

## Biosecurity - Prohibited pig feed

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### Management of the biosecurity risk

The purpose of this procedure is to outline prohibited pig feed ban monitoring, compliance, awareness and reporting activities in New South Wales (NSW) and how to assess and manage the risk of domestic and feral pigs eating prohibited pig feed.

The feeding of prohibited pig feed to pigs (swill feeding) is well recognised as a significant risk factor for the introduction of many emergency animal diseases to Australia, including foot-and-mouth disease. Effective swill feeding legislation is important in the management of this risk.

This procedure is to be read in conjunction with the 'Australian Prohibited Pig Feed (Swill) Compliance National Uniform Guidelines' ('the Guidelines'), available at <https://animalhealthaustralia.com.au/prohibited-pig-feed-compliance-and-awareness/>

The Guidelines form the basis for increasing the consistency of the national approach to prohibited pig feed ban compliance, awareness and reporting activities.

### Scope

The *Biosecurity Act 2015* (the Act) promotes biosecurity as a shared responsibility between government, industry and the community. This procedure is a State Priority for NSW and should be read in conjunction with the policy '[Prohibited matter – Exotic Pests and Diseases of Animals](#)'.

The procedure applies to the NSW Department of Primary Industries (NSW DPI), an office within the NSW Department of Industry, and in their role as authorised officers under the Act.

### Biosecurity legislation summary

The feeding of pigs is regulated under part 2 (mandatory measures), division 9, clauses 36 and 37 of the Biosecurity Regulation 2017 (the Regulation). This means that a person must not feed material containing a mammal product to a pig, unless the feeding of the mammal product is in accordance with the Regulation. Also, a person must not allow or direct another person to feed material containing a mammal product to a pig or allow a pig to have access to the food.

The feeding of prohibited pig feed to pigs meets the definition of a *biosecurity event* under section 39 of the Act. This means that an owner or person in charge of pigs who is aware of swill feeding, or a person such as a veterinarian who in their professional capacity becomes aware of swill feeding, has a

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biosecurity duty to notify an authorised officer immediately, in accordance with part 6 of the Regulation.

The collection, use and disclosure of information in accordance with this procedure, including any internal or external discussion or distribution of information, must comply with the *Privacy and Personal Information Protection Act 1998* or be exempted by the operation of section 387 of the Biosecurity Act.

Section 387 (2) of the Biosecurity Act provides authority for the disclosure of information about a person, without the consent of the person: to a public sector agency, or to any other person, but only if the disclosure is reasonably necessary for the purpose of exercising a biosecurity risk function.

### **Work health and safety**

The *Work Health and Safety Act 2011* places an obligation on the agency (NSW DPI and LLS) as a person conducting a business or undertaking and workers to provide a safe and healthy workplace. Safe Work Method Statements that support activities included in this procedure must be used in identifying, assessing and controlling risks.

NSW DPI and LLS will work together to create a safe and supportive work environment when undertaking any activities for this procedure.

Authorised officers from LLS must inspect pig enterprises in pairs for workplace health and safety reasons.

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# Prohibited pig feed procedure

## 1. Roles and responsibilities

### **1.1 NSW Department of Primary Industries (Animal Biosecurity and Welfare)**

- liaise with other key stakeholder groups e.g. DPI Hunting, Local Government, Environmental Protection Authority (EPA), industry bodies about managing the risk of domestic and feral pigs accessing prohibited pig feed
- educate LLS staff and pig producers about emergency animal disease recognition
- provide communications to increase community awareness of the NSW prohibited pig feed regulation, including their general biosecurity duty
- promote private veterinarians' awareness of the NSW prohibited pig feed regulation, including their general biosecurity duty responsibilities
- provide Strategic Animal Biosecurity and Welfare Alliance (SAWBA) reports as required
- provide training and education material to authorised officers about the NSW prohibited pig feed regulation
- provide access to extension material in different languages on the Australian Pork Limited (APL) website from a dedicated prohibited pig feed web page
- collate all compliance and awareness activity reports in the previous financial year and submit to Animal Health Australia (AHA) annually
- comment on Department of Agriculture, Water and the Environment (DAWE) biosecurity import risk assessments as required
- Work with LLS to assess and manage the risk of feral pigs accessing prohibited pig feed at NSW waste facilities
- Contribute to national forums and programs for prohibited pig feed compliance and risk management (such as collaboration through Animal Health Australia) to address risk activities such as online platform sales

