

NZLTA

New Zealand Livestock Transport Assurance

Programme Manual 2017



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1. Introduction

This programme is based upon minimum standards for livestock transportation as currently accepted within the meat and livestock transport industries. Transportation is a critical part of any integrated supply chain and the assurances supporting such a system must be robust and engender the confidence of customers and consumers.

Transportation of livestock from source to slaughter premises is a key part of the meat supply chain and the programme member companies must use accredited carriers when transporting all classes of livestock.

The operating procedures in this programme describe the minimum requirements to achieve NZ Livestock Transport Assured status for the carriage of animals to programme member premises.

Goals

The programme aims to ensure all livestock are transported in a safe and efficient manner exceeding the minimum requirements of the Transport within New Zealand Code of Welfare, and all other Animal Welfare Regulations. Transport operators and owner carriers must be able to demonstrate compliance with the NZLTA programme criteria outlined in this manual.

Scope

The NZ Livestock Transport Assurance (NZLTA) programme covers cattle, sheep, lambs, goats and calves.

The programme scope covers the following sections and elements:

- > Transport operator depot audits will be performed biennially by third party auditors who will maintain a central audit database. Elements to be audited include driver registers, records (departure times, driver stops, transport issues), facilities and vehicle checks (hygiene, repairs and maintenance). Farmer/owner carriers will be audited under the same criteria as other transport operators.
- > Random spot audits of transport operator depots will be based upon auditing a random selection of all company depots (approximately 30 per annum). This will be in addition to biennial scheduled depot audits.
- > Driver accreditations – AsureQuality will maintain a central register of all livestock drivers. AsureQuality will also provide a driver training and accreditation process. Random checks will be carried out at processing plants by AsureQuality staff checking driver credentials and documentation (driver's licence, ASDs (as required), journey checks, fitness for transport declaration etc).
- > Crate/truck/animal welfare checks – random checks will be implemented at the processing facility in conjunction with driver accreditation checks. A central register of issues will be maintained. Driver stockmanship, and crate design, certification and maintenance will be checked.
- > RTFNZ crate inspections to the RTF Stock Crate Code will now also be carried out at member processing facilities.

Note: Deer must only be transported by an operator who is approved by the New Zealand Game Industry Board QA Transport Programme.

Animal Welfare – Five Freedoms

NZ Livestock Transport Assurance programme encompasses the following:

1. Freedom from thirst, hunger and malnutrition
2. The provision of appropriate comfort and shelter
3. The prevention, or rapid diagnosis and treatment, of injury, disease or infestation with parasites
4. Freedom from distress
5. The opportunity to display normal patterns of behavior

Getting the Job Done Safely

Steps to assist with the identification and mitigation of risks:

1. Transport operators should consider information about health and safety risks and processes such as:
 - > Legal obligations and expectations
 - > The effect of legislative changes
 - > Requirements for a health and safety induction
 - > Requirements for adequate and safe facilities and access to them
2. The person in charge of the Transport Company has legal responsibilities under the Health and Safety at Work Act for any workers or contractors. The induction process ensures that all parties' legal obligations are met and only needs to be completed once, unless circumstances change between visits. A contractor induction form is available, information and resources can be found at www.worksafe.govt.nz.
3. Farmers and processing company staff have a legal obligation to conduct a health and safety induction at a Designated, Safe Meeting Point.

Definitions

The words 'shall', 'must' and 'should' have specific meanings:

- > shall – requirement and obligations under NZ statutes
- > must – obligation arising from customer requirements
- > should – practice which is recommended as a means of complying with statutory or programme requirements.

ASD – Animal Status Declaration

CAB – Conformity Assessment Body

CAR – Corrective Action Required

HGP – Hormonal Growth Promotants

NAIT – National Animal Identification and Tracing

NAWAC – National Animal Welfare Advisory Committee

QR Code – Quick Read Code

References

(All current versions of these documents are located on the NZLTA website www.nzlta.co.nz)

- > NAWAC Code of Minimum Standards for Welfare of Animals Transported within New Zealand and amendments
- > Industry Code of Practice for the Minimisation of Stock Effluent Spillage from Stock Trucks on the Road.
- > New Zealand Standard 5413 – Code of Practice for the Manufacture and use of Stock Crates on Heavy Vehicles.
- > Animal Welfare (Transport within New Zealand) Code of Welfare
- > RTFNZ Stock Crate Code for Transportation of Livestock
- > RTFNZ Electric Prodder Guidelines
- > Animal Welfare Regulations
- > Young Calf Guidelines
- > Health and Safety at Work Act

Participants

Transport Programme participants:

- > Member Meat Processors
- > Road Transport Forum New Zealand (RTFNZ)
- > Transport Operators – Transport Service Licence holders and farmer-owned and operated trucks
- > CAB

The list of current NZLTA member processors is published on our website: www.nzlta.co.nz.

