



EUCAS Application Form (For Farms)

Export Control (Meat and Meat Products) Orders 2005, Division IV of Part 4 of Schedule 7

PROPERTY DETAILS

1. Property Identification Code (PIC) of the farm for which accreditation is sought:

(Refer to the "Checklist" at the end of this form for required documentation.)

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2. Name of the farm and physical address of the farm:

Farm:	
Location:	
State	Postcode

MANAGEMENT DETAILS

3. Has the Manager of the farm previously relinquished accreditation for this farm, or has accreditation been revoked as a sanction for non-compliance?

- No** – go to Question 4
- Yes** – Do you agree to an audit prior to accreditation being granted?

4. Has the Manager ever been prosecuted, fined or received a warning letter for Hormonal Growth Promotant (HPG)¹ or livestock identification offences?

- No** – go to Question 5
- Yes** – please attach details to your application
(Refer to the "Checklist" at the end of this form for required documentation.)

5. Farm Manager's details and postal address:

Name/s:	
State	Postcode
Ph: ()	Fax: ()
Mobile:	
Email:	

Have your records been updated with the relevant Department of Primary Industry (DPI)?

- No** – You are required to update your records otherwise there may be a delay in processing time.
- Yes** – go to Question 6

¹ Hormonal Growth Promotants – veterinary chemical products that contain a substance that is, or a mixture of substances that are, responsible for oestrogenic, androgenic, gestagenic or thyrostatic activity to enhance growth or production in cattle and that are registered for this purpose in Australia.

6. Legal owner of the farm (if different from Manager):

Name:	
State	Postcode

7. Legal owner of the cattle (if different from Manager):

Name:	
State	Postcode

ANIMAL DETAILS

8. Have HGP's been used on the

- farm? No** – go to Question 9
- Yes** – Are there any HGP treated animals remaining on the farm?
 - Yes** – these animals must be removed from the property before it can be accredited.
 - No** – go to Question 9

(Refer to the "Checklist" at the end of this form for required documentation.)

9. Have any of the cattle currently on the farm been transferred to the farm since 30 June 2000?

- No** – go to Question 10
- Yes** – cattle introduced after 30 June 2000 may only remain on the farm if they were sourced from EU accredited consignments. You may apply to keep non-EU females for breeding purposes provided they are NLIS identified and HGP free.

(Refer to the "Checklist" at the end of this form for required documentation.)

10. Number of eligible animals currently on the farm:

Breeding bulls:	
Home bred:	Introduced:
* Introduced breeding females from non-EU properties:	
Animals born on the farm:	
Animals introduced to the farm from EU properties:	
Unused NLIS devices on the farm:	
Home bred (white):	Post bred (orange):

* (Refer to the "Checklist" at the end of this form for required documentation.)