### **1.2 NSW Department of Primary Industries (Biosecurity and Food Safety Compliance)**

- assist authorised officers from LLS with non-compliance investigations on request, especially more complex cases or those where the chain of events and evidence extends across more than one LLS region

(Note that retail food premises (generally) are routinely inspected by local councils in line with the [Food Regulation Partnership](#). This partnership involves the NSW Food Authority working in conjunction with local councils and other members.)

### **1.3 Local Land Services**

- carry out scheduled compliance inspections of pig enterprises assessed as at risk for feeding of prohibited pig feed to pigs, at least every four years
- investigate all alleged or suspected incidents of feeding of prohibited pig feed to pigs as soon as practicable
- instigate corrective and/or legislative action when non-compliance is detected
- LLS Authorised Officers (AOs) review the risk of feral pigs accessing prohibited pig feed at NSW waste facilities at least every four years in cooperation with Local Government, waste facilities and/or the EPA
- Work with the NSW DPI (Animal Biosecurity), Local Government, waste facilities and/or the EPA, to assess and manage the risk of feral pigs accessing prohibited pig feed at NSW waste facilities
- Reassess 'high risk' waste facilities at least annually.
- Provide advice to waste facility management and/or local government about their general

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biosecurity duty responsibilities.

- Liaise with other key stakeholder groups e.g. DPI Hunting, pest controllers, pig hunter associations regarding surveillance and feral pig risks on operational issues
- Encourage pig producers to participate in feral pig control programs
- Educate LLS staff, pig producers, pig hunters and waste facility staff about legislation relevant to prohibited pig feed, including their general biosecurity duty responsibilities
- Develop and deliver communications to increase community awareness about the legislation relevant to prohibited pig feed, including their general biosecurity duty responsibilities e.g. boundary fencing to exclude feral pigs and other management tools
- Promote private veterinarians' awareness of legislation relevant to prohibited pig feed, including their general biosecurity duty responsibilities
- Ensure appropriate data is entered on data systems in order to provide SABWA reports, and other as required.

## **2. Monitoring**

LLS will identify pig producers through:

- land and stock returns
- special identifier requests
- saleyard brand and ear tag inspections
- National Livestock Identification System property visits
- local knowledge e.g. contacting private veterinarians, small farmer networks, produce stores (such as sellers of pig feed and rodenticides)
- collaboration with APL
- or through other avenues, such as private/ internet sales (such as Gumtree).

## **3. Assessment of pig enterprises**

Information that may contribute to the initial assessment of risk for pig enterprises could include:

- previous non-compliance with the NSW prohibited pig feed regulation has occurred
- use of special identifiers
- participation in private/internet-based sales
- a smallholder pig enterprise or hobby/pig keeper enterprise (see section 8. Definitions Pig enterprise type)
- there is concurrent ownership of other stock (such as cattle, sheep, goats)

Additional criteria to assess the risk of a pig enterprise (which may not be apparent until an inspection is undertaken, or you have been on site) could include:

- enterprise is feeding a non-commercial diet to pigs
- owners/managers are not aware of the risks associated with feeding of prohibited pig feed to pigs
- owners/ managers and/ or staff are of non-English speaking background
- enterprise does not consult with regular private veterinarian on a regular basis
- enterprise does not participate in a quality assurance program
- enterprise does not carry out herd health program
- enterprise has poor on-farm biosecurity

## **4. Compliance inspections – Pig enterprise**

All pig enterprises assessed as at risk for feeding of prohibited pig feed to pigs, based on risk criteria as identified in section 3 of this procedure should be inspected at least every four years.

In addition, all alleged or suspected incidents of feeding of prohibited pig feed to pigs shall be investigated by an authorised officer as soon as practicable.

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Evidence should be collected at the time of investigation.

