



# Cattle & Sheep

## Standards

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# **The QMS Farm Assured Cattle & Sheep Standards**

These standards apply to the 1<sup>st</sup> November 2008 – 31st October 2009 Scheme Year

## **Introduction**

Farmers are the first important part of the chain in the production of Scotch Beef and Lamb, world famous and protected by PGI status (see status below). Quality Meat Scotland (QMS) has led the world in providing independent verification of the whole process from farmer's field to retailer's shelf or restaurant menu. This unique suite of six integrated schemes covers farms, hauliers, auction markets, feed suppliers, abattoirs and caterers. It provides unrivalled assurance to purchasers on the provenance, animal health and welfare, sustainability and safety of Scotch Beef and Scotch Lamb throughout the animals' lifetime and its subsequent processing for sale. Quality Meat Scotland is fully committed to maintaining and promoting the highest standards to continued consumer confidence in an even more demanding and competitive global market. We expect all our members to share our commitment to ensure the most favourable returns possible.

Protected Geographical Indication (PGI) status protects assured Scotch Beef and Lamb from imitation by meat from outwith Scotland or from non-assured products claiming Scotch status. The integrity of all involved in the production and supply of Scotch Beef & Lamb is vital to protect consumers and independent verification of this plays a role in providing this protection. Quality Meat Scotland rigorously applies these standards to ensure consumers, producers, processors and suppliers all benefit from the high standards that they expect to receive or have given by placing their faith and trust in Quality Meat Scotland and the assurance schemes that they operate.

## **What is PGI and what does it mean?**

Protected Geographical Indication (PGI) is a legal definition under the EEC Regulation no.2082/92. It means that "the product is derived from cattle or lambs born, reared throughout their lives, slaughtered and dressed in Scotland. The animals will have been produced and slaughtered in accordance with Quality Assurance schemes accredited to European Standard EN45011(ISO Guide 65) and having the same standards, assessments and assessment frequencies as Quality Meat Scotland."

## **Saltire Statement**

The Scottish Saltire implies the Scottishness of a product but is not underpinned by any specific legislation with regard to the origin of the meat, does not require consumer assurance scheme membership, nor does it have to meet designated specification. Improper use could be regarded as misleading and would contravene Trading Standards enforced Legislation.

Please note that Standards must be read in-conjunction with the Guidance Notes *shown in blue italics* directly below the Standard.

Where documentation already complies with current legislation there is NO NEED for any duplication of record keeping.

**Farmer Declaration Status:** Farmer declarations are legal documents which are signed to confirm adherence to the scheme standards. False declarations would contravene scheme regulations and would result in automatic suspension from the scheme.

## SECTION 1

### 1. Assurance and traceability

#### 1.1 Farm assured status

The assurance status of an animal is determined by whether or not the business and animal is assured on the day the animal leaves the farm for sale. Where eligible and non-eligible farm-assured stock are presented for sale they must be batched separately but there is no requirement to keep them on a separate farm. There must be a system in place whereby you can demonstrate to the assessor that Scotch Assured (SA), Farm Assured (FA) and NA (Non Assured) stock are being sold separately.

In order to be eligible for the PGI "Scotch Status" the animal must be assured from birth under the QMS Assurance scheme, or another scheme with the same standards, and must also have been born and reared for the entirety of its life in Scotland and slaughtered in an abattoir in Scotland operated by a QMS approved processor. When this type of stock is sold through a QMS Assured Auction Mart they will normally be shown as SA (Scotch Assured). (See Guidance Note). All CPH Numbers (Holding Numbers) on cattle passports/SAMU documents must be listed on the QMS PGI Status Checker including those for rented grazings.

*GN 1.1 The standards which have been laid down in section 1, indicate the necessary criteria for producers to achieve QMS Farm Assured status for their stock.*

#### *Other stock*

- Assured Dairy Farms Scheme (formerly National Dairy Farm Assurance Scheme) is compatible with the QMS Farm Assurance standards for calves under 100 days of age. Animals covered by ADFS are eligible to be sold as "Scotch" if they are sold onto a QMS assured farm under 100 days of age.*
- Animals not eligible for "Scotch" but sourced from farms approved by either QMS or other farm assurance schemes **may** be eligible for other branded labels operated by processors and retailers that require assured produce. Producers should check eligibility with these companies. An example of this is the AFS red tractor label which requires cattle to be on an assured holding for 90 days and sheep for 60 days. This type of stock would typically be sold through a QMS Assured Auction Mart as FA (Farm Assured).*
- Where non-eligible farm-assured stock are presented for sale through a QMS Assured Auction Mart this type of stock would typically be sold as NA (Non Assured).*
- The potential Scotch Assured status of an animal can be checked by logging onto: <http://www.qmscotland.co.uk/members/directory/pgi-status.html> or by contacting SFQC on 0131 335 6602.*

#### 1.2 Animal records and traceability

All animals born on or brought onto the unit's farm/s must be identified by tagging in accordance with current legislation and be fully identifiable throughout the marketing chain. All movements on/off the unit(s) must be recorded and notified in accordance with current legislation.

## **2. Animal health & welfare**

### **2.1 Farm husbandry**

All people involved in managing the running of the unit must demonstrate competence in stockmanship and adhere to the provisions of current farm animal welfare legislation and also the Code of Recommendations for the Welfare of Cattle and/or Sheep. In particular, the stockperson(s) concerned may be asked to demonstrate what training is given to new stockpersons and may be asked to demonstrate his/her ability to identify and treat cattle and (or) sheep for common welfare issues, such as lameness. (See Assessment Procedure – Section 3 – regarding Assessment Visit). Cows/ewes must be managed appropriately before, during and after calving and lambing. (See Guidance Note).

