



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1301 Drug Premixes – *Feeds Regulations*
 Task Frequency: Per inspection for selected on-farm facilities manufacturing livestock feeds
 Date Task Revised: 2009-04-07

Feeds Regulations Sections 5 and 14(b)

On-farm feed mill meets the regulatory requirements related to drug premixes used in the manufacture of feed in the facility.

File Review:

Select labels for drug premixes based on the number of drug premixes used in the manufacture of feeds at the on-farm facility as follows:

1-5 drug premixes = 1 label
 6-15 drug premixes = 3 labels
 >15 drug premixes = 5 labels

Go on-site:

Review labels for drug premixes used in the manufacture of feed at the on-farm facility and verify that:

- labels for drug premixes contain a Drug Identification Number (DIN) or the drug premix is authorized by an emergency drug release
- drug premixes at the on-farm facility have not passed their expiry date

Note: Where concerns with a drug premix are identified, product control actions should be taken on feeds containing the drug premix.

Inspection comments to include:

Activities Used to Assess Compliance

- information which clearly identifies the specific drug premix labels reviewed
 - name/code of drug premix
 - expiration date, if applicable
 - Drug Identification Number, if applicable
- on-site observations

Non-compliant Objective Evidence

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- select the specific category of deviation observed from the list below (select all that apply):

- 1301.1. Use of unapproved drug premixes
- 1301.2. Use of expired drug premixes



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1302 Ingredient Compliance – Domestic and Imported Rendered Products
 Task Frequency: Per inspection for selected on-farm facilities manufacturing livestock feeds
 Date Task Revised: 2009-06-19

Feeds Regulations Sections 5,14(a), 19(1)(d.3) and 26(8)
Health of Animals Regulations Sections 165(4) and 167

On-farm feed mill meets the regulatory requirements related to domestic and imported rendered products intended for use as ingredients in the manufacture of feed in the facility.

Review labels* for ALL incoming rendered products

Includes but is not limited to:

- **Meat and Bone meal (various types – ruminant, prohibited)**
- **Meat Meal (various types – ruminant, prohibited)**
- **Bone Meal (various)**
- **Feather Meal**
- **Fish Meal**
- **Poultry Meal**
- **Porcine Meal**
- **Hog Hair**
- **Hog Hair and Feather Meal Blend**
- **Blood Meal**
- **Animal Fat (can be prohibited and not)**
- **Tallow**
- **Animal Vegetable Fat Blend (also known as Yellow Grease)**
- **Fish Oil**
- **Blood Plasma**

***Note: The invoice or bill of sale may be the *de facto* label for rendered products shipped in bulk**

Go on-site:

Review labels for domestic and imported rendered products and verify that:

- where the manufacturer of a rendered product is a Canadian rendering plant, the rendering plant has a Permit to Operate (Check approved list of rendering on-farm facilities posted on Merlin and www.inspection.gc.ca) (*product control actions required*)
- where the rendered product is imported, the import is supported by a valid import permit (may only be available when the on-farm facility was the importer of record – inspector would need to ask on-farm facility to request evidence from their supplier that the importation was authorized when purchased through a third-party, e.g., copy of the import permit or permit number) (*product control actions required*)
- all rendered products used in the on-farm facility are listed in Schedule IV of the *Feeds Regulations* and labels for rendered products conform with the requirements of the ingredient definitions
- labels for animal fat derived from ruminants do not have a guarantee for insoluble impurities in excess of 0.15% (*product control actions required*)
- labels for prohibited material include the prescribed statement (*product control actions required*)

Complete the Report of Feed Label Inspection (CFIA 3777) for each label reviewed.

- All Type A violations require product control actions to be initiated



On-Farm Feed Mill Verification Task Procedures

Inspection comments to include:

Activities Used to Assess Compliance

- list of domestic rendered products assessed
- list of imported rendered products assessed and corresponding import permit numbers
- information which clearly identifies the specific labels reviewed
 - name/code of ingredient
 - country of origin, if applicable
 - expiration date, if applicable
 - registration number, if applicable
- on-site observations

Non-compliant Objective Evidence

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- select the specific category of deviation observed from the list below (select all that apply):
 - 1302.1. Use of unapproved domestic rendered product
 - 1302.2. Use of unapproved imported rendered product
 - 1302.3. Use of animal fat derived from ruminants with label guarantee > 0.15% insoluble impurities
 - 1302.4. Labels reviewed have at least one Type A Violation
 - 1302.5. Labels reviewed have at least one Type B Violation
 - 1302.6. Labels reviewed have at least one Type A Violation and one Type B Violation



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1303 Incoming Ingredient Compliance – *Feeds Regulations*
 Task Frequency: Per inspection for selected on-farm facilities manufacturing livestock feeds
 Date Task Revised: 2009-06-19

Feeds Regulations Sections 5, 14(a) & (b), 19 and 26
Health of Animals Regulations Section 169

On-farm feed mill meets the regulatory requirements related to incoming single ingredient feeds and mixed feeds used in the manufacture of feed in the facility.

File Review:

Select labels for **imported mixed feeds including medicated premixes and supplements based on the tonnage of the on-farm facility as follows:**

0-10,000 tonnes = 1 label
10,001 – 70,000 tonnes = 2 labels
>70,000 tonnes = 3 labels

In addition, select labels for **additional incoming (domestic and imported) single ingredient feeds and domestic mixed feeds including medicated premixes and supplements based on the tonnage of the on-farm facility as follows:**

0-10,000 tonnes = 1 label
10,001 – 70,000 tonnes = 2 labels
>70,000 tonnes = 3 labels

Review labels for incoming single ingredient feeds and mixed feeds (e.g., supplements, premixes) used in the manufacture of feed at the on-farm facility and verify that:

- incoming single ingredient feeds are approved and listed in Part I of Schedule IV or V and the label conforms with the requirements of the ingredient definition in Schedule IV or V

OR

- incoming single ingredient feeds approved and listed in Part II of Schedule IV or V have a valid registration number as verified by CFIA's Product Registration System and the label conforms with the approved label on file (*product control actions required*)
- labels for imported mixed feeds contain a valid registration number as verified by CFIA's Product Registration System (*product control actions required*)
- labels for imported mixed feeds conform with the approved label on file
- labels for imported or domestic mixed feeds containing medicating ingredients that are used as ingredients in feeds manufactured in the on-farm facility are labelled as prescribed (*product control actions required for Type A*)
- labels for imported or domestic mixed feeds that contain prohibited material include the prescribed statement (*product control actions required*)
- domestic mixed feeds used as ingredients in feeds manufactured in the on-farm facility are exempt from registration or have a valid registration number as verified by CFIA's Product Registration System and are labelled as prescribed

Complete the Report of Feed Label Inspection (CFIA 3777) for each label reviewed.

