

Section one**Getting started****Page**

1.1	Introduction	1
1.2	New information	1
1.3	Cattle identification and tracing responsibilities	2
1.4	What is a holding?	2
1.5	Who is a keeper?	3
1.6	New keepers	3
1.7	New keepers of cattle who also keep sheep and goats	3
1.8	Cross compliance	3

1. Getting started

1.1 Introduction

All cattle in the European Union, and in many other countries, are individually identified and their movements traced throughout their lives. This is important for two reasons.

- It supports control and eradication of bovine diseases such as Tuberculosis (TB), Bovine Viral Diarrhoea (BVD) or foot and mouth disease.
- It protects consumers by ensuring that products going into the human food chain are fully traceable and safe.

Maintaining a healthy cattle herd and supporting consumer confidence in milk and beef are essential for the industry to be successful.

For these reasons regulations are laid down in European and UK law, which place responsibilities for cattle identification and tracing on all cattle keepers. The information in this booklet will help you to understand and comply with the rules.

1.2 New information

This version of the Cattle Keeper's Handbook includes new information about:

- cross compliance at section 1;
- changes to the cattle passport at section 4;



- pre-1 August 1996 animals at section 5;
- death reporting at section 6;
- BSE testing for imported animals at slaughter at section 6;
- how to register and enrol for CTS Online at section 9; and
- CTS Self Service Line at section 11.

We may need to send you updates as practices change. You should keep all updates to make sure that the information you have is always current. You can also check the following websites for up to date information.

- rpa.defra.gov.uk
- defra.gov.uk
- scotland.gov.uk
- wales.gov.uk

1.3 Cattle identification and tracing responsibilities

The Department for Environment, Food and Rural Affairs (Defra) is responsible for cattle identification and tracing issues in England. The Scottish Government (SGRPID) is responsible for these issues in Scotland. The Welsh Government (WG) is responsible for these issues in Wales.

The Rural Payments Agency (RPA), through the British Cattle Movement Service (BCMS), runs Great Britain's Cattle Tracing System (CTS) database on behalf of the English, Scottish and Welsh Ministers.

The main role of the BCMS is to:

- maintain the CTS database;
- issue cattle passports;
- process information about cattle births, movements and deaths received from

keepers; and

- respond to customers' enquiries.

CTS makes it possible to:

- check which animals are present on a holding;
- check easily where cattle came from and where they have been during their lives;
- trace cattle more easily if there is a disease outbreak; and
- give buyers greater assurance about an animal's history.

1.4 What is a holding?

A holding is a place where cattle are kept or handled. Farms are holdings, so are livestock markets, calf assembly centres and slaughterhouses. Most keepers will have only one holding. However, some keepers may have more than one holding and some holdings may be used by more than one keeper. A business is not a holding. Many businesses may be made up of more than one holding.

A holding is identified by its CPH (county, parish, holding) number. This is also how it is identified on the CTS.

If you have more than one holding, you will have different holding numbers. Please make sure that your farm records and correspondence match the right holding to the specific animals that are kept on them.

You must tell us about any links you have with different herds and holdings (for example, using shared facilities and seasonal grazing land with another holding). If you do have links with other farms or herds, it is likely that all the holdings will be restricted if

there is an outbreak of disease on one of the holdings or in one of the herds.

You can view your links, and links to your holding, on CTS Online under 'Keeper and holding details'. The expiry date for each link is also shown.

We will review links between holdings, so you should contact our helpline for up-to-date information.

1.5 Who is a keeper?

A keeper is a person who is responsible for cattle on a permanent or temporary basis. It is his or her duty to make sure that all legal requirements are met. The keeper is not always the owner of the animals or the owner of the land where animals are kept.

Examples of keepers.

- Farmers.
- People who run livestock markets and calf assembly centres.
- Dealers who keep animals.
- Transporters.
- People who run slaughterhouses and lairages.
- People who run a collection centre, for example a hunt kennel or a knacker's yard, if they handle live animals.

This is not a complete list of the different types of keeper.

1.6 New keepers

If you are a new cattle keeper you must do the following.

- First register your holding with the RPA Customer Service Centre (CSC) in

England, your local Scottish Government, Rural Payment and Inspections Directorate (SGRPID) office in Scotland, or your local Welsh Government (WG) divisional office in Wales. They will give you a CPH number. We cannot register you as a cattle keeper until you have a CPH number.

- You must tell your nearest Animal Health and Veterinary Laboratories Agency (AHVLA) office, who will give you a herd mark for your holding. This herd mark means you will be able to buy ear tags.
- You must then tell us that you are going to keep cattle. We will register your details on the Cattle Tracing System and send you information.
- For up-to-date information on the CSC, AHVLA, SGRPID offices and WG offices, please phone our helpline or look online.
- You need to keep a record of animals born, arriving, and leaving or dying on your holding. See section 7 for more information on record keeping.

1.7 New keepers of cattle who also keep sheep and goats

If you already keep sheep or goats, you must tell us that you are going to keep cattle. You must also tell your nearest AHVLA office, who will give you a herd mark for your cattle. This herd mark means you will be able to buy cattle ear tags.

1.8 Cross compliance

If you receive direct payments under Common Agricultural Policy (CAP) support schemes, including the Single Payment Scheme, or if you claim under certain

Rural Development schemes, in order to qualify for full payment, you are required to comply with a set of Statutory Management Requirements (SMR) and keep your land in Good Agricultural and Environmental Condition. Meeting these rules is described in the CAP legislation as 'cross compliance'.

One of the requirements (SMR 7) covers cattle identification and registration. For cross-compliance purposes, claimants do not need to do anything more than they are already required to do by existing cattle identification legislation, as detailed in this handbook. For more information on the cross compliance rules, please refer to the relevant cross compliance guidance for England, Scotland and Wales.