2. Truck & Livestock Crate

To participate, transport companies must be audited and approved under the NZ Livestock Transport Assurance Programme.

2.1 Truck

Programme Requirement

- > The transport operator must ensure all units used for the transport of stock are maintained in a road worthy condition and meet all legislative requirements.
- > The truck must carry functional communication equipment to enable communication between the driver, transport company office and the programme member's company offices.

Recommendation

- > Farm GPS location or farm location maps are recommended

2.2 Crate Design, Certification and Maintenance

As of July 2017 it is compulsory for all crates to be inspected biennially byASUREQuality against the Road Transport Forum Stock Crate Code for Transportation of Livestock and certified under the RTF Crate Accreditation Programme. An electronic plaque will be issued to all certified crates and will incorporate a QR Code, enabling auditors instant access to information about the Transport Operator and crate. QR Coded tags should be fitted to the crate on the driver's side, just behind the cab.

2.2.1 Crate Certification

Programme Requirement

- > All crates must be certified under the Road Transport Forum Crate Accreditation Programme.
- > All crates must have their RTF QR Coded Certification Tag displayed correctly, and this must be fitted to the correct crate.
- > All tags must be functional and undamaged.
- > Crates must be designed, manufactured and maintained in accordance with New Zealand Standard 5413.
- > Stock must be able to display a normal pattern of behavior and posture. The height of the deck must allow sufficient room for all livestock to have freedom of head movement and be able to stand without being in contact with the roof above them so they do not injure their head or back.

2.2.2 Flooring and Internal Loading Ramps

Programme requirement

- > Livestock must be able to be loaded and unloaded safely, without risk of injury.
- > The floor which livestock stand on must be even and non-slippery to ensure secure footing, safety and freedom from injury.
- > Surfaces must be free draining.
- > There must be no gaps in which animals may trap or injure their legs.

2.2.3 Repairs and Maintenance

Programme Requirement

- > Crates must not have protrusions, sharp or broken edges which could cause injury or bruising.
- > Any damage to a stock crate e.g. broken hinges, rails, flaps or floor gratings, which may impact on animal welfare and/or safety must be repaired or replaced before any livestock are loaded.
- > Stock crate repairs and maintenance inspections will be performed at the NZLTA Programme member processing facilities.

2.2.4 Ventilation

Programme Requirement

- > There shall be adequate ventilation to allow unrestricted movement of unpolluted air for all livestock ensuring they are not heat stressed. This includes ensuring adequate air flow during periods when the vehicle is stationary.

Recommendation

- > It is preferable that there be a continuous opening on the external walls or roof of each pen, or in the case of fibreglass crates, a double row of portholes of at least 100mm diameter.

2.2.5 Crate Roof or Covers

Programme Requirement

- > All open crates shall be fitted with a cover which must be used when livestock are transported on the top deck.
- > The cover shall be constructed and secured in such a way that it cannot dislodge, flap or create excessive noise during transportation.

2.2.6 Effluent Disposal

Programme Requirement

- > Effluent tanks shall be fitted and used.

Recommendation

- > Effluent disposal facilities should be used where available at premises and on main routes.

2.2.7 Crate Hygiene and Cleaning

Programme Requirement

- > All crates used for the transportation of livestock as part of this programme must be washed out on a regular basis.
- > When diseased stock (including TB reactors) have been transported, all crates must be washed out before any other animals are loaded.

Recommendation

- > When the species being transported has changed, where possible the crate is to be washed out before other animals can be loaded.

3. Registration, Training and Qualifications

Transport operators joining the NZLTA Programme must complete an Application Form along with a current Driver Animal Welfare Training Register that will include:

- > Driver Forename and Surname
- > Colour Photocopy or Image of each Driver's Licence, including expiry date (this may be on the rear of driver's licence)
- > Evidence of NZLTA recognised Driver Animal Welfare Training, including when and with whom, or, if the driver is 'in training' a copy of his/her induction form must be submitted stating when Animal Welfare Training is to be completed.

A central register of truck driver accreditation status will be maintained by the NZLTA programme with web access provided to programme members and transport operators upon request. It is now possible to scan a driver's licence barcode to deduce whether he/she is registered with NZLTA.

