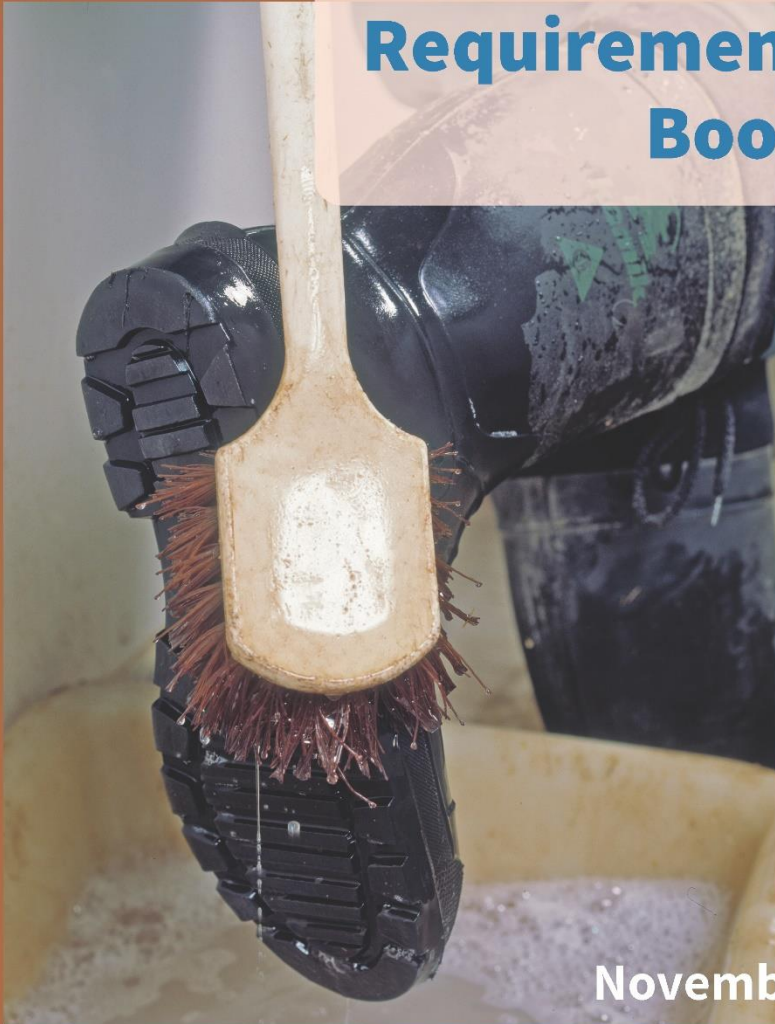


# Dairy Farmers of Ontario



**proAction<sup>®</sup>**

## Requirements Summary Booklet



November 2020



## TABLE OF CONTENTS

<b>Animal Care</b> .....	<b>5</b>
Animal Care Requirement 1 and 2 - Calf & heifer housing .....	6
Animal Care Requirement 3 - Bull housing .....	7
Animal Care Requirement 4 - Stocking densities .....	8
Animal Care Requirement 5 - Calving area .....	9
Animal Care Requirement 6 - Sick & injured animals .....	10
Animal Care Requirement 7 - Tie-stall trainers .....	11
Animal Care Requirement 8 - Calf feeding SOP .....	12
Animal Care Requirement 9 - Heifer ration .....	13
Animal Care Requirement 10 - Clean water access .....	14
Animal Care Requirement 11 - Animal health practices SOP .....	15
Animal Care Requirement 12 - Medical care for sick and injured animals .....	16
Animal Care Requirement 13 - Euthanasia SOP .....	17
Animal Care Requirement 14 - Cattle assessments .....	18
Animal Care Requirement 15 - Tail docking .....	19
Animal Care Requirement 16 - Electric cattle prod use .....	20
Animal Care Requirement 17 - Proper cattle handling techniques .....	21
Animal Care Requirement 18 - Dry cattle housing .....	22
Animal Care Requirement 19 - Cattle cleanliness .....	23
Animal Care Requirement 20 - Down cattle SOP .....	24
 <b>Livestock Traceability</b> .....	 <b>27</b>
Traceability Requirement 1 - Premises Identification (PID) Number .....	28
Traceability Requirement 2 - Double-Tagging .....	29
Traceability Requirement 3 - Animal Birth Record .....	30
Traceability Requirement 4 - Animal Birth Reporting .....	31
Traceability Requirement 5 and 6 - Animal Move-In Record & Reporting .....	32
Traceability Requirement 7 and 8 - Tag Retirement Record & Reporting .....	33



## TABLE OF CONTENTS

<b>Biosecurity</b> .....	<b>35</b>
Biosecurity Requirement 1 - Biosecurity risk assessment .....	36
Biosecurity Requirement 2 - Disease event records .....	37
Biosecurity Requirement 3 - Vaccination SOP .....	38
Biosecurity Requirement 4 and 5 - Animal movement SOPs .....	39
Biosecurity Requirement 6 - Visitors and service personnel SOP .....	40
Biosecurity Requirement 7 - Biosecurity signage .....	41
 <b>Environment</b> .....	 <b>43</b>
Environment Requirement 1 - Environmental Farm Plan (EFP).....	44
Environment Requirement 2 - Environmental questionnaire .....	45
Environment Requirement 3 - Milking centre wastewater.....	46
Environment Requirement 4 - Manure storage.....	47
Environment Requirement 5 - Manure management.....	48
 <b>Appendix I – Cattle assessment continuous improvement timelines</b> .....	 <b>49</b>
<b>Appendix II – Cattle assessment sample size calculator</b> .....	<b>50</b>
<b>Appendix III – Animal assessments scoring chart</b> .....	<b>51</b>
<b>Appendix IV – Methods for lifting down cattle</b> .....	<b>52</b>
<b>Appendix V – Methods for moving down cattle</b> .....	<b>53</b>
<b>Appendix VI – List of proAction mandatory SOPs</b> .....	<b>54</b>
<b>Appendix VII – List of proAction mandatory records</b> .....	<b>55</b>

### LEGEND



= Record



= Standard  
Operating Procedure

# Food Safety

## (Canadian Quality Milk)

### *What is it?*

Dairy Farmers of Canada developed the Canadian Quality Milk (CQM) Program, an on-farm food safety program to help producers prevent and reduce food safety hazards and risks on their farms. Now part of proAction, CQM uses a science-based, preventative approach, internationally known as HACCP (Hazard Analysis Critical Control Points), to monitor all steps involved in the production of raw milk and help prevent food safety risks before they occur.

### *Why Food Safety?*

Food safety is paramount, and consumers expect that all members of the food value chain take measures to ensure that the products they enjoy and bring home to their families are safe and wholesome. The food safety theme of proAction serves to assure consumers that Canadian dairy farmers do their part in ensuring that dairy and meat products meet their expectations for safety.

***The Food Safety requirements are not discussed in this booklet. These requirements can be found in the proAction Reference Manual (FS1 to FS43). For more information, visit the proAction section on [www.milk.org](http://www.milk.org) (under Farmers).***



# Animal Care

## *What is it?*

The animal care theme is based on the Code of Practice for the Care and Handling of Dairy Cattle, and its criteria meets the stipulations of the National Farm Animal Care Council to demonstrate, with assessment and validation that farmers adhere to the Code of Practice on their farms. It addresses cattle housing, feed and water, animal health, handling and shipping, and staff training and communication. The Code of Practice is available at [www.milk.org](http://www.milk.org).

## *Why Animal Care?*

Animal welfare is one of the most important issues for all members of the dairy supply chain. Consumers expect farmers to provide good care for the animals that produce the food they enjoy. Food manufacturers require assurance from farmers that the production of raw milk in Canada is associated with the highest standards for animal care, and this assurance must come in the form of an objective and verifiable process. The animal care theme within proAction has been developed to meet these demands.

***This is a summary of requirements. For more information such as the Notice of Change, sample records, and proAction Reference Manual; visit the proAction section on [www.milk.org](http://www.milk.org) (under Farmers).***

**Validations began September 2017**

<b>AC 1&amp;2</b>	<b><i>Calf &amp; Heifer Housing</i></b>	<b>Demerits</b>
<p><b>Do you ensure that housing for unweaned calves and weaned heifers:</b></p> <ul style="list-style-type: none"> <li><b>a) Allows calves/heifers to easily stand up, lie down, and adopt normal resting posture? Allows calves to turn around (180°)?</b></li> <li><b>b) Provides bedding?</b></li> <li><b>c) Permits calves/heifers to have visual contact with other cattle?</b></li> <li><b>d) If group housing, provides a bedded area large enough to allow all calves/heifers to rest comfortably at the same time?</b></li> </ul> <p><i>Note: This requirement also relates to the following Grade A requirement: Cow housing – calf pens &amp; heifer pens</i></p>		
<p><b>Requirement Explanation</b></p> <p>Housing for unweaned calves and weaned heifers must:</p> <ul style="list-style-type: none"> <li>✓ Allow calves and heifers to easily stand up, lie down and adopt normal resting postures. Calf hutches are an acceptable housing option.</li> <li>✓ Allows calves to turn around (180°). Please note that this requirement applies to unweaned calves only (not to weaned heifers).</li> <li>✓ If group housing: Provide a bedded area large enough to allow all calves and heifers to rest comfortably at the same time.</li> <li>✓ Have enough bedding to maintain clean and dry calves and heifers. Bedding is required regardless of resting surface (bare concrete is not acceptable).</li> <li>✓ Allow calves and heifers to have visual contact with other cattle.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will visually assess calf and heifer housing, bedding provided as well as the animals themselves. If the requirements are not met, the validator will assign between one and five demerits to reflect the severity of the non-compliance. Under Grade A, the validator will assign a major (unacceptable) or minor (needs improvement).</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Healthy, productive cattle require an environment that allows them to lie down and rest comfortably.</li> <li>• Cattle are herd animals and can become stressed if housed alone, so visual contact is necessary to minimize fear and distress.</li> <li>• These conditions allow unweaned calves and weaned heifers to thrive and assist in the maintenance of their health.</li> </ul>		