UNDERTAKINGS

1. I will not use hormonal growth promotants (HGP's) on any cattle that are, or will be, held on the farm described above while accredited by the Department of Agriculture (the department) for the production of HGP free cattle.
2. I do not have any cattle on the farm (apart from breeding bulls) that have been treated with HGPs or whose HGP treatment status is unknown. Apart from breeding animals, I will only introduce cattle to the farm from other accredited properties or from EU eligible consignments at departmental accredited saleyards and in accordance with departmental requirements.
3. I will only receive breeding animals from a non accredited property with the approval of the Secretary of the Department of Agriculture.
4. I have documents for all cattle (apart from breeding bulls) introduced onto the farm on or before 30 June 2000 attesting to their HGP free status.
5. All cattle (apart from approved breeding animals) introduced onto the farm after 30 June 2000 were sourced from accredited properties or EU eligible consignments at accredited saleyards. I have a correctly completed European Union Vendor Declaration (EUVD) or National Vendor Declaration (NVD) attesting to the HGP free status of these cattle. These cattle were identified with a National Livestock Identification Scheme (NLIS) approved Breeder or Post-Breeder Device before they left the consignor's accredited property, and the NLIS database has been notified that the cattle left that property.
6. For each consignment of cattle for slaughter for meat or meat products for export to a member State of the European Union leaving the farm to go to another accredited property or an EU listed abattoir, I will give to the consignee a declaration:
 - a. in a form approved by the Secretary for the purpose of Part 4 of Schedule 7 to the *Export Control (Meat and Meat Products) Orders 2005*; and
 - b. signed by a person who is designated in the farm's accreditation as a person who may sign the declaration.
7. I will ensure that a declaration of the kind referred to in paragraph 6 above will not be issued for an animal treated with HGP.
8. I will keep all documents made or received (including copies of declarations referred to in paragraph 6 above) that are relevant to show at audit whether there is continuing compliance with the conditions of accreditation for a period of two years after the document is made or received by me.
9. I agree to allow persons authorised for the purpose under the *Export Control Act 1982*, or officers of the European Commission, onto my farm to conduct audits from time to time to assess my compliance with the requirements of accreditation.
10. I agree to muster cattle if requested by the auditor or to advise the auditor when mustering will take place.
11. I agree to provide the EUCAS Coordinator written notification of my intention to relinquish my accreditation should I decide to do so, and to return unused European Union Vendor Declaration forms to the issuing office. I agree to provide the EUCAS Coordinator written notification if I cease to be the manager of the farm.

Personal information means any information or opinion about an identified, or reasonably identifiable, individual.

The collection of personal information by the Department of Agriculture (the department) in relation to this EUCAS form is authorised under the *Export Control (Meat and Meat Products) Orders 2005* (Orders) for the purpose of assessing your application for accreditation and the ongoing management of your accreditation under the *European Union Cattle Accreditation Scheme (EUCAS)* which permits the export of beef meat and meat products to member states of the European Union. If the relevant personal information requested in this application form is not provided by you, the department will be unable to assess your eligibility as a manager or managers accredited to export beef meat and meat products to member states of the European Union.

Personal information may be disclosed to other Australian and European Union government agencies, AUS-MEAT Limited, persons or organisations where necessary for these purposes provided the disclosure is consistent with relevant laws in particular the *Privacy Act 1988* (Privacy Act). Your personal information will be used and stored in accordance with the Privacy Principles.

The department intends to publish the name/s, PIC number, telephone contact number and area location, of approved applicants on the department's website for the purpose of providing industry with an up to date list of EU approved managers etc. Please indicate whether you consent to this disclosure (by circling your preference) (*this will not affect your ability to be accredited under the EUCAS scheme*).

Yes / No

The department's Privacy Policy, including information about access to and correction of your personal information, can be found at: <http://www.agriculture.gov.au/about/accessing-information/foi/ips/operational-information/privacy-policy>. To contact the department about your personal information or to make a complaint:

Telephone: Switchboard +61 2 6272 3933

Email: privacy@agriculture.gov.au

Post: Privacy Contact Officer, Department of Agriculture, GPO Box 858, Canberra ACT 2601.

5 in this application are statements made to the commonwealth in, or in connection with an application for a benefit, the benefit being accreditation of a property for the purposes of part 4 of the *export control (meat and meat products) orders 2005* Section 136.1 Of the *criminal code act 1995* provides that a person is guilty of an offence if they make such a statement, and the person does so knowing that, or recklessly as to whether, the statement is false or misleading in a material particular, or omits any matter or thing without which the statement is misleading in a material particular.

CHECKLIST

- Question 1** – Attach a copy of any one of the following documents:
- Lot on a registered plan.....
 - Rates assessment
 - Valuation number/s.....
 - Parish name/s and Crown allotment/s.....
 - Property map.....
 - Deposited plan.....
- Question 4** – Attach details of HGP or livestock offences.....

- Question 8** – Attach a completed Statutory Declaration to show that all HGP treated cattle and unused dosages have been removed from the property.....
- Question 9** – Attach documentation which verifies the HGP free status and origin of the cattle (eg. NVD or EUVD).....
- Question 10** – Attach a list of NLIS device numbers for all **non** EU eligible animals currently on the farm.
.....

