A guide for pig keepers

August 2013
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Annex 4 – Newly revised haulier summary movement document
Introduction

Whether you keep one pet pig or a commercial herd you must by law register with the Animal Health and Veterinary Laboratories Agency (AHVLA). In the event of a disease outbreak, knowing the precise location of all livestock is essential for effective measures to control and eradicate highly contagious viruses. You place both your own and other livestock in the area at risk if you do not register your holding or report notifiable diseases (see Annex 1 for a link to a list).

If you have any questions regarding these issues please contact the **Rural Payments Agency’s Livestock Identification Helpline on 0845 050 9876** or your nearest AHVLA Regional Office (contact details at Annex 1).

To move a pig to your holding for the first time

- You will need a County Parish Holding number (CPH) which identifies the land where the pigs will be kept.

- The CPH is a 9 digit number.

- The first 2 digits relate to the county your pigs are kept in, the next 3 digits relate to the parish and the last 4 digits are a unique holding number. For example, 12 / 345 / 6789.

- To apply for a CPH you need to contact The Rural Payments Agency (RPA) customer registration helpline on 0845 603 7777.

- If you do this before the pigs are moved to your holding it will make using the eAML2 system easier for the dispatching keeper.

- You must then contact AHVLA to let them know you will be keeping pigs (see below for registering your pigs).

Register your pigs

- Once pigs are on your holding for the first time you need to register that with AHVLA (even if it is just one pig or a pet pig).

- By law you should do this no later than 30 days of receiving pigs for the first time (or beforehand). Contact your **local AHVLA office**.

- You will be asked for your CPH number as a reference.

- Once you inform them you are keeping pigs, they may be able to register this for you over the phone but they may require you to submit a request in writing.

- Do let them know if your correspondence address is different from the location of your pig(s).
• When your pig(s) is/are registered, a herd mark will be automatically created for you. You may be told this over the phone. You must use this to identify your pigs when they move off your holding.

• Herd marks for pigs are 1 or 2 letters followed by 4 digits. For example, A1234 or AB1234.

• The herdmark provides a quick and effective means of identifying premises from which pigs have moved. It is unique, kept on a single database and available to inspectors for rapid tracing.

• The AHVLA Regional Office will send you a registration document which will contain your personal details, CPH and herdmark.

You can now move the pigs to your holding using the eAML2 system

• Pig movements are authorised under the terms of a General Licence, which sets out the conditions for movement. You may view it on the pig ID pages on the Government website (link at Annex 1).

• All pig movements must by law be recorded and reported by their keepers.

• Keepers who register on the free to use eAML2 system can report moves electronically online.

• You can register to use the system by going to the webpage www.eaml2.org.uk.

• The e-aml2 helpline can help keepers new to the system to set up a move - 0844 335 8400

• Flow diagrams at Annex 2 illustrate:
  o examples of different types of moves, and;
  o differences between 'electronic' moves and bureau paper moves.

• The British Pig Executive (BPEX) who operate the service provide an alternative for keepers without computer equipment or the internet. They can report moves using the MLCSL bureau who will produce haulier summary/movement document (HS/MD) for them (helpline number above). (The British Pig Association (BPA) offers a similar service for its members).

• Moves must be **pre-notified**. There is a limited exception for moves to markets – see below.

• **It is important to plan your pig moves in advance.**

• Pig movements must always be accompanied by a printed movement document (HS/MD) generated from the eAML2 online system or provided by the bureau service.
• If you are using the bureau service you will need to allow time for your Haulier Summary/Movement Document (HS/MD) to arrive through the post.

• The requisite numbers of the HS/MD must accompany the consignment as follows:

  - If the receiving keeper does not use eAML2 / or have access to a computer, you will need to print a copy for him to retain and another for him to send to MLCSL to confirm his receipt of the animals.

  - If the receiving keeper confirms receipt of the pigs to the bureau via phone he will only require one copy - to keep for his records.

• On the date of dispatch - you load the pigs and give the HS/MD(s) to the haulier. You should then confirm details via SMS text or online.

