

Title	Australian Model Code of Practice for Livestock Saleyards and Lairages
To	WDRC Saleyards Advisory Committee
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Summary/Purpose

The purpose of this Report is to provide the Committee with the Australian Model Code of Practice for Livestock Saleyards and Lairages, developed by the Australian Livestock Markets Association (ALMA) in May 2015, and to seek its adoption for the Dalby Regional Saleyards.

Employee Material Personal Interest/Conflict of Interest

Nil

Councillor Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and that:

1. the Saleyards Advisory Committee recommend that the Australian Model Code of Practice for Livestock Saleyards and Lairages be adopted and implemented at the Dalby Regional Saleyards.

Justification

Nil

Link to Corporate Plan

Strategic Theme 1: Effective and Inclusive Governance

Western Downs Regional Council can be relied on to govern its communities and manage its business with strategic vision, equity, transparency, collaboration and financial responsibility.

Strategic Theme 5: Innovation and Economic Success

Through strategic investment, facilitation and advocacy Western Downs Regional Council will continue to build capacity for the sustainable growth of our prosperous region.

Report

The Australian Model Code of Practice for Livestock Saleyards and Lairages (Model Code of Practice) was developed by the Australian Livestock Markets Association (ALMA) and launched at their annual conference in September 2015.

The Model Code of Practice is a guide to aid saleyard and lairage owners and operators in achieving the required standards for worker health and safety and animal welfare for the handling of cattle (including unaccompanied calves), as well as sheep and goats in any lairage within Australia.

It provides a number of required outcomes under the categories of structural, operational, Biosecurity and Emergency Animal Disease. If adopted, its contents can also be used as an assessment tool for the Dalby Regional Saleyards.

Budget & Financial Aspects

Nil

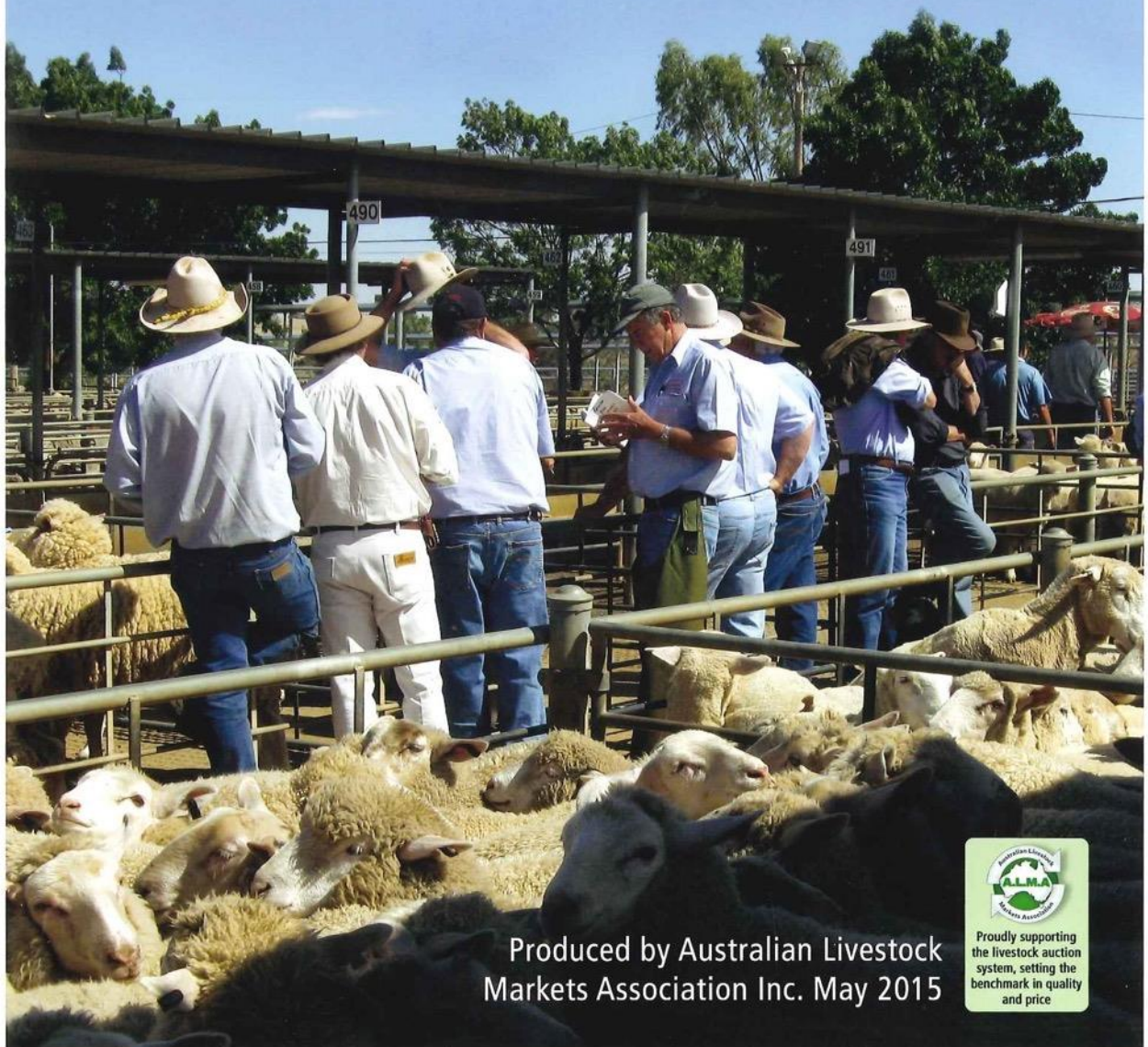
Conclusion

It is recommended that the Australian Model Code of Practice for Livestock Saleyards and Lairages be adopted for implementation at the Dalby Regional Saleyards.

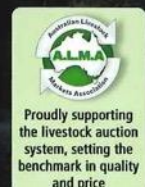
Attachments

1. Australian Model Code of Practice for Livestock Saleyards and Lairages

Australian Model Code of Practice for Livestock Saleyards and Lairages



Produced by Australian Livestock
Markets Association Inc. May 2015



Saleyard Name

Address

Manager

Date of Adoption

Date of review

SCOPE

The Australian Saleyard Model Code of Practice (ASMCP) is a guide to aid saleyard and lairage owners and operators in achieving the required standards for worker health and safety and animal welfare for the handling of Cattle (including unaccompanied calves), as well as Sheep and Goats in any lairage within Australia.

For the purposes of this model Code of Practice, a lairage is a facility where livestock are aggregated for further activity, such as further movement, accumulation or similar. In the context of this document, the lairage component of this Model Code of Practice is not an abattoir lairage.

All persons directly involved with such livestock handling, should be conversant with this Australian Saleyard Model Code of Practice. In addition it is recommended that all saleyards should seek to be Quality Assured as part of National Saleyards Quality Assurance (NSQA)

The Australian Saleyard Model Code of Practice (ASMCP) is intended to draw attention to the practices required by the key regulatory instruments and regulations that apply to saleyards within Australian jurisdiction. Additionally, there may be other programs that assist in adhering to recognised industry best practice. Where these exist, it is recommended that these instruments be used. For example, obligations regarding work health and safety of workers and safety of visitors to a saleyard may be covered under the Work Health & Safety manual instigated within saleyards by operators to meet legal obligations under the Work Health and Safety Act 2011.

Operators must understand and adhere to their legal responsibilities, and be familiar with the relevant jurisdictional hierarchies that exist in relation to compliance with these regulations, or practices.

Should any saleyard either directly or indirectly, encounter difficulties with implementation of the provisions of this Model Code of Practice, such matters should be clarified and/or ratified, as appropriate, by reference to the individual State or Territory regulators.

Operators of saleyards and lairages have a duty of care to both the human resources that operate, work in, or visit sites, as well as the animals which are transacted through these facilities. Operators also have a duty of care towards other entities, such as neighbors and the environment that surrounds such facilities.

For those entities concerned with the management of species other than Cattle, Sheep and Goats, it should be noted that ALMA may in the future develop guidelines for other species as legislation and practices develop.

In the meantime reference should be made to relevant Federal and State legislation and guidelines for these species.

How to use this code of practice

In providing guidance, the word 'should' is used in this Code to indicate a recommended course of action, while 'may' is used to indicate an optional course of action.

This Code also includes various references to provisions of the WHS Act and Regulations (2011) which set out legal requirements. These references are not exhaustive. The words 'must', 'requires' or 'mandatory' indicate that a legal requirement exists and must be complied with.

DISCLAIMER

This Code is distributed as a guide and does not have the standing of legislation or regulation. Owners and operators have a continuing duty to be aware of current legislation and regulation that applies in their State or Territory and Local Government Area. This Code is in general terms and may not be applicable in every location or on every occasion. All liabilities are expressly disclaimed for any loss or damage that may arise from any owner, operator or person acting on any statement or information in this Code.

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Acknowledgments

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 Meat and Livestock Australia
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Definitions:

Saleyard	Any place where livestock are presented for sale.
Saleyard Operator	A person, company or organisation who is in charge of the saleyard and the subsequent operation of the saleyards.
Selling Agent	A livestock agent who is the facilitating person, company or organisation who is responsible for and conducts the sale of livestock within the saleyard.
Livestock Buyer	A person who bids on and purchases livestock from a saleyard.
Transporters	The persons or company that move the livestock principally by road to and from the saleyard.
Industry Body	An organisation that represents the interests of its key stakeholder group members at a state and/or national level.
Responsible person	A person or Company that is in charge of the welfare of animals at any given time.
Lairage	A site where livestock are aggregated for further purposes, which may be sale, slaughter, further movement.
Biosecurity	A set of measures for protecting the economy, environment and community from the negative impact of pests and disease, as well as weeds and contamination.

SITE & SERVICES REQUIREMENTS

As with any business, a saleyard or lairage will operate most successfully if the ability to conduct business comes with relative ease and efficiency. This includes provision of a suitable site, with adequate proximity to vendors, and destinations for stock, adequate transport access, as well as a well laid out site.

