

CHICKEN FARMERS OF ONTARIO

Quota Policy No. 166-2004

Effective January 9 , 2005

made under

THE FARM PRODUCTS MARKETING ACT

Interpretation

1.01 In this policy,

- (a) “Access Point” means a place used to enter or exit a barn.
- (b) “Audit” means a systematic and independent examination to determine whether activities and results at a registered premises comply with this policy.
- (c) “Auditable position” means complying with the requirements of this policy and having completed at least 3 flocks of record keeping.
- (d) “Auditor” means an inspector appointed by the Board pursuant to regulations made under the Farm Products Marketing Act who has successfully completed the appropriate OFFSAP auditor-training course.
- (e) “ Audit Checklist” means the document used by an auditor to examine and determine compliance with this policy.
- (f) “Barn” means a measurable area used for the production of chicken that has been approved by the Board for such purpose.
- (g) “CA” means a corrective action taken by a producer relating to a deviation from a critical control point, good production practice, standard operating procedure or a corrective action request.
- (h) “CAR” means Corrective Action Request and is issued to a producer by an auditor in relation to a deficiency identified during an audit by the auditor.
- (i) “CCP” means Critical Control Point.

- (j) “Certified” means a finding that a producer and the registered premises of the producer are in compliance with this policy.
- (k) “CFIA” means Canadian Food Inspection Agency.
- (l) “Controlled Access Zone” (CAZ) means an area established by a producer that is outside the barn and where access by pedestrians and vehicles is minimized and is limited to visitors that are essential to the operation.
- (m) “Flock” means a chicken or chickens being produced at a registered premises.
- (n) “Form 3” means a Flock Production and Marketing Form - Form 3 as appended to Chicken Farmers of Ontario General Regulation No. 1911-2003.
- (o) “Form 6” means a Flock Information Reporting Form - Form 6 as appended to Chicken Farmers of Ontario General Regulation No. 1911-2003.
- (p) “gFARAD” means, “Global food animal residue avoidance database” which sets out acceptable withdrawal periods for medications and vaccines when used in an extra or off label manner.
- (q) “GPP” means Good Production Practice.
- (r) “Grow-out period” means the period of time in days that a flock requires to reach a contracted weight category.
- (s) “HACCP” means Hazard Analysis Critical Control Points.
- (t) “Initial Audit” means the first audit completed at a registered premises.
- (u) “Inputs” include; chicks, feed, water, medication, feed additives, vitamins, chemicals or any other products used during and related to the production of a flock.
- (v) “MRL” means maximum residue limit.
- (w) “OFFSAP” means the program established by CFC entitled, “Safe, Safer, Safest On-Farm Food Safety Assurance Program” detailing standards for chicken production in Canada.
- (x) “PFU” means Plate Forming Units measured in relation to the dosage level of a vaccine that is administered to each chick.

- (y) “Pre-Audit Checklist” means a document provided by the Board upon request from a producer that, upon completion by the producer, allows the producer and an auditor to determine the producers level of preparedness to undergo an audit.
- (z) “Recommended code of practice for the care and handling of poultry” means the guidelines developed under the auspices of the Canadian Agri-Food Research Council that promote appropriate animal care.
- (aa) “Restricted Access Zone” (RAZ) means an area established by a producer where access is restricted to essential visitors.
- (bb) “SOP” means Standard Operating Procedure.

Application and Implementation

- 2.01 This policy is made by the Board under the *Farm Products Marketing Act* and sets out the requirements which must be met by all producers in relation to the OFFSAP for the production and marketing of chicken.
- 2.02 In continuing to fix and allot crop quotas to producers, the Board requires that producers comply with the minimum standards of chicken production described in this policy.
- 2.03 This policy will be implemented effective January 1, 2005 on which date all producers will be required to demonstrate compliance with this policy and will have been either audited or be in an auditable position for each registered premises that they own.
- 2.04 The Board may, on occasion, deem it appropriate to make certain specific orders and directions in relation to and as an adjunct of this policy for the purpose of furthering the intended effect of its application.
- 2.05 Any variation or a new procedure implemented by a producer subsequent to certification must still comply with the requirements of this policy.

