

Guidelines for the Issue of Animal Welfare Export Certificates

These guidelines are published by the Director-General of the Ministry of Agriculture and Forestry (MAF), under section 41(1) of the Animal Welfare Act 1999. They outline the information required by the Director-General when he or she assesses an application for an animal welfare export certificate (AWEC).

Any person planning to export livestock (i.e. sheep, cattle, goats or deer) must apply to the Director-General for the issue of an AWEC, under section 42 of the Animal Welfare Act. These guidelines have been drafted in accordance with the criteria listed in Section 43 of the Act (see Appendix One for these sections in full).

All AWEC applicants must complete Part A of the guidelines.

The Director-General may request additional information from an applicant, in order to be satisfied that all necessary steps will be taken to protect the animals' welfare. This additional information is covered in Part B of the guidelines. **Sea voyages greater than 21 days or air freight requiring one or more stopovers will usually prompt a request for further information.** In some cases, the Director-General may seek information that is not identified in Part B of these guidelines.

An AWEC application must:

- be made on the application form (on MAF's website), at least 20 working days before the date on which the applicant proposes that the animal/s leave New Zealand;
- be accompanied by the required information (all of Part A and requested sections of Part B); and
- include a signed *Declaration of Purpose for Export of Live Animals from New Zealand*;

Exporters should contact MAF early in the export planning process to discuss their proposed voyage and prospective application. Exporters may seek, at this pre-application stage, an indication of any concerns the Director-General could have about the proposed voyage, and ascertain what information the Director-General may require as part of the application process. The Director-General will assess a formal application on its merits, on a case by case basis, taking into account the relevant factors under the Animal Welfare Act.

MAF aims to respond to applications for routine exports within five working days from when the application is received. The Director-General will make a decision within the 20 working days set out in the Act. For more complex voyages, MAF will provide regular progress updates on the evaluation of the application until a decision is reached. If the Director-General grants an application, the applicant will be provided with an "In-Principle" AWEC. This will specify, in writing, conditions that must be met before the New Zealand Food Safety Authority Verification Agency Port Veterinarian issues the final AWEC on the day of export.

The Director-General will, as a minimum, impose conditions requiring:

- that the livestock are fit and healthy for the journey; and
- that the ship or aircraft and other relevant aspects of the export comply, as appropriate, with the MAF sea transport standard(s) or the IATA Live Animals Regulations; and
- that the applicant submit a voyage report to the MAF Animal Welfare Directorate within 10 working days of completing the journey.

See Appendix Two for a list of relevant documents relating to the transport of livestock.

Part A: Information required as part of the AVEC application

All applications must include the following information. Applicants may, at their discretion, provide relevant additional information from Part B of the guidelines in their initial application.

1) Capability, skills, and experience of the applicant in relation to live animal exports

Provide a brief description of your experience with live animal exports. This should include a short summary of the previous five export voyages undertaken. Each previous livestock export described should state the date(s) of export, the port(s) exported to, the name(s) of the ship(s) used, the species exported, the health and injury problems, and the mortality rates.

2) The species, number, ages, pregnancy, and fitness status of animals

Describe the following details concerning the animals in the proposed export:

- (a) species, number, and sex of animals;
- (b) approximate age of each category of animals;
- (c) average weight of each category of animals;
- (d) if pregnant, date of first mating.

3) The type of transport proposed and the facilities provided

Describe, if relevant, the following aspects of the proposed transport and facilities provided:

- (a) the ship's maritime safety authority approval(s);
- (b) the ship's fresh water storage capacity (metric tonnes);
- (c) the ship's fresh water production capacity (metric tonnes per day);
- (d) the ventilation and other environmental control systems;
- (e) the weather forecasting system and the communication equipment for contact with external parties;
- (f) the risks of exposure to extreme conditions (e.g. temperature $> 30^{\circ}\text{C}$, $< 0^{\circ}\text{C}$; humidity > 80 percent, and ammonia levels > 25 ppm);
- (g) an assessment, by a qualified person such as a ship's engineer, of the ability of the ship's environmental systems to cope with such extremes;
- (h) other measures which could be employed to mitigate extreme environmental conditions;
- (i) the method for monitoring of the ventilation system (e.g. 24 hour watch by ship personnel, electronic monitors with alarms);
- (j) what amount of surplus fodder and water (in days) will the ship be carrying;
- (k) the ship's provision to make running repairs of the propulsion and livestock support systems (ventilation, feeding, watering, and effluent/manure disposal systems), including carriage of critical spare parts.