#### *GN 2.1*

*In order to ensure that any animal health and welfare problems can be dealt with as quickly as possible, emergency contact telephone numbers should be made available to all staff whether permanent or temporary and displayed in a prominent position in each major site location.*

### **2.2 Castration & tail docking, calf disbudding/dehorning**

Castration and tail docking of stock should be carried out in accordance with current farm animal welfare legislation as contained in the Code of Recommendations for the Welfare of Cattle and/or Sheep. Where calves are disbudded or cattle dehorned anaesthetic must be used and the horn buds removed at the earliest age possible. (See Guidance Note).

#### *GN 2.2*

*Dehorning of cattle over the age of 5 months is prohibited unless specifically discussed with a veterinary surgeon. It is preferred that calves are disbudded rather than dehorned. Inadequate dehorning is an increasing source of concern to both the auction marts and abattoirs.*

### **2.3 Social groupings**

Animals must be grouped at all times in appropriate social groups. Where male stock are kept entire they must be suitably managed separately from females. (See Guidance Note).

#### *GN 2.3*

*An increasing number of females presented for slaughter are found to be pregnant. Appropriate action should be taken to prevent unwanted pregnancies particularly in hoggets and heifers.*

### **2.4 Clean stock**

Stock must be kept in a clean and hygienic condition and must be kept in conditions that do not compromise animal welfare. Stock for sale and slaughter must be presented free from any excessive faecal contamination and preferably dry. (See Guidance Note).

#### *GN 2.4*

*In the interest of food safety particular attention must be taken with all stock presented for slaughter to ensure that animals destined for the food chain have clean hips, under belly and brisket.*

### **2.5 Calf rearing**

All calves must be reared according to current legislative requirements regarding diet, calf pens, tethering, lighting and transportation.

### **2.6 Veterinary practice**

All farms must have an identified local veterinary practice, which is readily accessible for both regular and emergency treatment purposes and the details of which are available to all farm personnel.

### **2.7 Livestock health, disease prevention and control plan**

An animal health and disease control plan must be drawn up and reviewed on an annual basis. This must be done in consultation with your animal health advisor. The plan should have improvement targets and be designed to deliver animal health and welfare benefits. (See Guidance Note). On completion of the plan, it must be signed and dated by the farmer.

All disease problems such as lameness; sheep scab; scour or respiratory disease must be actively addressed. It is also recommended that members take account of the effects of other diseases which can have severe animal health implications, as well as financial consequences, for example: Johnes, Bovine Viral Diarrhoea; Leptospirosis; Fluke; Lungworm. Measures taken to correctly identify, control or prevent these identified problems may need to be

demonstrated to the assessor at the time of assessment. Prompt action to notify the veterinary authorities must be taken where a notifiable disease is suspected.

#### **GN 2.7**

*Anyone undertaking an animal health and welfare management plan under Land Management Contracts will be deemed as meeting the requirements of standard 2.7.*

*As part of your animal health and disease control plan we would recommend that members take measures to avoid anthelmintic and flukicide resistance problems that may arise with your stock. It is also strongly recommended that all stock arriving on farm are isolated/grouped and appropriate worming treatment given before stock are introduced to grazings.*

*The definition of an animal health advisor is: your identified vet, SAC consultant or a SQP (Suitably Qualified Person) animal medicines supplier. In the absence of other evidence a farmer declaration will require to be signed.*

*Examples of Notifiable Diseases are: Anthrax, BSE, Brucellosis, Blue Tongue, Enzootic Bovine Leukosis, Bovine Tuberculosis, Foot & Mouth, Scrapie, Warble Fly.*

### **2.8 Veterinary attendance**

Animals suffering ill health or injury must receive immediate attention including the attendance of a veterinary surgeon if necessary. Where treatment of any animal proves to be unsuccessful or is unable to alleviate an animal's suffering then it must be put down in a humane manner. (See Guidance Note)

#### **GN 2.8**

*Animals must be slaughtered in a humane manner by the farmer or other licensed person. Casualty animals fit for human consumption must be put down by a licensed slaughterman.*

### **2.9 Farm dogs**

Farm dogs must be wormed regularly and the treatment recorded. The dog accommodation must be appropriate to keep dogs in a fit and healthy condition.

### **2.10 Medicine usage, storage and recording**

- All veterinary medicines and treatments must be licensed for use in the UK and legally purchased from the identified local veterinary practice or from a registered supplier, who is a Suitably Qualified Person (SQP). (See Guidance Note)
- They must be used and stored in a lockable store in accordance with best practice, codes of practice and manufacturer's recommendations in line with current legislation.
- All relevant withdrawal periods must be observed for all medicinal products. (See Guidance Note).
- Medicine records must be maintained in the correct format and kept up to date and available for inspection. Evidence of purchase and source of supply must be made available to the assessor.

#### **GN 2.10**

*A suitably qualified person is one who is listed on the Animal Medicines Training Regulatory Authority (AMTRA) SQP Professional Register [www.vmd.gov.uk/Industry/QPAS/SQPs.htm](http://www.vmd.gov.uk/Industry/QPAS/SQPs.htm) or contact SFQC for additional information.*

*Attention must be paid to the withdrawal times for any medicines as some products list both a milk and meat withdrawal period.*

*A Medicine Records Template can be downloaded from:*

*[www.sfqc.co.uk/farm\\_schemes/quality\\_meat\\_scotland\\_qms\\_assurance\\_scheme](http://www.sfqc.co.uk/farm_schemes/quality_meat_scotland_qms_assurance_scheme)*

### **2.11 Medicine administration & broken needle policy**

Injection sites must be selected in line with best management practice according to the manufacturer's instructions. In the event or suspicion of a needle, or part of, being left in an animal its ear tag number should be recorded and notified to the abattoir or purchaser. (See Guidance Note).

