

SHEEP WELFARE SCHEME

2018

Terms and Conditions



An Roinn
**Talmhaíochta,
Bia agus Mara**
Department of
**Agriculture,
Food and the Marine**



**'The European Agricultural Fund
for Rural Development: Europe
investing in rural areas'.**

IMPORTANT

- Please read and familiarise yourself fully with these Terms and Conditions.
- Actions undertaken are in respect of all animals in your flock to which the actions apply.
- Actions must be completed in full for the duration of the scheme.
- All actions must be recorded in the Scheme Action Record Book.
- All invoices, receipts and supporting documents must be retained.

ALSO

2017 Sheep Census

- Please ensure you submit your completed Sheep Census Return as required.
- Postal returns for the Sheep Census must be returned to the Department by Wednesday, 31st of January 2018 using the pre-addressed envelope supplied with the Census Form only. Postal returns should be made to:

Sheep Census, Seefin Data Management, PO Box 17, An Post, Cahirdown, Listowel D.S.U, Co Kerry

- The closing date for submission of online Sheep Census returns is Wednesday, 14th February 2018.

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1. Introduction

The Sheep Welfare Scheme was introduced to contribute to the continued development in animal and health welfare in the sheep sector and requires farmers to go beyond the relevant mandatory standards to enhance the standards of animal welfare in the Irish Sheep flock.

This scheme is designed in keeping with Article 33 of Regulation (EC) No 1305/2013 in particular and with the range of European Regulations underpinning the provision of support for Rural Development.

This scheme provides targeted support to those areas of animal welfare identified as making a meaningful positive contribution to sheep welfare, having regard to the systems of production in Ireland and the environment in which Irish sheep production is carried out.

2. Implementation of the Scheme

The Sheep Welfare Scheme 2018 is administered by the Department of Agriculture, Food and the Marine (DAFM). The Department will ensure compliance on the part of applicants by way of compliance inspections and administrative Control checks.

3. Obligations of Scheme Applicants / Participants

It will be the responsibility of the applicants / participants to familiarise themselves fully with the Scheme Terms and Conditions, their obligations under same and the consequences for any compliance failures or breaches of the Scheme.

Each scheme participant is obliged to -

- Comply with the Terms and Conditions of the scheme and fully complete their two chosen actions.
- Submit an accurately completed annual Sheep Census return to the Department for 2017 and for each year of the Scheme, within the set deadlines.
- Maintain the requisite number of breeding ewes in line with an applicant's Sheep Welfare Scheme reference number for the scheme year. Where the number of eligible breeding ewes reduces below the reference number, an applicant must immediately inform the Department of this in writing. Failure to do so in advance of payment or notification of an administration inspection may result in an administrative penalty being applied. The reduced number of eligible breeding ewes will then become the eligible number for payment.
- Maintain a Scheme Action Record Book, which will be provided to all applicants by the Department, to record and demonstrate the completion of the two actions chosen for the scheme.

- Retain all receipts, documentation and other evidence to prove compliance with scheme actions for the duration of participation in the scheme plus one year.
- The Scheme Action Record Book must be made available on request for inspection and /or administrative checks by the Department.
- All applicants must co-operate fully with Department staff, or its Agents, in relation to any inspection or any request for documentation.
- All applicants must comply with Cross Compliance requirements, as set down in relevant EU legislation (Directives and Regulations), and the standards for Good Agricultural and Environmental Condition (GAEC), in the areas of environment, climate change and good agricultural condition of land; public, animal and plant health and animal welfare. *Articles 91 - 94 of Regulation (EU) No 1306/2013 refer.*
- All applicants accept that all the information supplied on the application form and any supporting documentation may be used by the Department of Agriculture, Food and the Marine or made available to any other Department or body or Local Authority for the purpose of audits, evaluation purposes, Cross Compliance controls, controls relating to the legislation underpinning Cross Compliance and all Rural Development measures, and, as appropriate, in accordance with the requirements under the Freedom of Information Act.
- It must be noted that an application will not be accepted or approval may be withdrawn if, in the opinion of the Minister or his officials, it is established that an applicant artificially created the conditions required to obtain aid with a view to obtaining an advantage contrary to the objectives of the Scheme.
- The obtaining of aid or the attempt to obtain aid under the Scheme by fraudulent means by the applicant or others acting alone or together may, in addition to any scheme penalty, render such persons liable to prosecution.

