

## Pig Care Animal Welfare Accreditation – Application Form

Owners name			
Trading Name			
Farm Name			
Agribase ID	you require an Agribase ID to participate, contact AsureQuality if you do not know or do not have an ID		
Key Decision maker			
This person is the contact for Pig Care and will receive all mail for the piggery			
Postal Address	Number		Street
	PO Box		RD No
	Town		Post Code
Contact Details	Phone		Mobile
	Email		
Manager (if applicable)			
	Phone		Mobile
	Email		
Preferred Auditor			
Refer to approved auditor list on the reverse			
Wholesaler(s)			

### Compliance Statement:

We, as the Pig Producer, agree to comply with the requirements of the certification as outlined in the attached Terms of Business and set down in the Pig Care Animal Welfare Programme.

Producer Signature \_\_\_\_\_

Date \_\_\_\_\_

### Mail or fax completed forms to:

AsureQuality  
 PO Box 89  
 Ashburton 7740  
 Fax: (03) 307 9086

## Pig Care Terms of Business

**1. Service:** We/us refers to AsureQuality. You/yours refers to your business, which has requested Pig Care accreditation and which is identified as the Producer at the end of this agreement for signing. Auditor refers to the Pig Care accredited auditor you have employed.

**2. Our Services:** We manage the assurance systems for conformity to the Pig Care Animal Welfare Programme (“the Programme”) published by NZ Pork. These services include secure storage and access to audit results. We will charge you an **annual accreditation fee of \$187** to belong to the Programme. The audit fee itself will be an arrangement between the auditor and the farmer and will be invoiced by the auditor

**3. The Pig Care Management Committee** (“the Committee”) consist of representatives from NZ Pork, AsureQuality, Auditors, Producers, and Pork Wholesalers. Marketing Representatives and Industry specialists will be invited as required. The Committee manages the Programme on behalf of stakeholders.

**4. Applications to Participate:** Applications should be made on the Application form available from AsureQuality, [www.pigcare.co.nz](http://www.pigcare.co.nz) or NZPork.

**5. The Process Assessment:** We provide you with the manual detailing the Programme. This covers the granting, maintaining, suspending or withdrawing of accreditation required by us to meet NZPork’s specifications. You agree to maintain your Farm Systems and Processes in full compliance with the requirements of the Relevant Criteria as detailed in the Manual against which you will be assessed on an ongoing basis. Any changes to your circumstances (systems, staffing, organization, equipment, etc) which may invalidate your certification must be notified to us within 10 working days of the change.

To ensure the continuing validity of your systems, we carry out review visits as outlined in the Manual, normally at no more than 12 monthly intervals. Such a period may be shortened at our, or our customers discretion which will be discussed with you. Regular reviews will be similar in scope to the initial certification Audit. Any nonconformity arising from audits must be cleared within a time frame agreed between you and us or your auditor.

We will give you advance notice of our need to carry out audits and we will establish an agreed date and time for these activities with you.

**You agree to allow an auditor access, during normal working hours, to premises, operations, facilities, procedures, records (including all complaints and corrective actions letters or reports) and your staff to enable them to perform assessments and reviews.**

You agree to ensure that the auditor is properly briefed about your farm biosecurity, health, safety and emergency evacuation procedures and any potential health and safety hazards they may encounter during their visit. We confirm that the auditor will comply with your instructions in this regard.

**6. Letters and Certificates:** The Manual and any audit reports issued by the programme auditor are controlled documents, which remain our property and must be returned to us in the event the certification is withdrawn by us or relinquished. Documents issued are valid for a specified period unless withdrawn or relinquished, subject to ongoing satisfactory performance. We will withdraw certification in the event of substantial or recurring failure to maintain your systems to meet the standards required by the Programme. Certificates or Letters are not automatically transferable when organisations change ownership, structure or location. Requests for transfer must be in writing and will be reviewed on a case by case basis to determine what action we will take.

**7. Use of Logos and Marks:** Assessments for regulatory compliance will not automatically mean the right to use of our logo. Where the right is granted, the use of the logo is subject to specified restrictions. Use of logos/marks and other claims require permission from NZ Pork in writing.

**8. Access by external auditors: From time to time we will employ external auditors to witness the auditor performing and audit at your site. You must agree to allow access of external auditors to your site.**

**9. Confidentiality and Access to Information:** All audits are carried out on your property by an auditor who must have access to all information relating to Programme requirements. Should information be required to be removed from on-Farm the following will apply:

- i. We will securely retain any manuals, documents or records provided by you for the purposes of our assessment and will provide access in our offices, during normal working hours, for you to review any information held relating to your Application, assessments or accreditation.
- ii. We will return to you after each assessment, the manual and other records or documents supplied by you for the purpose of assessment.
- iii. We will treat as confidential the fact that you have applied to us for assessment. Confidential information will not be released without your permission. We will notify you if required to release such information by law.
- iv. We will require the auditor and the Committee to enter into formal confidentiality agreements with us with regard to information held or acquired about you relating to the programme.
- v. We will not be liable for the confidentiality of information about you which was known to the auditor or the Committee members prior to your application for Certification or which is publicly known without the fault of us or the auditors or the committee, or which is disclosed with your approval.

The results of each audit will be stored on a secure website and the following groups will have access to that information

- You will have access to information held about your farm
- Your nominated auditor(s) will have access to audits they have performed
- Your nominated wholesaler(s) will have access to the summary information on the compliance / non-compliance for your farm
- We will have access to the information for normal operation and maintenance of the Programme
- NZPork will have access to summary information on an industry wide basis

We will require each of these groups to enter into formal confidentiality agreements with us with regard to information held or acquired about you relating to the programme.

**10. Suspension and Withdrawals:** You may request a temporary suspension or withdrawal of your Accreditation (defined as compliance with the programme) if you feel that your system does not conform to requirements. The Committee will be notified in the case of suspension or withdrawal. Reinstatement of an Accreditation may require a full reassessment audit

We may suspend or withdraw an accreditation if your system fails to comply with the requirements of the Programme, or if in our opinion you fail to comply with our Requirements outlined in the manual, or if there is any breach of the terms and condition of this agreement.

The use of NZ Pork or ASURE logos, and Letters of Conformance and company name is prohibited when your Accreditation is withdrawn or suspended.

**11. Complaints and Appeals:** You may complain about any act or omission by us against any assessment finding or recognition decision. Such complaints must be made in writing to the Committee who will instigate an independent investigation. Their findings will be notified to you in writing within 30 days and this decision will be final and binding. We may investigate any complaint to determine whether your Management System Complies with the requirements of the Programme.

**12. Limitation of Liability:** You accept that our liability to you is limited to our fee, if any, and that we will not be liable for consequential loss or damage.

**13. Miscellaneous Provisions:** The requirements of the Programme will be revised from time to time. All changes will be communicated in writing.