



**REPUBLIC OF NAMIBIA**

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**WINDHOEK**

**CIRCULAR: V8/2026**

**TO: ALL CHIEF VETERINARIANS  
ALL STATE VETERINARIANS  
ALL ANIMAL HEALTH TECHNICIANS**

**STANDARD OPERATING PROCEDURE FOR INSPECTING AND REGISTRATION OF  
ISOLATION FACILITIES FOR THE PURPOSE OF SLAUGHTERING LIVESTOCK  
AFTER 30 DAYS ISOLATION TO REGISTERED ABATTOIRS**

This circular outline the procedures to be followed by the Directorate of Veterinary Services (DVS) during inspection and registration of isolation facilities for the purpose of compliance of animals presented for slaughter at registered abattoirs. The Standard Operating Procedure (SOP) ensures compliance with Namibia's veterinary legislation and safeguards animal health, public health, and trade.

The SOP was developed in terms of the Animal Health Act, 2011 (Act no. 1 of 2011), Section 15(1)(b) and National FMD Contingency Plan.

.....  
Dr Kennedy Shoombe

**CHIEF VETERINARY OFFICER**



*Previous circular V7/2026 was titled, National Residue Program Guidelines*

## REGULATORY FRAMEWORK

Inspections are conducted under the following legislations:

- a) Animal Health Act, 2011 (Act No. 1 of 2011, Section 15(1)(b))
- b) Animal Identification Regulations
- c) Animal Health Regulations
- d) Stock Brands Act, 1995 (Act No. 24 of 1995)
- e) Prevention of Undesirable Residue in Meat Act, 1991 (Act No. 21 of 1991)
- f) Livestock and Livestock Products Amendment Act, 2023 (Act No. 15 of 2023)
- g) Local Authorities Act, 1992 (Act No. 23 of 1992)
- h) Public and Environmental Health Act (Act No. 1 of 1995)

## DEFINITIONS

- a) **Isolation facility:** Any fenced enclosure used for separating animals from the rest of the herd for the purpose of animal disease prevention, control or surveillance (Animal Health Regulation, 2018).
- b) **Registered Abattoir:** A registered slaughter facility under the Livestock and Livestock Products Amendment Act, 2023 (Act No. 15 of 2023), Local Authorities Act, 1992 (Act No. 23 of 1992) and Public and Environmental Health Act (Act No. 1 of 1995).

## PURPOSE

- a. Enforce regulatory compliance with national veterinary legislation.
- b. Establish a consistent 30-day inspection and isolation protocol.
- c. Conduct Foot-and-Mouth Disease (FMD) surveillance.
- d. Safeguard animal health, public health, and Namibia's trade access.
- e. Authorize livestock movement for slaughter under veterinary supervision

## SCOPE

This SOP applies to inspections of isolation facilities supplying animals for slaughter at registered abattoirs:

- a) First-time inspections for new facilities.
- b) Renewal inspections for facilities with expiring certificates.
- c) Routine inspections for ongoing compliance.
- d) Follow-up inspections after non-compliance findings.
- e) Ad-hoc inspections triggered by complaints or disease risks.

## **RESPONSIBILITIES**

- a) **Facility Owner/Manager:** Ensure lawful operations, maintain records, comply with biosecurity, and implement corrective actions.
- b) **Veterinary Official/Authorised Veterinarian:** Review applications, conduct inspections, document findings, and recommend approval to the Chief Veterinary Officer.

