

Paperwork Checklist

Livestock Auction Market and Collection Centre Required Paperwork Checklist Version 4.0

Documents and Procedures DP.1 Animal Gathering Order (AGO) DP.1.b Licence Implementation Plan DP.2.a Emergency Plan DP.2.b Emergency Contact Details DP.3 Disease outbreak contingency plan DP.4 Complaints Procedure DP.4.b Complaints Record Personnel PL.1.a Training Matrix PL.1.c Annual Training Review PL.2 Induction Record PL.3 Training Records Traceability, assurance and trading status TA.1.c Submission of records to national database TA.1.e Complete movement records TA.1.g Mortality Records TA.3 Site entry/vendor declaration form Biosecurity BD.1 Biosecurity Policy BD.1.b Biosecurity Policy BD.1.b Biosecurity control points map BD.1.c Livestock Contact record BD.4 Cleaning and disinfection records BD.8 List of farmers/hauliers who clean and disinfect off site BD.9 Records of checks on pig vehicles post cleaning BD.1.1 Chemical Datasheets BD.1.2 Site Map BD.1.3 Waste disposal records BD.14. Agreement/contract with company, agency or landowner BD.14.b Waste disposal records BD.14.b Site survey for vermin activity MC.3.a Environmental risk assessment MC.3.b Bait plan MC.3.b Bait plan MC.3.b Bait plan MC.3.b Bait plan MC.3.b Bait tran record	Version 4.0			
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MC.7.b Maintenance records for mechanical ventilation	MC.7.b	Maintenance records for mechanical ventilation		
(If applicable)		(If applicable)		
MC.12 Milking machine annual test report	MC.12	Milking machine annual test report		
MC.13 Maintenance records for livestock facilities	MC.13			



Updated: January 2021

Paperwork Checklist

MC.14	Contingency plan for interrupted water supply (if applicable)		
Animal Health and Welfare			
AW.2	Welfare incident book		
AW.2.b	Annual review of welfare incident book		
AW.5.a	Electric Goad procedure		
AW.6	Unfit animal procedure		
AW.6.b	Emergency euthanasia procedure		
AW.13.d	Forage warranty declaration		
AW.13.f	Feed purchase records		