Provision of a safe environment for all users of the facility will also ensure that throughput is optimised.

OUTCOME REQUIRED

The saleyard is located and provided with essential services to facilitate safe, efficient and environmentally friendly operation.

All persons who enter the facility will be authorised to do so for the purpose of their entry. This applies to buyers, vendors, transport operators, agents, staff, and tradespeople.

Site

The land on which the saleyard is situated should:

- a) Be well positioned on land that is well drained and not subject to flooding
- b) be free from objectionable odors, smoke, ash, dust or other environmental contamination
- c) be large enough in size to allow for the construction of appropriate structures, and
- d) have safe access and egress for vehicle traffic, including loading/unloading, turning, parking and minor repairs.

Services

The saleyards should provide:

- a) water in a suitable quality and quantity and under pressure sufficient to ensure all water related activities involved in the saleyard can be carried out efficiently
- b) a reliable energy supply (electricity, gas, etc.) that ensures efficient operations
- c) waste disposal systems sufficient to handle and where necessary, treat all liquid and
- d) solid waste that meets current environmental regulations and
- e) traffic ways constructed and maintained so as to not create unacceptable levels of dust and other environmental contamination and be safe for people and animals.

Facilities should comply with local environmental requirements and Local and State Government laws and regulations, including approvals from all regulatory bodies as required by legislation.

STRUCTURAL REQUIREMENTS

The structure of a facility can dictate the relative ease and safety with which conducting a sale or transacting animals through a facility will bring. There are several key priorities which can be attributable to meeting the outcome required, these include: design; construction; maintenance; size; on site facilities for selling, and transacting animals through the facility.

OUTCOME REQUIRED

The Saleyard is designed, constructed and maintained to facilitate efficient flow and visibility of livestock for sale whilst providing for human safety and animal welfare.

General requirements

A saleyard should be constructed and maintained so as to maximise operator safety and minimise stress and injury to livestock. This includes design and construction to appropriate standards, such that there are no projections, slippery surfaces etc that may lead to bruising or injury of livestock and stock handlers, or other parties undertaking activities at the facility.

The saleyard or lairage should be designed to enable a smooth flow of livestock through the facility with minimal risk or stress for animals.

Curved raceways, races and pressure areas with solid sheet designs are recommended in high livestock movement or throughput areas.

All identified livestock "movement and sale areas" should be constructed to provide a non-slip surface. Consideration should be given to providing soft standing "holding areas" for livestock to minimise stress and fatigue, including under cover facilities.

Livestock selling areas should be of a size sufficient to allow movement of the required number of livestock to be sold in those yards in a timely manner.

The yards should be constructed so as to allow the drainage, collection and disposal of waste to comply with State regulations, minimising risk to the surrounding area.

The saleyards should be constructed so as to minimize dust, mud and faecal contamination of livestock.

A process should be in place and used when necessary for reducing dust where soil or soft stand materials are used.

There must be safe access for the public and livestock buyers to clearly view livestock offered for sale.

In accordance with WH&S requirements in areas which experience extreme weather conditions, consideration should be given towards the protection of livestock, buyers, sellers, agents, and staff.

Feed and water

Livestock holding pens and yards should be equipped with watering troughs of suitable size, and design, are easily accessible to the livestock and minimise the potential for injury and fouling of the water. Cattle should also have access to water of suitable quality for drinking within the selling pens at all times.

Livestock should be monitored to ensure that they are drinking and if not drinking (depending on seasonal temperature / conditions) action should be taken to investigate and if possible rectify the cause(s).

Where livestock are to be held at the facility for more than 24 hours, feeding facilities, such as hay racks, self-feeders or feed troughs should be provided in the yards for livestock to be fed. The facility may also utilize agistment paddock(s) that contain suitable feed for the class of livestock requiring feeding.

Shelter

Where applicable provision of shade and or shelter for animals in hot climates and protection from wind and rain in cold climates is recommended. As far as practicable livestock should be protected from the extremes of weather that can cause heat or cold stress. Shade, shelter, feed provision and other activities to protect livestock should be part of the overall livestock management plan.

Vehicular areas

Standing areas for rear wheels and axle groups at loading ramps should be level, paved or sealed. Where possible other areas should be managed to minimise dust. It is recommended excess animal waste should be removed from vehicles, and loading areas prior to each sale.

Parking facilities for patrons separate from livestock vehicles is to be provided for both safety and convenience. Vehicular access and movement is to be in accordance with saleyard Work Health and Safety requirements, with surface maintained to ensure minimal potholes, corrugations, or bogging. Signage is required to ensure that all parties entering the site, are aware of where vehicles are to be parked.

Provision will be made for emergency vehicles (e.g. ambulance) to park with reasonable access to all areas.

A suitable parking area for Stock Agents and buyers is to be available, and signposted as such.

Loading and unloading areas

Loading and unloading facilities must be designed to provide a safe workplace and environment, with provision for easy access and smooth traffic flow as stipulated within the Saleyard Work Health and Safety Manual.

At Saleyards where livestock are received and dispatched between sunset and sunrise, lighting capable of illuminating pens, unloading and loading areas effectively should be provided. Lights should be positioned to create even illumination that will encourage safe animal movement and not create shadows that may cause livestock to baulk or that may disturb neighboring properties and normal neighbor activities. Refer to Standard on lighting in saleyards.

Public and auctioneers walkways

Handler Facilities – where applicable such structures should be constructed in accordance to Australian Standard AS1657 - 1992 “Fixed platforms, walkways, stairways and ladders - design, construction and installation”; and consideration given to the Work Health & Safety Regulation, 2011, when examining and assessing walkways and guard-rails, stairs, landings, hand-railing and fixed ladders. Additionally, positioning of a safety rail should be considered.

Existing, older saleyards should have a maintenance plan in place seeking to comply with current industry standards and that is compliant with WH&S 2011 Regulation.

There should be access to auctioneers walkways from stock lanes and these access points shall have signage to prevent unauthorized entry. Where ever possible all walkways should be kept separate from livestock and managed in consideration of work Health and Safety regulations and recommendations for a safe working environment.

Auctioneers’ walkways less than 1300mm in height may not require guard rails providing walkways have a minimum width of 450mm, a non-slip surface is provided and a risk assessment has been undertaken.

Ramps

Ramps are to comply with the Australian Standard AS1657 - 1992 “Fixed platforms, walkways, stairways and ladders - design, construction and installation”, and the Work Health & Safety (Floors, Passageways and Stairs) Regulation, 2011. Ramps should have an engineer’s design certification statement before installation.

The slope varies with animal species and generally should not exceed approximately 20 degrees for permanently installed ramps. (Victoria require 12 degrees maximum on all cattle ramps)

Portable or adjustable ramps should have a slope of not more than approximately 20 degrees for cattle and 30 degrees for sheep and are to be equipped with failsafe anchoring devices.

Flaps and filler boards should be used to cover any gap between the loading ramp and the floor of the stock crate.

Loading and unloading ramps should be constructed from non-slip materials with level paved areas for the truck rear wheels. Side loading / unloading to be on level ground. The ramp walls should be blanked in (smooth, internal cladding) to ensure animals are not baulked, distracted or disturbed by activities outside the ramp.

Entry and exit gates with a minimum width of 600mm should be installed at the top of ramps for personal access and walkways should be constructed on both sides of each ramp.

CATTLE SPECIFIC REQUIREMENTS

Recommendation: New cattle ramps should be constructed as follows:

Gradients

To be constructed with a maximum slope of not more than 20 degrees, (no greater than 12 degrees in Victoria) whether the ramp is fixed or portable/adjustable; and

A minimum 1.5m long, level landing platform should be constructed at the top of all ramps. Ideally this landing section should be made adjustable.

Ramp Surfaces

The ramp surface should be constructed with preference for concrete steps with a recommended rise of 100mm and a tread width of 450mm or cleats, 25mm by 25mm spaced 400mm apart on a concrete surface. (Queensland, ramps may be a continuous slope with deep grooves or floor cleats)

All surfaces should be non-slip and easily cleaned.

Ramp Race Dimensions

A width of 800mm is recommended as this is narrow enough to prevent cattle from turning around in the race and wide enough for comfortable movement; and

The top rail height should be a minimum of 1650mm measured from the ramp surface with a preferred height of 1800mm.

Ramp Safety

Where ramps are adjustable, appropriate safety locking devices should be installed with clear instruction on how they are to be used. Winches, which have friction clutches, are recommended. All winches should comply with AS 1418.2 1997 Cranes (including hoists and winches) Part 2 Serial hoists and winches.

All new constructions should where possible install powered (electric, air or hydraulic) winches.

Ramp Race Construction (including draft races)

At the bottom of each ramp there should be a 2000mm x 800mm section of race joining the forcing yard and the loading ramp.

All race sides should be blanked in with smooth internal cladding. (In Victoria ramp sides must be fully sheeted)

Ramp Docking Facilities (Rear loading)

A self-aligning bumper should be installed to bridge the gap between the race ramp and the truck. The ramp should also have adjustable side panels that fit against the truck so as to prevent animals from attempting to escape by jumping out through any gap that may exist.

Selling pens

Selling pens are to be constructed to enable access and viewing of livestock by facility staff, buyers and agents.

Pens will provide adequate space for animals to access water and move in accordance with recommended stock densities for the welfare of livestock at saleyards, specific to the class of livestock penned.

Soft flooring is recommended in all selling pens.

Recommendation

New cattle selling pens should be approximately twice the width as depth (6x3m) and laneways should be 2.9m wide, thus gates swung into the laneway can only open to approximately 75 degrees providing protection for livestock handlers. It is further recommended that dividing fences between selling pens be gates to allow for larger lot size and also cleaning purposes.

Holding pens, forcing yard and drafting races

Pens, races and selling rings should be graded not less than 1 to 50 to the drains.