Enforcement action will be determined in line with NSW DPI compliance and enforcement policies.

#### For onsite compliance inspections and non-compliance investigations

Use the *Swill feeding property inspection report template*, Appendix 2. The inspecting officer may include additional relevant questions and/or observations, as required.

#### For telephone-based compliance assessments

Use the *swill feeding desk inspection report template*, Appendix 3. Talk to the person who is responsible for managing and/or feeding the pigs. The inspecting officer may include additional relevant questions, as required.

For compliant enterprises, ensure swill feeding property inspection checklists and/or swill feeding desk inspection checklists, are added as attachments in the Biosecurity Information System (BIS). Record a compliance event activity in accordance with the Livestock Health Management System (LHMS) prohibited pig feed standard operating procedure, Appendix 6.

For confirmed or suspected non-compliant enterprises, refer section 5 – actions in the case of non-compliances.

### **5. Actions in the case of non-compliance with the prohibited pig feed regulations**

Where non-compliance with the prohibited pig feed regulation has occurred, regulatory control is required regardless of clinical disease in animals on a pig enterprise.

Regulatory tools should be applied to mitigate the risk. Enforcement action such as a penalty notice may be used in minor cases. If it is assessed that there is a risk of a biosecurity impact (transmission of an emergency animal disease by pigs having access to Prohibited Pig Feed), an authorised officer should:

- give a biosecurity direction to the owner or person-in-charge of animals on the premises to prevent pigs from further access to prohibited pig feed, and
- give a biosecurity direction to the owner or person-in-charge of animals on the premises for all foot-and-mouth disease-susceptible (FMD-susceptible) species to remain on the property for 21 days, and
- advise the owner or person-in-charge of animals on the premises why non-compliance with prohibited pig feed regulation is so important.

A district veterinarian must inspect all FMD-susceptible species 21 days after the last potential or confirmed consumption of prohibited pig feed for clinical signs suggestive of infection with FMD or other prohibited matter animal diseases.

### **6. Waste facility inspections and risk assessment**

The risk of feral pigs accessing prohibited pig feed should be assessed by LLS Authorised Officers at all known waste facilities, at least every four years.

Waste facilities assessed by DPI and LLS as high risk should be re-inspected at least annually.

Use the Waste (landfill / tip) facility prohibited pig feed (PPF) risk assessment form, Appendix 4.

LLS, in consultation with DPI Animal Biosecurity use the findings of the waste facility inspection and the waste risk assessment tool (DOC20/58280) and Appendix 5 (Decision tree for likelihood of pigs accessing prohibited feed from tips) to determine the risk category for each facility.

LLS provide written advice to the facility management and/or relevant local government authority, advising of the risk assessment outcome, including recommendations to reduce the risk of feral pigs accessing prohibited pig feed.

For EPA licenced facilities, the DPI will communicate risk assessment outcome and recommendations directly to the EPA in addition to local communications.

Once complete, ensure Waste (landfill / tip) facility prohibited pig feed (PPF) risk assessment form and waste facility inspection outcome and recommendations letter are added as attachments in the Biosecurity Information System (BIS). Record a compliance event activity in the Livestock Health Management System (LHMS) with the inspection type being “tip inspection”.

## 7. Targeted publicity

### 7.1 NSW Department of Primary Industries

- use social media to increase community awareness regarding legislation relevant to prohibited pig feed, including general biosecurity duty responsibilities
- produce media releases and extension material e.g. newsletters, at field days etc. to increase community awareness regarding legislation relevant to prohibited pig feed, including general biosecurity duty responsibilities
- provide extension material to private veterinarians and LLS regarding legislation relevant to prohibited pig feed, including general biosecurity duty responsibilities (such as reporting requirements) via Australian Veterinary Association (AVA) collaboration and Boardtalk
- maintain a dedicated prohibited pig feed web page on the NSW DPI external website.

### 7.2 Local Land Services

- provide extension material to private veterinarians regarding NSW prohibited pig feed regulation, including general biosecurity duty responsibilities (such as reporting requirements) via email messages and/or attendance at local AVA meetings
- deliver prohibited pig feed regulation presentations at private veterinarian emergency animal disease workshops
- provide extension material to local groups, such as ‘salami night’ attendees, show societies.