- All Type A violations require product control actions to be initiated



On-Farm Feed Mill Verification Task Procedures

Inspection comments to include:

Activities Used to Assess Compliance

- information which clearly identifies the specific ingredient labels reviewed
 - name/code of ingredient
 - country of origin, if applicable
 - expiration date, if applicable
 - registration number, if applicable
- on-site observations

Non-compliant Objective Evidence

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- select the specific category of deviation observed from the list below (select all that apply):
 - 1303.1. Use of unapproved single ingredient feeds (not in Schedule IV or V)
 - 1303.2. Feed not registered as required (mixed feed or single ingredient feed)
 - 1303.3. Required warning and/or caution statements related to medicating ingredients not on the label for a mixed feed
 - 1303.4. Prescribed statement not on label for incoming mixed feed (used as an ingredient) containing prohibited material
 - 1303.5. Labels reviewed have at least one Type A Violation
 - 1303.6. Labels reviewed have at least one Type B Violation
 - 1303.7. Labels reviewed have at least one Type A Violation and one Type B Violation



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1304 Feeds for Further Manufacturing Containing Prohibited Material
 Task Frequency: Per inspection for on-farm facilities manufacturing animal feeds
 Date Task Revised: 2009-12-21

Health of Animals Regulations Sections 164, 168, 169, 170(1), 170(2)(a) and 171(1)

On-farm feed mill meets the regulatory requirements related to the use of feeds for further manufacturing that contain prohibited material (includes but not exclusive to spillage, flush, dust collector material and rework).

Obtain written procedures and verify that they include:

- a policy stating that feeds of unknown origin are not fed
- a policy stating that rework, spillage, flush and dust collector material containing prohibited material that are deemed not suitable for further manufacturing are disposed of in a manner that prevents exposure of ruminants to the feed
- a policy stating that feeds suitable for further manufacturing that contain prohibited material are properly identified in the facility
- procedures are in place to prevent cross-contamination of ruminant feeds or other feed ingredients by feeds for further manufacturing that contain prohibited material when stored (*product control actions required*)
- procedures are in place to ensure that feeds for further manufacturing that contain prohibited material are only used as ingredients in non-ruminant feeds that contain prohibited materials and are labelled with the prescribed statement (*product control actions required*)

Review records to verify that:

File Review:

Review production records to verify that procedures are followed regarding the storage, handling and use of

- **rework**
- **spillage**
- **flush material**
- **dust collection material**

Note:

Select mixing formulae, mixing sheets and production logs for equipment used in the manufacture and transportation of feeds containing the feed for further manufacture (with PM) as an ingredient (one feed including a lot of reworked feed plus one feed containing flush material, spillage or dust collection material if available) for review under Tasks 1308 and 1309. Verify that feeds for further manufacturing that contain PM are ONLY used as ingredients in feeds intended to contain prohibited material.

Go on-site:

Observe the storage, handling and use of feeds for further manufacturing that contain prohibited material and interview as necessary to verify:

- written procedures for reusing feeds that contain prohibited material are followed (*product control actions required*)
- written procedures for the disposal of rework, spillage, flush and dust collector material containing prohibited material that are deemed not suitable for further manufacturing are followed
- written procedures for preventing the cross-contamination of ruminant feeds or ingredients by feeds for further manufacturing containing prohibited material (during storage, handling and use) are followed (*product control actions required*)
- feeds suitable for further manufacturing that contain prohibited material are used only in non-ruminant feeds that are intended to contain prohibited materials (*product control actions required*)
- feeds suitable for further manufacturing that contain prohibited material are properly identified



On-Farm Feed Mill Verification Task Procedures

Inspection comments to include:

Activities Used to Assess Compliance

- information which clearly identifies the specific written procedures reviewed. For example:
 - name/reference code of the relevant procedure(s)
 - effective date
- information which clearly identifies the specific production records reviewed
 - days for which production records were reviewed
 - name/code of feed to which the mixing formula/mixing sheets correspond
 - effective date/date of manufacture
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

Non-compliant Objective Evidence

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- select the specific category of deviation observed from the list below (select all that apply):
 - 1304.1. Evidence of cross-contamination of ruminant feeds with prohibited material
 - 1304.2. Evidence that manufacturing errors, spillage, flush and dust collector material containing prohibited material that are deemed not suitable for further manufacturing were disposed of in a manner that does not prevent exposure of ruminants to the feed
 - 1304.3. Required written procedures related to *Health of Animals Regulations* not available
 - 1304.4. Required written procedures related to *Health of Animals Regulations* inadequate
 - 1304.5. Required records related to *Health of Animals Regulations* not available
 - 1304.6. Required records related to *Health of Animals Regulations* inadequate
 - 1304.7. Evidence that written procedures related to *Health of Animals Regulations* are not being followed



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1305 Feeds for Further Manufacturing Containing Medications
 Task Frequency: Per inspection for selected on-farm facilities manufacturing livestock feeds
 Date Task Revised: 2009-12-21

Feed Regulations Sections 14(b), 19(j) and (k)

On-farm feed mill meets the regulatory requirements related to the use of feeds suitable for further manufacturing and disposal of feeds not suitable for further manufacturing that contain medications (includes but not exclusive to spillage, flush, dust collector material and rework).

Go on-site:

Review procedures and records (if available). Interview and observe as necessary to verify that:

- a policy that stating that feeds of unknown origin are not fed
- rework, spillage, flush material and dust collection material that contain medication(s) are handled, stored and used so that medications are not present at levels other than those authorized by the CMIB or veterinary prescriptions to prevent cross contamination of medicated feed or non-medicated feed with medicating ingredients.
 - feeds for further manufacturing that contain medications are ONLY used as ingredients in feeds intended to contain the same medication (*product control actions required*)
 - cross-contamination of feed and feed ingredients by feeds for further manufacturing that contain medications is prevented during receiving, storage and use (*product control actions required*)
- rework, spillage, flush and dust collector material containing medicating ingredients that are deemed not suitable for further manufacturing are disposed of in a manner that prevents exposure of livestock to the feed

Note:

Select mixing formulae, mixing sheets and production logs for equipment used in the manufacture of feeds containing the medicated feed for further manufacture as an ingredient (one feed including a lot of reworked feed plus one feed containing flush material, spillage or dust collector material, if available) for review under Tasks 1308 and 1309. Verify that feeds for further manufacturing that contain medications are ONLY used as ingredients in feeds intended to contain the same medication.