<b>AC 3</b>	<b><i>Bull Housing</i></b>	<b>Demerits</b>
<p><b>Do you ensure that bull housing (if applicable to your farm):</b></p> <ul style="list-style-type: none"> <li><b>a) Permits bulls to easily stand up, lie down, adopt normal resting postures, and mount safely?</b></li> <li><b>b) Provides bedding?</b></li> </ul> <p><i>Note: This requirement also relates to the following Grade A requirement: Cow housing – Box stalls</i></p>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Housing must be designed and maintained to ensure bulls can easily stand up, lie down, adopt normal resting postures and mount safely.</li> <li>✓ Housing must have enough bedding to maintain clean and dry bulls. Bare concrete or hard rubber mats without bedding are not acceptable. Bedding is required regardless of stall surfaces.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will visually assess bull housing, bedding provided as well as the bulls themselves. If the requirements are not met, the validator will assign between one and five demerits to reflect the severity of the non-compliance. Under Grade A, the validator will assign a major (unacceptable) or minor (needs improvement).</p>		
<p><b>Why is this important?</b></p> <p>Healthy cattle require an environment that allows them to lie down and rest comfortably. These conditions assist in the maintenance of their health.</p>		


<b>AC 4</b>	<b><i>Stocking Densities</i></b>	<b>Demerits</b>
<p><b>Do you ensure that dry cattle and lactating cattle housing provides adequate stocking densities?</b></p> <p><i>Note: This requirement also relates to the following Grade A requirement: Cow housing – number of stalls / pack size</i></p>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Cattle housing should be designed to encourage cattle to rest. For free-stall barns, the stocking density must not exceed a ratio of 1.2 mature cattle to stalls. For example, if the farmer is milking 120 cattle, there must be at least 100 stalls available to them (120 cattle / 100 stalls = 1.2 stocking density).</li> <li>✓ If the farmer has a bedded-pack barn, it must provide at least 11 m<sup>2</sup> (120 ft<sup>2</sup>) per mature Holstein cow. Farmers can calculate the square footage of the bedding area and the scrape alley (length x width) and divide it by the number of cattle in the pen to determine the bedded-pack stocking density. <ul style="list-style-type: none"> <li>• Dairy Farmers of Canada understands that barns used to be designed based on 100 ft<sup>2</sup>/cow. Therefore, farmers can include the scrape alley in the space calculation.</li> <li>• Smaller breeds (e.g. Jerseys) require 80% of the space that a mature Holstein cow requires, which is 8.8 m<sup>2</sup> (96 ft<sup>2</sup>).</li> </ul> </li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will visually assess the housing for dry and lactating cattle to ensure it meets the requirements for space. If the number of stalls is insufficient or the amount of space in the pack-barn is not enough, the validator will assign between one and five demerits. The larger the cow/stall ratio or the less space provided, the more demerits will be assigned. Under Grade A, the validator will assign a major (unacceptable) or a minor (needs improvement) based on severity.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Cattle are more productive when they can rest for adequate amounts of time during the day. Therefore, cattle housing should be designed to encourage animals to rest.</li> <li>• Adequate space minimizes competition between cattle for lying areas, feed, and water.</li> </ul>		

<b>AC 5</b>	<b><i>Calving Area</i></b>	<b>Demerits</b>
<p><b>Do you ensure that the calving area (prior to and after delivery of calf) is kept clean and dry?</b></p> <p><i>Note: This requirement also relates to the following Grade A requirements:</i>  <i>Cow housing – stalls / pack clean and dry</i>  <i>Cow housing – box stalls</i></p>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ The calving area must have bedding and be clean.</li> <li>✓ Cattle can be kept in a tie-stall to calve, as long as the gutter is covered in a manner to prevent the calf from landing in it.</li> <li>✓ A temporary gated area is acceptable as a calving area, as long as it is kept clean and dry, and cattle have access to feed and water.</li> <li>✓ The stocking density of the calving area should be one animal per box stall or 11 m<sup>2</sup> (120 ft<sup>2</sup>) per mature cow in a group pen.</li> <li>✓ The best management practice is to have a calving area separate from the hospital area. However, if the barn cannot accommodate this, the farmer should avoid having sick cattle housed together with cattle that are calving, whenever possible. Disease transfer to the calf is the main concern.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will assess compliance by observing the calving area and interviewing the farmer. If requirements are not met, under proAction, the validator will assign between one and five demerits to reflect the severity of non-compliance. Under Grade A, the validator will score the item as major (unacceptable) or minor (needs improvement).</p>		
<p><b>Why is this important?</b></p> <p>A clean calving area minimizes risk of disease transfer to the calf from the dam and/or environment; particularly diseases transmitted through manure.</p>		

<b>AC 6</b>	<b><i>Sick &amp; Injured Animals</i></b>	<b>Demerits</b>
<p><b>Do you have a designated area for the segregation and treatment of sick and injured cattle?</b></p> <p><i>Note: This requirement also relates to the following Grade A requirements:</i>  <i>Cow housing – stalls / pack clean and dry</i>  <i>Cow housing – box stalls</i></p>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ The designated area for sick or injured cattle must be clean and must have bedding.</li> <li>✓ Cattle housed in tie-stall barns can remain in their stalls if this provides a sufficient environment for their recovery.</li> <li>✓ The hospital area must provide cattle with easy access to feed and water and adequate resting space. The stocking density of the hospital area should be one animal per box stall or 11m<sup>2</sup> (120ft<sup>2</sup>) per mature cow in a group pen.</li> <li>✓ The hospital area should be separate from the calving area. However, if this cannot be accommodated, the farmer should avoid having sick cattle housed together with cattle that are calving, whenever possible.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will assess compliance by observing the sick pens or hospital areas and interviewing the farmer. If requirements are not met, under proAction, the validator will assign between one and five demerits to reflect the severity of non-compliance. Under Grade A, the validator will score the item as major (unacceptable) or minor (needs improvement).</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• A separate hospital area provides sick and injured animals with enough space to comfortably recover from their ailment without competition for food, water or space. Cleanliness is particularly important to help cattle recover.</li> <li>• A segregated area also helps prevent the spread of contagious diseases to other herdmates.</li> </ul>		


<b>AC 7</b>	<b><i>Tie-stall Trainers</i></b>	<b>Demerits</b>
<p><b>Tie-stall barns: Are electric trainers:</b></p> <ul style="list-style-type: none"> <li><b>a) Designed not to exceed 2,500 volts?</b></li> <li><b>b) Equipped with a height adjustment?</b></li> <li><b>c) Located over the chine when the animal is standing with her hind feet near the gutter curb?</b></li> </ul>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Electric trainers must not exceed 2,500 volts. The voltage may be shown on the label of the energizer. If the farmer does not know the voltage of the system, they need to find out what it is (e.g. use a voltmeter to measures the voltage). If it exceeds 2,500 volts, it needs to be reduced (e.g. install an energy limiter).</li> <li>✓ The trainers must have a height adjustment and be located over the chine when the animal is standing with her hind feet near the gutter curb. The chine is the region on the back just behind the shoulder and before the short ribs. Images of this are in the proAction Reference Manual (page 1-10), which can be found on the DFO website.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will assess compliance through observation and interviews. If the requirement is not met, the validator will assign between one and five demerits to reflect the severity of non-compliance.</p>		
<p><b>Why is this important?</b></p> <p>Incorrectly installed or maintained electric trainers can interfere with normal cattle behavior, such as eating, standing or showing heat.</p>		



AC 8	Calf Feeding SOP	 Demerits
<b>Have you established and implemented a Standard Operating Procedure for colostrum management and calf feeding? (SOP 8)</b>		
<p><b>Requirement Explanation</b></p> <p>Every farm must establish a SOP for colostrum management and calf feeding. The SOP must contain enough information to ensure that someone feeding calves would feed them enough to maintain their health, growth and vigour. Working with a veterinarian in the development of the SOP is recommended.</p> <p>The SOP must include the following minimum requirements:</p> <ul style="list-style-type: none"> <li>✓ Feed newborn calves at least 4 litres [for a 45 kg (100 lb) calf] of good quality colostrum within 12 hours of birth, with the first meal occurring as soon as possible and no more than 6 hours after birth. A newborn Jersey calf [23 kg (50 lb)] would need at least 2 litres of good quality colostrum within 12 hours of birth.</li> </ul> <p><u>Unweaned calves</u></p> <ul style="list-style-type: none"> <li>✓ Feed calves a volume and quality of milk or milk replacer to maintain health, growth and vigour.</li> <li>✓ Incrementally increase volume of milk fed during cold weather by about 25% (e.g. 8L increases).</li> </ul> <p>Note: A list of Best Management Practices (recommendations) is in the proAction Reference Manual (page 2-5 and 2-6), which can be found on the DFO website.</p>		
<p><b>How will it be assessed?</b></p> <p>The validator will review the SOP for colostrum management and calf feeding for completeness and through interviews and observation, the validator will assess if the SOP is understood and is being followed. If any of these criteria are not met, the validator will assign between one and five demerits to reflect the severity of non-compliance.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Calves need to receive adequate colostrum and nutrition to grow and stay healthy.</li> <li>• Calves' ability to absorb immunity factors from colostrum starts to decrease soon after birth, making timely delivery of colostrum (as soon as possible) imperative.</li> </ul>		


<b>AC 9</b>	<b><i>Heifer Ration</i></b>	<b>Demerits</b>
<b>Do heifers receive feed that is adequate for maintaining health, growth and vigour?</b>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Heifers must receive a ration that meets their nutritional, developmental and growth requirements. If heifers are not thriving, farmers need to implement corrective actions. Working with their veterinarian or nutritionist is strongly recommended.</li> <li>✓ Farmers can use a heifer growth chart as a tool to evaluate their heifers; however, assessing heifer body condition is not a requirement of the program. An example of a heifer growth chart for Holsteins is provided in the proAction Reference Manual (Appendix III), which can be found on the DFO website.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will observe heifers and interview the farmer about the ration provided to them. If there is evidence that the requirements are not being met, the validator will assign between one and five demerits to reflect the severity of non-compliance.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Heifers need to receive enough good quality feed to grow and thrive.</li> </ul>		

<b>AC 10</b>	<b><i>Clean Water Access</i></b>	<b>Demerits</b>
<p><b>Do all cattle have access to a clean water source?</b></p> <p><i>Note: This requirement also relates to the following Grade A requirements:</i></p> <p><i>Cow housing – drinking water</i></p> <p><i>Pasture area – drinking water</i></p>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Farmers must provide good quality water to calves over ten days (to encourage starter intake), heifers, bulls, dry cattle and lactating cattle.</li> <li>✓ Weaned calves and those in the process of being weaned need to be offered water at least twice a day in winter.</li> <li>✓ Adequate access to good quality water must be provided to heifers, bulls, dry and lactating cattle. Water bowls must be kept clean and water changed as needed to ensure good quality water. Adequate access to water ensures that cattle are not limiting their water intake due to competition.</li> <li>✓ Providing water to unweaned calves in winter is not required under proAction provided that milk volume is increased during periods of cold stress.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will visually assess the housing areas and interview the farmer to verify that all cattle groups have access to a clean water source as per requirement. If there is evidence that the requirement is not being met, the validator will assign between one and five demerits to reflect the severity of non-compliance. Under Grade A, the validator will score the item as major (unacceptable) or minor (needs improvement). Examples of non-compliances are: dirty water bowls or inadequate access to water (not enough water bowls).</p>		
<p><b>Why is this important?</b></p> <p>Access to clean water is a critical factor in maintaining health of animals, and in the case of lactating dairy cattle, productivity.</p>		