## 8. Definitions and acronyms

AHA	Animal Health Australia
AHC	Animal Health Committee
AO	Authorised Officer
APL	Australian Pork Limited
AVA	Australian Veterinary Association
BIS	Biosecurity Information System
CVO	Chief Veterinary Officer
DPI	Department of Primary Industries
DAWE	Department of Agriculture, Water and the Environment
EPA	Environment Protection Authority
Jurisdictional permit	A permit issued by the NSW DPI Chief Veterinary Officer (CVO) or a person holding an equivalent position in another Australian jurisdiction
LHMS	Livestock Health Management System
LLS	Local Land Services
Mammal	Warm-blooded vertebrate animal of a class that is distinguished by the possession of hair or fur, females that secrete milk for the nourishment of the young, and (typically) the birth of live young, but does not include human
Mammal product	Any part of a mammal or anything produced by a mammal
NAHIS	National Animal Health Information System

Pig enterprise type:	<b>Commercial pig enterprise:</b> > 50 sows and/or produces, trades or sells live, or to slaughter, 1001 or more pigs in a financial year <b>Smallholder pig enterprise:</b> between 8 and 50 sows and/or produces, trades or sells live, or to slaughter, up to 1000 pigs in a financial year <b>Hobby/pig keeper:</b> < 8 sows
NSW DPI	NSW Department of Primary Industries
PPE	Personal Protective Equipment
Prohibited pig feed	Any mammal, mammal product or anything that has had direct contact with a mammal product
SABWA	Strategic Animal Biosecurity and Welfare Alliance

## 9. Documentation

Primefact: Prohibited pig feed

Policy - [Prohibited matter – exotic pests and diseases of animals](#)

Policy - [Biosecurity, Collection, use and disclosure of information](#)

Policy - Records Management (IND-I-177)

Policy - Information Security (IND-I-197)

Policy - Classified Information (IND-I-196)

Policy - Government Information (Public Access) (IND-I-178)

Procedure - [Biosecurity Collection, use and disclosure of information](#)

Appendix 2 - Swill feeding property inspection reporting template (CM9 Ref: INT21/175684)

Appendix 3 - Swill feeding desk inspection reporting template CM9 Ref: INT21/175685

Appendix 4 - Waste (landfill / tip) facility prohibited pig feed (PPF) risk assessment form CM9 Ref: INT21/175686

## 10. Records

All compliance and awareness activities shall be recorded in the BIS according to the LHMS prohibited pig feed standard operating procedure, as soon as practicable. Appendix 6 describes how to enter a compliance event.

The National Animal Health Information System (NAHIS) will be the database for storage of NSW prohibited pig feed compliance information.

AHA will report national results to the Animal Health Committee (AHC) and SAFEMEAT annually.

Records relating to properties placed under biosecurity restrictions must be maintained for at least ten years.

## 11. Revision history

Version	Date issued	Notes	By
1	5/5/2002	New procedure	DPI Animal Biosecurity
2	28/8/2012	Reflects amended Stock Diseases Regulation and new structure of livestock health and pest authorities (LHPAs)	DPI Animal Biosecurity
3	01/07/2017	Complete revision of all sections, in response to the <i>Biosecurity Act 2015</i> .	DPI Animal Biosecurity and Welfare



