



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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APIQ✓

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) Certified¹.
- And verified as:
 - Gestation Stall Free (GSF).
 - 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 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 this Small Holder 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 this Small Holder 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** – Piggeries maintaining APIQ✓[®] Certification must have a successful annual compliance audit conducted by the independent Third Party Audit Organisation contracted by APL to conduct all audits for the industry. You will receive a reminder notice from APIQM twelve (12) weeks prior to your annual Certification expiry. Within the following four (4) weeks you will be contacted by an auditor assigned to you by AUS-MEAT Ltd to schedule your audit before your APIQ✓[®] Certification expires.

Visit the APIQ✓[®] website for detailed coverage of the steps in the audit process, or refer to the APIQ✓[®] Reference Manual. **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/book/5698.

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 Animal Welfare Standards and Guidelines website (www.animalwelfarestandards.net.au/land-transport).
- *National Environmental Guidelines for Indoor Piggeries*, (Third Edition, May 2018) 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 APIQM to arrange for your site to be referred to AUS-MEAT Ltd to have an audit scheduled. Producers with existing APIQ Certification will be notified when their annual compliance audit is due. An AUS-MEAT Ltd auditor will contact you directly to schedule your audit.
 - Contact APIQM on 1800 789 099 or email apiq@australianpork.com.au.
 - 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 have been set in a Service Agreement agreed to by the APL Board and AUS-MEAT Ltd.
- The auditor will complete an Audit Report for your site. You will be provided with a copy of this Report and, where there are corrective actions identified the auditor will provide you with a corrective action report specifying items for action. You will work with the auditor to close out the corrective actions in the time periods specified in the APIQ Certification Policies.

- AUS-MEAT Ltd will notify APIQM that an audit has been conducted and update on the status of your audit. Throughout the audit period APIQM will notify you of your Certification status (Current, Conditional, Extended, Suspended, Canceled). Decisions are governed by the APIQ✓® Certification Policies (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 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 Certification option 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.
- A recommendation regarding your Certification.

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*).

- *An Express Audit Checklist is available on the APIQ✓® website.*

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.

3.0 SMALL HOLDER PIGGERY MANAGEMENT MANUAL

In order to become APIQ[✓]® Certified you need to complete items listed in Table 1. They should be checked in your Internal 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	Biosecurity Plan	Required	
3.7	Emergency Animal Disease Contingency Plan	Required	
3.8	Work Instructions/Standard Operating Procedures	Required	
3.9	APIQ [✓] ® Checklist for Small Holders	Required	
4.3.4	Employee Biosecurity Declaration	Required	
4.3.5	Presale and Transport Check Record	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"/> Farrow to Finish	<input type="checkbox"/> Grower	<input type="checkbox"/> Contract Grower
<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 Notching	<input type="checkbox"/> Ear Tagging	<input type="checkbox"/> Surgical Castration
<input type="checkbox"/> Boar Taint Vaccination		