<b>AC 11</b>	<b><i>Animal Health Practices SOP</i></b>	 <b>Major/Minor</b>
<b>Have you established and implemented a Standard Operating Procedure for animal health practices (e.g. disbudding/dehorning, castration, supernumerary teat removal) and branding that includes appropriate pain control where required? (SOP 9)</b>		
<p><b>Requirement Explanation</b></p> <p>Every farm must establish a SOP for animal health practices including disbudding/dehorning, castration, supernumerary teat removal and branding. The SOP must contain enough information to ensure that persons responsible for performing these procedures are able to complete them properly while minimizing stress to the animals. Only approved pain control products can be used. (i.e. products with a DIN).The SOP must have the following required elements:</p> <p><u>Disbudding / dehorning:</u></p> <ul style="list-style-type: none"> <li>✓ Properly and safely restrain the calf using halter / squeeze / other.</li> <li>✓ Before dehorning, administer pain control which must include an anesthetic and analgesic (e.g. nonsteroidal anti-inflammatory drug (NSAID)), at minimum [state what you use] (e.g. a combination of sedatives, local anesthetics and analgesics).</li> <li>✓ When using a Barnes type dehorner, control bleeding as required by pulling the artery with forceps or using a hot iron to cauterize the artery.</li> </ul> <p><u>Castration:</u></p> <ul style="list-style-type: none"> <li>✓ Administer pain control [state what is used] when castrating calves (e.g. anti-inflammatory and/or analgesic).</li> </ul> <p><u>Supernumerary teat removal:</u></p> <ul style="list-style-type: none"> <li>✓ Remove teat with surgical scissors or a scalpel blade.</li> </ul> <p><u>Branding (hot or freeze):</u></p> <ul style="list-style-type: none"> <li>✓ Administer pain control as recommended by a veterinarian.</li> </ul> <p>Note: A list of Best Management Practices is in the proAction Reference Manual (page 4-3), which can be found on the DFO website.</p>		
<p><b>How will it be assessed?</b></p> <p>The validator will review the SOP for completeness, and through observation and interviews assess if it is understood and being followed. If any of these criteria are not met, the validator will assign a major or minor non-compliance based on severity.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Following appropriate practices for animal health practices and applying pain control when required helps minimize animal distress during and after the procedures.</li> <li>• Use of pain control when dehorning is one of the main animal welfare concerns for consumers and dairy processors.</li> </ul>		

<b>AC 12</b>	<b><i>Medical Care for Sick and Injured Animals</i></b>	<b>Demerits</b>
<b>Do you provide prompt medical care for cattle that are sick, injured, too thin (body condition score <math>\leq 2</math>), severely lame, in pain or suffering?</b>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Adequate care must be provided to cattle that are sick, injured, too thin (body condition score <math>\leq 2</math>), severely lame (e.g. gait score of 5 or classified as severely lame via stall lameness scoring), in pain or suffering.</li> <li>✓ Sick or injured cattle must receive adequate medical treatment to restore them to health.</li> <li>✓ Cattle must be restrained safely so that farmers and veterinarians can handle them and conduct animal health procedures in a manner that is safe for both the animal and the handler. Some examples are: head gates on a feed alley or hospital pen, squeeze, chute, or halter. The equipment must also be designed and maintained to minimize stress and pain to the animal.</li> <li>✓ Animals beyond recovery should be shipped provided they are fit for transport and human consumption OR be euthanized, whichever option is appropriate, to avoid prolonged pain and suffering. See SOP for Euthanasia.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will assess compliance through observation and interviews. If the requirement is not met, the validator will assign between one and five demerits to reflect the severity of non-compliance.</p>		
<p><b>Why is this important?</b></p> <p>Provision of prompt medical care is important not only for the farmer to achieve the best possible outcome for the animal, but also for the industry as a whole to demonstrate to processors and consumers that animal health and welfare is a top priority.</p>		



<b>AC 13</b>	<b><i>Euthanasia SOP</i></b>	 <b>Major/Minor</b>
<b>Have you established and implemented a Standard Operating Procedure for euthanasia? (SOP 11)</b>		
<p><b>Requirement Explanation</b></p> <p>Farmers must establish a documented SOP for euthanasia that contains enough information to ensure that staff can act promptly and ensure that cattle are euthanized by qualified persons in a manner that is quick and causes the least possible pain and distress. The SOP must have the following required elements:</p> <ul style="list-style-type: none"> <li>✓ Promptly euthanize cattle with untreatable conditions, not responding to treatment, or not fit for transport.</li> <li>✓ Confirm death immediately by checking the animal for breathing, heartbeat and consciousness. Evaluate consciousness by touching the animal's eye (cornea) and noting if the animal blinks. Any eye movement is an indication of sustained or recovering consciousness. A lack of heartbeat and respiration for more than 5 minutes should be used to confirm death.</li> <li>✓ Do not move or leave the animal prior to confirmation of death.</li> </ul> <p><b>The following are the only acceptable methods for on-farm euthanasia of cattle:</b></p> <ul style="list-style-type: none"> <li>• Free bullet: .22 caliber for calves, .22 magnum or high powered rifle for mature heifers, cows and bulls</li> <li>• Penetrating captive bolt – followed by pithing, bleeding or cardiac puncture</li> <li>• Non-penetrating captive bolt – following by bleeding: not for adult cattle</li> <li>• Injection with barbiturates and other drugs (administered by licenced veterinarian)</li> </ul> <p>Note: A list of Best Management Practices is in the proAction Reference Manual (page 4-8), which can be found on the DFO website.</p>		
<p><b>How will it be assessed?</b></p> <p>The validator will review the SOP for completeness, and through observation and interviews assess if it is understood and being followed. If any of these criteria are not met, the validator will assign a major or minor non-compliance based on severity.</p>		
<p><b>Why is this important?</b></p> <p>Knowing when and how to perform euthanasia effectively is critical to animal welfare. It also helps ensure that unfit cattle are not transported to cattle sales facilities.</p>		

**Do you evaluate the milking herd (lactating and dry cattle) for Body Condition Score; hock, knee and neck injuries and lameness and:**

a) **Keep records of the results? (Record 7)**

b) **Take corrective action if herd scores are in the yellow or red zones? (Record 7B)**

*Note: This requirement also relates to the following Grade A requirement:*

*Cows – body condition score; legs, knees and neck injuries; hooves / lameness*

### Requirement Explanation

- ✓ Farmers must have a formal third party assessment of their milking cattle for lameness, injuries and body condition score. This assessment needs to be performed once every two years.
- ✓ The assessor will randomly select a sample of the milking herd and issue a report indicating the zones where each measure falls within, as follows:

Measure	Zones			
	Green Meets excellent target	Yellow Corrective action plan recommended	Red Corrective action plan required	Dark Red Corrective action plan and increased cattle assessments required**
<b>Body Condition Score</b>	≥ 95%*	80% to < 95%	60% to < 80%	< 60%
<b>Hocks</b>	≥ 90%	75% to < 90%	60% to < 75%	< 60%
<b>Knees</b>	≥ 90%	75% to < 90%	60% to < 75%	< 60%
<b>Neck</b>	≥ 90%	75% to < 90%	60% to < 75%	< 60%
<b>Lameness</b>	≥ 90%	75% to < 90%	60% to < 75%	< 60%

\*% of cattle in the sample scoring Acceptable

\*\*Next cattle assessment is due in 12 months with larger sample size

- ✓ Once a cattle assessment is completed, the following records are available on the farmer's proAction account at [www.dairyproaction.ca](http://www.dairyproaction.ca). Farmers are required to obtain these records and have them ready for validation
  - *Cattle Assessment Summary Sheet* documents the percentage of acceptable cows in a herd for each one of the measures;
  - *Cattle Assessment Detailed Record* shows the individual score for each cow assessed;
  - *Cattle Assessment Peer Report* shows which zone each measure falls under for a herd.


*Note: Refer to Appendices I, II & III in this booklet for continuous improvement expectations, sample sizes and scoring charts.*

### How will it be assessed?

During the validation, the validator will request to see the cattle assessment record and documented corrective action plan for measures in the red or dark red zones. If the records are not available, the validator will assign a major non-compliance. If measures do not improve out of the red zone at the third consecutive assessment, the validator will assign a major non-compliance.

### Why is this important?

- Animal assessments are the tool used to confirm that lactating cattle are housed and managed under conditions that minimize injuries, lameness and poor body condition.

<b>AC 15</b>	<b>Tail Docking</b>	 <b>Major/Minor</b>
<p><b>Do your cattle have full tails? (Record 18)</b></p> <p><i>Note: This requirement also relates to the following Grade A requirement: Cows – undocked tails</i></p>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Routine tail docking is not permitted. Canadian dairy farmers are required to discontinue the practice as of September 1, 2017.</li> <li>✓ Farmers are responsible to ensure that the cattle in their herd have un-docked or full tails. They must also ensure that custom heifer-raising operators do not dock tails of their animals and they purchase cattle with full tails.</li> <li>✓ Farmers can only dock an animal’s tail if it is medically necessary for the animal (e.g. the tail is broken or injured and is at risk of infection or further complications), and then they must record the rationale for docking the tail (tail docking log). Please see an example record in the proAction Workbook (page 50), which can be found on the DFO website.</li> <li>✓ Without a medical reason, removal of any part of the tail is not acceptable, even if it is just above the switch.</li> <li>✓ If a farmer must dock an animal’s tail for medical reasons, surgery is the preferred method.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will visually assess the cattle and may inspect some of the tails in more detail to verify that this requirement has been met. The validator will review the tail docking log to verify that any docked tails have been documented along with a valid medical reason. If there is evidence that the farmer has continued to dock tails routinely, the validator will assign a major non-compliance. If the tail docking log is incomplete, the validator will assign a minor non-compliance.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Research has demonstrated that tail docking does not have a significant impact on udder health or disease transfer to people. Concerns with tail docking include chronic pain, infections, and loss of ability to exhibit natural behaviours. For a collection of research papers on tail docking published by The Journal of Dairy Science, please visit: <a href="http://www.journalofdairyscience.org/taildocking">http://www.journalofdairyscience.org/taildocking</a></li> <li>• Tail docking is one of the most important animal welfare concerns for consumers and dairy processors. Some processors have included expectations for the elimination of tail docking in their animal welfare policies. They expect tail docking as a routine practice to stop by September 1, 2017 across Canada.</li> </ul>		