Inspection comments to include:

Activities Used to Assess Compliance

- information which clearly identifies the specific written procedures reviewed, if available
 - name/reference code of the relevant procedure(s)
 - effective date
- information which clearly identifies the specific production records reviewed, if available
 - days for which production records were reviewed
 - name/code of feed to which the mixing formula/mixing sheets correspond
 - effective date/date of manufacture
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

Non-compliant Objective Evidence

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- select the specific category of deviation observed from the list below (select all that apply):
 - 1305.1. Use of feeds containing medicating ingredients in feeds not intended to contain the same medicating ingredients
 - 1305.2. Suspicion of cross-contamination of feeds and feed ingredients with medicating ingredients
 - 1305.3. Evidence that manufacturing errors, spillage, flush and dust collector material containing medicating ingredients that are deemed not suitable for further manufacturing were disposed of in a manner that does not prevent exposure of livestock to the feed



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1306 Veterinary Prescription Feeds
 Task Frequency: Per inspection for selected on-farm facilities manufacturing livestock feeds
 Date Task Revised: 2009-11-06

Feeds Regulations Sections 2, 5(2)(g), 15(1)(b) and 15(4)

On-farm feed mill meets the regulatory requirements related to the manufacturing of veterinary prescription feeds.

File Review:

Obtain the required number of veterinary prescriptions based on the number of veterinary prescriptions received by the on-farm facility annually as follows:

1-25 veterinary prescription feeds = 4
26-50 veterinary prescription feeds = 6
>51 veterinary prescription feeds = 8

The veterinary prescriptions selected for review must include a minimum of one for each type of veterinary prescription feed manufactured by this on-farm facility (e.g., complete feed, supplement, macro premix, micro premix). The veterinary prescriptions reviewed should reflect the range of species for which medicated feeds are manufactured.

In addition, select mixing formulae, mixing sheets corresponding to the veterinary prescriptions reviewed in this task for review in Tasks 8 and 9 based on the number of veterinary prescription feeds manufactured by the facility annually as follows:

1-25 veterinary prescription feeds = 1 mixing formula/mixing sheet
26-50 veterinary prescription feeds = 2 mixing formulae/mixing sheets
>51 veterinary prescription feeds = 3 mixing formulae/mixing sheets

Review the selected veterinary prescriptions to verify that:

- The manufacture of such feed is authorized under section C.08.012 of the *Food and Drug Regulations*
- The amount of feed manufactured does not exceed the amount that would be normally consumed by the number of animals prescribed to receive the feed during the prescribed period of medication
- The veterinary prescription pursuant to which the feed is manufactured is signed by the veterinarian who issued it and the prescription contains the following information:
 - The date on which the prescription is written
 - The name and address of the person for whom the feed is to be manufactured and by whom it is intended to be used
 - The name and level of inclusion in the feed of the medicating ingredient prescribed by the veterinarian
 - The type and amount of feed to be manufactured
 - The number, kind, class and age or weight of the livestock intended to be fed the feed
 - Special manufacturing instructions including necessary mill clean up warnings, if any
 - Feeding instructions or directions for use of the feed including the period of time during which the feed is to be fed to the livestock and
 - Warning statements and caution statements where applicable
- A copy of the veterinary prescription is in the possession of the manufacturer of the feed prior to the manufacture of the feed (*product control actions required*)
- Copies of veterinary prescriptions and the formula for the manufacture of veterinary prescription feed, together with a list of each date on which the feed was manufactured are kept for a period of at least one year from the last date of manufacture of that feed.



On-Farm Feed Mill Verification Task Procedures

| Inspection comments to include: |
|--|
| Activities Used to Assess Compliance <ul style="list-style-type: none">• information which clearly identifies the specific veterinary prescriptions and records reviewed<ul style="list-style-type: none">○ name/code of feed to which the veterinary prescriptions and record(s) correspond○ effective date• information from staff interviews (include names and titles of staff interviewed)• on-site observations |
| Non-compliant Objective Evidence <ul style="list-style-type: none">• identification of copies of records (veterinary prescription) obtained as evidence of a deviation• any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility• select the specific category of deviation observed from the list below (select all that apply): 1306.1. Required records (veterinary prescription) related to Feeds Regulations not available 1306.2. Required records (veterinary prescription) related to Feeds Regulations inadequate 1306.3. Required records (veterinary prescription) related to Feeds Regulations are not maintained for the required time period 1306.4. Use of veterinary prescription feed by an individual other than the person for whom the prescription was written |



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1307 Retention of feed invoices
 Task Frequency: Per inspection for selected on-farm facilities where the Operator owns or has the possession, care or custody of ruminant animals
 Date Task Revised: 2009-04-07

Health of Animals Regulations Section 171(3)

On-farm feed mill meets the regulatory requirements related to retention of invoices for feeds that contain Prohibited Material.

**Go on-site:
Review records and interview as necessary to verify that:**

Invoices for feeds containing Prohibited Material have been maintained for the minimum time required by the *Health of Animals Regulations* (two years).

Inspection comments to include:

Activities Used to Assess Compliance

- information which clearly identifies the specific invoices reviewed
 - name/code of feed to which the invoice(s) correspond
 - invoice date
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

Non-compliant Objective Evidence

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- select the specific category of deviation observed from the list below (select all that apply):
 - 1307.1. Required records related to *Health of Animals Regulations* not available
 - 1307.2. Required records related to *Health of Animals Regulations* are not maintained for the required time period



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1308 Mixing Formulae/Mixing Sheets for animal food (**feeds that contain animal products/by-products**)
 Task Frequency: Per inspection for selected on-farm facilities manufacturing feed intended for feeding to ruminants, equines, porcines, chickens, turkeys, ducks, geese, ratites or game birds
 Date Task Revised: 2009-11-20

Health of Animals Regulations Section 171(1)

On-farm feed mill meets the regulatory requirements related to mixing formulae and mixing sheets.

File Review:

For on-farm facilities manufacturing feeds from rework, spillage, flush or dust collection material etc, the mixing formulae and mixing sheets selected in Task 1304 and/or Task 1305 must be reviewed.

For on-farm facilities manufacturing veterinary prescription feeds, the mixing formulae and mixing sheets selected in Task 1306 must be reviewed.

In addition, obtain the required number of mixing formulae and mixing sheets for other animal foods based on the number of feed formulae manufactured by the on-farm facility (during the last year) as follows:

- 1-50 feed formulae = 4 mixing formulae and corresponding mixing sheets
- 51-100 feed formulae = 6 mixing formulae and corresponding mixing sheets
- > 100 feed formulae = 8 mixing formulae and corresponding mixing sheets

The mixing formulae and mixing sheets selected for review must include a minimum of one mixing formula and associated mixing sheet for each feed type manufactured by this on-farm facility (e.g., complete feed, supplement, macro premix, micro premix). Where the on-farm facility has more than one mixer, the records selected should include records for feeds made in each mixer. For on-farm facilities manufacturing ruminant and non-ruminant feeds, the mixing formulae and mixing sheets reviewed should include an even number of each. For on-farm facilities manufacturing medicated feeds, the mixing formulae and mixing sheets reviewed should include medicated feeds.

