



Small Holder Manual



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APIQ[®] is operated by Australian Pork Limited on behalf of the Australian Pork Industry

Australian Pork Limited

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1.0 INTRODUCTION

The Australian Pork Industry Quality Assurance Program (APIQ✓[®]) is the industry-sponsored on-farm Quality Assurance (QA) program. APIQ✓[®] Certification allows producers to demonstrate that they meet legal requirements, industry Standards and Customer Specifications. It requires producers to document procedures on-farm outlining how key tasks are carried out, monitoring the tasks, recording the results of those actions, and checking that the results comply with Standards.

The “APIQ✓[®] Small Holder” definition for the purposes of Certification is a pig producer who:

- Produces, trades, or sells live or to slaughter up to 1000 pigs in a financial year; AND/OR
- Maintains a breeding sow herd of 50 or fewer sows.

Producers who meet these criteria can be APIQ✓[®] Certified using this manual, the APIQ✓[®] Pig Management Diary (Diary), and other records they require to suit their particular operation.

The advantages of implementing APIQ✓[®] in your piggery are:

- You will be able to sell your pigs to domestic and export markets that require pigs sourced from farms with an approved QA program. You are also able to declare that you are APIQ✓[®] Certified on the PigPass Declaration which you must complete when pigs leave your property and/or when selling pigs.
- APIQ✓[®] allows you to demonstrate to your customers that you follow acceptable standards for management, food safety, animal welfare, biosecurity, traceability, environment, and transport.
- You can be:
 - APIQ✓[®] Certified.
 - APIQ✓[®] Free Range (FR) Certified.
 - APIQ✓[®] Outdoor Bred, Raised Indoors on Straw (OB) Certified².
- And verified as:
 - Gestation Stall Free (GSF)¹.
 - Compliant with Customer Specifications Coles (CSC), allowing you to supply to Coles Supermarkets Australia Pty Ltd.
- You will be able to demonstrate that you are complying with State and Federal law on:
 - Food Safety – chemical residues;
 - Animal Welfare – adhering to the legal requirements of the *Model Code of Practice for the Welfare of Animals – Pigs* (3rd Edition, 2007);

1 The Australian pork industry is moving voluntarily and swiftly to a gestation stall free production system, whereby the sows are not individually confined for at least 90 per cent of their pregnancies, as outlined in the APL GSF definition.

2 On the 31st of August 2015, APL and the ACCC agreed to revise ‘Outdoor Bred’ to include the qualifier ‘Raised Indoors on Straw’ on the condition that the qualifier ‘*must be equally prominent and located with the Outdoor Bred term*’ and on the understanding that straw is interchangeable with other forms of bedding such as, but not limited to, sawdust and or rice hulls.

- Biosecurity - giving assurance that you are feeding only 'allowable' substances to pigs, as well as ensuring you meet your emergency animal disease recognition and statutory reporting obligations;
- Traceability – identifying pigs, using the correct movement documents, and reporting movements to PigPass;
- Environment – having good management practices in place for managing impacts of your piggery on the environment; AND
- Transport – adhering to producer requirements of the *Australian Animal Welfare Standards and Guidelines, Land Transport of Livestock* (Edition 1.1, 21 September 2012).
- Taxation deductibility – the costs associated with implementing, managing and auditing QA on your farm are legitimate business-related expenses and are therefore eligible for tax offsets.
- Improved management of your pigs and in your piggery:
 - Checklists assist you in demonstrating that you are implementing all the key aspects required to take good care of your animals.
 - Keeping management records in your Diary helps you to monitor your pigs' growth and reproductive performance.
 - Having written instructions and checklists for husbandry tasks helps with staff training and allows you to take holidays with peace of mind whilst someone else cares for your pigs.

2.0 IMPLEMENTING APIQ✓[®] ON-FARM AS A SMALL HOLDER

Depending on your piggery's current QA Certification status, you will need to take one (1) of the following three (3) pathways to becoming APIQ✓[®] Certified.

- 1. You have no QA** – Register your interest in becoming APIQ✓[®] Certified by contacting APIQM. Fill out the Manual (Refer Section 2.1 of this document), create Standard Operating Procedures (SOPs) or Work Instructions (WIs), and a record-keeping system. You can download the *APIQ✓[®] Standards Manual* along with other manuals and guides from the website www.apiq.com.au, and ask APIQM for the *Pig Management Diary*.
- 2. You have another QA system in place on-farm and wish to move to APIQ✓[®]** – Register your interest in becoming APIQ✓[®] Certified by contacting APIQM. Fill out the Manual (Refer Section 2.1 of this document), create SOPs or WIs, and a record-keeping system using the *Pig Management Diary* which can be obtained by contacting APIQM. Alternatively, update your existing manuals and records to reflect the requirements of the APIQ✓[®] Standards. You can download the *APIQ✓[®] Standards Manual* and other manuals and guides from the website www.apiq.com.au.
- 3. You have APIQ✓[®] Certification** – You will receive reminder notices twelve (12) and eight (8) weeks prior to your annual Certification expiry, reminding you to schedule a Compliance Audit with an APIQ✓[®] registered auditor who submits the Audit Report online to APIQM for review and approval of your Certification renewal.

Note: If you need assistance or advice, contact APIQM:

- Phone: 1800 789 099
- Email: apiq@australianpork.com.au
- Website: www.apiq.com.au

Additional information on the rules and requirements for APIQ✓[®] Certification is contained in the APIQ✓[®] Manuals and Guides and the APIQ✓[®] Certification Policies (CPs), available through the APIQ✓[®] website www.apiq.com.au.

You can implement APIQ✓[®] on-farm yourself or you can engage the services of an advisor, consultant, or any individual you feel is suitably experienced and/or qualified to assist you. Your advisor/consultant cannot be your auditor. You are required to pay any costs associated with using an advisor/consultant.

2.1 COMPLETING THE SMALL HOLDER MANUAL AND ESTABLISHING YOUR ON-FARM SYSTEM

- Having downloaded the APIQ[✓]® *Small Holder Manual*, fill out the required information as shown in Section 3 of this manual.
 - Keep records such as the *Pig Management Diary* to support the statements you have made in the checklist in Section 3.7 of this manual. You can use other forms of records so long as they have enough detail to meet the APIQ[✓]® Standards.
 - Keep any copies of supplier invoices and delivery notes for incoming goods, copies of feed orders, veterinary prescriptions, and veterinary reports.
 - Keep copies of any reference material you use which must include the following:
 - *Model Code of Practice for the Welfare of Animals – Pigs* which can be printed or purchased through the CSIRO website at www.publish.csiro.au/pid/5698.htm.
- AND should include:
- *National Farm Biosecurity Manual for Pork Production, Version 2.1* – available from the Animal Health Australia website (www.animalhealthaustralia.com.au).
 - *Australian Animal Welfare Standards and Guidelines, Land Transport of Livestock* (Edition 1.1, 21 September 2012) available from the Australian Pork Limited website (www.australianpork.com.au).
 - *National Environmental Guidelines for Piggeries, (2nd Edition Revised, 2010)* available from the Australian Pork Limited website (www.australianpork.com.au).
 - If you keep pigs outdoors, the *National Environmental Guidelines for Rotational Outdoor Piggeries (2013)* available from the Australian Pork Limited website (www.australianpork.com.au).

2.2 HAVE A COMPLIANCE AUDIT

To be APIQ[✓]® Certified you are required to have an APIQ[✓]® registered auditor conduct a Compliance Audit each year.

- Once your system is in place and operating, contact an APIQ[✓]® registered auditor and participate in an annual Compliance Audit.
 - Auditors are listed on the APIQ[✓]® website under the Auditor Tab or you can contact APIQM on 1800 789 099 or email apiq@australianpork.com.au for assistance.
 - Participate in the Compliance Audit. The auditor will identify any non-compliances with the Standards and Performance Indicators and will work with you to establish action plans to resolve them. The auditor will write Corrective Action Requests (CARs) with agreed actions and timelines for you to fix the non-compliances.
 - Audits are conducted on your farm at your cost.
 - Audit costs can be minimised by contacting APIQM to arrange to participate in a Regional Audit Plan (RAP) where your audit is coordinated with other producers in your area.
- The auditor will complete an Audit Report and submit it to APIQM which approves or declines Certification and advises you of the decision. APIQM decisions are governed by the APIQ[✓]® CPs, which you can find on the APIQ[✓]® website.

Note: If you do not pay the auditor for their services you will not qualify for APIQ[✓]® Certification (Refer to CP2 and CP9).

2.3 THE AUDIT REPORT

The Audit Report is completed using the *Muddy Boots Greenlight Assessments* tool. It's an online report that the auditor may complete while on-farm as they discuss with you and or your staff how you run your piggery. Alternatively, they may keep notes while on-farm and complete the report later. Either way is acceptable.

The report includes:

- Producer and production Information, including:
 - Contact and farm details used to update your PigPass record and to ensure your information in the APIQ✓® system is accurate;
 - The type of Certification you are seeking, such as APIQ✓® IN, APIQ✓® FR, or APIQ✓® OB.
 - Verification options you may be seeking such as GSF or CSC.
- A list of the Standards and Performance Indicators that the auditor assesses against. The auditor records your compliance to the Standards and Performance Indicators as: Standard Met (SM); Observation (O); Minor Corrective Action (mCAR); Major Corrective Action (MCAR); Critical Corrective Action (CCAR); or Not Applicable (NA).
- Options for the auditor to record evidence of compliance they have sighted, including photos taken while on-site, and comments against Performance Indicators where necessary.
- Corrective Action Requests or CARs completed for each non-compliance identified by the auditor. CARs outline how you plan to fix these non-compliances, how long you have to do it, and how you will demonstrate that they have been fixed so the CAR/s can be closed.
- Finally, the auditor adds a recommendation to APIQM regarding your Certification and submits the report to APIQM online.

2.4 INTERNAL AUDIT REQUIREMENT

You are required to conduct at least one (1) Internal Audit a year, approximately six (6) months but no later than eight (8) months after your Compliance Audit is conducted (Refer APIQ✓® Performance Indicator 1.1 E in the *APIQ✓® Standards Manual*).

APIQM recommends you either:

- Download the *Greenlight Assessments* APIQ✓® audit system software application and use it to complete your internal audit; or
- Print a paper copy of the audit checklist from the *Greenlight Assessments* APIQ✓® online system and use that to conduct your audit; or
- Print another copy of this Manual from the APIQ✓® website and update the relevant parts.

Note: You can contact APIQM for assistance in implementing APIQ✓® on 1800 789 099 (free call), by emailing apiq@australianpork.com.au, or through the website www.apiq.com.au. The website also has a list of registered auditors and their contact details.

3.0 SMALL HOLDER PIGGERY MANAGEMENT MANUAL

In order to become APIQ[✓]® Certified you need to complete the following sections in this manual.

Table 1 lists the items required in this Small Holder Piggery Management Manual. These items are required for the Internal Audit that will need to be conducted six (6) months but no later than eight (8) months after your Compliance Audit.

Table 1: Summary of Sections to be Completed

Section	Section Name	Required/Optional	Completed
3.1	Producer Information	Required	
3.2	Production Information	Required	
3.3	Piggery Map/Plan	Required	
3.4	Piggery Description	Required	
3.5	Herd Health Plan	Required	
3.6	Work Instructions/Standard Operating Procedures	Required	
3.7	APIQ [✓] ® Checklist for Small Holders	Required	
4.3.4	Employee Biosecurity Declaration	Required	
4.3.5	Presale and Transport Check Record	Required	
4.3.6	Environmental Compliance Declaration	Required	

3.1 PRODUCER INFORMATION

Production Information:

Registered Business Trading Name:		
ABN:	PigPass Registration No:	
PIC:	Tattoo/Brands:	
Contact Information		
Who is the Primary Contact at this site?:		
Phone (BH):	Phone (AH):	Fax:
Mobile:	Email:	
Site Address: (Where the pigs are housed)		
Street/Property:		
City/Town:	State:	Post Code:
Postal Address: (For written correspondence from APIQM)		
Street/Property:		
City/Town:	State:	Post Code:
Property Owner Contact Details: (If Property Owner is different to Primary Contact)		
Property Owner's Name:		
Phone (BH):	Phone (AH):	Fax:
Mobile:	Email:	
Street/Property:		
City/Town:	State:	Post Code:

3.2 PRODUCTION INFORMATION

Type of Site:		
<input type="checkbox"/> Gilt Quarantine	<input type="checkbox"/> Breeder	<input type="checkbox"/> Breeder Weaner
<input type="checkbox"/> Grower	<input type="checkbox"/> Contract Grower	<input type="checkbox"/> Farrow to Finish
<input type="checkbox"/> Boar AI		
Number of Selected/Unmated Gilts:	Number of Sows:	Number of Growers:
Production System Breeders (select all systems that apply):		
<input type="checkbox"/> Pigs Outdoors	<input type="checkbox"/> Indoor Intensive	<input type="checkbox"/> Deep Litter
<input type="checkbox"/> Other (specify) _____		
Using:		
<input type="checkbox"/> Dry Sow Stalls	<input type="checkbox"/> Farrowing Crates	<input type="checkbox"/> Group Housing
Growing Pigs (select all systems that apply):		
<input type="checkbox"/> Pigs Outdoors	<input type="checkbox"/> Indoor Intensive	<input type="checkbox"/> Deep Litter
<input type="checkbox"/> Other (specify) _____		
Target Live Sale Weight:		
<input type="checkbox"/> <25kg	<input type="checkbox"/> >25kg and <55kg	<input type="checkbox"/> >55kg and <75kg
		<input type="checkbox"/> >75kg
Husbandry Practices (select all practices used on-farm):		
<input type="checkbox"/> Teeth Clipping	<input type="checkbox"/> Tail Docking	<input type="checkbox"/> Nose Ringing
<input type="checkbox"/> Ear Tagging	<input type="checkbox"/> Surgical Castration	<input type="checkbox"/> Ear Notching
	<input type="checkbox"/> Boar Taint Vaccination	