Within the saleyards all protrusions must be removed to help minimise potential risk of injury to facility staff, agents, buyers, vendors, carriers, and the general public.

Soft flooring options are recommended where possible.

Pen Dimensions

Space within pens should be such as to allow livestock to move freely around the pen, with easy access to water. Minimum gate opening widths should be 2400mm. Livestock to be penned to allow such movement as required for the class of stock penned.

The top rail heights should be a minimum of 1650mm measured from the yard surface. (Recommendation: All new cattle facilities have a minimum top rail height of 1800mm)

Handler Facilities

No particular handler facilities shall be required in the forcing yard area.

It is recommended that all gates in forcing yards and loading ramps be 'slam shut' spring loaded type (no protrusions) with a suitable person access gate leading to the loading race catwalk for the stockperson.

Receival yards

Configuration and Dimensions – Existing facilities will be judged on their merits with animal welfare and work Health and Safety the primary consideration.

Receival Yard Surfaces may be soft standing or a hard surface.

If soft standing the surface should be covered with an appropriate material (e.g. sawdust, wood chips, matting etc) suitable for the livestock facility and be maintained to minimize hazard from effluent contained in the material.

In hard surface areas where it is not practical to install a grooved surface, the following alternatives are recommended:

Cleats: recommended 50mm by 50mm, spaced 400mm apart and at a 90 degree angle to the direction of livestock movement with appropriate cross rows of cleats to this on the ramp and in races to help prevent slippage by animals;

If considered desirable cutting appropriate grooving in the existing concrete flooring may be undertaken (i.e. concrete scouring or by a concrete cutter). It is essential that any grooving or scouring does not expose or cut steel reinforcing or jeopardise the floor integrity.

SHEEP SPECIFIC REQUIREMENTS

Selling pens

Selling pens should be constructed in a way that allows easy access and viewing of livestock. Pens are to provide adequate space for animals to move in accordance with the recommended livestock densities for sheep in the welfare of livestock at saleyards. The pen height should effectively contain all livestock.

Sheep are to be penned to allow such movement as required for the class of stock penned as recommended in the Model Code of Practice for the Welfare of Animals, Animals at Saleyards. SCARM Report 31. (See link in Reference list)

Where constructing new selling centres, it is recommended that dividing fences between selling pens be made into gates to allow for easy cleaning with a sweeper, hosing or skid steer and displaying larger lines of sheep.

Recommendation: New sheep ramps should be constructed as follows:

Gradients

To be constructed with a slope of 20 degrees and not more than a maximum of 30 degrees whether the ramp is fixed or portable / adjustable; and

A 1.5m x 0.8m landing platform should be constructed at the top of permanent ramps.

Ramp Surfaces

The ramp surface should be constructed of concrete steps with a recommended rise of 50mm and a tread width of 250mm or cleats, 25mm x 25mm spaced 200mm apart on a concrete surface.

All surfaces must be non-slip and easily cleaned.

Ramp Race Dimensions

A width of 800 mm is considered a suitable working width that is narrow enough to encourage sheep to move forward.

The ramp race should be a minimum of 3.092 metres long. (The current industry standard is 8 metres)

Top rail height should be a minimum of 900mm and a maximum of 1000mm, measured from the ramp surface.

Ramp Safety

Where ramps are adjustable, appropriate safety locking devices should be installed with clear instruction that they are to be used at all times. Winches, which have friction clutches, are recommended. All ramps should have an engineers' design certification statement before installation.

Ramp Race Construction (including draft races)

Race at the bottom of each ramp - there should be a 2.0 metre x .800mm section of straight race joining the forcing yard and the loading ramp; and

All race sides should be blanked in with smooth internal cladding. (In Victoria all ramps are to be fully sheeted so as not to be able to pass any hands or arms between the rails)

A walkway with a non-slip floor should be constructed as part of the loading ramp. Ideally, the walkway should be 0.6 to 0.75 metres wide and situated 1.0 metre below the top rail of the loading ramp (a safety rail must be incorporated in the structure). Entry and exit gates with a minimum width of 600mm should be installed at the top of ramps for personal access.

Ramp Docking Facilities (rear loading)

A self-aligning bumper should be installed to bridge the gap between the race ramp and the truck. It is recommended the ramp should also have spring loaded side panels, which fit against the truck so as to eliminate a gap that animals may jump through at loading or unloading.

Pens, Forcing Yard and Drafting Races

Forcing Pen Dimensions

The radius of the forcing pen should be a minimum of 2.4 metres with a minimum of 3.0 metres (maximum). The entrance should be 2.4 metres, with the exit 0.60 metres.

Top rail heights should be between 900mm and 1000mm measured from the yard surface.

Forcing Yard Surfaces

The gradient of the pen should be such that it provides adequate drainage – e.g. 75mm per 1000mm.

Handler Facilities

A suitable person gate leading to the loading race catwalk may aid the stockperson in carrying out their duties.

Receival yards

Configuration and Dimensions

The yards should be constructed to enable easy throughput of livestock and should have consideration to animal welfare and Work Health and Safety requirements.

GENERAL

Truck wash areas

Clean trucks are essential for presentation of clean stock, but truck hygiene plays an important role in maintaining good biosecurity practice.

OUTCOME REQUIRED

Transport wash areas that enable effective cleaning of vehicles, prevent environmental contamination and eliminate any other animal welfare and biosecurity risks.

It is recommended that a saleyard conducting 25 or more sales per year should have an operational truck washing facility, or that there is access to an existing truck wash within an acceptable distance of the facility.

It is recommended that the truck washing area, where provided, be:

- a) Paved with concrete
- b) Large enough to accommodate at least one maximum sized semi-trailer (approx. 20 meters). Where new truck washes are constructed, provision should be made to cater for B-doubles and/or road trains
- c) Graded to a drainage inlet large enough to accommodate wash water and solids (sediments)
- d) Except at the entrances, kerbed at the edges to a height of not less than 300mm
- e) Equipped to provide sufficient volume of water at adequate pressure to clean all trucks as required.

A wastewater management disposal system should be in place to minimize risk to environment, and comply with local and State regulations.

Washing facilities should clearly display operating hours and adequate instructions for the use of the truck washing facilities.

Water recycling facilities be considered in the installation of new truck wash facilities.

Amenities

Amenities of suitable standard for all parties will assist with the ability of parties to undertake efficient business at the site.

OUTCOME REQUIRED

Provide suitable facilities that meet the needs of patrons, vendors, agents, buyers, carriers and anyone else that conducts business at the saleyard.

An amenities building should be provided on a site that allows for adequate waste disposal, hygienic toilet and washing facilities for transport operators, the general public, staff. The facilities should include disabled facilities. The design of amenity facilities shall comply with the current Building Code of Australia and the Health Act as it appears in each state and territory.

Facilities to have lighting in all amenities so as to ensure safe night time use. This lighting must comply with Work Health and Safety requirements within the saleyard complex.

There should be:

- a) Office accommodation adequate for the intended purpose
- b) a telephone, internet access, computer and fax facilities
- c) an emergency telephone (locations clearly identified)
- d) A separate material storage area for cleaning and maintenance equipment used at the saleyard.

Where a canteen is provided, it should comply with all local health regulations and be large enough to service the needs of those present on sale days.

3. OPERATIONAL REQUIREMENTS

OUTCOME REQUIRED

Saleyards are managed and operated in a way that is acceptable to the general public, stakeholders, and in a manner that safeguards human safety, food safety and animal welfare.

It is recommended that saleyard have a system in place such as a Saleyard Advisory Committee as part of the overall management strategy.

Saleyard Advisory Committee – The saleyard operator or their agent shall be responsible for the coordination of and continued functioning of a Saleyard Advisory Committee, or equivalent thereof. The committee should include (but is not restricted to) representation from buyers, agents, vendors, livestock carriers and council representatives, with the saleyard manager in attendance.

Work Health and Safety (WH&S)

Under the *Work Health and Safety Act 2011* (WHS Act) persons conducting a business or undertaking (PCBU) have a primary duty to manage risks to health and safety by eliminating them as much as is reasonably practicable.

This responsibility extends to all parties at a facility, including: employers, the self-employed, principal contractors, those who manage or control a workplace, as well as designers, manufacturers, importers and suppliers of plant, substances or structures that are used for work. And it applies to all types of work and all workplaces that are covered by the WHS Act.

See Comcare website for detailed information:
http://www.comcare.gov.au/preventing/managing_risks_in_the_workplace

OUTCOME REQUIRED

To operate and manage the saleyard or lairage in a manner that eliminates, or minimises potential hazards, to all persons entering the site. The facility has a functioning and current site specific Work Health and Safety (WHS) Manual in place that complies with Federal and State Regulations that relate to the WHS Act.

The Saleyard Operator is to ensure that the standards required under the relevant Commonwealth Work Health and Safety Act and Regulations (2011) are met in accordance with the Saleyard Manual and that a copy of this manual is to be available at the saleyard on request. Much information relating to State interpretations are available at State WH&S Regulating Organisation's websites also.

All persons entering a saleyard with the intention of conducting work related activities must be accredited, and undergo a site specific induction. A register of accredited persons within the saleyards is to be maintained and kept at the saleyards.

The WHS Regulation 2011 covers workplace hazardous substances and dangerous goods under a single framework for hazardous chemicals and introduces a new hazard classification and hazard communication system based on the United Nations' [Globally Harmonised System](#) of classification and labelling of chemicals.

A register containing a list of all hazardous substances used or produced in the saleyard is required to be kept at the saleyards. The register should contain Material Safety Data Sheets (MSDS) and the risk assessments undertaken. Hazardous substances may include, for example; branding fluids, petrol, diesel, cleaning chemicals, pesticides, herbicides and paint.

A lockable shed should be provided to house all hazardous materials, and all hazardous substances must be adequately labelled and a MSDS list available at the saleyard office, as well as the site storage area.