## **LIST OF ANNEXURES**

**PART I:** PROCEDURE FOR REGISTRATION OF ISOLATION FACILITIES

**PART II:** REQUIREMENTS OF AN ISOLATION FACILITY

**PART III:** SOP FOR MOVEMENT OF ANIMALS FROM THE ISOLATION FACILITY TO THE ABATTOIR FOR SLAUGHTER

**PART IV:** MOVEMENT OF LIVESTOCK FROM ALREADY REGISTERED ISOLATION AND HOLDING FACILITIES/REGISTERED PIG FARMS

**ANNEX A:** APPLICATION FORM FOR THE REGISTRATION OF AN ISOLATION FACILITY

**ANNEX B:** INSPECTION REPORT FOR APPROVAL AS ISOLATION FACILITIES

**ANNEX C:** CERTIFICATE

**ANNEX D:** LIST OF RECOMMENDED DISINFECTANTS

## **PART I**

### **PROCEDURE FOR REGISTRATION OF ISOLATION FACILITIES**

#### **1. REGISTRATION**

- 1.1 The applicant who wishes to register an isolation facility must complete the application form (Annex A) and submit to the district State Veterinary Office.
- 1.2 Annex A-a dully completed application form and signed by the applicant (owner / manager) must be accompanied by the following:
  - a. Detailed Site plan:
    - i. Drawn to scale and quality suitable for the purpose of evaluation
    - ii. Legible
    - iii. Provided with a scale and compass north point
    - iv. Locations of buildings identified by their use and purpose of the site
    - v. Must be endorsed by the inspecting veterinary official to confirm the existence of the structures.
  - b) The plan should include a detailed location of the isolation facility in the farm.
  - c) Proof of ownership and or lease agreement.
  - d) An SOP clearly stipulating the activities conducted at the establishments (Record keeping, biosecurity, traceability, e.t.c)
- 1.3 Inspection of the isolation facility must be inspected by a veterinary official/authorised Veterinarian who, should complete annex B (Inspection Report), following inspection of the facility.
- 1.4 A private veterinarian who is appointed as a veterinary official may inspect the facilities in accordance with this SOP and submit the findings (annex B) and relevant documents to the district state veterinarian for review.
- 1.5 The registration of the isolation facility is valid for a year however will be inspected by the responsible district veterinary office at least two (2) times per year.
- 1.6 The establishment can only be approved if it meets all sets of requirements as described in this SOP.

#### **2. RE-REGISTRATION**

- 2.1 For re-registration purposes, the farm manager/owner must submit the application form for inspection (Annex A), however there is no need to submit copies of site plans, unless there are structural and biosecurity changes that have taken place or change of ownership after the first registration.
- 2.2 Application forms for re-registration should be submitted at least 3 months prior to the expiry of the registration certificate.
- 2.3 Facilities will only be re-registered once the application forms for re-registration have been submitted and received by the district state veterinarian, re-inspected/evaluated and approved by the Chief veterinary officer / delegate.

### **3. RESPONSIBILITIES OF AUTHORIZED/VETERINARY OFFICIALS**

- 3.1 The authorized veterinarian/veterinary official will be responsible for the following actions/procedures:
- i. Acquaint himself / herself with the minimum requirements for an isolation facility
  - ii. Provide a new applicant with an application form that corresponds in form and content to the model in Annex A.
  - iii. Inspect the isolation facility and complete Annex B with appropriate descriptive comments, upon receipt of the properly completed application form, site and detailed plans and SOPs.
  - iv. If the isolation facility does not comply with the requirements in Part I(l) of this guideline, the district state veterinarian must provide the owner/manager with a detailed inspection/audit report outlining all the non-compliances and proposed corrective measures with their timelines of implementation.
  - v. Arrange a verification inspection once all the corrective measures are implemented.
  - vi. The District State Veterinarian must verify that all submitted documents are correct, cross-reference the information, recommend the establishment for approval, and forward it to the area Chief Veterinarian, then Deputy Chief Veterinary Officer for final approval.

## **PART II**

### **FACILITY DOCUMENTATION REQUIREMENTS**

#### **1. RECORD KEEPING**

- 1.1 All registers and records must be kept in an auditable transparent manner and be readily accessible at the isolation facility.
- 1.2 The following registers and reports must be kept and updated on a daily basis
- i. Prescribed treatment and vaccination register
  - ii. Prescribed livestock register
  - iii. Feed and lick register
  - iv. Employee training register
  - v. Copy of livestock movement permits (Incoming permits, Exit permits)
  - vi. Daily physical inspection (including feet and mouth) reports;
  - vii. Farmer indemnity form
  - viii. Record of fence breeches and maintenance in an incident book;
  - ix. Clinical cases report
  - x. Death and postmortem reports where possible
  - xi. Visitors register

#### **2. ACCESS CONTROL**

- 2.1 The isolation area should ensure that the animals are kept at least 50m from any other livestock
- 2.2 An on-farm isolation facility should have either:

- i. A double fenced perimeter, minimum of 5 meters apart to minimize and or avoid contact between animals (livestock and wild animals) in the establishment and those on the isolation facility;
  - ii. For feedlots, one empty kraal/pen between the isolated animals /different batch intake and others
  - iii. Grading and de-bushing should be done regularly along the isolation area perimeter fence 1.5m outward to facilitate visibility and to accentuate trespassing animal and human tracks
- 2.3 Access to the isolation facility must be by means of a gate. Gates that are not manned must be locked and functional footbaths must be installed at all entry gates.
- 2.4 A warning sign must be placed at all entrances to the isolation facility, indicating that it is a bio-secure area, and unauthorised access is not allowed.
- 2.5 Visitors
  - i. No unauthorised visitors are allowed entry onto the site.
  - ii. A register must be kept, indicating date and time of visit, name of visitor, purpose of visit, designation, date and place of most recent visits and contacts with cloven hoofed animals, contact details and a signature.
- 2.6 Farm workers did not visit other farms and have no contact with other susceptible animals during the isolation period.

