SOP 4.5   FEED DISTRIBUTION

★ CRITICAL CONTROL POINT

This standard operating procedure (SOP) can be used as a template.
If you develop your own version, all required elements must be included.

PID#: _____

Site Manager: _____   Person in charge: _____

PROTOCOL

	Designated personnel must follow this protocol every time feed is distributed on-farm.	Applied On-Farm	Importance
1	The Site Manager must ensure the personnel in charge of this protocol are adequately trained.	☐	Mandatory
2	Describe how you ensure feed bins containing medicated feed requiring withdrawal time are emptied prior to filling the feed bin with non-medicated feed before feeding pigs going to slaughter (the start of a slaughter withdrawal period). _____ _____	☐	
3	*Describe how you ensure feed is distributed to the targeted pigs:* *(e.g., No medicated feed is given to finisher pigs or pigs going to slaughter (respecting the rations used on-farm and the feed sequencing records)).* _____ _____	☐	
4	*Other good production practices:* a. *Feed truck sequencing record: It is recommended that a sequencing record for the on-farm feed truck be maintained.* _____ _____	☐	Highly recommended

DEVIATION MEASURES

	What happens if something goes wrong? If an error occurs, designated personnel must take following corrective actions.	Applied On-Farm	Importance
1	If necessary, identify and keep the pigs segregated on-site until the withdrawal period is complete.	☐	Mandatory
2	Notify concerned parties (such as marketing agencies, slaughterhouses [per their requirements], the Site Manager, other purchasers) and consult with your veterinarian to determine the appropriate withdrawal period.	☐	
3	Describe how to dispose of contaminated feed: (e.g. Apply the adequate withdrawal period to all pigs fed with medicated feed, if necessary or transfer the feed to another production stage where it does not cause risk of residues in accordance with veterinarian instructions.) _____ _____	☐	
4	Flush the feed system, if necessary. (If possible, use a non-medicated feed to flush the lines. Otherwise, flush the feed system with corn (or another grain according to a validated protocol and/or according to veterinarian instructions)). Apply the adequate withdrawal period to all pigs fed with medicated feed.	☐	

5	Identify the nature of the deviation, for example:
	  a. The medication/dosage differed from that specified on the manufacturer's label or veterinary prescription (critical limits).
	  b. The feed was delivered to the wrong group of pigs.
		☐	

6	Record the deviation on an Incident Report (R-2) and record when adequate corrective actions were implemented.	☐	
7	_Other good production practices:_ _____ _____	☐	Highly recommended

LEVELS OF NON-COMPLIANCE FOR CRITICAL CONTROL POINT

☐   **Minor:** The corrective action must be completed within 60 days.

☐   **Major:** (prior to shipping pigs): The corrective action must be completed within 30 days.

☐   **Critical:** The corrective action must be completed within 24 hours.

VERIFICATION MEASURES

	Designated personnel must complete the following verification measures: *Anyone who has completed PigSAFE training can be designated to complete the verification measures.*	Applied On-Farm	Importance
1	Verify the Ration Used On-Farm Record (R-R) and the Feed Sequencing, Mixing and Distribution Record (R-S) at least once a year to ensure the documents have been completed.	☐	
2	Verify that the Feed Distribution SOP (SOP 4.5) is reviewed annually or any time there are changes in management, or when there are equipment modifications that impact the SOP.	☐	Mandatory
3	Observe the person in charge of the SOP to ensure that the methods followed comply with the written SOP.	☐	
4	Complete, sign and date the Verification Record (R-1) once a year.	☐	

RECORDS

Name of Record		Importance
R-B	Training Record	
R-R	Rations Used On-Farm Record	
R-S	Feed Sequencing, Mixing and/or Distribution Record	
R-1	Verification Record	
R-2	Incident Report (if applicable)	Mandatory
R-3	Corrective Action Request (if applicable)	
R-4	Monitoring Record	
	Veterinary prescription (if applicable)	
R-U	Emergency Contact List	Highly recommended

NOTES