All chemicals should be stored and used in strict accordance with the manufacturer's specified instructions and all relevant legislation for each state and territory.

Any materials brought into the saleyard including feed, fencing materials, soft standing material such as sawdust and soil should be of a known, accredited status being specified free of contamination. In the case of feeds, a Commodity Vendor Declaration should be requested, so as to ensure that no feeds contain residues.

All care should be taken to ensure livestock do not have access to areas or materials that are potential sources of chemical contamination, such as pest baits and herbicide treated weeds.

First aid facilities should be provided at the saleyard and their access clearly signposted. A register of injuries and first aid treatment should be kept. There should be an emergency procedure that is documented and followed for serious injuries requiring more than first aid treatment. The emergency procedure should include key contact details for ambulance, hospital, doctor and the onsite first aid person(s).

All accidents and work-related illnesses are to be reported to the relevant State Safe Work Authority if as a result of the accident or illness at the workplace a person, whether an employee, subcontractor or visitor, cannot carry out their usual tasks for at least 7 days.

A risk assessment should be undertaken, and documented for all plant and work procedures carried out in the saleyards.

All employees working outdoors should be protected from UVA and UVB rays in accordance with the Saleyards Work Health and Safety manual. This means employers should:

- a) Provide and maintain equipment needed to protect outdoor workers from the sun.
- b) Provide any information, instruction, training and supervision needed.

All people entering the Saleyard for the purposes of the sale or to inspect animals should be made aware that the saleyards is a workplace area which has restricted areas within the Saleyard. These restricted areas are to be signposted in accordance with the Saleyard Work Health and Safety Manual.

Procedures should be in place to help prevent employees contracting any disease or infection that may be transmitted from animals to humans. The Saleyard WH&S Manual should address the issue of zoonotic disease, and action to prevent transfer to staff.

All employees should be provided with the correct personal protective equipment for carrying out their tasks, and trained in its use.

Powerlines

Powerlines pose a significant risk to those conducting business and working at saleyards, particularly trucks, and machinery undertaking business at the facility.

Saleyards should be constructed with location of powerlines taken into account, and where possible, avoiding overhead powerlines in the vicinity of entry and exit, and anywhere where personnel are operating at an elevated level.

Where new facilities are being planned and constructed, consideration to underground power is recommended.

Lighting

Lighting is important in ensuring all parties present at the facility are able to go about their tasks in a safe manner, and accordingly, all facilities should be adequately lit for safety to animals and persons.

Commercial Considerations

OUTCOME REQUIRED

To ensure that the well-being of the animal is maintained throughout the process of the sale ensuring accuracy of sale.

Only scourable branding fluids should be used in the paint branding of livestock.

Dirty or soiled livestock delivered to the saleyard should be unloaded, held and sold in a nominated area, separated from other livestock. Vendors delivering injured, damaged or dirty/soiled livestock to the saleyard that are not acceptable for slaughter should be formally notified by phone and letter of the unacceptable condition of their stock and reported to an appropriate authority. Continued non-compliance with the required standard may result in livestock not being accepted for sale.

The saleyard should provide for a separate and designated area for the receipt and sale of livestock from properties quarantined or affected with diseases as detailed under the Stock Diseases Act within the AUSVETPLAN as well as State jurisdictional requirements.

Animal welfare

Animal welfare is a significant issue to the saleyard industry, and all participants in the supply chain have a responsibility to ensure that animals are treated with welfare needs taken care of. Providing due care and responsibility to the welfare of the animals transacting through a facility will add to the quality of the end product.

The key reference document that covers the area of animal welfare, is the **Model Code of Practice for the Welfare of Animals: Animals at Saleyards (1991)**. Standing Committee on Agriculture, Animal Health Committee. CSIRO Publishing. This document can be accessed using the following link: <http://www.publish.csiro.au/pid/367.htm>

OUTCOME REQUIRED

Management of livestock at saleyards is conducted to ensure that animal welfare is a primary consideration.

General management at saleyards

Relevant Standard Operating Procedures and Work Instructions that contain animal welfare considerations for the daily management of livestock and humane destruction

of livestock on the premises should be developed and made available to personnel as part of induction process, and ongoing training and skills management.

Ensure that a current system is in place for ongoing verification and review of practices that impact on animal welfare. This involves annual review of humane destruction data and other practices to ensure that corrective actions are taken appropriately and changes are made as required.

Written agreed contingencies outlining procedures to be followed for managing livestock in the event of delay, receipt of livestock out of hours, extremes of weather conditions, industrial disputes and emergency welfare strategies are developed ready for implementation as required.

Only competent persons are available or on-call to conduct the designated tasks. An out of hours contact number must be provided and signposted at the facility, and the facility must have in place a procedure for personnel to follow to ensure livestock welfare is maintained.

Management procedures are in place to ensure all personnel on the premises conduct their activities to minimise the risks to animal welfare while observing Work Health and Safety regulations.

Specific activities for transport of livestock

The facility should advertise an approximate time when livestock delivery can commence. This will enable those carrying livestock away from the facility are able to schedule appropriate rest breaks, or other scheduling accordingly.

The Australian Animal Welfare Standards and Guidelines for the Land Transport of Livestock have been endorsed by the Primary Industries Ministerial Committee for legislation. These Standards are available at the Land Transport Standards web page: <http://www.animalwelfarestandards.net.au/land-transport/>

All working dogs working in the saleyard must be muzzled and supervised. The number of dogs used should be strictly limited to that necessary to complete the task. Local rules banning dogs in the saleyards must be observed. Working dogs must not be transported in the same pen as the livestock.

Livestock transporters are responsible for the cleaning of their vehicles prior to the loading of any livestock.

If the livestock transporters, veterinarian or stock inspector considers that any livestock presented for transport are not fit for transport, loading of those animals must be refused.

Fitness of livestock to be transported

When determining whether livestock are fit for re-loading, livestock should be assessed to be "fit to load" in accordance with the following specified criteria:

- a) Be strong enough to undertake the journey
- b) be able to walk on their own by bearing weight on all legs
- c) not be visibly dehydrated or emaciated
- d) not showing visible signs of severe injury or distress

- e) not be in a condition such that transportation will cause increased pain or distress
- f) not be blind in both eyes
- g) not be in late pregnancy
- h) not have a condition that is likely to cause further pain or suffering during the journey
- i) when concerned about whether livestock are fit to travel, advice from veterinarian or stock inspector should be sought.

Effective arrangements for livestock considered not fit to travel should be in place at the saleyard. It is recommended that the Saleyard operator may engage veterinary opinion as to a suitable course of action. The following actions may apply:

- a) effective containment and provision of feed in a suitable holding area
- b) rest
- c) provision of shelter, feed and water
- d) veterinary treatment, or
- e) humane destruction.

Land Transport Standards <http://www.animalwelfarestandards.net.au/land-transport/>

Unloading and loading procedures

Livestock arriving at the premises will be unloaded under the supervision of experienced stock handlers or livestock manager(s), who have received training in low stress and safe livestock handling.

Before unloading, drivers and personnel at the unloading ramp should check the condition of the receival area and make sure arrangements are in place for penning of livestock and/or that appropriate pens are available.

During unloading and loading, the stock crate gate should be properly aligned with the loading ramp to ensure minimal injury and the smooth movement of animals. Filler boards and flaps will be used to cover any gap between the loading ramp and the floor of the stock crate.

Transport operators and agents should be aware of the procedural cut-off times of operation at the saleyards and manage delivery or dispatch to suit these requirements.

At unloading, if the facility is unmanned or the saleyard has closed for the day, out-of-hours arrangements are to be followed. Drivers must check to ensure that unloaded livestock have access to water.

In saleyards that permit operation at night, lighting should be positioned to give even illumination over ramps, races, yards and inside the transport vehicle, and should not shine into the eyes of livestock moving in the desired direction.

Weak, ill or injured livestock

Subject to each state and territories firearm legislation, there should be an operational rifle and/or captive bolt for the humane destruction of livestock as required, that is cleaned and maintained in accordance with manufacturer's instructions and stored in a secure place.

Consignments of livestock should be assessed upon arrival at the saleyard and any weak, ill or injured livestock should be identified. Livestock that are fatigued from transport or are identified to be weak should be managed to minimise risk to their welfare.

Appropriate arrangements need to be made when ill, weak or injured livestock are identified to:

- a) separate the animal(s) for rest and recovery
- b) treat the animal(s), or
- c) carry out humane destruction as required.

Injured, diseased or moribund stock should be destroyed by nominated personnel at the saleyard.

The nominated contact person for the saleyards shall be competent (by means of experience, licencing, on the job training or formal training) in humane destruction if required out of hours otherwise be able to contact a competent person.

If the course of action is not obvious, veterinary advice should be sought.

The agent or stock receival officer should be notified of any weak, ill or injured livestock to be able to take corrective action to separate the animal for rest or recovery, treat or humanely destroy as required. During this inspection of the condition of the livestock, records are made as required on *Livestock Receival Forms* or other relevant documentation. Where required, veterinary advice should be sought.

A system must be in place for livestock received outside normal saleyard operating hours. Livestock should be inspected when the working day begins to identify any cases of illness, weakness or injury and the appropriate action must be taken.

Any problems or risks to animal welfare that may have been encountered during the transport journey should be communicated to the agent or stock receival officer and recorded upon arrival (e.g. curfew related information if there is to be dry curfew or other arrangement, livestock identified to have had difficulties during the journey, mortalities or other issues).

Where livestock require humane destruction, the procedure must be carried out promptly and effectively and the animal is observed to ensure death has occurred or further action is taken accordingly.

If livestock are born at the saleyard, special arrangements should be made to protect the newborn livestock. These arrangements may include; separate penning with the mother in holding areas, provision of feed, water and shelter or humane destruction of the newborn.