4. Contact Details:

Post: Sheep Welfare Scheme,
Department of Agriculture, Food and the Marine,
Government Buildings,
Old Abbeylax Road,
Portlaoise, Co. Laois, R32 RPA6

Phone: 076/1064420
Email: sheepscheme@agriculture.gov.ie

5. Actions and Options Available

The Sheep Welfare Scheme will contribute to improved sheep welfare through targeted intervention actions in the areas of -

- Lameness Control
- Mineral Supplementation Ewes Post Mating
- Meal Feeding Lambs Post Weaning
- Parasite Control (Faecal Egg Count)
- Management of Pregnant Ewes (Scanning)
- Flystrike Control
- Mineral Supplementation Lambs Pre Weaning

Please note that the two actions that have been chosen by an applicant when joining the scheme must be adhered to by the applicant for the full duration of the scheme - which is currently proposed to run to 2020, renewable annually. **It is therefore not possible to change actions once chosen.**

However, in the event that the ratio of their stock type changes over the lifetime of the scheme, applicants should advise the Department of this change.

All animals in a flock to which an action applies must be treated accordingly.

The scheme targets active sheep farmers with breeding ewes. An active farmer is defined in Article 9 of Regulation (EU) No 1307/2013.

The scheme actions are applicable to flocks of breeding ewes and are separated into **Lowland** and **Hill** flock actions.

The decision as to which category an applicant belongs to will be based on the type of stock (Lowland or Hill) held, or where there is a mix, the ratio stock type held and as reported in the Annual Sheep Census 2015 -

- Applicants with greater than 50% lowland ewes must choose from the options for Lowland flocks
- Applicants with greater than 50% hill type ewes must choose from the options for Hill flocks.
- The Application Form which has issued has designated individual flocks as Hill or Lowland based on Sheep Census records. Applicants who deem that they have been incorrectly designated should notify the Department promptly regarding their position.

Applicants must choose **one action from Category A** and **one action from Category B** as detailed in the Table below, appropriate to their Flock Type (Lowland or Hill) by ticking the appropriate boxes beside each option in the application form.

The various action Categories and choices are as follows -

| Lowland Flock | Hill Flock |
|--|--|
| <u>Category A</u> | <u>Category A</u> |
| Lameness Control | Mineral Supplementation Ewes Post Mating |
| Mineral Supplementation Ewes Post Mating | Meal Feeding Lambs Post Weaning* |
| | |
| <u>Category B</u> | <u>Category B</u> |
| Parasite Control (Faecal Egg Count) | Parasite Control (Faecal Egg Count) |
| Scanning | Scanning |
| Flystrike Control | Mineral Supplementation Lambs Pre Weaning* |

* Hill flocks may not choose both Mineral supplementation of lambs and Meal feeding of lambs post weaning.

6. New Entrants

There is provision for new entrants into the scheme.

For the purposes of the scheme, a new entrant to this scheme is defined as an applicant who has applied for a new herd number from 1st January 2017 and prior to the 31st of December 2017, or an applicant with an existing herd number who has not held or traded in sheep for a two year period up to 31st October preceding the scheme year.

In any subsequent scheme years the new applicant must apply for a new herd number prior to 31st December of the preceding year.

An application for the Sheep Welfare Scheme is made by completing the relevant application form and returning it, using the pre-addressed envelope supplied, to the address provided before the specified closing date of **2nd February 2018**. New Entrants should contact the Sheep Welfare Section of the Department to request the application form.

The Department will supply partially pre-filled forms to applicants. These application forms will be suitable for the designated flock type (Lowland or Hill) of the potential applicant. It will be necessary for the applicant to check all information supplied and to amend same if it is found to be inaccurate or incorrect. Only the partially pre-filled application forms issued by the Department will be accepted in the application process.

Depending on the sheep farming practice on the holding, the applicant should complete the application form advising of the two actions they choose, making sure they have chosen one from Category A and one from Category B in their Flock Type (Lowland or Hill) by ticking the appropriate boxes beside each action.

Applicants registered under Farm Partnership Registration are required to submit one application for the Sheep Welfare Scheme 2018 using the Farm Partnership Number.

Applicants will be bound by the reference number for eligible ewes applicable to their holding.

The Partnership should submit a single Declaration of Scheme Compliance to cover the whole partnership and, subject to compliance, a single payment will issue to the partnership as appropriate.

7. Late Applications

The closing date for applications for the Sheep Welfare Scheme 2018 from new entrants, as defined above, is **2nd February 2018**. The Department will not, except in cases of force majeure, accept applications submitted after this date.

In the event that a query arises as to the receipt by the Department of an application for the scheme, which was submitted by post, an applicant will be required to produce proof of postage in the form of a Registered Post receipt or a SwiftPost receipt. Certificates of postage will not be accepted as proof of postage.