Notes:

1. *Mixing formulae and mixing sheets (for livestock feeds) assessed for Task 1308 must also be reviewed for 1309.*

Review mixing formulae and mixing sheets to verify that they:

Include:

- The name and weight of each ingredient used in the manufacture of each lot of animal food
 - The date of preparation of the animal food (mixing sheets only)
 - The lot number **and** any other information used to identify each lot of animal food (mixing sheets only)
 - Information that clearly identifies whether an animal food contains prohibited material
 - The prescribed statement **OR** terms such as "prohibited material", "bovine MBM", or "mixed MBM", other words, abbreviations, symbols can be used in lieu of the prescribed statement to identify that a product contains prohibited material, providing that:
 - the means of identification is explained in the on-farm facility's written procedures;
 - the written procedures are understood and consistently applied by employees involved in the manufacture of feed; and
 - records reflect the means described and applied in the manufacture of feed containing prohibited material
- AND
- Do not list prohibited material or feed containing prohibited material as an ingredient in ruminant feeds

Review mixing sheets to verify that the composition of the lot reflects the mixing formula.

- Mixing sheets show that each batch of feed has been produced in accordance with the mixing formula
 - Mixing sheets indicate the name and actual weight of each ingredient used in the manufacture of the feed
- OR
- The on-farm facility has written procedures that clearly describes the system (e.g., initials, check marks) used to determine whether the amount of each ingredient in a specific batch of feed is within acceptable tolerances
 - Acceptable tolerance for medicating ingredients and/or feeds containing medicating ingredients does not exceed $\pm 5\%$ of the intended amounts per batch (*product control actions required*)
 - Acceptable tolerance for non-medicating ingredients does not exceed $\pm 10\%$ of the intended amounts per batch
 - Acceptable tolerance for actual batch sizes does not exceed $\pm 5\%$ of the intended or theoretical batch sizes for medicated feeds (*product control action required*)



On-Farm Feed Mill Verification Task Procedures

Go on-site:

Observe the mixing process and interview as necessary to verify that:

- The ingredients added to one lot of feed are those indicated on the mixing sheet (mixing formula)
- The employee understands and applies written procedures used by the on-farm facility related to the identification of mixing formulae and mixing sheets for feeds containing prohibited material

Inspection comments to include:

Activities Used to Assess Compliance

- information which clearly identifies the specific mixing formulae and mixing sheets reviewed and the location where they are stored
 - name/code of feed to which the mixing formulae and mixing sheets correspond
 - effective date/date of manufacture
- information from staff interviews (include name and title of staff interviewed)
- on-site observations

Non-compliant Objective Evidence

- identification of copies of records obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- select the specific category of deviation observed from the list below (select all that apply):
 - 1308.1. Required records (mixing formulae/mixing sheets) related to *Health of Animals Regulations* not available
 - 1308.2. Required records (mixing formulae/mixing sheets) related to *Health of Animals Regulations* inadequate
 - 1308.3. Required records (mixing formulae/mixing sheets) related to *Health of Animals Regulations* are not maintained for the required time period
 - 1308.4. Required written procedures related to *Health of Animals Regulations* not available
 - 1308.5. Required written procedures related to *Health of Animals Regulations* inadequate
 - 1308.6. Evidence that written procedures related to *Health of Animals Regulations* are not being followed
 - 1308.7. Use of prohibited material or feed containing prohibited material as an ingredient in ruminant feeds
 - 1308.8. Records (mixing formulae/mixing sheets) reviewed at on-farm facility do not have prescribed statement or alternative when PM is present
 - 1308.9. Records (mixing formulae/mixing sheets) reviewed at on-farm facility have prescribed statement or alternative when PM is not present
 - 1308.10. Mixing sheet does not accurately reflect mixing formula



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1309 Mixing Formulae and Mixing Sheets – *Feeds Regulations*
 Task Frequency: Per inspection for selected on-farm facilities manufacturing livestock feeds
 Date Task Revised: 2009-11-20

Feeds Regulations Sections 14(a), 14(b), 15(1), 19(1)(j) and (k), 20 and 26(1)(g)

On-farm feed mill meets the regulatory requirements related to mixing formulae and mixing sheets.

File Review:

For on-farm facilities manufacturing feeds from rework, spillage, flush or dust collection material etc, the mixing formulae and mixing sheets selected in Task 1304 and/or Task 1305 must be reviewed.

For on-farm facilities manufacturing veterinary prescription feeds, the mixing formulae and mixing sheets selected in Task 1306 must be reviewed.

In addition, obtain the required number of mixing formulae and mixing sheets for other livestock feeds based on the number of feed formulae manufactured during the last year by the on-farm facility as follows:

- 1-50 feed formulae = 4 mixing formulae and corresponding mixing sheets
- 51-100 feed formulae = 6 mixing formulae and corresponding mixing sheets
- >100 feed formulae = 8 mixing formulae and corresponding mixing sheets

The mixing formulae and mixing sheets selected for review must include a minimum of one mixing formula and associated mixing sheet for each feed type manufactured by this on-farm facility (e.g., complete feed, supplement, macro premix, micro premix). Where the on-farm facility has more than one mixer, the records selected should include records for feeds made in each mixer. For on-farm facilities manufacturing ruminant and non-ruminant feeds, the mixing formulae and mixing sheets reviewed should include an even number of each. For on-farm facilities manufacturing medicated feeds, the mixing formulae and mixing sheets reviewed should include medicated feeds.

Notes:

1. *Mixing formulae and mixing sheets (for animal foods) assessed for Task 1309 must also be reviewed for Task 1308.*

Review mixing formulae and mixing sheets to verify that they:

- List only purchased non-medicating ingredients that are approved, authorized and/or registered as required
- List only ingredients grown on-farm that will not negatively impact on human health, animal health or the environment
- List only medicating ingredients of a type or brand authorized by the CMIB or veterinary prescription (identified with a Drug Identification Number (DIN)) for the intended purpose and species (*product control actions required on any feed containing an unapproved medicating ingredient*)
- Include all medicating ingredients at the level authorized by the CMIB or veterinary prescription (*product control actions required on any feed containing an unapproved level of a medicating ingredient*)

Review mixing sheets (if available) to verify that the composition of the batch reflects the mixing formula.

