

The Agri-Food Act, 2004

[section 12]

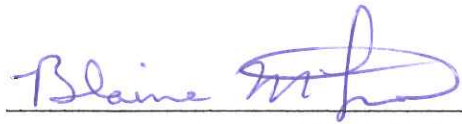
**THE MILK MARKETING PLAN REGULATIONS – STANDARD OPERATING PROCEDURES AND RECORD
KEEPING REQUIREMENTS**

Order No. 21/13. The SASKATCHEWAN MILK MARKETING BOARD (SASKMILK), pursuant to the provisions of *The Milk Marketing Plan Regulations* and *The Agri-Food Act, 2004*, hereby determines and orders as follows:

1. Every licensed producer must prepare and maintain current operating procedures (“Standard Operating Procedures”) that accurately reflect the actual on-farm practices being employed by the licensed producer for the following activities:
 - a. pre-milking (the step-by-step set-up of milking equipment);
 - b. milking (the step-by-step actions that must be taken for milking);
 - c. milking cattle with abnormal or treated milk (the step-by-step actions that must be taken to ensure abnormal or treated milk does not enter the food supply);
 - d. post-milking cleaning (the step-by-step actions taken to ensure the milk is cooling properly and that the milking equipment is dismantled and cleaned after milking);
 - e. treating cattle (the step-by-step actions to be taken whenever an animal must be treated);
 - f. shipping cattle (the step-by-step actions to be taken when shipping animals); and
 - g. feeding medicated feeds (the step-by-step actions taken to ensure residues from medicated feeds are prevented from entering the human food supply).
2. Every licensed producer shall ensure that the Standard Operating Procedures are readily available and are followed by persons responsible for doing so.
3. Every licensed producer shall maintain the following records and make them available for inspection at the farm and/or submit copies signed by the licensed producer to the SaskMilk office upon request:
 - a. Livestock Treatment Records that shall contain the following:
 - i. animal identification number;
 - ii. treatment administered (product, dosage and mode of treatment);
 - iii. withdrawal times (milk and meat);
 - iv. date of treatment;
 - v. completed withdrawals (milk and meat);
 - vi. expiry date of product checked before use;
 - vii. broken needles;
 - viii. residue testing for off-label or veterinary requirements; and
 - ix. signature of the person administering the treatment.
 - b. Broken needle records that shall contain the following information and shall be maintained for as long as the animals listed on the record remain in the herd:
 - i. animal identification number;
 - ii. date of broken needle occurrence;

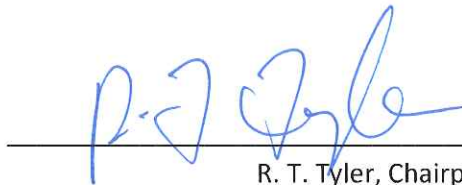
- iii. injection location of the broken needle;
 - iv. signature of the person responsible;
 - v. confirmation that information regarding broken needles was passed on to the next buyer; and
 - vi. signature confirming the information transfer occurred in the form of a guarantee/shipping record that notes the presence of a broken needle.
 - c. Bulk tank temperature log, chart recorder graphs or computer encrypted data.
 - d. Milking equipment sanitation record.
 - e. Equipment cleaning and sanitizing chart.
 - f. Corrective action/emergency plans including whom to contact in the event of an animal or human health emergency or equipment failure.
4. The Board shall provide every licensed producer with both assistance and document forms to be used in the preparation of the Standard Operating Procedures and the establishment of the records required in section 3. Licensed producers may provide documents in their own format as long as those documents contain all data required in sections 1 and 3. *The Dairy Farmers of Canada publication, Canadian Quality Milk On-Farm Food Safety Program, June 2010, is recommended by the Board as a resource document and a source of acceptable Standard Operating Procedures and record keeping document forms.
5. Licensed producers must keep their Standard Operating Procedures current, modifying them as changing operational conditions occur. Records referred to in section 3 must be kept current at all times.
6. A failure to comply with this Board Order will result in the application by the Board of a price differential to the licensed producer as follows:
 - a. If a licensed producer fails to maintain records as required in section 3 or maintain current Standard Operating Procedures as referenced in section 1 for a period less than 30 days, SaskMilk shall give such licensed producer written notice to correct such default within ten (10) days. Failure to comply with the notice will result in the application of the differential set in section 6(b).
 - b. Except as otherwise provided in section 6(a), a failure to comply with sections 3 and 5 shall result in the application of a price differential, on a rolling 12-month basis, to the defaulting licensed producer as follows:
 - i. 2% below the blended price for one month;
 - ii. if the default continues past one month without correction, 4% below the blended price for the second month of default;
 - iii. if the default continues two months without correction, 8% below the blended price for the third month of default;
 - iv. if the default continues without correction past three months, 16% below the blended price for the fourth and any subsequent months of default.
7. This Order takes effect the 1st day of August, 2013.
8. This Order will remain in effect for a period no longer than ten years from the date this Order is approved by the Agri-Food Council.

Order No. 21/13 is made pursuant to section 5 and clauses 7(1)(f), (h), (y) and (z) of *The Milk Marketing Plan Regulations*. By order of the Saskatchewan Milk Marketing Board.



Blaine McLeod, Chairperson
Saskatchewan Milk Marketing Board

Pursuant to section 5 and clauses 7(1)(f), (h), (y) and (z) of *The Milk Marketing Plan Regulations* and section 12 of *The Agri-Food Act, 2004*, the above Order No. 21/13 of the Saskatchewan Milk Marketing Board is approved this 12th day of March, 2013.



R. T. Tyler, Chairperson
Agri-Food Council, Saskatchewan