8. Declaration of Scheme Compliance/Notification of Continuation.

For the 2018 scheme year, existing participants in the Sheep Welfare Scheme will be required to complete and return to the Department a form to facilitate the Declaration of Scheme Compliance, Notification of the Continuation in the scheme or Opt-out of the scheme by approved participants.

Existing participants who wish **to continue to participate in Year 2** of the Sheep Welfare Scheme must tick the relevant boxes on **Part A** of the form to indicate that:

- You have carried out the actions you have chosen under the Scheme, and
- You wish to continue in the Scheme for Year 2.

If an existing participant wishes to **withdraw from the Scheme after Year 1**, and do not wish to continue to Year 2, they should tick the box in Part B of the attached form.

Please note, participants should **only fill out either Part A or Part B** of the form. A return envelope is included for participants to return the form back to the Department.

The Declaration of Scheme Compliance/Notification of Continuation form can also be completed online.

To do so, participants should log on to www.agfood.ie and follow the link for the Sheep Welfare Scheme.

If participants are not yet registered for the departments online services, you can also register for these services on www.agfood.ie.

Applicants/participants can opt-out or withdraw from the scheme by advising the Department accordingly. Should an applicant opt-out of the scheme in any year subsequent to year one it will not be possible to rejoin the scheme.

Applicants/participants cannot opt-out of the scheme in a given year if they have been notified of a pending inspection and/or an administrative control.

9. Eligibility requirements

In order to be eligible for the Scheme, applicants must

- 1) Have an active DAFM Herd Number, or have applied for same before the closing date of the scheme, and keep breeding ewes.
- 2) Submit a Basic Payment Scheme application for each year of scheme participation, and comply with the requirement to be an active farmer as per Article 9 of EU Regulation 1307/2013.
- 3) Have submitted Sheep Census returns to the Department in respect of 2014 and 2015 by 31st October 2016.

Where applicants have failed to submit either or both the 2014 and 2015 census returns, in line with above, they can advise the Department accordingly and the circumstances of cases will be considered and dealt with on an individual basis.

- 4) Have submitted a correctly completed return to the Department in respect of the 2017 Sheep Census by the due date and continue to submit a Sheep Census return within the specified timeframe for each year during the lifetime of the scheme (exception for new entrants in year of entry).

Note: Applicants who have been found guilty of an offence under the Animal Health and Welfare Act 2013 for animal cruelty and welfare offences will be excluded from the scheme.

10. Eligible Breeding Ewe Numbers

For existing participants in the scheme who were not classed as new entrants in 2017, the eligible number of breeding ewes is based on the average number of breeding ewes declared on the 2014 and 2015 Sheep Census returns. Applicants were also required to declare breeding ewes on the 2016 Sheep Census return.

The eligible number of breeding ewes established a Reference Number for payment for the duration of the Scheme and which does not increase, except where required in line with GLAS obligations, as outlined below. However, if the number of breeding ewes returned on the 2017 or later Sheep Census, Inspection Report or Administrative Control Report, during the Scheme is lower than the Reference Number then the new lower number will become the Reference Number for payment. It must be noted that where such circumstances occur and a higher number of breeding ewes is returned on the census in a subsequent year then the Reference Number will increase accordingly but not beyond the original Reference Number.

Applicants should note that they are required to inform the Department before payment issues or prior to receipt of a notification of an administrative inspection if the number of breeding ewes they hold falls below the Reference Number for payment/most recent census figure. The lower number of eligible breeding ewes will then become the eligible number for payment. Failure to inform the Department of the lower number may result in the application of a penalty.

Where applicants are also GLAS participants and are required to increase their number of breeding ewes in line with GLAS obligations under Commonage Management Plans (CMP) in order to comply with their individual minimum requirement, the increased number returned on the Sheep Census return each year will become the Reference Number - until the defined number on the CMP is reached or the deadline for reaching same is passed.

In the case of new entrants the reference number will be based on the number of breeding ewes returned on their most recent census. Where entry is between the Census process and the closing date of the scheme the reference number will be calculated on a case by case basis.

In all cases, where an applicant is approved into the scheme on the basis of a particular reference number of breeding ewes, this number of ewes must be retained and made available for inspection where required for that scheme year.

11. Action Record Book

All applicants accepted into the scheme will also be supplied with a Scheme Action Record book which is to be used by participants to record all compliance actions and proofs of same. This Scheme Action Record Book will be used to record compliance with actions undertaken and will have to be maintained throughout the applicant's participation in the scheme. It is essential that the Action Record Book and associated documents are retained and updated to reflect the completion of actions undertaken by applicants under this Scheme.

A new Scheme Action Records Book will be supplied to participants for each year of the scheme.