Where a "downer" animal is identified on a truck, the remaining livestock should where possible be unloaded from the vehicle first, provided that this will not cause any further injury to the "downed" animal. For "downer" livestock remaining on the

truck, time may be given to see if the animal or animals may regain composure and footing, otherwise action for humane destruction should be carried out.

Loading and unloading facilities

The vehicle should be properly aligned with the ramp to ensure there is no sizeable gap that that may cause injury to the livestock during loading or unloading.

After loading or unloading the transporters should ensure that the top and bottom race slide gates on the ramp are closed and where applicable the chains are removed from the truck.

The saleyard operators are to encourage all persons to report any problems encountered with facilities (including structural problems with gates, ramps, raceways) prior to leaving the saleyard to ensure repairs can be made as soon as possible.

Should repairs be unable to be made prior to the next scheduled loading, loading should cease at that particular site until repairs are complete. This is important to ensure a safe workplace environment and animal welfare.

Handling livestock at saleyards

Livestock should be handled and moved through the saleyard facility in a calm and quiet manner to minimise stress. Animals with limited room to move should not be unduly forced, pushed or excessively handled. Where this occurs, that section of the saleyard facility design should be examined and if possible modified as soon as practicable.

Saleyard personnel and associated agents have a responsibility to report any case of animal abuse to the nominated saleyard manager who shall record this information and take action as required.

Calves and lambs may be carefully lifted and placed on the vehicle if they cannot negotiate loading ramps.

The use of goading implements for livestock handling should be monitored to ensure the use is appropriate for the class of livestock and should not be used outside relevant State/Territory legislation.

Note in NSW (*Schedule 1 Prevention of Cruelty to Animals (General) Regulation 2006*) electric prodders may only be used on weaned cattle, sheep and pigs and should not be used repeatedly on a single animal or where livestock do not have room to move forward.

Dogs used to assist in moving livestock are to be appropriately trained, muzzled, supervised and controlled. Dogs are to be used only on appropriate species of livestock

Handling aids should be used with care when moving livestock and should be made of materials that would not cause injury to livestock. Handling aids should be used as an extension of the stock handler's arm to encourage livestock to move. Aids for moving livestock may include electric prodders, flappers, backing boards, rattlers, canes with flags attached, hand, arm or body of the stock handler and dogs.

Stock handlers should ensure that bystanders or items that may cause livestock to baulk do not impede the movement, loading and unloading of livestock.

Expectation of livestock received at saleyards

All stock offered and sold shall be in accordance with the Terms and Condition of sale as declared at the commencement of an auction sale.

Note: there are specifications relating to the presentation and transfer of ownership of livestock, detailed in the Terms and Conditions for Sale that must be complied with.

The Vendor has the responsibility to provide livestock that meet the requirements of regulatory authorities, and carry the appropriate documentation and identification information.

Livestock which are reasonably known to be on the point of giving birth should be accompanied by a veterinary certificate.

Young stock presented for sale should;

- a) Have a dry withered navel cord
- b) Be healthy and strong enough to be transported for sale
- c) If a bobby calf, be in its 5th day of life

Bobby calves

Bobby calves require specific care to ensure that they meet industry guidelines regarding sale, transport and movement. In summary:

- a) Gentle handling is required
- b) No dogs, or prodders to be used
- c) Unload with care, ramps should not have slopes greater than 12 degrees
- d) Provide adequate protection from heat and cold
- e) Handling facilities must be suitable for bobby calves
- f) The time calves are held at saleyards must be factored into the total journey time to ensure that calves are delivered to their final destination in less than 18 hours from their last feed

Look up Dairy Australia for further and detailed information.

<http://www.dairyaustralia.com.au/Home/Standard-Items/Search-Results.aspx?q=bobby%20calves&page=1>

General management of livestock

Water is checked to be available in lairage (holding yards/pens) for livestock and livestock are observed to have easy access to the drinking water. In addition water should be checked and available to livestock in holding yards where:

- a) Livestock have been travelling longer than 24 hours or deprived of water for more than 24 hours.
- b) Livestock are to be held in yards for 24 hours or overnight.

Note: If livestock are observed not to be drinking, action should be taken to investigate and correct the problem, i.e. adjust pen densities and clean water troughs etc. If this is an ongoing problem, the water source should be examined for quality.

Sufficient yards should be available for holding livestock and separating different species and classes of livestock accordingly. Yards should be clean, free from protrusions that could injure livestock and provide suitable flooring that minimizes slipping and falling.

The time that livestock have been deprived of water and feed should be communicated between the transport operator, vendor, agent, buyer and saleyard personnel to ensure that the specified limits for water deprivation and feed deprivation are appropriately managed and not exceeded.

It is the responsibility of all people that own or are deemed responsible for livestock to be aware of the relevant maximum time(s) that species are permitted to be without water and/or feed.

Feed costs will be debited to the owner of the animals at the time of feeding (unless an alternative local system exists which protects the welfare of the animals, for example impounding). All livestock, remaining in the saleyards for 24 hours or more should be fed.

Arrival time and pen allocation

OUTCOME REQUIRED

Livestock should arrive at the yards with enough time to allow preparation for sale ensuring the quality of the stock is displayed to the best advantage and operations are carried out in an expeditious, safe and ethical manner.

The arrival of animals at the saleyard should be in sufficient time to allow their preparation for sale and pen allocation to be implemented in accordance with local curfews and pen allocation rules.

Cattle

Cattle shall be securely yarded at the saleyard. It is recommended that where a curfew is applied at the saleyard a minimum period of three hours in a curfew is observed prior to weighing. Curfew timing will be established in consideration of animal welfare issues and to allow time for preparation of livestock for sale. Where curfew conditions are set, the actual curfew time should be clearly stated and strictly enforced.

Cattle not meeting the curfew conditions, for whatever reason, should be sold as non-curfew cattle and the buyers advised accordingly.

Horned and polled cattle should be penned separately – unless they arrived penned on transport together in one consignment.

Where pen allocation is drawn it is to be clearly communicated to all agents in adequate time to prevent any delays in the operational processes.

Sheep and lambs

All sheep destined for sale should, arrive at the saleyard at least one hour prior to the commencement of the agents sale to avoid disruption to the sale.

It is recommended that any sheep arriving after this time should be sold at the end of the sale. If the agent concerned has completed their sale then, subject to local rules, the sheep should be offered at the end of sale.

Where pen allocation is drawn it is to be clearly communicated to all agents in adequate time to prevent any delays in the operational processes.

Livestock pen density

Stock density should allow for animal movement within the pen in relation to easy access to water, welfare and buyer assessment. The stocking density for selling pens shall be calculated on a visual assessment of the weight of the animals by the responsible person and having regard to the space per animal.

The recommended average space per animal is contained in the following document:

Saleyards: Model Code of Practice for the Welfare of Animals – Animals at Saleyards
SCARM Report 31, 2002

<http://www.publish.csiro.au/Books/download.cfm?ID=367>

These guidelines must be read with consideration of the history of the animal's time off water and feed, climatic conditions at time of sale, physical condition of the animals etc.

Persons responsible for penning livestock should take appropriate steps to manage any aggressive or unfamiliar animals in saleyard holding facilities to avoid any injury that may be caused to livestock, staff, buyers, or vendors.

There should be procedures in place to manage livestock during weather extremes. This may include placing livestock under cover, providing means of cooling i.e. water sprays etc or other activities as deemed necessary within practical commercial limits.

Care is to be taken when manually washing livestock with hand-held high-pressure hoses to avoid sensitive areas of the animals and to minimise cold stress.

National Livestock Identification System (NLIS)

The National Livestock Identification System (NLIS) is Australia's system for identification and traceability of livestock. It was introduced in 1999 to enhance Australia's ability to track cattle during disease and food incidents. Since then it has expanded to enable not only cattle, but also sheep and goats to be traced from property of birth to slaughter for:

- Biosecurity
- Meat safety
- Product integrity
- Market access

NLIS is endorsed by producer, feedlot, agent, saleyard and processor bodies. In addition to this it is underpinned by State/Territory legislation, which forms the regulatory framework for the system.

NLIS Ltd operates the central NLIS Database on which the livestock movements must be recorded. [State/Territory NLIS authorities](#) provide information on:

- Property Identification Codes (PIC).
- Ordering NLIS devices imprinted with your PIC.
- NLIS regulations for cattle, sheep and goats.

ALMA supports a National approach to NLIS for all species.

OUTCOME REQUIRED

Ensure that saleyards record the necessary movements of cattle, within the legislative framework stated in the relevant Business Rules for the species.

It is the legal responsibility of saleyard operators or their appointed person to ensure the reading (in cattle) and then recording transfer of ownership on the NLIS database all transactions that occur in the saleyard, in the required time, to ensure that other members of the supply chain can carry out their business in a timely and legal fashion.

As there are some jurisdictional differences in how NLIS is implemented across Australia, up to date NLIS information can be accessed at the following web address: <http://www.mla.com.au/Meat-safety-and-traceability/National-Livestock-Identification-System>

The '*NLIS – A Guide for Saleyard Operators*' is a comprehensive guide for saleyards using the NLIS and covers everything from a saleyards obligations to step by step instructions regarding the NLIS database.

In summary, a Saleyard with an NLIS Account can:

- Register the movement of Devices and mobs of animals, (in the case of sheep and goats) to and from the Saleyard's PIC;
- Replace a damaged or defective Device and register a new Device in respect of the replaced Device where the replaced Device is registered to the Saleyard;
- Apply a Device to animals that are not identified with a Device and record on the Device details of the Last PIC of Residence; and register a device status to Deceased Devices.

A Device movement cannot be entered in the Database if:

- The Device number is invalid

- b) The 'to' or 'from' PIC is invalid
- c) The date of the movement is invalid (that is, the format is incorrect, the date does not exist or the date is a future date)
- d) The file format is incorrect; or
- e) Other than where the movement is to a Processor, the Device has been previously set to deceased.