### **3. TRAINING/AWARENESS**

- 3.1 All personnel working at the facility must be given training on Foot and Mouth Disease, biosecurity, basic animal health and surveillance.
- 3.2 Training should be documented in the prescribed register.

### **4. INFRASTRUCTURAL REQUIREMENTS**

#### **4.1 General Structural Requirements**

- 4.1.1 An on-farm isolation facility must have:
  - i. Holding facilities (crushes, kraals) should be made of material that is easy to clear of organic material and disinfect.
  - ii. Kraaled animals should be provided with sufficient space.
- 4.1.2 Requirements for cattle isolation facilities:
  - i. A double fenced perimeter fence, minimum of 5 meters apart to minimize and or avoid contact between animals (livestock and wild animals) in the establishment and those on the quarantine facility.
  - ii. Regular patrols of the isolation fences should be done and breeches promptly repaired and recorded;
- 4.1.3 Requirements for small stock isolation facilities:
  - i. A double-fenced perimeter fence, minimum of 5 meters apart to minimize and or avoid contact between animals (livestock and wild animals). The internal fence's first wire strand must not be more than 10 cm above the ground level with all other strands not more than 20 cm apart alternatively with a small stock proof camp (1.2m height diamond mesh wire) or,

- ii. the entire farm must be quarantined for a minimum of thirty (30) days, with small stock restricted to an inner small stock proof camp (1.2m height diamond mesh wire).
- 4.1.3 Requirements for pigs' isolation facilities
- i. Only pigsties registered by the Directorate of Veterinary Services (DVS) under Animal Health Regulations 65(1) and Veterinary Circular V10/2020 shall be recognized as approved isolation facilities. Unregistered pigsties are prohibited from housing pigs for slaughter or movement purposes.

## 4.2 DISINFECTION REQUIREMENT

- 4.2.1 Loading and vehicle facilities must be provided and only recommended disinfectants (Annex D) effective against Foot and Mouth Disease must be used as per FMD National Contingency Plan. Approved disposal methods must be available for garbage / waste of all kinds, discarded equipment and carcasses.
- 4.2.2 Disinfection (vehicle, shoe or footbaths) must be in place at entry and exit points of the isolation facilities.
- i. Foot baths must be placed at the main entrance to the facility.
  - ii. Foot baths should be filled with recommended disinfectant which is registered and approved.
  - iii. Disinfectants in the foot baths must be replaced on daily basis and records of dilution formulae must be documented.
  - iv. Foot baths must be constructed in such a way that people entering or leaving the facility cannot easily bypass the foot bath.
  - v. There should be evidence that the footbaths are in use.
- 4.2.3 **Pest Control:** An effective pest (mice, rats, mites, and flies etc.) control programme should be documented and followed.
- 4.2.4 **Feed storage facility:** Feed storage must be constructed in such a manner that avoids possible contamination from pest, rain, wind, manure and animals.
- 4.2.5 **Water troughs:** The animals in the isolation facility shall not share water troughs with any other animals not in the isolation facility.

## 5. DISEASE CONTROL AND SURVEILLANCE

- 5.1 In the case of a suspected notifiable disease, the animals should be isolated and the district state veterinarian must be notified immediately.
- 5.2 Comprehensive records must be maintained for all tests conducted. Copies of all test results must be securely filed and retained at the isolation facility.
- 5.3 Livestock placed under isolation must be inspected by a veterinary official to verify health status, biosecurity compliance, and adherence to isolation protocols at regular intervals in accordance with this SOP.

## 6. RESPONSIBILITY OF VETERINARY OFFICIAL

- 6.1 All online permits are suspended and livestock movement permits will only be issued by district state veterinarian.
- 6.2 Responsibility of veterinary officials at the isolation facility

- i. A general arrival form must be completed for livestock intended for entry into the facility.
- ii. Arrival transaction must be captured accordingly into the database following approval and the receive of livestock into the isolation facility.
- iii. If the above conditions are in order, then the animals should be offloaded at receiving bay kraal then;
- iv. Verify that all the animals are individually identified i.e. ear tagged
- v. Verify that animals visibly bear the stock brand brands
- vi. Upon entry, subject all animals to clinical inspection (Mouthing, hooves inspection included). **ANY CLINICAL SIGNS SUSPICIOUS OF FMD SHOULD BE REPORTED TO STATE VETERINARIAN**
- vii. All in-all out 30 days isolation period per batch must be successfully completed to meet the isolation requirement.
- viii. The responsible veterinary official may extend the duration of the isolation in case of non-compliances;
- ix. Disposal of dead animals should be according to recommended WOAHA guidelines under veterinary supervision.
- x. Any animals that do not meet these standards is a non-compliant and disapproval of the isolation facility.