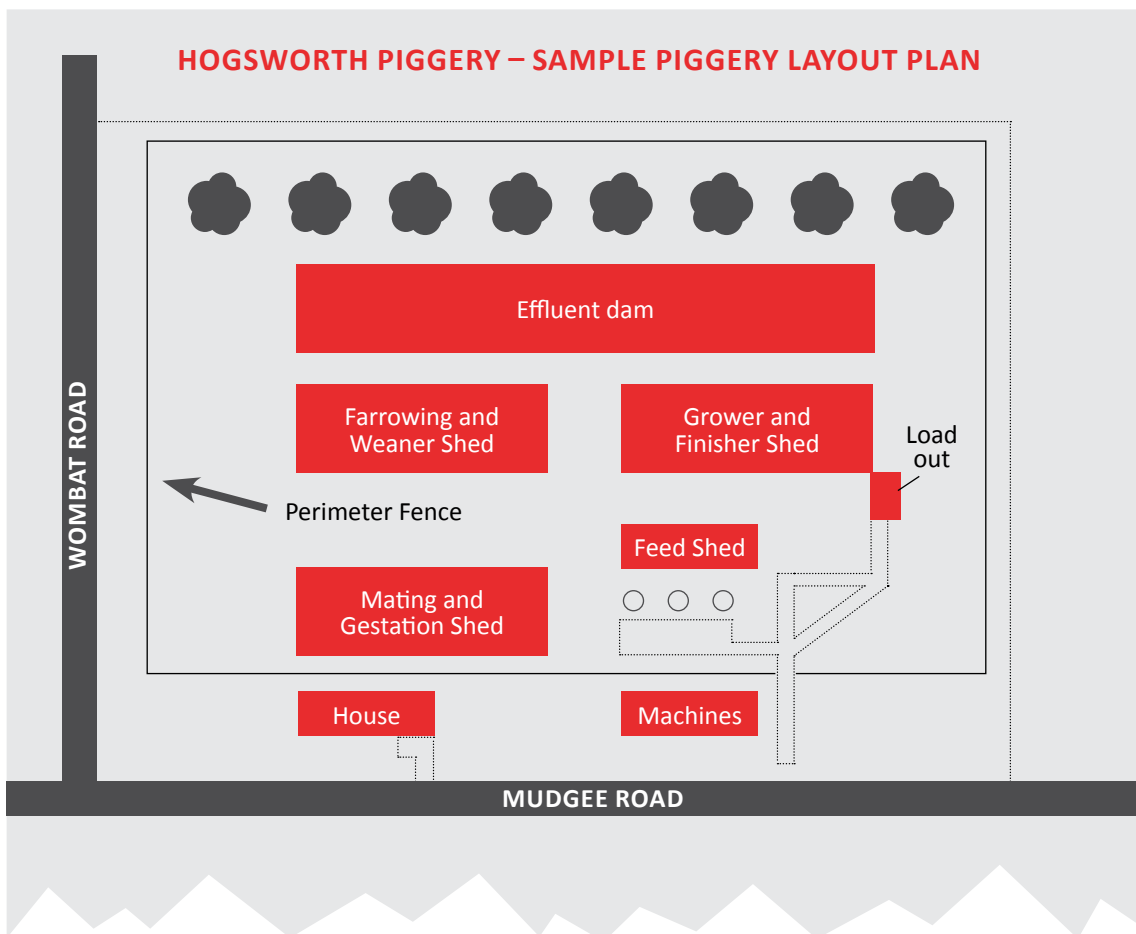
3.3 PIGGERY MAP/PLAN

Your map/plan may include, but is not limited to, road entrance and access road, sheds and shelters, feed storage, troughs, feeders, water points, paddocks, fences, yards, and rodent/pest bait stations.

The purposes/uses of your piggery map/plan include:

- Helping new employees and suppliers understand your piggery layout and where to find key features.
- In case of an animal disease emergency or natural disaster, it can be emailed or faxed to emergency services and will be of great assistance in helping them plan how to assist you.
- Helping your APIQ✓® auditor understand the scope and layout of your piggery setup.
- Showing where on-farm pest bait stations are located, which is important to meet APIQ✓® Standards' pest control requirements.

An example of a plan is shown below and a blank template to use for your own piggery plan is on the following page.



Piggery Map/Plan

Instructions: Draw a diagram of your piggery layout and/or include a map, photo or plan.

Version:

Date:

Completed By:

3.4 PIGGERY DESCRIPTION

A brief description of your piggery operation will help your APIQ✓® auditor and can be used with the piggery map/plan to communicate key information about your piggery to other parties, such as customers or emergency services.

Your piggery description should include:

- A brief description of your target market, which may include breed, age, weight, and sex of pigs sold.
- A brief description of your production system.

An example of a piggery description follows and a blank template to use for your own piggery description is found below.

Example Piggery Description

Hogsworth Piggery is a 20-sow farrow-to-finish pig unit operated part time by J & B Jones and located at 13 Mudgee Road, Canowindra, NSW.

Approximately 400 pigs are produced every year. They are sold at an average 90kg liveweight to local butchers and slaughtered at the Mudgee town abattoir.

The piggery has three (3) pig buildings as shown in the piggery map. Sows are mated naturally using two (2) boars. Breeding boars and gilts are purchased when required from local pig breeders.

Pigs are fed a mix of formulated feeds bought from the local feed merchant, Premier Livestock Feeds Pty Ltd, as well as dried biscuit waste from the nearby biscuit factory.

Piggery effluent is collected in a settling pond on-site and the liquid waste from this pond is periodically pumped out into a tree plantation on the property. Solid waste recovered is composted and sold as garden fertiliser.

Piggery Description

Version:

Date:

Completed By:

3.5 HERD HEALTH PLAN

APIQ[✓]® Standards require every piggery to have a Herd Health Plan (HHP). To develop your HHP you should first work through the Herd Health Checklist in the Diary, ideally in consultation with your veterinarian. Then write a summary of your plan below. The summary should include, but is not limited to, details about:

- How you manage sick pigs (for example: isolation, treatment, and monitoring).
- What veterinary services you use, including the name of your vet and their contact details.
- What diseases have been diagnosed in your piggery and details of any routine medication or vaccinations undertaken.
- How you dispose of dead pigs.
- How you conduct euthanasia when needed.

Keep records of any communications with veterinarians (farm reports, phone advice, prescribed medications, and laboratory results) and show these to your auditor at audit time.

Summary Herd Health Plan

Version:

Date:

Completed By:

3.6 WORK INSTRUCTIONS/STANDARD OPERATING PROCEDURES

A Work Instruction (WI) or Standard Operating Procedure (SOP) is a simple explanation of how a specific task or job is completed in your piggery, allowing employees to do the job correctly in your absence. Examples of tasks that may be appropriate to include in WIs/SOPs are mixing feed, feeding, weaning, checking water, farrowing sows, loading pigs, and administering medicines. Record when a WI/SOP is updated and who authorises the changes.

WIs may also be given on a flexible 'as and when required' basis by writing in the daily/weekly pages of your Diary or a daily workbook, but you must know where they are recorded.

An example of a WI is on the following page, along with a template WI; print off and complete as many as you need.

You can use the sample WI provided in this manual and request others from APIQM by emailing: apiq@australianpork.com.au. If you use the APIQ✓[®] templates you must delete the actions that do not apply to you and add other actions you take. Your WIs must outline how you complete jobs in your piggery.

A list of example SOPs or WIs that are available from the APIQ✓[®] website is in Section 4.3.2 of this manual.

Sample Work Instruction:

Hogsworth Piggery

Name of Task: ADMINISTERING INJECTABLE MEDICINES AND VACCINES

Work Instructions:

Pre-administration Checks

1. Check the medication label to see if it is a prescription medicine.
2. If it is a prescription medicine, check that a valid veterinary prescription is on file for the use of that medicine in your piggery.
3. Check the label to see the medication is within its use-by date.

Calculating Dosage

Calculate the correct dosage for the pig based on bodyweight and label instructions, using this table as a guide for assessing bodyweights:

Grower

Pig	Shed/pen/paddock	Weight guide
Suckers	Farrowing s/p/p	1–10 kg
Weaner 1	Weaner s/p/p	6–25 kg
Weaner 2	Weaner 2 s/p/p	20–35 kg
Growers	Grower s/p/p	25–65 kg
Finishers	Grower s/p/p	50–100 kg

Boars

Pig	Weight guide
Small	150 kg
Medium	220 kg
Large	300 kg

Sows

Pig	Empty/just mated	Full term pregnancy
Small sow and gilts at mating	130 kg	160 kg
Medium sow	150/175 kg	190/215 kg
Large sow	200/220 kg	240/260 kg

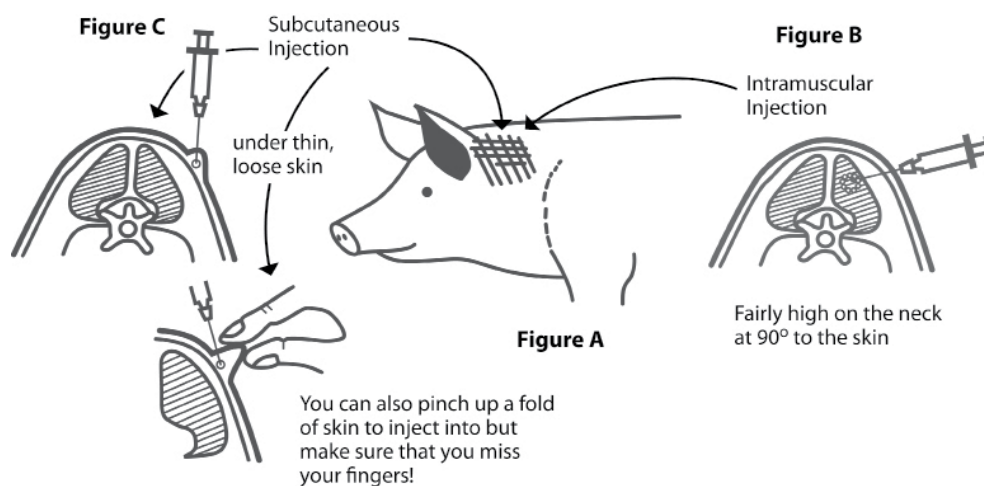
Sample Work Instruction – continued

Identification and Recording

1. Identify the pig to be treated and record the pig's identity before giving the treatment.
2. Mark the pig with a spray marker.
3. Shake the bottle well before drawing out the required dose into the syringe.
4. Administer the injection.
5. Finally, write the details of treatment given in the Pig Treatments Record.

Injection Technique

1. Use only clean and sharp (not burred) needles.
2. Select needle size for each class of stock as follows:
 - For breeders: 16–18 gauge; 1.5 inch.
 - For weaners: 18–19 gauge; 0.5 inch.
 - For piglets: 18–21 gauge; 0.5 inch.
3. Dispose of worn or damaged needles in the 'sharps' container.
4. To avoid air bubbles in the syringe, inject a volume of air equal to the volume of medication required into the medication bottle before the medication is drawn up.
5. Inject all medications into a suitable, clean site as per label or veterinary directions.
 - Subcutaneous injections are administered just below the skin on an angle, but not at a right angle as shown in Figure C below.
 - Intramuscular injections are given as shown in Figure B.
6. Clean and return syringes and needles to storage after use.
7. If a broken needle is retained in a pig, record the pig's location and the position of the needle on the Retained Foreign Object Record. Identify the pig permanently with a coloured ear tag.



(Source: *The Good Health Manual*. The Pig Research and Development Corporation, 1995)

Version:

Date:

Completed By:

3.6.1 WORK INSTRUCTION TEMPLATE

Reproduce as many copies of this as you need. Place WIs in Diary when completed.
Make available to workers when complete.

Work Instruction:

Work Instruction for (Piggery name):

Name of task:

Instructions:

Version: Date: Completed By:

3.7 APIQ[✓]® CHECKLIST for SMALL HOLDERS

You must fill out the required information for the APIQ[✓]® Standards and Performance Indicators that apply to your piggery in each module in this section.

The table below provides a summary of APIQ[✓]® Standards.

Table 2: APIQ [✓] ® Standards		
Module 1 Management Standards	1.1	Management Requirements
	1.2	Production System Definitions
	1.3	APIQ [✓] ® Free Range (FR) Standards
	1.4	APIQ [✓] ® Outdoor Bred, Raised Indoors on Straw (OB) Standards
Module 2 Food Safety Standards	2.1	Food Safety Risk Analysis and HACCP-based Food Safety and Biosecurity Plan
	2.2	Pig Treatments
	2.3	Feed Practices and Medicated Feed Management
	2.4	Medication and Chemical Management
Module 3 Animal Welfare Standards	3.1	Planning and Contingency Arrangements in Place
	3.2	Staff Competency Maintained
	3.3	Facilities and Environment meet the <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Third Edition) Requirements
	3.4	Adequate Feed and Water is Available
	3.5	Routine Health and Husbandry Measures are in Place
	3.6	On-farm Euthanasia of Pigs Meets the <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Third Edition) Requirements
Module 4 Biosecurity Standards	4.1	On-farm Systems are in Place to Minimise the Risk of Contamination or Disease Spread
	4.2	The Risk of Disease Introduction from New Stock and Semen is Controlled
	4.3	Staff are Trained in Emergency Disease Awareness and Follow Biosecurity Procedures
	4.4	Pest Control Procedures are in Place
Module 5 Traceability Standards	5.1	Pig Movements and Transport Documentation
Module 6 Environmental Standards	6.1	Environmental Regulatory Compliance
	6.2	Piggery Upkeep
	6.3	Management of Environmental Impact for Pigs Outdoors
Module 7 Transport Standards	7.1	Pre-transport Selection and Preparation of Pigs
	7.2	Drivers, Vehicles and Facilities
	7.3	Compliance with Pig Transport Code
Verification Option A Gestation Stall Free	GSF 1.1	Gestation Stall Free ³ (GSF)

³ The Australian pork industry is moving voluntarily and swiftly to a gestation stall free production system, whereby the sows are not individually confined for at least 90 per cent of their pregnancies, as outlined in the APL GSF definition.