<b>AC 16</b>	<b><i>Electric Cattle Prod Use</i></b>	<b>Demerits</b>
<b>Do you handle cattle without the use of electric cattle prods whenever possible?</b>		
<b>Requirement Explanation</b> <ul style="list-style-type: none"> <li>✓ Farmers must be familiar with quiet handling techniques and train farm personnel accordingly.</li> <li>✓ Electric prods should only be used in extreme situations, such as when an animal's safety is at risk.</li> <li>✓ Electric prods must never be used on the face, anus or reproductive organs of dairy cattle, or calves that can be moved manually.</li> </ul>		
<b>How will it be assessed?</b> <p>The validator will discuss animal handling techniques used on the farm with the farmer and other people involved in handling, to verify that this requirement has been met. They may ask to see tools used for animal handling. If the requirement is not met, the validator will assign between one and five demerits to reflect the severity of non-compliance.</p>		
<b>Why is this important?</b> <ul style="list-style-type: none"> <li>• Cattle should be handled and moved in a calm manner to reduce stress to the animals.</li> <li>• Cattle that are handled in a consistent, calm manner will be relaxed and more productive.</li> <li>• Stressful handling can lead to fear responses in cattle and injuries to both cattle and animal handlers.</li> </ul>		


<b>AC 17</b>	<b><i>Proper Cattle Handling Techniques</i></b>	<b>Demerits</b>
<b>Do you train all animal handlers, and are they familiar with cattle behaviour and quiet handling techniques?</b>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Farm personnel must be trained in cattle behaviour and quiet handling techniques so that they understand how to handle and move cattle quietly and with low stress.</li> <li>✓ Make sure all staff are given regular training updates to any changes in the program. Refer to Table 7: The four step method of training in the proAction Reference Manual (page 11-5) on the DFO website</li> </ul> <p>Information and resources on animal handling can be found on the Livestock Welfare website (<a href="http://www.livestockwelfare.com">www.livestockwelfare.com</a>) and on Dr. Temple Grandin's website (<a href="http://www.grandin.com">www.grandin.com</a>).</p>		
<p><b>How will it be assessed?</b></p> <p>The validator will ask about training provided to farm personnel to assess if this requirement is met. They may interview staff to test for understanding / compliance. If the requirement is not met, the validator will assign between one and five demerits to reflect the severity of non-compliance.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Farmers can move cattle efficiently if they remain calm, quiet, and not rush them or yell.</li> <li>• Causing animals stress can negatively impact their health and performance.</li> <li>• Farmers are accountable for ensuring that cattle are handled properly on their farm, even if handling is done by employees. Providing training is critical to ensuring everyone on the farm understands and applies proper handling techniques.</li> </ul>		



<b>AC 18</b>	<b><i>Dry Cattle Housing</i></b>	<b>Demerits</b>
<p><b>Do you ensure that dry cattle housing:</b></p> <ul style="list-style-type: none"> <li><b>a) Allows cattle to easily stand up, lie down, and adopt normal resting postures?</b></li> <li><b>b) Provides bedding?</b></li> </ul> <p><i>Note: This requirement also relates to the following Grade A requirement: Cow housing – Dry cow pens</i></p>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Dry cattle are often housed in different locations and barns. Since the cattle assessments (an outcome-based method to assess housing design) no longer include dry cattle, this requirement has been added to address dry cattle housing.</li> <li>✓ Housing must be designed and maintained to ensure dry cattle can easily stand up, lie down, and adopt normal resting postures.</li> <li>✓ Housing must have enough bedding to maintain clean and dry cattle. Bedding is required regardless of stall surfaces.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will visually assess dry cattle housing, bedding provided as well as the cattle themselves. If the requirements are not met, the validator will assign between one and five demerits to reflect the severity of the non-compliance. Under Grade A, the validator will assign a major (unacceptable) or minor (needs improvement).</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Healthy cattle require an environment that allows them to lie down and rest comfortably. These conditions assist in the maintenance of their health.</li> </ul>		

<b>AC 19</b>	<b>Cattle Cleanliness</b>	<b>Demerits</b>
<p><b>Do your animal husbandry, manure and waste management systems ensure the cleanliness of lactating cattle’s udders, legs and flanks?</b></p> <p><i>Note: This requirement also relates to the following Grade A requirements:</i>  <i>Cows – clean</i></p>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Lactating cow’s udders, legs and flanks must be clean. Under proAction, clean is defined as Scores 1 or 2, and not-clean is defined as Scores 3 and 4 in the “Cow Cleanliness Assessment” chart. This Chart can be found in the proAction Reference Manual (page 1-8), which can be found on the DFO website.</li> <li>✓ Note that cow udder cleanliness is already a requirement under the Food Safety (CQM) Program.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will visually assess the lactating herd for cleanliness. If more than 20% of the herd has a cleanliness score of 3 or 4, the validator will assign one to five demerits based on the scores, the areas that are dirty and the percentage of dirty cows. Under Grade A, the validator will assign a major (unacceptable) or minor (needs improvement). Cow cleanliness is a critical Grade A requirement. Clean udders are the first priority, then flanks and then legs.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Good cow hygiene is critical for preventing diseases (e.g. mastitis) and maintaining healthy udders.</li> <li>• Lactating cow cleanliness is critical to ensuring high quality milk (low somatic cell count and bacteria levels).</li> </ul>		

<i>AC 20</i>	<i>Down Cattle SOP</i>	 Major/Minor
Have you established and implemented a Standard Operating Procedure for managing down cattle? ( <b>SOP 10</b> )		
<p><b>Requirement Explanation</b></p> <p>Farmers must establish a documented SOP for managing down cattle that contains enough information to ensure that staff can act and do act promptly and appropriately. The SOP must have the following required elements:</p> <ul style="list-style-type: none"> <li>✓ If an animal becomes sick, injured or goes down, promptly diagnose the condition of the animal and the likelihood of recovery.</li> <li>✓ Determine if the animal can be treated and/or cared for where she is lying or if she needs to be moved.</li> <li>✓ If you have to move the animal but cannot do so humanely, euthanize her where she is, according to your euthanasia SOP.</li> <li>✓ If the animal can be treated and/or cared for where she is lying, treat her there until she recovers and can get up. If she is beyond recovery, euthanize her humanely according to your euthanasia SOP.</li> <li>✓ If the animal is in an area where she must be moved (e.g. in the milking parlour or walk-way), follow the farm procedure below: <ul style="list-style-type: none"> <li>• Electric prods should only be used in extreme situations, such as when an animal's safety is at risk.</li> <li>• Move the animal as gently as possible, minimizing stress and trauma.</li> <li>• Describe any specialized equipment used on the farm to move cattle, and how to use it. Use specialized equipment according to manufacturer's instructions.</li> <li>• Gently rock or roll an animal onto special equipment whenever possible.</li> <li>• Move the animal over the shortest distance possible. Use equipment according to the manufacturer's specifications, and support the animal as necessary during movement.</li> <li>• Do not pull, push, drag or lift an animal by the neck or legs unless human or animal safety is at risk and there is no other option. Even then, only do so for a few feet with force being applied for a very brief period of time. Carefully protect the animal as much as possible, and then use your preferred method of moving the animal.</li> <li>• <b>Never use hip lifters or clamps to move or carry down cattle from one location to another.</b></li> </ul> </li> </ul>		

<b>AC 20</b>	<b>Down Cattle SOP (continued)</b>	 <b>Major/Minor</b>
<p><b>Required Elements (continued):</b></p> <ul style="list-style-type: none"> <li>✓ Wherever the animal is located for recovery, ensure the following are provided: <ul style="list-style-type: none"> <li>• Proper non-slip footing (i.e. sand applied around the animal) or, if in a stall, ensure the gutter is covered.</li> <li>• Shelter from the elements (i.e. direct sun, rain, extreme cold or heat, moisture) and is protected from predators.</li> <li>• Frequent easy access to fresh food and water.</li> <li>• Isolation from other animals to prevent injury and support recovery.</li> </ul> </li> </ul> <p>Notes:</p> <ul style="list-style-type: none"> <li>• A list of Best Management Practices is in the proAction Reference Manual (page 4-6), which can be found on the DFO website.</li> <li>• Refer to Appendices IV and V in this booklet for methods for lifting and moving down cattle. For more detailed information, see the proAction Reference Manual.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will review the SOP for completeness and through interviews and observation determine if it is understood and followed as written. If any of the requirements are not met, the validator will assign a minor or major non-compliance based on severity.</p> <p>The original requirement was for a corrective action plan. As long as you have an effective documented plan that staff are following, it does not matter if it is called a corrective action plan or SOP. However, it does need to contain the required elements.</p> <p>NOTE: this requirement was changed to a SOP in September 2019, but with short notice. As a result, from September 2019 to end of August 2021 (i.e. first validations with this new requirement), you could have up to 4 missing required elements and still receive a minor. After that time period, normal evaluation criteria should apply.</p>		
<p><b>Why is this important?</b></p> <p>Despite your best efforts to keep animals safe and healthy, accidents do happen. Being prepared, having a plan in place and making sure everyone is trained on how to use associated equipment and handle such situations will allow for the best chance of a positive outcome for both the animal and the farmer.</p>		





# Livestock Traceability

## *What is it?*

Livestock traceability is a program that ensures that dairy farmers comply with federal regulations and Canadian standards for animal traceability in the dairy sector. With a livestock traceability system, animals are permanently identified and their origin and movements between premises are known.

## *Why Livestock Traceability?*

The Canadian Food Inspection Agency (CFIA) has identified improvements required to the current traceability system in order to ensure that it can successfully trace back livestock within 48 hours of a disease outbreak or food safety issue being identified. These improvements will be incorporated into new federal regulations.

Livestock traceability is about emergency preparedness. A livestock traceability system helps ensure that the industry can quickly respond to an emergency such as a disease outbreak or food safety issue. Traceability is also important in maintaining the trust of trading partners, keeping markets open, and gaining access to new markets.


