RAISED BY A CANADIAN FARMER
ANIMAL CARE PROGRAM :
STANDARD OPERATING PROCEDURES

Version 6.1

These Standard Operating Procedures (SOPs) are to be updated whenever a change is made and at minimum on an annual basis. The space below is to be signed and dated whenever the SOPs are reviewed or when a change is made. The farm personnel (e.g. farmer, farm manager) who was involved with the development or the review of the SOPs is required to sign and date below.

Signature _____ Date _____ m/yr

Signature _____ Date _____ m/yr

Signature _____ Date _____ m/yr

Signature _____ Date _____ m/yr

Signature _____ Date _____ m/yr

Record any deviations from these SOPs in the Deviation Chart, along with the reasons of the deviation and any corrective actions taken to correct the deviation on the Flock Specific Record Form or similar.

ACP TRAINING RECORD

(1) Have each employee/farm staff on the farm involved with the care and handling of the birds sign and date that they have been provided with and have understood the *Raised by a Canadian Farmer* Animal Care Program (ACP) and Code of Practice for the care and handling of broiler chickens and the Standard Operating Procedures (SOPs) for the areas in which they are responsible. This should be updated whenever the SOPs are updated. Service personnel (e.g. feed reps, hatchery crew, catching crew) and farm personnel responsible for developing the SOPs (e.g. farmer or farm manager who signed on the first page of the SOPs) are not required to sign the training log.

Name	Signature	Date

(2) List any other training that employees of the farm have received with respect to animal care (including euthanasia):

Name	Training	Date

SECTION 1: WORKERS AND MANAGEMENT

Code of Conduct

Below is a sample Code of Conduct covering bird welfare that can be signed by farm personnel.

Farm Animal Care Policy with Employee Declaration

At _____, we are committed to providing high standards of welfare for the birds in our care, in accordance with Chicken Farmers of Canada's (CFC) *Raised by a Canadian Farmer Animal Care Program* (ACP), which is based on the standards provided in the *Code of Practice for the Care and Handling of Hatching Eggs, Breeders, Chickens and Turkeys.* We strive to foster a culture of understanding towards animal care principles and requirements that ensure our birds are healthy, comfortable, and well-cared for.

farm/company name

Our commitment to our customers

Every person who handles or comes into contact with an animal is required to support our core objective of responsible farm animal care and handling and to demonstrate that support by:

Reviewing this Farm Animal Care Policy and all SOPs for the OFFSP and ACP (the "**Program and Policy**") *before* starting any work with animals

Annually reviewing this Policy

Reviewing the SOPs for the OFFSP and ACP when any changes are made, and at a minimum annually

Signing the Employee Declaration at hiring, and after each annual review of the Program and Policy.

Our commitment to our employees

Your job is valuable and important to our animals and our business. Employees may at any time discuss a matter, or seek advice on how to proceed with a matter, from _____ _____.

contact person

When you report an incident involving possible mistreatment, illness or injury involving one of our animals, we will take it seriously. We will document your concern. We will follow up to resolve the animal's situation and/or provide additional training among employees.

Our employees' commitment to us

Every one of our employees is required to handle and treat animals with respect, in a manner that aims to prevent injury and reduce stress, and in accordance with CFC's ACP as well as the federal, provincial, and municipal regulations under which we operate. Employees are required to ensure all requirements in CFC's ACP are met, and that all SOPs are followed.

When employees are on our premises and/or performing any work for us off-site, you must not take pictures or videos or other images and/or record sounds with any kind of device (camera, smartphone, tape recorder, video, etc.) for any reason, and you must not help anybody else do so, unless _____ has given you advance written permission.

farm/company name

If any employee observes or receives information about or otherwise becomes aware of an animal in our care being mistreated, mishandled, or treated in a way that is contrary to CFC's ACP or this Policy, then:

(a) The employee **must immediately** report that information to _____ (contact person) or, if he/she is not available, to _____ (alternate contact person) .

(b) The employee must cooperate fully in any investigation of the report. Employees are required to respect the need for confidentiality. Accordingly, employees must not disclose information from any reports or their involvement in any investigation or report, except to the extent required by _____ (farm/company name) for purposes of a proper investigation and resolution, or as compelled by process of law. However, employees are permitted to disclose information to their own legal advisers and to their own spouses/domestic partners, who must be similarly obligated to maintain confidentiality.

Any breach of the SOPs for the OFFSP and ACP and/or of this Policy will result in disciplinary action, up to and including dismissal for cause in appropriate cases. _____ (farm/company name) reserves the right to refer animal-abusers to law enforcement for prosecution.

If any employee deliberately breaches the SOPs for the OFFSP and ACP and/or this Policy, reserves the right to release the employee's personal information to law enforcement authorities.