Verification Option B	CSC 1.1	Stocking Density
Customer Specifications for Supply to Coles Supermarkets Australia Pty Ltd (Coles)	CSC 1.2	Husbandry Practices
	CSC 1.3	Antibiotics, Growth Promotant and Hormone Use
	CSC 1.4	Bedding and Enrichment

How to complete the Checklist:

This column lists the APIQ [✓] ® Standard and Performance Indicator being checked and asks questions that relate to each, which you must answer.	Answer the questions by selecting the answer in these columns.	In this column, list the supporting documents and records you keep and where they are located in your system to verify that you comply with the APIQ [✓] ® Standards. Examples of documents and records you may use are listed here to demonstrate what records you can or should use. Add to this list where needed.
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Module 1: APIQ[✓]® Management Standards

Standard 1.1 Management Requirements	<p>The management system ensures that the enterprise demonstrates commitment to the QA principles provided in APIQ[✓]®.</p> <p>APIQM is notified within 10 business days when there is a change of piggery ownership and/or a change in the nominated person responsible for the on-farm management of the APIQ[✓]® program.</p> <p>Staff are trained to ensure that they are competent in their specific tasks, and are familiar with the requirements of their role and the APIQ[✓]® system.</p> <p>All APIQ[✓]® certified piggeries must have a client relationship with a licensed veterinary practitioner.</p>
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By completing Section 3 and the templates in Section 4 of this manual, you meet 1.1 A. Complete these sections then answer this question.			
A. Have you completed Sections 3 and 4 of this manual?	Yes	No	APIQ [✓] ® <i>Small Holder Manual</i>
B. Who is responsible for managing APIQ [✓] ® on your farm?			Name:
– Since your last APIQ [✓] ® Audit, has the person responsible for ensuring that the management practices and documentation required for APIQ [✓] ® changed?	Yes	No	Note: You are required to notify APIQM of a change in the person responsible for the management of the QA within 10 business days of the change.
– Have you informed APIQM?	Yes	No	

<p>C. List the people who work on your farm and what they do.</p>	<p>List names and role here:</p>		
<p>D. Do you keep records to support your QA system?</p> <ul style="list-style-type: none"> - What WIs/SOPs do you have in place? 	<p>Yes</p>	<p>No</p>	<p>Diary</p> <p>List WIs and/or SOPs you have written and where to find them.</p>
<p>E. Did you complete an Internal Audit using the <i>Muddy Boots Greenlight Assessment</i> APIQ[✓]® audit tool, or by reviewing Section 3 of this manual six (6) months but no later than eight (8) months after your last Compliance Audit?</p> <ul style="list-style-type: none"> - Did you write any CARs? - Have the CARs been closed? 	<p>Yes</p>	<p>No</p>	<p>Record any changes you have made to your system. Your compliance auditor will review your Internal Audit and any changes since then leading up to your next Compliance Audit.</p> <p>Date Internal Audit was completed:</p>
	<p>Yes</p>	<p>No</p>	<p>List CARs from your Internal Audit:</p>
	<p>Yes</p>	<p>No</p>	<p>Describe how and when:</p>

<p>F. Are your staff trained and competent in their required tasks? (Refer Section 5.4.2 of this manual).</p> <ul style="list-style-type: none"> – Have you and your staff had additional training in pig health, welfare and/or specific husbandry tasks? – Do you induct new staff? – Do you have records of training undertaken by you and your staff? – Are staff familiar with SOPs/WIs? 	<p>Yes Yes Yes Yes Yes</p>	<p>No No No No No</p>	<p>Provide evidence of experience. Examples of evidence may include but is not limited to: diaries, records of work history or previous references (Refer Section 5.4 of this manual).</p> <p>Model Code of Practice for the Welfare of Animals – Pigs.</p> <p>Diary – Training Record/Certificates</p> <p>Note: You and your staff must be ‘suitably trained’ to care for pigs. Evidence of formal training will help you prove you have the skills to care for your pigs properly. (Refer Section 5.4 of this manual).</p>
<p>G. Do you have a client relationship with a licensed veterinary practitioner?</p> <ul style="list-style-type: none"> – When did the vet last visit? – Has the vet prescribed any medications for use in your piggery? – What are the vet contacts? 	<p>Yes Yes</p>	<p>No No</p>	<p>Date (check against visitors’ record)</p> <p>If yes, where are prescriptions kept?</p> <p>Name of practice/veterinarian:</p> <p>Contact phone number:</p> <p>And/or email address:</p>

B. Are you by definition a Free Range piggery?	Yes	No	
– Are all stages of production (weaners, growers and breeding stock) kept outdoors at all times with access to indoors and appropriate shelter?	Yes	No	
– Do you meet the definition of Free Range?	Yes	No	
– Do you have pigs in sheds with verandas and pens attached ⁵ that would classify you as a feedlot piggery under the National Environmental Guidelines for piggeries?	Yes	No	If you answer yes to this question, you meet the feedlot piggery definition and can't be FR Certified, but can be APIQ [✓] ® Certified as per A above.
– If deemed Free Range, would you like to use the APIQ [✓] ® FR Certified Logo? Go to 1.3:	Yes	No	If yes, Contact APIQM to sign a Deed and receive an APIQ [✓] ® FR Sign?
C. Are you by definition an Outdoor Bred, Raised Indoors on Straw piggery?	Yes	No	
– Are all breeding stock kept outdoors with access to indoors and appropriate shelter?	Yes	No	
– Are weaners kept indoors post weaning, on solid floors with deep litter, but not on slats?	Yes	No	
– Do you meet the Definition of OB as outlined in 1.4?	Yes	No	
– If deemed OB, would you like to use the APIQ [✓] ® OB Certified Logo? Go to 1.4:	Yes	No	If yes, Contact APIQM to sign a Deed and receive an APIQ [✓] ® OB Sign.
If not seeking OB Certification, go to Module 2.			
D. Does all your communication or marketing material (if any) depict your piggery's production system accurately?	Yes	No	Letterhead/ business cards Website Brochures
– Is it factually accurate and not misleading to the consumer?	Yes	No	Posters/ banners Product labels
Do you want APIQ[✓]® Free Range (FR) Certification?	Yes	No	If Yes, answer all questions in Standard 1.3 If No, go to next question
Do you want APIQ[✓]® Outdoor Bred, Raised Indoors on Straw (OB) Certification?	Yes	No	If Yes, answer all questions in Standard 1.4 If No, go to Module 2, Food Safety Standards

5 As per the APL Board decision of August 2010, this type of production system is not accepted as FR. While meeting the category of outdoor piggery, they are recognised as a feedlot outdoor piggery under the *National Environmental Guidelines for Piggeries*.

Standard 1.3

APIQ[✓]® Free Range (FR) Standards

The piggery provides suitable paddocks with feed, water and shelter facilities to meet all pigs’ social and physiological requirements when kept in an outdoor environment.

Impacts on the environment and stocking rates are managed according to APIQ[✓]® Environmental Standards

<p>A. Do weaners, growers, and breeding stock have access to paddocks at all times?</p> <ul style="list-style-type: none"> – If you confine pigs temporarily for protection, vaccinations, mating or when advised by your vet, what records are kept? 	<p>Yes</p>	<p>No</p>	<p>Vet reports and instructions /Herd health Plan/ Treatment Records</p>
<p>B. Do your paddocks provide rooting and/or foraging areas to all pigs at all times?</p> <ul style="list-style-type: none"> – Do you have wallows where State regulations and season permits? <p>AND/OR</p> <ul style="list-style-type: none"> – Is there shade, including but not limited to trees, tree lines, hedges, sprinklers, shade stands, or other mechanical means provided to cool the pigs where necessary? 	<p>Yes</p>	<p>No</p>	<p><i>Piggery Map/Plan</i></p>
<p>C. Do you have sufficient shelter to provide protection from the elements to all pigs at all times?</p> <ul style="list-style-type: none"> – How do you protect pigs from predators? – Can the pigs move freely in and out of shelter? – Do you provide bedding in shelters? 	<p>Yes</p>	<p>No</p>	<p><i>Model Code of Practice for the Welfare of Animals – Pigs/Piggery Map/ Plan</i></p>
<p>D. Does shelter for dry sows in groups, lactating sows with piglets, and boars meet the space allowance guidelines in the <i>Model Code of Practice for the Welfare of Animals – Pigs</i>, Appendix 3, Table 8?</p>	<p>Yes</p>	<p>No</p>	<p><i>Piggery Map/Plan</i></p>
<p>E. You will address E in Module 6.</p>			

Standard 1.4 APIQ[✓]® Outdoor Bred, Raised Indoors on Straw (OB) Standards⁶	<p>The piggery provides suitable paddocks with feed, water and shelter facilities to meet the social and physiological requirements of breeding pigs kept in an outdoor environment.</p> <p>At weaning, piglets are transferred to and grown/finished to sale or slaughter in housing furnished with bedding, feed, and water to meet their physiological and social needs.</p> <p>Housing for weaners meets the <i>Model Code of Practice for the Welfare of Animals – Pigs</i> requirements for: protection from the elements and predators, space allowances, bedding, feed and water, airflow, health, and wellbeing.</p> <p>APIQ[✓]® Environmental Standards for Outdoor Pigs are met.</p> <p>Cull sows from APIQ[✓]® OB Certified farms may be sold as Free Range if they have been kept under conditions that meet the sow management criteria specified for APIQ[✓]® OB Certified farms for at least the last reproductive cycle before being culled.</p>
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Outdoor Bred, Raised Indoors on Straw Breeding Stock Requirements – Sows and Boars			
A. Do your sows and boars ⁷ have free access to paddocks at all times?	Yes	No	WIs/Vet Reports/Diary
– Do your piglets have free access to paddocks until weaning?	Yes	No	
– If you confine pigs temporarily ⁸ for vaccinations, mating, protection from predators and the elements, or for other reasons, did your vet advise you to do this?	Yes	No	Vet Report List when temporary confinement practiced:
– Do you keep records for any pig temporarily confined?	Yes	No	A record must be kept for any pig temporarily confined.
B. Do you provide sufficient shelter for all pigs at all times?	Yes	No	Diary/Piggery Map/Plan/CAR
– Does the shelter protect pigs from predators?	Yes	No	
– Are all breeding sows and boars able to move freely in and out of shelter?	Yes	No	
– Do you provide bedding in the shelters?	Yes	No	

6 In agreement with the Australian Competition and Consumer Commission (ACCC), as of 30 August 2015; APL has added to the descriptor ‘Outdoor Bred’ the qualifying statement ‘Raised Indoors on Straw’ to ensure consumers are not deceived or misled in any way. Production systems where breeding pigs are managed free range and where weaners are transferred to and grown/ finished to sale or slaughter in housing furnished in bedding, may now be certified as ‘Outdoor Bred, Raised Indoors on Straw’. In all instances the qualifier statement must be equally prominent and located with the ‘Outdoor Bred’ term.

7 Pigs purchased or selected as breeding stock for an OB production system may be sourced, bred, raised and grown from indoor or outdoor pig production systems.

8 Approved temporary confinement includes but is not limited to: keeping piglets in huts or shelters after birth for protection, holding weaners in pens for approved treatments and holding finishers in pens prior to trucking. [Refer to the current version of APIQ[✓]® *Free Range and Outdoor Bred Guide for Producers and Auditors*].

<p>C. Do you provide suitable paddocks with rooting and/or foraging areas to outdoor pigs at all times?</p> <ul style="list-style-type: none"> – Do you provide wallows where State regulations and the seasons permit? AND/OR – Is there shade, including but not limited to trees, tree lines, hedges, sprinklers, shade stands, or other mechanical means provided to cool the pigs where necessary? 	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p> <p>No</p>	<p>Diary/Piggery Map/Plan/CAR/Soil Tests</p> <p>Piggery Map/Plan</p> <p>Piggery Map/Plan</p>
<p>D. Does shelter for dry sows in groups, lactating sows with piglets, and boars meet the space allowance in the <i>Model Code of Practice for the Welfare of Animals – Pigs</i> Appendix 3, Table 8?</p>	<p>Yes</p>	<p>No</p>	<p>Piggery Map/Plan/Diary/<i>Model Code of Practice for the Welfare of Animals – Pigs</i></p>
<p>E. Are the APIQ[✓]® Environmental Standards for outdoor pigs met at all times for breeding sows and boars, including lactating sows with piglets?</p>	<p>Yes</p>	<p>No</p>	<p>Piggery Map/Plan</p> <p>Soil monitoring records</p> <p>Diary – recording pig rotation to meet Environmental Standards</p> <p>See Standards 6.3.1-6.3.4</p>
<p>F. Do you plan to sell cull sows as FR?</p> <ul style="list-style-type: none"> – If yes, have cull sows completed at least one (1) full reproductive cycle⁹ and lived according to APIQ[✓]® FR Standards for their entire breeding life? – Have you revised your SOPs/WIs to clearly show that only culled sows are sold as FR? – Have you completed and submitted an APIQ[✓]® Compliance Audit report or Vet Report¹⁰ to APIQM to verify that your system complies with 1.3.1 F? 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p> <p>No</p> <p>No</p>	<p>SOPs/WIs/PPNVD/Piggery Description</p>
<p>Note: Performance Indicator 1.4 F is mandatory for APIQ[✓]® OB Certified producers seeking to market cull sows as FR. APIQ[✓]® OB Certified producers not seeking to sell cull sows as FR are not required to comply with 1.4 F.</p> <p>APIQ[✓]® OB Certified producers may apply and be approved to use the APL PorkMark Outdoor Bred, Raised Indoors on Straw Logo but cannot use the APL PorkMark Free Range Logo, even when they comply with 1.4 F.</p>			

9 *Pig Agskills, A Practical Guide to Farm Skills* (NSW Industry & Investment, 2010). Reproductive Cycle is the period from mating to the following mating. Gilts do not qualify as cull sows and cannot be sold as FR by an APIQ[✓]® OB Certified producer.

10 The producer must revise their SOPs/WIs, QA documentation and records to clearly show that only cull sows are sold as FR. Their system changes must be verified with APIQM through an APIQ[✓]® Compliance Audit or by providing APIQM with a Vet Report confirming that these systems are in place.