## **7. RESPONSIBILITY OF ISOLATION FACILITY OWNER/MANAGER**

Isolation facility owner/manager should ensure that:

- i. All animals with signs of FMD are reported to the district state veterinarian immediately
- ii. All infrastructures are maintained and are in a good state.
- iii. All disinfectants used are recommended, not expired and are mixed correctly as per manufactures guideline/ contingency plan.
- iv. All animals received are correctly tagged and branded.
- v. Stocking rate of the isolation facility paddocks is never exceeded.
- vi. Farmers sign affidavits for compliance with isolation regulations, and this should include removal of livestock within a specified period after completion of isolation.
- vii. The isolation facilities should operate a strict “all in-all out” regime. Isolation facilities with sufficient paddocks may be allowed to slaughter per batch.
- viii. Animals inside the isolation facility must never come in contact with others outside the isolation.
- ix. The isolation facility shall only accept livestock that have been issued with an electronic livestock movement permit (issued by/with recommendations of the district state veterinarian) and individually identified with approved ear tag/tattoos.
- x. Visual herd inspections by the owner/manager should be done frequently.
- xi. Disinfection of hands, shoes, utensils and equipment must be done after every inspection;
- xii. Disinfection of isolation facilities should be done between batches of animals.
- xiii. Disposal of dead animals should be according to recommended WOAHA guidelines in consultation with a veterinary official.
- xiv. On farm isolations should not be used for any other activity other than for the purpose of isolating livestock for direct slaughter unless authorized by the district state veterinarian.

- xv. No animals may be withdrawn from the isolation facility until the recommended isolation period has lapsed even if animals have calved.
- xvi. All conditions in these guidelines are adhered to.

## **8. RESPONSIBILITIES OF THE ABATTOIR OPERATORS**

- 8.1 Notify the district state veterinarian of the intention to slaughter by submitting the list of all ear tags to be slaughtered on a specific date
- 8.2 Submission of all movement permits after slaughter to the district state veterinarian.
- 8.3 Ensure that all final movements are captured and reconciled.
- 8.4 Keep record of all livestock slaughtered at his/her abattoir.

## **PART III**

### **PROCEDURES FOR MOVEMENT OF ANIMALS FROM THE ISOLATION FACILITY TO THE ABATTOIR FOR SLAUGHTER**

#### **1. PURPOSE:**

To give standard guidelines and instructions on how to handle livestock from veterinary approved isolation facilities for direct slaughter at both local and export abattoirs.

#### **2. INSPECTION OF ANIMALS**

- 2.1 The facility will be inspected thrice during the 30 days of livestock isolation period (Day 0, Day 28, and upon loading) and more frequently when there is a risk. Livestock will be tested on Day 28 of isolation. Isolation facility owners should ensure they schedule sampling requests three days in advance.
- 2.2 All animals should be clinically inspected by mouthing on the day of admission into the isolation facility.
- 2.3 In case of feedlots, representative samples for the entire feedlot should be considered and not only the pen of concern.
- 2.4 The loading of the animals must be done if all isolated livestock tested negative of FMDV.
- 2.5 The consignment must be transported in a clean, disinfected and sealed vehicle under veterinary supervision, with a valid livestock movement permit.
- 2.6 Livestock must only be released from the isolation facility provided that the owner has made arrangements with registered abattoir operator and the proof must be submitted to the district veterinarian at the point of origin.
- 2.7 The livestock owner/manager must make their own slaughtering arrangement with the management of the approved abattoir operator.
- 2.8 The district State Veterinarian responsible for the isolation facility must promptly notify his or her counterpart and officials at the abattoirs at destination regarding the departure and estimated arrival time of the consignment.
- 2.9 All livestock to be moved or released from an isolation facility to the registered abattoir must comply with the following:

- i. Must be individually identified
- ii. Isolation period of 30 days has lapsed
- iii. Accompanied by a confirmed negative test result
- iv. Transported under cover of a livestock movement permit
- v. Moved in sealed vehicles, the seal numbers endorsed on the permit and verified at destination by officials
- vi. Vehicles and trailers must be cleaned and disinfected before loading. Trucks and trailers must have a valid disinfection certificate as per circular V18/2008
- vii. Transported directly from the isolation facility to the Abattoir without coming into contact with other susceptible animals.
- viii. Livestock must be transported strictly to the abattoir mentioned in the livestock movement permit and may not be off-loaded elsewhere.