As the manager of the farm named above, I do hereby solemnly declare that I am responsible for the day-to-day husbandry of the cattle on the farm. I also declare that I have read the above undertakings and agree to be bound by the requirements and conditions of accreditation

Signed:	
Printed Name:	Date:

Do not sign this application if you cannot or may not be able to comply with the above conditions. When completed, this form should be returned to the eucas coordinator, GPO Box 858, Canberra ACT 2601; Fax 02 6272 5442; Email: EUCAS@agriculture.gov.au

For Office Use Only

All required information is present / not present on this form. I have checked the validity of the information given on the front of this form against the registration details for the nominated farm and there are / are no unexplained discrepancies.
I am satisfied that any HGPs purchased for previous use on the farm can be accounted for in a manner consistent with the conditions of this accreditation scheme. I am satisfied that the application complies / does not comply with the *Export Meat Orders, as amended* and the farm can / can not be accredited.

The application is approved / not approved.		
		/ /
Printed Name of Authorised Officer - Delegate of the Secretary	Signature of Authorised Officer	Date

EXPLANATORY NOTES

These explanatory notes should be read in conjunction with the EU Rules for Farms.

THE FORM

1. The Property Identification Code (PIC) is the code allocated by the State/Territory Authority responsible for stock identification in the State/Territory where the property is located. The PIC will appear on the Department of Agriculture approved tags referred to below. The conditions of accreditation apply to a distinct parcel of land. Cited documents must accurately identify the farm and have proper legal authority. Hand drawn maps and non-government documents are insufficient for this purpose. The land described must be legally covered by the PIC nominated in Question 1.
2. This refers to the name of the property and its physical location.
3. If you have previously held accreditation for this farm, you may be required to provide additional information regarding the transaction and disposal of cattle for the period that you were not accredited. Additional conditions relating to the identification of cattle may be imposed.
4. Information in relation to prosecutions, fines and warning letters will not be used to deny accreditation. Such information may indicate a greater level of documentary/background checks will be required prior to accreditation being granted. If these checks turn up discrepancies that indicate the conditions of accreditation will not be complied with, accreditation may be denied. Failure to disclose this information is grounds for refusing or cancelling accreditation.
5. The manager of the farm is the person responsible for day-to-day management of the farm. This person must be in a position to ensure that the conditions of accreditation are met and will be legally responsible for ensuring compliance with the conditions of accreditation. **If you cannot guarantee that the conditions of accreditation can be met, DO NOT SIGN THE FORM.** The postal address of the manager will be used for correspondence in relation to the Scheme and the conditions of accreditation. This address will be displayed on the Department of Agriculture, Fisheries and Forestry website to facilitate the trade of HGP free cattle produced under this Scheme. The additional contact information (fax, e-mail) is optional but enables ease of communication if entered.
6. If the manager is not the owner of the farm, insert the name and address of the legal owner.
7. If the manager is not the owner of the cattle on the farm, insert the names and addresses of all other people who own cattle on the farm.
8. If HGPs have been used on the farm, you may be required to demonstrate, using those records you were legally bound to keep, that all treated cattle have been removed from the farm and unused doses disposed of appropriately.
9. To retain cattle that were introduced to your farm after 30 June 2000, they must have come from a property accredited under this Scheme, have been identified as per the requirements of this Scheme by the previous owner and have been notified to the NLIS database as having left the previous property. You must also have documentation (a European Union Vendor Declaration or National Vendor Declaration) relating to this transfer and you may be required to produce this documentation before your accreditation can be approved. You are responsible for ensuring, by contacting Meat and Livestock Australia (MLA), that the NLIS database lists these cattle against your property. A confirmation from MLA is required to be attached to the application form. Reference breeding female replacement rules.
10. This information will provide the "start up" position against which auditors can assess your compliance with the conditions of the Scheme.

Breeding bulls: All Bulls.

Introduced breeding females: Females introduced from non-EU properties.