Programme Requirement

- > All transport operators carting stock to member company plants must be NZLTA registered.
- > Transport operators have the responsibility to ensure that all drivers have completed recognised driver animal welfare training, or that they have completed an initial induction and are awaiting recognised animal welfare training (driver in training status).
- > NZLTA accredited transport operators must ensure that all drivers have a sound knowledge of the livestock transport industry, the current Animal Welfare (Transport within New Zealand) Code of Welfare and all Animal Welfare Regulations.
- > Should there be significant industry/regulatory changes which impact the NZLTA programme, a form detailing these changes will be distributed to Operators with a declaration attached that they have notified/trained all drivers in these areas. The form must be completed and returned to NZLTA within 6 months of receipt. Failure to return this form within the specified timeframe may result in drivers having their registration suspended.
- > A register of all trained drivers must accompany the NZLTA Member Application Form and is to be sent to AsureQuality (this can be emailed using your own spreadsheets/files). A colour photocopy of each driver's licence, showing expiry date, is to be included.
- > Drivers who have already completed training by an approved NZLTA programme or Unit Standards offered by a Road Transport Association are not required to complete the training, but must be NZLTA registered.
- > All drivers must hold a current NZ driver's licence relevant to the vehicle they are driving and must be able to produce it upon request.

Process

- > The transport company must arrange an appointment with an NZLTA Recognised Trainer (refer list on www.nzlta.co.nz or can be requested by email – nzta@asurequality.com).
- > The driver is to complete the driver animal welfare training record under the supervision of the recognised trainer.
- > A colour copy of the driver's licence must accompany the training record.
- > Transport companies are responsible for notifying AsureQuality of any new drivers to the programme who will be delivering livestock to NZLTA Member Company sites. This can be achieved by emailing the necessary documentation to AsureQuality – nzta@asurequality.com.

4. Livestock Transportation

4.1 Ear Tags

Programme Requirement

- > All cattle and deer shall have an official NAIT ear tag attached before they can be transported.
- > All HGP and/or TB movement control cattle shall be identified with an official tag and kept separate from non HGP treated and/or TB movement control animals during transportation and arrival at the premises.
- > All HGP and/or TB movement control cattle shall be noted on the accompanying ASD.

Recommendation

- > All Theileria cattle should be identified with an official tag and penned separately during transportation.

4.2 Right of Refusal

Programme Requirement

A driver has the right and must refuse to load livestock if they are not fit for transport. Examples include, but are not limited to:

- > The animals are injured, weak or likely to give birth
- > Livestock are deemed to be less than 14 days old, or 4 days old in the case of young calves
- > Animals with horns of a length that may cause injury must not be accepted unless they can be safely transported, and separated from other livestock
- > An animal cannot bear weight on all four legs or is displaying signs of disease or illness that could cause undue suffering if transported. Exceptions can be made if a Fitness of Livestock for Transport Veterinary Declaration is obtained before loading.

NB: A full list of applicable conditions can be found on the MPI website at www.mpi.govt.nz. In some cases exceptions can be made if a Fitness of Livestock for Transport Veterinary Declaration is obtained before loading.

4.3 Livestock Class and Loading Densities

Loading densities must be determined by the need to minimise stress/injury and must take account of animal size, weight, prevailing climatic conditions and the distance being travelled.

Programme Requirement

- > Loading densities in the Code of Recommendations and Minimum Standards for Livestock Transported within New Zealand must be used as a guideline. Crate specific loading details must be held in the trucks.
- > Different classes and ages of livestock must not be mixed.
- > Horned stock must be penned separately.

Recommendation

- > Different genders of the same species should be penned separately.

Loading Density Guideline		
SHEEP : Based on animals carrying 25mm of wool		
Average Live Weight (kg)	Minimum Space Allowance (m ² /head)	Maximum Loading Density (Head/m ²)
20	0.14	7.14
30	0.17	5.88
40	0.21	4.76
50	0.26	3.85
60	0.31	3.23

Loading Density Guideline			
CATTLE			
Class	Average Liveweight (kg)	Minimum Space Allowance (m ² /head)	Maximum Loading Density (Head/m ²)
Young Calves	30	0.16	6.25
	50	0.21	4.76
	70	0.26	3.85
	90	0.30	3.33
Young Cattle	100	0.36	2.78
	150	0.50	2.00
	200	0.62	1.61
Adult Cattle	300	0.86	1.16
	400	1.06	0.94
	500	1.27	0.79
	>600	1.50	0.67

4.4 Loading

The farmer is responsible for ensuring that animals are held off pasture and/or green feed for a minimum of 4 hours prior to loading to allow emptying. This will help minimise any potential risk of contamination, animal welfare issues and excessive build-up of effluent on trucks. Only fit animals can be presented for transport.

In relation to young calves, they shall be fed at least half of their daily rations of colostrum or milk not more than 2 hours before transport. Calves awaiting transport must have access to shelter which is well ventilated, provides protection from adverse weather and enables the calf to stand up or lie down in a natural posture. The farmer must also provide facilities which enable a calf to walk onto or off of a transport vehicle by its own action and these facilities must minimise the risk of a calf slipping or injuring itself. Full details of requirements for young calf penning prior to transportation can be found on the MPI website at www.mpi.govt.nz.