The Department will supplement compliance inspections with Administrative Control checks whereby a percentage of farmers will be required to submit their Action Record Books and associated documentation to the Department upon request at various times in the Scheme year. These records will be examined as a means of checking compliance with actions. It is a requirement of the Scheme that applicants must fully comply with such requests to submit information to the Department.

Failure to produce or forward the Scheme Action Record Book when requested will be seen as a breach of the scheme obligations and will result in no payments for the relevant scheme year and a 20% administrative penalty based on the overall amount which would have been payable in the scheme year will be imposed.

12. Force Majeure

Force Majeure is defined in Article 2 of Regulation (EU) No 1306/2013 -

- For the purposes of the financing, management and monitoring of the CAP, "force majeure" and "exceptional circumstances" may, in particular, be recognised in the following cases:
 - (a) the death of the beneficiary;
 - (b) long-term professional incapacity of beneficiary;
 - (c) a severe natural disaster gravely affecting the holding;
 - (d) the accidental destruction of livestock buildings on the holding;
 - (e) an epizootic or a plant disease affecting part or all of the beneficiary's livestock or crops respectively;
 - (f) expropriation of all or a large part of the holding if that expropriation could not have been anticipated on the day of lodging the application.

13. Scheme Actions

All animals in a participants flock to which an action applies must be treated accordingly. The two actions chosen when a participant joined the scheme must be adhered to by the participant for the full duration of the scheme. It is therefore not possible to change actions once they have been selected.

A description of each possible action under the Scheme is outlined below.

- **Lameness Control**

Under this option scheme participants must carry out a minimum of 5 lameness examinations per year, and complete the relevant section for Lameness Control in the Scheme Action Record Book. Scheme participants must then treat all identified incidences having firstly identified the cause(s) of lameness to prevent animals becoming sick/injured as a result of lameness.

The following are the times that assessments shall be carried out:

- At least once between mating & lambing
- May/June
- July/Aug
- Prior to mating (Aug -Sept/Oct)
- And at one other time which the flock owner may choose depending on the requirements of the flock.

Receipts and invoices for any products used must be retained and made available for inspection and/or administrative check.

- **Mineral Feedingstuff Supplementation (Ewes)**

Under this action scheme participants must supplement all ewes (including hoggets out to the ram) with mineral feedingstuffs post mating. Mineral Supplementation is required to be administered to ewes to ensure the duration of cover provided by the minerals includes at least the first 60 days from when the date of ram turnout

Supplementation may take the form of bagged mineral feedingstuffs (dry minerals), mineral blocks, drenches and liquid minerals, injectables or boluses.

Where compound feedingstuffs are being fed at this time, a mineral feedingstuff may be included in the ration by the feed mill at the time of manufacture. Otherwise, dry mineral feedingstuffs (bagged minerals) may be dusted on the silage or fed with feed materials ('straights'). Where boluses are used these can be administered pre mating to allow for rumen breakdown of the bolus.

The label of the product used must clearly state the product is suitable for ewes, it must specify a duration of cover for ewes and it must also specify a dose rate.

Applicants who chose this action should ensure the recommended product is administered as per label guidelines. This will be subject to verification by Department officials on inspection.

Receipts and invoices of all mineral feedingstuffs and/or compound rations containing the mineral feedingstuffs purchased must be retained and made available for inspection and/or administrative check.

All mineral feedingstuffs must be sourced from feed business operators licensed by the Department of Agriculture, Food and Marine. Mineral feedingstuffs must be administered in accordance with the appropriate instructions.

- Flystrike Control

Under this action participants must incorporate a flystrike programme for the prevention of flies during the months of flystrike risk. They must incorporate mechanical means for the prevention of flies in addition to any chemical control used recording the times of intervention and the number of sheep with dags removed.

Faecal material can build up around a sheep's hindquarter for a number of reasons, and can result in increased risk of fly strike and negatively impact on sheep welfare.

Sheep must be assembled at least once in the period 1st of June to 30th September and dags should be removed from any affected sheep

- Mineral Feedingstuff Supplementation (Concentrate feeding to lambs post weaning)

Lambs must be supplemented with compound feedingstuffs containing appropriate mineral and vitamins for 4 weeks post weaning

Participants may feed purchased compound feed containing minerals or supplement feed materials ('straights') with a suitable mineral feedingstuff.

Receipts and invoices of all compound feedingstuffs and/or mineral feedingstuffs purchased must be retained and made available for inspection and/or administrative check.

All mineral feedingstuffs must be sourced from feed business operators licensed by the Department of Agriculture, Food and Marine. Minerals must be administered in accordance with the appropriate instructions.

Participants will be required to retain dispatch documents for any lambs sold to verify lambs were fed for 4 weeks post weaning and record date of weaning.