A Device with a Deceased status can be moved by a Saleyard:

- a) To the PIC of the Processor that set the Device status to Deceased; or
- b) From a PIC to the Saleyard if the Saleyard does so within 7 days after the Device status is set to Deceased.

A Saleyard with an Account can access the following information contained in the Database:

- a) Where specified determine the statuses set out provided that the access is solely for the purpose of checking the status of a Device in respect of cattle that it intends to offer for sale or a PIC in respect of such a Device; and
- b) All Devices or mobs currently registered to the Saleyard.

Livestock Production Assurance (LPA) National Vendor Declaration

The role of a Saleyard Operator in information management is critical in the supply chain. Livestock Production Assurance (LPA) National Vendor Declarations (NVD's) are utilised to provide assurance as to the quality and origin of animals in the supply of food.

OUTCOME REQUIRED

Ensure that saleyards manage LPA NVD/Waybills properly and that the transcription of information is correct

Producers use the LPA NVD/Waybill to declare valuable information about the food safety status of the livestock being sold. Buyers rely on the LPA NVD/Waybill for accurate information on the livestock purchased and processors rely on the information to ensure only the safest food enters the food chain.

The inclusion of animal movement information means the document can be legally used for declaring stock movements in those states that require travel documents (Waybill or Travelling Stock Statement) to accompany livestock movements.

When the Saleyard Operator, manages or oversees LPA NVD/Waybills within the saleyard on behalf of agents, the Saleyard Operator must also ensure when entering LPA NVD/Waybill information received on livestock onto documentation (e.g. pre-sale catalogues) that transcription of this information is true and correct. This includes answers to LPA NVD/Waybill questions, LPA NVD/Waybill serial numbers and Property Identification Code (PIC) numbers.

The Saleyard Operator should at all times liaise with stock and station agents operating within the saleyards regarding transcription of LPA NVD/Waybill information.

Saleyard operators should be familiar with the principles and practices that underpin quality meat in stores, specifically Meat Standards Australia (MSA). Every undertaking should be made to comply with recommendations of MSA. (see references)

More information regarding the Livestock Production Assurance Program (LPA) can be found at: <http://www.mla.com.au/Meat-safety-and-traceability/Livestock-Production-Assurance>

Dead animals

OUTCOME REQUIRED

Dead animals are disposed of in a manner that is in accordance with local health regulations and does not allow the spread of any disease.

The saleyard operator or agent thereof will ensure that any dead animals are removed and buried or where permitted, taken to a knackery.

In an area where anthrax may be present carcasses shall not be moved by anyone until the Saleyard Manager or veterinary officer is satisfied that anthrax is not involved in the death of the animals.

Where a significant or unusual mortality has occurred, a veterinary diagnosis will be sought. The saleyard manager will make the decision that it is a case of significant or unusual mortality.

The saleyard operator or agent thereof will maintain a record of dead stock and the circumstances associated with the death. Such a record shall include the following data:

- a) Date of death
- b) Category of stock e.g. cattle, bobby calf, sheep
- c) NLIS device number, PIC
- d) Date and time of death
- e) Cause of death
- f) Agent/owner and contact number
- g) Whether a veterinarian was present/consulted
- h) Method of disposal.

In the circumstances of deceased animal being left at the saleyards (e.g. stock ramp or dump) by an unknown party a description, brand, ear mark and if possible NLIS details are to be recorded in a register.

Methods used to dispose of dead stock should ensure that personnel are not exposed to any risk to contract a zoonotic disease.

The methods used to dispose of dead stock should prevent the spread of undesirable plant species.

The saleyard operator will formulate a policy as to who is responsible for the cost of disposal of dead or dumped stock such that:

Dumped or dead stock shall be disposed of at the cost of the owner or his contractor, where known.

In the event of stray dogs savaging livestock in the yard, the owner(s) should not be held liable for disposal costs; responsibility for the costs lies firmly with the owners of the dogs. The operator shall not be held liable for damages or deaths due to stray dogs.

Emergency unloading

OUTCOME REQUIRED

To ensure ongoing animal welfare by providing access to saleyards outside business hours of operation.

Provisions should be made for the emergency unloading of livestock 24 hours per day. Either one loading ramp, and the adjacent pens shall remain unlocked, or if the selling complex is locked, a notice should be displayed at the entrance stating the contact details of the duty agent, their contractor or the saleyard manager for emergency unloading operations.

Emergency unloading should be carried out in accordance with the relevant State/territory Model Code of Practice for the Welfare of Animals or other national standard(s).

Trucks carrying injured stock should have priority for unloading. However, this does not mean that the animal(s) are fit for sale.

Injured animals should be attended to without delay. If injury is judged by a veterinarian or stock inspector or saleyard manager as minor, animals will be segregated and given suitable treatment by the owner or owners' agent. Serious injuries are to be dealt with in accordance with the Model Code of Practice for the Welfare of Animals, Animals at Saleyards, SCARM Report 31.

Saleyard security

OUTCOME REQUIRED

The security of livestock outside of normal saleyard business hours of operation is maintained.

Security of stock within the yards should be undertaken as a responsibility of the owner or the owners' appointed agent.

Where stock are held in the yards on the night preceding the sale and their security is considered to be at risk, the duty agents / contractor will be responsible for stock security.

Entry to saleyard areas outside of business hours of operation should be restricted to agents, livestock transporters, buyers and contractors and their staff with permission from the saleyard manager.

It is noted that a person with right of access under the relevant State/Territory legislation have, by law, unrestricted access to the saleyard at all times.

Provision for stray dogs or other nuisance animals to be excluded from the premises is to be considered if there is a risk of harm to sale stock identified.

Weigh scale operations

For animals that are sold on a liveweight basis, accurate weigh scales are essential, to ensure confidence by all parties in the saleyard selling process.

OUTCOME REQUIRED

Regular authorised scale calibration checks are undertaken to ensure the accuracy of weighing at all times.

Procedures are to be established to ensure accurate and fair operation of the scales at all times. For live weight selling facilities, scale accuracy verification will be undertaken by appropriate, qualified persons.

Scale accuracy shall be verified and recorded prior to the commencement of each sale using an object of known weight.

All scale checks shall be recorded and available for inspection. If requested, a check of the scales will be made during the sale and the time of this check recorded and by whom the request was made

At regular intervals throughout the sale the operator should bring the scales to an equilibrium situation and confirm a scale reading of zero. (Queensland; every two hours)

In the case of scale breakdowns, selling should cease immediately. If the malfunction cannot be rectified, the remainder of the sale should be carried out by open auction or private treaty, unless withdrawn by the vendor. If the malfunction is due to information processing problems, buyers may agree to accept handwritten

weighbridge dockets. In the event of scale malfunction after the completion of selling the sale may continue if all affected parties agree.

Weighbridge operators should receive suitable training, be adequately supervised and be provided with a comprehensive operation manual for the use of the equipment. The phone number for scale service person should be easily accessible from within the scale house.

SALEYARD OPERATOR RESPONSIBILITIES

OUTCOMES REQUIRED

The Saleyard Operator carries out their responsibilities to ensure the efficient operation of the saleyard complex, and to optimise animal welfare and human safety.

Any reference to 'the Saleyard Operator' incorporates the saleyard operator employee or any agent acting on behalf of the operator.

The saleyard operator has overall responsibility for the efficient running, maintenance and hygiene of the selling centre, as well as ensuring the safety of all employees and members of the public.

The Saleyard operator will be responsible for the cleaning of the selling centre.

The provision of an officer or nominated person to record each sale on an independent basis is mandatory.

The Saleyard operator or the agent thereof shall ensure that a system is in place that specifies that selling agents appoint a duty agent(s) contractor or person(s) whenever the saleyards are in use.

The saleyard operator shall ensure that the saleyard Work Health and Safety Manual is current and held at the saleyards and the operational procedures are observed and implemented in accordance with the Act. A register will be kept and maintained at the saleyard of all persons who have been correctly inducted to the site, showing contact details within the register.

Regular updates regarding Work Health and Safety are to be communicated to all persons undertaking work at the site, including employees, agents.

Signage regarding Safety is to be appropriately located, legible, and contains current information for the safety of all persons on site.

Licensing agreement with agents

The saleyard operator should have a formal, written service agreement or equivalent documentation, with each individual agency that operates at the facility. This agreement should include duties and responsibilities of each party, regarding conducting business at the facility.

Sale terms and conditions

In consultation with agents, the saleyard will advertise standard sale terms and conditions, as set out by Australian Livestock and Property Agents' Association (ALPA).

Sale times

Where possible the facility shall give consideration to the chain of responsibility regarding WH&S and all stakeholders who are conducting business at the facility regarding sale times, and delivery times.

Training and staff competency

Competent persons are available or on-call to conduct the designated tasks and duties within a selling complex, including Work Health and Safety.

Personnel undergoing training or that are not yet competent or accredited will be supervised by a competent person.

All personnel managing livestock on a daily basis should observe the animals regularly and to be able to identify and respond to behaviours and other signs that may indicate a problem for an animal and be able to take the appropriate action to rectify the issue. Training in disease recognition should also be undertaken.

There is a nominated person(s) competent in humane destruction of livestock and available as required.

National Livestock Identification System (NLIS)

OUTCOME REQUIRED

Saleyard operators and stock agents who operate at the facility meet all NLIS requirements in accordance with the National Business Rules.

The saleyard will comply with the requirements of the NLIS National Business Rules. A stock and station agent may act on behalf of the owner or person in charge of the saleyard.

All animals presented for sale must bear an approved NLIS identification device.

Provisions for emergency devices must be in place to enable all animals to be identified prior to sale.

The person responsible for scanning cattle and transferring all information (cattle, sheep, and goats) on the NLIS database is referred to as the 'saleyard NLIS operator'.