Programme Requirement

- > Livestock shall be handled with care and in a manner that ensures safety and minimises stress. The driver shall ensure that there is no gap between the loading ramp/platform and the truck, which could trap legs and injure the animal.
- > An effective goad must be available to the driver or person loading cattle. Goads must only be used sparingly, used only on the hindquarters and only if the animal can move forward. Goads must never be used around the head or genital areas under any circumstances.
- > Electric goads (battery operated) must only be used on adult cattle, and never on sheep or goats of any age (refer RTFNZ Electric Prodder Guidelines).
- > The driver must record the time of loading on supplied documentation.
- > Excessive use of stock whips, canes or similar items, is neither permitted nor acceptable as a means of encouraging stock to move.
- > Transporters must take all reasonable and practicable steps to ensure that young calves are loaded using facilities which allow the calf to walk onto the stock transport vehicle by its own action and without risk of injury or distress.

4.5 Time in Transit

Programme Requirement

- > Pick-up and delivery times of all livestock transported to a NZLTA programme member company must be recorded.
- > All livestock shall meet the requirements of the current NAWAC Code of Minimum Standards for the Welfare of Animals Transported within New Zealand.
- > Individual Meat companies may require reduced transit times to meet specific market/customer requirements. Where this is expected to occur, there must be clear communication between the member company's processing facilities and the transport operators involved.

- > The transportation of calves must not be undertaken if the first calf collected will take more than 12 hours to reach the final destination.

4.6 Transfer of Livestock

Programme Requirement

- > The greatest care must be taken when transferring animals from trucks to trailers or to and from other trucks during transit.
- > All gaps must be eliminated so that animals do not become jammed or injured.

4.7 Journey Checks – Distressed and Injured Animals

The driver is responsible for the safety and welfare of livestock during transport.

Programme Requirement

- > Drivers must stop and assist animals being transported immediately they become aware of any problem affecting their welfare. Animals found to have fallen down, to be injured, distressed or with a limb protruding from the container or conveyance, must be assisted, treated or euthanased as soon as practicable. If the driver is unable to assist the animals adequately then immediate aid must be sought.
- > The driver must make regular stops throughout the journey to inspect animals for signs of injury, pain or distress.
- > The time and place of inspections, and any issues, must be recorded.

Recommendations

- > The first check should take place within 30 minutes of departure and subsequently at least two hourly throughout the duration of the journey.

4.8 Unloading

On arrival at the member company's processing facilities, all drivers will report to the supervising yard staff before unloading livestock.

Programme Requirement

- > Unless prior arrangements have been made, a stockyard staff member must be present during the off-loading of livestock.
- > All documentation must be completed and provided to the stockyard staff member on arrival – refer 'Documentation' section.
- > An effective goad must be available to the driver or person unloading cattle. Goads must only be used sparingly, used only on the hindquarters and only if the animal can move forward. Goads must never be used around the head or genital areas under any circumstances.
- > Electric goads (battery operated) must only be used on adult cattle, and never on sheep or goats of any age (refer RTFNZ Electric Prodder Guidelines can be found at www.nzlta.co.nz).
- > Electric goads (battery operated) must never be used on lambs or young calves.
- > Should a downer animal be discovered on a vehicle, appropriate methods must be employed to encourage the animal to stand/walk. If the animal is unable to stand emergency slaughter must be carried out. Trucks must never leave the processing site with a downer animal still on board.
- > Where dogs are permitted on member company premises, dogs being carried on transporters must be kept muzzled and under control at all times.
- > Where dogs are not permitted on a member companies' processing sites, they must remain housed in dog motels at the entrance to the premises.
- > When unloading on a member companies' premises any accompanying "person with no business" must remain in the cab (A person with no business = a person who is not employed by either the transport operator or processing company).
- > All drivers must observe all health and safety requirements on member companies' processing facilities as displayed.

Recommendation

- > Stock should arrive at a time agreed between the member company and the transport operator.

4.9 Organic Stock

Programme Requirement

- > All livestock crates must be thoroughly washed out before any organic stock are loaded. Washing details must be recorded on the consignment note.
- > Organic stock must be kept separate from other livestock during transportation, unloading and in the yards.
- > Organic stock must be loaded above any other livestock at all times during transport.
- > Organic stock must be appropriately identified as per accompanying documentation.

5. Documentation

All relevant documentation shall be made available on arrival at NZLTA member premises. Please note for those companies using Electronic ASDs, no hard copy ASD will be required, as long as the eASD has been correctly completed and submitted.