Outdoor Bred, Raised Indoors on Straw Growing and Finishing Production Requirements			
G. At weaning, do you move piglets into group housing furnished with bedding for the duration of their growing/finishing life?	Yes	No	WIs/Piggery Map/Plan
H. Is your shelter/housing:			Diary/Piggery Map/Plan/CAR
– Permanent? OR	Yes	No	
– Portable? OR	Yes	No	
– Outdoor pens with shelter?	Yes	No	
• Is the base of your shelters impermeable?	Yes	No	
• If your structures are portable, do you move them at least every three (3) months?	Yes	No	
• Do you keep weaners and growers on slatted floors?	Yes	No	
I. Does shelter for weaners, growers and finishers meet the space allowance standards of the <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Third Edition) Appendix 3, Table 5?	Yes	No	Piggery Map/Plan/Diary/ <i>Model Code of Practice for the Welfare of Animals – Pigs</i>
J. Do you confine pigs temporarily for protection from predators, or for vaccination, treatments, or under veterinarian advice?	Yes	No	WIs/Diary/Vet Report A record must be kept for any pig temporarily confined.
– Do you keep records for any pig temporarily confined?	Yes	No	

Module 2: Food Safety Standards

Standard 2.1 Food Safety Risk Analysis and HACCP - Based Food Safety and Biosecurity Plan	An on-farm Food Safety and Biosecurity Plan is completed and documented based on the industry on-farm HACCP analysis that manages chemical and physical hazards, pathogen risks and environmental hazards that could impact on food safety.
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A. Have you identified potential sites and sources of contamination at your piggery? (e.g. old dips, treated poles, spray mixing areas).	Yes	No	Piggery Map/Plan/Power Authority Notices List sites of concern, if any:
B. If you have identified contamination or potentially contaminated sites, do you have a plan in place to minimise risks and prevent pigs from having access to these sites?	Yes	No	WIs/Diary/Maintenance Records
C. Are foreign objects, such as construction materials, removed from the pig environment?	Yes	No	WIs/Diary/Maintenance Records
D. Are potentially exposed pigs identified and managed in a manner that reduces the chance of contaminated pork products entering the market for human consumption?	Yes	No	PigPass/Treatment Records/Diary/HHP/WIs
– Do you conduct on-farm pig research and development studies (trials)?	Yes	No	
– If yes, are protocols in place to manage food safety risks for pigs used in research and development trials?	Yes	No	
E. Have you identified food safety hazards in your piggery?	Yes	No	Food Safety and Biosecurity Plan/Diary/WIs/Piggery Map/Plan
– Have you taken corrective action to remove or manage the hazards identified?	Yes	No	List actions taken:
F. Do you have WI/SOPs and systems in place to manage risks at these Critical Control Points:			WIs/Diary/Farm Map/Plan
– Selecting breeding stock?	Yes	No	
– Farrowing and vaccinations?	Yes	No	
– Treating growers?	Yes	No	
– Using chemicals, herbicides and pest control materials?	Yes	No	
– Pre-sale checks on pigs?	Yes	No	
– mixing feed?	Yes	No	
– feeding and watering ?	Yes	No	

Standard 2.2	A system is in place to ensure medications and chemicals given to pigs are administered in a safe and appropriate manner that minimises the risk of chemical residues or physical hazards entering the food supply chain.
Pig Treatments	

A. Do you keep records of all pig treatments which include: pig weight (or estimate); name of medication used; date of treatment; amount given; label directions/off label; WHP/ESI?	Yes	No	Treatment Records/Diary
– Do treatment record to include:	Yes	No	Diary/Treatment Records
• Repetitive treatments? AND/OR	Yes	No	
• Non-response to treatment?			
– Are the records kept for a minimum of three (3) years?	Yes	No	
B. Do you record pigs with retained needles or other foreign objects and report them to the recipient at sale or slaughter?	Yes	No	Treatment Record/PPNVD
C. Do you follow and record vet advice when using any medication or chemicals off label or outside WHP?	Yes	No	Veterinary Instructions List of off label medications used:
D. Do you follow WIs/SOPs when treating pigs?	Yes	No	WIs/SOPs/HHP
– Are your WIs/SOPs current?	Yes	No	When last revised:
E. Are you and your staff competent in administering treatments to pigs?	Yes	No	Diary/Training Records

Standard 2.3	Systems are in place to ensure that pigs are not exposed to contaminated feedstuffs or bedding to minimise the risk of chemical residues and biological contaminants and to comply with the prohibition of swill feeding.
Feed Practices and Medicated Feed Management	

A. Do you have Commodity Vendor Declarations (CVD) for all purchased feed ingredients and bedding materials to ensure they do not contain chemicals, are not contaminated, and meet WHP?	Yes	No	Diary/Feed Ingredients Record Weekly or Monthly Purchased Feed Record Copies of CVDs
– Do you keep feed samples for six (6) months when a CVD is not available?	Yes	No	Retained feed samples

B. Do you have a system that ensures home-mixed grain is not within a WHP?	Yes	No	Diary/Feed Ingredient Records
C. Do you have a system to record feed received and what medications are used in feed?	Yes	No	Feed Ingredients Records
D. Are your silos or feed storage facilities clearly identified?	Yes	No	Piggery Map/Plan
– Do you check that feed deliveries are placed in the correct facilities?	Yes	No	Delivery Records
E. Does your feed storage/mixing and delivery system prevent non-medicated feed from becoming contaminated by medicated feed and other hazardous materials such as mouldy grain?	Yes	No	WIs/SOPs/Diary/Feed Ingredients Record Feed orders/Delivery Dockets

Standard 2.4
Medication and Chemical Management

Piggery medications and chemicals are used, stored, and handled in accordance with the manufacturer's instructions and their use is recorded.

A. Do you have a list of medications ¹¹ used in the piggery that is maintained and kept up to date? AND	Yes	No	Medication List/Vet Report/Diary
– Where any medications are used in pigs that are subject to veterinary prescription, is a copy of a valid prescription from the prescribing veterinarian held and available at the piggery?	Yes	No	Copies of veterinary prescriptions
B. Are piggery medications and chemicals stored, handled, and used in accordance with the manufacturer's instructions? (Unless Performance Indicator 2.2 C applies for off label use).	Yes	No	Diary – Chemicals List/Chemical Use Record
C. Are medications and chemicals stored, handled and used according to instructions?	Yes	No	

¹¹ 2.5 A (APIQ[®] Standards 3.4 1/2014) required producers to have an Approved Medication List (AML) signed by the veterinarian. The medication list replaces the AML requirement however producers with current AML in place are deemed to comply with this Standard.

Module 3: Animal Welfare Standards

Standard 3.1	Contingency arrangements are in place to manage pigs in the event of a delay in feed delivery, through mechanical or facility breakdown, extremes of weather, or other emergencies.
Planning and Contingency Arrangements in Place	Planning is carried out to ensure activities are conducted in a timely manner and to minimise risk to pigs.

<p>A. Do you have contingency plans in place for:</p> <ul style="list-style-type: none"> – Feed? – Water? – Power failure? – What other emergencies need contingency plans in your piggery? – Does your contingency plan include protecting pigs from predators? – Have you tested your contingency plans? When? 	Yes	No	<p>Diary – Feed Mixing Record/Welfare Checklist/Maintenance Record/WIs</p> <p>List your plans:</p> <p>When did you last test your contingency plans?</p>
<p>B. Do your sheds have adequate airflow and ventilation and is backup power available where needed?</p>	Yes	No	<p>What is your back-up power plan?</p> <p><i>Model Code of Practice for the Welfare of Animals – Pigs (Page 7)</i></p>
<p>C. Are electrical systems properly installed and earthed so they don't harm your pigs?</p>	Yes	No	<p>Diary/Maintenance Record</p>
<p>D. Is there a maintenance program in place for facilities and equipment and if you have alarms, are they checked regularly?</p>	Yes	No	<p>Diary/Maintenance Record</p> <p><i>Model Code of Practice for the Welfare of Animals – Pigs (Page 7)</i></p>

Standard 3.2 Staff Competency Maintained	Staff perform their required duties in accordance with the <i>Model Code of Practice for the Welfare of Animals – Pigs</i> and personnel managing and handling pigs are competent or are supervised by a competent person. A current copy of the MCOP is on file and accessible to all staff for reference at any time.
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<p>A. Are the people that care for your pigs skilled and competent in pig husbandry and able to maintain the health and welfare of pigs as required in the <i>Model Code of Practice for the Welfare of Animals – Pigs</i>?</p> <ul style="list-style-type: none"> – What formal training have they had? – What Skills assessments have they had? – Do they have a documented work history (resume)? 	Yes	No	<p><i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 2, 11, 13)/Staff Training Records</p> <p>(Refer Section 5.4 of this manual)</p>
<p>– What formal training have they had?</p>	Yes	No	<p>List formal training:</p>
<p>– What Skills assessments have they had?</p>	Yes	No	<p>List Skills assessments, if any:</p>
<p>– Do they have a documented work history (resume)?</p>	Yes	No	
<p>B. Covered in 1.1 F</p>			
<p>C. Covered in 1.1 F</p>			
<p>D. Is there a copy of the current <i>Model Code of Practice for the Welfare of Animals – Pigs</i> on file at the piggery and readily accessible to staff for their reference?</p>	Yes	No	<p>This code is available through CSIRO publishing for download at www.publish.csiro.au/Books/download.cfm?ID=5698</p>

Standard 3.3 Facilities and Environment Meet the <i>Model Code of Practice for the Welfare of Animals – Pigs</i> Requirements	Facilities are provided and maintained to protect pigs from weather extremes and injury.
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A. Are pig housing, feeding, and watering facilities designed, constructed and managed to comply with the <i>Model Code of Practice for the Welfare of Animals – Pigs</i> ?	Yes	No	Diary/Maintenance Record/WIs/Piggery Map/Plan <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 7, 10)
B. Do you check your piggery facilities daily?	Yes	No	Diary/Welfare Checklist
– Do your staff know what the procedure is in the event of a fire?	Yes	No	Training Records/Diary
– Do you have a plan to protect pigs from fire?	Yes	No	Piggery Map/Plan
– Do you have fire-fighting equipment in the piggery?	Yes	No	Piggery Map/Plan
– If yes, are you and your staff trained to use the equipment?	Yes	No	Training Records/Diary
– If no, do you have gates or other systems to allow pigs to escape if there was a fire?	Yes	No	WIs
Note: At all times personal safety is the priority. Where it is not possible to save pigs, staff should focus on containment to avoid the spread of fire to adjacent facilities.			
C. Covered in 3.1 B.			
D. Do your sheds/pens meet the space allowance as detailed in the <i>Model Code of Practice for the Welfare of Animals – Pigs</i> ?	Yes	No	<i>Model Code of Practice for the Welfare of Animals – Pigs</i> /Piggery Map/Plan
E. Is the equipment you use for humane destruction (euthanasia) and routine husbandry procedures stored appropriately, maintained, and fully operational?	Yes	No	WIs
F. Do you tether (tie) pigs to restrain them?	Yes	No	WIs/ <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 6)
G. Do you use dogs to move pigs?	Yes	No	WIs
– If yes, do you muzzle and/or control your dogs to prevent biting?	Yes	No	

Standard 3.4 Adequate Feed and Water is Available	Feed and suitable liquid that meet the nutritional needs of pigs are provided and are accessible without excessive effort required by the pigs.
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A. Are all pigs maintained in a body condition score above 2? – If No – What action is taken?	Yes	No	Diary – Condition Scoring of Pigs Guide. <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 3, 19)
B. Is feed fresh, palatable, and free of contaminants?	Yes	No	Diary/Feed Record/ <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 3–4)
C. Is water palatable and suitable for pigs?	Yes	No	Water test (if needed)
D. Do all pigs have access to feed and water to meet their requirements?	Yes	No	Piggery Map/Plan/Diary/ <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 4)
E. If you have an automatic feed and/or watering system, are the systems checked daily?	Yes	No	Diary/Maintenance Record

Standard 3.5 Routine Health and Husbandry Measures are in Place	Animal health and care policies and practices designed to optimise the health and welfare status of the herd are in place and routine husbandry practices are managed to minimise risks to pigs.
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A. Have you completed the HHP in the Diary? – If not, do you have an alternative HHP in place?	Yes	No	If No, complete the HHP Checklist in the Diary or establish an alternative HHP.
	Yes	No	<i>Model Code of Practice for the Welfare of Animals – Pigs</i> Write a summary of your HHP in Section 3.5 of this manual.
B. Are you and/or your staff competent in vaccinations and minor procedures you use? – If not, who supervises these activities?	Yes	No	HHP/ <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 13–15) Diary - Training Record Name:
C. Are your pigs inspected at least once a day and more often when needed?	Yes	No	<i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 11)/Diary- Daily/Weekly/ Monthly Records

D. Do you keep boars in stalls? – Are they released for mating or exercise at least twice per week?	Yes Yes	No No	Diary/WIs
E. Do you take action to minimise fighting and bullying amongst pigs?	Yes	No	Diary/WIs/ <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 3)
F. Are pigs with injuries or illnesses identified and treated appropriately as soon as practically possible?	Yes	No	Diary – Welfare Checklist or record the details of any pigs placed in Hospital pens in a Hospital Pen Monitor sheet ¹² . If there is no response to treatment and/or pigs have a serious, painful, or incurable disease or injury, they must be humanely euthanised as per Standard 3.6
G. Is surgical castration of pigs over 21 days of age performed under anaesthesia by a veterinary practitioner?	Yes	No	WIs/ <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 13–14)

Standard 3.6 On-farm Euthanasia of Pigs Meets the <i>Model Code of Practice for the Welfare of Animals – Pigs</i> requirements	A documented program is in place for the prompt and humane destruction of sick and injured pigs.
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A. Do you euthanase pigs not responding to treatments or that are in pain using approved methods? – What methods do you use?	Yes	No	<i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 17, 26–29) Diary – Training Record WIs
B. Do you euthanase pigs with incurable diseases or injuries or moribund ¹³ pigs?	Yes	No	Diary/Deaths and Losses Record <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 11)
C. Are dead pigs removed from pens and/or facilities as soon as practicable and disposed of according to requirements of the Model Code of Practice for the Welfare of Animals – Pigs? – Do you record deaths and losses?	Yes Yes	No No	<i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 11) Diary/Deaths and Losses Record

12 This can be downloaded from the website; www.apiq.com.au (APIQ Information/Resources). You can make as many copies as you require.

13 Moribund - Pigs that are: in a dying state; near death; on the verge of extinction or termination; not progressing or advancing; stagnant.

Module 4: Biosecurity Standards

Standard 4.1
On-farm Systems are in Place to Minimise the Risk of Contamination or Disease Spread

Risks to pigs from disease or contamination brought into the piggery by people, vehicles, or animal movements are minimised.

A. Are pigs fed swill or any food scraps that contain meat or other matter from animals or other substances prohibited by State and Territory legislation ¹⁴ ?	Yes	No	On-farm Biosecurity Plan CVDs for feed ingredients
B. Does your on-farm Food Safety and Biosecurity Plan include:			Biosecurity Signs
– A controlled entrance to the piggery?	Yes	No	Diary – Visitors’ Log
– A visitor, animal, and transport movement record?	Yes	No	Personnel Biosecurity Declaration (Refer Section 4.3.4 of this manual)
– A Personnel Biosecurity Declaration signed by piggery staff?	Yes	No	
– Do you provide hand-washing facilities and are boots and clothing provided to visitors prior to contact with pigs?	Yes	No	
C. Covered in Module 7 - Transport			
D. Is all equipment used with pigs or that has been brought into pig housing cleaned?	Yes	No	Diary/Maintenance/On-farm Biosecurity Plan
– Is it disinfected?	Yes	No	

¹⁴ Refer to *National Farm Biosecurity Manual for Pork Production*, version 2.1 for definition of swill and information on risk management of feed sources (available from www.animalhealthaustralia.com.au).

Standard 4.2	New diseases or disease-causing agents of significant importance are prevented from establishing in the herd through the introduction of new stock or semen.
The Risk of Disease Introduction from New Stock and Semen is Controlled	

A. Do you have policies and procedures in place to ensure that introduced stock and semen comply with biosecurity requirements as outlined in the <i>National Farm Biosecurity Manual for Pork Production, version 2.1</i> ¹⁵ requirements?	Yes	No	Diary/WIs Purchased Semen Records Semen suppliers:
B. Do you inspect all introduced stock for signs of disease on arrival?	Yes	No	Diary/Welfare Checklist Introduced Stock Record – PigPass/Invoices/Delivery Dockets
C. Is introduced breeding stock of unknown health status or with a health status less than that of the herd quarantined? – Is the quarantine period the minimum period specified in the piggery’s on-farm Food Safety and Biosecurity Plan and/or Herd Health Plan, developed in consultation with the farm’s veterinarian? OR – Is the quarantine period at least 21 days if no veterinary direction to the contrary has been obtained?	Yes	No	On-farm Biosecurity Plan Diary/Welfare Checklist Written Veterinary Instructions
D. Do on-farm quarantine facilities for introduced stock provide: – Inability for introduced pigs to co-mingle with existing pigs? – Suitable buffer distances to prevent the spread of contamination by aerosol ¹⁶ ? – Appropriate isolation as prescribed by the veterinarians in the piggery’s on-farm Food Safety and Biosecurity Plan and/or Herd Health Plan?	Yes	No	On-farm Biosecurity Plan Written Veterinary Instructions

¹⁵ This manual can be found on the Animal Health Australia website (www.animalhealthaustralia.com.au).