Depending on local arrangements, the 'saleyard NLIS operator' and hence the person who is lawfully responsible for timely uploading of sale data might be the saleyard owner (e.g. local Council), the saleyard manager (employed by the saleyard owner or leasing agents) or one or more stock agents. The work may be delegated to salaried employees or contracted parties, but the owner, or person in charge of the saleyard remains responsible for ensuring the legislated requirements of the Regulation are met.

Each saleyard should have a written agreement between the saleyard owner, manager and stock agents that specifies who is the saleyard NLIS operator for the purpose of implementing this Code of Practice and complying with the Regulation. The saleyard

NLIS operator may vary or different functions may be assigned to different people, depending on the action required, the nature of the sale and other local circumstances.

The saleyard NLIS operator should ensure to the best of their ability that every person involved in managing NLIS information is trained, supervised and competent in those operations.

All saleyard operators and selling agents are strongly encouraged to provide a scanned image of LPA NVDs and upload these to the NLIS database.

It is strongly recommended that all data be uploaded within the industry specified timeframes to allow all parties to meet their obligations regarding LPA and NLIS.

VENDOR RESPONSIBILITIES

OUTCOME REQUIRED

All vendors are aware and compliant with their responsibilities regarding delivery of livestock for sale at the facility.

Preparation and presentation of livestock for sale

All animals to be offered for sale should be accompanied by a current, correctly, and legibly completed Livestock Production Assurance (LPA) National Vendor Declaration signed by the vendor or on behalf of the vendor by the manager of the animals and the transporter.

Only scourable branding fluids should be used in the paint branding of animals.

The responsibility of a vendor is to produce livestock and their companion animals at auction that: -

- a) Pass Australian Quarantine and Inspection Service (AQIS) and other regulatory authority requirements and inspections at the time of slaughter and boning.
- b) Carry an approved NLIS device and
- c) Any information declared by the vendor, or provided in an NVD, must be accurate ensuring the animals are fit for the purpose declared.
- d) All information provided in a NVD must be true, complete and correct.

NLIS Requirements

All animals must be NLIS compliant. It is an offence to send or deliver livestock to a saleyard unless they are properly identified.

If the livestock are not vendor bred, the NVD must reflect the PICs contained on the NLIS devices. Post breeder tags in sheep and goats are acceptable, and eliminate the need to list all PICs on tags on NVD.

Non reading NLIS devices are to be replaced if the vendor scans cattle prior to commencement of journey to saleyard. If the livestock have been previously

identified with transaction ear tags and/or NLIS devices, the producer/vendor must visually check that all tags/devices are still present and replace any that are lost. This does not obligate the producer/vendor to scan their cattle or ensure that every NLIS device can be read electronically. If the producer/vendor chooses to scan their cattle, then any non-reading devices shall be replaced at the vendor's expense.

Arrival time

All animals destined for sale should, wherever practical, arrive at the saleyard before the procedural cut-off time.

Any livestock arriving after the procedural cut-off time should be sold at the end of the subject agent's sale of all curfewed animals. If the agent concerned has completed his/her sale then (subject to local rules) the livestock should then be offered at the end of sale.

Owner's Risk and sale terms and conditions

NOTE: "the owner" in the context of this clause is the vendor of the livestock at the point of sale (by any sale method).

It is the responsibility of the livestock agent to ensure that all proponents operate within the Terms & Conditions of Sale and that they are established prior to the commencement of a sale and that these Terms and Condition of sale is a correct, legal document operating within the appropriate jurisdiction of the law.

The recommended National Terms and Conditions of Sale can be found on the Australian Livestock and Property Agents Association Ltd (ALPA) website. <http://www.alpa.net.au/>

LIVESTOCK AGENT RESPONSIBILITIES

OUTCOME REQUIRED

All Livestock Agents buying or selling at a facility, must comply with all local, state and federal legislation that pertains to the operation of the facility. They must also abide by Industry Standards as set by their peak industry body.

Livestock agents operating within a saleyards shall exercise a duty of care, upholding this Code of Practice in the selling of livestock.

Animal welfare

It must be noted that it is the agent's responsibility to ensure that the individual state/territory provisions under animal welfare legislation relating to the provision of food and water are observed.

Livestock agents must comply with the Animal Welfare section stipulated within this document.

NLIS and LPA NVD in saleyards

Livestock agents should comply with the requirements of NLIS as stipulated by the agreed National Business Rules of NLIS.

Livestock Agents are to ensure that current LPA NVDs accompany livestock to the sale.

ALMA strongly recommends that all selling agents upload scanned images of the LPA NVD to the NLIS database.

Duty Agents

The duty agent specified by the operator or the agent thereof is responsible for;

- a) Ensuring access to the saleyards in the case of an emergency unloading;
- b) Booking in livestock;
- c) Notice board information; and
- d) That animal welfare procedures are complied with in the handling of livestock.

Saleyard security

It is recommended that where stock are held in the yards on the night preceding the sale and their security is considered to be at risk, the agents should engage a security employee to guard the complex.

Entrance to the saleyard areas outside business hours of operation will be restricted to agents, livestock transporters, contractors and their respective staff with permission from the manager, as necessary, and persons with legislative right of access.

Auctioneers walkways should only to be used by auctioneers, key saleyard staff and persons with legislative right of access while the sale is in progress and shall have signage accordingly.

Information transfer

It is strongly recommended that agents correctly transfer all relevant information regarding the livestock to the buyers, both pre and post-sale.

Where time permits, an agent should present clients' livestock by providing an accurate description (where known) giving details of origin, nutrition, breeding etc and all relevant information from the NVD.

Agents are responsible for conducting the selling process and booking for each sale.

Agents are responsible for the clerical process of accounting to:

- a) The buyer;
- b) The vendor; and

- c) Agreed Local authority's functional costs.

Arrival time

All animals destined for sale should, be encouraged by the relevant agent to arrive at the saleyard before the procedural cut-off time.

Preparation and presentation of stock for sale

It is the agents' responsibility to refuse to sell any livestock including animals in the late stages of pregnancy, diseased, injured or suspect animals at the selling centre.

The drafting, lotting and penning of clients' animals prior to sale is carried out to minimise potential stress and injury.

The determining of a yard density for his/her clients stock, shall allow stock movement and in cattle access to water within the pen in accordance with The Model Code of Practice for the Welfare of Animals in Saleyards, while enabling the buyer to assess the animals.

Terms and conditions of sale

It is the responsibility of the livestock agent to ensure that all proponents operate within the Terms & Conditions of Sale that are established prior to the commencement of a sale. That the Terms and Condition of sale is a correct, legal document operating within the appropriate jurisdiction.

The recommended National Terms and Conditions of Sale can be found on the Australian Livestock and Property Agents Association Ltd (ALPA) website at the following link <http://www.alpa.net.au/>

Failure of agents to comply with these conditions and responsibilities will not jeopardise the saleyard. However, the saleyard manager should advise the agents of their responsibilities, and secondly to advise the Australian Livestock Markets Association.

Australian Livestock and Property Agents Association Ltd

Level 6, 2 Barrack Street

SYDNEY NSW 2000

Phone: 02 9262 6633

Fax: 02 9262 6422

Email: admin@alpa.net.au

BUYER RESPONSIBILITIES

Livestock buyers should comply with animal welfare requirements that are applicable to the facility with their purchases, and this includes be fit for intended journey.

All stock purchased, shall be in accordance with the Terms and Condition of sale as declared at the saleyard.

Feed costs will be debited to the owner of the animals at the time of feeding (unless an alternative local system exists which protects the welfare of the animals, for example impounding).

Livestock security

The saleyard operator has a responsibility to ensure the welfare of the stock while in the selling complex. The buyer should notify the operator if it is likely that the stock will remain in the saleyard for a period exceeding 24 hours.

The buyer shall comply with the NLIS National Business Rules after delivery at the saleyard has been given.

Where animals are purchased for human consumption and a buyer fails to comply with these conditions it will not jeopardise the operator of the saleyard however, the saleyard manager will have the responsibility to firstly advise the buyer of his responsibilities and secondly to advise the Australian Meat Industry Council and Australian Livestock Markets Association (ALMA) if further problems occur.

Australian Meat Industry Council

PO Box 1208

Crows Nest NSW 1585

Phone: 02 90862200

Fax: 02 9086 2201

Email: admin@amic.org.au

BIOSECURITY AND EMERGENCY ANIMAL DISEASE PREPAREDNESS

Saleyards and lairages are places of high volumes of traffic by livestock, vehicle and humans. Understanding the importance of what good biosecurity is, as well as undertaking a planning process to minimize risk, and have a clear plan as to what action to take in the event of an Emergency Animal Disease or suspected case. Similarly, good biosecurity will ensure that other issues are managed to avoid risk to other animals, and humans, and prevent the spread of disease, weeds, or contaminants.

In the unlikely event of an emergency animal disease, the potential impact on saleyards is significant. Possible implications include shut down of international markets, national livestock standstill, or restricted livestock movements. One or more of any of these implications poses a significant risk to the business of the facility as well as the whole supply chain.

Biosecurity is defined as 'a set of measures for protecting a population from infectious diseases at the national, regional and farm level' (Source: farmbiosecurity.com.au)

OUTCOME REQUIRED

Site specific, up to date, coordinated emergency risk management, and response management plans in place for the prevention, control of an emergency animal disease within the saleyards complex

Risk management planning

The site will undertake a Biosecurity Risk Management Plan, which will identify what risks are present to the site.

This risk management plan will identify key parties that will be involved in managing an Emergency Animal Disease outbreak.

The facility's management should be actively involved with the Local Emergency Management Planning process and Committee.

The "Preparing Your Business to Survive: Risk Management Planning for an Emergency Animal Disease Outbreak" document pertinent to Saleyards can be found at the following link:

<http://australianfmdnetwork.weebly.com/preparing-your-business-to-survive.html>

Emergency Animal Disease Response Plan

The Response Plan sets out procedures that will be followed in the event of Foot and Mouth Disease (FMD) or other Emergency Animal Disease (EAD) detection in or near the Saleyard Complex. It may also be activated for other animal diseases where approved by the Chief Veterinary Officer (CVO).