4) The length and nature of the proposed journey

The applicant should answer the following questions:

- (a) the date on which it is intended that the animals leave New Zealand
- (b) what is the anticipated length of the journey;
- (c) what is the proposed route;
- (d) are there any stopovers during the journey;
- (e) the anticipated weather during the proposed export.

5) The susceptibility of the animals to harm and distress under the conditions of transport proposed

The applicant should answer the following questions:

- (a) What is the area per head, in square metres, being allocated (sea voyages only)?
- (b) Will the animals have undergone a pre-conditioning feeding programme to accustom them to the shipboard diet?
- (c) Will any company representative be present at the port of unloading when the shipment arrives?
- (d) Describe the number, qualifications, and experience of the stockmen and veterinarians proposed for the journey.
- (e) If there are no veterinarians accompanying the consignment, will a New Zealand veterinarian, with experience in the relevant species, be contactable during the voyage? If so, what would be the means of communication between the ship and the veterinarian?
- (f) Describe the plans which ensure that all animals will be loaded in a manner enabling easy monitoring during the voyage, and the details of the monitoring programme, including frequency of inspection.
- (g) Describe plans to monitor, and adjust, noise and vibration levels to a level specified by the relevant human occupational and health safety regulations for the vessel.

Part B: Additional information that may be requested as part of the AWEC application

The Director-General may request additional information from an applicant, in order to be satisfied that all necessary steps will be taken to protect the animals' welfare. This additional information is covered in this section of the guidelines. **Sea voyages greater than 21 days or air freight requiring one or more stopovers will usually prompt a request for further information.** Applicants should initiate contact with MAF as soon as practicable to ascertain what information the Director-General is likely to request.

1) Capability, skills, and experience of the applicant in relation to live animal exports

- a) The applicant should provide the following:
 - Date registered with the MAF Exports Group as a live animal exporter.
 - Complete record of previous livestock exports, stating date(s) of export, port(s) exported to, name(s) of ship(s) used, species exported, health and injury problems, and mortality rates.
 - The name, qualifications, and previous experience with live animal export for each third party providing advice to the applicant for the proposed export.
 - The extent and duration of the advice being provided by each third party.
 - Will veterinarians from the destination country be supervising the preparation of, or accompanying, the animals for the proposed shipment?
- b) The number, ability, knowledge and competence of the stockmen and veterinarians proposed for the journey should be consistent with the requirements of relevant MAF sea transport standard(s) or the International Air Transport Association (IATA) *Live Animals Regulations* for air freight.

2) The species, number, ages, pregnancy, and fitness status of animals

- a) The Director-General may require the applicant to provide details of the buyers selection criteria, e.g. location(s) in New Zealand where the animals will be sourced, Body Condition Score, absence of illness and injury, fitness for travel.
- b) The Director-General may require the applicant to provide details of the immunisation status for any diseases, not mentioned as part of the export conditions, but which could be of concern as a consequence of long distance transport.

3) The type of transport proposed and the facilities provided

- a) The Director-General may require the applicant to provide documentation confirming the following, particularly for journeys greater than 21 days:
- the previous performance of the vessel proposed for the journey, including any major breakdowns that have occurred;
 - the current status of the vessel with respect to any overdue maintenance;
 - the previous route, and cargo, of the proposed ship or aircraft prior to arrival in New Zealand, and plans for cleaning and disinfection prior to loading;
 - a description of the shipboard medical care for the livestock personnel and crew;
 - the quality control measures to ensure the fodder is free of any foreign material or toxic plant material that could have a deleterious effect on the livestock;
 - an assurance that food in pellet form contains the appropriate ingredients in the correct proportions;
 - the quality control measures in place to ensure the water for the animals is of an acceptable quality, and not harmful to their health; and
 - the medication, equipment, and facilities on board for the treatment of injured or sick animals, and if necessary, their humane destruction and means of disposal.

