

FANMEAT SELF-DECLARATION FORM



AGENTS, AUCTIONEERS AND LIVESTOCK SALES YARDS

Agent/Auctioneer Name

FAN MEAT NO.

Meat Board No.

Phone/fax number

Region

Postal address:

email:

Signature:

This questionnaire needs to be completed by the Agent, Auctioneer or Sales Yard Operator or an authorized representative and must be returned to the Meat Board of Namibia. Only one box per question may be marked. Please ensure that no question has been left out. Questions to be answered in conjunction with the requirements of the relative Standard where the Standard is mentioned in the question.

The Meat Board of Namibia . PO Box 38. Windhoek

REGISTRATION	YES	NO		YES	NO
1. Was DVS informed of all public livestock auctions, shows and exhibitions planned for the year?			26. If livestock are to be held for longer than 24 hours, are animals fed?		
2. Do you have a Meat Board Permit to operate as an Agent or Auctioneer?			27. Is a place provided for feed to be stored dry and securely?		
RESPONSIBILITY			28. Are supplementary feeds clearly labelled and identified?		
3. Is permanent staff trained and competent in all aspects of animal handling, health and welfare?			29. Is the site maintained in a clean, sanitary condition at all times?		
4. Are training registers available?			30. Is sufficient water under high pressure and suitable drainage available for cleaning trucks?		
5. When sourcing cattle from FAN Meat Producers, do you ensure that such producer complies with the FAN Meat Standards?			ANIMAL WELFARE		
6. Do you ensure that animals are accompanied by the required and correct documentation when arriving at the sales yard?			31. Are only animals deemed fit for onward consignment accepted on site?	YES	NO
7. Is animal welfare respected at the facility where you are operating?			32. Is a procedure in place to report vehicles unsuitable for transporting livestock or with construction defects and resulting action?		
8. Do you uphold traceability of livestock at your premises?			33. The handling of animals at the sale yard is at all times conforming to the requirements of the Standards		
9. Do you ensure that cattle in non-compliance with movement documents and animal registration are removed from site prior to auction/sales events?			34. When using goods, the requirements of Standard , as described is heeded at all times.		
10. Are auctions planned long enough in advance to ensure smooth course of events?			35. Loading/unloading of animals are done as per Standard		
11. Is there a Veterinarian on site or available at short notice during the event of an auction/show or sale?			36. Are incompatible groups of animals, as described in the Standard loaded separately?		
12. Are all staff on site clearly identified?			37. Are unweaned animals kept together with the mothers?		
13. Is a contingency plan available which covers fire, escape of animals and outbreak of disease?			38. Are lactating cows without offspring milked ± every 12 hours?		
14. Is a record for Complaints and the resulting Corrective Action available on site?			39. Are animals provided with clean drinking water after offloading?		
15. Do you accept responsibility for only providing livestock that meet requirements and identification information.			40. Are injured or sick animals treated as per the Standard?		
16. Is livestock known to be on the point of giving birth accompanied by a veterinary certificate?			41. Are the necessary care taken with "animals down" to prevent further injury to such animals?		
17. Do young animals presented for sale have a dry, withered naval cord and are strong enough to be transported?			42. When livestock is born at sale yard, are arrangements made for separate penning of mother and baby with shelter, water and feed?		
18. Are bobby calves at least 5 days old when presented for sale?			ANIMAL HEALTH		
FACILITIES			43. Are sick/injured animals separated from other animals?	YES	NO
19. Is the sale yard designed, constructed and maintained to facilitate efficient flow, minimum stress and visibility of animals whilst also providing for human safety and animal welfare?			44. Is livestock suspected to be infected by infectious or contagious disease removed from facility prior to starting of the event?		
20. Are loading/offloading equipment available and conforming to the requirements of the Standard?			45. Is access provided for emergency offloading outside business hours to ensure ongoing animal welfare?		
21. Are sufficient holding pens available to avoid unwanted mixing of different consignment of animals?			46. Are injured animals attended to immediately?		
22. Are the holding pens conforming with requirements of the standard?			47. Are dead animals disposed of in accordance with local health and veterinary regulations and does not allow for spread of disease?		
23. Are watering facilities and troughs designed and located to minimize injury of animals and fouling with faeces?			DOCUMENTS/RECORDS		
24. Is sufficient , clean drinking water available at all times?			48. Are FAN Meat Standards for Livestock Auctioneers and FAN Meat Rules available at the office?	YES	NO
25. Is livestock monitored to ensure that they drink water and if they do not drink, action is taken for investigation of reason and corrective action of cause.			49. Is Yearly Audit Schedule approved by DVS and available at the office?		
			50. Are training Records available as proof of training for permanent staff handling animals during the auction/sale?		
			51. Are Cattle Movement Permits available?		
			52. Are Cattle Movement Notices available ?		
			53. Is a Livestock Termination Register available?		
			54. Are Export Permits, issued by the Meat Board available for livestock sold for export?		