3.1	7/12/2017	<p>Amendment to reference correct clauses of Biosecurity Regulation 2017</p> <p>Insertion of 21 day inspection requirement by district veterinarian of FMD-susceptible species</p> <p>Amendment to detention of 'FMD-susceptible species' instead of animals</p>	DPI Animal Biosecurity and Welfare
3.2	13/12/2019	<p>Changes relating to Biosecurity Amendment (Miscellaneous) Regulation 2019.</p> <p>Change definition of feed</p> <p>Change 'stock food' to 'material' in clauses 37(1) &amp; (7)</p> <p>Removal of Regulation clause 37(2)(b) and part of sentence in clause 37 (4)(b)</p> <p>Updated name of Department to DPIE</p> <p>Updated name of SABWA</p> <p>Addition of examples of swill</p>	<p>Changes relating to Biosecurity Amendment (Miscellaneous) 2019.</p> <p>Change definition of feed</p> <p>Change 'stock food' to 'material' in clauses 37(1) &amp; (7)</p> <p>Removal of Regulation clause 37(2)(b) and part of sentence in clause 37 (4)(b)</p> <p>Updated name of Department to DPIE</p> <p>Updated name of SABWA</p> <p>Addition of examples of swill</p>
3.3	09/06/2021	<p>Minor additions to the site and desktop audit forms (appendices 2 and 3)</p> <p>Addition of section Waste facility inspections and risk assessment</p> <p>Addition of Appendix 4: Waste (landfill / tip) facility prohibited pig feed (PPF) risk assessment form.</p> <p>Addition of Appendix 5 Decision tree for likelihood of pigs accessing prohibited feed from tips</p> <p>Changes relating to Biosecurity Amendment (Miscellaneous) Regulation 2019 listed at 11. (3.2) but not previously updated into Appendix 1</p> <p>Change definition of feed</p> <p>Change 'stock food' to 'material' in clauses 37(1) &amp; (7)</p> <p>Removal of Regulation clause 37(2)(b) and part of sentence in clause 37 (4)(b)</p> <p>Separated Appendices 2-4 containing the Swill feeding property inspection template, desk inspection template and the waste (landfill / tip) facility risk assessment form into separate documents with links appended to the procedure</p>	DPI Animal Biosecurity and Local Land Services

3.4	30/03/2023	Update due to change in Clause 37 of the regulations. Minor amendments due to unit name changes	DPI Animal Biosecurity
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## 12. Contact

Biosecurity NSW – General  
Enquires 1800 808 095  
[biosecurity@dpi.nsw.gov.au](mailto:biosecurity@dpi.nsw.gov.au)

## Appendix 1: Prohibited pig feed section of the Biosecurity Regulation 2017

### Definitions

In this Division—

*feed*, a particular material to an animal, includes—

- (a) allowing or directing another person to feed the material to the animal, or
- (b) if the material may be ingested by the animal—allowing the animal to have access to the material.

*National Standard for Recycling of Used Cooking Fats and Oils Intended for Animal Feeds* means the document of that name approved by the Primary Industries Ministerial Council and published on the website of the Australian Renderers Association.

*restricted animal material* means any material derived from a vertebrate.

### Note—

Restricted animal material includes rendered products—for example, blood meal, meat meal, meat and bone meal, fish meal, poultry meal, feather meal, and compounded feeds made from these products.

### 37 Prohibited pig feed

- (1) A person must not feed material to a pig if the material contains a mammal product unless the feeding of the mammal product to the pig is otherwise authorised by this clause.
- (2) A mammal product may be fed to a pig if the mammal product—
  - (a) has been rendered in accordance with the relevant Australian Standard dealing with the rendering of animal products, or

### Note—

See AS 5008—2007, *Hygienic rendering of animal products* (or any standard that replaces that standard).

- (b) (Repealed)
- (c) has been treated using a process that has been approved by the Animal Health Committee and that process is carried out under a jurisdictional permit, or
- (d) is identified in a permit issued by the Chief Veterinary Officer that authorises the mammal product to be fed to a pig for the purposes of research or baiting during the period specified in the permit.
- (2A) A person may feed a mammal product to a pig by allowing the pig to access the product in circumstances where it would not be reasonable for the person to prevent the pig from having access to the product.
- (2B) The circumstances referred to in subclause (2A) include the following—
  - (a) a pig having access to a placenta of its own origin or originating from a herd mate,
  - (b) a pig having access to the naturally deposited faeces of wildlife, herd mates or other stock animals,
  - (c) a free-ranging pig having access to carcasses of herd mates or wildlife.
- (3) Milk (including milk products and by-products) may be fed to a pig if the milk is of Australian provenance or it has been lawfully imported into Australia for stock food use.
- (4) Cooking oil or fat may be fed to a pig if the oil or fat—
  - (a) has been used in Australia for cooking, and
  - (b) has been treated in accordance with the *National Standard for Recycling of Used Cooking Fats and Oils Intended for Animal Feeds*.
- (5) Any part of a domestic pig may be fed to another pig on a property if—
  - (a) the domestic pig was born on and spent its entire life on the property, and
  - (b) the feeding occurs as part of a therapeutic process in accordance with the written

instructions of a registered veterinary practitioner.