- Mixing sheets show that each batch of medicated feed has been produced in accordance with the mixing formula
 - Acceptable tolerance for medicating ingredients and/or feeds containing medicating ingredients is $\pm 5\%$ of the intended amounts per batch (*product control actions required*)
 - Actual batch sizes are within $\pm 5\%$ of the intended or theoretical batch sizes for medicated feeds (*product control actions required*)



On-Farm Feed Mill Verification Task Procedures

| |
|--|
| <p>Go on-site: Observe the mixing process for a batch of veterinary prescription feed if possible and interview as necessary to verify that:</p> |
| <p>Veterinary Prescription Feed</p> <ul style="list-style-type: none"> • The composition of the feed is as stipulated by the veterinary prescription <ul style="list-style-type: none"> ○ The medicating ingredients added to one batch of veterinary prescription feed are those indicated on the veterinary prescription (and mixing formulae) (<i>product control actions required</i>) ○ The amounts of medicating ingredient added to one batch of veterinary prescription feed are those indicated on the veterinary prescription (and mixing formulae) (product control actions required) taking into consideration the acceptable tolerances of $\pm 5\%$ of the intended amounts for medicating ingredients and/or feeds containing medicating ingredients (<i>product control actions required</i>). ○ Mixing sheets provide evidence that actual batch sizes are within $\pm 5\%$ of the intended or theoretical batch sizes (<i>product control actions required</i>). ○ The medicating ingredients added to one batch of veterinary prescription feed has a Drug Identification Number (DIN) (<i>product control actions required</i>) |
| <p>File Review: Review records and interview as necessary to verify that:</p> |
| <ul style="list-style-type: none"> • Mixing formulae have been maintained for the minimum time required by the <i>Feeds Regulations</i> as follows: <ul style="list-style-type: none"> ○ for Veterinary Prescription Feeds (one year from the last date of manufacture) ○ for all other feeds (6 months from the last date of manufacture) |

| |
|---|
| <p>Inspection comments to include:</p> |
| <p>Activities Used to Assess Compliance</p> <ul style="list-style-type: none"> • on-farm facility standards for acceptable deviations from theoretical weights (formulae) to actual weights for medicating ingredients and non-medicating ingredients • on-farm facility standard for acceptable deviation from theoretical batch weights • information as to whether the mixing sheet identifies actual ingredient weights or a check-off system is used • information which clearly identifies the specific mixing formulae and mixing sheets reviewed and the location where they are stored <ul style="list-style-type: none"> ○ name/code of feed to which the mixing formulae and mixing sheets correspond ○ effective date/date of manufacture • information from staff interviews (include name and title of staff interviewed) • on-site observations |
| <p>Non-compliant Objective Evidence</p> <ul style="list-style-type: none"> • identification of copies of records obtained as evidence of a deviation • any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility • select the specific category of deviation observed from the list below (select all that apply): <ul style="list-style-type: none"> 1309.1. Mixing formula does not accurately reflect intended levels for medicating ingredients 1309.2. Mixing sheet does not accurately reflect intended levels for medicating ingredients 1309.3. Mixing formulae/sheet does not accurately reflect veterinary prescription order 1309.4. Use of unapproved medicating ingredients 1309.5. Use of unapproved source of medicating ingredients (no DIN) 1309.6. Use of unapproved level/combination of medicating ingredients 1309.7. Use of feeds containing medicating ingredients in feeds not intended to contain the same medicating ingredients 1309.8. Use of unapproved ingredients other than medicating ingredients 1309.9. Required records (mixing formulae) related to Feeds Regulations not available 1309.10. Required records (mixing formulae) related to Feeds Regulations inadequate 1309.11. Required records (mixing formulae) related to <i>Feeds Regulations</i> are not maintained for the required time period |



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1310 Cross contamination of manufacturing equipment with Prohibited Material
 Task Frequency: Per inspection for on-farm facilities that handle prohibited material AND manufacture ruminant feeds/feed ruminant animals
 Date Task Revised: 2009-12-21

Health of Animals Regulations Sections 168, 170(1), 170(2), 170(3) and 171

On-farm feed mill meets the regulatory requirements related to preventing cross-contamination of ruminant feeds with prohibited material during the receiving, storage, handling and manufacture of feeds.

File Review - Obtain written procedures intended to prevent the contamination of ruminant feeds with prohibited material where equipment is cross-utilized and verify that:

Written procedures indicate that:

- Prohibited material is identified during receiving, storage, handling and manufacturing
- Precautions are taken to prevent cross-contamination of ruminant feeds with prohibited material during receiving, storage, handling and manufacturing including controls on the reuse of packaging for storage of ingredient and finished feed
- Controls are in place that prevent contamination of ruminant feed with prohibited material for any cross-utilized equipment used for receiving, ingredient storage and handling, ingredient processing, mixing, pelleting, packaging, finished feed storage and handling including:
 - Equipment to prevent the unintended introduction of prohibited material is maintained
- For all facilities identified as high risk for TSEs (e.g., manufacture ruminant feeds and feeds containing prohibited material using the same equipment), written procedures that confirm that the flushing or physical cleanout procedures used to prevent cross-contamination were validated for effectiveness. Validation procedures must meet the following standards:
 - **Be conducted for every piece of cross-utilized equipment used in the manufacture of feed where these additional cleanout procedures are used to prevent cross-contamination of ruminant feeds with prohibited material.**
 - Be conducted once initially and repeated when there are changes in equipment, manufacturing procedures or equipment clean out procedures.
 - Verify that there are no detectable levels of the selected tracer in the first 50 to 100 kg of the batch immediately following the feed for which the cleanout is being validated.

For on-farm facilities manufacturing feeds from rework, spillage, flush or dust collection material etc, that may contain prohibited material, the production records selected in Task 1304 must be reviewed.

In addition, select additional production records to verify that ruminant feeds have not been cross-contaminated with prohibited material.

Production records for each piece of cross-utilized equipment for the last year based on the number of feed formulae manufactured or used by the facility (in the last year) as follows:

- 1-50 feed formulae = 1 production record/piece of cross-utilized equipment**
- 51-100 feed formulae = 2 production records/piece of cross-utilized equipment**
- >100 feed formulae = 3 production records/piece of cross-utilized equipment**

Review production records to verify that:

- written procedures are being followed
- records are complete and contain the following information:
 - name or other information used to identify each batch of feed in the order which they pass through the equipment
 - amount of each feed
 - whether feed is or contains prohibited material
 - details of feed safety precautions taken between batches of feed (e.g., flushing, physical clean out)
 - name of the piece of equipment
 - production date

If any non-compliance is identified on a production record for any piece of cross-utilized equipment, two additional records for that piece of equipment must be selected and reviewed.

File Review:

Review production records and interview as necessary to verify that:

Production records have been maintained for the minimum time required by the *Health of Animals Regulations* (ten years or at least since February 1, 2005).