• Similarly, when the pigs arrive, the destination abattoir/farm/market etc. confirms the animals/numbers arrived on line or via notification to the BPEX-MLCSL bureau (with the haulier retaining a copy of the HS/MD given to them at loading).

• Completed movement details are uploaded nightly into the Government’s animal movements database from the eAML2 system, providing up to date and accurate movement data.

Moves to a market

• Pig movements to a market (or collection centre) that you require to move ‘on the day’ do not have to be pre-notified.

• You can complete a hand written paper copy of the HS/MD (copies available from markets and MLCSL).

• You can only move animals to market in this way IF the market/cc will send the details electronically via the eAML2 system for both the move from the farm and confirmation of the arrival at the market - on the day of arrival of the pigs.

• Keepers must ensure the market can facilitate this option before moving the animals without pre notification and must receive and retain confirmation from the market when it has done so in the form of a completed HS/MD.

• Keepers no longer need an Individual Movement Licence (IML) to move a pig from a market. This is because the movement is now pre-notified electronically by the market. However the haulier will still require a HS/MD for the transportation of the animals.

Movement records

• For all electronic moves all HS/MD records will be stored electronically on the eAML2 system for 3 years and will be available to be inspected by the relevant authorities.

• The transporter must keep their copies of HS/MDs for 6 months.
Copies of HS/MDs must be kept by the receiving keeper for 6 months, unless the keeper uses the electronic e-AMLS2 service.

20 Day Standstill

- Once the pigs arrive on your holding, it will be under a ‘standstill’ whereby other farmed livestock may not be moved off the holding for specific periods.
- These rules protect against the rapid spread of any new outbreak of disease as the standstill acts as an incubation period and slows down the spread of disease.
- Pigs trigger a 20 day standstill on other pigs present when they move onto a holding.
- Pigs trigger a 6 day standstill on any cattle, sheep or goats present on that holding.
- Cattle, sheep and goats moving onto a holding will impose a 6 day standstill on any pig on that holding.
- For more information on livestock movements and standstills rules your local AHO or Local Authority Trading Standards can advise you.

On farm records

You must keep a holding movement record in the following simple format:

<table>
<thead>
<tr>
<th>The Pigs (Records, Identification and Movement) Order 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name and address of the person keeping the record</strong></td>
</tr>
<tr>
<td>Date of movement</td>
</tr>
<tr>
<td>------------------</td>
</tr>
<tr>
<td>01/10/2011</td>
</tr>
<tr>
<td></td>
</tr>
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<td></td>
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<tr>
<td></td>
</tr>
</tbody>
</table>

(1) In the case of a movement to shows, AI centres, or for export, this must include each pig’s unique individual identification number.
• You must record each movement of a pig on or off the holding in this document within 36 hours of the movement.

• Once a year you need to record the maximum number of pigs normally on the holding and the actual number of pigs on the holding at that date.

• You need to keep this record for 3 years after you stop keeping pigs.

• Your records must be available on request for inspection by: RPA / AHVLA / Local Authorities.

• They may make an on farm visit or may request your records to be sent in for inspection.

• This record can be kept in hard copy or electronic form. If you keep your records in electronic form you must be able to provide a hard copy of your record on request.

• A keeper can view a chronological list of the pdfs of each movement on the eAML2 system. S/he may rely on these to act as his holding movement record (as they contain the same information described in the table above) but must make them available to an inspector on request.

• The keeper is responsible for the accuracy of the holding movement records in whatever format they are retained.

Identification

You can identify your pig by an eartag, tattoo, or (double) slapmarks. For a list of suppliers of identification equipment see Annex 1,

**Ear tag**

• An ear tag must be stamped or printed – not hand written.

• It must contains the letters “UK” followed by your herdmark.

• For example, UK AB1234.

• Tags used for slaughter animals must be metal or plastic **but must be sufficiently heat resistant** to withstand carcase processing.

• Tags used for movements between holdings can be plastic.

**Tattoo**

• Can be a tattoo of your herdmark - on the ear.

• For example, AB1234.

• UK is not needed.
Slap mark

- A permanent ink mark of the herdmark is applied on each front shoulder of the pig.
- It must be legible for the life of the pig and throughout the processing of its carcase.
- For example, AB1234.
- The use of ‘UK’ is voluntary.
- Use of compressed air slap marking equipment is permitted.

