	Vaccinating for

Milking Ewes

Age	Vaccinating for

Age	Vaccinating for

De-Worming and Internal Parasite Control Program

Lambs

Age	Parasite/Application

Age	Parasite/Application

Adults

Age	Parasite/Application

Age	Parasite/Application

Milking Ewes

Age	Parasite/Application

Age	Parasite/Application

External Parasite Control Program

Lambs

Age	Parasite/Application

Age	Parasite/Application

Adults

Age	Parasite/Application

Age	Parasite/Application

Milking Ewes

Age	Parasite/Application

Age	Parasite/Application

Foot Care

Frequency of foot trimming for adult sheep:

Management Procedures

Disbudding

Age: Method:

Castration:

Age: Method:

Tail Docking

Age: Method:

Describe management of orphan lambs.

Shearing and Pre-lambing Care

Frequency of shearing adult sheep:

Time of year sheep are shorn:

Are ewes tagged or crutched before lambing?

What procedures are taken to protect newly shorn sheep from stressful weather conditions?

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)

EUTHANASIA METHODS		
STAGE OF PRODUCTIONS	EUTHANASIA METHOD OF CHOICE	ALTERNATIVE EUTHANASIA METHOD
newborn lambs		
young stock (lambs)		
adult sheep		

INDIVIDUAL TRAINED AND APPROVED TO PERFORM EUTHANASIA ON FARM		
NAME	TRAINED AND APPROVED BY	APPROVAL DATE

Producers should keep a copy of The Emergency Euthanasia of Sheep and Goats, from the California Department of Food and Agriculture and Veterinary Medicine Extension UC Davis, with their farm plan (available for download at www.certifiedhumane.org).

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/ranch:

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

9) 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: _____

10) 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 sheep	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	Y	N

11) STOCKPERSON COMPETENCY TRAINING

List personnel (or family members if operation is family-owned and -operated) who perform routine on farm procedures.

Disbudding/dehorning

Method used: _____

Caretaker	Type of Training
_____	_____
_____	_____
_____	_____

Castration

Method used: _____

Caretaker

Type of Training

Tail Docking

Method used: _____

Caretaker

Type of Training

Administration of Injections

Caretaker

Type of Training

Animal husbandry or animal handling

Caretaker

Type of Training

Shearing

Caretaker

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 by the HFAC certification polices, procedures and standards. 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 revocation of the certification of my operation.

I understand that the operation will be inspected annually and may also be subject to unannounced inspection and/or sampling for residues at any time. If the operation is a member of a Producer Group, I understand that the Internal Control System of the Producer Group will inspect the operation at least annually and that Humane Farm Animal Care may also conduct inspections of the operation. I agree to report any significant changes to the Farm Questionnaire to HFAC and to supply any information needed for evaluation of products to be certified.

I understand that submission of this application does not guarantee or imply certification. I give permission for HFAC, staff, committee members or filed inspectors to visit my farm and examine, fields, buildings, animals, files, documents and records, including but not limited to financial data and tax returns. 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 released to the process of certification.

I give permission for HFAC to release information from my file to other recognized certification organizations for purposes of document review. I understand that HFAC will obtain confidentiality statement from the requesting certifier before releasing any information.

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 purposed 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 of Authorized Representative of Producer

Date

ALL ATTACHMENTS, INCLUDING DIAGRAM AND UNIVERSAL APPLICATION, ARE REQUIRED WITH SUBMISSION OF APPLICATION. FAILURE TO PROVIDE THIS INFORMATION MAY CAUSE DELAY IN SCHEDULING YOUR INSPECTION.

Application Instructions

1. **Complete** both the **Universal Application** and the attached **Application**.
 - a. *Applications are to be completed in their ENTIRETY.*
2. **Submit** the two **applications**
3. **Submit a diagram** of the facilities on a separate piece of paper that includes:
 - i. Dimensions of each building
 - ii. Equipment used (feeders, drinkers, etc.)
 - iii. Target air quality/temperature parameters
 - iv. Information about outdoor access, if applicable to your operation
4. **Submit** the Application Fee of \$75.00 to Humane Farm Animal Care.
 - a. [email the application fee]
 - b. Mail to Humane Farm Animal Care, P.O. Box 82, Middleburg, VA 20118

*Completion of the Application provides HFAC an overview of your facility and management, so it is important that you do your best to **fill out the entire application**. A thoroughly completed application will:*

1. **Avoid delays** in your certification.
2. **Reduce** the amount of time taken to conduct an **inspection**.

BEFORE YOU PROCEED

At the inspection, you must be prepared to show the HFAC Inspector the following at his/her visit to the Unit:

- Death/mortality records and reasons for mortality (when known)
- Culling records and reasons for culling
- Medicine records retained for 1 year (including reason for use, drug used, and withdrawal/safe sale date)
- Stocking rates
- Feed and feed ingredient records for previous year
- Movement records (bought and sold dates)
- Production data
- 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.
- Emergency contacts
- Record of actions taken on complaints about the operation's compliance with HFAC standards