#### **GN 2.11**

*Injection sites vary depending on the particular medicine used and if in doubt advice should be sought from your animal health advisor. Attention must be paid as poor injection site technique and unhygienic practices can cause abscesses*

*and potentially meat condemnation. Under the Controlled Waste Regulations 1992 all sharps, which include needles and scalpel blades, must be disposed of by an authorised route. Please contact your local supplier of sharps.*

### **2.12 Animal feed and nutrition**

All stock must receive a daily diet, compliant with all relevant UK/EU legislation, sufficient to maintain full health and appropriate for their body condition and production status. A written feed plan must be available to support this. A written animal feed plan will help to ensure that animals receive their normal daily diet without any upset to health. (See Guidance Note).

#### *GN 2.12*

*With reduced numbers of staff on farm it is essential that the normal dietary requirements of stock are provided. It should be noted that it is a legal requirement to keep a record of compound feeds, vitamins and minerals coming onto the farm and their use.*

### **2.13 Grassland and forage management**

Noxious weeds e.g. ragwort, must be controlled, as they can be poisonous to livestock. Only approved chemicals must be used on grassland or forage crops and must be used as directed. Appropriate spray records must be kept. (See Guidance Note).

#### *GN 2.13*

*A Spray record template can be downloaded from:*

*[www.sfqc.co.uk/farm\\_schemes/quality\\_meat\\_scotland\\_qms\\_assurance\\_scheme-\\_cattle\\_and\\_sheep/downloads](http://www.sfqc.co.uk/farm_schemes/quality_meat_scotland_qms_assurance_scheme-_cattle_and_sheep/downloads)*

*Noxious weeds are covered by the Weeds Act 1959; however stock keepers should be mindful that a number of other plants such as Rhododendron, Bracken, etc may potentially be harmful to livestock and steps to control these must be taken.*

### **2.14 Feed additives**

The use of growth promoters (including Monensin types (Romensin), Flavomycin etc) or unlicensed veterinary medicines is not permitted.

### **2.15 Water**

All stock must have access to an adequate supply of fresh, clean drinking water.

### **2.16 Farm Registration**

Members must be registered with their local Trading Standards Office.

#### *GN 2.16*

*It is now a legal requirement under the EC Feed Hygiene Regulation (1831/2003) and the Feeding Stuffs (Establishments and Intermediaries) Regulations 1999 that all farm businesses must be registered with their local Trading Standards Office. The purpose of these regulations is to ensure that animal feed is produced and used in a safe manner as well as being traceable in the event of a problem such as contamination. These regulations are complementary to the standards that apply to the primary production of food that is already set out in food hygiene regulations and most farmers should already be meeting these requirements as part of the membership of the QMS assurance scheme.*

### **2.17 Feed suppliers**

All compound feeds, blended feeds and feed materials (straights), feed blocks and in feed/ free access mineral/vitamin supplements must be sourced from a merchant/manufacturer who is a member of the QMS Feed Assurance scheme. Inter-farm trading of farm-grown feed materials is acceptable provided that the source unit is cattle & sheep farm assured or Scottish Quality Cereal assured. (See Guidance Note).

#### *GN 2.17*

*We recommend that where Nutraceutical products eg. powdered colostrums, mineral drenches/boluses are used, they are sourced from a QMS Assured Feed member.*

### **2.18 Home produced feed**

Where home produced feed eg cereals, are going to be used to feed assured livestock then current legislation must be adhered to. All farm Home mixers must be registered with their local trading standards office and licensed pharmaceutical products must comply with legislation. (See Guidance Note).

## GN 2.18

*Legislation for home produced feed includes keeping:*

- *chemical usage records for crops such as cereals and fodder crops including Kale, Swedes etc.*
- *Cleansing Records to ensure that crop stores, harvesting machinery and feed handling equipment are kept clean and hygienic and are free from insects and pests.*

*Contractors for on farm mobile milling and mixing must adhere to the NAAC Code of Practice for Mobile Feed Milling and Mixing or an industry recognised equivalent.*

### **2.19 Feed storage**

All feed (forage/concentrates/straights) must be stored in accordance with good practice and it must be free from contamination. Effective rodent control must be in place and records kept if poisons are used. Care must be taken to avoid contaminating feed. Feed storage areas must be cleaned as required.

### **2.20 Mechanised feeding equipment**

Mechanised feeding equipment must be maintained and be in good working order, to avoid contamination and retain the quality of the feedingstuff.

### **Members not hauling their own stock**

#### **2.21 QMS Haulage Assurance**

Any member not hauling their own livestock must use a member of the QMS Haulage Assurance Scheme or an equivalent scheme e.g. ABM Livestock Haulage Scheme.

### **Members hauling their own stock**

#### **2.22 Animal welfare during transport**

Any member hauling their own stock must comply with the provisions Council Regulation (EC) No 1/2005 and hold an Authorisation and Certificate of Competence, if transporting livestock more than 65km. Drivers should be aware that they are responsible for the welfare of any animal that they transport. Animals becoming unfit during transit must be delivered as soon as possible to a suitable place for unloading, treatment or slaughter. (See Guidance Note).