### **3. PROCEDURES FOR RELEASING SPECIFIC LIVESTOCK FROM THE FEEDLOTS/ISOLATION FACILITIES:**

#### **3.1 Cattle**

- i. Cattle were sourced from an isolation facility in which no FMD has been detected during the isolation period.
- ii. A sample size, of 36 to 63 animals per establishment must be tested. This means establishments with only 36 or less animals, all animals should be tested. For establishments with more than 36 animals, a sample of 63 animals should be selected randomly and tested.

#### **3.2 Small stock**

- i. Small stocks were sourced from an isolation facility in which no FMD has been detected during the isolation period.
- ii. Small stock should not come into contact with other FMD susceptible animals that do not fulfil the conditions under this SOP.
- iii. Small stocks were sourced from isolation facilities, within a ten-kilometre radius of which FMD has not occurred during that period, and no susceptible animals were introduced into the establishment during the isolation period.
- iv. A sample size, of 36 to 63 animals per establishment must be tested. This means establishments with only 36 or less animals, all animals should be tested. For establishments with more than 36 animals, a sample of 63 animals should be selected randomly and tested.

#### **3.3 Pigs**

- i. Pigs were sourced from an isolation facility in which no FMD has been detected during the isolation period.
- ii. Pigs to be slaughtered at a registered slaughterhouse/abattoir and did not come into contact with other FMD susceptible animals that are not of the same status.

- iii. A sample size, of 36 to 63 animals per establishment must be tested. This means establishments with only 36 or less animals, all animals should be tested. For establishments with more than 36 animals, a sample of 63 animals should be selected randomly and tested

#### **4 PROCEDURES FOR RECEIVING AND SLAUGHTERING OF LIVESTOCK AT REGISTERED ABATTOIRS:**

- 4.1 Livestock must only be slaughtered at abattoirs that are registered relevant competent authorities.
- 4.2 The livestock should arrive before 15:00 to enable the breaking of seals and further inspection by officials.
- 4.3 No abattoir will receive livestock later than 15:00 without prior communication and arrangement.
- 4.4 The seals on the truck must be broken by an official and animals be offloaded under his/her supervision.
- 4.5 An official at the receiving abattoir must ensure that all animals have been slaughtered within the prescribed 72-hour period.
- 4.6 Each abattoir will ONLY be allowed to receive livestock based on its daily slaughter capacity.
- 4.7 On the day of slaughter, all ear tags must be removed and submitted within 24hrs of slaughter to the responsible veterinary officials for capturing and reconciliation on the NamLITS database.
- 4.8 In the event of an accident while en route to the abattoir, any escaped animals must be recaptured and returned to the isolation facility. Animals captured within a day of escaping may still proceed to the slaughterhouse/abattoir for slaughter. Animals captured after a day of escaping should restart the isolation period.
- 4.9 All livestock must undergo post-mortem inspections, including examination of the feet and head.

#### **PART IV**

#### **MOVEMENT OF LIVESTOCK FROM ALREADY REGISTERED FACILITIES AND PIGSTIES**

##### **1. This section is only applicable to:**

- i. Livestock originating from already registered facilities/pigsties.
  - ii. Livestock which have been standing in isolation and holding facilities or pigsties (Veterinary Circular V10/2020) for which the isolation period of 30 days has lapsed, (no animals could have moved into the premise before or on 8 September 2026)
2. All animals must be individually identified /group identification /tattoos with ear tags and visibly bear the prescribed stock brands.
  3. All animals must undergo clinical inspection, including mouthing, on the day of sample collection.
  4. Representative sample of 36 to 63 animals per establishment must be tested. This means establishments with only 36 or less animals, all animals should be tested. For establishments with more than 36 animals, a sample of 63 animals should be selected randomly and tested.
  5. Loading may only proceed once all required FMD test results are confirmed negative
  6. Before loading, all vehicles and trailers must be cleaned and disinfected and hold a valid disinfection certificate in accordance with Circular V18/2008.