Where groups of lambs are weaned on different dates record the different weaning dates for each group.

The level of supplementation must be at an adequate rate to provide the required level of nutrition. Participants should supplement in accordance with manufacturers label recommendations. Please refer to the Action Record book for recommended concentrate feeding rates.

- Mineral Feedingstuff Supplementation (Lambs pre weaning)

Under this action participants must supplement lambs at least once with a mineral feedingstuff during the grazing season pre weaning which will assist in addressing mineral deficiencies in lambs on hill flocks.

Supplementation may take the form of injectables, boluses, drenches or liquid minerals.

Records of all mineral feedingstuffs purchased must be retained and made available for inspection

All mineral feedingstuffs must be sourced from feed business operators licensed by the Department of Agriculture, Food and Marine. Minerals must be administered in accordance with the appropriate instructions.

- Parasite Control (Faecal Egg Count)

Under this action scheme participants with lowland flocks must carry out a minimum of 2 Faecal Egg Counts per annum between 1st of June 2018 and 30th September 2018 on lambs to establish the worm burden in order to make an informed decision in relation to a dosing regime which will ensure treatment of internal parasites is carried out on a targeted basis. Please see **Annex I** of these terms and conditions for the full procedure for this action.

Under this action participants with hill flocks must carry out 1 Faecal Egg Count on lambs for the presence of worms within 4 weeks post weaning. Please see **Annex I** of these terms and conditions for the full procedure for this action.

Applicants should note that only laboratories from the list of Department approved laboratories for the purposes of the Parasite Control (Faecal Egg Count) Task of the Sheep Welfare Scheme are to be used. This list is available on the Sheep Welfare Section of the Department's website under: <https://www.agriculture.gov.ie/farmerschemespayments/basicpaymentscheme/greeningareasofnaturalconstraint/>

Failure to use a laboratory from the list of Department approved laboratories for the purpose of the Parasite Control (Faecal Egg Count) Task, this action will be considered to be not fully completed in line with the scheme conditions and will therefore not be eligible for payment.

- Management of pregnant ewes (Scanning)

Ewes must be scanned approximately between 70 and 100 days post ram turnout.

Scanning results must be recorded and the receipt and copy of scanning results from the scanner must be retained and made available for inspection or Administrative Control check.

Ewes shall be grouped and managed post scanning in accordance with litter size.

Records of scanning results and treatments of ewes must be recorded in the scheme Action Record book and retained for inspection / administrative check.

14. Payments, Reductions and Penalties

Payments made under the scheme are based on costs involved in undertaking the eligible actions underlying the scheme.

It is proposed that the Scheme will run until 2020 and an annual payment will be made to each applicant subject to the satisfactory completion of Inspections and Administrative Control checks. Payment will be based on the reference number for breeding ewes as outlined.

Should the scheme be over-subscribed a linear cut will apply to payments.

Payment will be per breeding eligible ewe and payment for full scheme compliance will be €10 per ewe.

- Where an action is not fully completed in line with the scheme conditions it will not be eligible for payment.
- Where only Action A has been completed payment will be €3. This is based on the exclusion of the payment for Action B for the non-compliance of action B plus a 50% penalty on Action A.
- Where only Action B has been completed payment will be €2 per ewe. This is based on the exclusion of the payment for action A for the non-compliance of that action plus a 50% penalty on Action B.
- Where neither Action A nor Action B have been completed no payment will be made and an administrative penalty of 20% based on the overall amount which would have been payable on the two actions in the scheme year will be imposed.
- Failure to produce the Scheme Action Record Book on request will result in no payments for the scheme year and an administrative penalty of 20% based on the overall amount which would have been payable in the scheme year will be imposed.
- Failure to correctly complete or maintain the Scheme Action Record book will result in a 50% reduction for each scheme action incorrectly recorded. Where no records are maintained an administrative penalty of 20% based on the overall amount payable in the scheme year will be imposed.
- Where a scheme participant opts-out of the scheme in any year subsequent to year 1 there will be no clawback of payments made in preceding scheme year or years.
- Intentional and serious breaches of the Scheme conditions may result in non-payment for the year in question, administrative penalties of 20% on the overall amount payable and termination of participation for future scheme years.