## GN 2.22

*An Animal Transportation Certificate must be completed under Council Regulation (EC)*

*No 1/2005 and retained for 6 months for journeys of any species of animal over any distance or duration EXCEPT journeys involving farm livestock on export journeys over 8 hours which require a journey log. The Journey Log should be retained for a period of at least 3 years. The ATC must show the origin and ownership of the animals, place of departure and destination, date and time of departure and expected duration of the journey. The only exception to this requirement is where a farmer is transporting their own animals in their own means of transport on journeys of up to 50k from their holding.*

#### **2.23 Penning and partitioning of stock**

Stock must be penned into batches of a suitable size (See Guidance Note). Horned cattle, different sized animals and the species/gender of stock must be separated according to the legal requirements of Council Regulation (EC) No 1/2005. Special care must be taken when transporting young bulls, and in order to minimise stress when being transported for slaughter, they must be kept in their peer group.

## GN 2.23

*See Annex 1 for the Recommended Stocking Densities.*

#### **2.24 Maintenance, hygiene and ventilation of vehicles/containers**

All vehicles must be cleansed and disinfected in accordance with current legislation. Vehicles and containers must be regularly maintained, kept in good condition and comply with relevant regulations. Adequate ventilation must be available at all times.

#### GN2.24

*It is important to ensure that the washings from livestock trailers or other vehicles used to transport livestock are not allowed to enter the water environment.*

### **3. Farm and the environment**

#### **3.1 Farm appearance**

Stock must be kept clear from any hazardous or dangerous material(s). All fencing must be stockproof. The farm steading/fields must be clean and tidy as the state of farms is paramount to the public perception of the industry.

#### GN 3.1

*Problem areas that have been found by the assessor are: Unsafe/disused farm buildings not secure from livestock gaining access; Broken fences/loose wire in grazing fields; Net wrap/silage wrap wrapped around fences, blown into fields; Livestock having access to disused/scrap machinery including old cars; Broken/damaged gates; Jaggy tin on gates/doors and handling pens; Badly sited feeders in winter; Poached fields with stock in; Piles of disused tyres.*

#### **3.2 Livestock housing**

Where stock are housed the accommodation must be well constructed, in a good state of repair and maintained in an appropriately hygienic condition with adequate ventilation. Slats and Orkney floors are permitted as long as the animals are kept clean and stocking densities and current legislation are complied with. Bull housing must be suitable for its purpose and be situated in an appropriate area to allow social contact.

#### **3.3 Outwintered stock**

Stock out at grazing/in corrals must be provided with the opportunity to shelter and have access to a suitably drained lying area. (See Guidance Note).

#### GN 3.3

*Outwintering areas must be maintained in line with Good Agricultural and Environmental Condition and the PEPFAA Code. Feed areas must be located away from Water Courses.*

#### **3.4 Animal handling facilities**

Suitable facilities must be provided on farm to allow the safe handling and treatment of stock with the minimum of stress and risk of physical injury to livestock and staff, in accordance with current codes of practice. The loading area must be free of any hazards, which could cause injury. (See Guidance Note).

If a sheep dipper is on-farm this must comply with the Prevention of Pollution from Agricultural Activity Code (PEPFAA Code) & health and safety recommendations.

#### GN 3.4

*Any aids used to assist loading of livestock must be used appropriately. Dogs must be under appropriate supervision at all times. Extra care must be taken to ensure that only appropriately sized cattle/sheep are loaded over the 5<sup>th</sup> wheel coupling or step of articulated lorries due to height restrictions. Farmers should recognise that their routine management, frequency of contact and breed choice will influence the behaviour of their stock when being handled. Handling systems should be designed with this in mind.*

#### **3.5 Environmental legislation**

Members are required to adhere to legislation as detailed in the PEPFAA Code a copy of which must be available on farm. This includes the storage and use of farmyard manures and slurry. Fallen stock disposal must comply with current legislation. (See Guidance Note).

#### GN 3.5

*Members in derogated burial areas are required to dispose of stock and record the location of stock burial sites in accordance with legislation. Where cases of Black Loss, i.e. unaccountable loss, have occurred this should be recorded.*

#### **3.6 Waste management**

A verbal or written waste management plan is required with demonstrable evidence of implementation. (See Guidance Note).

#### GN 3.6

*In compliance with other farm initiatives, where a written waste management plan has already been prepared, for example members farming within the designated Nitrate Vulnerable Zones, this may be sufficient and there will be no need for duplication. For others, the assessor will ask questions relating to your waste management planning and your answer should include details of how you dispose of waste/empty containers, spent dip, silage wrap; medicines and needles, silage effluent.*

#### **3.7 Recycled biosolids**

The use of treated Sewage Sludge on grassland is permitted providing members adhere to the provisions of the Safe Sludge Matrix and PEPFAA Code and check that their use is approved by those purchasing their products.

#### **3.8 Recycled waste products**

Recycled waste products including off-farm raw materials, not in accordance with the QMS Green Waste Interim Scheme or other QMS approved schemes, must not be used on a QMS assured farm (see addendum 1).

Off-farm raw materials will include:

- Green waste
- Green waste including animal by product (eg kitchen and catering waste)
- Products from anaerobic digestion
- Products from incineration

Please note that this does not include: untreated wood waste and paper waste.

#### GN 3.8

*Mindful of due diligence to the consumer, it was felt that not enough is understood about the use of recycled products in terms of Human Health, Animal Welfare and Environmental sustainability. This is a new and developing industry and its regulation needs to be both proportionate and robust to ensure legitimate concerns are addressed. Properly used, recycling technology has many benefits to confer to agriculture and consumers alike, in terms of reducing costs without compromising health, quality or the environment. Developments will be reflected in changes to the Scottish Soils Improver Scheme, in which QMS is a stakeholder, and QMS will actively participate to ensure that the legitimate interests of our customers and members are fully taken into account. Non-compliance with this standard may result in a suspension from the scheme. Where a member takes rented land they must ensure that it complies with this standard and this will be verified by farmer declaration. Ruminants should under no circumstances have access to off-farm recycled waste materials.*

#### **4.0 Miscellaneous**

Under EN45011 Certification, where a complaint has been made against the product a complaints register must be completed reference 2.6 & 12.1 SFQC scheme regulations. (See Guidance Note).