On-Farm Feed Mill Verification Task Procedures

Go on-site:

Observe and interview as necessary to verify:

- Written procedures are being followed for all equipment (receiving, ingredient storage and handling, ingredient processing, mixing, pelleting and extruding, packaging, bulk finished feed storage and handling. *(product control actions required)*)

Inspection comments to include:

Activities Used to Assess Compliance

- information which clearly identifies the specific written procedures reviewed and the specific types of cross-utilized equipment to which they apply (e.g., receiving equipment, ingredient storage and handling equipment, ingredient processing equipment, mixing equipment, pelleting and extruding equipment, packaging equipment, bulk finished feed storage and handling equipment)
 - name/reference code of the relevant procedure(s)
 - effective date
- information which clearly identifies the specific production records reviewed and the specific types of cross-utilized equipment to which they apply
 - dates for which production records were reviewed
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

Non-compliant Objective Evidence

- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- identification of copies of documents obtained as evidence of a deviation
- select the specific category of deviation observed from the list below (select all that apply):
 - 1310.1. Evidence of cross-contamination of ruminant feeds with prohibited material
 - 1310.2. Required written procedures related to *Health of Animals Regulations* not available
 - 1310.3. Required written procedures related to *Health of Animals Regulations* inadequate
 - 1310.4. Required records related to *Health of Animals Regulations* not available
 - 1310.5. Required records related to *Health of Animals Regulations* inadequate
 - 1310.6. Required records related to *Health of Animals Regulations* are not maintained for the required time period
 - 1310.7. Evidence that required written procedures related to *Health of Animals Regulations* are not being followed
 - 1301.8. Evidence that equipment cleanout procedures other than sequencing have not been validated for each cross-utilized piece of equipment using appropriate sampling methodology in a facility identified as high risk for TSEs



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1311 Cross contamination of manufacturing equipment within the on-farm facility with Medications
 Task Frequency: Per inspection for selected on-farm facilities manufacturing medicated livestock feeds
 Date Task Revised: 2009-12-21

Feeds Regulations Sections 14(b), 19(1)(j) and (k)

On-farm feed mill meets the regulatory requirements related to preventing cross-contamination of livestock feeds with medications that could negatively impact on animal or human health during the receiving, storage, handling and manufacture of feeds.

For on-farm facilities manufacturing feeds from rework, spillage, flush or dust collection material etc, that may contain medicating ingredients, the production records selected in Task 1305 must be reviewed.

In addition, select additional production records to verify that livestock feeds have not been cross-contaminated with medications (such that animal or human health will be negatively impacted).

Production records for each piece of cross-utilized equipment for the last year based on the number of feed formulae manufactured by the facility (in the last year) as follows:

- 1-50 feed formulae = 1 production record/piece of cross-utilized equipment**
- 51-100 feed formulae = 2 production records/piece of cross-utilized equipment**
- >100 feed formulae = 3 production records/piece of cross-utilized equipment**

If any deviations are identified on a production record for any piece of cross-utilized equipment, two additional records for that piece of equipment must be selected and reviewed.

Go on-site:

Review written procedures and records (if available). Interview and observe as necessary to verify that:

- Controls are in place that prevent the carryover of drugs that may negatively impact on animal or human health required for all cross-utilized equipment used for receiving, ingredient storage and handling, ingredient processing, medication storage and handling (including scoops, pails, tubs, etc.), mixing, pelleting, packaging, finished feed storage and handling and the reuse of packaging for storage of ingredient and finished feed including:
 - drugs that have a withdrawal requirement at any use level in feeds for market-ready animals or the presence of residues of drugs not approved for a particular species or class of animals in feeds intended for their consumption

Verify using the current version of the Medication Sequencing Guide published by the CFIA.. Facilities wishing to use other sequences should consult the policy entitled “Validation Studies for Modification of Sequencing Guidelines Verification Task 1114” for details of the scientific support required in their validation studies.

- The on-farm facility’s sequencing and flushing procedures for medicating ingredients include:
 - A written or verbal indication that when they cannot sequence after medicated feed, the on-farm facility flushes or physically cleans out equipment prior to manufacturing the next feed. This flush may follow the feed manufactured and be included as part of the batch it was used to flush, be reworked (e.g. added to batch intended to contain the same medication) or be disposed of in an appropriate manner.
 - A written or verbal indication that the flushing or physical cleanout procedures were validated for effectiveness
 - For all facilities identified as low risk for TSEs (e.g., do not manufacture ruminant feeds and feeds containing prohibited material using the same equipment), validation of equipment cleanout procedures at the exit of each processing stream (e.g., processing stream 1 = mixer → pellet mill → bagger, processing stream 2 = mixer → bagger, processing stream 3 = mixer → loadout, processing stream 4 = mixer → pellet mill → loadout) is necessary. In addition, ingredient receiving equipment should be validated as close to the discharge as possible where medicated feeds or feed ingredients (including returned feeds) are received in bulk at the facility.
 - Validation to be conducted once initially and repeated when there are changes in equipment, manufacturing procedures or equipment clean out procedures by verifying that there are no detectable levels of medication carryover in the batch immediately following the feed for which the cleanout is being validated. Note: Validation of the equipment cleanout procedures does not have to be completed for each medication used in a facility. Where possible, a “higher risk” scenario typical for the facility should be evaluated to ensure that drug carryover is adequately controlled. Additionally, consideration needs to be given to the detection level of medications used in the facility or the use of tracers.



On-Farm Feed Mill Verification Task Procedures

- Facilities identified as low risk for TSEs may choose to use the validation procedures identified in Task 1310 in lieu of the validation procedure identified above.
 - Details of how medicated feed is identified during receiving, storage, handling and manufacturing and precautions taken to prevent cross-contamination.
- Equipment is maintained such that the unintended introduction of medicated feed is prevented.

Inspection comments to include:**Activities Used to Assess Compliance**

- information which clearly identifies the specific written procedures reviewed and the specific types of cross-utilized equipment to which they apply (e.g., receiving equipment, ingredient storage and handling equipment, ingredient processing equipment, mixing equipment, pelleting and extruding equipment, packaging equipment, bulk finished feed storage and handling equipment)
 - name/reference code of the relevant procedure(s)
 - effective date
- information which clearly identifies the specific production records reviewed and the specific types of cross-utilized equipment to which they apply
 - dates for which production records were reviewed
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

Non-compliant Objective Evidence

- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- identification of copies of documents obtained as evidence of a deviation
- select the specific category of deviation observed from the list below (select all that apply):

- 1311.1. Evidence of cross-contamination with medicating ingredients
- 1311.2. Suspicion of cross-contamination with medicating ingredients



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1312 Conveyances Distributing Feed Manufactured in the On-Farm Facility – Prohibited Material
 Task Frequency: Per inspection for on-farm facilities manufacturing animal feeds and using farm-owned conveyances to distribute ruminant feed on-farm
 Date Task Revised: 2009-04-07

Health of Animals Regulations Sections 170(1), 170(2) and 171

On-farm feed mill meets the regulatory requirements related to preventing cross-contamination of ruminant feeds with prohibited material during the distribution of feed.