- Failure to maintain the requisite number of breeding ewes in line with most recent census return will result in a reduction of the scheme reference number to the number determined and a pro rata reduction on the remaining payment due.
- Where it is established that conditions were artificially or fraudulently created by the scheme participant, or someone on their behalf, to draw down payment under the scheme the scheme participant will be excluded from the scheme, all monies paid under the scheme for the relevant scheme years shall be reimbursed and administrative penalties of 20% will be imposed.
- The penalties set out are the minimum sanctions that will be applied. In all cases the Department reserves the right to review files to establish whether or not a breach of the Scheme conditions has occurred which may lead to a sanction or the termination of scheme participation and reimbursement of all payments made.
- Monetary penalties will include interest payable at the rate provided for under Statutory Instrument Number 13 of 2006. Interest will be calculated for the period elapsing between the notification of the repayment obligation to the farmer, and either repayment or deduction.
- Penalty amounts may be deducted from future payments due to the beneficiary under other EU-financed or co-financed Schemes.
- Where monetary penalties are not paid or recovered within the period requested, the Department may take whatever action is deemed necessary for their recovery.

NOTE: The approval or payment of aid under the Scheme does not imply the acceptance by the Minister of any responsibility as regards the obligations undertaken by the participant.

15. Right of Entry

The Minister reserves the right to carry out inspections at reasonable times of any land, premises, plant, equipment, livestock and records of applicants/participants.

In submitting an application under the Sheep Welfare Scheme 2018, applicants agree to permit officials or agents of the Department to carry out on-farm inspections, with or without prior notice at any reasonable time(s) and without prejudice to public liability.

Every on-the-spot inspection will be the subject of an interim notice of compliance and the applicant or his/her representative if present will be given an opportunity to sign the interim notice of compliance indicating his/her presence at the inspection and to add his/her observations if he/she so wishes. Signing this document does not imply that the applicant or his/her agent accepts the inspection findings.

16. Inspections and Administrative Controls

- In submitting an application for the Sheep Welfare Scheme 2018, applicants agree to permit officials or agents of the Department to carry out on-farm Inspections, with or without prior notice and where notified at any reasonable time(s). When notified of an on-farm Inspection, the applicant should arrange to be present for the Inspection or have a representative nominated in his/ her place to assist the inspecting officer.
- To facilitate checks and on-farm Inspections, applicants shall fully co-operate with Department staff, and reply fully to all queries providing any documentary evidence that may be requested in relation to their application. Failure to do so may lead to loss of aid. If an on-farm Inspection cannot be carried out through the fault or action of the applicant or his/her representative, the application shall be rejected resulting in no payment, unless the Department determines an instance of force majeure.
- Scheme applicants will be subject to a minimum level of Inspection to ensure compliance with scheme conditions.
- Scheme applicants will also be subject to a minimum level of Administrative Control checks to ensure compliance with scheme conditions.
- Inspections and Administrative Controls will verify compliance with the terms and conditions through checks on data recording of treatments and actions undertaken by scheme applicants. Inspections will take place throughout the year.
- Inspections will generally be notified up to a maximum of 48 hours in advance.
- Ewes must be penned for Inspection.

- Inspections and Administrative Controls will verify compliance by examination of applicants' animal remedies, feed and mineral supplement records and where applicable flock register and dispatch dockets to ensure animal treatments and other requirements are in accordance with the scheme.
- Information verified at Inspection and Administrative Controls should be recorded in a Scheme Action Record book e.g. showing dates meal feeding commence/end, mineral supplementation and must be available on request by the inspector.
- Inspections will verify all receipts/invoices and other evidence for meal/mineral supplement purchases appropriate for the flock size around time of weaning.
- Completed Scheme Action Record books shall be returned to the Departments on request within the specified timeline for administrative checks.

17. Cross Compliance

Penalties for breaches of the Cross Compliance requirements and the standards for Good Agricultural and Environmental Condition of land will apply to payments under the Sheep Welfare Scheme 2018.

Sheep farmers are subject to the full suite of Cross Compliance requirements (SMRs) including but not limited to :

- Council Directive 96/22/EC of 29 April 1996 concerning the prohibition on the use in stockfarming of certain substances having a hormonal or thyrostatic action and beta-agonists, and repealing Directives 81/602/EEC, 88/146/EEC and 88/299/EEC (OJ L 125, 23.5.1996, p. 3)
- No. 178/2002 of 28 January 2002 laying down the general principles and requirements of food law, establishing the European Food Safety Authority and Laying down procedures in matters of food safety - OJ L 031 of 10/02/2002.
- Council Regulation (EC) No 21/2004 of 17 December 2003 establishing a system for the identification and registration of ovine and caprine animals and amending Regulation (EC) No 1782/2003 and Directives 92/102/EEC and 64/432/EEC (OJ L 5, 9.1.2004, p. 8)
- Council Directive 98/58/EC of 20 July 1998 concerning the protection of animals kept for farming purposes(OJ L 221, 8.8.1998, p. 23)

18. Appeals

This scheme comes under the remit of the Agricultural Appeals Office. In all relevant cases applicants will be advised of their rights in this regard.