7. Livestock must be transported directly to the abattoir specified in the movement permit in a sealed vehicle under veterinary supervision, without being offloaded elsewhere or coming into contact with other susceptible animals.
8. Seal numbers must be recorded on the livestock movement permit and verified by officials at the point of destination.
9. Livestock may only be released from the isolation facility once the owner or manager has made slaughter arrangements with a registered and approved abattoir operator and submitted proof of these arrangements to the responsible State Veterinarian.
10. The livestock owner must notify the district veterinary office of the expected arrival date and time at least three (3) days in advance and again on the date of departure. The district State Veterinarian at the point of origin must promptly notify the counterpart at the destination of the consignment's departure and estimated arrival time to facilitate receipt of the livestock.
11. Livestock may only be slaughtered at abattoirs registered with the Livestock and Livestock Products Board of Namibia (LLPBN) and the relevant local authorities, as applicable. Each abattoir may receive livestock only within its daily slaughter capacity.
12. Livestock must arrive at the abattoir before 15:00 to allow officials to verify the seals and conduct further inspections. Arrivals after 15:00 require prior communication and arrangements.
13. All livestock must be slaughtered within 72 hours of arrival, and the receiving district State Veterinarian must ensure compliance with this requirement.
14. On the day of slaughter, all ear tags must be removed and submitted within 24hrs of slaughter to the responsible veterinary officials for capturing and reconciliation on the NamLITS database.
15. In the event of an accident or other incident during transit, escaped animals must be recaptured and returned to the originating isolation facility. Animals recaptured within 24 hours may proceed to the abattoir for slaughter, subject to veterinary approval, while those recaptured after 24 hours must restart the prescribed isolation period.
16. All livestock must undergo post-mortem inspections, including examination of the feet and head.

## ANNEX A



### REPUBLIC OF NAMIBIA

### MINISTRY OF AGRICULTURE, FISHERIES, WATER AND LAND REFORM

#### APPLICATION FOR APPROVAL OF ISOLATION FACILITIES In terms of Animal Health Act, 2011 (Act no. 1 of 2011), Section 15(1)(b)

##### IMPORTANT NOTES:

- Please contact the office of the local Veterinary District in completing the application form.
- The application should be submitted to the local State Veterinary Official.
- Please complete all the parts and attach supporting documents as follow:
- Incomplete application will not be accepted
- Please use **Block Letters**.

##### A. General information on the Isolation Facility

- Name of Owner/company/Person .....
- Telephone Number .....
- Establishment name and number: .....
- Postal Address: .....
- Email Address.....
- Physical address of premises: .....
- GPS coordinates: .....
- Name of Contact person: .....

##### B. Declaration by the owner/Manager of the Isolation Facility

I, \_\_\_\_\_, the owner/manager of the establishment mentioned above, hereby apply for the registration of an Isolation facility at \_\_\_\_\_, I undertake to keep the proposed Isolation facility in the condition it was upon approval. I further undertake to comply with all the requirements by the Directorate of Veterinary Services for the approval of the Isolation facility and I agree to co-operate with the veterinary officials in this regard

Signed at(place) \_\_\_\_\_ on(date) \_\_\_\_\_

Signature of Owner/Manager \_\_\_\_\_

Contact Number \_\_\_\_\_

**ANNEX B**



**REPUBLIC OF NAMIBIA**

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**MINISTRY OF AGRICULTURE, FISHERIES, WATER AND LAND REFORM**

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Tel:

STATE VETERINARIAN

E-mail:

P/ Bag

Enquiries:

Date:

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**INSPECTION REPORT**

**AUDIT DETAILS:**

Veterinary official (s): \_\_\_\_\_

Date (s): \_\_\_\_\_

Audit Reference Number: \_\_\_\_\_

Isolation facility Name: \_\_\_\_\_

SV Stock Brand and number: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Email: \_\_\_\_\_