File Review - Obtain written procedures for conveyances distributing feed containing prohibited material and verify that:

- a program is described for prohibited material and feeds containing prohibited material during transportation which fully describes the precautions taken to prevent cross-contamination of ruminant feeds with prohibited material. (*product control actions required*)
- a program describes the controls in place that prevent contamination of ruminant feed with prohibited material in any cross-utilized equipment (including compartment and on-board transfer equipment) used during transportation and loading/unloading of feed (*product control actions required*).
- Controls must include procedures to ensure that:
 - the material previously transported by the conveyance has not resulted in contamination of feed
 - the correct feed is loaded on truck (*product control actions required*)
 - product overflow is prevented in multi-compartment trucks when a truck is loaded (*product control actions required*)
- a regular maintenance program is described for equipment which prevents the unintended introduction of prohibited material.
- a program describes how prohibited material and feeds containing prohibited material will not be transported on the same conveyances as ruminant feeds. (*product control actions required*)

Select additional production records to verify that ruminant feeds have not been cross-contaminated with prohibited material as follows:

- **Production records for cross-utilized and dedicated conveyances for the last year based on the number of conveyances used by the on-farm facility to distribute feed as follows:**

1-5 conveyances = 2 production records
6-10 conveyances = 4 production records
>10 conveyances = 6 production records

Note: Where the farm operates different types of conveyances (e.g., trucks with augers, trucks with pneumatic unloading (blower truck)), the records selected should reflect the range of conveyances used.

Review records to verify that:

- written procedures are being followed
- records are complete and contain the following information:
 - name or other information used to identify each batch of feed in the order which they pass through the conveyance (truck/compartment & or loading/unloading equipment)
 - amount of each feed
 - whether feed is or contains prohibited material
 - details of feed safety precautions taken between batches of feed (e.g., flushing, physical clean out)
 - name of the piece of equipment
 - transportation date

File Review:

Review records and interview as necessary to verify that:

Records have been maintained for the minimum time required by the *Health of Animals Regulations* (ten years or at least since February 1, 2005).



On-Farm Feed Mill Verification Task Procedures

Go on-site:

Observe and interview as necessary to verify:

- Written procedures are being followed for all conveyances. (*product control actions required*)

Inspection comments to include:

Activities Used to Assess Compliance

- information which clearly identifies the specific written procedures reviewed and the specific types of cross-utilized conveyances to which they apply
 - name/reference code of the relevant procedure(s)
 - effective date
- information which clearly identifies the specific production records reviewed and the specific types of cross-utilized conveyances to which they apply
 - dates for which production records were reviewed
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

Non-compliant Objective Evidence

- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- identification of copies of documents obtained as evidence of a deviation
- select the specific category of deviation observed from the list below (select all that apply):
 - 1312.1. Evidence of cross-contamination of ruminant feeds with prohibited material
 - 1312.2. Required written procedures *related to Health of Animals Regulations* not available
 - 1312.3. Required written procedures *related to Health of Animals Regulations* inadequate
 - 1312.4. Required records related to *Health of Animals Regulations* not available
 - 1312.5. Required records related to *Health of Animals Regulations* inadequate
 - 1312.6. Required records related to *Health of Animals Regulations* are not maintained for the required time period
 - 1312.7. Evidence that required written procedures related to *Health of Animals Regulations* are not being followed



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1313 Uniformity of Mix – *Feeds Regulations*
 Task Frequency: Per inspection for selected on-farm facilities manufacturing medicated livestock feeds
 Date Task Revised: 2009-06-19

Feeds Regulations Section 20

Feeds manufactured in the on-farm facility meet the regulatory requirements for uniformity of mix. Every feed shall have the uniformity of mix, the chemical composition and the physical composition necessary for it to be efficacious for the purpose for which it is manufactured.

Go on-site:
Review written procedures and records (if available). Interview as necessary to verify that:

- The on-farm facility can demonstrate that all feed manufactured in the on-farm facility is of a uniform mix
 - If the on-farm facility uses mixer performance testing to demonstrate the capability of equipment to achieve the desired outcome, **testing should be conducted at least once every three years**, mixing time and fill should reflect standard operating procedures and meet the critical limits for uniformity with coefficients of variation (CV) as follows:
 - 5% for dilute drug premixes
 - 10% for micro or macro premixes and supplements
 - 15% for complete feeds and total mixed rations
 - If the on-farm facility uses other methodologies to achieve the desired outcome, this should be brought to the attention of Feed Program Staff for a decision on acceptability and next steps. As additional acceptable procedures are identified, these will be communicated to inspection staff and industry on a National basis.

Inspection comments to include:

Activities Used to Assess Compliance

- information which clearly identifies the specific written procedures reviewed if available
 - name/reference code of the relevant procedure(s) if available
 - effective date
- information which clearly identifies the specific records reviewed
 - dates for which records were reviewed
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

Non-compliant Objective Evidence

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- select the specific category of deviation observed from the list below (select all that apply):

1313.1. Suspect lack of uniformity of mix for the feed types manufactured



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1314 Chemical Composition/Accurate Statement of Analysis (Scales)
 Task Frequency: Per inspection for selected on-farm facilities manufacturing medicated livestock feeds
 Date Task Revised: 2009-06-19

Feeds Regulations Sections 20 and 26(g)

Feeds manufactured in the on-farm facility meet the regulatory requirements for chemical composition and an accurate statement of analysis. Every feed has the uniformity of mix, the chemical composition and the physical composition necessary for it to be efficacious for the purpose for which it is manufactured.

**Go on-site:
Review written procedures and records (if available). Interview and observe as necessary to verify that:**

- The on-farm facility can demonstrate that feed manufactured in the on-farm facility has an acceptable chemical composition
 - On-farm facility ensures that equipment has a suitable capacity and graduation for the feeds manufactured (review mixing sheets)
 - **On-farm facility tests scales and metering devices at least once every year** to achieve the desired outcome in terms of chemical composition **OR** the on-farm facility tests a statistical sample of feed manufactured in the on-farm facility to achieve a 95% confidence interval that intended levels of medication are achieved
 - If the on-farm facility uses other methodologies to achieve the desired outcome, this should be brought to the attention of Feed Program Staff for a decision on acceptability and next steps. As additional acceptable procedures are identified, these will be communicated to inspection staff and industry on a National basis.