¹⁶ For guidance on buffers to prevent aerosol spread, consult your veterinarian. Having stock in separate buildings or rooms where there is no flow of air from the quarantine area to the non-quarantine area will be helpful, as will having stock in separate paddocks some distance apart.

Standard 4.3 Staff are Trained in Emergency Animal Disease Awareness and Follow Biosecurity Procedures	Staff are aware of the procedures to identify, manage, and report exotic and endemic diseases.¹⁷
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<p>A. Are the people who work with your pigs aware of exotic and endemic diseases?</p> <ul style="list-style-type: none"> – Are they able to recognise ill health in pigs? – Do they know what to do when problems arise? 	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p> <p>No</p>	<p>You have read the ‘4 steps to keep exotic diseases out’ (Refer Section 5.3.2 of this manual)</p> <p>Exotic animal disease training course records. Posters and brochures on exotic animal diseases. View the CD – <i>Biosecurity At Your Piggery – Keep Diseases out</i>, 2005.</p> <p>Diary – Training Record</p> <p>Phone your veterinarian or the Disease Watch Hotline (1800 675 888) if you suspect an unusual disease in your livestock.</p>
<p>B. Is a copy of an Emergency Disease Awareness and Action poster, showing signs of important emergency diseases and contact phone numbers to report any suspicious signs, maintained in a prominent location readily accessible and visible to all staff?</p>	<p>Yes</p>	<p>No</p>	<p>These posters are available through the APIQ✓® website at www.apiq.com.au/Resources</p>

Standard 4.4 Pest Control Procedures are in Place	The risk of disease spread through pests is minimised.
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<p>A. Are domestic pigs separated from feral pigs, domestic poultry and other animals of risk, by secure containment in buildings and/or secure piggery perimeter fence?</p>	<p>Yes</p>	<p>No</p>	<p>Piggery Map/Plan (Refer Section 3.3 of this manual)</p>
<p>B. Do you have an appropriate pest control program in place to prevent rodents and other pests accessing pigs, feed stores, and bedding?</p> <ul style="list-style-type: none"> – Are pest control products secure and not accessible to pigs? 	<p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p>	<p>Diary – Rodent/Pest Control Record</p> <p>Piggery Map/Plan</p>

¹⁷ View the APL ‘*Biosecurity At Your Piggery – Keep Diseases Out*’ video on YouTube. To view the video enter the name APL ‘*Biosecurity at Your Piggery – Keep Diseases Out*’ into the YouTube search bar.

Module 5: Traceability Standards

Standard 5.1	Pigs are identified according to state regulator requirements when moved.
Pig Movements	PigPass Declarations are correctly completed when appropriate.
	Movements of pigs are reported to the PigPass database such that pigs can be reliably traced to their previous location.
	Records of movements are kept for a minimum of three (3) years.

A. Are all pigs clearly identified as per State legislation? – Are pigs born on your property tagged or branded with your Property Identification Code (PIC) before leaving your property when ownership changes? – Is the tattoo/brand on pigs for delivery legible?	Yes	No	Refer to your State Authorities
	Yes	No	NSW Government – Industry and Investment www.dpi.nsw.gov.au
	Yes	No	WA Department of Agriculture and Food www.agric.wa.gov.au
	Yes	No	TAS Department of Primary Industries, Parks, Water and Environment www.dpiw.tas.gov.au VIC Department of Primary Industries www.dpi.vic.gov.au QLD Department of Primary Industries and Fisheries www.dpi.qld.gov.au SA Department of Primary Industry and Resources www.pir.sa.gov.au
			Tagged/Branded Farm Records/PigPass
B. Are you registered with PigPass? – Do you complete a PigPass NVD when you move pigs from your property to another PIC? – Is all incoming stock accompanied by a correctly completed PigPass NVD? – Is the time the pigs were removed from feed and water recorded and communicated to the saleyard, abattoir, or next owner?	Yes	No	PigPass Registration number:
	Yes	No	PigPass copies (must be kept on file for three (3) years as a minimum).
	Yes	No	
	Yes	No	
C. When you receive pigs from a different PIC, do you report that you received pigs to PigPass? – Do you keep PigPass records for a minimum of three (3) years, or longer if the pigs referred to in the PigPass continue to reside on the property?	Yes	No	Diary/PigPass database
	Yes	No	
D. Do truck drivers complete 'Section D' of the PigPass?	Yes	No	PigPass copies

Module 6: Environmental Standards

Standard 6.1 Environmental Regulatory Compliance	The piggery complies with applicable State or Territory and local government environmental regulatory requirements.
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<p>A. Is documentation showing applicable State or Territory and local government environmental regulatory requirements for the site available on farm?</p> <p>Please note: Some state representative have limited understanding of their requirements. APL staff will assist where possible.</p>	Yes	No	<p>Refer to your State Authorities</p> <p>NSW Government – Department of Primary Industries www.dpi.nsw.gov.au</p> <p>WA Department of Agriculture and Food www.agric.wa.gov.au</p> <p>TAS Department of Primary Industries, Parks, Water and Environment www.dpiw.tas.gov.au</p> <p>VIC Department of Primary Industries www.dpi.vic.gov.au</p> <p>QLD Department of Agriculture and Fisheries www.daf.qld.gov.au</p> <p>SA Department of Primary Industries and Regions www.pir.sa.gov.au</p>
<p>B. Do you have evidence of compliance that is present and current including:</p> <ul style="list-style-type: none"> – A Licence and/or planning/development permit to operate? – Records of an environmental audit by a qualified third party? – Certification or correspondence from the responsible state and/or local Government body? – A producer declaration stating the site is compliant? 	Yes	No	<p>Details of compliance evidence (note your APIQ✓® auditor will want to sight the actual documents):</p> <p>APIQ✓® Environmental Compliance Declaration</p>
<p>C. Do you have any environmental compliance matter pending?</p> <ul style="list-style-type: none"> – If yes, do you have documentation showing actions being taken and likely time frame for resolution? 	Yes	No	<p>Details of any pending environmental compliance matters (note your APIQ✓® auditor will want to sight the relevant documents):</p>

D. Does your effluent disposal system for piggery effluent meet the stated regulatory requirements for the site?	Yes	No	APL <i>National Environmental Guidelines for Piggeries</i> (NEGP); State or Territory licensing requirements (where applicable)
– Is spent bedding from pig accommodation stored on a suitably compacted bunded area?	Yes	No	Comments:
– Is liquid effluent from indoor housing sheds effectively contained and managed?	Yes	No	

Standard 6.2	The piggery and its surrounding environment are maintained in a condition that is consistent with good function and effective risk management.
Piggery Upkeep	

A. Is your piggery premises maintained in a clean tidy state?	Yes	No	WIs/Diary/Maintenance Records
B. Are repairs and maintenance to buildings and equipment carried out in a timely manner?	Yes	No	WIs/Diary/Maintenance Records
C. Is any accumulated rubbish, redundant equipment or scrap metal kept in controlled areas separate from livestock, feed storage and public access?	Yes	No	WIs/Diary/Maintenance Records/Piggery Map/Plan
D. Do you have procedures in place to prevent unintended build-up of weeds around your piggery site?	Yes	No	WIs/Diary/Maintenance Records

Standard 6.3 Management of Environmental Impacts for Pigs Outdoors	Where pigs are kept outdoors, environmental management is undertaken according to the requirements of the APL <i>National Environmental Guidelines for Piggeries</i> (NEGP) and the National Environmental Guidelines for Rotational Outdoor Piggeries (NEGROP), as contained in the current version of the APIQ✓® Standards (numbers 6.3.1-6.3.4 inclusive).
6.3.1 Soil Monitoring Standard	Sampling and analysis of soils must be done <ul style="list-style-type: none"> • Within two (2) months of initial APIQ✓® Certification for the paddocks that pigs will be using at the time of the initial audit; • Before pigs move onto a new land area unless that land has been tested in the past 24 months; • At the end of any 24 month period in which pigs are stocked on an area for any length of time; • In accordance with the conditions of a licence, approval, or consent that requires specific soil monitoring, or in accordance with sampling depths and analysis parameters in the National Environmental Guidelines for Piggeries; AND • By collecting samples from the expected nutrient-rich area of each block of paddocks.

A. Do you have a State/Council Licence Agreement in place that requires you to take soil tests? – If yes, have you met the soil sampling requirements of the agreement? – If No, complete A, B and C below. Have you taken soil samples: – From the expected nutrient-rich area of each block of paddocks? – How many holes did you use for each sample? – How many samples did you take for each block?	Yes Yes Yes Yes Yes Yes	No No No No No No	Licence Agreement (stipulating soil testing requirements) Paddock Records/Piggery Map/Plan/Dated Photos/Soil Sample Analysis/Agronomist Reports Number: Number:
B. When did/do you take soil samples?			Paddock Records/Pig Management Manual/SOPs/Diary Dates:
C. What depths did you use for each sample?			Paddock Records/Pig Management Manual/SOPs/Diary Depths:

6.3.2 Nutrient Management Standard	<p>Before initial APIQ[✓]® Certification and before the commencement of a pig phase on a new land area the results of soil testing show that soil nutrients are at suitable levels for the area to be used for pig production; AND</p> <p>The results of soil testing undertaken at the end of any 24-month period that includes a pig phase show that soil nutrients are at suitable levels for the area to be used for ongoing or subsequent pig phases.</p>
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<p>A. Do your soil tests show that your soil properties are below the trigger values suggested as indicators of sustainability in Section 17.5.4 of the <i>National Environmental Guidelines for Piggeries</i>?; OR</p> <ul style="list-style-type: none"> – Are your soil properties similar to or no more than 30 percent greater than your representative test block or the baseline soil tests for an area planned for pig production¹⁸?; OR – Has your licensing authority or an independent agronomist declared your soils satisfactory for keeping pigs? 	Yes	No	Soil Test Results
<ul style="list-style-type: none"> – Are your soil properties similar to or no more than 30 percent greater than your representative test block or the baseline soil tests for an area planned for pig production¹⁸?; OR 	Yes	No	Representative Block Test Results
<ul style="list-style-type: none"> – Has your licensing authority or an independent agronomist declared your soils satisfactory for keeping pigs? 	Yes	No	Licensing Authority Certificate/Approval Documentation/Agronomist Reports Name of Licensing Authority/Agronomist:
<p>B. Do your soil test results on areas that have had pigs on them for any part of any 24-month period show that:</p> <ul style="list-style-type: none"> – Your soil properties are below the trigger values suggested as indicators of sustainability in Section 17.5.4 of the <i>National Environmental Guidelines for Piggeries</i> OR – Your soil properties are similar to or no more than 30 percent greater than your representative test block? OR – Your licensing authority or an independent soil scientist/ agronomist declared your soils satisfactory for keeping pigs? 	Yes	No	Soil Test Results
<ul style="list-style-type: none"> – Your soil properties are similar to or no more than 30 percent greater than your representative test block? OR 	Yes	No	Representative Block Test Results
<ul style="list-style-type: none"> – Your licensing authority or an independent soil scientist/ agronomist declared your soils satisfactory for keeping pigs? 	Yes	No	Licensing Authority Certificate/Approval Documentation/Agronomist Reports

¹⁸ A representative background plot is an area of land that has a similar soil type and is physically close to the land being monitored. It is sampled and analysed at the same time as the land being monitored to provide a basis for comparison when interpreting soil test results. In some cases, a representative background plot can be a site located within the land area planned for pig production that is sampled to provide baseline results for future comparison. In both cases, the representative background plot must not have been used for outdoor pig production, irrigated with effluent or spread with manure in the past, or received heavier fertiliser applications than the paddocks in the preceding 12 months. It is recognised that it is not always easy to find a suitable background plot. The location of the representative background plot or baseline soil tests should be carefully noted as samples should be collected from the same location each time.

6.3.3 Promoting Even Nutrient Distribution Standard	Facilities and practices are actively managed to promote dispersal of manure nutrients over the paddock area. Rotation of paddocks or pig facilities is practised to ensure even nutrient distribution over the total land area used for pigs on the farm.
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<p>A. For breeder paddocks:</p> <ul style="list-style-type: none"> – Do you have structures that can be readily moved? – Have you moved them in the past six (6) months? OR – Do you place feed along the length of a fence line or around the paddock? OR – When pigs are in a block for less than six (6) months do you move structures to a different position before the pigs are returned to the area? 	Yes	No	<p>Diary/Piggery Map/Plan/WIs</p> <p>List structures moved:</p>
<p>B. For grower paddocks:</p> <ul style="list-style-type: none"> – Do you have structures that can be readily moved? – Have you moved them in the past three (3) months? OR – Do you place feed along the length of a fenceline or around the paddock? OR – When pigs are in a block for less than three (3) months do you move structures to a different position before pigs return to the area? 	Yes	No	<p>Diary/Piggery Map/Plan/WIs</p> <p>List structures moved:</p>
<p>C. Do you spread spent bedding:</p> <ul style="list-style-type: none"> – In pig paddocks? – In other parts of the farm? OR – Do you dispose of spent bedding in other ways? 	Yes	No	<p>Diary/Piggery Map/Plan/WIs/List other methods used:</p>

6.3.4 Land and Water Protection Standard

Land and water are protected by minimising soil erosion throughout both the pig and the crop, forage or pasture phases of the rotation; by rehabilitating the site after the pig phase; by using water protection measures; and by properly constructing and managing wallows.