***This is a summary of requirements. For more information such as the Notice of Change, sample records and proAction Reference Manual, visit the proAction section on [www.milk.org](http://www.milk.org) (under Farmers).***


**Validations began September 2017**

**\*NOTE\***


**Livestock Traceability Requirements LT 4, LT 6 and LT 8: Reporting to the national traceability database, will be become mandatory as of September 1, 2021**


<i><b>LT 1</b></i>	<i><b>Premises Identification (PID) Number</b></i>	<b>Major/Minor</b>
<b>Do you have a Premises Identification Number? (PID)</b>		
<b>Requirement Explanation</b> <ul style="list-style-type: none"><li>✓ Premises are any parcel of land on which animals, plants or food are grown, kept, assembled or disposed of. Premises are defined by a legal land description of the lot, or in its absence, by its geo-coordinates.</li><li>✓ The premises identification (PID) number links livestock to land locations.</li></ul>		
<b>How will it be assessed?</b> <p>All licensed dairy farmers in Ontario already have a PID. It can be found by logging on to the farmer dashboard of the DFO website and looking in the upper right hand corner of the page or you can call DFO at 905-817-2189.</p>		
<b>Why is this important?</b> <ul style="list-style-type: none"><li>• The PID number is needed to report traceability events to the national database.</li><li>• The PID number may be required for other purposes, for example: tag purchases, for lab samples or for funding applications.</li></ul>		

<b>LT 2</b>	<b>Double-Tagging</b>	 <b>Major/Minor</b>
<p><b>Are your dairy cattle double-tagged with approved dairy tags (NLID)? (Record 5)</b></p> <ul style="list-style-type: none"> <li>• <i>Calves must be tagged within <u>seven</u> days of birth or before the animal leaves the farm of origin, whichever occurs first.</i></li> <li>• <i>Any calves born on farm and destined for the beef industry may be identified with a single RFID ear tag (approved white dairy tag or approved yellow beef tag).</i></li> </ul>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ All dairy calves born on or after September 1, 2017 must be identified with approved National Livestock Identification for Dairy (NLID) tags.</li> <li>✓ Tags must be applied within <u>seven</u> days of birth or before the animal leaves the farm, whichever occurs first.</li> <li>✓ The approved official tag set consists of a visual panel tag and an RFID button. One tag must appear in each ear at all times [visual panel tag and electronic (RFID) button tag]. There should never be two RFID button tags on the same animal, either in the same ear or not, even with the same ID number.</li> <li>✓ Both male and female dairy cattle, whether they are registered or non-registered, can be tagged with these tag sets.</li> <li>✓ Calves that do not remain in the dairy herd and therefore are destined for the beef industry may be identified with a single RFID ear tag (white dairy tag or yellow beef tag*).</li> <li>✓ Use Record 5 when you need to cross reference two different ID numbers for one animal.</li> </ul> <p><u>Notes:</u></p> <ul style="list-style-type: none"> <li>• When a tag is lost through normal wear and tear, NLID provides replacement tags with the same ID number free of charge (upon request).</li> <li>• Visit <a href="http://dairytrace.ca">dairytrace.ca</a> &gt; Resources &gt; Library or contact DairyTrace customer services at 1-866-55-TRACE for more information on the new white single button tag.</li> <li>• *Effective September 1, 2023, farmers will no longer be allowed to use the single button yellow beef tag.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will visually inspect the animals to verify that any calves born since September 1, 2017 have been double tagged. If the requirement is not met, the validator will assign a major or minor non-compliance depending on severity.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Matching official ID with herd management ID improves record keeping.</li> <li>• There are many benefits from dual tagging (RFID button and visual tag) with matching unique number: <ul style="list-style-type: none"> <li>○ it enhances visual recognition of animal for herd management;</li> <li>○ it harmonizes herd management ID systems for dairy in Canada; and</li> <li>○ it ensures a back-up in case of tag loss and provides a unique # for the animal's life.</li> </ul> </li> </ul>		

<b>LT 3</b>	<b><i>Animal Birth Record</i></b>		<b>Major/Minor</b>
<p><b>Do you maintain current birth records on farm (birth date, Animal ID number, PID where the animal is born)? (Record 1)</b></p> <ul style="list-style-type: none"> <li><i>In the <u>seven</u> days following the animal's birth or before the animal leaves the farm of origin, whichever occurs first.</i></li> </ul>			
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Animal births must be recorded within <u>seven</u> days of birth or at the time the animal leaves the farm. The following information is required for on-farm records: <ul style="list-style-type: none"> <li>• Animal identification number – 15 digits</li> <li>• Date of animal's birth</li> <li>• Premises identification number where the animal was born</li> </ul> </li> <li>✓ On-farm records must be kept for a minimum of five years.</li> <li>✓ The information may be recorded in an on-farm paper manifest, herd management software, electronic document, template provided in the proAction Workbook, third party or other type of document.</li> </ul>			
<p><b>How will it be assessed?</b></p> <p>The validator will review birth records to ensure that they are being kept on all animals born since September 1, 2017. If one or more of the requirement components are not met, the validator will assign a major or minor non-compliance depending on severity.</p>			
<p><b>Why is this important?</b></p> <p>Birth records facilitate complete and accurate information to be documented about an animal right from the date of birth.</p>			

<b><i>LT 4</i></b>	<b><i>Animal Birth Reporting</i></b>	<b>Major/Minor</b>
<b>Are you <u>reporting</u> animal birth information to the national traceability database within <u>45</u> days or before the animal leaves the farm of origin, whichever occurs first?</b>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ When tags are affixed to the animal's ear, they need to be reported into the national traceability database to be activated within <u>45</u> days of birth or before it leaves the farm of origin, whichever occurs first.</li> <li>✓ The following information is required for tag activation: <ul style="list-style-type: none"> <li>• Animal identification number – 15 digits</li> <li>• Date of animal's birth</li> <li>• Premises identification number where the animal was born</li> </ul> </li> </ul> <p><b><u>Reporting livestock traceability data:</u></b></p> <p>Effective September 1, 2021, traceability information must be reported to the DairyTrace Portal (Lactanet Canada). On the DairyTrace web site, <a href="http://www.dairytrace.ca">www.dairytrace.ca</a>, farmers can access the on-line portal and mobile app. For farmers needing non-electronic options for reporting, paper forms can be downloaded from the DairyTrace web site or ordered from customer services and submitted to DairyTrace by mail, fax or email.</p> <ul style="list-style-type: none"> <li>• For instructions on how to get started, reporting options and DairyTrace contact information, visit <a href="http://www.dairytrace.ca">www.dairytrace.ca</a> &gt; Resources &gt; Library or call DairyTrace customer services.</li> <li>• If you do not have a DairyTrace account, contact customer services at 1-866-55-TRACE to obtain your username and password</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will interview the farmer and review documentation to verify that births have been reported as per requirement for all animals born since September 1, 2021. If this requirement is not met, the validator will assign a major or minor non-compliance based on severity.</p>		
<p><b>Why is this important?</b></p> <p>This requirement ensures timely tag activation so that animals are entered in the traceability database.</p>		

<b>LT 5&amp;6</b>	<b>Animal Move-In Record &amp; Reporting</b>	 Major/Minor
<p><b>For animal move-in (reception of an animal at the farm, including import):</b></p> <p>a) Do you maintain current animal move-in <u>records</u> on farm? (<b>Record 2</b>)</p> <p>b) Are you <u>reporting</u> the information to the national traceability database?</p> <p><i>Within <u>seven</u> days of the event or before the animal leaves the farm, whichever occurs first.</i></p>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Animal reception must be recorded and reported within <u>seven</u> days or before the animal leaves the farm. The following information is required for records and reports: <ul style="list-style-type: none"> <li>• Animal identification number – 15 digits</li> <li>• Date of animal’s arrival</li> <li>• Premises identification number of the farm of arrival</li> <li>• Vehicle (single unit) or trailer (tandem unit) licence plate number</li> <li>• Premises identification number of the farm of departure. For animal imports, if this is not known, the farmer may report the location where the animal was kept before it was imported (e.g. address of the facility).</li> </ul> </li> <li>✓ On-farm records must be kept for a minimum of five years.</li> <li>✓ Animal move-in information may be recorded in an on-farm paper manifest, herd management software, electronic document, template provided in the proAction Workbook, third party or other type of document.</li> <li>✓ For how to report, refer to “reporting livestock traceability data” under Livestock Traceability Requirement 4: Animal Birth Reporting.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will interview the farmer and review documentation to verify that data on incoming animals (new or returning) has been recorded and reported. If this requirement is not met, the validator will assign a major or minor non-compliance based on severity.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• In an emergency situation such as a contagious disease outbreak, this information is used to identify exactly where the animal has been, which other animals it has been in contact with and where it is at the moment.</li> <li>• While not required by proAction or regulation, farmers are encouraged to record and report information on animals leaving the farm. This could help a farmer provide adequate documentation on animals shipped, should an investigation be performed by a regulatory body on issues such as inhibitor residues found on meat or an animal transport violation.</li> </ul>		

<b>LT 7&amp;8</b>	<b>Tag Retirement Record &amp; Reporting</b>	 <b>Major/Minor</b>
<p><b>For tag retirement (on-farm animal disposal and animal export):</b></p> <p>a) Do you maintain current tag retirement records on-farm? (<b>Record 3 &amp; 4</b>)</p> <p>b) Are you reporting the event information to the national traceability database?</p> <p><i>Information must be recorded and reported within <u>seven</u> days of the event.</i></p>		
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ On-farm disposal and animal export must be recorded and reported within <u>seven</u> days of animal's death or export. The following information is the minimum requirement for:</li> <li>✓ Animal on-farm disposal records and reports: <ul style="list-style-type: none"> <li>• Animal identification number – 15 digits</li> <li>• Date of animal's death</li> <li>• Premises identification number of the farm where the animal died</li> </ul> </li> <li>✓ Animal export records and reports: <ul style="list-style-type: none"> <li>• Animal identification number – 15 digits</li> <li>• Date of animal's departure</li> <li>• Premises identification number of the farm of departure</li> <li>• Location to which the animals were exported (examples: address, state, country)</li> <li>• Vehicle (single unit) or trailer (tandem unit) licence plate number</li> </ul> </li> <li>✓ Tag retirement information (on-farm disposal and animal export) may be recorded in an on-farm paper manifest, herd management software, electronic document, template provided in the proAction Workbook, third party or other type of document. It must be kept on farm for a minimum of five years for further reference.</li> </ul> <p>For how to report, refer to “reporting livestock traceability data” under Livestock Traceability Requirement 4.</p>		
<p><b>How will it be assessed?</b></p> <p>The validator will interview the farmer and review documentation to verify that data on dead animals or exports has been recorded and reported. If these requirements are not met, the validator will assign a major or minor non-compliance based on severity.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Knowing when animals have left the Canadian system is important in the event of an emergency situation such as a disease outbreak.</li> </ul>		





# Biosecurity

## *What is it?*

Biosecurity is a series of practices designed to prevent, or reduce the risk of introduction and spread of disease among livestock.


## *Why Biosecurity?*


Minimizing the introduction and spread of infectious diseases through good Biosecurity practices benefits the overall health of a herd. A lower disease incidence on a herd implies less use of veterinary drugs, most importantly antibiotics. This has never been more relevant, in light of antimicrobial resistance concerns surrounding livestock food production.