Programme Requirement

- > The driver shall ensure all relevant farm documentation required to be carried in transit, is obtained at the time of loading and that it is in the necessary order. ASDs shall be carried in transit if carting adult cattle. For other species requiring an ASD, the driver must ensure that if this document is not made available at loading, it is delivered to the processors prior to livestock delivery.
- > In all cases where an Electronic Animal Status Declaration (eASD) is utilised for the movement of stock the driver shall ensure the person in charge of the stock has forwarded a copy of the eASD to the required recipients.
- > The documents listed below must be provided at the time of delivery:
 - Animal Status Declaration (ASD) with correct tallies, time of loading and time of unloading where required.
 - Transport consignment note where applicable
 - Livestock purchase advice or truck dockets with tallies for each delivery
 - Any relevant veterinary declarations
 - Any relevant 'Permit to Move' animals from restricted areas
- > The driver must record the "Pick-Up" on either the ASD or the trucking docket.
- > Information on all documentation must be legible and accurate.
- > All drivers must hold a current NZ driver's licence relevant to the vehicle they are driving and must be able to produce it upon request.
- > The driver should maintain records of all check stops – times and places – and any animal welfare issues which have arisen during transport.

6. Quality System

The transport operator must have documented procedures in place to ensure that the requirements of this programme are met.

Programme Requirement

- > Transport operators must be able to demonstrate compliance with the NZLTA programme criteria outlined in this manual and the Animal Welfare (Transport within New Zealand) Code of Welfare.
- > Training records must be held for each driver who drives stock transport vehicles to NZ Livestock Transport Programme members' company premises.
- > Records of stock transport work for member companies must be well maintained, up to date and held for audit purposes for at least 24 months.
- > A record shall be kept of all stock crate identification/serial numbers.
- > Transport operators must keep abreast of changes in Animal Welfare Regulations/ NZLTA requirements and any other industry developments which affect operations. These changes must be regularly communicated to drivers.

7. Driver Support

Programme Requirement

- > The Transport operator and NZLTA member companies will support driver decisions where these decisions are made in support of the animal welfare criteria and intent of this programme. Decisions will be supported with respect to:
 - Livestock pick-up and loading
 - Refusal to carry livestock due to the animals not meeting the requirements of this programme, e.g. not fit for transport.
 - Transport routes and stops en route
- > Drivers must be familiar with procedures to be undertaken in the event of an incident that will impact on the safety and/or welfare of the livestock being transported.

8. Transport Scheduling & Communication

Good communication is essential between the transport dispatchers, drivers, company livestock representatives and livestock logistics at all times to ensure good forward planning and good customer relations.

Programme Requirement

- > A minimum of 24 hours' notice of livestock pick-ups must be given to the producer/farmer by the transport companies. This is dependent on sufficient notice being provided to the transport company.
- > The transport operator must ensure reliability in delivering livestock where pick-up and delivery times have been agreed.
- > Routes must be optimised to take account of load densities and transit times to minimise stress to livestock and to maintain product quality.

Recommendations

- > Livestock representatives should provide 48 hours notice to processors' livestock logistics coordinators.
- > Transport operators and drivers should communicate with member company staff in the event of any unscheduled delays with deliveries of livestock. Unforeseen or unscheduled delays must be documented.
- > At the time of departure the driver should communicate to the member company an estimated time of arrival at the premises. Any changes in excess of one hour either side of the estimated time should immediately be communicated to the member company by the driver.

9. NZLTA – Audit Programmes

9.1 Transport Operator Depot Audit

An initial transport company depot audit will be conducted within 3 months of Operator NZLTA registration. This will be conducted at the main company depot, all other company depots must be audited within 12 months of registration. After an initial audit each depot will be audited biennially. Farmer/owner carriers will be audited under the same criteria as other carriers.

Audit Requirements

- > Quality system – transport records/companies.
- > Driver Register – including new drivers, drivers in training and owner drivers.
- > Driver animal welfare training records shall be available matching the NZLTA Driver Register. Transport operators will be able to check NZLTA Driver Register and note driver registration and animal welfare training expiry.
- > Driver journey records – departure times, driver stop records, issues in transit, corrective actions.
- > Programme issues/checks – follow up of outstanding non-conformances identified during Truck/Crate/Driver/AW Checks.
- > Crate register.
- > Vehicle/crate inspections as required.

9.2 Truck/Crate/Driver/Animal Welfare Check

These checks are to be carried out by AsureQuality staff on a random basis based upon livestock classes and transport operators used by the member companies. QR Coded crate tags will be scanned to determine if there are any unresolved issues with the vehicle, or if a check has been conducted within the last 3 months. This is to avoid duplication and ensure the entire fleet is audited.

