

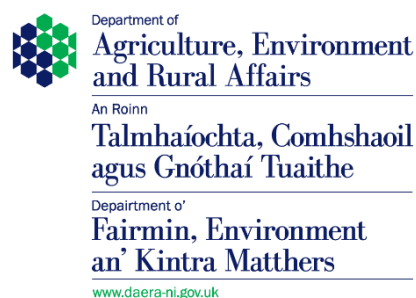
Record-Keeping Requirements For Primary Producer Food and Feed Hygiene Inspections

Includes Cross-Compliance SMR 4 Food and Feed Law Inspections

CONTENTS:

- Cover sheet on background to Regulations
- Medicine record template (purchase and use)
- Pesticide application record template
- Disease occurrence template
- Feed record template

Additional copies can be obtained from your local DAERA Direct Office.



EU FOOD AND FEED HYGIENE REGULATIONS

REGULATION (EC) No 852/2004 (as amended) - Hygiene of foodstuffs

REGULATION (EC) No 1831/2003 (as amended) - Laying down requirements for feed hygiene

Food Hygiene Regulations apply to all primary producers (farmers and growers) from the 1st January 2006.

Feed Hygiene Regulations apply to all farms that feed animals and to all farms that produce crops for animal feed from 1st January 2008.

Inspections for Feed and Food Hygiene Regulations are carried out by DAERA Agri-food Inspection Branch on behalf of the Food Standards Agency in Northern Ireland.

What are the implications of these Regulations for Farmers (Food Business Operators)?

- All Farms are registered for Primary Production.
- Primary responsibility for the safety of food leaving the farm, feed fed to food producing animals and for the putting in place of **measures to control hazards** rests with the farmer.
- All farmers will be inspected and required to keep and retain records relating to measures put in place to control hazards. These are:
 - a. the traceability of inputs purchased including all food, feed, food producing animals and any substance incorporated into a food or feed, detailing in particular:
 - name and address of the supplier
 - nature and quantity of products supplied
 - date of delivery of inputs on farm.
 - b. the traceability of outputs sold, including food, feed, food producing animals: detailing in particular:
 - name and address of the customer
 - nature and quantity of products supplied
 - date products left the farm.
 - c. veterinary medicinal products or other treatments administered to the animals, dates of administration and withdrawal periods.
 - d. the occurrence of diseases or pests that may affect the safety of food.
 - e. the results of any analyses carried out.
 - f. any relevant reports on checks carried out on animals or products of animal origin.
 - g. the use of plant protection products (pesticides) and biocides.

- Farmers will have a responsibility to prevent the introduction and spread of contagious diseases transmissible to humans through food.
- All facilities, including those used to store and handle food or feed, must be clean.
- Store and handle feed in such a way as to:
 - prevent hazardous contamination, for example, from chemicals/pesticides.
 - prevent animals, vermin and pests from causing contamination.
 - prevent feed spoilage.
 - keep medicated feed separated from other feed.
 - keep pet food containing any meat products separate from other feed.

DAERA Primary Producer Hygiene Inspections will include checks on the above records.

Enforcement procedures will include the use of Hygiene Improvement Notices for holdings where hygiene standards are not being met.

Use of Veterinary Medicines

The Veterinary Medicines Regulations 2013 (as amended)

| Name of Veterinary Medicine ¹ | Identity of Animal/ Group Treated ² | Person Administering Medicine | First Date of Use | Last Date of Use | Withdrawal Period and Date Withdrawal Period Ends ³ | | | Total Quantity of Veterinary Medicine Used | Batch Number | Source of the Medicine |
|--|--|-------------------------------|-------------------|------------------|--|------|-------|--|--------------|------------------------|
| | | | | | Meat | Milk | Other | | | |
| | | | | | | | | | | |

¹Homeopathic products should also be recorded.

²Identities of single animals and animals treated within a cohort group must be traceable from these records.

³This will be the withdrawal period specified for the veterinary medicine added to the last date of use.