The global emergence and re-emergence of bovine diseases in recent years has had a major impact on the cattle industry, both within Canada and abroad. Outbreaks of contagious diseases, such as Foot and Mouth Disease and Rinderpest in cattle in other countries, have resulted in significant economic losses, as well as animal health and environmental concerns. These outbreaks serve as a warning sign of the need for a comprehensive, coordinated approach to bovine biosecurity in Canada.


***This is a summary of requirements. For more information such as sample records and the proAction Reference Manual, visit the proAction section on [www.milk.org](http://www.milk.org) (under Farmers).***


**Validations began September 2019**

<b>BIO 1</b>	<b>Biosecurity Risk Assessment</b>		<b>Major/Minor</b>
<b>In the past two years, have you completed the Biosecurity Risk Assessment with your veterinarian to identify and address biosecurity risks on your farm? (Record 6b)</b>			
<b>Requirement Explanation</b> <p>Every farmer must complete the Biosecurity Risk Assessment in conjunction with their herd veterinarian <u>once every two years</u> and must be presented to your validator at the time of validation. The questions posed pertain to biosecurity practices for all types of dairy operations, and are intended to aid in assessing the farm's risk of disease introduction and spread.</p>			
<b>How will it be assessed?</b> <p>The validator will request to see and verify that the Biosecurity Risk Assessment was completed and signed by the herd veterinarian within 24 months of the validation. If this requirement is not met, the validator will assign a major or minor non-compliance based on severity.</p>			
<b>Why is this important?</b> <ul style="list-style-type: none"> <li>• Facilitates identification biosecurity risk areas.</li> <li>• Leads to a focused discussion with the herd veterinarian about how to reduce or manage these risks.</li> <li>• There may be risks that farmers may choose to accept and others that can be mitigated by altering practices on the farm.</li> </ul>			

<b>BIO 2</b>	<b><i>Disease Event Records</i></b>		<b>Demerits</b>
<p><b>Do you record disease events for, at minimum:</b></p> <ul style="list-style-type: none"> <li>• cows with these signs: abortion, lameness, mastitis, diarrhea, pneumonia, and death?</li> <li>• calves with these signs: diarrhea, pneumonia, and death? (<b>Record 10</b>)</li> </ul>			
<p><b>Requirement Explanation</b></p> <ul style="list-style-type: none"> <li>✓ Farmers must document each time a disease event takes place. They must keep a record of any cows or calves that show any of the following signs: <ul style="list-style-type: none"> <li>• cows: abortion, lameness, mastitis, diarrhea, pneumonia, and death; and</li> <li>• calves: diarrhea, pneumonia, and death.</li> </ul> </li> <li>✓ At a minimum, each disease event must include the event (e.g. lameness, diarrhea), the date of occurrence, and the animal ID.</li> <li>✓ Records may be kept within a herd management software, calendar and/or in conjunction with cattle treatment records, so as to not having to duplicate documentation.</li> </ul>			
<p><b>How will it be assessed?</b></p> <p>The validator will request to see and verify the disease events records. If the record is incomplete or missing, the validator will assign between one and five demerits to reflect the severity of non-compliance.</p>			
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Allows for ongoing disease monitoring.</li> <li>• Identifies areas on the farm experiencing success/failure with respect to disease control.</li> <li>• Can be used to assess impact of changes made to animal health protocols.</li> </ul>			

<b>BIO 3</b>	<b>Vaccination SOP</b>	<b>SOP</b>	<b>Major/Minor</b>
<b>Have you established and implemented a Standard Operating Procedure, in consultation with your veterinarian, for vaccinating against specific disease of concern? (SOP 12)</b>			
<b>Requirement Explanation</b> <ul style="list-style-type: none"> <li>✓ Farmers are required to establish a documented SOP for vaccinating animals. The SOP must contain enough information to ensure that any staff responsible for vaccinating animals are able to do so properly. The following required elements must be documented: <ul style="list-style-type: none"> <li>• products used;</li> <li>• specific group of animals; and</li> <li>• any other information that is required for the vaccination program.</li> </ul> </li> <li>✓ Farmers are encouraged to work with their veterinarian to ensure their procedures are the best fit for their farm.</li> <li>✓ Vaccination is not mandatory and if this option is chosen, it must be noted in the SOP.</li> </ul>			
<b>How will it be assessed?</b> <p>The validator will review the SOP for completeness and through observation and interviews assess if the SOP is understood and being followed. If any of these criteria are not met, the validator will assign either a major or minor non-compliance, based on severity.</p>			
<b>Why is this important?</b> <ul style="list-style-type: none"> <li>• Vaccination helps avoid compromising animals when introducing new animals or returning animals back into your herd.</li> <li>• Vaccination also helps control the spread of diseases within a closed herd.</li> </ul>			

<i>BIO 4&amp;5</i>	<i>Animal Movement SOPs</i>	 Major/Minor
<p><b>Have you established and implemented a Standard Operating Procedure, in consultation with your veterinarian, to prevent the introduction of infectious diseases when bringing new animals and/or returning animals into your facilities that have had contact with other animals? (SOP 13 &amp; 14)</b></p>		
<p><b>Requirement Explanation</b></p> <p>It is required that farmers establish a documented SOP for adding new animals and returning animals into their facilities. These SOPs must contain enough information to ensure that any staff responsible for accepting and introducing new animals and/or returning animals is able to help minimize the biosecurity risks. Farmers are encouraged to work with their veterinarian when developing these SOPs, which must contain the following required elements:</p> <ul style="list-style-type: none"> <li>✓ Designate an area for incoming cattle</li> <li>✓ Observe and examine new additions at least daily for disease detection</li> <li>✓ Identify and train staff who will monitor the animals in the monitoring protocol established for the farm</li> <li>✓ Respond to any abnormalities</li> </ul> <p><u>Introduction of New Cattle to the Herd ONLY (SOP 13):</u></p> <ul style="list-style-type: none"> <li>✓ Request information on all cattle prior to purchase and movement</li> <li>✓ Perform the actions that must be taken for new cattle prior to introduction into the home herd (such as confirmation of pregnancy or reproductive status, hoof trimming, vaccination, testing, etc.)</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will review the vaccination SOPs for completeness and through observation and interviews, assess if the SOPs are understood and being followed. If any of these criteria are not met, the validator will assign either a major or minor non-compliance, based on severity.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Introduction of new animals/re-introduction of animals that are returning to the farm is one of the highest biosecurity risks on a dairy farm.</li> <li>• Cattle may be infected with a virus or bacteria but not show signs of clinical disease. New cattle and/or cattle brought back onto the farm can therefore be a source of new pathogens that can then be transmitted to other cattle in the herd.</li> </ul>		

<b>BIO 6</b>	<b><i>Visitors and Service Personnel SOP</i></b> 	<b>Major/Minor</b>
<b>Have you established and implemented a Standard Operating Procedure (SOP), in consultation with your veterinarian, to prevent the introduction of infectious diseases by family, employees, farm visitors and service providers? (SOP 15)</b>		
<b>Requirement Explanation</b> <p>Farmers must establish and implement a SOP for biosecurity measures for the movement of people such as family, staff, visitors and service providers. The SOP must contain enough information to ensure that staff understand, follow and enforce the measures taken on the farm to prevent the introduction and spread of infectious diseases. The following required elements must be included:</p> <ul style="list-style-type: none"> <li>✓ List biosecurity measures for visitors and service personnel to follow, depending on the level of risk that each visitor could pose: <ul style="list-style-type: none"> <li>• Require all visitors and service personnel to wear overshoes, clean boots (washed and disinfected) or disposable boots prior to entering the production area (either provide clothing and footwear for visitors or require new clothing and clean disinfected overshoes prior to coming onto your farm).</li> <li>• Have designated area for the disposal of disposable coveralls, boots and gloves.</li> </ul> </li> <li>✓ Provide and maintain a washing station (hands, boots) that can be used prior to entering the production unit.</li> </ul>		
<b>How will it be assessed?</b> <p>The validator will review the SOP for completeness and through observation and interviews, assess if the SOP is understood and being followed. If any of these criteria are not met, the validator will assign either a major or minor non-compliance, based on severity.</p>		
<b>Why is this important?</b> <ul style="list-style-type: none"> <li>• Service providers, visitors, and employees need to be aware of and follow the farm's biosecurity measures to prevent the spread of infectious diseases.</li> <li>• Controlling traffic and visitors is an essential part of biosecurity. Pathogens can be introduced and spread by contaminated footwear, clothing, and hands, as well as on vehicles, farm machinery and other equipment. The risks of people, vehicles and equipment transmitting pathogens to cattle can be managed if those involved understand and adhere to the biosecurity measures in place on the farm.</li> </ul>		



<b>BIO 7</b>	<b><i>Biosecurity Signage</i></b>	<b>Major/Minor</b>
<b>Do you have signage posted on the main access point, which is visible from the main parking area?</b>		
<p><b>Requirement Explanation</b></p> <p>Post signage at the main access point(s), which is visible from the main parking area and can provide information such as:</p> <ul style="list-style-type: none"> <li>• who to contact upon arrival</li> <li>• where to report</li> <li>• what biosecurity measures need to be followed, etc.</li> </ul> <p>Farmers should consider keeping a record of all visitors who come and go, including consultants, sales people, delivery people, haulers, maintenance workers, and veterinarians.</p>		
<p><b>How will it be assessed?</b></p> <p>The validator will check the main access point(s) to confirm that signs are present. If any of these criteria are not met, the validator will assign a major or minor non-compliance based on severity.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Service providers, visitors, and employees need to be aware of and follow your farm biosecurity measures to prevent the spread of infectious diseases.</li> </ul>		



# Environment

## *What is it?*

The environment module of proAction is focused on ensuring adherence to environmental standards on Canadian dairy farms. This theme is largely based on the Environmental Farm Plan, and addresses priority areas such as manure storage, nutrient management, milkhouse wastewater management, among others.

## *Why Environment?*

Environmental sustainability is one of several key aspects to ensuring the longevity of Canada's dairy industry. It is about preserving the land and local environment used to farm. Focusing on the environment and minimizing impact ensures the future of dairy farming is viable for the next generation of farmers and their families. It is also about demonstrating to processors and consumers that Canadian milk is not only of high quality, but produced responsibly.