#### GN 4.0

*Under EN45011 accreditation a system must be maintained for the recording and actioning of complaints received in relation to the product certified. An example of this could be a complaint from an auction mart regarding dirty stock presented for sale.*

### **Addendum 1**

These were notified to all approved QMS Cattle and Sheep Assurance members via QMS letter of July 2008 sent to all members and should be read in-conjunction with standard 3.8.

#### The Product:

- 1) The Compost used on a QMS assured holding must be derived from solely Green Waste and must be sourced from a PAS 100 certified composting site.
- 2) QMS members must be in possession of a declaration from the Compost Manufacturer that gives the assurances requested in Appendix A.
- 3) The sourced composted product must be applied only to fields that will be used for combinable crops or Oil Seed crops and must be ploughed in within 3 days of application.

- 4) When the composted product is applied to land prior to incorporation by ploughing, or when it is stored on land prior to application it must not be accessible to ruminants.
- 5) Soils must be sampled and tested where Green Compost is to be applied at rates exceeding 25 tonnes per hectare (10 tonnes per acre), or where the intention is to apply composts at rates greater than 12 t/ha (5 t/acre), twice or more within a 4 year period. Soils should be analysed for pH, available P, K and Mg, but also copper (Cu) and zinc (Zn), since composts typically contain significant quantities of these trace elements. "Specialist" advice should be sought as to the quantities that may safely be applied. The specialist must be one who has knowledge of soil types; the interaction of compost nitrogen with the soil bacteria (which is not the same as inorganic fertiliser nitrogen); heavy metal applications in relation to soil types and pH levels.
- 6) The User Declaration template as shown in Appendix 1 must be completed by the QMS member and faxed to 0131 472 4038 within 5 days of application of the product.

*GN (5): Composted products are produced from variable feedstock materials and the declared Nitrogen levels reflect the total Nitrogen of the product. This is not the same as the amount of nitrogen that will be available for plant growth thus specialist knowledge as to the quantities etc that should be applied needs to be sought to ensure that there is no detriment to plant growth.*

## **Appendix A**

Compost Manufacturer's Declaration:

Date of receipt

Name of manufacturer including supplier (if not the same) and place of manufacture or collection  
Composition of the waste load, along with a declaration from the supplier to the composter stating that all practical steps have been taken to ensure as far as possible that all the following materials have been excluded:

Yew

Bracken

Rhododendron

Ragwort

Privet

Forestry waste and wood if sprayed or treated

Contamination by herbicides, pesticides or fungicides banned for use in agriculture

Products of anaerobic/aerobic digestion and sewage sludge

Former foodstuffs

Wastes of animal or aquaculture origin

Road sweepings

Plastic

Synthetic wastes from textile industry

Dredging wastes and spoils and Waste Water

Cemetery waste

Ash from incineration

Metal-ferrous and non-ferrous

Glass

Quantity of green waste supplied

A declaration as to the specification of the product supplied

N, P, K

Ph

Copper, Cadmium, Chromium, Lead, Zinc, Mercury and Nickel levels

Carbon: Nitrogen ratio

Where possible the supplier should state the Magnesium, Manganese, Boron, Calcium, Sulphur, Molybdenum, Cobalt, Selenium, Iron, Sodium and Chloride levels present.

## Annex 1

### RECOMMENDED STOCKING DENSITIES

#### Transport by Road

#### CATTLE

<u>Category</u>	<u>Approximate Weight (kg)</u>	<u>Area in m<sup>2</sup> per animal</u>
Small Calves	50	0.30 to 0.40
Medium Sized Calves	110	0.40 to 0.70
Heavy Calves	200	0.70 to 0.95
Medium-Sized Cattle	325	0.95 to 1.30
Heavy Cattle	550	1.30 to 1.60
Very Heavy Cattle	more than 700	more than 1.60

It is recommended that cattle should be partitioned in areas under 3.7m and calves should be partitioned in areas under 2.5m

#### SHEEP

<u>Category</u>	<u>Approximate Weight (kg)</u>	<u>Area in m<sup>2</sup> per animal</u>
Shorn sheep and lambs of 26kg and over	Less than 55	0.20 to 0.30
	More than 55	more than 0.30
Unshorn sheep	Less than 55	0.30 to 0.40
	More than 55	more than 0.40
Heavily pregnant ewes	Less than 55	0.40 to 0.50
	More than 55	more than 0.50

It is recommended that sheep should be partitioned in areas under 3.1m.

#### **Additional Information**

If you wish copies of any of the documentation highlighted in the standards eg Animal Transportation certificates, rodent control records, medicine records, animal health and disease control plan etc these can be found on the SFQC website [www.sfqc.co.uk](http://www.sfqc.co.uk) or by contacting the scheme manager at SFQC on 0131 335 6602.

**Please note that interim changes to the standards will in future be notified to members through the farming press, QMS website and SFQC website.**

## The Assessment Procedure

### SECTION 2

QMS, through its Standard Setting Body, sets the standards for the Scheme. The on-farm assessments have been contracted by QMS, after a full tendering exercise, to an independent accredited inspection and certification company, SFQC. QMS has agreed procedures for those assessments with SFQC.