<p>A. Is the piggery on a flat to gentle slope?</p> <ul style="list-style-type: none"> – Do you meet the requirements for sufficient groundcover¹⁹? AND/OR – Do you have properly designed shelterbelts and/or filter strips and/or contour banks? 	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p> <p>No</p>	<p>Piggery Map/Plan</p> <p>Describe ground cover:</p> <p>List what you have:</p>
<p>B. Have you on completion of a pig phase:</p> <ul style="list-style-type: none"> – Examined your paddocks for erosion when pigs moved out? OR – Examined paddocks for erosion every 24 months when pigs are still in the paddocks? AND – Have you fixed soil erosion problems identified? AND/OR – Do you have a plan in place to fix the problems within three (3) months of completion of the examination? 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p> <p>No</p> <p>No</p>	<p>Diary/Piggery Map/Plan/CAR</p> <p>List actions taken:</p>
<p>C. Do you have soil compaction problems?</p> <p>If Yes, did you:</p> <ul style="list-style-type: none"> – Cultivate the soil? – Grow a crop or pasture? – Deep rip the soil? – Apply gypsum to the soil? – Take other actions? 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p>	<p>Diary/Piggery Map/Plan/CAR/Soil Tests</p> <p>List actions taken:</p>

19 Groundcover is any material on or near the soil surface that provides protection for the soil against the erosive action of rainfall runoff or wind. It may include plant material (alive or dead), spent bedding and other cover materials providing these will not be carried away in rainfall runoff or blown away by the wind. Since attached plant material is more effective than dead plant material or other light matter laying on the soil surface it is recommended that it make up the majority of the groundcover. It is expected that groundcover will vary throughout the course of a year due to plant growth and pig production cycles and that at certain times of the year there will be very little and in some cases no groundcover. To meet the Standards, groundcover must be encouraged through pig/paddock rotations, amended stocking rates and growing of pastures and crops, so that in the course of a year the plants have the opportunity to regenerate and new groundcover is established. This process should be clearly explained in SOPs and auditors will need to recognise what stage of production the farm is in at the time of the audit. The APIQ[✓]® *Free Range and Outdoor Bred Guide for Producers and Auditors* provides guidance on what evidence a producer can provide to auditors to demonstrate compliance to this Standard.

<p>D. Do you prevent the movement of nutrient off your soils by:</p> <ul style="list-style-type: none"> - Maintaining groundcover? AND/OR - Establishing buffer strips²⁰? OR - Installing terminal ponds²¹? 	<p>Yes Yes Yes</p>	<p>No No No</p>	<p>Diary/Piggery Map/Plan/CAR List actions taken:</p>
<p>E. If you have wallows:</p> <ul style="list-style-type: none"> - Are the soils clay loams? OR - Are wallows lined with compacted clay? 	<p>Yes Yes</p>	<p>No No</p>	<p>Diary/Piggery Map/Plan/CAR List actions taken:</p>
<p>F. Do you remediate the wallows within three (3) months of completion of a pig phase?</p> <p>Did you:</p> <ul style="list-style-type: none"> - Deep rip the soil? AND/OR - Apply gypsum to the soil? AND/OR - Fill with soil? AND - Level out to match the immediate surrounding area? 	<p>Yes Yes Yes Yes</p>	<p>No No No No</p>	<p>Diary/Maintenance Records</p>
<p>G. Did you grow a forage crop or pasture in the paddocks before commencement of a pig phase?</p>	<p>Yes</p>	<p>No</p>	<p>Diary/Piggery Map/Plan</p>

20 A continuous vegetative buffer strip ideally consisting of a runner developing, no-clump forming grass species at least 10 m wide immediately down slope of the entire paddock area.

21 If a terminal pond is used it needs to be sized and located to catch the first 12 mm of runoff from the piggery paddocks and other land within the same local catchment.

Module 7: Transport Standards

Standard 7.1 Pre-transport Selection and Preparation of Pigs	Systems are in place to ensure that pigs are selected and transported in accordance with requirements on the PigPass, and relevant animal welfare, transport and biosecurity procedures, and legislation.
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<p>A. Are all pigs checked to ensure that they are 'fit to transport' before being loaded for transport?</p> <p>Pigs must be:</p> <ul style="list-style-type: none"> – Able to walk on their own by bearing weight on all legs. – Not severely emaciated. – Not visibly dehydrated. – Not showing signs of severe injury or distress. – Not suffering from conditions that are likely to cause increased pain or distress. – Not blind in both eyes. – Not known to be, or visually assessed not to be, within two (2) weeks of parturition unless time off water or in transit to another destination is less than four (4) hours. 	Yes	No	<p>Diary/Pre-sale Check Record (Refer Section 4.3.5 and 5.1 of this manual)</p> <p>PigPass</p>
<p>B. Covered in 5.1 B.</p>			
<p>C. Do you and your staff know the pre-transport provisions for delivering pigs in your State?</p>	Yes	No	<p>Refer to national Australian Animal Welfare Standards and Guidelines, Land Transport of Livestock (Edition 1.1, 21 September 2012)</p>

Standard 7.2	Drivers and vehicles used to carry pigs follow the farm’s Biosecurity Standards (as per the on-farm Food Safety and Biosecurity Plan).
Drivers, Vehicles and Facilities	Facilities promote effective and safe handling of pigs when loading or unloading.

A. Does your piggery have designated ‘clean areas’ that drivers and other transport personnel do not enter, in order to minimise biosecurity risks?	Yes	No	On-farm Biosecurity Plan Biosecurity Signs Diary/Maintenance Record
B. Are vehicles cleaned and disinfected between pig consignments?	Yes	No	On-farm Biosecurity Plan Diary/Transport Company Records
C. Do you or your staff handle and assemble the pigs with care when loading and/or unloading to minimise stress?			Diary ProHand Pig Handling Training Course ²²
– Do you use electric prodders only as a last means of controlling the pigs?	Yes	No	
– If yes, on what size pigs?	Yes	No	Live weight:
D. Are loading facilities, unloading facilities, and farm roads designed and maintained to facilitate safe loading and delivery of pigs and safety for operators?	Yes	No	Diary/Maintenance Records/Piggery Map/Plan/CAR

Standard 7.3	Pig transport arrangements comply with the requirements of the current version of the <i>Australian Animal Welfare Standards and Guidelines, Land Transport of Livestock</i>, Edition 1.1, 21 September 2012.
Compliance with Pig Transport Code	

A. Are the times that pigs were removed from feed and water prior to transport recorded?	Yes	No	Diary PigPass
– Are they consistent with the times outlined in the Pig Transport Code?	Yes	No	
B. Are truck loading densities recorded?	Yes	No	Diary
– Are they consistent with the densities outlined in the Pig Transport Code?	Yes	No	
C. Are deliveries planned, scheduled and conducted to minimise delays and protect pigs from sunburn and/or extreme weather conditions in transit?	Yes	No	Diary

²² Contact APIQM on 1800 789 099 for information on ProHand training.

Option A: Gestation Stall Free (GSF) Verification

The Australian pork industry is moving voluntarily and swiftly to a gestation stall-free production system, whereby the sows are not individually confined for at least 90 per cent of their pregnancies, as outlined in the APL GSF definition.

The process for verification of a producer's compliance to GSF is outlined in the APIQ[✓]® Implementation Manual and the APIQ[✓]® Reference Manual.

Free Range and Outdoor Bred, Raised Indoors on Straw systems automatically qualify for GSF verification.

Other producers can apply for GSF Verification by becoming APIQ[✓]® Certified and being verified by the APIQ[✓]® auditor as meeting the following Standard.

Standard GSF 1.1	The piggery production system complies with the APL Definition for Gestation Stall Free (GSF) and APIQ[✓]® Standards and Performance Indicators for GSF production.
Gestation Stall Free	

<p>A. Are sows and gilts kept in loose housing from at least five (5) days after service until one (1) week before farrowing only, where service refers to the last mating?</p> <ul style="list-style-type: none"> – Do sows and gilts kept in loose housing have freedom of movement i.e. can they turn around and extend their limbs freely? – Do space allowances for sows and gilts meet the requirements of the <i>Model Code of Practice for the Welfare of Animals - Pigs</i>? – Do you use free access pens or electric sow feeding systems, which contain individual feeders, but allow individual pigs to go in and out at will? 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p> <p>No</p> <p>No</p>	<p>Sow/Herd/Mating Records</p> <p>Piggery Map/Plan</p> <p>Piggery Map/Plan</p> <p>Piggery Map/Plan</p>
<p>B. Do you:</p> <ul style="list-style-type: none"> – Use Hospital or Special Care stalls to temporarily confine sick or injured pigs under veterinary advice or under special care by a competent stockperson? – Confine pigs in feeding stalls for up to three (3) hours in one (1) day for feeding or husbandry reasons, vaccinations, or pregnancy testing? 	<p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p>	<p>Piggery Map/Plan/SOPs/Vet Report/HHP</p>

<p>C. Do you keep records for any sow or gilt²⁰ temporarily confined showing details as to why the pig(s) were confined and the duration of confinement?</p>	Yes	No	Vet Reports/WIs/Diary
<p>– Do your SOPs/WIs describe confinement practices?</p>	Yes	No	SOPs/WIs

²⁰ A gilt is a female pig which has been purchased or selected for breeding purposes.

Option B: Customer Specification Verification for Coles Supermarkets Australia Pty Ltd (CSC)

CSC has been designed and incorporated in APIQ[✓]®:

- So producers supplying to Coles have a single Compliance Audit annually conducted by an APIQ[✓]® registered auditor.
- To allow all producers the opportunity to supply pigs to Coles by complying with APIQ[✓]® Standards including CSC.

Standard CSC 1.1	Performance Indicators for pen space and housing are met for all pigs.
Stocking Density	

A. Are the pens for sows and gilts large enough for the pigs to turn around in, lie down, and fully extend their limbs?	Yes	No	Piggery Map/Plan
– Are the pens a minimum of 3.6 m ² excluding drains but including the slats?	Yes	No	Piggery Map/Plan
– Is there a minimum lying area of 1.5 m ² in group housing for the sows and gilts?	Yes	No	Piggery Map/Plan
B. Are the feeding and mating stations large enough so that the sows or gilts are not simultaneously touching the sides or ends?	Yes	No	Piggery Map/Plan
C. Are the pen sizes for the weaner, grower, and finisher pigs as per Table 3 below: Coles Minimum Space Requirements (m ² per pig & m ² Deep Litter per pig) for weaners, growers, and finishers. – Note: The minimum floor space requirements for weaners, growers, and finishers is calculated as sq m per pig = live weight to the power of 0.67 x 0.0315 ²³	Yes	No	Piggery Map/Plan
D. Do Hospital Pens allow for an extra 150 percent than what is specified in Table 3?	Yes	No	Piggery Map/Plan
E. Are boars kept in stalls?	Yes	No	Piggery Map/Plan
– Are individual boar pens a minimum of 6 m ² /boar?	Yes	No	Piggery Map/Plan
– Are the group housing pens for boars a minimum of 3.6 m ² /boar?	Yes	No	Piggery Map/Plan

²³ Example: A 70 kg pig to the power of 0.67 x 0.0315 = 0.54 sq m per pig minimum available floor space area. The calculation is based on the average weight of pigs in the group.

Standard CSC 1.2	Performance Indicators for husbandry practices are implemented and maintained on-farm.		
Husbandry Practices			

<p>A. Are sows and gilts confined in stalls at any stage?</p> <p>– Do you use farrowing crates?</p>	<p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p>	<p>Stalls are not permitted</p> <p>WI/SOPs/State methods of accommodation:</p>
<p>B. How many days are sows and gilts that are mated in individual pens kept in the pens?</p> <p>– Are sows or gilts mated in individual stations not confined for longer than 24 hours?</p>	<p>Yes</p>	<p>No</p>	<p>WI/SOPs/State methods of accommodation:</p>
<p>C. Is nose ringing conducted?</p>	<p>Yes</p>	<p>No</p>	<p>SOPs/WIs</p>
<p>D. Is teeth clipping or grinding a routine husbandry practice?</p> <p>Note: Teeth clipping or grinding may only be performed when deemed necessary and prescribed by your vet.</p>	<p>Yes</p>	<p>No</p>	<p>SOPs/WIs/Vet Report</p>
<p>E. Is tusk trimming undertaken by a veterinarian or a trained person?</p>	<p>Yes</p>	<p>No</p>	<p>SOPs/WIs/Vet Report</p>
<p>F. Is castration practised on-farm?</p> <p>– If yes, is castration deemed necessary by a veterinarian?</p> <p>– Is castration carried out under anaesthesia?</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p> <p>No</p>	<p>SOPs/WIs</p> <p>Vet Report</p>
<p>G. Is tail docking practised?</p> <p>– If yes, is tail docking deemed necessary by a veterinarian and carried out by a veterinarian or trained person when the pig is under seven (7) days of age?</p>	<p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p>	<p>SOPs/WIs/Vet Report</p>
<p>H. Do you wean the piglets at no less than 18 days old with a minimum weaning age of 21 days or more?</p>	<p>Yes</p>	<p>No</p>	<p>SOPs/WIs/Weaning Record/Diary</p>
<p>I. Have you completed the Coles Six (6) Monthly Health and Welfare Report?</p> <p>– Has your vet signed the reports and are they available for verification at your next Compliance Audit?</p>	<p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p>	<p>SOPs/WIs/Farm Records/Diary</p>

Standard CSC 1.3 Antibiotics, Growth Promotant and Hormone Use	Pigs are not given Growth Promotants, Hormones and/or Antibiotics unless prescribed by a veterinarian.
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A. Do you administer the following to your pigs?	Yes	No	SOPs/WIs/Vet Report/AML/Medication Records/Diary
– Hormone Growth Promotants	Yes	No	
– Porcine Somatotropin (pST)	Yes	No	
– Ractopamine	Yes	No	
– Boar Taint Vaccine	Yes	No	
– Antibiotics that suppress subclinical disease (unless prescribed by a veterinarian and included in the farm medications list)	Yes	No	

Standard CSC 1.4 Bedding and Enrichment	Bedding and/or enrichment must be provided, as outlined in the Performance Indicators.
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A. Is manipulable or rootable material provided for all breeding pigs ²⁴ for, as a minimum, part of the breeding cycle?	Yes	No	CVD/VD/SOPs/WIs/Diary
Note: This requirement is:			
– Mandatory for new facilities.			
– Preferred for existing facilities being refitted.			
– Required by all facilities by 2020.			