9.2.1 Truck/Crate Design, Maintenance and Animal Welfare

Check Requirements

- > Truck and trailer – roadworthiness, legal requirements
- > Stock crate check – certification, repairs and maintenance, hygiene
- > Livestock class and density – separation (horns/organic/class), densities

9.2.2 Truck Driver Registration

Driver's licence will be scanned to determine if the driver is NZLTA registered.

Check Requirements

- > Driver must be registered or in training.
- > Documentation – driver's card/licence, ASD, stock advice, transport declaration, vet certificates, journey records (stock checks/issues/delays)
- > Driver awareness – animal welfare, stock handling, communication, stockyard representatives.

9.3 Road Transport Forum Crate Inspection

All crates must have completed a full RTF certification audit and must carry their QR coded certification tag to meet NZLTA requirements. Thereafter biennial repairs and maintenance inspections must be carried out, except in the case of brand new crates which will be exempt for 3 years before they require their first inspection. QR coded tags will be scanned to determine if an inspection has been carried out within the previous 18 months, if not the auditor will conduct a crate inspection.

Inspection Requirements

- > Doors/door fastenings must meet requirements
- > Covers must be fitted and operational
- > Effluent tanks must be fitted with no leaks
- > All surfaces must be non-slip, with no holes or protrusions

Appendix 1:

Audit Process

Transport Operator Depot Audit	<ul style="list-style-type: none"> > Truck/Crate/Driver/Animal Welfare Check > RTF Crate Inspection 	Driver Accreditation
<p>Audit Process</p> <ul style="list-style-type: none"> > Participant companies supply their transport company list to AsureQuality > Companies supply New Transport Company application forms to AsureQuality > AsureQuality collates the lists and develops an audit schedule based on a 24 month audit cycle > AsureQuality contacts transport company and arranges audit > Farmer/owner carriers audited during scheduled farm assurance audit > AsureQuality conducts audit > Audit record entered into the NZLTA database with web access available 	<p>Random Checks On Plant</p> <ul style="list-style-type: none"> > Check schedule structure based on statistical process control across all participant sites > Checks completed by AsureQuality on site staff > Records stored in the NZLTA database > Records accessible by participant companies through the NZLTA website > Stock crate certification is mandatory and should be organised through AsureQuality > Crate QR Codes will be scanned to establish crate ownership and Registration/CAR status > RTF Crate Inspections will also be carried out if a crate has not been inspected for 18 months > Register of crate issues kept centrally. Use manufacturers crate ID, license plate numbers 	<p>Random Checks On Plant</p> <ul style="list-style-type: none"> > Participant transport operator supplies accredited driver lists to AsureQuality > Lists stored and maintained centrally > Schedule structure based on stratified statistical process control across all participant sites > Checks completed by AsureQuality on site staff > Records stored in the NZLTA database and will be available to transport companies > Driver status can be queried – phone or internet > Driver’s licence bar codes will be scanned to establish current registration status

Non Conformance Structure

The CAB will manage the Corrective Action Required (CAR) Process

Audit Result Structure

- > Blue – requirements met/accredited
- > Green – Minor CAR, requirements met/accredited. Corrective action required within 30 days.
- > Amber – Major CAR, requirements met/accredited. Corrective action required within 10 days.
- > Red – Critical CAR, requirements not met/not accredited. Corrective action required within 24 hours.