The Response Plan will be read and implemented in conjunction with the *Local Emergency Management Plan* and the *State Animal Health Emergency Plan*, which is a supporting plan to the *State Disaster Plan*.

The operation and management of the Response plan shall be site specific and in accordance with the Emergency Animal Disease Response Agreement (EADRA). EADRA is a contractual arrangement that brings together the Commonwealth, state and territory governments and livestock industry groups to collectively and significantly increase Australia's capacity to prepare for, and respond to, emergency animal disease (EAD) incursions.

Link to Animal Health Australia EADRA information and resources can be found at:

<http://www.animalhealthaustralia.com.au/programs/emergency-animal-disease-preparedness/ead-response-agreement/>

Specifically, the *AUSVETPLAN Enterprise Manual - Saleyards and Transport* provides detailed information for Saleyard and Transport operators as well as Government Officials on procedures and recommendations on dealing with an Emergency Animal Disease situation.

This Manual can be found at the following link:

<http://www.animalhealthaustralia.com.au/programs/emergency-animal-disease-preparedness/ausvetplan/enterprise-manuals/>

General biosecurity

At the centre of good biosecurity is managing risk to prevent the introduction of diseases to an enterprise and to prevent the spread of diseases between farms or to a disease-free area. Saleyard operators practising preventive biosecurity measures will be implementing emergency disease preparedness. The application of preventive biosecurity measures will also limit the impact of endemic diseases so their application makes sense from economic, social and animal welfare perspectives.

The ability of an industry to withstand an outbreak of an emergency animal disease and the sum total cost of its control will be influenced by each individual saleyard's biosecurity plan and its effective operation.

Biosecurity is like any other insurance policy and as such it is a prudent investment.

Risk reduction

Saleyard operators should improve awareness of emergency disease signs, whom to contact if necessary and enhance their knowledge of impact of an emergency disease on the operation of their business. The following issues should be taken into consideration to reduce the risk of an emergency disease incident:

General

Saleyard location, construction, water supply, cleaning, maintenance and effluent disposal should all be taken into consideration when reducing the risk of an emergency disease incident. The frequency of sales, use of premises for transit stock and other purposes should also be considered.

Stockfeed

Do not feed any meat and bone meal or any other banned products to stock and ensure that there is no contamination of stockfeed by livestock. Endeavour to source stockfeed from manufacturers who operate under a quality assurance program that has a biosecurity component and when feasible, source stockfeed locally.

Pest control

Good drainage and appropriate effluent disposal need to be considered in relation to insect control. Rodent control should also be addressed, for example, by keeping food in rodent-proof containers.

Transport

Access for livestock vehicles and other vehicles. Human access to saleyards and general ability to secure premises if required. Ensure that vehicles and personal hygiene are in good order to minimise risk of spreading disease. Truck washing facilities are significant in reducing risk.

Carcass disposal

Report cases of unusual sickness or death to a vet or a government officer and ensure that there is a secure system for carcass disposal, which does not risk spreading disease. A post mortem site away from animal activity should be selected for the disposal of dead stock.

Internal quarantine

Internal quarantine facilities should be planned in advance in accordance with the perceived risks. The main purpose of an internal quarantine area will be to isolate sick animals or groups containing sick livestock. Unnecessary mixing of animal groups and adding introduction to other pens should be avoided. Internal quarantine areas should:

- a) have no direct contact with other animals, equipment and vehicles;
- b) if possible allow sick stock to be separated, based on overseas experience, by 50-200 meters from other livestock;
- c) not be exposed to effluent or run-off from other parts of the premises;
- d) have facilities arranged so that animals can be handled and fed last; and
- e) Be handled by dedicated staff, or have staff undertake a decontamination procedure before handling other stock.

Veterinary/animal health services and training of staff

Veterinary/animal health services to the saleyards should be planned with a view to emergency disease preparedness. The staff and veterinarian/stock inspector should be trained in disease prevention, identification and control procedures.

Record keeping

Proper routine recording of the movement of animals, feed ingredients, equipment and the like, may be of invaluable use in investigating a suspected disease incursion. Prepare and maintain a map of saleyards and surrounds, indicating entry/exit points for livestock people and drainage systems.

Water supply

In the event of decontamination of vehicles and equipment being necessary, extra water may be required for the purpose. A supply of water adequate only for normal operations of the saleyards is not sufficient.

Who to contact

Contact a veterinarian or government officer immediately if unusual sickness or unexplained death occurs, especially if it something you have not seen before.

Animal Health Australia

<http://www.animalhealthaustralia.com.au/programs/emergency-animal-disease-preparedness/ausvetplan/enterprise-manuals/>

Livestock Biosecurity Network

<http://www.lbn.org.au/about-lbn/>

Biosecurity NSW

<http://www.dpi.nsw.gov.au/biosecurity>

Queensland DPI – Biosecurity

<http://www.dpi.nsw.gov.au/biosecurity>

DAFWA – Biosecurity

<https://www.agric.wa.gov.au/biosecurity-quarantine/biosecurity>

SA

<http://www.pir.sa.gov.au/biosecuritysa>

Victoria

<http://www.depi.vic.gov.au/agriculture-and-food/biosecurity>

Northern Territory

http://www.nt.gov.au/d/Primary_Industry/index.cfm?header=Animals

Tasmania

<http://dpiptwe.tas.gov.au/biosecurity/animal-biosecurity>

Johne's Disease (BJD and OJD)

OUTCOME REQUIRED

Management of livestock at saleyards is conducted to ensure that the risk of spread of Bovine and Ovine Johne's Disease (BJD and OJD) is minimised.

Refer to the Animal Health Australia website for resources on managing and reducing the risk of spreading BJD and OJD in saleyards. Up to date procedures and recommendations on minimizing spread of the disease are listed at the link below.
<http://www.animalhealthaustralia.com.au/programs/johnes-disease/bovine-johnes-disease-in-australia/guidelines-for-managing-bjd-in-cattle-saleyards/>

Cattle ticks

Cattle ticks are a significant external parasite in the Cattle industry. Cattle ticks can also be spread via secondary hosts such as sheep and horses. In some jurisdictions they are a notifiable disease.

Movement restrictions apply to animals travelling from areas where ticks are endemic to areas outside these areas.

Should a consignment of cattle present to a saleyard or lairage, the Facility Manager should in the first instance contact their State Biosecurity Authority for advice on action regarding the incursion.

Links to Cattle tick information are below.

Queensland DPI

<http://www.daff.qld.gov.au/animal-industries/animal-health-and-diseases/animal-disease-control/cattle-tick/movement-regulations>

Biosecurity NSW

http://www.dpi.nsw.gov.au/_data/assets/pdf_file/0010/58294/Cattle-tick-control-in-NSW.pdf

NT DPI

http://www.nt.gov.au/d/Primary_Industry/index.cfm?newscat1=&newscat2=&header=Disease%20Control%20programs%20-%20Cattle%20Tick%20Control

REFERENCES

Model Code of Practice for the Welfare of Animals: Animals at Saleyards (1991). Standing Committee on Agriculture, Animal Health Committee. CSIRO Publishing.
<http://www.publish.csiro.au/pid/367.htm>

Australian Model Code of Practice for the Welfare of Animals, Land Transport of Cattle. (2000). Standing Committee on Agriculture and Resources Management, Animal Health Committee, Sub-committee on Animal Welfare.
<http://www.publish.csiro.au/pid/2483.htm>

Land Transport Standards

<http://www.animalwelfarestandards.net.au/land-transport/>

Model Code of Practice for the Welfare of Animals, Cattle (2002) Standing Committee on Agriculture, Animal Health Committee. CSIRO, Australia.
<http://www.publish.csiro.au/pid/4831.htm>

Model Code of Practice for the Welfare of Animals, the Sheep, 2006. Primary Industries Standing Committee. CSIRO Australia.
<http://www.publish.csiro.au/pid/5389.htm>

Model Code of Practice for the Welfare of Animal: The Goat, 1991. Primary Industries Standing Committee. CSIRO Australia
<http://www.publish.csiro.au/pid/368.htm>

Work Health and Safety

Comcare – Commonwealth agency responsible for WHS (2011) has many resources regarding the Work Health and Safety Act (2011).
<http://www.comcare.gov.au/promoting>

Safe Work Australia

<http://www.safeworkaustralia.gov.au/sites/SWA/about/Publications/Documents/561/ExplanatoryMemorandumAct.pdf>

<http://www.safeworkaustralia.gov.au/sites/swa/about/publications/pages/managing-risk-falls-cop>

Biosecurity

<http://www.animalhealthaustralia.com.au/programs/biosecurity/>

National Livestock Identification System (NLIS)

<http://www.mla.com.au/Meat-safety-and-traceability/National-Livestock-Identification-System>

EADRA

<http://www.animalhealthaustralia.com.au/programs/emergency-animal-disease-preparedness/ead-response-agreement/>

Managing BJD in Saleyards in Australia

<http://www.animalhealthaustralia.com.au/programs/johnes-disease/bovine-johnes-disease-in-australia/guidelines-for-managing-bjd-in-cattle-saleyards/>

Bobby Calves

<http://www.dairyaustralia.com.au/Home/Standard-Items/Search-Results.aspx?q=bobby%20calves&page=1>

See ALPA website: <http://www.alpa.net.au/>

Meat Standards Australia (MSA)

<http://www.mla.com.au/Marketing-beef-and-lamb/Meat-Standards-Australia>

Australian Livestock Markets Association Inc.(ALMA)

Our Vision

To be valued, respected and endorsed nationally by our members, partners, government and industry stakeholders for enhancing the sustainability, viability and excellence of Australian livestock markets.

Our Mission

As Australia's peak representative body we will work strategically to guide, support, promote and augment the growth of innovative, sustainable and responsible Australian livestock markets with the highest level of honesty, integrity and corporate governance.