Date completed:	By whom:
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²⁴ Breeding pigs includes sows, boars and gilts

Table 3: Coles Minimum Space Requirements (m² per pig & m² Deep Litter per pig) for weaners, growers and finishers²⁵

LW (kg)	m ² /pig	m ² /DL pig	LW (kg)	m ² /pig	m ² /DL pig	LW (kg)	m ² /pig	m ² /DL pig	LW (kg)	m ² /pig	m ² /DL pig	LW (kg)	m ² /pig	m ² /DL pig
1	0.03	0.04	25	0.27	0.35	49	0.43	0.56	73	0.56	0.73	97	0.68	0.88
2	0.05	0.07	26	0.28	0.36	50	0.43	0.56	74	0.56	0.73	98	0.68	0.88
3	0.07	0.09	27	0.29	0.37	51	0.44	0.57	75	0.57	0.74	99	0.68	0.89
4	0.08	0.10	28	0.29	0.38	52	0.44	0.58	76	0.57	0.75	100	0.69	0.90
5	0.09	0.12	29	0.30	0.39	53	0.45	0.59	77	0.58	0.75	101	0.69	0.90
6	0.10	0.14	30	0.31	0.40	54	0.46	0.59	78	0.58	0.76	102	0.70	0.91
7	0.12	0.15	31	0.31	0.41	55	0.46	0.60	79	0.59	0.77	103	0.70	0.91
8	0.13	0.16	32	0.32	0.42	56	0.47	0.61	80	0.59	0.77	104	0.71	0.92
9	0.14	0.18	33	0.33	0.43	57	0.47	0.61	81	0.60	0.78	105	0.71	0.93
10	0.15	0.19	34	0.33	0.43	58	0.48	0.62	82	0.60	0.78	106	0.72	0.93
11	0.16	0.20	35	0.34	0.44	59	0.48	0.63	83	0.61	0.79	107	0.72	0.94
12	0.17	0.22	36	0.35	0.45	60	0.49	0.64	84	0.61	0.80	108	0.73	0.94
13	0.18	0.23	37	0.35	0.46	61	0.49	0.64	85	0.62	0.80	109	0.73	0.95
14	0.18	0.24	38	0.36	0.47	62	0.50	0.65	86	0.62	0.81	110	0.73	0.95
15	0.19	0.25	39	0.37	0.48	63	0.51	0.66	87	0.63	0.82	111	0.74	0.96
16	0.20	0.26	40	0.37	0.48	64	0.51	0.66	88	0.63	0.82	112	0.74	0.97
17	0.21	0.27	41	0.38	0.49	65	0.52	0.67	89	0.64	0.83	113	0.75	0.97
18	0.22	0.28	42	0.39	0.50	66	0.52	0.68	90	0.64	0.83	114	0.75	0.98
19	0.23	0.29	43	0.39	0.51	67	0.53	0.69	91	0.65	0.84	115	0.76	0.98
20	0.23	0.30	44	0.40	0.52	68	0.53	0.69	92	0.65	0.85	116	0.76	0.99
21	0.24	0.31	45	0.40	0.52	69	0.54	0.70	93	0.66	0.85	117	0.77	1.00
22	0.25	0.32	46	0.41	0.53	70	0.54	0.71	94	0.66	0.86	118	0.77	1.00
23	0.26	0.33	47	0.42	0.54	71	0.55	0.71	95	0.67	0.87	119	0.77	1.01
24	0.26	0.34	48	0.42	0.55	72	0.55	0.72	96	0.67	0.87	120	0.78	1.01

²⁵ Note: This Table follows the same format as Table 5, Appendix 3 of the *Model Code of Practice for the Welfare of Animals – Pigs* but is calculated using the formula sq. m per pig = live weight to the power of 0.67 x 0.0315 which gives a larger space requirement for CS 6 compliance than specified in the *Model Code of Practice for the Welfare of Animals – Pigs* and adds 30 percent in column DL (Deep Litter) used to evaluate compliance with CSC 1.1 C.

4.0 APIQ[✓][®] PIGGERY MANAGEMENT MANUAL RESOURCES

4.1 PIGCARE REFERENCE INFORMATION

PigCare is an animal welfare assessment system. It is a standalone animal welfare assessment tool designed as a day-to-day management aid that a stockperson or herd manager can use in assessing pig welfare. *PigCare* is not a mandatory component of APIQ[✓][®] and its use is voluntary. *PigCare* Reference Tables also include a condition scoring guide and space allowance tables for different classes of pigs. You can access the *PigCare* Reference Tables on the APIQ[✓][®] website (www.apiq.com.au) by selecting the APIQ[✓][®] Information Tab and selecting Manuals.

4.2 MANUALS and GUIDES

We also have a range of APIQ[✓][®] manuals and guides available on the APIQ[✓][®] website, under the APIQ[✓][®] Information/Manuals Tab. A list of the available manuals and guides, and their purpose is listed below.

Table 4: APIQ[✓][®] Manual and Guides

APIQ [✓] [®] Standards Manual	The APIQ [✓] [®] Standards are presented in six (6) modules, each with defined outcomes and Performance Indicators.
APIQ [✓] [®] Implementation Manual	This manual is to assist Large Holders to implement APIQ [✓] [®] on-farm.
APIQ [✓] [®] Small Holder Manual	Guidelines to help Small Holders implement APIQ [✓] [®] on-farm.
APIQ [✓] [®] Reference Manual	Includes practical background information on on-farm practices and guidelines to ensure compliance to APIQ [✓] [®] .
APIQ [✓] [®] Compliance Guide ²⁶	A guide to APIQ [✓] [®] compliance for producers and auditors.
APIQ [✓] [®] Auditor Guide	The <i>Auditor Guide</i> includes the Audit Checklist for use by auditors to complete the Compliance Audit report. It provides training and guidance to auditors on the conducting of Compliance Audits, the Standards and compliance options for producers.
APIQ [✓] [®] Pig Management Diary	This is a specialist diary record keeping system specifically designed for use by Small Holders to enable them to meet the record-keeping requirements of APIQ [✓] [®] .
<i>PigCare</i> Reference Tables	<i>PigCare</i> Reference Tables are available to assist producers to comply with Module 4 (<i>PigCare</i> Reference Tables) of the APIQ [✓] [®] Audit Checklist.

²⁶ This Guide now includes the content of the previous two publications from APIQ[✓][®] Version 3 – the APIQ[✓][®] *Free Range and Outdoor Bred Guide for Producers and Auditors* and the *Customer Specification Module 6 Verification Guide* (guide to compliance with Coles Standards).

4.3 TEMPLATES FOR SMALL HOLDER MANUAL

You can:

1. Create your own templates and records.
2. Use and modify the example APIQ✓® Templates, SOPs, WIs, and Records available on the APIQ✓® website²⁷.
3. Use your existing documents, provided they meet the APIQ✓® Standards and can be audited by an APIQ✓® registered auditor.
4. Use a combination of the above.

Templates, SOPs, and Records can be downloaded from the APIQ✓® website www.apiq.com.au under the APIQ Information Tab/Resources, or can be requested from APIQM by emailing apiq@australianpork.com.au or phoning 1800 789 099.

If you use the Example templates, you must revise them so they accurately outline your piggery processes, practices, and procedures.

4.3.1 Table 5: Example Templates Available Online²⁵

Template Name
Standard Operating Procedure (SOP) Template
Standard Operating Procedure (SOP) Index.
Organisation Structure and QA Responsibilities
Farm Inputs and Incoming Raw Materials
Cover Page
Product Description and Farm Outputs
Table of Contents
Food Safety and Biosecurity Plan
Piggery Map/Plan
Piggery Operation Overview
Property Description
Quality Policy Statement
Herd Health Plan/Checklist
Food Safety and Biosecurity Risk Template
Soil Analysis Request Form
Soil Results Interpretation Form

²⁷ www.apiq.com.au.

4.3.2 Table 6: Example SOPs available online

SOP No.	Title
1	General Operations – Facilities Management
2	General Operations – Husbandry Procedure
3	Staff Competency Procedure
4	Herd Health Procedure
5	Medication Chemical Procedure
6	Feed and Water System Procedure
7	New Stock and Semen Procedure
8	Presale and Transport Procedure
9	Elective Husbandry and Minor Surgical Procedures
10	Euthanasia
11	Biosecurity Procedure
12	Pest Control Procedure
13	Internal Audit Procedure and Document Control
14	Corrective Action Procedure
15	Producing Free Range Pigs
16	Outdoor Land Management Practices
17	Outdoor Bred, Raised Indoors on Straw Production
18	Outdoor Bed, Raised Indoors on Straw - Growing and Finishing Production
19	Gestation Stall Free
20	APIQ [✓] ® Customer Specification – Coles (CSC)

4.3.3 Table 7: Example Records available online

Record No.	Title
1	Medication Record
2	Approved Medication and Chemical List
3	In-Feed Medication
4	Feed Order Record
5	Feed Mixing Record
6	Retained Foreign Object Record
7	Presale and Transport Record (Refer Section 4.3.5)
8	Piggery Maintenance Record
9	Rodent Pest Control Record
10	Staff Training Competency Record
11	Vendor Declaration for Grain
12	Visitor Record
13	Mortality Record
14	Document Amendment List
15	Corrective Action Request
16	Food Safety and Biosecurity Plan Monitoring Record
17	Personnel Biosecurity Declaration (Refer Section 4.3.4)
18	Environmental Compliance Declaration (Refer Section 4.3.6)

4.3.4 PERSONNEL BIOSECURITY DECLARATION

If you have staff, Standard 4.1 B requires them to sign a Personnel Biosecurity Declaration. It's a Declaration or a Statement of Agreement between you and your employees listing the biosecurity controls you've agreed to. Here's an example Declaration. You can use this one or create your own.

PERSONNEL BIOSECURITY DECLARATION (EXAMPLE ONLY)

I, hereby agree to abide by **MY EMPLOYER'S biosecurity** rules and standards.

I understand that the following biosecurity rules/standards apply at all times:

1. No pigs are to be kept at my place of residence.
2. No avian species are to be kept at my place of residence, such as no poultry or birds of any type (for example, ostriches, aviary birds or racing pigeons).
3. If any exemptions to 1 and 2 are approved by my employer, I must shower and change clothes before entering the production area of the piggery.
4. No untreated pig or poultry manure from other properties is to be used at my place of residence.
5. No member of my household is to work in any area where contact can be made with pigs or poultry. For example, on other piggeries, properties with pigs or poultry farms, unless I shower and change clothes before commencing work.
6. I will not visit pig abattoirs, commercial piggeries, properties with pigs, poultry farms or shows exhibiting pigs or poultry unless approved by my employer and appropriate biosecurity measures are taken.

Signature Date

Residential Address

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PERSONNEL BIOSECURITY DECLARATION

I, hereby agree to abide **my employer's**
biosecurity rules and standards.

I understand that the following biosecurity rules/standards apply at all times:

- 1.
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- 2.
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- 3.
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- 4.
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- 5.
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- 6.
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Signature Date

Residential Address

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4.3.5 PRESALE AND TRANSPORT CHECK RECORD

You can use the following sample record or create your own Presale Transport Record to ensure that only fit pigs are delivered. The PigPass also serves as a checklist and record. Refer to Section 5.1 for more information on pigs that are fit to transport.

APIQ[✓]® PRESALE AND TRANSPORT CHECK RECORD	
Name of person completing checks:	Date:
Presale check	Circle correct answer Y/N and add comments if needed
Treatment records (including mating records for culled AI sows) checked and pigs cleared for sale?	Y/N
Abattoir notified of retained foreign bodies or needles?	Y/N
Pig Identified and noted on PPNVD?	Y/N
Holding pens and loading facilities in good condition?	Y/N
Ante-mortem inspection conducted? (Are all sale pigs fit and healthy state for transport?)	Y/N
Are suspect pigs (i.e. possibly not fit to load) identified and approved for delivery by a vet and reported to the abattoir if delivered?	Y/N
Do all pigs have legible tattoo/brands?	Y/N

APIQ[✓]® PRESALE AND TRANSPORT CHECK RECORD – continued

Pre-transport check	
Truck in clean and well-maintained condition?	Y/N
Non-slip flooring?	Y/N
Climatic conditions suitable for pig transport?	Y/N
Prodders are not used, except as a last resort by trained operators on pigs over 60 kgs?	Y/N
Dogs muzzled or controlled correctly?	Y/N
Vehicle stocking rates meet industry standards?	Y/N
Pigs significantly different in weight separated?	Y/N
Pigs hosed after loading (if temperatures exceed 30°C)?	Y/N
Bedding provided for small pigs?	Y/N
Cover/shade is provided if trucked on sunny days?	Y/N
Is the last time pigs were fed and watered recorded on the PPNVD?	Y/N
In-transit instructions for driver	
Pigs to be checked in transit for welfare issues	
<ul style="list-style-type: none"> • Water and feed provided if required • Adequate cooling available? 	Y/N Y/N

4.3.6 APIQ[✓]® ENVIRONMENTAL COMPLIANCE DECLARATION

To obtain APIQ[✓]® Certification as a Smallholder, you must sign an Environmental Compliance Declaration. It's a Declaration stating that your piggery complies with all applicable environmental legislation. The reason this is mandatory for Smallholders is to help you assure your APIQ[✓]® auditor that your piggery complies with this aspect of the APIQ[✓]® Standards, when many Smallholder piggeries will not have other documented evidence of compliance. It is your responsibility to know what the legal environmental compliance requirements are for a piggery of your type in your particular location. Here's an example Declaration. You can use this one or create your own.

ENVIRONMENTAL COMPLIANCE DECLARATION (EXAMPLE ONLY)

I, hereby declare that my piggery meets all environmental legal requirements that are applicable to my piggery type and location.

Signature Date

Piggery Address

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5.0 REFERENCE INFORMATION

5.1 ENSURING PIGS ARE FIT FOR TRANSPORT AND SLAUGHTER

Pigs must be assessed as fit for the intended journey at every loading. They must be:

- Able to walk on their own by bearing weight on all legs.
- Not severely emaciated.
- Not visibly dehydrated.
- Not showing visible signs of severe injury or distress.
- Not suffering from conditions that are likely to cause increased pain or distress.
- Not blind in both eyes.
- Not known to be, or visually assessed not to be, within two (2) weeks of parturition, unless time off water or in transit to another destination is less than four (4) hours.

These pigs are suitable for routine transport:	<ul style="list-style-type: none"> • Small hernias—if less than the size of a football and no sign of infection or gangrene. • Small abscesses. • Mange—usually only noticed after slaughter. • Swollen hocks. • Runts in good condition. • Fresh minor injuries. • Sore feet — due to recent injury or infection. • Fresh rectal prolapses. • Fresh tail bites.
Treat and hold on-farm until cured or WHP is complete:	<ul style="list-style-type: none"> • Erysipelas (diamond skin) and other severe skin problems. • Fever (dull, breathing heavily, diarrhoea). • Severe tail bite (stump infected or completely bitten off leaving an open wound). • Arthritis/foot abscess/ulcerated/crippled limb (pig still in reasonable condition and able to walk). • Injuries, abscesses.

Humanely destroy on-farm:	<ul style="list-style-type: none"> • Pigs that cannot walk unassisted (even where there is no visible cause). • Severe lesions/cruelty cases (such as extensive wounds, severe arthritis). • Pigs that are unlikely to recover. • Emaciation. • Polyarthritis/pressure sores, if emaciated. • Pot belly. • Fractures, split pelvis, dislocations. • Uterine prolapse. • Untreatable rectal prolapses. • Severe tail bite where pigs are unlikely to recover.
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5.2 MEETING PIGPASS REQUIREMENTS REGARDING FEED AND CVDs

PigPass and Pig Feed Purchasing Practices

PigPass version 7, Part B, Question 5 asks: *“Were all feed inputs provided to the pigs in this consignment prepared under an Approved QA program or purchased with a CVD, and if ‘YES’ name of program”.*

APIQ[✓]® is not an Approved feed QA program so you can’t say ‘Yes’ if you only have APIQ[✓]® Certification. You can say ‘Yes’ if you buy all your feed from a supplier/suppliers who are certified by Feed Safe or another feed QA program.