Record Keeping

- 3.01 Every producer shall establish and maintain a file for each crop of chicken being produced and marketed at a registered premises that contains a record of all activities occurring in each barn in relation to the following aspects of chicken production:

“Good Production Practice”

- (a) GPP 1: Controlling Access to The Farm
- (b) GPP 2: Access to Space, Feed and Water
- (c) GPP 3: Cleaning and Disinfection
- (d) GPP 4: Bedding Materials
- (e) GPP 5: Day Old Chicks
- (f) GPP 6: Other Input Materials
- (g) GPP 7: The Grow-Out Period
- (h) GPP 8: Handling Chickens During The Grow-Out Period
- (i) GPP 9: Loading Protocol

“Critical Control Point”

- (a) CCP 1: Water Quality Control
- (b) CCP 2: Feed Quality Control

- 3.02 Every producer shall establish and maintain an annual file in relation to a registered premises, which shall contain current documentation in relation to the inputs used at the registered premises and a completed OFFSAP Form GPP 1 through to 9 inclusive, or an equivalent SOP. The SOP or GPP documentation shall be reviewed, signed and dated annually by the producer. The annual file shall also include a copy of the CFIA hatchery license or a HACCP recognition certificate for each hatchery that has supplied chicks to the registered premises; written confirmation from each feed mill that has supplied feed to the registered premises that it is HACCP certified or has a quality and food safety control program in place; a list of all vitamins, medications, feed additives, pesticides, rodent poisons and other chemicals used at the registered premises and all annual water analyses results obtained from a provincial or municipal public health laboratory or another qualified laboratory recognized by Provincial Health Authorities.
- 3.03 Every producer shall ensure that all employees working in the barn have read and understood this policy and that they have read the “Recommended code of practice for the care and handling of farm animals – Chickens, Turkeys and Breeders from Hatchery to Processing Plant”.

GPP 1: Controlling Access To The Farm

- 4.01 Every producer shall establish a first and a second zone of protection in relation to the registered premises.
- 4.02 The first zone of protection shall be the CAZ and shall include the area around the outside of each barn and must include the feed and fuel tanks. Manure storage must be outside the CAZ.
- 4.03 The second zone shall be the RAZ inside each barn.
- 4.04 Signs must be posted at each barn that provide clear warning to people that entrance to the RAZ is prohibited.
- 4.05 Every producer shall ensure that access points to the barn are locked.
- 4.06 Every producer shall ensure that all visitors entering the RAZ complete the visitors log book that must contain the date, time in and out, name and signature of the visitor.
- 4.07 Every producer shall have a documented pest control program in place for the registered premises and never allow pets into the RAZ.
- 4.08 Every producer shall ensure that:
 - (a) Work areas are kept neat and tidy.
 - (b) Gaps under the eaves are patched.
 - (c) Damaged screens are repaired promptly.
 - (d) Weeds and grass are cut within the CAZ on a regular basis or that a strip of gravel or crushed rock has been installed.
 - (e) The area around the barn is kept clean, tidy and free of rubbish.
 - (f) All low areas around the barn are filled and leveled.
 - (g) Any spilled feed around or below feed tanks and augers is removed immediately.

GPP 2: Access To Space, Feed and Water

- 5.01 Every producer who mixes feed on farm or adds an ingredient to commercially supplied feed shall implement a control program and take the following measures in order to prevent bacterial contamination and to control the risk of mixing non-medicated feed with medicated feed:
- (a) Weigh the correct quantity of the appropriate medication.
 - (b) Properly mix the medication into the feed.
 - (c) Prevent cross contamination.
 - (d) Take a sample that must be retained until at least two weeks after the chicken that was fed the modified feed was marketed.
 - (e) Adhere to the correct withdrawal times.
- 5.02 No producer shall transfer leftover feed to or from another location except to a feed mill for proper reprocessing, or unless such other location and the producer's location is under a common management team and there is a control program in place which incorporates the following elements:
- (a) A record must be kept that indicates the date the feed was transferred, the type of feed, the original location, the new location, any medications in the feed and any withdrawal periods required and the method of transfer.
 - (b) A sample of the feed must be taken before the feed is transferred to the receiving bin and the sample must be kept for at least fourteen days after shipment.
 - (c) No feed from either inside the barn or outside of the feed bin can be transferred.
 - (d) The feed was transferred from an uncontaminated location.
- 5.03 Each load of feed or feed ingredient must be stored in clearly identified closed bins or in tanks.
- 5.04 Each feed bin shall be inspected for leaks of feed from the bin or rain into the bin after each flock and the feed bin shall be inspected inside and outside annually for feed caking and rust.
- 5.05 Feed bin boots, augers and feed lines shall be emptied and thoroughly cleaned between flocks.
- 5.06 Every producer shall test all water sources used for chicken production annually at a provincial or municipal public health laboratory or at a private laboratory recognized by provincial health authorities for the presence of bacteria and chemicals. Chemical analysis is only required if indicated by the local municipal health authority. Producers using treated municipal water only need a bacteriological test performed, and not a chemical test.
- 5.07 Every producer shall flush and the water lines under full water pressure between flocks. Every producer shall disinfect the water lines between flocks provided that a disinfectant program is not required if a such a program was utilized during the production cycle. A producer using an open drinking system must disinfect and allow the system to dry prior to use.