MANAGER DECLARATION: As the Manager / Supervisor, I declare that I have reviewed the current SOPs for the OFFSP and ACP and this Farm Animal Care Policy with the employee(s) named below on the date shown below.

_____

Manager / Supervisor Name **Manager / Supervisor Signature**

_____

Date

EMPLOYEE DECLARATION: As an employee of _____, I declare that I have read,

EMPLOYEE DECLARATION: As an employee of _____ (farm/name), I declare that I have read, understand, and agree to abide by this Farm Animal Care Policy and all SOPs for the On-Farm Food Safety Program and Animal Care Program (the "**Program and Policy**") at all times. I understand that if I breach the Program and Policy, then: (i) I will be subject to disciplinary action up to and including dismissal for cause; (ii) I may be liable for prosecution under applicable laws; and (iii) _____ (farm/company name) has the right to release my personal information to law enforcement authorities.

Employee Name	Employee Signature	Date

SECTION 3: ENVIRONMENT (TEMPERATURE, AIR QUALITY AND LIGHTING)

Temperature

Outline the temperature schedule that you use during the cycle of your flock, including the temperature set points, and what procedures you use if the temperature moves out of range (for both high and low temperature extremes).

Air Quality

Describe your daily procedures for monitoring air quality (include the methods used, the frequency of monitoring and set points (if applicable) for humidity and ammonia).

Lighting

Outline the lighting schedule used during the cycle of your flock.

Do you provide a minimum of one continuous hour of darkness by at least 24 hrs from placement?

☐ Yes ☐ No

Do you provide at least four continuous hours of darkness starting at least by day 5 from placement until 7 days prior to catching?

☐ Yes ☐ No

Is the dark period no more than 20% of the light intensity of the light period?

☐ Yes ☐ No

SECTION 4: STOCKING DENSITY, HOUSING SYSTEM AND LITTER MANAGEMENT

Stocking Density

The following static information must be available for each barn. This information can be posted in each barn or kept in a central location that is accessible to personnel working in the barns. This form or a similar form can be used.

See appendix 1 for sample calculations.

Floor Area[1]	
	Floor Area[1] ☐ ft² or ☐ m²
Floor 1	
Floor 2	
Floor 3	

Maximum Capacity for Bird Placement					
	Target Weight ☐ lb or ☐ kg	Max. Density	Max. # birds @ shipping	Expected Mortality	Max. # birds @ at placement
Floor 1					
Floor 2					
Floor 3					

[1]Total floor area available to the birds. Measurements to be taken on the inside of the barn.

Available Feeders and Drinkers						
	Feeders			Drinkers		
	Total # feeders or linear feeding space (1)	Manufacturers recommendation[1] for # birds/feeder (2)	# of birds (1 x 2)	Total # of drinkers (3)	Manufacturers recommendation[1] for # birds/drinker (4)	# of birds (3 x 4)
Floor 1						
Floor 2						
Floor 3						

[1]Include the manufacturers recommendations for the number of birds per feeder or drinker for your specific type.

Litter Quality

Describe your daily procedures for monitoring the quality of the litter (include the method used and the frequency of monitoring).

SECTION 5: BIRD MONITORING AND HANDLING

Bird Handling

Describe your procedures for handling birds (incl. chicks, and boxes of chicks), to prevent injury and minimize stress:

Daily Flock Inspections

Indicate the number of times the flock is checked per day. Does this vary throughout the cycle for your flock? ☐ Yes ☐ No

Indicate what elements are observed during the daily checks:

- ☐ Reduced food and water intake
- ☐ Changes in activity
- ☐ Abnormal feather condition
- ☐ Abnormal droppings
- ☐ Feather condition and cover
- ☐ Thermal comfort behaviour
- ☐ Behavioural changes
- ☐ Abnormal respiratory sounds/mouth breathing
- ☐ Lameness and inability to rise
- ☐ Body condition
- ☐ Dead, sick and injured birds

Indicate any other checks that are performed:

SECTION 6: HEALTH CARE PRACTICES (FLOCK HEALTH PLAN, MORTALITY, EUTHANASIA)

Flock Health

Do you receive data on your condemnation report indicating the incidence of condemnations, hockburn, breast blisters and/or footpad lesions?

☐ Yes ☐ No

If yes, describe how you monitor the incidence of these conditions and address problems when the incidence becomes too high:

Flock Health Plan

It is recommended that a lock health plan be developed in consultation with your veterinarian. This plan supplements the records and SOP's that you are maintaining under the ACP and OFFSP (e.g. mortality and cull records, euthanasia and cull protocols, biosecurity and pest-control programs).

Who assisted you in developing your flock health plan (e.g. veterinarian, hatchery personnel)?

List the diseases you are managing against on your farm and briefly explain how you are preventing them:

Disease	Prevention method

Outline your flock's vaccination protocols:

Age	Name of vaccine	Vaccinated for what disease	Route administered

Euthanasia

Describe your primary method of euthanasia as well as the back-up method you would use if your primary euthanasia method fails:

Do you use a device to euthanize your birds?

