



Animal welfare incident report

Section A: General information

Background

Export registered establishments monitor the condition of animals arriving for slaughter and take appropriate timely actions to alleviate pain and suffering of animals arriving for slaughter with welfare concerns.

Purpose of this form

This report is generated by abattoir management and/or the Department of Agriculture and Water Resources officers to report animal welfare incidents detected at export registered establishments to the relevant state/territory authorities with the jurisdiction to investigate the cause of the animal welfare incident.

Your obligations

- Complete a separate form for each incident.
- Keep the form on file for future requests.

Copy of this report must be provided to:

- Relevant State/ Territory authority.
- Department of Agriculture and Water Resources On-Plant Veterinary Officer.
- Establishment management (for reports generated by the On-Plant veterinary officer).

Incident reference number

Est. number where incident was detected	Year	Sequential number of incidents per year

Section B: Incident details

Description of the incident

Date of incident	
Time when incident was detected	
Time of stock arrival at the establishment	



Time of stock unloading		
Number of animal(s) affected		
Nature of incident (tick as appropriate)		
Unable to walk on its own by bearing weight on all legs		
Severely emaciated		
Visibly dehydrated		
Blind in both eyes		
Showing visible signs of severe injury or distress		
Suffering from conditions that are likely to increase pain and suffering as a result of the transport process		
Known to be or visually assessed as to be near (within 2 weeks of parturition) as specified in the species requirements of the LTS, unless time off water and journey is less than 4 hours duration to another property.		
Other (add comment in the comments section below)		
Comments		
Chronological description of observations and events		



Details of affected animal(s)

A copy of the vendor declaration must accompany this incident report and/or post sale summary if the animals were purchased from a sale yard.

Species	
Class	
Sex	
Breed	
Age	
Animal identification (i.e. NLIS, PigPass)	
Tail tag (if used)	
Ear tag (if used)	
Ear mark (if used)	
Brand (if used)	
Tattoo (if used)	

Condition of affected animal(s)

If more than one animal affected, record the condition body score as a range

Body condition score	
Behaviour/demeanour	
Temperature (if applicable)	

Property of origin

Owner's name		
Property Identification Code (PIC)		
Property street address		
Telephone number		
Previous incidents from the same PIC		If Yes, provide date and/or reference number of previous incident(s)



Sale yard details (if relevant)

Date of sale	
Property Identification Code (PIC)	
Property street address	
Telephone number	

Place where incident was detected

Establishment number	
Email address	
On-Plant Veterinarian	

Section C: Transport details

Transport company	
Address	
Telephone number	
Vehicle registration number	
Number of decks	
Driver name*	
Driver's telephone number*	
Details of any delay, lay-over or stop during the trip	
Location	
Duration	
Water availability	

*Provide the driver with a copy of **Privacy notice**.

Injuries sustained during transport

If injuries are believed to have been sustained during transport interview the stock handler or person supervising unloading and ask for the following information.



Transport density (number of animals transported on the truck)	
Estimated head clearance on transport truck	
Estimated sacrum clearance on transport truck	
Condition/state of repair of transport truck	

Use of dogs for unloading of animals

Were dog(s) muzzled during unloading?	
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Section D: Photos and video of incident

Photos List file numbers of photos attached to the report - Include general photos of the animal(s) as well as close up photos of the lesion(s).	Videos (optional) List the file name and length of the video footage attached to the report.

Section E: Actions taken to alleviate animal(s) suffering

Action taken	
Time of action, including date of action	

Section F: Reporting of incident

Incident raised by	Name:		Date:	
	Position:			



Incident reported to State/territory authority	Name:		Date:	
Incident reported to OPV <i>Where the incident report is raised by the establishment</i>	OPV Name:		Date:	
Incident reported to ATM by OPV	ATM Name:		Date:	
Incident reported to Est. management <i>Where the incident report is raised by the OPV</i>	Name:		Date:	
	Position:			

Section G: Advice/direction received from State/Territory authority

Where applicable, Insert advice/direction received from state authorities regarding the incident.

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Section H: Signatures (see section K Privacy notice before signing)

	Name	Position	Signature
Witness(es) of incident			
Department of Agriculture and Water Resources officer			
Official			

Section I: Declaration (see section K Privacy notice before signing)

I, the undersigned agree that all photographic and written evidence collected pertaining to this incident report is for regulatory purposes only and must not be circulated to any third party except as defined.

Full name:

Position:

Date:

Signature:

Section J: Privacy notice

‘Personal information’ means any information or opinion about an identified, or reasonably identifiable, individual.

‘Sensitive personal information’ means any information or opinion about an individual’s racial or ethnic origin, political opinion or association, religious beliefs or affiliations, philosophical beliefs, sexual preferences or practices, trade or professional associations and memberships, union membership, criminal record, health or genetic information and biometric information or templates.

The collection of personal information by the Department of Agriculture and Water Resources in relation to this document is for the purposes of assessing this form and related purposes. If the relevant personal information requested in this document is not provided by you, the department will be unable to assess it.

Personal information may be disclosed by us and the Department of Agriculture and Water Resources to other Australian government agencies and overseas persons or organisations, including auditors in importing countries, where necessary for the purposes, provided the disclosure is consistent with relevant law,



including the *Privacy Act 1988*. Your personal information will be used and stored by us and the Department of Agriculture in accordance with the Privacy Principles.

By completing and submitting this declaration, you consent to our collection of your personal information on behalf of the Department of Agriculture and the disclosure of all personal information contained in this declaration to importing countries. Neither we nor the Department of Agriculture and Water Resources have taken steps to ensure that importing countries do not breach the Privacy Principles. This means that importing countries will not be accountable under the *Privacy Act 1988*, you will not be able to seek redress under the *Privacy Act 1988* and you may not be able to seek redress in the overseas jurisdiction. Importing countries may not be subject to any privacy obligations or to any principles similar to the Privacy Principles

The department's Privacy Policy, including information about access to and correction of your personal information, is available on the department's website.

To contact the department about your personal information or to make a complaint:

Phone +61 2 6272 3933
Email privacy@agriculture.gov.au
Post Privacy Contact Officer
Department of Agriculture and Water Resources
GPO Box 858
Canberra ACT 2601

Section K: Checklist

Copy of the NVD is attached to the incident report	
Photos and videos (if possible) of the affected animal(s) are attached to the report	
Professional statement from the OPV is included in the report (where required)	
Copy of the report, photos and NVD sent to the state authorities	
Copy of the report, photos and NVD sent to the OPV (incident report raised by establishment management)	
Copy of the report, photos and NVD sent to Establishment management (incident report raised by the OPV)	