- 5.08 Every producer shall ensure that the water consumed by the flock meets the following minimum bacteriological standards:
- (a) No sample contains more than 10 coliforms per 100 mL of water.
 - (b) None of the coliforms detected are faecal coliforms.
 - (c) No sample contains more than 500 organisms per ml in terms of total bacteria count.
- 5.09 Where a water test has been returned as unacceptable, corrective action must be taken immediately and the water retested to ensure that the unacceptable condition has been remedied by the corrective action. If treatment was required, the water delivery system shall be adjusted in accordance with the manufacturer's specifications in that regard and the system shall be verified and recorded weekly on OFFSAP Form CCP 1. The precision of the water system must be verified annually.
- 5.10 All water medicators shall be tested prior to use. The method of testing, the results of the test and any deviations and subsequent repairs must be recorded.

GPP 3: Cleaning and Disinfection

- 6.01 Each barn used to produce chicken must be thoroughly cleaned, completely washed and disinfected after a disease outbreak that required depopulation.
- 6.02 Every producer, when practical shall ensure that all fans in each barn are cleaned to remove build-up and washed and disinfected.
- 6.03 Every producer shall keep clean each barn exterior and all equipment used in relation to each barn.
- 6.04 Every producer shall perform a complete barn interior washing at least once annually. A complete washing must include all floors, walls, ceilings and equipment and be recorded on OFFSAP Form GPP 3.
- 6.05 The interior of each barn, including adjoining rooms, shall at a minimum be cleaned and disinfected thoroughly after each flock as follows:
 - (a) Manure shall be removed from inside each barn immediately after shipping and stored in accordance with provincial regulations.
 - (b) Manure must not be spread within the CAZ.
 - (c) All organic material shall be removed from the floors, walls, ceilings, rafters and equipment.
 - (d) The floor and all walls, ceilings, rafters and equipment shall be disinfected.
 - (e) All equipment used in the clean-out process shall be cleaned and disinfected.
- 6.06 Every producer who utilizes a flow-through barn shall ensure that:
 - (a) Separate ventilation systems are installed in each grow-out section of the barn
 - (b) Separate doors are available for each grow-out section of the barn.
 - (c) All cleaning and disinfection standards as described in Section 6.05 are applied to each separate grow-out section of the barn.
 - (d) A barrier is present to prevent disease transmittance between chicken of different ages.

GPP 5: Day Old Chicks

- 7.01 Every producer shall obtain a written assurance from the hatchery supplying chicks regarding the vaccination and medication history, with dosage level administered to each chick and the withdrawal period required.
- 7.02 Every producer shall record on Form 3 the vaccination and medication history of each flock, setting out the type of vaccination or medication, the dosage administered and the withdrawal period, including vaccines and medications administered at the hatchery and during grow-out.
- 7.03 Every producer shall ensure that the flock is not marketed prior to the safe marketing date as dictated by the withdrawal period indicated for the type of vaccination or medication administered.
- 7.04 Every producer who markets chickens at less than 30 days of age shall obtain a written assurance from their hatchery that the day-old chicks have not been injected or exposed to drugs with withdrawal periods.
- 7.05 Prior to the supply of chicks, every producer must ensure that each barn is ready for placement by adhering to the following procedures:
 - (a) Undertake a review of the checklists on OFFSAP Form GPP 2 and GPP 3.
 - (b) Ensure that the bedding is clean, soft and dry and of an adequate depth to absorb the droppings.
 - (c) Adjust the temperature to an appropriate level.
 - (d) Ensure that adequate feed and water supplies are available.
- 7.06 Every producer shall ensure that the chicks are inspected at placement and again at three or four days into the grow-out period. All observations made must be recorded on OFFSAP form GPP 5 as well as any corrective actions the producer has taken in relation to the chicks.