***This is a summary of requirements. For more information such as the Notice of Change, sample records and proAction Reference Manual, visit the proAction section on [www.milk.org](http://www.milk.org) (under Farmers).***

**Validations begin September 2021**

<i>EN 1</i>	<i>Environmental Farm Plan</i>	Major/Minor
<b>Do you have a valid provincial Environmental Farm Plan (EFP) to identify and address environmental risks on your farm?</b>		
<p><b>Requirement Explanation</b></p> <p>The Environmental Farm Plan (EFP) is designed as a farm self-assessment, or a third-party assessment, to increase awareness of environmental issues and provide farmers with an assessment of the potential environmental risks and strengths associated with their farm operation. In Ontario, EFP's are administered by the Ontario Soil and Crop Improvement Association (OSCIA). ProAction requires that farmers have a valid EFP, which can be obtained following three steps:</p> <p>Step 1. Register and attend an EFP Workshop. Visit the OSCIA website at <a href="http://www.ontariosoilcrop.org">www.ontariosoilcrop.org</a> or call at 519-826-4214 to find a workshop scheduled in your area. Farmers will be provided with instructions and help on how to progress through the risk assessment and action plan development contained in the EFP workbook.</p> <p>Step 2. Submit the EFP action plan for a confidential review by the OSCIA program instructor. The instructor may be able to offer feedback and suggestions to help you achieve your environmental goals. Participants receive a certificate indicating the dates the workshop and action plan were completed.</p> <p>Step 3. Begin implementing the EFP Action Plan.</p> <p>Note: While Ontario EFPs do not have an expiry date, under proAction, EFPs must have been completed or updated within the last 10 years.</p>		
<p><b>How will it be assessed?</b></p> <p>The validator will verify that the farmer has a valid EFP. If this requirement is not met, the validator will assign either a major or minor non-compliance depending on severity.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• An EFP provides a farm with an increased awareness of areas of potential environmental concern and of relevant legislation and regulations. It outlines site-specific, individualized plans to address, monitor or compensate for identified areas of risk.</li> </ul>		

<i>EN 2</i>	<i>Environmental Questionnaire</i>	Major/Minor
<b>Have you completed the questionnaire on soil health, biodiversity, greenhouse gas, silage seepage, and plastic waste?</b>		
<p><b>Requirement Explanation</b></p> <p>Farmers must complete the questionnaire within two years of the validation and have the confirmation of completion available for review, in print or digital format, by a validator during an on-farm validation.</p> <p>The questionnaire covers the following topics:</p> <ul style="list-style-type: none"> <li>• <u>Soil health</u>: Healthy soil is able to support plant growth without becoming degraded or otherwise harming the environment.</li> <li>• <u>Greenhouse gases</u>: Working with a ruminant nutritionist, storing and using manure effectively, and reducing energy use can all contribute to greenhouse gas mitigation and improved nutrient management.</li> <li>• <u>Biodiversity</u>: Lands managed with biodiversity in mind (wetlands, woodlots, streams, watercourse, etc.) not only provide diverse habitats, but also reduce off-site environmental risks especially in areas where lands are near sources of water.</li> <li>• <u>Other</u>: This section covers silage seepage and plastic farm waste. When harvested and stored properly, silage quality is preserved and there is little risk to the environment. Plastic waste should be disposed of in environmentally responsible ways.</li> </ul> <p>Note: In Ontario, farmers will need to complete the questionnaire electronically on their proAction account on <a href="http://www.dairyproaction.ca">www.dairyproaction.ca</a> (similar to your self-declaration).</p>		
<p><b>How will it be assessed?</b></p> <p>The validator will request to see and verify that the Environmental Questionnaire was completed within 24 months of the validation. If this requirement is not met, the validator will assign a major or minor non-compliance based on severity.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• The questionnaire lists voluntary actions that may or may not be undertaken and is intended to help farms identify where they are at currently, or where potential adjustment could be made. Aggregated information will help the industry describe practices undertaken to advance environmental stewardship.</li> </ul>		

<i>EN 3</i>	<i>Milking Centre Wastewater</i>	<b>Demerits</b>
<b>Is your milking centre wastewater managed with proper storage or a regulatory approved treatment system?</b>		
<p><b>Requirement Explanation</b></p> <p>Farmers must dispose of milking centre wastewater in a manner that does not contaminate soil, groundwater or surface water. It should not go into a ditch or stream.</p> <p>Management options for milking centre wastewater include:</p> <ul style="list-style-type: none"> <li>• Storage within a liquid manure storage system – construction design should incorporate expected volumes of wastewater.</li> <li>• Disposal within a separate liquid storage or septic tank. Note that septic tanks need to be monitored and pumped when the level of solids in the tank approaches capacity.</li> <li>• Treatment within sediment tanks and/or flocculator. Flocculators add lime to coagulate milk solids. Liquids can be removed from the top and the heavy milk solids fall to the bottom where they can be removed. Regular maintenance of flocculators is required.</li> <li>• Treatment within constructed wetlands or vegetated filter strips – often done in association with settling tanks and/or grease traps. Constructed wetlands and filter strips should be designed by an engineer.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will visually assess the wash water storage and interview the farmer to verify that milking centre wastewater is managed and stored properly. If there is evidence that the requirement is not being met, the validator will assign between one and five demerits to reflect the severity of non-compliance.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Milking centre wastewater contains phosphates from detergents and concentrated phosphoric acid that is used to remove oils and greases and sanitize milk lines and equipment. Phosphorus is a main contaminant of surface water which needs to be managed to reduce environmental risk.</li> </ul>		

<i><b>EN 4</b></i>	<i><b>Manure Storage</b></i>	<b>Demerits</b>
<b>Is your manure storage adequate to avoid contamination of surface and ground water and to avoid spreading manure on frozen, snow-covered or saturated ground?</b>		
<p><b>Requirement Explanation</b></p> <p>Insufficient storage capacity or weather-related factors are the main reasons for manure application on frozen, snow-covered or saturated ground. Farmers must store and use manure in a manner that benefits soil and plant health, and avoids contamination of surface and groundwater. Manure spread on snow can also bring unwanted attention to your farm.</p> <p>Beneficial practices for all manure storage types:</p> <ul style="list-style-type: none"> <li>• In association with a qualified engineer or geoscientist, ensure storage construction meets or exceeds provincial regulations related to siting, capacity and safety;</li> <li>• Regularly inspect manure storage for leaks, cracks or structural issues;</li> <li>• Where possible, locate manure storage away from public roads and/or plant windbreaks to help reduce odour impacts on neighbours;</li> <li>• Build secondary containment in case of leaks and/or install monitoring wells around the site.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will visually assess the manure storage area and interview the farmer to verify that manure is stored properly to avoid spreading manure on frozen, snow-covered or saturated ground. If there is evidence that the requirement is not being met, the validator will assign between one and five demerits to reflect the severity of non-compliance.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• Phosphorus in manure and other nutrients can be lost from runoff when applied to frozen, snow-covered or saturated soil, meaning a loss of nutrients for you and a greater risk to the environment, such as contamination of surface and groundwater and algal blooms and reduced water quality in our Great Lakes.</li> </ul>		



<i><b>EN 5</b></i>	<i><b>Manure Management</b></i>	<b>Demerits</b>
<b>Do you manage nutrients on your farm to make optimal use of manure and/or fertilizer on land?</b>		
<p><b>Requirement Explanation</b></p> <p>Farmers must have <u><b>one</b></u> of the following:</p> <ul style="list-style-type: none"> <li>• A valid provincially approved nutrient management plan (NMP), or</li> <li>• A soil test completed at least every three years for all lands receiving manure, and results used to make optimal use of manure or fertilizer on land.</li> </ul>		
<p><b>How will it be assessed?</b></p> <p>The validator will interview the farmer and verify that required documentation is available. If there is evidence that the requirement is not being met, the validator will assign between one and five demerits to reflect the severity of non-compliance.</p>		
<p><b>Why is this important?</b></p> <ul style="list-style-type: none"> <li>• When using manure, fertilizer or other soil amendment on farmland, soil testing and nutrient management planning is important for establishing adequate rates of application. This is key in ensuring optimal use of resources and reducing the risk of nutrients and manure contaminating surface or groundwater.</li> </ul>		

## Appendix I

### Cattle Assessment Continuous Improvement Timelines

Parameter	Result, next step or requirement			
Results	All results in Green zone	One or more results in Yellow zone, and the rest in Green zone	One or more results in Red zone	One or more results in Dark Red zone
<b>Due date of next cattle assessment</b>	Due in 24 months with standard sample size	Due in 24 months with standard sample size	<b>For cattle assessments conducted between March 2021 and March 2023:</b> Due in 24 months with standard sample size. <b>For cattle assessments conducted after March 2023:</b> Due in 12 months with larger sample size.	Due in 12 months with larger sample size
<b>Corrective action plan</b>	N/A	Recommended for any result in the Yellow zone	Required	Required
<b>Continuous improvement timelines</b>	N/A	Recommended to strive for improvement to Green zone	<b>Starting in March 2023:</b> After three consecutive Red zone results for the same animal-based measure, farms must demonstrate improvement out of the zone to continue to meet proAction requirements (i.e. a major nonconformance will be assigned in the validation report and will not be closed until the farm shows a cattle assessment with results in the yellow or green zones. As a result, the validation will not be approved, and the farm will not achieve / maintain registration).	After three consecutive Dark Red zone results for the same animal-based measure, farms must demonstrate improvement out of the zone to continue to meet proAction requirements (i.e. a major nonconformance will be assigned in the validation report and will not be closed until the farm shows a cattle assessment with results in the yellow or green zones. As a result, the validation will not be approved, and the farm will not achieve / maintain registration).