- (6) A person must not possess (which includes collecting or storing) stock food containing a mammal product on a property on which a pig is kept unless the feeding of the stock food to the pig is authorised by this clause or the stock food is intended to be consumed by an animal other than a pig.
- (7) A person must not supply material containing a mammal product to another person knowing or reasonably suspecting that it is to be fed to a pig unless the feeding of the mammal product to a pig is authorised by this clause.
- (8) This clause applies to something that has had direct contact with a mammal product in the same way it applies to the mammal product.
- (9) In this clause—

**Animal Health Committee** means the Animal Health Committee of the National Biosecurity Committee established under the Intergovernmental Agreement on Biosecurity.

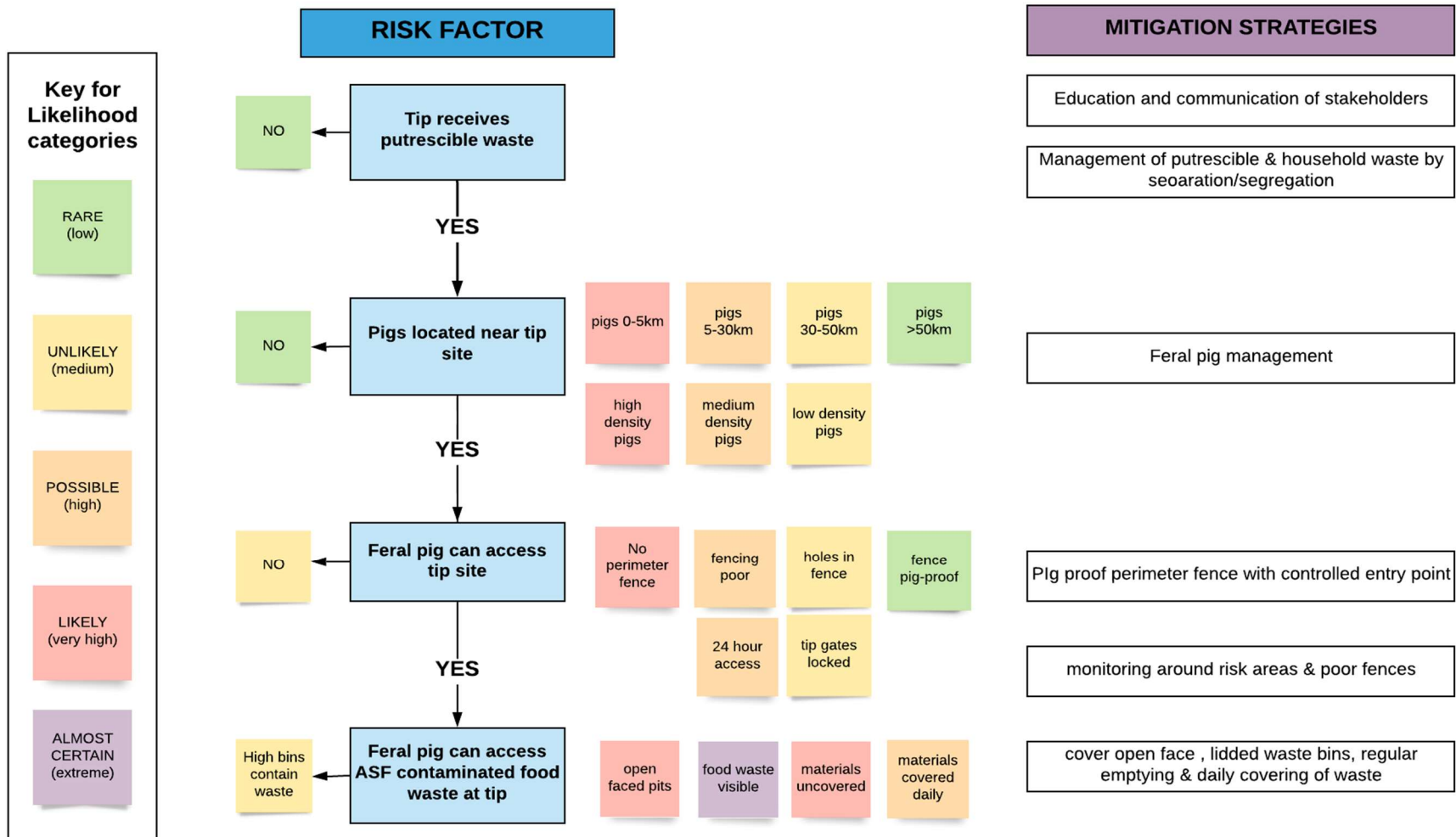
**jurisdictional permit** means a permit issued by the Chief Veterinary Officer or a person holding an equivalent position in another Australian jurisdiction.