4) The length and nature of the proposed journey

- a) Describe how the loading, transport route, and unloading has been planned to ensure the animals spend the least time possible on the journey.
- b) For journeys where one or more stops are necessary for additional supplies of fuel, water, or fodder, applicants should provide evidence that appropriate plans have been made. Where relevant, the Director-General may require the applicant to provide documentation confirming the following:
- approval, from the appropriate government authority in the importing country, for transit via the proposed third country, or countries, concerned. This would include approval for provision of food and water in the country(s) being transited should that be necessary;
 - approval, from the appropriate government authorities of the proposed stop(s), that permission for the stop(s) has been granted;
 - an undertaking from the suppliers of fuel, water, and fodder at the proposed stopover point(s) that the necessary amounts of these resources will be available when required, and the fodder contains ingredients appropriate to the New Zealand breeds of animal being exported e.g. salt content;
 - plans to ensure adequate ventilation during the stop(s);
 - contingency plans to address any shortfalls in fuel, water, and fodder; at the proposed stopover(s);
 - contingency plans to address breakdown of the ventilation system, or any running repairs to the ship or aircraft necessary to enable the journey to continue; and
 - for air freight, if the livestock are travelling without the provision of food and water, plans to ensure food and water will be provided in the event that the completion of the journey is delayed beyond 24 hours from the time of departure from New Zealand.

5) The susceptibility of the animals to harm and distress under the conditions of transport proposed

- a) The Director-General may require the applicant to provide documentation confirming the following, particularly for journeys greater than 21 days:
- for sea freight, plans for the animals to undergo a pre-conditioning feeding programme for adaptation to the ship's diet, and evidence of the expert nutritionist advice obtained for the pre-conditioning feeding programme, and the shipboard diet;
 - measures to be used to protect the animals from injury and distress in the event of exposure to prolonged adverse weather or sea conditions;
 - measures to be used to protect the animals from injury and distress in the event of an emergency (e.g. fire) during the journey. For each emergency event, plans should document the actions to be taken and the responsibilities of all parties involved, including communications and record keeping;
 - arrangements for any unplanned or emergency off-loading of the animals during transit;
 - plans to ensure that inspection and unloading of the livestock at the port of destination will be conducted in an expeditious manner, into vehicles appropriate for the weather conditions and type and size of the animals. Evidence of contingency plans if these unloading arrangements are disrupted should also be provided;
 - estimated time from arrival in country of destination to the start of unloading and the completion of unloading; and
 - plans that take account of any government to government agreement pertaining to the procedures for inspection, unloading, and dispute resolution if the importing country deems the animal(s) unacceptable. A compliance plan of this type may be required, depending upon the history of New Zealand's trade in live animals with the country concerned or previous experience of trade in the region.

Appendix One: relevant sections of the Animal Welfare Act 1999

Section 38 - Purpose

The purpose of this Part is to protect the welfare of animals which are being exported from New Zealand and which are being transported by ship or aircraft by ensuring that the risks faced by such animals are minimised.

Section 42 – Application for animal welfare export certificate

- (1) Any person may apply to the Director-General for the issue of an animal welfare export certificate.
- (2) The application must—
 - (a) be made on a form provided by the Director-General for the purpose; and
 - (b) contain, or be accompanied by, such information as the Director-General requires; and
 - (c) be accompanied by the prescribed fee (if any); and
 - (d) be made to the Director-General at least 20 working days before the date on which the applicant proposes that the animal leave New Zealand.
- (3) The Director-General may permit an application to be made other than in accordance with subsection (2)(d) if he or she is satisfied that unforeseen or unusual circumstances prevented the application from being made in accordance with subsection (2)(d).
- (4) Where an application made in accordance with subsection (2)(d) or subsection (3) does not comply in any material respect with subsection (2)(a) or subsection (2)(b), the Director-General may request the applicant to make good the deficiencies in the application.
- (5) If the deficiencies are made good at least 20 working days before the date on which the applicant proposes that the animal leave New Zealand, the Director-General must proceed to deal with the application.
- (6) If the deficiencies are not made good at least 20 working days before the date on which the applicant proposes that the animal leave New Zealand, the Director-General may deal with the application only if he or she is satisfied that there is sufficient time to give proper consideration to the application before that date.