GPP 6: Other Input Materials

- 8.01 Every producer shall be familiar with and adhere to all provincial and federal regulations relating to the purchasing, usage and storage of medications and chemicals.
- 8.02 Every producer must:
- (a) Only purchase and use products approved for use in chicken and approved for use in food animal premises. Products may only be used in accordance with instructions from the manufacturer or under veterinarian direction. Every producer shall ensure that anyone administering medication is properly trained in that regard, and, if required by provincial regulations, is certified before they use any chemical products.
 - (b) Check the supplies when they come to the registered premises. The supplies must come in unopened containers. Each supply must have a label identifying it, its concentration and strength. There must be instructions for use. You must keep this information for your records. Verify that the label on the package coincides with what was ordered.
 - (c) Store medications, vitamins and other feed additives in closed containers, according to manufacturer recommendations, follow the label recommendations and only use with compatible products. Chemicals must be stored separately from medications and feedstuffs.
 - (d) All medications and chemicals used during the grow-out period must be recorded on the Form 3.
- 8.03 Every producer shall ensure that the use of extra label and off-label medications in chicken follows the protocol described in the CFIA's Meat Hygiene Manual of Procedures entitled "Prevention of Drug Residues from Extra Label Usage of Drugs and from Unapproved Drugs".
- 8.04 Every producer shall ensure that in the case of extra or off-label drug use, the withdrawal time must be recorded on the Form 3, together with the name of the veterinarian who prescribed the drug, the date for the prescription and the source of the withdrawal period. If the withdrawal period was obtained from gFARAD or another source, the name and telephone number (or e-mail address) of the person who provided the information must be included on the prescription. A copy of the veterinary prescription, including a withdrawal time indicating the basis for compliance with the applicable Canadian Maximum Residue Limit (MRL) or assurance of a non-detection level of residues, must be submitted with the advance copy of the Form 3.

GPP 7: The Grow-Out Period

- 9.01 Every producer shall ensure that each barn is equipped with a functional monitoring and alarm system that is able to alert the producer to any power interruption or any temperature variation outside the critical temperature limits.

GPP 8: Handling Chickens During the Grow-Out Period

- 10.01 Every producer must ensure that the flock is checked at a minimum of twice per day during the entire grow-out period and more often during the first week after the chick placement.
- 10.02 Every producer shall ensure that sick or injured chickens are treated promptly and that those that do not respond to treatment are culled daily in a humane manner and stored or disposed of in an appropriate manner in accordance with provincial regulations.
- 10.03 Every producer must withdraw medication from feed and water before the flock is shipped for processing. The withdrawal period must be according to the prescription.
- 10.04 All feed treatment and water treatment must be noted on the Form 3 with the appropriate information including date, disease, medications, withdrawal period if applicable, length of treatment and whether or not the treatment was successful.
- 10.05 Every producer shall ensure that all feeding lines are run empty and water lines are flushed when a treatment involving a withdrawal period is used during the last two weeks of grow out and that the dates of these actions are recorded.

GPP 9: Loading Protocol

- 11.01 Every producer shall check with the processor for instructions relating to feed withdrawal prior to shipment for processing.
- 11.02 Every producer shall ensure that the following procedures are adhered to:
- (a) The intensity of light in the barn is reduced.
 - (b) Chickens are corralled with a net or screen to prevent the possibility of suffocation.
 - (c) Barn corners and back walls are checked during catching.
 - (d) The loading is supervised.
 - (e) The numbers of chicken casualties and culls are documented.
- 11.03 Every producer shall ensure that all information relating to access to feed, catching, loading and shipping is completed on the Form 6.

CCP 1: Water Quality Control

- 12.01 Every producer shall regularly monitor the quality of the water being provided to the flock and inspect for the presence of chemicals and moulds or other contaminants. Every producer shall ensure that OFFSAP Form CCP 1 is completed for each flock.
- 12.02 Every producer shall ensure that each time medication is administered via water that the appropriate information is recorded in the “Diseases and Treatments” section of the Form 3.
- 12.03 Every producer if necessary shall follow the minimum deviation procedure set out as follows:
- (a) Flush any contaminated water from the water lines and record the date and time of removal.
 - (b) Contact the processor to reschedule the marketing and record the contact.