**mammal** does not include human.

**mammal product** means any part of a mammal or anything produced by a mammal.

Appendix 5: Decision tree for likelihood of pigs accessing prohibited feed from tip sites

## Decision tree for likelihood of pigs accessing prohibited feed from tip sites



## Appendix 6: LHMS prohibited pig feed standard operating procedure



Department of  
Primary Industries

### 1. Create a new compliance event

The screenshot shows the LHMS interface. At the top, there is a navigation bar with 'Contact', 'Programs', 'Reports', and 'Admin'. Below this is a 'Search PIC' and 'Search Event' section. The 'My Task List' section shows a table with columns: Related Event, Task Type, Title, Status, and Target Date. The 'My Open Events' section shows a table with columns: Related Event ID, Date, Event Sub Type, Contact, and PIC. The 'District Property Status Alerts' section shows a table with columns: ID, Disease List, and Property N. The 'Create Event' dropdown menu is open, showing options: Advisory, Cattle Tick Notification, Program Status, Training, Vaccination, Destruction, Disposal, and Valuation. The 'Compliance' option is highlighted. A blue circle '1' is around the 'Compliance' option, and a blue circle '2' is around the '+ Add' button.

Create a new event

- 1.1. Choose 'Compliance' from the pick list
- 1.2. Click 'Add'

## 1. Enter the compliance details

Home >> Programs >> Compliance Search >> Compliance

Please select one of the listed entities

Select PIC/PIC Contact :

Select Non-PIC Contact :

Compliance Details

Program \* : Swill feeding x

Project : Piggery inspection

Species : Pig

Method : Piggery Inspection

Date/Time \* : 5/11/2014 11:03 A

Vet/Ranger \* : Therese Wright

### PIC information

2.1 Select the PIC or enter a 'Non-PIC contact'

### Compliance details

2.2 Program: Prohibited pig feeding (swill feeding)

2.3 Species: Pig

2.4 Method: Piggery inspection (PPF inspection); Tip inspection (for Waste facility inspections)

2.5 Date/Time: The date and time of the inspection

2.6 Select the name of the officer who conducted the inspection

Click 'Save'

## 2. Compliance findings - Pens

Compliance Findings

		Non-Compliant Pens					
	Pens Inspected	Total Pens In Sale	NVD	Identifiers	Health Statements	Total Non Compliant	% Compliant
Pens	1	0	0	0	0	0	100%

	Stock In Inspected Pens	Total Stock In Sale	Total Uploaded By Database	% Uploaded	# Special Identifiers Sold
Stock Numbers	1	0	0	NaN%	0

Disease Detections Summary	Total Pens With Lice	Total Pens With VFR	Total Pens With Welfare Issues
	% Lice Affected	% VFR Affected	% Welfare Issues

**Pens inspected** 3.1 The total number of pens inspected during this compliance event

**Total non-compliant** 3.2 The number of non-compliant pens found during the compliance event

NOTE: if no non-compliant pens are identified, this field should show '0'

## 3. Compliance – Stock numbers

Compliance Findings

		Non-Compliant Pens					
	Pens Inspected	Total Pens In Sale	NVD	Identifiers	Health Statements	Total Non Compliant	% Compliant
Pens	1	0	0	0	0	0	100%