## Appendix II

### Cattle Assessment Sample Size Calculator

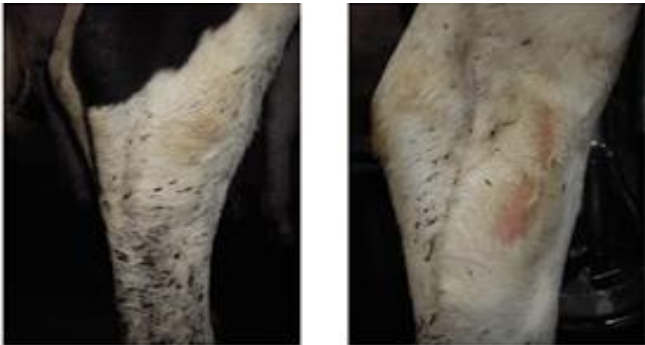





Effective Date: March 1, 2021

Average number of cattle in milking herd	Sample Size for 24-month Frequency		Sample Size for 12-month Frequency	
	Sample size: minimum number of cattle for assessment	Approximately every __ animal	Sample size: minimum number of cattle for assessment	Approximately every __ animal
≤ 20	14	All to every 2 <sup>nd</sup>	19	Almost every animal
30	18	2 <sup>nd</sup>	28	All to every 2 <sup>nd</sup>
40	21	2 <sup>nd</sup>	36	All to every 2 <sup>nd</sup>
50	23	2 <sup>nd</sup>	44	All to every 2 <sup>nd</sup>
70	27	3 <sup>rd</sup>	59	All to every 2 <sup>nd</sup>
90	29	3 <sup>rd</sup>	73	All to every 2 <sup>nd</sup>
100	30	3 <sup>rd</sup>	80	All to every 2 <sup>nd</sup>
150	33	5 <sup>th</sup>	108	All to every 2 <sup>nd</sup>
250	37	7 <sup>th</sup>	152	2 <sup>nd</sup>
350	38	9 <sup>th</sup>	183	2 <sup>nd</sup>
450	39	12 <sup>th</sup>	207	2 <sup>nd</sup>
700	40	18 <sup>th</sup>	248	3 <sup>rd</sup>
1,000	5%	20 <sup>th</sup>	278	4 <sup>th</sup>
2,000	5%	20 <sup>th</sup>	322	6 <sup>th</sup>
3,000	5%	20 <sup>th</sup>	341	9 <sup>th</sup>

**Source:** ProAction Notice of Change, Animal Care Module Changes, September 2020

## Appendix III

### Animal Assessments Scoring Chart

Measure	Acceptable		Requires corrective action	
<b>Hock injuries</b>	 <p>No swelling or minor swelling (&lt;1 cm); may have some hair loss, broken hair or bald area</p>		 <p>Medium or major swelling and/or lesion or scab on bald area</p>	
<b>Knee injuries</b>	 <p>No swelling; may have some hair loss, broken hair or bald area</p>		 <p>Broken skin or scab, lesion and/or swelling. May have bald area</p>	
<b>Neck injuries</b>	 <p>No swelling, may have visible bald area</p>		 <p>Broken skin or scab and/or swelling. May have bald area</p>	
<b>Lameness</b>	<b>Acceptable</b>		<b>Monitor</b>	<b>Requires corrective action</b>
	<b>Loose housing or gait scoring:</b> Cows with a lameness score of 1 and 2* <b>Tie-stall:</b> Max. one indicator** present		<b>Loose housing or gait scoring:</b> Cows with a lameness score of 3*	<b>Loose housing or gait scoring:</b> Cows with a lameness score of 4 and 5* <b>Tie-stall:</b> Two or more indicator(s)** present
<b>BCS</b>	<b>Acceptable</b>		<b>Requires corrective action</b>	
	BCS is over 2		BCS is 2 or less	

\*Based on the five-point Gait Scoring System referenced in the Dairy Code of Practice.

\*\*Lameness indicators: Edge, weight shift, uneven weight, uneven movement.

Source: Animal Care and Livestock Traceability Farmer Manual, Dairy Farmers of Canada (DFC), July 2015.

## Appendix IV

### Methods for Lifting Down Cattle

Method	Pros	Cons	Important Considerations
<b>Body slings</b>	<ul style="list-style-type: none"> <li>Numerous adjustable straps or a single wide strap to provide broader support to thoracic/brisket and inguinal areas</li> </ul>	<ul style="list-style-type: none"> <li>Passing straps under cattle can be challenging and require multiple people</li> </ul>	<ul style="list-style-type: none"> <li>Ideally slings should be used to lift down cattle to a standing position to enable the animal to bear weight on its limbs for up to a few hours before returning to sternal recumbency</li> <li>Single (narrow) belly-band slings are ineffective for use in cattle due to compression of abdomen and compromised respiration</li> <li>Full body slings can also be used as a method for moving down cattle</li> </ul>
<b>Float tanks</b>	<ul style="list-style-type: none"> <li>Gently lifts down cattle to a standing position using heated water</li> <li>Minimizes trauma compared to other devices available</li> <li>Down cattle can remain in the filled tank for up to 6 to 8 hours</li> <li>Good diagnostic tool</li> </ul>	<ul style="list-style-type: none"> <li>Not widely available</li> <li>Timeliness</li> <li>Costly</li> <li>Requires multiple people</li> </ul>	<ul style="list-style-type: none"> <li>Need to carefully screen candidates to eliminate handling of down cattle with a poor prognosis (e.g. fracture, illness, etc.)</li> </ul>
<b>Hip clamps, lifters</b>	<ul style="list-style-type: none"> <li>May assist in diagnosis, treatment and management of down cattle</li> <li>May reduce tissue pressure in compressed hind limbs, and improve circulation if used early</li> </ul>	<ul style="list-style-type: none"> <li>Potentially dangerous to the animals as weight transferred to tuber coxae region</li> <li>Pressure from lifters can easily damage muscle and nerves</li> </ul>	<ul style="list-style-type: none"> <li><b>Never use hip lifters to move Animals</b></li> <li>Use hip lifters only to assist an animal that can stand and bear weight when lifted</li> <li>Never leave lifted animal unattended or hanging</li> <li>Use of well-padded lifters can be tolerated for 10 minutes twice daily</li> </ul>

## Appendix V

### Methods for Moving Down Cattle

Method	Pros	Cons	Important Considerations
<b>Rubber mats, stone boats, plywood sheets</b>	<ul style="list-style-type: none"> <li>• Inexpensive</li> <li>• Easily created</li> <li>• Minimizes risk of injury when moving down cattle to a better location for recovery</li> </ul>	<ul style="list-style-type: none"> <li>• May not be readily available</li> <li>• Space requirement for maneuvering</li> </ul>	<ul style="list-style-type: none"> <li>• Other alternatives exist to move cattle using similar principles – modified gates, Teflon sheets, etc.</li> </ul>
<b>Tractor, skid steer, loader bucket</b>	<ul style="list-style-type: none"> <li>• Available on most farms</li> <li>• Can move cattle longer distances</li> </ul>	<ul style="list-style-type: none"> <li>• Require extra caution and they can be dangerous to animals and people</li> <li>• Space required for maneuvering</li> <li>• May lead to dragging cattle for accessibility</li> </ul>	<ul style="list-style-type: none"> <li>• Down cattle must be loaded into bucket carefully and restrained to minimize risk of trauma</li> </ul>
<p>To properly place an animal onto the chosen device, cattle should be rolled to one side and the device placed close to or under the legs of the animal. The animal should be carefully rolled onto the device ensuring its entire body rests on the device.</p>			

**Source for recommended procedures for managing down cattle:** *Ontario Association of Bovine Practitioners, Considerations for Developing a Down Cattle Protocol, 2019.*

## Appendix VI

### List of proAction Mandatory SOPs

Mandatory Standard Operating Procedures		ProAction Module	Effective Date
<b>SOP 1</b>	Pre-Milking	Food Safety	Prior Sept 2017
<b>SOP 2</b>	Milking	Food Safety	Prior Sept 2017
<b>SOP 3</b>	Milking Cattle With Abnormal and/or Treated Milk	Food Safety	Prior Sept 2017
<b>SOP 4</b>	Post-Milking Cleaning	Food Safety	Prior Sept 2017
<b>SOP 5</b>	Treating Cattle	Food Safety	Prior Sept 2017
<b>SOP 6</b>	Shipping Cattle	FS & AC	Sept 2017
<b>SOP 7</b>	Feeding Medicated Feed	Food Safety	Prior Sept 2017
<b>SOP 8</b>	Colostrum Management And Calf Feeding	Animal Care	Sept 2017
<b>SOP 9</b>	Animal Health Practices And Branding	Animal Care	Sept 2017
<b>SOP 10</b>	Down Cattle Management	Animal Care	Sept 2019
<b>SOP 11</b>	Euthanasia	Animal Care	Sept 2017
<b>SOP 12</b>	Vaccinating Cattle Against Specific Diseases of Concern	Biosecurity	Sept 2019
<b>SOP 13</b>	Introducing New Cattle To the Herd	Biosecurity	Sept 2019
<b>SOP 14</b>	Returning Cattle To the Herd	Biosecurity	Sept 2019
<b>SOP 15</b>	Visitors and Service Personnel	Biosecurity	Sept 2019



## Appendix VII

### List of proAction Mandatory Records

Mandatory Records		ProAction Module	Effective Date
<b>Record 1</b>	Animal Birth Record   Tag Activation	Traceability	Sept 2017
<b>Record 2</b>	Animal Move-In Record (Move-In   Import)	Traceability	Sept 2017
<b>Record 3</b>	On-Farm Animal Disposal Record   Tag Retirement	Traceability	Sept 2017
<b>Record 4</b>	Animal Export Record   Tag Retirement	Traceability	Sept 2017
<b>Record 5</b>	Tag Replacement/Tag Lost   Cross Reference Log	Traceability	Sept 2017
<b>Record 6</b>	Cattle Health Declaration	Food Safety	Prior Sept 2017
<b>Record 6b</b>	Dairy Farm Biosecurity Risk Assessment Questionnaire	Biosecurity	Sept 2019
	Dairy Farm Biosecurity Incremental Management Plan	Biosecurity	Sept 2019
<b>Record 7</b>	Cattle Assessment Summary Sheet	Animal Care	Sept 2017
	○ Cattle Assessment Record – Free-Stall <b>or</b>	Animal Care	Sept 2017
	○ Cattle Assessment Record – Tie-Stall	Animal Care	Sept 2017
<b>Record 7b</b>	Cattle Assessment Corrective Action Plan	Animal Care	March 2021
<b>Record 8</b>	Veterinary Directions For Extra-Label Drug Use	Food Safety	Prior Sept 2017
<b>Record 9</b>	List Of Medicines & Chemicals Used On Livestock	Food Safety	Prior Sept 2017
<b>Record 10</b>	Livestock Treatment Record	FS & BIO	Sept 2019
<b>Record 11</b>	Broken Needles	Food Safety	Prior Sept 2017
<b>Record 11b</b>	Sample Letter Of Guarantee / Shipping Record	Food Safety	Prior Sept 2017
<b>Record 12</b>	Bulk Tank Temperature Log	Food Safety	Prior Sept 2017
<b>Record 13</b>	Milking Equipment Sanitation Record	Food Safety	Prior Sept 2017
<b>Record 14</b>	Cleaning And Sanitizing Chart	Food Safety	Prior Sept 2017
<b>Record 14b</b>	Sample Annual Wash System Evaluation	Food Safety	Prior Sept 2017
<b>Record 15</b>	Water Record	Food Safety	Prior Sept 2017
<b>Record 16</b>	Corrective Action Plans	Food Safety	Prior Sept 2017
<b>Record 17</b>	Deviation And Corrective Action Records	Food Safety	Prior Sept 2017
<b>Record 18</b>	Tail Docking Log	Animal Care	Sept 2017