Identification of pigs under 12 months old

- Can move between holdings with a temporary paint mark (see next section below).
- Move to slaughter with an ear tag, tattoo or double slap marks.
- Move to any type of market with an ear tag, tattoo or double slap marks.
- Move to a show or exhibition with an ear tag, tattoo or double slap marks - with an individual identification number.

Temporary Mark

- This can only be used on pigs less than 12 months of age – moving between farms only.
- It can be a paint mark – for example, a red line, black cross or blue circle.
- It must last until the piglet reaches its destination.
- Combined with the haulier summary / movement document, the temporary mark must be able to identify the holding from which the piglet moved.

Identification of pigs over 12 months old

- These pigs can only move between holdings, to any type of market and to slaughter with an ear tag, tattoo or double slap marks bearing your Defra herdmark.
- **Your Defra herdmark must be applied to a pig before it moves off your Holding.**
- **Moves to a show or exhibition, for breeding purposes, to an AI Centre or for intra-community trade or export** - must be with a tag, tattoo or slap marks and must include a unique individual identifying number for each animal.
Photos of an ear tagged pig and a slap marked pig

Pet pig walking licences

People keeping any pigs including ‘micro’ pigs as pets or as a hobby are subject to the same rules and regulations as pigs kept in a commercial herd, and they must be identified as described above.

Owners of a pet pig must not move them other than to another holding - or walk them - without obtaining a walking licence from their AHVLA Regional Office.

The route will need to be pre approved:

- If AHVLA believes there is a risk with the intended route it will not be approved.
- This may be due to proximity to: a livestock market, high health status pig farms or fast food outlets, etc.
- If it is approved, the keeper will be issued with a licence that needs to be renewed annually.

The licence must be carried by the keeper during the walk.

- [Advice and guidance for owners of pet pigs and ‘micro’ pigs](#)
Feed advice

Following 2001 outbreak of Foot and Mouth disease, the first case of which was found to be at a farm where unprocessed waste food was being fed to pigs, it is illegal to feed any pig any catering waste (including used cooking oil) from restaurants, kitchens (both household and central), and other catering facilities even if those establishments cater solely for vegetarians.

Current legislation also imposes strict controls banning the feeding of other materials of animal origin or products containing them to farmed animals. There are a small number of exceptions. The following materials may be fed to pigs:

- Liquid milk or colostrum may be fed to pigs kept on the same holding as that on which the milk or colostrum originated;

- Former foodstuffs other than catering waste food from kitchens etc (see above) containing rennet, melted fat, milk or eggs but where these materials are not the main ingredient;

- Fishmeal, (animal derived) di-or tri-calcium phosphate, or blood products if suitably processed (see TSE Regulations internet link below); and

- Milk, milk products and white water when suitably treated.

Anyone obtaining waste milk, milk products or white water to feed to their pigs would need to register with Defra for this purpose, although, in the case of milk products, this would only be necessary if they contained more than 80% milk. Details on how to register are available from either the Defra helpline (08459 33 55 77) or the internet.

(https://www.gov.uk/dealing-with-animal-by-products as feedstuffs)

You may source certain types of former foodstuffs (see above), as well as fruit and vegetables, from non-catering premises for feeding to pigs, but this must only be done from those premises that either do not handle materials banned from being fed to pigs, or that have (HACCP) procedures in place to ensure complete separation from prohibited materials, and these procedures have been agreed with the local authority.

If you are uncertain about what can and cannot be fed to your pigs please contact your AHVLA Regional Office for advice (Annex 1). If in doubt about a waste food product don’t feed it.

Following these requirements will help keep your animals healthy and will reduce the risk of future outbreaks of disease.
Legislative Enforcement

RPA or other inspection bodies will refer any non compliance instances found during inspections to the relevant Local Authority responsible for enforcing the rules.

