






## It doesn't have to be complicated

Most producers have implemented the Food Safety requirements under the Canadian Quality Milk (CQM) Program, which means the foundation of proAction is already in place. Implementing the Animal Care and Livestock Traceability requirements will require initial effort and on-going work but it doesn't have to be complicated. The checklist below provides an overview of the Food Safety (CQM), Animal Care and Livestock Traceability requirements, which you can use to verify implementation on your farm.


## Standard Operating Procedures

Create your Standard Operating Procedures (SOPs) online at [www.dairyproaction.ca](http://www.dairyproaction.ca) (formerly [www.canadianqualitymilk.org](http://www.canadianqualitymilk.org)) and implement them. Make sure you fill in the blanks (e.g. pain control products used) and type details specific to your farm.

- ☐ Colostrum management and calf feeding SOP 
- ☐ Animal health practices and branding SOP 
- ☐ Euthanasia SOP 
- ☐ Shipping cattle SOP – you will need to add Animal Care requirements to your existing shipping cattle SOP 
- ☐ Pre-milking SOP
- ☐ Milking SOP
- ☐ Milking cattle with abnormal or treated milk SOP – this SOP has been split into 2 different SOPs 
- ☐ Post-milking cleaning SOP
- ☐ Treating cattle
- ☐ Feeding medicated feed










## Corrective Action Plans

Create your Corrective Action Plans (CAP) online or you may use the CAP record included in the Workbook. You can enter your CAPs online at [www.dairyproaction.ca](http://www.dairyproaction.ca) along with the SOPs, but this is not mandatory.

- ☐ Downed cattle 
- ☐ Incorrect administration of medications or other chemicals to an animal
- ☐ Entry of milk from a treated animal into the bulk milk tank
- ☐ Improperly cooled or stored milk
- ☐ Dirty milk contact surfaces
- ☐ Improper water temperature
- ☐ Milking equipment water contaminated with bacteria
- ☐ Sale of a treated animal or an animal with a broken needle and the next buyer was not informed













## Records

You may use the sample records provided in the Workbook or another format (e.g. computer program, DHI Logbook) that includes all the required elements. Printer-ready record sheets are available on DFO's website at [www.milk.org](http://www.milk.org) under *Farmers/proAction* and at [www.dairyproaction.ca](http://www.dairyproaction.ca) under *Forms and Documents*.

- ☐ Animal birth record 
- ☐ Animal move-in record 
- ☐ On-farm animal disposal record 
- ☐ Animal export record 
- ☐ Tag replacement – cross reference log 
- ☐ Tail docking log 
- ☐ Cattle assessment record and summary sheet 
- ☐ Cattle assessment peer report 
- ☐ Cattle assessment corrective action plan (if your peer report indicates measures in the red zone) 
- ☐ Annual cattle health and veterinary medicine use declaration (use the specific form for Ontario)
- ☐ Veterinary directions for extra-label drug use
- ☐ List of medicines and chemicals used on livestock
- ☐ Livestock treatment record
- ☐ Broken needles record
- ☐ Letter of guarantee – shipping record
- ☐ Milking equipment sanitation record
- ☐ Cleaning and sanitizing chart
- ☐ Annual wash system evaluation
- ☐ Annual water test results (zero *E. coli* result required)
- ☐ Deviation and corrective action records regarding problems with a) cattle treatment, b) inhibitor residues, c) milk cooling and storage, d) equipment sanitation, e) wash water and temperature, f) water test, g) shipping animals

## Other requirements

Ensure that:

- ☐ Holstein Canada has completed a cattle assessment of your lactating herd 
- ☐ Routine tail docking is not practiced on the farm 
- ☐ Housing for weaned calves, unweaned heifers and bulls meets the requirements 
- ☐ Dry cattle and lactating cattle housing provides adequate stocking densities 
- ☐ Calving area is kept clean and dry 
- ☐ An adequate designated area for the segregation and treatment of sick and injured cattle is provided 
- ☐ Electric trainers have height adjustment, are properly located and you can demonstrate the voltage does not exceed 2,500 volts 
- ☐ Heifers receive feed that is adequate for maintaining health, growth and vigour 
- ☐ All cattle have access to a clean water source 
- ☐ Newborn calves are double-tagged with approved dairy tags (NLID) within seven days of birth 
- ☐ Prompt medical care for cattle that are sick, injured, too thin (BCS  $\leq 2$ ), in pain or suffering is provided 
- ☐ All animal handlers are trained familiar with cattle behaviour and quiet handling techniques 
- ☐ Your PID number is handy for traceability records (found in the upper right-hand side of the producer dashboard)
- ☐ Only registered pesticides are used, according to label and pre-harvest intervals
- ☐ Pesticides, treated seed and fertilizer are stored in a safe and secure manner
- ☐ An anti-backflow device is installed to prevent contamination of milkhouse or barn water with pesticides
- ☐ All animals are clean
- ☐ Cattle access to manure storage and run-off is restricted
- ☐ Laneway and loading area are free of manure contamination
- ☐ Required approval/permits are in place if you use sewage sludge on your farm
- ☐ Medicated feed bins and storage containers are clearly marked
- ☐ Pet food and feed labeled “not for ruminants” are properly stored and handled
- ☐ All cattle are identified to allow for the maintenance of treatment records
- ☐ Veterinary drugs and chemicals are properly stored and handled
- ☐ Veterinary drugs approved in Canada for dairy are used according to label or according to veterinary script
- ☐ Treated cattle are marked
- ☐ Teats are thoroughly cleaned, sanitized and dried before milking
- ☐ Milk from new animals is tested for inhibitors; or a letter of guarantee has been obtained
- ☐ TTR is working properly
- ☐ Approved equipment cleaning chemicals are used and stored properly
- ☐ Milkhouse is used exclusively for cooling and storing milk and for storing and cleaning of milking equipment
- ☐ Milkhouse and equipment are clean and tidy
- ☐ There is a functioning safety switch
- ☐ All mercury thermometers and vacuum columns have been removed
- ☐ All lights near the bulk tank opening are protected
- ☐ The use of electric prods is minimized
- ☐ Employees and family are trained on your proAction program and have access to SOPs, CAPs and records

## What do I need to do for traceability?

- ☐ Tag newborn calves (both heifer and bull calves) with approved NLID tags – calves not remaining in the dairy herd may be tagged with yellow beef tags
- ☐ Record animal births (both heifer and bull calves)
- ☐ Record animals received on the farm (move-ins) – recording animals shipped from the farm is recommended
- ☐ Record dead animals being disposed of on-farm (tag retirement) – recording animals picked up by a deadstock service is recommended
- ☐ Record tag replacements when new tag has a different animal ID (cross-reference)

## Traceability reporting:

While the Reference Manual indicates reporting the above traceability events is a requirement, non-compliance with this requirement will not cause you to fail the validation. This decision is the result of feedback received from producers who are unable to report due to the lack of reporting options other than the Internet. The decision will remain in place until alternative reporting options are made available.

## Where can I find more information?

Information about proAction is available on DFO’s website at [www.milk.org](http://www.milk.org), under “Farmers”/ “proAction”. Frequent updates are published in the *Milk Producer Magazine*, the *Dairy Farmer Update* and the Producer dashboard on the password-protected area of DFO’s website.