☐ Yes ☐ No

If yes, please describe the device, including the maintenance routine for it.

Describe your protocol for determining when birds need to be euthanized (list the triggers that would signal you to euthanize a bird):

Describe how you inspect for loss of consciousness and death to ensure the euthanasia was effective:

SECTION 7: EMERGENCY MANAGEMENT AND PREPAREDNESS

Contingency Plan

Describe your procedures for specific emergency situations (e.g. power failure, fire, flooding, water interruptions, generator failure etc.):

Provide a list of emergency contact numbers:

	Name	Number
Veterinarian		
Processor		
Transporter		
Manure haulage		
Feed company		
Catching crew		
Hatchery		
Bedding supplier		
Renderer		
Pest control		
Fuel company		
Electric		
Gas		
Water		
Local police (for non-911 emergencies)		
Other		

SECTION 8. CATCHING AND LOADING

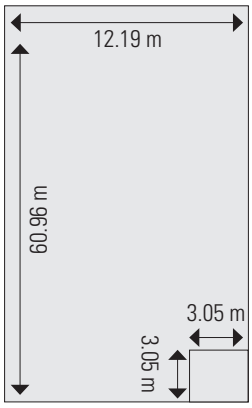
Procedures During Catching Indicate your procedures during catching:

- ☐ Feeders withdrawn in consultation with processor to minimize time off feed
- ☐ Water available until just prior to catching
- ☐ In consultation with the processor, the flock and environmental conditions (including wet birds), as well as journey duration, are taken into consideration prior to transport
- ☐ Birds are evaluated for fitness and those deemed unfit for transport are euthanized (as soon as possible and not longer than 8 hours from the end of loading) or separated out
- ☐ Farm representative and catching supervisor meet prior to catching to discuss flock fitness for transport and barn conditions
- ☐ Care for birds not loaded and not euthanized resumes as soon as possible, and not longer than 8 hours from the end of loading
- ☐ Farmer or farm representative available locally to assist catching crews

APPENDIX 1 - STOCKING DENSITY SAMPLE CALCULATIONS

1. FLOOR AREA

The following are sample calculations for determining the floor area available to the birds for a floor that is 200 ft x 40 ft with a 10 ft x 10 ft workroom. Floor area should be based on measurements taken on the inside of the barn. Note: This example illustrates the calculation for a flock that is all-in all-out.



(floor length x floor width) – (workroom length x workroom width)

= (60.96 m x 12.19 m) – (3.05 m x 3.05 m) or (200 ft x 40 ft) – (10 ft x 10 ft)

= 743.1 m^2 – 9.30 m^2
= 733.8 m^2 or 7,900 ft^2

8,000 ft^2 – 100 ft^2

2. BIRDS PLACED

The following are sample calculations for determining what the maximum number of birds at shipping should be under the following criteria:

Total floor area available to the birds: 733.8 m^2 or 7,900 ft^2

Target weight: 2.0 kg or 4.41 lb

Maximum density: 31 kg/m^2 or 6.35 lb/ft^2

Max # of birds at shipping	**No. birds placed:** max # birds at shipping + estimated mortality
= (total floor area x max. density)/target weight = (733.8 m^2 x 31 kg/m^2)/2.0 kg or (7,900 ft^2 x 6.35 lb/ f^2)/4.41 lb = approximately **11 375 birds**	= 11,375 x (100)/(100-3) **= 11 726 birds**

1. Floor Area[1]			
	Floor Area[1]	Units	
Floor 1	**733.8**	ft^2	m^2
Floor 2		ft^2	m^2
Floor 3		ft^2	m^2

2. Maximum Capacity for Bird Placement							
	Target Weight	Units		Max. Density	Max. # birds @ shipping	Expected Mortality	Max. # birds @ at placement
Floor 1	**2.0**	lb	kg	**31 kg/ m^2**	**11,375**	**3%**	**11,726**
Floor 2		lb	kg				
Floor 3		lb	kg				

1. AVAILABLE FEEDERS AND DRINKERS

The following are sample calculations for determining the number of birds that can be accommodated by the available feeders and drinkers. In this example 13 to 15 in. pan feeders and nipple drinkers are used with a recommended number of 55 birds per feeder and 12 birds per nipple.

3. Available Feeders and Drinkers						
	Feeders			Drinkers		
	Total # feeders or linear feeding space (1)	Manufacturers recommendation[1] for # birds/feeder (2)	# of birds (1 x 2)	Total # of drinkers (3)	Manufacturers recommendation[1] for # birds/drinker (4)	# of birds (3 x 4)
Floor 1	**206**	**55**	**11,330**	**948**	**12**	**11,376**
Floor 2						
Floor 3						