Section 43 - Consideration of application

The Director-General must, in considering any application under section 42, have regard to such of the following matters as are relevant:

- (a) the manner in which the welfare of any animals previously exported by the applicant was attended to on the journey between New Zealand and the country to which they were exported;
- (b) the capability, skills, and experience of the applicant in relation to the export of animals;
- (c) the species or type of animal and the number of animals proposed to be exported;
- (d) the ages, and the physiological state, of the animals proposed to be exported;
- (e) the mode of transport proposed and the facilities provided;
- (f) the length and nature of the journey proposed;
- (g) the susceptibility of the animal to harm and distress under the conditions of transport proposed;
- (h) any New Zealand requirements in relation to the export of the animal;
- (i) any requirements of the country into which the animal is being exported;
- (j) any relevant international standard;
- (k) the date on which it is intended that the animal leave New Zealand;
- (l) any other matters that the Director-General considers relevant to the welfare of the animal.

Section 45 - Conditions

- (1) The Director-General may, in granting an application for an animal welfare export certificate, impose, as conditions of that certificate, all or any of the following conditions:
 - (a) a condition that the animal or the ship or aircraft be inspected before the animal is loaded or after the animal is loaded or both before and after the animal is loaded by a person authorised by the Director-General:
 - (b) a condition that the animal receive specified preconditioning before travel:
 - (c) a condition that a person authorised by the Director-General certify in writing that the animal is fit to travel:
 - (d) a condition that an animal health certificate be issued by a person authorised by the Director-General:
 - (e) a condition that the animal be loaded onto the ship or aircraft in a particular manner and in accordance with particular requirements:
 - (f) a condition that the animal be accompanied on the ship or aircraft by a particular named person:
 - (g) a condition that the animal be accompanied on the ship or aircraft by a person approved by the Director-General to undertake the work:
 - (h) a condition that the animal be accompanied on the ship or aircraft by a person who has certain qualifications or skills:
 - (i) a condition specifying the manner in which, and the extent to which food and water is to be provided to the animal while it is on the ship or aircraft:
 - (j) a condition that the animal be provided on the ship or aircraft with facilities specified by the Director-General:
 - (k) a condition specifying the manner in which the animal is to be managed on the journey:
 - (l) any condition specified in any relevant international standard:
 - (m) such other conditions as the Director-General considers appropriate for the welfare of the animal.
- (2) The Director-General may at any time before the departure of the animal amend or add to the conditions imposed under subsection (1).
- (3) The amendment or addition must be effected by giving written notice of the amendment or addition to the person to whom the animal welfare export certificate has been issued.
- (4) Except where the amendment or addition is necessary to meet the requirements of the country to which the animal is being exported, the Director-General may not, under subsection (2), amend the conditions or add to the conditions in such a way as to impose on the person to whom the animal welfare export certificate has been issued requirements that, at the time of the amendment or addition, that person cannot reasonably be expected to meet before the date of the departure of the animal.

Appendix Two: relevant documents (transport of livestock)

The following Standards that apply for transporting livestock:

- *Livestock by Sea*
- *Transport Standards for Animals being Exported.*
- *MAF Standard for the Transport of Cattle by Sea from New Zealand.*
- *MAF Standard for the Transport of Deer by Sea from New Zealand.*
- *MAF Standard for the Export of Horses from New Zealand by Sea.*

These are available at **www.biosecurity.govt.nz/regs/exports/animals**

References for other documents:

- the International Air Transport Association's *Live Animals Regulations* is available at **www.iata.org/whatwedo/**;
- the Animal Transport Association's *AATA Manual for the Transport of Live Animals (2nd ed)* is available at **www.aata-animaltransport.org/publications.htm**;
- the OIE's *Terrestrial Animal Health Code* (containing standards for the welfare of animals during land, sea and air transport) is available at **www.oie.int/eng/normes/mcode/en_sommaire.htm**.

The Animal Welfare Act 1999 is available at **www.legislation.govt.nz**