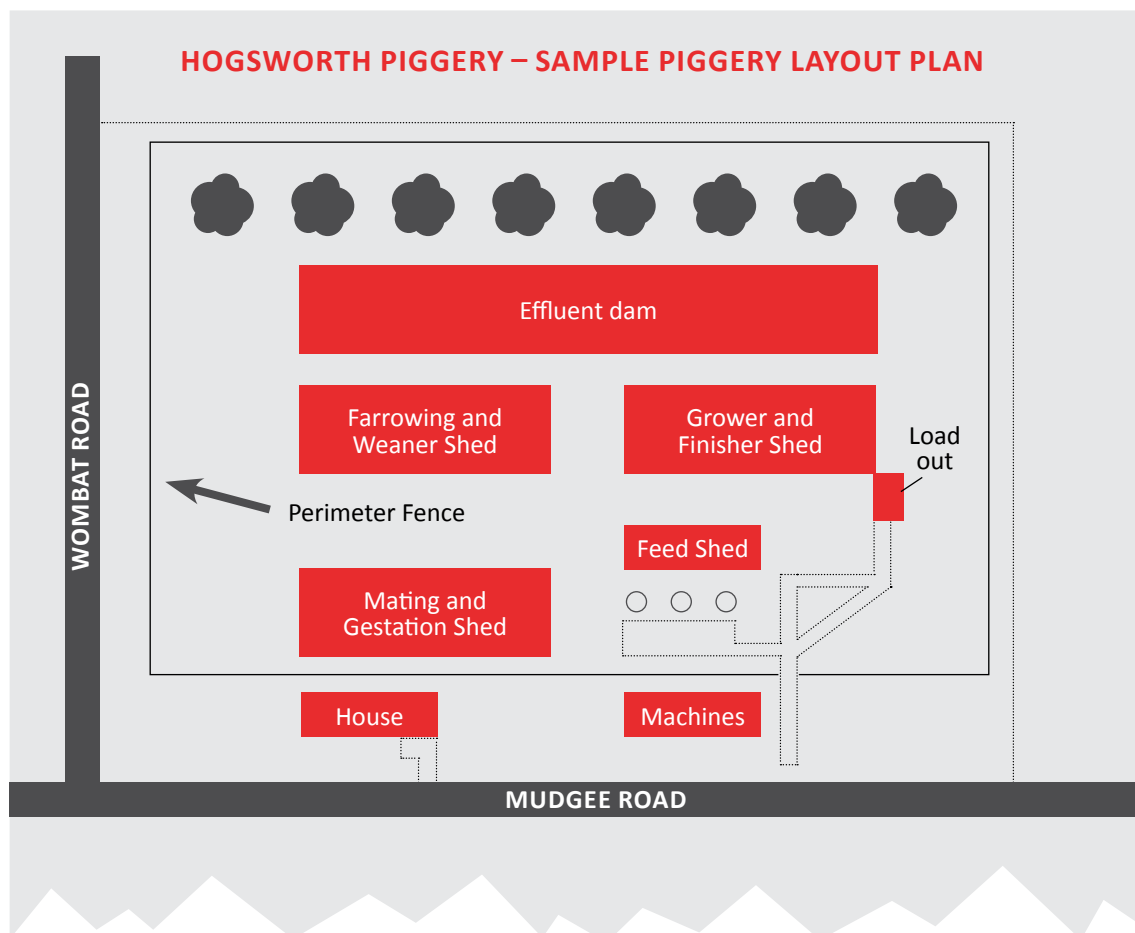
3.3 PIGGERY MAP/PLAN

Your farm Site Map/Plan must clearly show 'clean' areas where pigs live and access is restricted, and 'dirty' areas that are accessible to the outside environment. Quarantine areas should be shown, where relevant. It 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 (treatment records).
- Mortality Records.
- How you conduct euthanasia when needed.
- How you dispose of dead pigs.
- Vet Reports and Instructions.
- Breeding Records.
- Disease and emergency animal disease awareness training.

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 BIOSECURITY PLAN

APIQ[✓]® Standards require every piggery to have a Biosecurity Plan. To develop your Biosecurity Plan, you should first work through the Biosecurity Plan template provided on the APIQ[✓]® website, in consultation with your veterinarian, then document your plan on the template provided on www.apiq.com.au.

3.7 EMERGENCY ANIMAL DISEASE CONTINGENCY PLAN

APIQ[✓]® Standards require every piggery to have an Emergency Animal Disease Contingency Plan (EAD Contingency Plan). To develop your EAD Contingency Plan, you should first work through the '*Preparing your business to survive an emergency animal disease outbreak: A30-minute plan for Piggeries (2019)*' template, in consultation with your veterinarian, then document your plan on the template provided on www.apiq.com.au.

3.8 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

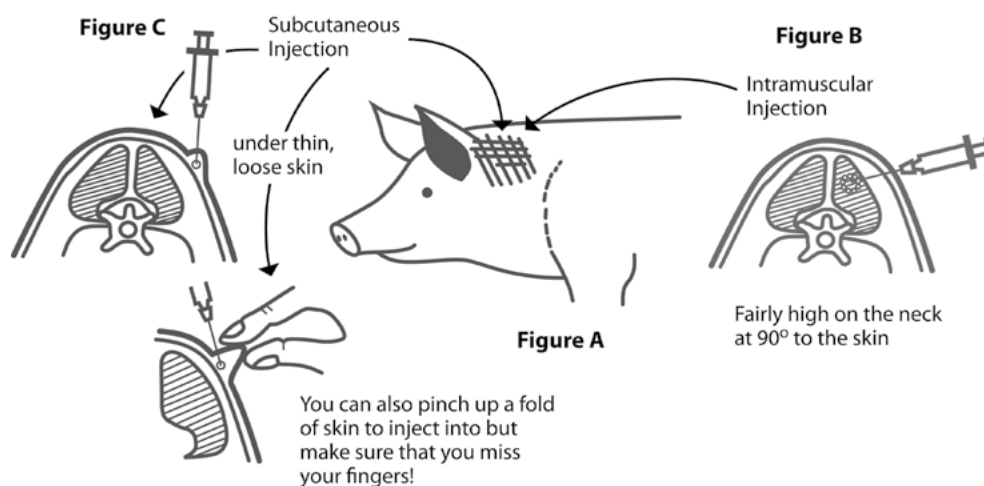
Sample Work Instruction – continued

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 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> 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> Requirements
Module 4 Biosecurity Standards	4.1	On-farm Systems are in Place to Minimise the Risk of Introduction and Spread of Disease or Disease-Causing Agents.
	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
	4.5	The Farm has an Emergency Animal Disease Contingency Plan.
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 (GSF)

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.	<p>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.</p> <p>Examples of documents and records you may use are listed here to demonstrate what records you can or should use.</p> <p>Add to this list where needed.</p>
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Module 1: APIQ[✓]® Management Standards

Standard 1.1	The management system ensures that the enterprise demonstrates commitment to the QA principles provided in APIQ[✓]® at all times.
Management Requirements	<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 registered veterinary practitioner.</p>

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 [✓] ® Small Holder Manual
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	
– Have you informed APIQM?	Yes	No	<p>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.</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? 	Yes	No	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).
	Yes	No	Model Code of Practice for the Welfare of Animals – Pigs.
	Yes	No	
	Yes	No	
	Yes	No	Diary – Training Record/Certificates
<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 registered 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? 			
	Yes	No	Date (check against visitors’ record) If yes, where are prescriptions kept?
	Yes	No	Name of practice/veterinarian: Contact phone number: And/or email address:

Standard 1.2	In order to be APIQ✓[®] Certified, piggeries must meet one of three production system definitions.
Production System Definitions	<p>Indoor piggery (IN) is the default definition for APIQ Certification that applies to all piggeries that do not meet the specific requirements to be defined as Free Range (FR) or Outdoor Bred, Raised Indoors on Straw (OB).</p> <p>FR piggeries must keep all stages of production outdoors, with appropriate access to shelter. They must comply with the APL Definition of 'Free Range' and the APIQ✓[®] Standards and Performance Indicators for FR.</p> <p>OB piggeries must comply with the APL Definition of 'Outdoor Bred, Raised Indoors on Straw' and the APIQ✓[®] Standards and Performance Indicators for OB production.</p> <p>Any communication or marketing material produced that describes or depicts the production system on farm accurately reflects the system used.</p>

A. Are you by definition an Indoor piggery?	Yes	No	WIs/Piggery Map/Plan
– Are all pigs (weaners, growers and breeding stock) fully or partially housed?	Yes	No	
– Do you meet the APIQ✓ [®] Environmental Standards for Outdoor Pigs where pigs are kept outdoors in areas ² that are not within the piggeries controlled effluent system.	Yes	No	
– Do you meet the definition of feedlot piggery under the APL National Environmental Guidelines for Piggeries?	Yes	No	
– You don't meet the FR and/or OB definitions but seek APIQ✓ [®] Certification.	Yes	No	
– Would you like to display the APIQ✓ [®] Certified gate sign and Logo?	Yes	No	If yes, Contact APIQM to sign a Deed and receive a Free Gate sign.

² Areas where pigs are kept may include but is not limited to paddocks, yards, pens or verandas

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 ³ 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
– Is it factually accurate and not misleading to the consumer?	Yes	No	Website Brochures 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

3 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 Indoor Piggeries*.

Standard 1.3

APIQ✓® Free
Range (FR)
Standards

The piggery provides suitable paddocks⁴ 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

A. Do all pigs ⁵ have access to paddocks at all times? – If you confine ⁶ pigs temporarily, what records are kept?	Yes	No	Vet reports and instructions /Herd health Plan/ Treatment Record
B. Do your paddocks provide rooting and/or foraging areas to all pigs at all times? – Do you have wallows where State regulations and season permits? 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?	Yes Yes Yes	No No No	Piggery Map/Plan
C. Do you have sufficient shelter to provide protection from the elements to all pigs at all times? – How do you protect pigs from predators? – Can the pigs move freely in and out of shelter? – Do you provide bedding in shelters?	Yes	No	Model Code of Practice for the Welfare of Animals – Pigs/Piggery Map/ Plan
D. Does shelter for dry sows in groups, lactating sows, 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?	Yes	No	Piggery Map/Plan
E. You will address E in Module 6.			
F. Confirm that the following husbandry practices are not carried out on farm: – Nose ringing – Teeth clipping – Tusk trimming – Tail docking – Surgical castration			

4 A paddock is defined as an enclosure of sufficient size and nature that a person unassociated with the farm would reasonably view it as such, in line with ACCC requirements– refer <https://www.accc.gov.au/consumers/advertising-promotions/false-or-misleading-claims>

5 Pigs Purchased or selected as breeding stock for a FR production system may be sourced, bred, raised and grown from indoor or outdoor pig production systems. Breeding stock includes gilts, sows, and boars.

6 Approved temporary confinement includes but is not limited to: keeping piglets in huts or shelters after birth using fenders for up to 14 days for protection, keeping weaners in weaner areas post weaning until piglets are a maximum of 8 weeks of age- outdoor areas for weaners must be a minimum of 150% of the shelter space provided, holding sows in pens for mating during daylight hours – but not overnight, holding finishers in pens prior to load out for up to 48 hours, and holding pigs in pens for approved veterinary treatments with a record of confinement kept. Refer to the current APIQ✓® Compliance Guide for Producers and Auditors.

Standard 1.4 APIQ[✓]® Outdoor Bred, Raised Indoors on Straw (OB) Standards⁷	<p>The piggery provides suitable paddocks at all times 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 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. Does your Breeding Stock ⁸ have free access to paddocks at all times?	Yes	No	WIs/Diary/Vet Instructions
– Do your piglets have free access to paddocks until weaning? ⁹	Yes	No	
– Do you keep records for any pig temporarily confined ¹⁰ ?	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	
– Can your Breeding Stock move freely in and out of shelter provided?	Yes	No	
– Do you provide bedding in the shelters?	Yes	No	

- 7 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 mislead 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.
- 8 Boars and Sows 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.
- 9 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[✓]® Compliance Guide for Producers and Auditors].
- 10 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[✓]® Compliance Guide for Producers and Auditors].

C. Do your paddocks have suitable rooting and/or foraging areas? – 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?	Yes	No	Diary/Piggery Map/Plan/CAR/Soil Tests
	Yes	No	Piggery Map/Plan
	Yes	No	Piggery Map/Plan
D. Does shelter for dry sows in groups, lactating sows, and boars meet the space allowance in the <i>Model Code of Practice for the Welfare of Animals – Pigs</i> Appendix 3, Table 8?	Yes	No	Piggery Map/Plan/Diary/ <i>Model Code of Practice for the Welfare of Animals – Pigs</i>
E. Are the APIQ✓® Environmental Standards for outdoor pigs met at all times for breeding sows and boars, including lactating sows with piglets?	Yes	No	Piggery Map/Plan Soil monitoring records Diary – recording pig rotation to meet Environmental Standards See Standards 6.3.1-6.3.4
F. Do you plan to sell cull/gilt sows, originally from an IN piggery, as FR? – If yes, have the cull sows completed at least their last reproductive cycle ¹¹ living ¹² according to APIQ✓® FR Standards? – Have you a system in place (which may include SOPs/WIs) to clearly show that only culled sows are sold as FR? Note: An APIQ✓® Compliance Audit can be used to verify compliance. Gilts born and reared FR can be sold as FR at any time.	Yes Yes Yes	No No No	SOPs/WIs/PPNVD/Piggery Description
<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>			

11 *Pig Agskills, A Practical Guide to Farm Skills* (NSW Industry & Investment, 2010). Reproductive Cycle is the period from mating to the following mating. Gilts that have not completed a full breeding cycle and weren't bred FR cannot be sold as FR by an APIQ✓® OB Certified producer.

12 Producers must revise their SOPs/WIs, QA documentation and records to clearly show that only cull gilts and sows that qualify as FR are sold as FR.

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> Appendix 3, Table 5?	Yes	No	Piggery Map/Plan/Diary/ <i>Model Code of Practice for the Welfare of Animals – Pigs</i>
J. Confirm that the following husbandry practices are not carried out on farm:	Yes	No	WIs/Diary/Vet Report
– Nose ringing			
– Teeth clipping			
– Tusk trimming			
– Surgical castration			
Do you carry out Tail Docking?	Yes	No	Provide vet instructions, as well as details of the qualifications of the person carrying out the tail docking procedures and record the age of the pigs at the time tail docking is conducted.

Module 2: Food Safety Standards

Standard 2.1	An on-farm Food Safety 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.
Food Safety Risk Analysis and HACCP - Based Food Safety Plan	

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 ¹³ ?	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? – Do you conduct on-farm pig research and development studies (trials)? – If yes, are protocols in place to manage food safety risks for pigs used in research and development trials?	Yes Yes Yes	No No No	PigPass/Treatment Records/Diary/HHP/WIs
E. Have you identified food safety hazards in your piggery? – Have you taken corrective action to remove or manage the hazards identified?	Yes Yes	No No	Food Safety and Biosecurity Plan/Diary/WIs/ Piggery Map/Plan List actions taken:
F. Do you have WI/SOPs and systems in place to manage risks at these Critical Control Points: – Selecting breeding stock? – Farrowing and vaccinations? – Treating growers? – Using chemicals, herbicides and pest control materials? – Pre-sale checks on pigs? – mixing feed? – feeding and watering ?	 Yes Yes Yes Yes Yes Yes Yes	 No No No No No No No	WIs/Diary/Farm Map/Plan

¹³ Note that used conveyor belt matting in pig houses can create a risk of wire particles entering pigs. This is a risk to be managed if using such materials in the pigs' environment

Standard 2.2 Pig Treatments	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 and minimises the potential for anti-microbial resistance to occur.
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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? – Do treatment record to include: • Repetitive treatments? AND/OR • Non-response to treatment? – Are the records kept for a minimum of three (3) years?	Yes	No	Treatment Records/Diary
	Yes	No	Diary/Treatment Records
	Yes	No	
	Yes	No	
B. Do you record pigs with retained needles or other foreign objects?	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? – Are your WIs/SOPs current?	Yes	No	WIs/SOPs/HHP
	Yes	No	When last revised:
E. Are you and your staff competent in administering treatments to pigs?	Yes	No	Diary/Training Records
F. Do you use any anti-microbial products? – Do you administer them in accordance with the farm vet prescription?	Yes	No	Veterinary Instructions
	Yes	No	Prescribed list of anti-microbial products used issued by vet

Standard 2.3 Feed Practices and Medicated Feed Management	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.
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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? – Do you keep feed samples for six (6) months when a CVD is not available?	Yes	No	Diary/Feed Ingredients Record Weekly or Monthly Purchased Feed Record Copies of CVDs
	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 or in accordance with veterinary prescriptions/instructions, and their use is recorded.

A. Do you have a list of treatments (including medications, vaccines and routine husbandry products) used in the piggery that is maintained and kept up to date?	Yes	No	Medication List/Vet Report/Diary
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	

Module 3: Animal Welfare Standards

Standard 3.1	Contingency arrangements are in place to manage pigs in the event of a delay in feed and/or water 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.

A. Do you have contingency plans in place for: – Feed? – Water? – Power failure? – What other emergencies need contingency plans in your piggery? – Have you tested your contingency plans? When?	Yes Yes Yes Yes Yes	No No No No No	Diary – Feed Mixing Record/Welfare Checklist/ Maintenance Record/WIs List your plans: When did you last test your contingency plans?
B. Do your forced ventilation sheds have adequate airflow at all times?	Yes	No	What is your back-up power plan? <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 7) Do you have a warning alarm?
C. Are electrical systems properly installed and earthed so they don't harm your pigs?	Yes	No	Diary/Maintenance Record
D. Is there a maintenance program in place for facilities and equipment and if you have alarms, are they checked regularly?	Yes	No	Diary/Maintenance Record <i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 7)

Standard 3.2	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.
Staff Competency Maintained	A current copy of the MCOP is on file and accessible to all staff for reference at any time.

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> ?	Yes	No	<i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 2, 11, 13)/Staff Training Records (Refer Section 5.4 of this manual)
– What formal training have they had?	Yes	No	List formal training:
– What Skills assessments have they had?	Yes	No	List Skills assessments, if any:
– Do they have a documented work history (resume)?	Yes	No	
B. Covered in 1.1 F			
C. Covered in 1.1 F			
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?	Yes	No	This code is available through CSIRO publishing for download at www.publish.csiro.au/book/5698

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. Do you have a HHP ¹⁴ ? Note: Producers may complete the HHP checklist in the Pig Management Diary.	Yes	No	If No, complete the HHP Checklist in the Diary or establish an alternative HHP. <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

14 A useful Herd Health Plan consists of but is not limited to; vet reports and instructions, SOPs and or Work Instructions; records, including breeding records, treatment records, mortality records etc.; a completed *Herd Health Program Checklist* provided by the Australian Veterinary Association (AVA) and available to producers in the APIQ✓[®] *Pig Management Diary*; disease and emergency animal disease awareness training.

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 ¹⁵ . 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 *Model Code of Practice for the Welfare of Animals – Pigs* requirements

A documented program is in place for the prompt and humane destruction of sick and injured pigs.

A. Do you euthanise pigs that are injured, sick or moribund ¹⁶ and not responding to treatments or that are in pain, and are unlikely to respond to treatment, using approved methods? – What methods for euthanasia do you use? – How do you identify these pigs?"	Yes	No	<i>Model Code of Practice for the Welfare of Animals – Pigs</i> (Page 17, 26–29) Diary – Training Record WIs Diary/Deaths and Losses Record
B. Are dead pigs removed from pens and/or facilities as soon as practicable and disposed of according to requirements of the <i>Model Code of Practice for the Welfare of Animals – Pigs</i> ? – 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

¹⁵ This can be downloaded from the website; www.apiq.com.au (APIQ Information/Resources). You can make as many copies as you require.

¹⁶ 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 Introduction and Spread of Disease or Disease-Causing Agents.

Risks to pigs from disease or disease-causing 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 ¹⁷ ?	Yes	No	On-farm Biosecurity Plan CVDs for feed ingredients
B. Does your on-farm Biosecurity Plan include:			
– Entry to the piggery is controlled with signage that is compliant with jurisdictional regulations at all piggery entrances, including ‘Biosecure Area, No Entry Unless Authorised as well as directions for visitors?	Yes	No	Biosecurity Signs
– Records of visitors, animal, and transport movements are maintained?	Yes	No	Diary – Visitors’ Log
– A Personnel Biosecurity Declaration signed by piggery staff?	Yes	No	Personnel Biosecurity Declaration (Refer Section 4.3.4 of this manual)
– Do you ensure that hands are cleaned/sanitised before entry to, and exit from, the production site.	Yes	No	Hand Washing Procedures for entry and exit from the production site.
– Are clean boots and outer clothing provided to visitors prior to contact with pigs?	Yes	No	Documented Procedures
– Do you have a written biosecurity protocol for people recently arriving from overseas prior to their entry to the piggery?	Yes	No	Documented Procedures – Staff Travel Records

¹⁷ 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).

<p>B. Does your on-farm Biosecurity Plan include:</p> <ul style="list-style-type: none"> – Do you ensure that people who have recently travelled overseas and had contact with food-producing cloven hooved animals observe a minimum 48-hour stand down period before visiting the piggery? – Does your on-farm biosecurity plan cover procedures for people, vehicles, equipment, boots and outer clothing to follow in order to gain authorised access to the piggery? – Do you have an on-farm Biosecurity Plan that is authorised by your herd veterinarian? – Does your farm Site Map clearly show the “clean” areas where the pigs live and where access is restricted? – Does your farm Site Map show the “dirty” areas which are accessible to the outside environment? – Does your farm site map show any quarantine areas? – Are you load outs for pigs as close to the farm perimeter as possible? Where this is not possible, does your on-farm biosecurity plan include a load-out plan which is agreed with the herd veterinarian? 	Yes	No	Documented Procedures – Staff Travel Records
	Yes	No	Procedures for People Procedures for Vehicles Procedures – Equipment Procedures – Boots Procedures – Outer Clothing
	Yes	No	Vet Sign Off and/or Instructions
	Yes	No	Farm Site Map
	Yes	No	Farm Site Map
	Yes	No	Farm Site map
	Yes	No	Farm Site Map Load Out Plan within your Biosecurity Plan Herd veterinarian sign off
C. Covered in Module 7 - Transport			
<p>D. Is all equipment used with pigs or that has been brought into pig housing cleaned?</p> <ul style="list-style-type: none"> – Is it disinfected? 	Yes	No	Diary/Maintenance/On-farm Biosecurity Plan
	Yes	No	

Standard 4.2**The Risk of Disease Introduction from New Stock and Semen is Controlled**

The risk of introducing diseases or disease-causing agents of significant importance through stock and semen is minimised and stock and semen are sourced in compliance with biosecurity requirements and Australian law.

A. Do you have policies and procedures in place to ensure that introduced stock and semen comply with biosecurity requirements under Australian law as outlined in the <i>National Farm Biosecurity Manual for Pork Production, version 2.1</i> ¹⁸ requirements?	Yes	No	Diary/WIs Purchased Semen Records Purchased Stock 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 even if sourced in compliance with the APIQ✓® standards, quarantined? – Is the quarantine period the minimum period specified in the piggery's on-farm Biosecurity Plan and/or Herd Health Plan, developed in consultation with the farm's veterinarian? OR – Is the quarantine period at least 30 days if no veterinary direction to the contrary has been obtained?	Yes Yes Yes	No No No	On-farm Biosecurity Plan Diary/Welfare Checklist Written Veterinary Instructions
D. Are on-farm quarantine facilities for introduced stock in accordance with the documented biosecurity protocols consulted with the herd veterinarian?	Yes	No	On-farm Biosecurity Plan Written Veterinary Instructions

¹⁸ This manual can be found on the Animal Health Australia website (www.animalhealthaustralia.com.au).

E. Do you have, for any reason, pigs that are suspected of carrying genetics from introduced stock or semen that did not comply with Australian Law and Biosecurity Requirements?	Yes	No	Diary/WIs
– Are you able to substantiate the origin of all pigs and genetic material used for breeding purposes?	Yes	No	Record keeping systems to substantiate the origin of all pigs and genetic material used for breeding purposes.
If you have suspect pigs or genetics:			
– Have you substantiated that these pigs, and/or their genetic material, are not carrying genetics which are not compliant with the APIQ [✓] ® Standards?	Yes	No	
– Have you selected these pigs or their genetic material for breeding?	Yes	No	
– Have you supplied these pigs, or their genetic material, for breeding?	Yes	No	
– Is all your replacement stock and semen sourced externally for breeding purposes and compliant with the APIQ [✓] ® Standards?"	Yes	No	

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.¹⁹

A. Are the people who work with your pigs aware of exotic and endemic diseases?	Yes	No	You have read the '4 steps to keep exotic diseases out' (Refer Section 5.3.2 of this manual)
– Are they able to recognise the signs of ill health in pigs?	Yes	No	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.
– Do they know what to do when such signs are seen?	Yes	No	Diary – Training Record Phone your veterinarian or the Disease Watch Hotline (1800 675 888) if you suspect an unusual disease in your livestock.

¹⁹ 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.

B. Is emergency disease awareness information ²⁰ 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?	Yes	No	These posters are available through the APIQ✓® website at www.apiq.com.au/Resources
C. Are your staff aware of the procedures contained in the on-farm Biosecurity Plan and understand their importance?	Yes	No	Staff Biosecurity Declaration Staff Training Records

Standard 4.4**The risk of disease spread through pests is minimised.****Pest Control Procedures are in Place****The risk of contamination by pest control residues is minimised.****An appropriate pest management plan²¹ is in place that includes rodent/pest infestation monitoring, recording²² and control activities.**

A. Are domestic pigs separated from feral pigs, domestic poultry and other animals of risk, by secure containment in buildings and/or a secure piggery perimeter fence?	Yes	No	Piggery Map/Plan (Refer Section 3.3 of this manual)
– Do you have an appropriate pest Management program ²³ in place? – Do you keep records ²⁴ of rodent/pest infestation levels?	Yes	No	Diary – Rodent/Pest Control Record
– Are you maintaining records of baits and pest control products that are in use?	Yes	No	Piggery Map/Plan
– Are baits in use handled according to label and/or Emergency permits?			
– Are measures taken to restrict rodent access to feed and feeding infrastructure ²⁵ ?			

20 This may include the Emergency Disease Awareness and Action poster which is available on the APIQ✓® website www.apiq.com.au/Resources. Producers may also use other information resources they find fit for this purpose.

21 The *Industry Rodenticide Stewardship Plan*, provides a guide to what a Pest Management Plan includes. It can be found at www.apiq.com.au

22 Templates in Appendix 4 of the *Industry Rodenticide Stewardship Plan*, can be used.

23 The *Industry Rodenticide Stewardship Plan*, provides a guide to what a Pest Management Plan includes. It can be found at www.apiq.com.au

24 Templates in Appendix 4 of the *Industry Rodenticide Stewardship Plan*, can be used.

25 For Indoor and Outdoor piggeries

Standard 4.5	Contingency procedures are in place to provide for stock movement restrictions in the event of an Emergency Animal Disease.		
The Farm has an Emergency Animal Disease Contingency Plan.			

A. Do you have an Emergency Animal Disease Contingency Plan to manage the potential retention of stock on farm if there was an emergency animal disease outbreak	Yes	No	Emergency Animal Disease Contingency Plan
– Have you identified the maximum animal movement restriction period that the farm can adequately manage (in number of days)	Yes	No	The number of days of animal movement restrictions the farm can manage has been determined and documented.

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?	Yes	No	Refer to your State Authorities NSW Government – Industry and Investment www.dpi.nsw.gov.au WA Department of Agriculture and Food www.agric.wa.gov.au TAS Department of Primary Industries, Parks, Water and Environment https://dpiwpe.tas.gov.au VIC Department of Primary Industries https://agriculture.vic.gov.au QLD Department of Primary Industries and Fisheries www.daf.qld.gov.au SA Department of Primary Industry and Resources www.pir.sa.gov.au
– Are pigs born on your property tagged or branded with your Property Identification Code (PIC) before leaving your property when ownership changes?	Yes	No	Tagged/Branded
– Is the tattoo/brand on pigs for delivery legible?	Yes	No	Farm Records/PigPass

B. Are you registered with PigPass? – Do you complete a PigPass NVD in full, when you move pigs from your property to another PIC? – Do you include the location of broken or suspected broken needles at the time of treatment on the 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

The piggery is environmentally responsible.

Environmental Regulatory Compliance

A. Where the Piggery has been established since 1 January 2017, Is documentation showing applicable State or Territory and local government environmental regulatory requirements for the site available on farm ²⁶ ? Please note: Some state representative have limited understanding of their requirements. APL staff will assist where possible.	Yes	No	Refer to your State Authorities NSW Government – Industry and Investment www.dpi.nsw.gov.au WA Department of Agriculture and Food www.agric.wa.gov.au TAS Department of Primary Industries, Parks, Water and Environment https://dpi.wa.gov.au VIC Department of Primary Industries https://agriculture.vic.gov.au QLD Department of Primary Industries and Fisheries www.daf.qld.gov.au SA Department of Primary Industry and Resources www.pir.sa.gov.au
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²⁶ See the State Planning Guide on www.apiq.com.au for information if needed.

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	<p>Sampling and analysis of soils must be done</p> <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 Rotational Outdoor 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	No	Licence Agreement (stipulating soil testing requirements)
	Yes	No	Paddock Records/Piggery Map/Plan/Dated Photos/Soil Sample Analysis/Agronomist Reports
	Yes	No	
	Yes	No	
	Yes	No	Number:
B. When did/do you take soil samples?	Yes	No	Number:
C. What depths did you use for each sample?			Paddock Records/Pig Management Manual/SOPs/Diary
			Dates:
			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 Rotational Outdoor Piggeries</i>?; OR</p> <p>– 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 production²⁹;? OR</p> <p>– Has your licensing authority or an independent agronomist declared your soils satisfactory for keeping pigs?</p>	Yes	No	Soil Test Results
	Yes	No	Representative Block Test Results
	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> <p>– 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> <p>– Your soil properties are similar to or no more than 30 percent greater than your representative test block? OR</p> <p>– Your licensing authority or an independent soil scientist/ agronomist declared your soils satisfactory for keeping pigs?</p>	Yes	No	Soil Test Results
	Yes	No	Representative Block Test Results
	Yes	No	Licensing Authority Certificate/Approval Documentation/Agronomist Reports

29 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.

<p>C. Do you have a Soil Testing and Nutrient Management Plan which specifies your soil test results and your rotation plans?³⁰</p> <ul style="list-style-type: none"> – Do you have a map showing locations of where soil samples were collected? – Do you have a description of the soils on your site? – Have you identified the length of the pig phase at the time of soil testing? – Are soil tests results included for each paddock identified in Standard 6.3.1? – Have you outlined your rotation plans and identified the expected nutrient loading? – Have you identified any remedial work required and noted when this is completed? 			Soil Testing and Nutrient Management Plan
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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.

<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	Diary/Piggery Map/Plan/WIs
	Yes	No	List structures moved:
	Yes	No	
	Yes	No	

³⁰ For guidance, refer to 6.3.2 in the APIQ✓® Compliance Guide for Producers and Auditors

B. For grower paddocks:			Diary/Piggery Map/Plan/WIs
	– Do you have structures that can be readily moved?	Yes No	List structures moved:
	– Have you moved them in the past three (3) months? OR	Yes No	
	– Do you place feed along the length of a fenceline or around the paddock? OR	Yes No	
	– 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	
C. Do you spread spent bedding:			Diary/Piggery Map/Plan/WIs/List other methods used:
	– In pig paddocks?	Yes No	
	– In other parts of the farm? OR	Yes No	
	– Do you dispose of spent bedding in other ways?	Yes No	

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.

A. Is the piggery on a flat to gentle slope?			Piggery Map/Plan
	– Do you meet the requirements for sufficient groundcover ³¹ ? AND/OR	Yes No	Describe ground cover:
	– Do you have properly designed shelterbelts and/or filter strips and/or contour banks?	Yes No	List what you have:

³¹ 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>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>
<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 strips³²? OR – Installing terminal ponds³³? 	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>No</p> <p>No</p> <p>No</p>	<p>Diary/Piggery Map/Plan/CAR</p> <p>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</p> <p>Yes</p>	<p>No</p> <p>No</p>	<p>Diary/Piggery Map/Plan/CAR</p> <p>List actions taken:</p>

32 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.