Number of employees: \_\_\_\_\_

Name (s) of Isolation facility Contact: \_\_\_\_\_

## ISOLATION FACILITY CHECKLIST

NB: S= Satisfactory, U= Unsatisfactory, N/A= Not Applicable

| RECORD KEEPING                                                                                                                                                                                                                           | S/U/N/A | REMARKS/ RECOMMENDATIONS |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|
| 1. Prescribed treatment register is available and up to date (list of treated or vaccination animals is attached)                                                                                                                        |         |                          |
| 2. Prescribed livestock register is available and up to date                                                                                                                                                                             |         |                          |
| 3. Feed and lick register is available and up to date                                                                                                                                                                                    |         |                          |
| 4. Employee training register is available and up to date                                                                                                                                                                                |         |                          |
| 5. Farmer/Visitors register is available and up to date                                                                                                                                                                                  |         |                          |
| 6. Farmer/Visitors declarations copies are available and up to date (declaration that they have not been in contact with animals showing signs of FMD and they have not been in other country with active FMD outbreak the past 14 days) |         |                          |
| 7. Copies of movement permits are filed and available                                                                                                                                                                                    |         |                          |
| 8. Pest control register is available and up to date                                                                                                                                                                                     |         |                          |
| 9. Feed, medicine and chemical inventory available                                                                                                                                                                                       |         |                          |
| <b>FEED SUPPLY</b>                                                                                                                                                                                                                       |         |                          |
| 1. All feeds are checked at regular intervals for condition (e.g. colour, temperature, odour, moisture and foreign matter).                                                                                                              |         |                          |
| 2. Feed storage inspected for contamination before receiving new loads of ingredients. Feed storage area only used store feed ingredients (no pesticides, solvents, etc.)                                                                |         |                          |
| 3. An accurate up to date inventory of all feeds is to be maintained.                                                                                                                                                                    |         |                          |
| 4. All pesticides and chemicals are stored in a building separate from the feed supply.                                                                                                                                                  |         |                          |
| 5. Inspect trucks for contaminants (e.g. any signs of hauling dangerous materials before feed).                                                                                                                                          |         |                          |
| <b>LIVESTOCK</b>                                                                                                                                                                                                                         |         |                          |
| <b>INSECTICIDES/ACARICIDES/PESTICIDES</b>                                                                                                                                                                                                |         |                          |
| 1. All insecticides are applied on the basis of label dosages and route of administration.                                                                                                                                               |         |                          |
| 2. All insecticides are stored in designated lockable area away from the feed area.                                                                                                                                                      |         |                          |
| <b>FEEDING PRACTICES</b>                                                                                                                                                                                                                 |         |                          |
| 1. Accumulation of stale feed is avoided.                                                                                                                                                                                                |         |                          |
| 3. Use of any additives (antibiotics, vitamins, minerals etc.) in the feed?                                                                                                                                                              |         |                          |
| 4. Any observation of feed related disorders (diarrhoea, acidosis, liver abscesses etc.)?<br>If yes, what steps are taken to overcome this problem?                                                                                      |         |                          |
| <b>CATTLE HANDLING FACILITIES</b>                                                                                                                                                                                                        |         |                          |
| 1. Handling facilities and equipment properly designed, maintained                                                                                                                                                                       |         |                          |
| 2. Loading facilities ensure quick and safe loading and unloading with no bruising.                                                                                                                                                      |         |                          |
| 3. Bunk and water space is adequate for the number of animals in each pen.                                                                                                                                                               |         |                          |
| 4. Double fence at least 3-5m apart to prevent contact with other animals on premise including wild animals                                                                                                                              |         |                          |

|                                                                                                                                                                                       |  |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| (for small stock it must be small stock proof to prevent escape of small stock) OR Single electrified fence                                                                           |  |  |
| 5. Fences are well maintained                                                                                                                                                         |  |  |
| 6. Perimeter fences roads are debushed                                                                                                                                                |  |  |
| 7. Stocking density maintained and not overcrowded                                                                                                                                    |  |  |
| <b>PREVENTING DISEASES</b>                                                                                                                                                            |  |  |
| 1. Isolation pen/s and Hospital/Treatment camp is available and in use for sick animals. Camp for pregnant animals and the calves.                                                    |  |  |
| 2. Controlled access to cattle pens, feed mixing and feed storage areas                                                                                                               |  |  |
| 3. Visitor records up to date and available.                                                                                                                                          |  |  |
| <b>NEW CATTLE ENTERING THE OPERATION</b>                                                                                                                                              |  |  |
| 2. Holding pens and handling alleys properly designed and maintained.                                                                                                                 |  |  |
| 3. Visual inspection of all cattle on arrival.                                                                                                                                        |  |  |
| 4. Clean feed and water as needed available to cattle on arrival.                                                                                                                     |  |  |
| 5. Disinfection of handling facilities is done between batches                                                                                                                        |  |  |
| <b>BIOSECURITY/DISINFECTION</b>                                                                                                                                                       |  |  |
| 1. Farmer/ visitor declaration                                                                                                                                                        |  |  |
| 2. Presence of footbaths at all points of exit and entry                                                                                                                              |  |  |
| 3. vehicle disinfection facility available                                                                                                                                            |  |  |
| 4. Control of stray, wild animals, scavengers etc                                                                                                                                     |  |  |
| 6. Limit entry and travel of outside vehicles to planned areas of operation.                                                                                                          |  |  |
| 8. Biosecurity SOP available                                                                                                                                                          |  |  |
| 9. List of approved disinfectants                                                                                                                                                     |  |  |
| <b>TRACEABILITY</b>                                                                                                                                                                   |  |  |
| 1. All cattle above 6 months are correctly branded in accordance with section 7 of the Stock Brand Act, Act 24 of 1995 and Regulation 12 in terms of the Stock brand act regulations. |  |  |
| 2. All cattle over 6 months are individually identified as per Animal Identification                                                                                                  |  |  |
| 3. All small stock must be identified at 3 months of age as per Stock brand act as per regulation 12 of the stock brand Act                                                           |  |  |
| <b>TRAINING</b>                                                                                                                                                                       |  |  |
| 1. Training SOP available (biosecurity, animal health, animal welfare Feeding, Pest control etc)                                                                                      |  |  |
| 2. Training register available and up to date                                                                                                                                         |  |  |
| <b>ANIMAL WELFARE</b>                                                                                                                                                                 |  |  |
| 3. Training of workhands and stockman ship Cattle Handling Training.                                                                                                                  |  |  |
| 5. Working area/squeeze chute                                                                                                                                                         |  |  |
| 6. Transportation: Fit for purpose                                                                                                                                                    |  |  |
| 7. Stocking density is maintained at an appropriate level within livestock kraals.                                                                                                    |  |  |
| <b>FMD SURVEILLANCE</b>                                                                                                                                                               |  |  |
| 1. All animals are mouthed and inspected for clinical signs of FMD and records are available                                                                                          |  |  |
| 2. No animals showed clinical signs consistent with FMD during visual and clinical inspection                                                                                         |  |  |