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| Purchase of Veterinary Medicines The Veterinary Medicines Regulations 2013 (as amended) | | | | |
|---|---|---------------------|--------------------|---|
| Date of Purchase | Name of Veterinary Medicine¹ and Quantity Purchased | Batch Number | Expiry Date | Suppliers of Veterinary Medicine |
| | | | | |

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YOU MUST RECORD THE FULL NAME AND ADDRESS OF THE SUPPLIER THE FIRST TIME YOU RECORD IT

Plant Protection Products (Pesticide) Application Records

Business owners must be satisfied that all applications (including spot spraying) are conducted by suitably certified and competent operators. All applications must be necessary and carefully planned. The principles set out in the Code of Practice for Using Plant Protection Products should be followed.

| Full Product Name and MAPP Number | Date of Use | Site of Application | Crop Treated and Reason for Treatment | Name of Operator | Dilution, Application Rate and Quantity Used | Harvest or Grazing Interval | Weather Conditions (e.g. wind speed/direction) | Start and Finish Times |
|-----------------------------------|-------------|---------------------|---------------------------------------|------------------|--|-----------------------------|--|------------------------|
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Note: Only products which are approved should be used and these must be used in accordance with the current specified conditions of use. To check if a PPP is currently authorised, expired or subject to withdrawal notices you can use the Health and Safety Executive Pesticides Database accessible at the following link <https://secure.pesticides.gov.uk/pestreg/ProdSearch.asp>. All treatments must be recorded immediately following application by the operator and/or where applicable, obtained immediately from third party/contracting operators by customers. Application records should be maintained for **3 years**.

Record of Disease Occurrences in Herd - eg Tuberculosis, Brucellosis, Salmonella and Other Infectious Diseases to Be Recorded.

| Animal ID | Date | Type of Infection/Disease | Treatment (if applicable) – See Medicine Records | Animal Isolated | | | Follow-up Notes |
|-----------|----------------|------------------------------|---|-----------------|----|----------------|--|
| | | | | Yes | No | Date | |
| A400 | 01/01/ 2024 | TB positive. | - | | | 01/01/ 2024 | Removed from herd 08/01/2024. |
| B405 | 06/01/ 2024 | Salmonella dublin infection. | Injection - see Medicine Records | | | 06/01/ 2024 | Returned to herd 06/01/2024. |
| C410 | 05/01/ 2024 | Abortion. | Report to DVO. Blood sample taken. | | | 05/01/ 2024 | Sampled by Veterinary Service. Reactor - removed from herd 10/01/2024. |
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For a full list of notifiable diseases refer to [Notifiable diseases in Northern Ireland | Department of Agriculture, Environment and Rural Affairs \(daera-ni.gov.uk\)](https://www.daera-ni.gov.uk)

Feed Record Sheet

A record of animal feed sold and purchased must be kept for 3 years to satisfy the legal requirements under the **Feed Hygiene Regulation (EC) 1831/2005**.

*Feed includes (but is not limited to) forages, cereals, complete or complementary feed, including mineral and liquid feeds and co-products.

Examples of documents which can be kept to satisfy this requirement include invoices, receipts, delivery notes and feed labels.

Where these documents are not readily available a written record can be kept in the following format:

| Date of Purchase | Name of Feed* | Manufacturer of Feed | Supplier of Feed (includes cereals and co-products etc.) | Batch/Invoice Number | Quantity Purchased (wt) | Groups Fed (Number of Animals) |
|------------------|---------------|----------------------|--|----------------------|-------------------------|--------------------------------|
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Feed Record Sheet

| Date of Purchase | Name of Feed* | Manufacturer of Feed | Supplier of Feed (includes cereals and co-products etc.) | Batch/Invoice Number | Quantity Purchased (wt) | Groups Fed (Number of Animals) |
|------------------|---------------|----------------------|--|----------------------|-------------------------|--------------------------------|
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