33 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.

F. Do you remediate the wallows within three (3) months of completion of a pig phase?	Yes	No	Diary/Maintenance Records
Did you:			
– Deep rip the soil? AND/OR	Yes	No	
– Apply gypsum to the soil? AND/OR	Yes	No	
– Fill with soil? AND	Yes	No	
– Level out to match the immediate surrounding area?	Yes	No	
G. Did you grow a forage crop or pasture in the paddocks before commencement of a pig phase?	Yes	No	Diary/Piggery Map/Plan

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.

A. Are all pigs checked to ensure that they are 'fit to transport' before being loaded for transport?	Yes	No	Diary/Pre-sale Check Record (Refer Section 4.3.5 and 5.1 of this manual) PigPass
Pigs must be: <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. 			
B. Do you and your staff know the pre-transport provisions for delivering pigs in your State?	Yes	No	Refer to national Australian Animal Welfare Standards and Guidelines, Land Transport of Livestock

Standard 7.2	Drivers and vehicles used to carry pigs follow the farm's Biosecurity Standards (as per the on-farm 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 between consignments of animals from properties with different biosecurity status in accordance with your biosecurity plan and disinfected when required?	Yes	No	On-farm Biosecurity Plan Diary/Transport Company Records
– Has your vet authorised your vehicle washing and disinfection procedures?	Yes	No	Washing and Disinfection Procedures
– If you wash without disinfectant, are the vehicles left to dry before any pigs are loaded?	Yes	No	Veterinarian sign-Off on your procedures
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 ³⁴
– 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 Standards?	Yes	No	

³⁴ Contact APIQ✓® on 1800 789 099 for information on ProHand training.

B. Are truck loading densities recorded?	Yes	No	Diary
– Are they consistent with the densities outlined in the Pig Transport Standards?	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

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	

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?	Yes	No	Sow/Herd/Mating Records
– Do sows and gilts kept in loose housing have freedom of movement i.e. can they turn around and extend their limbs freely?	Yes	No	Piggery Map/Plan
– Do space allowances for sows and gilts meet the requirements of the <i>Model Code of Practice for the Welfare of Animals - Pigs</i> ?	Yes	No	Piggery Map/Plan
– 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?	Yes	No	Piggery Map/Plan

B. Do you:			Piggery Map/Plan/SOPs/Vet Report/HHP
	Yes	No	
– Use Hospital or Special Care stalls to temporarily confine sick or injured pigs under veterinary advice or under special care by a competent stockperson?	Yes	No	
– Confine pigs in feeding stalls for up to three (3) hours in one (1) day for feeding or husbandry reasons, vaccinations, or pregnancy testing?	Yes	No	
C. Do you keep records for any sow or gilt ³⁵ temporarily confined showing details as to why the pig(s) were confined and the duration of confinement?	Yes	No	Vet Reports/WIs/Diary
– Do your SOPs/WIs describe confinement practices?	Yes	No	SOPs/WIs

³⁵ 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 ³⁶	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

36 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

Husbandry Practices

Performance Indicators for husbandry practices are implemented and maintained on-farm.

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

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	
– 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 ³⁷ 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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³⁷ Breeding pigs includes sows, boars and gilts

Table 1: Coles Minimum Space Requirements (m² per pig & m² Deep Litter per pig) for weaners, growers and finishers³⁶

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

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 seven (7) 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 ³⁸	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 [✓] ®.
PigCare Reference Tables	PigCare Reference Tables are available to assist producers to comply with Module 4 (PigCare Reference Tables) of the APIQ [✓] ® Audit Checklist.

³⁸ 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✓® website³⁹.
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 Online³⁴

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 Plan
Biosecurity Plan
Emergency Animal Disease Contingency Plan
Piggery Map/Plan
Piggery Operation Overview
Property Description
Quality Policy Statement
Herd Health Plan/Checklist
Food Safety Risk Template
Biosecurity Risk Template
Pest Management Plan
Soil Analysis Request Form
Soil Results Interpretation Form
Environmental Management Plan Template

³⁹ 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

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 8, Part B, Question 5 asks: “Were all feed inputs fed to the pigs in this consignment prepared under an approved feed QA Program, or purchased with a Commodity Vendor Declaration?, 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), African Swine Fever (ASF) 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: Can recognise signs of FMD, ASF 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.

African Swine Fever

African swine fever (ASF) is a contagious disease of pigs that may result in high or low case mortality rates, fever, hyperaemia of the skin and a variety of other clinical signs, including incoordination, diarrhoea and pneumonia. It is clinically indistinguishable from classical swine fever (CSF), and similar lesions are seen at postmortem examination. The diagnosis needs to be confirmed by identification and characterisation of the causative virus.

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 (39–41°C).
- 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*⁴⁰. 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/book/5698.

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 establishment⁴¹ 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.

⁴⁰ 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.

⁴¹ **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 website⁴² 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.

⁴² 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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