As a last resort, local authorities may decide to take legal action against any keeper deemed to be breaking the rules. If the court finds that a keeper is guilty of an offence, severe penalties may be set, including fines of up to £5,000 for each animal. In the worst cases, the court can also give the keeper a prison sentence.
Annex 1 – Contacts and website links

Animal Health and Veterinary Laboratories Agency Regional Offices -

<table>
<thead>
<tr>
<th>Region</th>
<th>Phone Number</th>
<th>Region</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ayr</td>
<td>01292 291350</td>
<td>Bury St Edmunds</td>
<td>01284 778150</td>
</tr>
<tr>
<td>Caernarfon</td>
<td>01286 674144</td>
<td>Carmarthen</td>
<td>01267 245400</td>
</tr>
<tr>
<td>Exeter</td>
<td>01392 266373</td>
<td>Galashiels</td>
<td>01896 758 806</td>
</tr>
<tr>
<td>Inverness</td>
<td>01463 728800</td>
<td>Inverurie</td>
<td>01467 626610</td>
</tr>
<tr>
<td>Leeds</td>
<td>0113 230 0100</td>
<td>Leicester</td>
<td>0116 278 7451</td>
</tr>
<tr>
<td>Newcastle</td>
<td>0191 229 5400</td>
<td>Perth</td>
<td>01738 602211</td>
</tr>
<tr>
<td>Preston</td>
<td>01772 861144</td>
<td>Reigate</td>
<td>01737 242242</td>
</tr>
<tr>
<td>Stafford</td>
<td>01785 231900</td>
<td></td>
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</tr>
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Industry bodies

British Pig Association
01223 845 100
email bpa@britishpigs.org
www.britishpigs.org.uk

British Pig Executive (BPEX)
www.bpex.org.uk

National Pig Association (NPA)
www.npa uk.org.uk

Pig Identification and movement information on the Government website
https://www.gov.uk/pigs-identification-registration-and-movement#more-like-this

MLCSL eAML2 helpline
(Mon – Fri 09:00 to 17:00)
Stoneleigh Park, Kenilworth, Warwickshire, CV8 2TL
0844 335 8400 or email – eaml2@bpex.ahdb.org.uk

Suppliers of slapmarking equipment and eartags
https://www.gov.uk/pigs-identification-registration-and-movement#more-like-this

Rural Payments Agency - Customer Service Centre
0845 603 7777

Rural Payments Agency - Livestock Identification Helpline
(Mon-Fri 9:00 to 17:00) – 0845 050 9876

Disease surveillance and control web page on the Government website
https://www.gov.uk/controlling-disease-in-farm-animals#exotic-disease-control-contingency-plans

List of notifiable animal diseases
http://www.defra.gov.uk/animal-diseases/notifiable/

Animal By-products page on the Government website (for permitted feedstuffs information)
Annex 2 - A description of current arrangements

Below are descriptive examples of some common types of moves:

Examples of a farm to farm move and farm to abattoir move

Online movement

- Enter movement details
- Print Haulier Summary (x1)
- On day of dispatch: off movement + changes confirmed online

Non-electronic movement

- Provide movement details – to MLCSL (in advance – by phone / fax / post)
- Haulier Summary sent to keeper (x4)
- On day of dispatch: annotate any changes

Examples of a farm to abattoir move

Online movement

- Enter movement details
- Print Haulier Summary (x1)
- On day of dispatch: off movement + changes confirmed online

Non-electronic movement

- Provide movement details – to MLCSL (in advance – by phone / fax / post)
- Haulier Summary sent to keeper (x4)
- On day of dispatch: annotate any changes

(The number of haulier summaries will vary according to whether one or both of the sending and receiving keepers are using the online service or the bureau service.)
Examples of a farm to show move

**Online movement**

Enter movement details **(outward & return journey back)**
Print Haulier Summaries **(x1 of each)**
On day of dispatch: - off movement + changes confirmed **online**

**Non-electronic movement**

Provide movement details – to MLCSL (in advance – by phone / fax / post)
Haulier Summaries (for outward & return journey back) sent to keeper **(x4)**
On day of dispatch: annotate any changes

**Example of a farm to show move**

(animal moving from/to the same holding)

Haulier Summary **(x2)** moves with the pigs

Organisers keep copy of haulier summary

**Show**

Return home with **previously printed haulier summary** (for the off show move).
(If not a return journey complete blank HS at show)
On day of dispatch: annotate any changes

**Electronic movement**

Haulier Summary **(x1)** moves with the pigs

Receiving keeper confirms receipt online (within 3 days, noting any changes from original notification)

**Farm**

Haulier Summary **(x4)** moves with the pigs

Receiving keeper confirms receipt to MLCSL (by phone / fax / post) within 3 days, noting any changes from original notification).