	Stock In Inspected Pens	Total Stock In Sale	Total Uploaded By Database	% Uploaded	# Special Identifiers Sold
Stock Numbers	1	0	0	NaN%	0

Disease Detections Summary	Total Pens With Lice	Total Pens With VFR	Total Pens With Welfare Issues
	% Lice Affected	% VFR Affected	% Welfare Issues

**Stock in inspected pens** 4.1 Number of pigs inspected

**Total stock in sale** 4.2 Total number of pigs on the property



## 4. Notes and attachments

The screenshot shows a software interface with three main sections:

- Notes:** A large text area for entering notes. A blue callout bubble with the number '1' points to the top right corner of this area.
- Attachments:** A section containing an 'Add New Attachment' button and the text 'There are no items to be displayed.' A blue callout bubble with the number '2' points to the 'Add New Attachment' button.
- Actions:** A section containing 'Cancel' and 'Save' buttons. A blue callout bubble with the number '3' points to the 'Save' button.

**Notes** 5.1 Add relevant notes

**Attachments** 5.2 Attach the swill feeding property inspection checklist or the swill feeding desk inspection checklist

**Actions** 5.3 Save the event

If any non-compliant pens were recorded, new screen options will appear after you save the compliance event. You are required to complete a breach event for non-compliant pens.

## 5. Create a breach event

The screenshot shows a 'Notes' window at the top with a toolbar and a text area. Below it is the 'Breach Events' section, which includes a table with columns: ID, Date of Breach, Alleged Offender(s), Offence, Location, Program, Project, Legislation, PIC, Action Taken, and Breach Status. The table is currently empty with the text 'No Breach Listed'. Below the table is a 'Create New' dropdown menu with 'Breach' selected. A blue callout bubble with the number '1' points to the 'Breach' option. Below the dropdown is an 'Attachments' section with an 'Add New Attachment' button and the text 'There are no items to be displayed.'. At the bottom is an 'Actions' section with buttons for 'Cancel', 'Save', 'Complete Event', and 'Delete Event'.

### Create new

### 6.1. Choose 'Breach' from the pick list

## 6. Add details of the alleged offence

The screenshot shows the 'Alleged Offence' form with several sections and numbered callouts:

- Basis For Breach:** Contains three fields: 'Offence \*' with the value 'Cause/permit stock to feed on prohibited substance' (callout 1), 'Legislation \*' with the value 'Stock Diseases Act 1923' (callout 2), and 'Section/Clause \*' with the value 'Section 20FB(1)'.
- District Activity Detected Under:** Contains two fields: 'Program' with the value 'Swill feeding' (callout 3) and 'Project' with the value 'Piggery inspection'.
- Breach Details:** Contains several fields: 'Date/Time' with the value '5/11/2014 6:34 PM', 'Inspector \*' with the value 'Graham Bailey' (callout 4), 'Location' with the value 'Orange', 'Scheduled Closure Date', 'Actual Closure Date', 'Demerits', 'NRS has advice' (checkbox), and 'LHPA Corrective Action' with the value 'Penalty infringement notice' (callout 5).
- Actions:** Contains 'Cancel' and 'Save' buttons (callout 6).

### Alleged offence

- 7.1 Enter 'Cause/permit stock to feed on prohibited substance' or 'Feed prohibited substance' whichever is correct
- 7.2 The system will choose the response based on your selection at 7.1
- 7.3 Select the program 'Prohibited pig feeding (swill feeding)' and the project 'Piggery inspection'
- 7.4 Select the officer who conducted the breach event and the name of the nearest town to the breach
- 7.5 Select the corrective action

## 7.6 Save the event

### 7. Complete offence evidence and action

#### Action taken

8.2 Refer to "Breach actions" table below

#### Notes

8.3 Provide a summary of the investigation and evidence to support the action taken

Click 'Save'

#### Breach actions

	First offence	Subsequent offences
Proven swill feeding	Regulatory action	Prosecution
Unproven swill feeding	Unproven no further action	