CPP 2: Feed Quality Control

- 13.01 All loads of feed shall be sampled upon delivery with the results being recorded on OFFSAP Form CCP2A, provided that:
- (a) The feeding system is cleaned prior to the beginning of the sampling method;
 - (b) Only documented feed medication for which there are no withdrawal periods is used throughout the crop cycle; and
 - (c) Feed is only delivered in shipments exempt of drugs for which there is a withdrawal period and no feed treatment with a drug for which there is a withdrawal period is used during the crop cycle.
- 13.02 If drugs requiring a withdrawal period are incorporated with the feed, then every load of feed delivered during the last fourteen days of a crop cycle shall be sampled and the results of such sampling shall be recorded on OFFSAP Form CCP2A. Additionally, a second set of samples shall be obtained from feed inside the barn being consumed by chicken on an every other day basis, starting on the 14th day before the scheduled processing date and the results of such sampling shall be recorded on OFFSAP Form CCP2B.
- 13.03 Samples shall be taken at a number of different locations or at a number of intervals during the delivery of feed in order to be representative. All samples obtained must be stored in a cool, dry and secure location for a minimum of fourteen days following marketing of chicken to a processor.
- 13.04 Producers who begin a crop cycle using the sampling method described in paragraph 13.01 must complete the crop cycle using the sampling method described in paragraph 13.02 if, during the crop cycle, a drug or feed treatment is introduced that requires a withdrawal period.
- 13.05 Every producer shall ensure that:
- (a) Feed bins are checked for proper identification at least annually.
 - (b) A record is kept of the feed bin into which each feed delivery is unloaded.
 - (c) A copy of the feed delivery slip is obtained at the time of unloading.
 - (d) A record is kept of the medication in the feed and the date and time of receipt of the feed for every load delivered.
 - (e) The feed is inspected for mould or other contaminants.
 - (f) All feed samples are taken and stored for a minimum of fourteen days after the flock has been marketed in properly identified containers in a manner which protects the samples from contamination.
- 13.06 Every producer if necessary shall follow the minimum deviation procedure set out as follows:

- (a) Remove any feed from the feeders and record the date and time of removal.
- (b) Contact the processor to reschedule the marketing and record the contact.
- (c) Contact the feed supplier and advise of the deviation.
- (d) Rededicate the feed if possible.

13.07 Every producer must ensure that the correct medication is being used at the proper time during grow-out and must keep a record of the medications used and the dates and times that treatment started and ceased.

Audits and Certification

- 14.01 Every producer shall make a request to the Board for and participate in an initial audit.
- 14.02 Every producer shall complete and file with the Board an acceptable copy of the pre-audit checklist.
- 14.03 Every producer will receive an initial audit in relation to their registered premises by an auditor.
- 14.04 At the close of each audit the producer will be provided with a copy of the auditor's findings, which may include recommendation for certification or CARs. A producer in receipt of CARs will be subject to an additional audit for the purpose of confirming that CAs have been satisfactorily implemented.
- 14.05 It is a condition of certification that an audited producer completes an undertaking to continue to comply with the requirements of this policy.
- 14.06 The Farm Audit Supervisor may be requested in writing within ten working days of the completion of an audit to review the auditor's findings. The request must set out the reasons for the review. Upon receipt, the Farm Audit Supervisor will review the written submission, the audit process and the auditor's findings and advise the producer of the conclusions within ten working days.

Books and Records

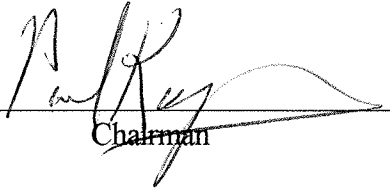
- 15.01 Every producer shall retain the books, records and documents created and compiled in relation to this policy and make them available for inspection upon request by an appointed inspector of the Board for a minimum of twenty-four months following the date of creation of the books, records or documents.

Failure to Comply

16.01 The Board may refuse to fix and allot a quota, or may reduce, refuse to increase or cancel a quota fixed and allotted to a producer who fails to comply with or has contravened any provision of this policy, or an order or direction of the Board made under it.

BY ORDER OF Chicken Farmers of Ontario

DATED AT Burlington, Ontario this 21st day of December 2004.



Chairman



Secretary

CHICKEN FARMERS OF ONTARIO

Policy No. 168-2005

Amending Quota Policy No. 166-2004

Effective July 26, 2005

made under THE FARM PRODUCTS MARKETING ACT

1. Quota Policy No. 166-2004 is amended by adding thereto the following paragraph:

16.02 Where a producer fails to request an initial audit, in accordance with Section 14.01 of this Policy by July 31, 2005, the crop quota to be allotted for the next crop quota period after July 31, 2005 shall be reduced by 5%. Where a producer fails to request an initial audit by the deadline date next following July 31, 2005 on Form 101 for a subsequent crop quota period, the crop quota to be allotted for the subsequent period will be reduced by 10%. The producers crop quota will continue to be reduced by twice as much as the previous reduction, until such time that the producers is in compliance with Section 14.01 of this policy or the crop quota to be allotted is exhausted. Once in compliance with Section 14.01 of this Policy the crop quota will be restored to the level that the producer should otherwise be entitled to receive, subject to all other provisions of Quota Policy No. 162-2003. At the time a producer is deemed to be in compliance with Section 14.01, the producer will not be entitled to receive any kilograms that were previously forfeited.

BY ORDER OF Chicken Farmers of Ontario

Dated at Burlington, Ontario this 26th day of July, 2005.


Chairman


Secretary