Inspection comments to include:

- Activities Used to Assess Compliance**
- information which clearly identifies the specific written procedures reviewed, if available
 - name/reference code of the relevant procedure(s)
 - effective date
 - information which clearly identifies the specific records reviewed
 - dates for which records were reviewed
 - information from staff interviews (include names and titles of staff interviewed)
 - on-site observations
- Non-compliant Objective Evidence**
- identification of copies of documents obtained as evidence of a deviation
 - any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
 - select the specific category of deviation observed from the list below (select all that apply):
- 1314.1. Suspect feeds do not meet intended drug levels
 1314.2. Scales are used to weigh amounts in excess of the rated capacity
 1314.3. Scales and metering devices are used to weigh/meter amounts of ingredients that are more precise than the graduations of the equipment permits



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1315 Pest Control Products
 Task Frequency: Per inspection for selected on-farm facilities manufacturing livestock feeds
 Date Task Revised: 2009-04-07

Feeds Regulations Sections 14(a), 19(1) (j) and (k)

Feeds manufactured in the on-farm facility meet the regulatory requirements for freedom from chemical contaminants that can negatively impact on animal or human health.

**Go on-site:
 Review written procedures and records (if available). Interview and observe as necessary to verify that:**

- pesticides are stored and used in a manner which prevents the cross-contamination of feed and feed ingredients

Inspection comments to include:

Activities Used to Assess Compliance

- information which clearly identifies the specific written procedures reviewed, if available
 - name/reference code of the relevant procedure(s)
 - effective date
- information which clearly identifies the specific records reviewed, if available
 - dates for which records were reviewed
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

Non-compliant Objective Evidence

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- select the specific category of deviation observed from the list below (select all that apply):

1315.1. Suspect contamination of feeds with pesticides due to improper storage
 1315.2. Suspect contamination of feeds with pesticides due to misuse



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1316 Recall Procedures – *Health of Animals Regulations*
 Task Frequency: Per inspection for selected on-farm facilities manufacturing feed intended for feeding to ruminants, equines, porcines, chickens, turkeys, ducks, geese, ratites or game birds
 Date Task Revised: 2009-12-21

Health of Animals Regulations Sections 170.1, 171(1) and 171(2)

On-farm feed mill meets the regulatory requirements related to recall procedures.

File Review:

Obtain written feed recall procedures. Review written procedures to verify that they include:

- identification of the error and corrective action including implementation of preventative measure to reduce likelihood of future occurrences
- food safety/animal health assessment process to be used to identify whether a recall is required
 - the establishment and maintenance of a file related to contamination of ruminant feeds with prohibited material
 - the criteria for a recall to be implemented
 - the criteria for contacting the CFIA and/or other competent authority
- method to identify, locate and control access to affected feed
 - a system of records and procedures that ensure that lots of feed ingredients can be linked to their supplier
 - details of the amount of feed produced, in storage and distributed; name and lot identification of recalled feed; reason for the recall
 - identification of ruminants receiving the affected feed
 - handling procedures for affected feed
 - handling procedures for animal receiving the affected feed
- records to be maintained in the event that a feed is recalled
- procedures to verify and document the effectiveness of recalls conducted, e.g., capability to rapidly identify and control a lot of potentially affected product and reconcile the amount of product produced, in inventory and in distribution, e.g.:
 - % of product located
 - % of product no longer accessible to ruminant animals, time based

Note: It is recognized that a recall on-farm is in effect the procedures that are implemented to ensure that animals no longer have access to contaminated feed that could negatively impact on animal or human health.

File Review:

Review records and interview as necessary to verify that:

- If a recall was conducted, the following actions should have been taken:
 - manufacturing errors were assessed to determine whether the recall was required
 - errors were assessed to determine whether the recall was required
 - written recall procedures were followed and were effective
- If a mock recall was performed, records indicate that written procedures were followed and any deficiencies in the recall procedures identified were corrected
- Records have been maintained for the minimum time required by the *Health of Animals Regulations* (two years or at least since July 12, 2007).



On-Farm Feed Mill Verification Task Procedures

Inspection comments to include:

Activities Used to Assess Compliance

- information which clearly identifies the specific written procedures reviewed
 - name/reference code of the relevant procedure(s)
 - effective date
- information which clearly identifies the specific recall or mock recall records reviewed
 - dates for which recall or mock recall records were reviewed
- information from staff interviews (include names and titles of staff interviewed)

Non-compliant Objective Evidence

- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- identification of copies of documents obtained as evidence of a deviation
- select the specific category of deviation observed from the list below (select all that apply):

- 1316.1. Written procedures for recall not available
- 1316.2. Written procedures for recall inadequate
- 1316.3. Recall records not available
- 1316.4. Recall records inadequate
- 1316.5. Required records related to *Health of Animals Regulations* are not maintained for the required time period
- 1316.6. Evidence that recall procedures were not followed (if a recall was conducted)
- 1316.7. Recall procedures were not effective (if a recall was conducted)
- 1316.8. Deficiencies identified in mock recall not corrected (if a mock recall was conducted)



On-Farm Feed Mill Verification Task Procedures

Section: 1 Feed Facility Inspection
 Subsection: 3 On-Farm Feed Mill
 Task: 1317 Controls to Prevent Prohibited Material from Being Fed to Ruminants.
 Task Frequency: Per inspection for selected on-farm facilities where the Operator owns or has the possession, care or custody of ruminant animals
 Date Task Revised: 2009-06-19

Health of Animals Regulations Sections 164, 168, and 170

On-farm feed mill meets the regulatory requirements related to the ban on feeding Prohibited Material to ruminants.

**Go on-site:
Review written procedures and records (if available). Interview and observe as necessary to verify that:**

- Purchased single ingredients or mixed feeds that are fed to ruminants do not contain Prohibited Material
- Mixed feeds manufactured in the on-farm facility that are fed to ruminants do not contain Prohibited Material
- Ruminants do not have access to feeds containing Prohibited Material (including flush material or other recovered feeds such as spillage) while the feed or feed ingredient is being stored
- Ruminants do not have access to feeds containing Prohibited Material (including flush material or other recovered feeds such as spillage) when the feed or feed ingredient is being fed to non-ruminant animals
- Ruminants do not have access to pet food

Inspection comments to include:

Activities to Assess Compliance

- information which clearly identifies the specific written procedures reviewed, if available
 - name/reference code of the relevant procedure(s)
 - effective date
- information which clearly identifies any specific documents or records reviewed, if available
 - days for which records were reviewed
- information from staff interviews (include names and titles of staff interviewed)
- on-site observations

Non-compliant Objective Evidence

- identification of copies of documents obtained as evidence of a deviation
- any deviations identified (e.g., from record reviews, staff interviews or on-site observations)/product control measures taken by inspector or the Operator of the on-farm facility
- select the specific category of deviation observed from the list below (select all that apply):

1317.1. Evidence that Prohibited Material was fed to a ruminant
 1317.2. Evidence that ruminants have access to Prohibited Material while in storage or while it is being fed to non-ruminants