**Non-electronic movement**

Haulier Summary **(x4)** moves with the pigs

Organisers keep copy of haulier summary

(For return moves to/from a show the haulier summaries for both moves will need to be printed when the move is first notified to MLCSL, or the sending keeper if he/she is notifying the move electronically)

The number of haulier summaries will vary according to whether one or both of the sending and receiving keepers are using the online service or the bureau service.
Examples of a farm to market move and market to farm move

Examples of a farm to market move.

Online movement

Enter movement details
Print Haulier Summary (x1)
On day of dispatch: -
off movement + changes confirmed online

Market confirms receipt online (done on same day, noting any changes from original notification)

Non-electronic movement

Keeper can complete a paper haulier summary on the day (if not pre notifying)

Haulier Summary
(x1)
moves with the pigs

Receiving keeper confirms receipt online (within 3 days, noting any changes from original notification)

Online movement

Enter movement details
Print Haulier Summary (x3)

Receiving keeper confirms receipt to MLCSL (by phone / fax / post) within 3 days, noting any changes from original notification. Retains copy of haulier summary.

Non-electronic movement

Examples of a market to farm move.

Online movement

Enter movement details
Print Haulier Summary (x1)

Haulier Summary
(x1)
moves with the pigs

Online movement

Non-electronic movement

Enter movement details
Print Haulier Summary (x3)

Haulier Summary
(x3)
moves with the pigs

Online movement

Non-electronic movement

Receiving keeper confirms receipt online (within 3 days, noting any changes from original notification)

Non-electronic movement

Receiving keeper confirms receipt to MLCSL (by phone / fax / post) within 3 days, noting any changes from original notification. Retains copy of haulier summary.

Examples of a market to farm move.

(For non electronic moves using the bureau service haulier summary changes can also be sent by SMS text)
Examples of an export move and an import move

**Export**

- Online movement
  - Enter movement details online
  - Print Haulier Summary
  - Off move confirmed online

**Non-electronic movement**

- Provide movement details – to MLCSL (in advance – by phone / fax / post)
- Haulier Summary sent to keeper (x2)
- On day of dispatch: annotate any changes

**Import**

- Enter on movement details online

**Non-electronic movement**

- Provides details to MLCSL (by phone / fax / post) within 3 days of the import

(For non electronic moves using the bureau service haulier summary changes can also be sent by SMS text)
# Annex 3 – Glossary of terms and definitions

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Definition</th>
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<tbody>
<tr>
<td>AHO</td>
<td>Animal Health Office</td>
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<tr>
<td>AHVLA</td>
<td>Animal Health and Veterinary Laboratories Agency</td>
</tr>
<tr>
<td>BPA</td>
<td>British Pig Association</td>
</tr>
<tr>
<td>BPEX</td>
<td>British Pig Executive</td>
</tr>
<tr>
<td>CPH</td>
<td>County Parish Holding Number</td>
</tr>
<tr>
<td>eAML2</td>
<td>Electronic Animal Movement Licensing System</td>
</tr>
<tr>
<td>HACCP</td>
<td>Hazard Analysis and Critical Control Points</td>
</tr>
<tr>
<td>HS/MD</td>
<td>Haulier Summary/Movement Document</td>
</tr>
<tr>
<td>MLCSL</td>
<td>Meat and Livestock Commercial Services Limited</td>
</tr>
<tr>
<td>RPA</td>
<td>Rural Payments Agency</td>
</tr>
<tr>
<td>TSE</td>
<td>Transmissible Spongiform Encephalopathy</td>
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Annex 4 – Newly revised haulier summary movement document

eAML2 documentation can be viewed at: www.eaml2.org.uk/ami/helpline.eb