20. Data Protection Notice:

Part A:

Information applicable to all Department of Agriculture, Food and the Marine (DAFM) customers:

1. The Department of Agriculture, Food and the Marine is fully committed to keeping all personal data submitted by its customers, fully safe and secure during administrative processes. All necessary technical measures have been put in place to ensure the safety and security of the systems which hold this data. Department staff are also considered as customers of the Department from a Data Protection perspective and may exercise their data protection rights in the same way.
2. Transparency and openness in the use of personal data held is important to the Department and therefore we aim to fully inform all our customers about the purpose(s) for which their data will be used and why, where it may be shared elsewhere and why and how long their data may be held by the Department. Information on the rights of the customers will also be provided.
3. The current legislation for Data Protection in Ireland is the Data Protection Act 1998 as amended by the 2003 Data Protection Act. The General Data Protection Regulations (EU 2016/679) will come into effect on 25 May 2018.
4. The Data Controller for the collection and processing of all personal data in the Department of Agriculture, Food and the Marine is the Department itself, as a legal entity.
5. The Data Protection Officer can be contacted as follows:
Data Protection Officer
Data Protection Unit, Corporate Affairs,
Department of Agriculture, Food and the Marine
Grattan Business Park, Dublin Road,
Portlaoise, Co Laois.

R32 RY6V

Phone: 057 8694301

Email: dataprotectionofficer@agriculture.gov.ie
6. Personal data processed by the Department will only be used for the specific purpose (s) as outlined when the data is collected, or in later communications, and will only be used in accordance with the Data Protection legislation in force.

7. Rights of the individual in relation to personal data held by the Department:

When you, as a customer, provide personal data to the Department you have certain rights available to you in relation to that data. These rights are outlined below and can be exercised by contacting the Data Protection Officer, as detailed above, indicating which right(s) you wish to exercise:

Currently our customers have the following rights (up to 24 May 2018):

- access to their data
- rectification of their data
- erasure of their data
- right to lodge a complaint with the Supervisory Authority

From 25 May 2018 onwards all Department customers will also have the following additional rights:

- restriction of processing
- data portability
- objection to processing
- withdraw consent if they previously gave it in relation to processing of their personal data
- relating to automated decision making, including profiling.

Part B - Information specific to the personal data being collected

The following data is specific information in relation to the personal data processed for the submission of an application under the Sheep Welfare Scheme

8. Specified purpose:

The personal data sought from you, the applicant, is required for the purpose of making an application under the Sheep Welfare Scheme. Failure to provide all the personal data required to facilitate the processing of the application, including data testing, under the scheme will result in DAFM being unable to process the application.

9. Legal basis:

The Sheep Welfare Scheme is implemented pursuant to EU Regulation 1305/2013 and is operated by DAFM.

10. Recipients:

When you submit a Sheep Welfare Scheme application some of your personal data will be made available to other Government Departments/Agencies/Local Authorities, but only where there is a valid legal basis to do so. The purpose of this sharing of data is for audit, evaluation purposes, cross compliance controls, controls relating to the legislation underpinning cross compliance and all Rural Development measures, as required by Article 65 of Commission Implementing Regulation (EU) 809/2014. Also personal information may be released under the terms of the relevant Data Protection legislation in force and the Freedom of Information Act 2014.

Information will be shared within the Department for the purposes of monitoring and evaluating CAP as per the Regulations (EU Reg 1306/2013) in accordance with the Data Protection legislation in force.

Personal data may be used for statistical, research and analysis purposes in some circumstances, but will only be done so in compliance with the Data Protection legislation in force. Data used for such purposes will be pseudonymised (masked) or anonymised, as appropriate, to protect to the security and confidentiality of the data. The use of the data in this way may facilitate the Department in informing policy decisions into the future, which would benefit the Irish farmer and the Agriculture Sector.

The Department is also currently obliged by law to provide information concerning applicants in response to requests received from the Office of the Revenue Commissioners, An Garda Síochána, and other bodies, in accordance with Section 8 of the Data Protection Acts 1988 and 2003. The introduction of the General Data Protection Regulation in May 2018, and any further national Data Protection legislation, may change the requirements and the legislative basis for such requests.

As part of this scheme, if you are approved into the programme, you may be requested by the Department or relevant agents acting on its behalf, to supply data in relation to your participation to the Scheme, and facilitate on-farm inspections/assessments, where required for the purpose of assessment, verification, evaluation or research purposes as provided for under the Regulations (EU Reg 1306/2013). Not to supply such information may invalidate/cancel your application.