Animals born on the farm: All animals born on the farm (Do not include bulls in this section).

Animals transferred to the farm: This includes all animals introduced to the farm on or before 30 June 2000, and/or animals sourced from EU accredited consignment. (Do not include introduced breeding females in this section).

THE UNDERTAKINGS

Statement 1 means you undertake not to treat any of your cattle with HGPs on your accredited farm. HGP sellers are required by law to advise the relevant State/Territory authorities of all HGP purchases. If such notification is received for your farm while you are accredited, you may face legal action. If you have used HGPs in the past, you must be able to account for all purchased doses with the legally required records of use and disposition of the implanted cattle. These records will be inspected when your property is audited.

Statement 2 can only be made if you have records to prove that cattle brought onto the farm before your accreditation, except for breeding bulls, have never been treated with HGPs. The required records are described for Statement 3. After accreditation is approved, you must only bring cattle onto your farm that come from accredited properties or EU eligible consignments from departmental accredited saleyards (with the exception of breeding animals), have been identified as per the requirements of this Scheme and are accompanied by the proper documentation as described below. You must obtain a correctly completed European Union Vendor Declaration (EUVD), or copy for cattle sourced from eligible consignments at departmental accredited saleyards and retain these documents until at least two years after introduced cattle leave your property. This also applies to cattle brought onto your farm for agistment purposes.

Statement 3 means you will not bring non accredited breeding animals onto your property without prior approval.

Statement 4 refers to cattle on your farm when you become accredited that were introduced on or before 30 June 2000. You must have either a National Vendor Declaration (NVD), an H7 form for property-to-property transfers or an endorsed stock agent's invoice provided at the time the cattle were introduced to your farm and attesting that the cattle have never been treated with HGPs. For bobby calves introduced on or before 30 June 2000, a document attesting to their age when introduced will suffice. You must be able to match these documents with the introduced cattle they refer to .

Statement 5 refers to cattle introduced after 30 June 2000. Such cattle may remain on your farm only if they were introduced from an accredited property and were identified by the previous manager with a Breeder or Post-Breeder Device and the NLIS database was notified that the cattle left the vendor's property. You will be required to provide the department with a list of NLIS or RFID numbers for all breeding animals from non-EU properties that you wish to retain. You must have either a European Union Vendor Declaration (see below) or an NVD from the previous manager.

Statement 6 refers to cattle leaving the farm to go to another accredited property or to an EU listed abattoir. Cattle must be accompanied by correctly completed and signed EUVD.

Statement 7 means that you will not issue an EUVD for animals treated with HGP's.

Statement 8 means that you undertake to maintain relevant documents in order to demonstrate at audit, your compliance with the conditions of accreditation, and that you will keep those records for a period of two years.

Statement 9 allows the entry onto your property of persons authorised under the Export Control Act for the purpose of audit. If you are selected for audit, the auditor will contact you to ask your permission to conduct the audit and will arrange an appropriate time. Auditors will either be State/Territory officers, departmental officers or such other persons delegated by the department to act on behalf of the department. Officers from the European Commission will periodically wish to audit accredited properties to ensure Australia's compliance with market access requirements. After an audit you will be notified in writing of any deficiencies. Time may be allowed to take corrective action. If you fail to take corrective action in the time allowed or if there are serious non-compliances (for example, evidence of HGP use), the property accreditation will be revoked and you may face legal action.

Statement 10 relates to the mustering of cattle, and is essential for auditing purposes.

Statement 11 relates to the relinquishing of accreditation. Producers may relinquish their accreditation at any time, but must provide written notification. Until such notification is received you remain legally responsible for ensuring the conditions of accreditation are complied with even if you sell the farm or leave the employ of the farm owner. If you sell the farm or leave the employ of the farm owner, the new manager must submit an application form for the accreditation of the farm to continue. Notification must be made to the EUCAS Coordinator in writing. Once notified, your accreditation and cattle eligibility will be cancelled. Your EUVDs must be returned to the office that issued them.