To verify this, when buying pig feed or feed ingredients, obtain a signed Commodity Vendor Declaration (CVD) from each supplier. The CVD states whether WHPs and ESIs apply for any chemical treatments applied to the feed or feed ingredients. This applies to proprietary feed as well as grains and feed ingredients bought directly from a producer or merchant. Chemical treatments applied to feed might include grain protectants and insecticides used during storage, or herbicides and pesticides used during crop production.

Note: Residues of concern to various pork markets are listed on the PPNVD or go to the PigPass website www.pigpass.com.au.

Growing Stockfeed/Grain

If you grow your own grain, ensure that the WHPs of all chemicals applied to the grain are observed before it is fed to pigs. APIQM strongly encourages you to seek accreditation with grain QA programs such as GrainCare and that you keep current records of all chemicals used in grain production.

5.3 BIOSECURITY

5.3.1 THE NATIONAL PORK INDUSTRY BIOSECURITY CODE AND AUSVETPLAN

Exotic diseases are infectious diseases that do not occur in Australia.

Australia has a number of controls in place to reduce the risk of exotic animal diseases, which fall within the broad scope of a system known as AUSVETPLAN. As part of this system, the Australian Pork Industry has developed a *National Farm Biosecurity Manual for Pork Production (version 2.1)* Code that summarises key steps pig producers should take to minimise risks of unwanted diseases entering farms and spreading from farm to farm.

Pigs are 'high risk' animals for bringing in exotic diseases through the feeding of prohibited substances (swill) that contain exotic viruses. The exotic diseases most likely to be introduced into Australia through illegal swill feeding are Foot and Mouth Disease (FMD) and Classical Swine Fever (CSF).

The following section summarises key points to control this risk.

5.3.2 KEEPING DISEASES OUT

Pig producers play an important role in preventing the introduction and spread of exotic diseases. It is important that you:

1. Know what swill is.
2. Don't feed swill to pigs.
3. Can recognise signs of FMD and CSF.
4. Report any unusual or suspect disease signs.

Step 1: Know What Swill Is

All meat products (including pies, sausage rolls, bacon and cheese rolls, pizza, deli meats, table scraps, and restaurant waste) are classified as 'swill'. It is illegal to feed pigs swill or anything that has been in contact with swill (such as meat trays and take-away food containers).

Step 2: Don't Feed Swill to Pigs

You **must not** feed pigs meat, meat products, or anything that has been in contact with meat. These restrictions apply to all pigs, including pet pigs. It is also illegal to allow pigs to feed on carcasses. Pigs that feed on carcasses are at risk of contracting Anthrax and *Salmonella*, which are contagious to humans.

Step 3: Be Able to Recognise Signs of FMD and CSF

Foot and Mouth Disease

Clinical signs of FMD include fever and fluid-filled blisters (vesicles). Affected animals will salivate excessively and will most likely be lame. The skin covering the feet and the gums will have fluid-filled blisters and ulcers. These vesicles can form on the snout, nose, inside the mouth, on the tongue, at the top of the feet, between the claws of the feet and on the heel bulb. Vesicles may be seen on teats, shoulders, and hocks.

Classical Swine Fever

CSF last occurred in Australia in 1961 before it was eradicated. It was thought to be introduced in Australia through the feeding of prohibited substances to pigs. Severe cases can present as reluctance to rise, conjunctivitis, arched backs, drooping heads or tails, loss of appetite, fever, constipation followed by diarrhoea, discoloration of the extremities, and nervous signs including a staggering gait. Many affected pigs die after being sick for one (1) to two (2) weeks. Less severe cases may show wasting and diarrhoea. Reproductive problems may also be noticed.

Step 4: Report Any Unusual or Suspect Disease Signs to the Disease Watch Hotline.

It is a legal requirement that you report any unusual or suspect exotic disease signs to your veterinarian, State government livestock agency, or the Disease Watch Hotline (Telephone 1800 675 888). Key signs of an exotic disease include:

- Blisters or vesicles on animals' snout or feet.
- Unusually high number of lame animals.
- Unusually high number of sick animals.
- Unusually high number of deaths.
- Unusually high number of animals with fevers (39–410C).
- Unusually high number of animals not eating.
- Unusually high number of animals that do not want to get up.
- Discoloration of the ears, belly, rump, legs or tail.

Need More Information?

For more information on keeping exotic diseases out of Australia, contact your State government industry representative and review the video *Biosecurity at Your Piggery – Keep Diseases Out* (APL, 2005), on YouTube.

5.4 MAINTAINING ANIMAL WELFARE

5.4.1 THE MODEL CODE OF PRACTICE FOR THE WELFARE OF ANIMALS – PIGS

The *Model Code of Practice for the Welfare of Animals – Pigs* is the basis of the APIQ[✓]® Animal Welfare Standards and covers the requirements under law to meet the basic welfare needs of pigs and the responsibilities of individuals managing pigs. Every State and Territory of Australia has its own legislation regarding animal welfare and, as of 2009, the *Model Code of Practice for the Welfare of Animals – Pigs* Standards formed the basis of the State/Territory regulations.

For producers who are part of an approved QA program, this may be used as part of a defence against any potential animal cruelty allegations.

Copies of the *Model Code of Practice for the Welfare of Animals – Pigs* can be obtained through the CSIRO on www.publish.csiro.au/pid/5698.htm.

5.4.2 STOCKPERSON COMPETENCE

It is a legal requirement that persons caring for pigs be 'suitably qualified' or are under the direct supervision of a 'suitably qualified' person. The definition of 'suitably qualified' varies among States and APIQ[✓]® Certification requires individuals to meet the requirements of their respective State.

The **industry** defines that a person is a suitably qualified person if they:

- A. Are a veterinary practitioner; OR
 - B. Hold a Certificate III in Agriculture (Pig Production) or an equivalent qualification; OR
 - C. Have been assessed by a Registered Training Organisation (RTO) to have successfully completed units of competence within the Rural Production Training Package in relation to working in pork production, which include units of competence in at least the following areas:
 - i. Moving and handling pigs.
 - ii. Caring for health and welfare of pigs.
 - iii. Complying with industry animal welfare requirements.
 - iv. Administering medication to livestock.
 - v. Euthanising livestock.
- OR
- D. Have, for a period of at least 12 months, cared for pigs in a commercial pig establishment and had on-the-job training and experience in at least the following areas:
 - i. Moving and handling pigs.
 - ii. Inspecting and assessing the health and wellbeing of pigs.
 - iii. Carrying out vaccinations, health treatments, and the elective husbandry procedures.
 - iv. Humane destruction of pigs suffering an incurable disease, untreatable injury, or painful deformity.
 - v. Maintaining records of inspections and assessments of pigs.

It is expected that all staff working in the piggery will also be competent in their particular roles where those roles do not involve direct contact with the pigs but are involved in supporting services (such as driving, feed milling etc).

5.4.3 STOCKPERSON TRAINING – WHAT DO YOU NEED TO DO TO BE COMPLIANT?

APL, in consultation with producers, RTOs, and other key stakeholders, has developed Recognition of Prior Learning (RPL) and Competency Certification for stockpersons in the pork industry.

The competence of stockpersons is one (1) of the main requirements of the *Model Code of Practice for the Welfare of Animals – Pigs*²⁸. The Standards have formed the basis of the new State regulations for pig welfare, which will effectively make the Standards law. Under the *Model Code of Practice for the Welfare of Animals – Pigs* (and associated regulations), from March 2011 onwards piggery stockpersons will be required to be able to prove that they are competent to perform their role of caring for pigs. The *Model Code of Practice for the Welfare of Animals – Pigs* is available at www.publish.csiro.au/nid/22/pid/5698.htm.

While the majority of our producers and their staff are competent in their role, many of them have not had formal training and do not have Certification. Obtaining RPL and/or providing access to further training are reliable options. Obtaining Certification for piggery workers should also function to raise the profile of the pork industry as a profession and increase job satisfaction for people already working in the industry.

As an industry, (in consultation with stakeholders and government regulators), APL has determined that a stockperson is considered “suitably qualified” if they meet one (1) or more of the following criteria.

The criteria include:

- A. Is a veterinarian.
- B. Holds a Certificate III in Agriculture (Pork Production) or equivalent.
- C. Has completed the stockperson skill set or has been assessed by an RTO to have completed units of competence (either through training or RPL) in at least the following areas
 - Moving and handle pigs.
 - Caring for the health and welfare of pigs.
 - Complying with industry animal welfare requirements; AND
 - Administering medication to livestock.

Note: APL also recommends that stockpersons undertake the Euthanasia Module, but this is not compulsory.

- D. Has 12 months experience caring for pigs in a commercial establishment²⁹ and must have had on-the-job training and experience in at least the following areas:
 - Moving and handling pigs.
 - Inspecting and assessing the health and wellbeing of pigs.
 - Carrying out vaccinations, health treatments, and elective husbandry procedures.
 - Humane destruction of pigs suffering an incurable disease, untreatable injury, or painful deformity; AND
 - Maintaining records of inspections and assessments of pigs.

This can be proven through either RPL or through appropriate farm records, such as QA records, which show that the stockperson has carried out these tasks.

²⁸ Producers should contact their local State authorities to confirm requirements in their State as they do change from time to time. Producers are required to meet the minimum requirements in their State.

²⁹ **Note:** That in SA, this must be on a QA accredited farm.

5.4.4 FREQUENTLY ASKED QUESTIONS

Below are the answers to some frequently asked questions relating to stockperson competency regulations in New South Wales. Contact your State government agriculture agency for information on legislation in your State.

Does the Model Code of Practice for the Welfare of Animals – Pigs cover pet pigs?

The *Model Code of Practice for the Welfare of Animals – Pigs* covers pet pigs if they are being bred for sale. If not being bred for sale, the welfare of pet pigs is covered by the general provisions of the *Prevention of Cruelty to Animals Act 1979* and the *Prevention of Cruelty to Animals (General) Regulation 2006*.

Does the Model Code of Practice for the Welfare of Animals – Pigs cover pigs bred and raised for personal consumption?

The *Model Code of Practice for the Welfare of Animals – Pigs* does not cover pigs being raised for personal consumption. The welfare of pigs being bred and raised for personal consumption is covered by the general provisions of the *Prevention of Cruelty to Animals Act 1979* and the *Prevention of Cruelty to Animals (General) Regulation 2006*.

If I had 12 months' pig experience 30 years ago, do I qualify as 'suitably qualified'?

Yes, providing the 12 months' experience included on-the-job-training and you can provide evidence (for example references) in the following areas:

- i. Moving and handling pigs.
- ii. Inspecting and assessing the health and wellbeing of pigs.
- iii. Carrying out vaccinations, health treatments and elective husbandry procedures.
- iv. Humane destruction of pigs.

However, the *Model Code of Practice for the Welfare of Animals – Pigs* states '*Pigs must be cared for by personnel who are skilled in pig husbandry and are competent to maintain the health and welfare of the animals in accordance with the standards listed in this Code, or are under the direct supervision of such personnel*'. It is therefore recommended that, in this situation, you take steps to ensure that your procedures and practices are in accord with current industry standards. Go to the APL website³⁰ for more information.

If I have five (5) years' experience as an owner-operator of a commercial piggery, but have not undertaken any on-the-job training during this time, am I considered 'suitably qualified'?

To be considered 'suitably qualified', the experience must include on-the-job training in the areas listed above.

If I have five (5) years pig management experience, but have not previously performed a particular procedure (for example, castration, nose rings), do I need to undergo training and competency assessment in these particular procedures before I can implement them in a piggery?

You must be trained in the procedure. Competency assessment is optional, but it is recommended that a record of the training is kept.

³⁰ www.australianpork.com.au.

I am a beef producer and have just purchased a mixed farm which includes beef cattle, cereal cropping and an 80 sow piggery, which is being run by my wife and son following a month's instruction from the previous farm owner. We have just become aware of the *Model Code of Practice for the Welfare of Animals – Pigs*. It's really scary. We're not law-breakers. Will we be closed down?

The provisions of the *Model Code of Practice for the Welfare of Animals – Pigs* with respect to competency of staff take effect on 1 March, 2011. If you bought the farm prior to 1 March, 2010, your wife and son will meet the requirements with respect to caring for pigs in a commercial pig establishment for at least 12 months. If you bought the farm after 1 March, 2011, it is suggested that you gain training by either enrolling for a Certificate III in Agriculture (Pig Production) or by working on another farm and keeping records of training.

I'm thinking about starting a pig farm. Like everybody else, I intend to learn on the job as I build my herd, sell pigs, and buy more breeders. But the *Model Code of Practice for the Welfare of Animals – Pigs* indicates that I can't do this because I'm not qualified or competent. What do you suggest I do?

It is suggested that you gain training by either enrolling for a Certificate III in Agriculture (Pig Production) with an RTO or by working on another farm during a period of 12 months and keeping records of training.

If a producer has only employees with less than 12 months' experience, does the producer need to be available every day of the year to meet clause 4 (d), given that a daily inspection must be performed by suitably qualified person or under supervision from a suitably qualified person?

Daily inspection by a person who is not suitably qualified does not require 'direct' supervision; this means the supervisor **does not** have to be on the premises.

I am an owner/operator and I have no staff working for me. Can I ask my (non-qualified) neighbours to care for my pigs while I am away on holidays?

Your non-qualified neighbours may care for your pigs under your 'indirect' supervision, providing they do not carry out any tasks that require 'direct' supervision, such as those outlined in Standards 5.2.9 and 5.6.1 of the *Model Code of Practice for the Welfare of Animals – Pigs*.

I am a welfare-friendly pork producer with pigs grazing free range. We don't have any intensive housing and the pigs look after themselves. How does the *Model Code of Practice for the Welfare of Animals – Pigs* apply to me?

The *Model Code of Practice for the Welfare of Animals – Pigs* applies to all commercial pig establishments, including outdoor systems of pig production. These systems must still meet the provisions of the *Model Code of Practice for the Welfare of Animals – Pigs* with respect to competency of staff; the general provisions in the Standards of pig accommodation and equipment; the special requirements for certain pigs; and the clauses relating to the HHP and treatment of pigs.

What are the penalties for breaches of the *Model Code of Practice for the Welfare of Animals – Pigs*?

The penalties for breaches of the *Model Code of Practice for the Welfare of Animals – Pigs* are significant and vary from State to State. For example, in New South Wales at the time of writing this manual, there were fines of \$2,750 to \$5,500 for individuals and \$22,000 for corporations.



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