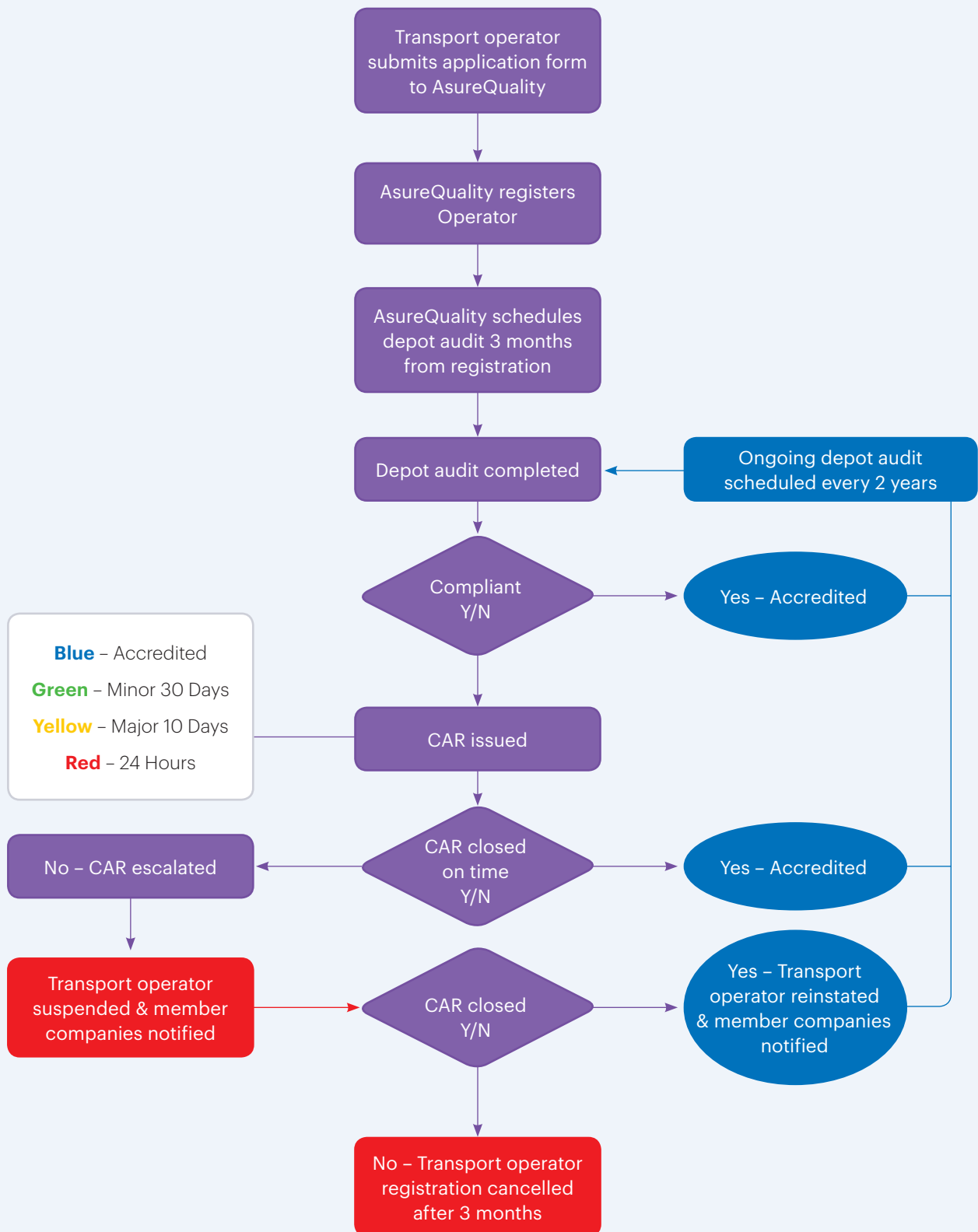
CAR Structure & Escalation Process

- > Minor – 30 days to rectify, if not closed out by the due date, becomes a Major CAR
- > Major – 10 days to rectify, if not closed out by due date, becomes a Critical CAR and Processors will be notified. If more than 3 Major CARs are issued during an audit, this is escalated to Critical and must be rectified within 24 hours
- > Critical – 24 hours to rectify, if not closed within this timeframe Processors will be notified and Transport operator status changed to SUSPENDED.

NB: Any transport operator/crate/driver with a critical CAR is not permitted to transport livestock to member plants until the CAR is closed. Should a crate or driver with a critical CAR be found at a member site the transport operator’s status will be changed to SUSPENDED and they will not be permitted to deliver any livestock to member plants at all until all issues are rectified.

Appendix 2:

Transport Operator – Company Registration and Depot Audit Flowchart



Appendix 3:

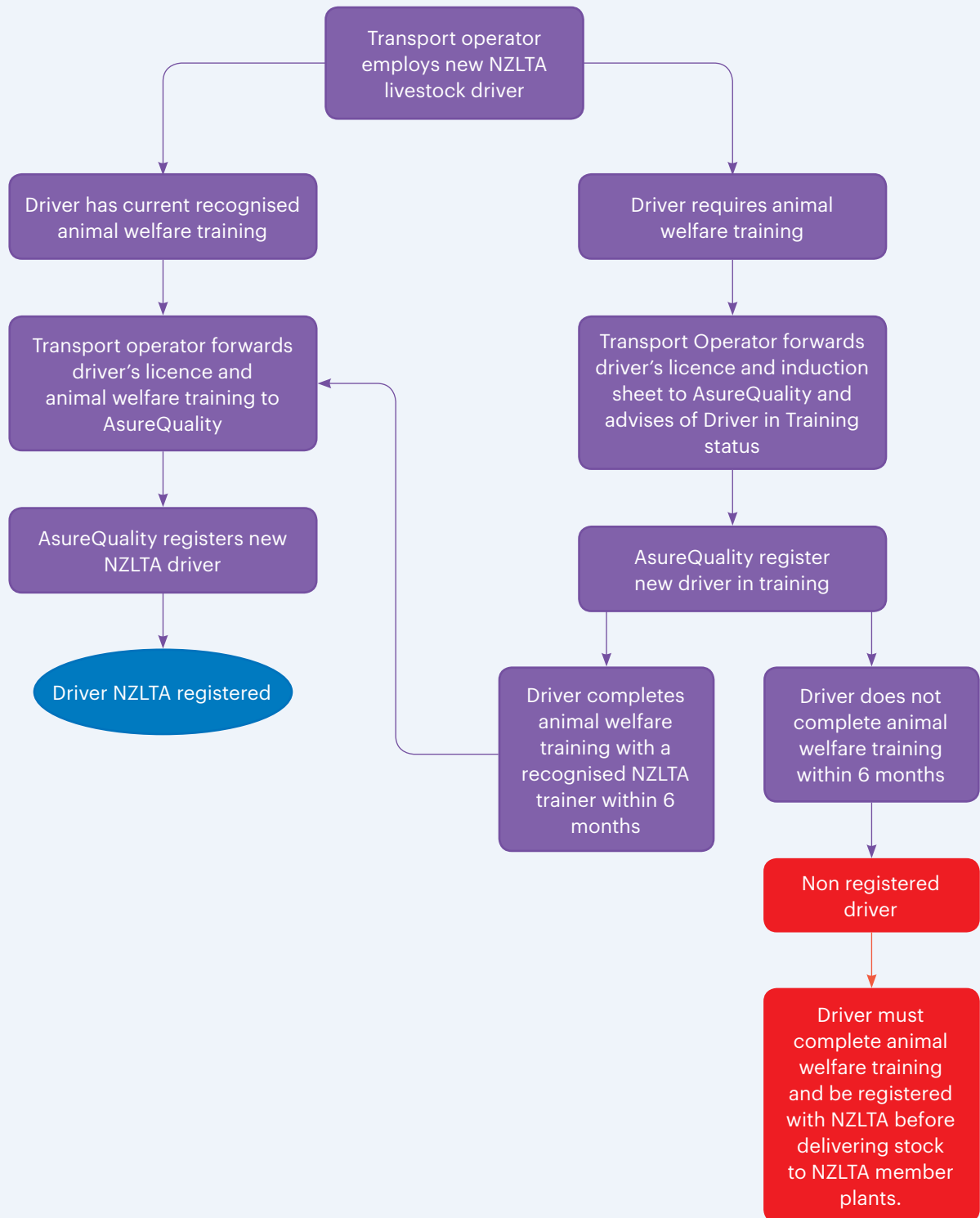
Truck/Crate/Driver/Animal Welfare Check Flowchart & RTF Crate Inspection Flowchart

Please note: either or both of these audits may be performed depending on when the last check/inspection took place.



Blue - Accredited
Green - Minor 30 Days
Yellow - Major 10 Days
Red - 24 Hours

Appendix 4: Driver Training and Registration Flowchart



Appendix 6:

Driver In Training Induction Checklist



NZLTA Driver in Training Induction Checklist

Date _____

Transport Operator Trading Name:	Depot:
Inductor:	Contact Number:
Driver Name:	Driver's Licence No:
Induction Date:	Driver in Training (6 mths max) will expire on:
Recognised Training course (Provider/Trainer Name):	Booked Date (if known):

1. Has the driver in question been provided with the following documentation/information?:

Y	N
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- NZLTA Programme Manual 2017
- NAWAC Code of Minimum Standards for Welfare of Animals Transported within New Zealand
- Animal Welfare (Transport within New Zealand) Code of Welfare
- Animal Welfare Regulations
- New Young Calf Regulations
- RTFNZ Stock Crate Code for Transportation of Livestock
- RTFNZ Electric Prodder Guidelines

2. Is the driver familiar with the Five Freedoms?

Y	N
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- Freedom from thirst, hunger and malnutrition
- The provision of appropriate comfort and shelter
- The prevention, or rapid diagnosis and treatment, of injury, disease or infestation with parasites
- Freedom from distress
- The opportunity to display normal patterns of behaviour

3. Is the driver familiar with your company's policy on right of refusal, and are they fully aware of their rights?

Y	N
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**4. Is the driver aware of what to do/who to contact in case of a serious incident/ emergency?
Have they received a copy of the company's emergency response policy?**

Y	N
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Please ensure you attach or email a clear colour copy/ scan of your driver's current NZ Driver's Licence (both sides).

I understand that should the above named driver **not** complete NZLTA recognised training within 6 months of the induction date they will not be permitted to deliver stock to member company plants until training is completed and they are fully registered.

Inductor Name (please print):

Driver Name (please print):

Inductor Signature:

Driver Signature:

