### 1.0 Background

The volume and range of products being utilised as dairy feeds continues to grow as farmers look for opportunities to maximise economic returns. At the same time, customers and regulators continue to increase the scrutiny placed on dairy products, both in terms of what they contain and how they have been produced. Animal feed can affect milk quality, food safety, and the customer's perception of appropriate sourcing, therefore suitability and traceability of all feeds used is a key component of that scrutiny. The processes and outcomes described in this guide have been developed to help dairy farmers and feed providers ensure that the dairy products they contribute to continue to meet customer expectations and New Zealand Regulations.

### 2.0 Scope

This guide covers the requirements for all dairy feeds entering the farm that were not grown/produced under the control of the farm owner/operator. In general, this will include all purchased dairy feeds and excludes feeds grown on the milking platform or support blocks controlled by the farm owner/operator:

- Forage crops grass and maize silage, hay, Lucerne, etc.
- NZ-grown plant crops wheat, kiwifruit, apples, etc.
- Compound feeds meal, blends, etc.
- Imported feeds PKE, corn, tapioca, etc.
- Processed foods bread, confectionary, biscuits, whey etc.
- Liquid milk and colostrum

Although most of these feeds will be supplied in bulk, the requirements described in this guide apply equally to bagged and other forms of product delivery.

### 3.0 Feed Declaration Process Overview

Dairy feeds have been split into three categories based on their risk profile.

- 1. New Zealand Grown Feeds includes all fresh or conserved NZ-grown crops, forages, fruits, vegetables, and grains that have not been subject to processes that incorporate additional ingredients.
- Imported/Compound & Processed Feeds includes all imported, compound, and processed feeds such as imported grains, PKE, tapioca, almond hull, biscuits, bread, lollies, juices, whey, and sauces, as well as any NZ Sourced Feeds where the conditions of the declaration cannot be met.
- 3. Milk and colostrum used for calf rearing or non-dairy animal feed (e.g., pigs). All movements of feed for animals, including dairy should be recorded to provide traceability for biosecurity/animal health issues, refer to the suggested template for transfer and sales table in this document, appendix 3. The completion of a feed declaration i.e., appendix 1 or 2 is not required, only the record of the movement for milk or colostrum for calves and non-dairy animal feed.

The assessment and documentation requirements for each category are described below.

### 3.1 New Zealand Grown Feeds

#### Table A: New Zealand Grown Feeds Process Summary

Step	Responsibility	Actions	Notes
1	Vendor	Confirm that all requirements of the NZ Sourced Feeds declaration are met for the consignment of feed being supplied.	<ul> <li>See Appendix 1 for a copy of the NZ Sourced Feeds declaration.</li> <li>If the conditions of the declaration cannot be met, then follow the Imported/Compound &amp; Processed Feeds process (3.2 below).</li> </ul>
2	Vendor	Complete the Declaration.	<ul> <li>Ensure all mandatory information is supplied</li> </ul>
3	Vendor	Sign the declaration	
4	Vendor	Supply a copy of the declaration to the Buyer at time of delivery/pickup.	A separate declaration is required for each consignment sold.
5	Vendor	Retain a copy of declaration and all supporting information (spray programmes etc.)	<ul> <li>Feed records must be retained for at least four years</li> </ul>
6	Buyer	Accept purchased feed if delivered with appropriate documentation, <b>OR</b> Reject if not suitable for dairy animals	Refer to suitability assessment
7	Buyer	Retain a copy of declaration	Feed records must be retained for at least four years
8	Buyer	Appropriate use of feed	<ul> <li>Use the declaration information to feed the product to the appropriate animals e.g., dry stock, lactating animals.</li> </ul>
9	Buyer	All purchased feed must to be stored appropriately to prevent deterioration (aflatoxin production) and/or contamination	

### 3.2 Processed/Imported Feeds

Table B provides a summary of the process for provision of feed suitability information for imported, processed and compound feeds. It is anticipated that most commercial feed suppliers will have electronic systems to obtain supporting data, undertake the suitability assessment, and provide the feed suitability information (via load docket, bag label, email, etc.) to the buyer. It is not expected that the Dairy Feed Declaration - Imported/Compound & Processed Feeds provided in Appendix 2 will be used by most feed suppliers but has been included to allow for one-off use where an automated system is not available.

### Table B: Processed/Imported Feeds Process Summary

Step	Responsibility	Actions	Notes
1	Vendor	Undertake an assessment for each batch of feed (or multiple batches where there is no material change in ingredient status) to confirm feed suitability for lactating dairy animals.	See 3.2.1 for details of the suitability     assessment process
2	Vendor	Provide buyer with feed information, including declaration of suitability, at time of delivery/pickup.	<ul> <li>Declaration may be in the form of a load docket, package label, standard template (see Appendix 2) or equivalent.</li> <li>A separate declaration is required for each consignment sold.</li> </ul>
3	Vendor	Retain a copy of the feed consignment information.	<ul> <li>A copy of the feed information supplied to the buyer, together with supporting evidence used in the suitability assessment, must be retained for at least four years.</li> <li>This need not be in the same format as supplied to the buyer and may be stored electronically.</li> </ul>
4	Buyer	Accept purchased feed if delivered with appropriate documentation, <b>OR</b> Reject if not suitable for dairy animals	Refer to suitability assessment
5	Buyer	Retain a copy of the feed consignment information.	Feed records must be retained for at least four years
6	Buyer	Appropriate use of feed	• Use the declaration information to feed the product to the appropriate animals e.g., dry stock, lactating animals.
7	Buyer	all purchased feed must to be stored appropriately to prevent deterioration (aflatoxin production) and/or contamination	

### 3.2.1 Dairy Feed Suitability Assessment

Use Table C to assess each batch of feed processed or imported. Where the feed meets the minimum requirement for lactating animals for ALL risk areas and appropriate supporting evidence is held, it may be labelled as **Suitable for Lactating Dairy Animals**. In all other cases, the feed must be labelled as **Not Suitable for Lactating Dairy Animals**.

### **Table C: Dairy Feed Suitability Assessment**

Food Diels Aven	Minimum Requirement for	
Feed Risk Area	Lactating Dairy Animal Feed	Examples of Supporting Evidence
Chemical Residues		
The presence of chemical/biological contaminants in milk represents major food safety, commercial, and reputational risks to the dairy industry. The level of contaminants/residues in the feed must be below relevant Maximum Residue Limits (MRLs) and not result in detection in milk above MRLs when fed at recommended rates.	The vendor has appropriate assurances from raw material supplier(s), in depth knowledge of the raw material production methods, and/or test results for each batch of raw material confirming acceptable residue levels.	<ul> <li>Declaration from feed supplier/grower confirming that any fumigant/pesticide /insecticide/herbicide, was applied in accordance with label requirements and that all specified withholding times were observed prior to harvest or sale, as appropriate.</li> <li>Copy of raw material manufacturing process.</li> <li>Chemical test results</li> </ul>
Biological/Toxin Residues	The feed contains no copra, or in the	
Copra has been shown to present a high risk of elevated aflatoxin levels in milk. An intake of less than 15% of the total diet has been set to manage this risk.	case of compound feeds, which contains less than 15% copra <u>and</u> 5ppb aflatoxin. Bulk copra cannot be fed to lactating cows	<ul> <li>Test results for bacteria, yeast, fungi, and mycotoxins as appropriate to the feed.</li> <li>Details of copra content of feed.</li> </ul>
Ruminant and Porcine Protein		
Feeding of ruminant protein to ruminants can lead to the development of BSE in cattle and similar conditions in other ruminants. The feeding of ruminant protein is controlled under the Ruminant Protein Regulations. Porcine proteins can restrict access to some markets.	The feed contains no ruminant or porcine protein as an ingredient and was not manufactured in a shared processing facility where ruminant or porcine protein is processed.	<ul> <li>List of feed ingredients</li> <li>Details of production facility used for manufacture.</li> </ul>
Human/Municipal Waste		
Some markets have an aversion to the practice of applying human/municipal waste to land used to produce feed for dairy animals.	Human/municipal waste <b>has not</b> been applied to land used to grow the source material.	<ul> <li>Declaration from feed supplier/grower.</li> </ul>
Meat and other Industrial or		
commercial activities Waste Uncontrolled application of meat/industrial waste to land used to produce feed for dairy animals can lead to product contamination or market rejection. In cases where the risk is sufficiently managed by use of an industry approved management plan, the resulting feed may be suitable for dairy cattle.	No meat/industrial waste has been applied to land used to grow the feed OR; Meat/industrial waste has been applied to land in accordance with an approved dairy industry management plan.	<ul> <li>Declaration from feed supplier/grower.</li> <li>Copy of approved dairy industry management plan.</li> </ul>

### 3.2.2 Feed Information Schedule

The information described in Table D must be supplied to the buyer at the time of delivery of each consignment. It may be printed on a load docket, printed on bagged products, included in an information sheet accompanying a weighbridge docket, or sent electronically. In all cases, it must be in a form that is readily accessible to the farm operator and able to be produced at a future date for audit purposes.

### Table D: Information to be provided with all Feed Consignments

Information Required	Description	Sample statement(s)	Applicability
Delivery Date	Date the product is received at the farm	15/03/2015	Required for each load/delivery
Manufacturer/Supplier/ Importer	Name and address of manufacturer/supplier/ importer of providing the feed.	Best Feeds Ltd 1 Pacific Highway Mt Maunganui	Required for each load/delivery
Recipient	Name and address of purchaser the feed, and dairy supply number of farms delivered to.	Joe Brown Ltd 987 Smith Road Cowtown S/N 12345	Required for each load/delivery
Feed type	Description of feed (e.g., PKE, Molasses, dried distillers' grain, Tapioca pellets) may also include codes for specific blends.	Palletised dairy blend 5A	Required for each load/delivery/bag
Unique identifier/Batch no.	As used by the manufacturer/product supplier. May refer to a specific batch, manufacture date, bin, etc. or a combination of these. Must be sufficient to allow the product to be traced to its source.	Р2014РТВА	Required for each load/delivery/bag
Quantity	Include both unit type and number of units supplied	12 tonnes	Required for each load/delivery. May be included on an attached weighbridge docket
Carrier	Name of cartage company used for delivery	Acme Transport Ltd	Required for each load/delivery. May be included on an attached weighbridge docket
Feed Suitability	Feed suitability statement based on feed assessment	Suitable for Lactating Dairy Cows	Required for each load/delivery/bag
GM Status	An optional statement where product does not contain genetically modified source materials	Sourced from non- GM crops	Recommended for each load/delivery /bag where product does not contain genetically modified source material

### 4.0 Other information

The vendor should be able to provide the buyer with information in addition to that required on the Declaration. This may cover such things as:

- Fact sheets
- Nutritional value
- Storage recommendations

### 5.0 Records

Feed vendors and buyers are required to maintain dairy feed records for a minimum of four years. Records may be in paper form or held electronically but should be filed in a manner that allows efficient retrieval. It is not anticipated that detailed information relating to each batch of product will be publicly available, but it may need to be produced where required for trace back or audit. Depending on the type of feed and its origin, the following records should be maintained:

### For each batch (as applicable)

Product type/description (what it contains, what is it?)
Batch no unique identifier
Company name(s) and address(es) of feed provider(s)
(Source -where it came from)

Full list of ingredients

Confirmation that it is suitable for feeding to dairy animals including:

- 1. Statement regarding the application of wastes:
  - Human waste
  - Meat processing waste
  - Paper and pulp mills and tannery waste
  - Waste form industrial or commercial activities, including land farming
- Statement regarding the absence of ruminant or porcine protein (e.g., blood & bone, beef meat products)
- 3. Statement regarding the application of agricultural chemicals, applications have been applied in accordance with:
  - Label requirements
  - With holding periods have been observed prior to harvest
- 4. Statement regarding GM status

### For each consignment

Delivery Date		
Recipient of feed name and address		
Carrier		
Product type/description		
Batch or unique identifier		
Quantity		
Statement of suitability		
GM Status		

### 6.0 Audit

Dairy processors and/or MPI may undertake feed supply audits from time to time to ensure that the system is operating as expected and risks are being appropriately managed. The scope of such audits could be expected to confirm whether:

- 1. For New Zealand, Sourced Feeds:
  - The vendor holds sufficient evidence to sign the declaration
  - The vendor has supplied a copy of the declaration to the buyer at the time of delivery.
  - The vendor is retaining feed supply information for a minimum of four years.
  - The buyer is holding a completed declaration for all NZ sourced feed consignments.
  - The buyer is retaining feed supply information for a minimum of four years.
- 2. For Imported, Processed and Compound Feeds
  - The vendor holds sufficient evidence to undertake a suitability assessment.
  - The suitability assessment has been correctly undertaken.
  - All ingredients are traceable to the grower/supplier.
  - All required information has been provided to the buyer at the time of delivery.
  - The vendor is retaining feed supply information for a minimum of four years.
  - The buyer is holding feed supply information, including a feed suitability statement, for all consignments received.
  - The buyer is retaining fed supply information for a minimum of four years

### Appendix 1: Dairy Feeds Assessment & Traceability Guidance Dairy Feed Declaration – New Zealand Grown Feeds

This form covers the minimum requirements for the transfer of feeds for dairy animals producing milk for supply to a dairy processor, from a source not under the control of the Buyer. It should be used for all locally grown (not imported) crops such as hay, silage, maize, vegetables, fruit, cereals, etc. For all other feed types including imported and compound feeds, or **where the requirements of the declaration below cannot be met**, please use the Dairy Feed Declaration - Imported/Compound & Processed Feeds Form available from dairy/milk processors

### **Part 1: General Information** (required in all cases)

Vendor (feed supplier) details:				Buyer details:		
Name				Name		
Supply # (If applicable)				Supply #		
Address				Address		
Ph:	Email:			Ph:	Email:	
Feed supply details		Delivery date(s):	(single date o	r date range)		
Feed type: (hay, silage, apple pomace, wheat etc.)			Source: (pad	dock, block, farm, etc.,	)	Quantity: Unit (bales, bins, tonnes, kgs, Litres etc.)
Carrier Details:						

### Part 2: Additional Information (provide where available/relevant)

Use Recommendations (Max kg/day, % of diet, do not feed with, etc.)	
Storage Recommendations (Keep dry, store inside, keep out of sun, etc.)	

# **Part 3: Declarations** (required in all cases) or complete the Dairy Feed Declaration - Imported/Compound & Processed Feeds Form available from dairy/milk processors

	I/We declare that in relation to the feed included in this consignment:					
	1. Was not produced, or harvested from, land treated or irrigated with:					
		a.	Fertiliser or waste containing ruminant or porcine protein			
		b.	human sewage or bio-solids;			
	2. Was not produced, or harvested from, land treated or irrigated with unless under an industry approved management plan					
		a.	meat waste;			
		b.	industrial waste of any type including petroleum industry	Land Farming wastewater.		
	3. Where the feed or land on which the feed was grown had been treated with any fumigant/pesticide/insecticide/herbicide, the vendor has records confirming that the treatment was applied in accordance with label requirements and that all specified withholding times were observed prior to harvest or sale, as appropriate.					
4.	4. Contains only non-genetically modified source crops					
	And as such, is suitable for feeding to all classes of dairy animal.					
Vendor Signature			ure	Date		

### Responsibilities

The feed Vendor is responsible for providing the completed declaration.

The feed Buyer is responsible for:

- Ensuring that documentation is received for all brought in feed and retained for four years.
- Storing the feed in a manner that avoids degradation or contamination

Using the feed appropriately i.e., feeding at appropriate levels to the appropriate class of stock.

### Part 4: Feed Suitability Assessment (required in all cases)

For each Feed Risk Area, confirm that the minimum requirement for lactating dairy animal feed has been met and that suitable evidence is available to support the conclusion. Where the feed meets the minimum requirement for **ALL** risk areas it may be considered **Suitable for Lactating Dairy Animals**. In all other cases, the feed is **Not Suitable for Lactating Dairy Animals**.

Feed Risk Area	Minimum Requirement for Lactating Dairy Animal Feed	Examples of Supporting Evidence
Chemical Residues The presence of chemical/biological contaminants in milk represents major food safety, commercial, and reputational risks to the dairy industry. The level of contaminants/residues in the feed must be below relevant (Maximum Residue Limits) MRLs and not result in detection in milk above MRLs when fed at recommended rates.	The vendor has appropriate assurances from raw material supplier(s), in depth knowledge of the raw material production methods, and/or test results for each batch of raw material confirming acceptable residue levels.	<ul> <li>Declaration from feed supplier/grower confirming that any fumigant/pesticide /insecticide/herbicide, was applied in accordance with label requirements and that all specified withholding times were observed prior to harvest or sale, as appropriate.</li> <li>Copy of raw material manufacturing process.</li> <li>Chemical test results</li> </ul>
<b>Biological/Toxin Residues</b> Copra has been shown to present a high risk of elevated aflatoxin levels in milk. An intake of less than 15% of the total diet has been set to manage this risk.	The feed contains no copra, or in the case of compound feeds, which contains less than 15% copra <u>and</u> 5ppb aflatoxin. Bulk copra cannot be fed to lactating cows	<ul> <li>Test results for bacteria, yeast, fungi, and mycotoxins as appropriate to the feed.</li> <li>Details of copra content of feed.</li> </ul>
Ruminant and Porcine Protein Feeding of ruminant protein to ruminants can lead to the development of BSE in cattle and similar conditions in other ruminants. The feeding of ruminant protein is controlled under the Ruminant Protein Regulations. Porcine proteins can restrict access to some markets.	The feed contains no ruminant or porcine protein as an ingredient and was not manufactured in a shared processing facility where ruminant or porcine protein is processed.	<ul> <li>List of feed ingredients</li> <li>Details of production facility used for manufacture.</li> </ul>
Human/Municipal Waste Some markets have an aversion to the practice of applying human/municipal waste on crops used for feed manufacture or on the land used to grow those crops.	Human/municipal waste <b>has not</b> been applied to land used to grow the source material.	<ul> <li>Declaration from feed supplier/grower.</li> </ul>
Meat/Industrial Waste Uncontrolled application of meat/industrial waste on crops used for feed manufacture or on the land used to grow those crops can lead to contamination or market rejection. In cases where the risk is sufficiently managed by use of an industry approved management plan, the resulting feed may be suitable for dairy cattle.	No meat/industrial waste has been applied to land used to grow the feed or; Meat/industrial waste has been applied to land in accordance with an approved dairy industry management plan.	<ul> <li>Declaration from feed supplier/grower.</li> <li>Copy of approved dairy industry management plan.</li> </ul>

### Appendix 2: Dairy Feeds Assessment & Traceability Guidance

## Dairy Feed Declaration – Imported/Compound & Processed Feeds

This form covers the minimum requirements for the transfer of feeds for dairy animals producing milk for supply to a dairy processor. It should be used for all Imported, Compound, and Processed Feeds, and locally grown feeds where the conditions of the Dairy Feed Declaration - New Zealand Grown Feeds cannot be met. For all other locally sourced forage feeds and grains, use the Dairy Feed Declaration - New Zealand Grown Feeds from available dairy/milk processor

Processed feeds	Surplus, downgraded, or otherwise unsalable food products or by-products primarily intended	
	for human consumption e.g., biscuits, bread, pastries, lollies, juices, whey, and sauces.	
Imported/Compound feeds	Compound meals, grains, PKE, tapioca, almond hull, cotton seed hull, etc.	

### Part 1: General Information (required in all cases)

Vendor (feed supplier) details:			Buyer details:		
Name			Name		
Supply # (If applicable)			Supply #	Supply #	
Address			Address		
Ph: Email:		1:	Ph:	Email:	
Feed supply details         Delivery date(s): (single date			or date range)		
Feed type: (list ingredients in blends)			Quantity:	Batch ID:	
				Best Before (if applicable):	
Carrier Details:					

### Part 2: Additional Information (provide where available/relevant)

Use Recommendations				
Storage Recommendations				
Nutrient Content	% Dry matter	MJ/kg ME	% Crude protein	% Nitrogen

### **Part 3: Declarations** (required in all cases)

I/We declare that:							
(a) Based on the Feed Suitability Assessment overleaf, this consignment at the time of delivery is (tick one only):							
Suitable for lactating dairy animals	Not suitable for lactating dairy animals						
(b) Based on records held by the Vendor, this consignment (tick if applicable):							
Contains only, or is manufactured from only, non-genetically mo source crops	dified Yes No / Unknown						
(c) Records are held by the Vendor that allows traceability of all ingredients used in this consignment.							
Vendor Signature	Date						

### Part 4: Feed Suitability Assessment (required in all cases)

For each Feed Risk Area, confirm that the minimum requirement for lactating dairy animal feed has been met and that suitable evidence is available to support the conclusion. Where the feed meets the minimum requirement for **ALL** risk areas it may be considered **Suitable for Lactating Dairy Animals**. In all other cases, the feed is **Not Suitable for Lactating Dairy Animals**.

Feed Risk Area	Minimum Requirement for Lactating Dairy Animal Feed	Examples of Supporting Evidence
Chemical Residues The presence of chemical/biological contaminants in milk represents major food safety, commercial, and reputational risks to the dairy industry. The level of contaminants/residues in the feed must be below relevant (Maximum Residue Limits) MRLs and not result in detection in milk above MRLs when fed at recommended rates.	The vendor has appropriate assurances from raw material supplier(s), in depth knowledge of the raw material production methods, and/or test results for each batch of raw material confirming acceptable residue levels.	<ul> <li>Declaration from feed supplier/grower confirming that any fumigant/pesticide /insecticide/herbicide, was applied in accordance with label requirements and that all specified withholding times were observed prior to harvest or sale, as appropriate.</li> <li>Copy of raw material manufacturing process.</li> <li>Chemical test results</li> </ul>
<b>Biological/Toxin Residues</b> Copra has been shown to present a high risk of elevated aflatoxin levels in milk. An intake of less than 15% of the total diet has been set to manage this risk.	The feed contains no copra, or in the case of compound feeds, which contains less than 15% copra <u>and</u> 5ppb aflatoxin. Bulk copra cannot be fed to lactating cows	<ul> <li>Test results for bacteria, yeast, fungi, and mycotoxins as appropriate to the feed.</li> <li>Details of copra content of feed.</li> </ul>
Ruminant and Porcine Protein Feeding of ruminant protein to ruminants can lead to the development of BSE in cattle and similar conditions in other ruminants. The feeding of ruminant protein is controlled under the Ruminant Protein Regulations. Porcine proteins can restrict access to some markets.	The feed contains no ruminant or porcine protein as an ingredient and was not manufactured in a shared processing facility where ruminant or porcine protein is processed.	<ul> <li>List of feed ingredients</li> <li>Details of production facility used for manufacture.</li> </ul>
Human/Municipal Waste Some markets have an aversion to the practice of applying human/municipal waste on crops used for feed manufacture or on the land used to grow those crops.	Human/municipal waste <b>has not</b> been applied to land used to grow the source material.	<ul> <li>Declaration from feed supplier/grower.</li> </ul>
Meat/Industrial Waste Uncontrolled application of meat/industrial waste on crops used for feed manufacture or on the land used to grow those crops can lead to contamination or market rejection. In cases where the risk is sufficiently managed by use of an industry approved management plan, the resulting feed may be suitable for dairy cattle.	No meat/industrial waste has been applied to land used to grow the feed or; Meat/industrial waste has been applied to land in accordance with an approved dairy industry management plan.	<ul> <li>Declaration from feed supplier/grower.</li> <li>Copy of approved dairy industry management plan.</li> </ul>

### Appendix 3:

# Calf Milk & Colostrum Transfer and Sales Records

This record is for milk and colostrum that is used for calf rearing or non-dairy animal feed (e.g., pigs). All movements of feed for animals, including milk and colostrum should be recorded to provide traceability for biosecurity/animal health issues.

Date	Volume	The known reason why not used/suitable for manufacturing (e.g., penicillin, colostrum, foreign matter, temperature, SCC,)	Supplier Details (e.g., where milk/colostrum came from Dairy Company, Supplier #, address)	Final use (Calves, pigs)