SFQC was accredited by UKAS (the United Kingdom Accreditation Service) in June 1997 to ISO Guide 65 (EN45011) – the International standard for product certification. It was the first UK Company in the food and farming sector to achieve such accreditation. SFQC is regularly (at least once each year) audited by UKAS to make sure these standards are maintained.

SFQC operates under a Certification Council that includes consumer, producer and independent representation. The Council acts in a “watchdog” capacity” to protect the interests of both those that are assessed and the consumers whom SFQC serves.

The following section explains what you can expect from your assessor in organising and conducting an assessment. It also explains what happens if something on-farm does not reach the required standard.

#### 1. Training of assessors and uniformity of assessment

Farm assessors are recruited because they have a good agricultural background. SFQC aims to take on assessors with at least 5 years recent agricultural experience and have a good general appreciation of cattle and sheep management. Ideally new assessors will also have a formal agricultural qualification.

Assessors complete an intensive training programme covering QMS livestock scheme standards and related legislation, codes of practice, auditing skills etc. They are also given an overview of animal welfare assessment procedures and food hygiene issues. Assessors are not approved to assess farms until they have shadowed experienced assessors on their visits and then assessed a number of farms under the supervision of a senior farm assessor.

Assessor performance is monitored through review of their assessment reports, regular performance evaluation by a senior assessor and by comparing assessment outcomes/non-compliances across the whole assessor team. Assessors also attend two training sessions per year. All these measures help ensure that there is uniform assessment across the whole of the team throughout all parts of Scotland.

#### 2. Frequency of assessments

- New applicants wishing to join the scheme will normally be assessed within 4 weeks of their application.
- Existing scheme members can expect one assessment in every scheme year.
- Repeat inspections will take place where verification that major non-compliances have been rectified can only be achieved by visiting the farm e.g. livestock housing repaired.
- The date and time for an initial or annual inspection should be agreed with you so that it takes place within 4 weeks of the assessor making contact.
- The assessor may also notify you that a Scottish SPCA Representative will be in attendance as part of the routine joint activities with QMS.
- Spot inspections are carried out on members, on farm, at auction markets and abattoirs.

#### 3. Length of assessments

- Assessments vary in length depending on the size of the farm and nature of the business but should last between 1.5 and 2 hours. The length of an assessment visit will be minimised if you have the following farm records readily available:  
***medicine records, animal feed delivery notes, movement books, all your permanent CPH Numbers and those on a seasonal basis as relating to your occupancy, spray records, rodent control records, health and disease control plan, fallen stock invoices or receipts, waste management plan (if in written format).***

#### 4. Assessment visit

- The assessor will normally begin by inspecting your stock.  
They will look particularly at...

***The farm buildings including livestock housing, corrals, feed stores, feeding machinery etc. Cattle/sheep handling systems, dippers, middens, slurry pits, silage storage etc. Medicine storage The farm grazings including forage fields, Livestock transporters, trailers and loading/unloading facilities.***

- The assessor will also need to understand how you and your staff care for your animals. This is to allow the stocksperson to confirm their skill and knowledge. Where a farm is visited for the first time or there is a new person with day-to-day responsibility for the management of cattle or sheep the assessor will pay particular attention to stockman competency  
They will need to check that the stocksperson can....  
***Give a general appraisal of the stock and the main indicators of good health***  
***Describe how to handle animals and check mouth, fitness, feet, udder and general health condition***  
***Describe what methods of castration (and tail docking in sheep) are used and outline how the procedure meets legal requirements***  
***Describe preparations made for calving and lambing, what aids are used, what welfare precautions are taken and what action is taken to look after the new-born***  
***Describe how common diseases such as mastitis, lameness, internal and external parasites are prevented, diagnosed and treated.***

They will then ask to see the records listed above to confirm that the associated standards have been met. If your waste management plan is verbal be ready to describe what you do.

If the assessor finds anything that does not comply with scheme standards, they will explain what the problem is so that you understand the reason for it. The assessor is able to discuss how the problem might be addressed in general terms but cannot give categorical advice for legal reasons.

The assessor will give you a copy of their findings at the end of the assessment. In many cases, this will show that no action is required. In the remaining cases, it will record either a minor or a major non-compliance(s). This will happen if, for example, government legislation is being breached or if the problem is likely to impact on either animal welfare or food safety. If you agree with the assessment findings, you should sign the form. If you do not agree with the assessor's views the SFQC Cattle and Sheep Scheme Manager should be contacted as soon as possible after the assessment.

#### 5. After the assessment visit

The assessor sends a copy of the report to the SFQC office in Edinburgh. The Cattle and Sheep Assurance Scheme Manager will confirm in writing the outcome of your assessment detailing any non-compliances raised, rectification period and current Farm Assurance status of your business.

If there have been:-

- **no non-compliances**, your letter will state that you continue to hold **approved membership**.
- **minor non-compliances**, your letter will state that your business has **provisionally approved membership**. This means that your farm is still assured. For your business to remain assured you must correct the non-compliances described in the time span agreed at the assessment – this is normally 1 month from the date the report is reviewed by SFQC. You will be asked to give a description of the action you have taken to rectify the non-compliance(s) using a copy of the non-compliance report left by the Assessor. You can send confirmation by post or by faxing back the non-compliance report to SFQC in Edinburgh.
- **major non-compliances**, your letter will explain that due to the seriousness of the problems identified, your business is **not approved**. Once you have notified the Cattle and Sheep Scheme Manager that you have corrected the non-compliance, an assessment will be arranged to verify that the scheme standards are now being met. This will be **within 10 working days of your notification**. If this visit confirms that everything is now satisfactory, you will receive a letter from the Scheme Manager, within 5 working days of the visit, confirming that your business is assured and you can restart selling stock as farm assured. **If, prior to the assessors visit, you want to discuss the ideas you have for addressing the problems identified, you can contact the Technical Manager for assistance by telephoning 0131 335 6602.** He will be happy to do this although, for legal reasons, he cannot give you specific advice.