11. Transferred outside the EU:

Information provided in support of an application under the Sheep Welfare Scheme is not currently transmitted outside of the EU.

12. Retention Period:

The data submitted in support of the application by the data subject under the Sheep Welfare Scheme will be retained by DAFM only as long as there is a business need to do so in line with the purposes for which it was collected.

After this time, it will be marked for destruction and will be destroyed in line with internal guidelines or guidelines for destruction received from the National Archives Office or associated permissions received from them.

13. Data provision being statutory or contractual obligation:

The data provided for this purpose is being requested under the requirements of EU Regulation 1306/2013 and if the customer chooses not to provide this information their application for the Sheep Welfare Scheme.

14. Automated Decision Making:

Personal data provided in the submission of an application under the Sheep Welfare Scheme will be processed automatically for the purpose of the efficient running of the scheme, and the timely payment of participants.

Automated decision making will also be used for the purposes of selecting participants for inspection in accordance with the regulations (EU Regulations 1306/2013 & 809/2014).

15. In accordance with EU Regulation 1306/2013, the Department is obliged to ensure annual ex-post publication of all of the beneficiaries of CAP funding, both legal and non-legal persons. In accordance with this Regulation the Department must, by 31 May each year, publish the following data:

- The name of the beneficiary (unless the amount of payment under CAP funds is less than €1,250, in which case the individual will be identified by a code)
- The municipality where the beneficiary is resident
- The amount of payment corresponding to each measure received by a beneficiary, and
- The nature and description of each measure

The data contained in this publication may be processed by auditing and investigating bodies of the Communities and the Member States for the purposes of safeguarding the Communities' financial interests. The data therein cannot be used for direct marketing or other purposes and this will be made clear on the website.

16. Technical information on data collected:

Technical information on the cookies used on our Department's website is available at the following link:
<https://www.agriculture.gov.ie/legalnotices/privacy/>

Annex I

Procedure for Faecal Egg Count (FEC) for Sheep Welfare Scheme

This task must be carried out **between 1st June 2018 and 30th September 2018** for lowland flocks or in the **first 4 weeks post weaning** in Hill Flocks.

This task is for **Lambs only**, not ewes.

All faecal samples collected must be fresh.

Stage 1 - Collection of faecal samples

Collection of faecal samples:

1. Farmer must contact Department approved laboratory to request the sampling pack (empty sample containers, submission form, ziplock bags) and also to arrange a payment procedure. Applicants should advise the laboratory that this is for the purposes of conducting the Parasite Control (Faecal Egg Count) Task under the Sheep Welfare Scheme.
2. The list of Department approved laboratories and veterinary practices can be found on the Sheep Welfare Scheme section of the Departments website: <https://www.agriculture.gov.ie/farmerschemespayments/basicpaymentscheme/megreeningareasofnaturalconstraint/>

Where a participant fails to use a laboratory from the list of Department approved laboratories for the purpose of the Parasite Control (Faecal Egg Count) Task, this action will be considered to have not been fully completed in line with the scheme conditions and will therefore not be eligible for payment.

3. Place 15 to 20 **lambs** in a clean pen. Leave them undisturbed for a couple of hours or until such time that a number of faecal deposits have been observed.
4. Using gloves, collect faecal samples from at least 10 different fresh faecal deposits and place them in 10 separate containers. (You must collect at least a 'heaped teaspoonful' of faeces).
5. Place all filled containers of faeces in the plastic zip lock bag provided.
6. Post samples, along with the completed Sheep Welfare Scheme submission form, on the day of sampling, or the following day at the latest. If samples are collected at the weekend store them in a cool place preferably in a fridge not used for domestic purposes (DO NOT FREEZE or PLACE IN DIRECT SUNLIGHT) and post on Monday.
7. Lambs should be dosed on the basis of the results of the FEC result.

Results:

These results will be reported to you directly and to DAFM.

Interpretation of results:

You should discuss your FEC results with your agricultural adviser/veterinary surgeon when drawing up an appropriate worm control programme.

The following guidelines may be useful when discussing the results of your FEC result.

FEC (eggs per gram)

| Low | Medium | High |
|-------|----------|------|
| 0-250 | 250- 750 | >750 |

Anthelmintic Administration

- Dose in accordance with manufacturer's recommendations.
- Check calibration of dosing gun / syringe prior to dosing lambs.
- Check expiry date of drug.
- Shake bottle/container with anthelmintic well prior to use.
- Weigh what you consider to be the three heaviest lambs in the grazing group to be dosed.
- Dose all lambs at rates according to the weight of the heaviest lamb in the group.
- Record the name of the product you used and which anthelmintic class it belongs to.