I, \_\_\_\_\_, (Name) of

\_\_\_\_\_

\_\_\_\_\_ (State veterinary district) recommend/ not recommend the above-described piggery  
be registered or re-certified

Designation: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Official stamp

**RECCOMENDATION BY STATE VETERINARAIN OF DISTRICT:**

I, \_\_\_\_\_ (State veterinarian) of \_\_\_\_\_ State veterinary  
District, hereby certify that the proposed Isolation facility at \_\_\_\_\_  
\_\_\_\_\_, was inspected by \_\_\_\_\_, on  
\_\_\_\_\_, (date) and found to be complaint/ non-compliant with the regulatory  
requirements. I therefore recommend/ not recommend the above-described Isolation Facility

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Designation: \_\_\_\_\_

**Approval by the Chief veterinary Officer or Designate**

The recommended Isolation facility at \_\_\_\_\_ belonging to  
\_\_\_\_\_ in \_\_\_\_\_ State Veterinarian  
District is hereby approved/not approved

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Designation: \_\_\_\_\_

Official Stamp

ANNEX C



REPUBLIC OF NAMIBIA

MINISTRY OF AGRICULTURE, FISHERIES, WATER AND LAND REFORM

**CERTIFICATE OF REGISTRATION FOR A  
VETERINARY APPROVED ISOLATION STATION  
FOR CATTLE, SHEEP & GOATS**

This is to certify that

[ISOLATION FACILITY NAME]

[P.O. BOX NUMBER]

[P.O. BOX TOWN]

SITUATED AT

[FARM NAME & NUMBER]

[GPS COORDINATES:]

Has been inspected and found to comply with current requirements as an isolation facility

In terms of Animal Health Act, 2011 (Act no. 1 of 2011), Section 15(1)(b)

Recommendation is hereby given as livestock isolation establishment with a physical defined boundary/barrier where a livestock is contained under a biosecurity management system

**Establishment approval number:**

**Approval date:**

**Expiry date:**

**CHIEF VETERINARY OFFICER/DELEGATE**

**Date stamp**

1. The approval of the facilities may be suspended and/or withdrawn at any time without warning if any shortcomings are detected;
2. This certificate is not transferable. Re-registration is a must in case of change in ownership or physical address of the establishment;
3. The approval of the establishment is subject to renewal annually. It is the responsibility of the owner to apply for renewal and applications for re-registration must reach the local state veterinarian at least 3 months before expiry date of the certificate, to arrange for re-inspection, failing this, the facility will be deregistered;
4. Failure of the holder to comply with all stipulations of the above-mentioned agreement indemnifies the state against any claim instituted in accordance with this certificate.

## ANNEX D

### LIST OF RECOMMENDED DISINFECTANTS

| Active ingredient                                       | Typical effective concentration | Primary use areas                                      | Key cautions                                           |
|---------------------------------------------------------|---------------------------------|--------------------------------------------------------|--------------------------------------------------------|
| Sodium Hydroxide (Caustic soda)                         | 2%                              | Hard surfaces, concrete, vehicle wheels, undercarriage | Highly corrosive; full PPE required; damages aluminium |
| Sodium carbonate (Washing Soda)                         | 4%                              | Floors, yards, equipment                               | Corrosive                                              |
| Citric acid                                             | 0.2%                            | Footbaths, vehicle sprays, equipment                   | Effectiveness reduced by heavy organic matter          |
| Acetic acid                                             | 2%                              | Equipment, surfaces                                    | Strong odour, corrosive at higher concentration        |
| Sodium hypochlorite (Chlorine)                          | 3% available chlorine           | Non-porous surfaces, equipment                         | Inactivated by organic matter; corrosive to metals     |
| Sodium peroxymonosulfate/<br>Sodium chloride (Virkon S) | 1%                              | Footbaths, vehicle & equipment disinfection            | Must be freshly prepared                               |