Non-compliances are split into minor and major. These terms are explained in the examples below:

**Minor non-compliance:** dog worming not recorded; water trough(s) to be repaired – 30 day rectification period.

**Major non-compliance:** animals being caused unnecessary pain or unnecessary distress; sheep scab not being treated/controlled/ immediate withdrawal of membership approval. (See Appendix I for the predominant non-compliances recorded against the November 2005 standards).

In deciding whether to classify a non-compliance as major or minor, the SFQC Scheme Manager acts on guidance from the Technical Advisory Committee (TAC) - a body of industry representatives including a number of experienced farmers set up to advise SFQC.

#### 6. Opportunity to appeal decisions

If you are unhappy about a decision taken by your assessor, you can ask for the matter to be reconsidered by writing to the SFQC Cattle and Sheep Scheme Manager. In some cases, the SFQC lead assessor will visit your farm to undertake another assessment so that you have a second opinion. If you are not happy with that result, you can appeal to the TAC. If you are unhappy with the result of your appeal, the SFQC Regulations detail a formal independent appeal mechanism. Your assessor or the Cattle and Sheep Scheme Manager can give you details of how to appeal. An up to date version can be accessed via their website [www.sfqc.co.uk](http://www.sfqc.co.uk) or by calling SFQC on 0131 335 6602.

#### 7. External complaints

Occasionally, we may receive a complaint about a scheme member's farm(s) and business (es). SFQC, on behalf of QMS the scheme owners, have in place a system designed to investigate legitimate complaints that may affect the reputation and integrity of the scheme and also protects members from unjustifiable discrimination. Where an animal welfare issue has been identified, a Scottish SPCA inspector will normally accompany the assessor on a visit. If you are the subject of such a visit we appreciate your co-operation with this process.

If you consider that there is a problem with the standards, rather than the assessments, please contact the Secretary to the QMS Standard Setting Body, Kathy Peebles at The Rural Centre, Ingliston, Newbridge, EH28 8NZ, tel no 0131 472 4040 or via the QMS website on [info@qmscotland.co.uk](mailto:info@qmscotland.co.uk). Comments received on the standards will be submitted to the Standard Setting Body when it undertakes its annual review.

#### 8. SFQC Scheme Regulations

Members should refer to the SFQC Scheme Regulations for details of the operation of the Certification Scheme (i.e. conditions of membership, obligations, assessment process, certification decisions, appeals procedures etc.). An up-to-date version can be accessed via their website [www.sfqc.co.uk](http://www.sfqc.co.uk) or by calling SFQC on 0131 335 6602.

## **Areas For Current and Future Consideration**

This section is to make you aware of the areas that the Standard Setting Body intend to concentrate on with regard to implementing them in future standards:

- Hygiene 123 Regulation – due to be introduced in 2009 for ruminants – is a risk based hygiene management system (commonly known as HACCP) which will be implemented by the Food Standards Agency. It is hoped that current membership and adherence to the scheme including record keeping will substantially fulfil any requirements under this legislation. QMS will continue to negotiate with the Food Standards Agency to attempt to achieve QMS Cattle and Sheep member compliance.
- Continue to develop the management of recycled waste products with regard to the: integrity of the content of the feedstock material, effectiveness of the process (to ensure the control of pathogens and contaminants) and the verification and certification of the final product.
- To make sure that Cattle and Sheep Members can continue to manage their livestock responsibly using tried and tested traditional methods. Members also wish to be regarded as custodians of an environment and landscape, which confers benefit to residents and visitors alike. We must make sure that both care of the Environment and the ability to run businesses responsibly are matched.

## The QMS Standard Setting Body

### SECTION 3

Below is the Quality Meat Scotland Standard Setting Body which was responsible for agreeing these scheme standards:

<b>Chairman:</b> Michael Gibson	Farmer
Gordon McKen	QMS Board member
John Gregor	QMS Board member/IAAS
Wendy Barrie	Consumer Issues Representative
John Bell	SBCA/Farmer
Sandy Clark	Past President of the Scottish BVA
John Craig	Scottish Association of Meat Wholesalers
Tom Gatherer	Scottish SPCA
Scott Henderson	Farmer
Norman Leask	Chairman Scottish Crofting Foundation/crofter
Hamish McBean	NBA Scotland/farmer
Peter McKilligin	Chairman QMS Cattle and Sheep TAC/farmer
Alan McNaughton	Chairman of QMS Processor Assurance SSB/Executive of SAMW
Kelvin Pate	Chairman NFU Scotland Livestock Committee/farmer
Stuart Smellie	Scottish Agricultural Industries Confederation
Hamish Waugh	Past Chairman of Scottish region National Sheep Association/farmer

Advisors to the committee :

Kathy Peebles	QMS Livestock Development Manager
John Morison	SFQC Lead Assessor Cattle and Sheep
Louise Prentice	SFQC Cattle & Sheep Scheme Manager

### **Appendix 1: The most commonly recorded non-compliances by SFQC.**

These are the ten most frequent non-compliances identified at the time of the farm assessment during 2007/8. They are listed as helpful examples to producers of potential problem areas. Please note that any issues arising from non-compliances are dealt with by the Technical Advisory Committee (TAC) chaired by Peter McKilligin:

- Lack of information recorded in medicine records e.g. batch numbers, expiry date and withdrawal periods not recorded
- Health/disease control plan not available/reviewed annually
- Untidy steading
- Not registered under EC Food Hygiene Regulation (183/2005)
- Stock have access to hazardous objects e.g. damaged gates, loose wire, old machinery
- Handling facilities require maintenance e.g. jaggy tin, broken rails, protruding nails, hole in cattle crush floor
- No SEPA exemption certificate for recycling/disposal of farm waste
- Repairs to livestock housing required e.g. feed barriers, slats, damaged gates
- Poison being used to control vermin with no records being kept
- Farm dog not wormed/details recorded

## **Appendix 2: Guide To Current Legislation And Codes Of Practice**

- **Assurance And Traceability**

*Information:* [www.scotland.gov.uk/Topics/Agriculture/animal-welfare/diseases/IDtraceability](http://www.scotland.gov.uk/Topics/Agriculture/animal-welfare/diseases/IDtraceability)

The Cattle Identification (Scotland) Regulations 2007 as amended

[http://www.legislation.gov.uk/legislation/scotland/ssi2007/ssi\\_20070174\\_en\\_1](http://www.legislation.gov.uk/legislation/scotland/ssi2007/ssi_20070174_en_1)

The Cattle Identification (Scotland) Regulations 2007 as amended

The Sheep and Goats (Identification and Traceability) (Scotland) Regulations 2006 as amended

The Sheep and Goats (Identification and Traceability) (Scotland) Amendment Regulations 2007

- **Farm Husbandry**

The Animal Health and Welfare (Scotland) Act 2006

The Welfare of Farmed Animals (Scotland) Regulations 2000

The Protection of Animals (Anaesthetics) Act/The Veterinary Surgeons Act 1966 as amended

Summary of the Law Relating to Farm Animal Welfare -DEFRA (PB2531)

Codes of Recommendations for the Welfare of Livestock - Sheep & Cattle (DEFRA)

Codes of Recommendations for the Welfare of Livestock: Animal Health and Biosecurity (SEERAD)

Code of Practice for the Safe Use of Veterinary Medicines on Farms, VMD

- **Food**

Regulation (EC) 852/2004

The Food Hygiene (Scotland) Regulations 2006 (as amended)

Regulation (EC) 178/2002

Guide to Food Hygiene and other regulations for the meat industry

- **Feed**

The Feeding Stuffs (Scotland) Regulations 2005 as amended

The Feed (Hygiene and Enforcement) (Scotland) Regulations 2005 as amended

The Official Feed and Food Controls (Scotland) Regulations 2007

The Animal By-Products (Scotland) Regulations 2003 as amended

The Transmissible Spongiform Encephalopathies (Scotland) Regulations 2006

Regulation (EC) 183/2005 – Requirements for feed hygiene

[www.food.gov.uk/multimedia/pdfs/animalfeedleg2008scot.pdf](http://www.food.gov.uk/multimedia/pdfs/animalfeedleg2008scot.pdf)

- **Farm Environment**

*Information available at:* [www.sepa.org.uk/publications/leaflets/agric/index.htm](http://www.sepa.org.uk/publications/leaflets/agric/index.htm)

Prevention of Environmental Pollution from Agricultural Activity (PEPFAA) Code, SEERAD

Safe Sludge Matrix: [www.environmentagency.gov.uk/netregs/processes/342469/?lang=e](http://www.environmentagency.gov.uk/netregs/processes/342469/?lang=e)

Safety on farm: [www.hse.gov.uk](http://www.hse.gov.uk)

Weeds Act 1959

Sheep Dipping Code of Practice for Scottish Farmers, Crofters and Contractors, SEPA

NetRegs – [www.netregs.gov.uk](http://www.netregs.gov.uk)

Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) (Scotland) Regulations 2003 (as amended in 2006)

The Water Environment (Oil Storage) (Scotland) Regulations 2006

The Water Environment (Diffuse Pollution) (Scotland) Regulations 2008

Sludge (Use in Agriculture) Regulations 1989 (as amended)

The Landfill (Scotland) Regulations 2003 (as amended)

The Waste Management Licensing Regulations 1994 (as amended)

Waste (Scotland) Regulations 2005 - <http://www.sepa.org.uk/agriwaste/index.htm>

The Water Environment (Controlled Activities) (Scotland) Regulations 2005. Information notes available on the SEPA

website - <http://www.sepa.org.uk/wfd/index.htm>

Good Agricultural and Environmental Control (GAEC) - <http://www.scotland.gov.uk/Publications/2004/10/20108/45384>

The Four Point Plan

The Farm Soils Plan

- **Transport**

*Information available at:* [www.defra.gov.uk/animalh/welfare/farmed/transport.htm](http://www.defra.gov.uk/animalh/welfare/farmed/transport.htm)

The Welfare Of Animals (Transport) (Scotland) Regulations 2006

[www.opsi.gov.uk/legislation/scotland/ssi2006/ssi\\_20060606\\_en.pdf](http://www.opsi.gov.uk/legislation/scotland/ssi2006/ssi_20060606_en.pdf)

Council Regulation (EC) No 1/2005 on the protection of animals during transport and related operations and amending Directives

[http://europa.eu.int/eur-lex/lex/LexUriServ/site/en/oj/2005/l\\_003/l\\_00320050105en00010044.pdf](http://europa.eu.int/eur-lex/lex/LexUriServ/site/en/oj/2005/l_003/l_00320050105en00010044.pdf)

The Transport of Animals Cleansing and Disinfection (Scotland) Regulations 2005

<http://www.legislation.gov.uk/legislation/scotland/ssi2005/20050653.htm>