

## Guidance Notes on Transporter Authorisations

---

Since 5 January 2007, anyone transporting any live vertebrate animals inside the European Union, and between Member States and third countries on journeys of over 65 kilometres (approximately 40 miles) as part of an economic activity, must hold a valid Authorisation to do so. This is a requirement of EC Regulation 1/2005 (subsequently referred to as 'the Regulation') which came into force on that date, and is applicable across the European Union. A copy of the Regulation may be found on the following link:

*<http://faolex.fao.org/docs/pdf/eur69655.pdf>*

All previous Authorisations granted under the Welfare of Animals (Transport) Order 1997 are no longer valid.

There are two types of Authorisation now available:

- a **short journey** Authorisation (Type 1) for journeys over 65km and up to and including 8 hours duration.
- a **long journey** Authorisation (Type 2) for journeys over 65km and over 8 hours duration. A long journey Authorisation will also cover short journeys.

Transporters must either carry their Authorisation certificate or a copy of it whenever transporting animals.

- Authorisation Certificates are issued by Animal Health.
- Authorisations last for 5 years unless revoked or suspended, or it may have conditions imposed upon it within this period if there are infringements of any requirement of the Regulation or the relevant Welfare of Animals (Transport) Orders/Regulation.

Anyone requiring an Authorisation will need to submit an application. The following guidance notes explain who requires an Authorisation, what conditions they have to meet, and how to apply. Anyone completing the application form should also read the notes on the form. They explain what information is required in each section.

Further guidance, including that referred to later in this document, can be found on the Defra website at:

*<http://www.defra.gov.uk/foodfarm/farmanimal/welfare/transport/euguidance/index.htm>*

### **1. Who needs to have an Authorisation?**

Those transporting live vertebrate animals as part of an 'economic activity' for distances over 65km require an Authorisation. The Regulation does not define 'economic activity' but Defra take the view that transport in connection with an economic activity consists of:

*Any transport of animals undertaken as part of a business or commercial activity, which aims at achieving financial gain, whether direct or indirect, for any person or company involved with transport'.*

Such transport would most likely include journeys undertaken by:

- commercial hauliers;
- farmers;
- pet animals where the movements are related to an economic activity (i.e. a business) e.g. commercial pet breeders, dog racing, those taking part in filming e.g. advertisements which involve financial gain;
- 'professional' horse racers;
- where animals are transported in order to be sold as part of a business;
- zoos and leisure parks;
- laboratory animals (but fitness to travel provisions do not apply when the animals are taking part in an authorised research project) in all circumstances.

## **2. Who does not need an Authorisation?**

You do not require an Authorisation for transporting animals if the journey is not in connection with an 'economic activity'. This includes journeys:

- not in the course of business or trade;
- not for hire or reward;
- consisting of a single animal accompanied by a person who has responsibility for its welfare (or two animals accompanied by two people);
- where pet animals are accompanied by their owner on a private journey;
- where pet animals are taken to or from a specialist show or competition and the primary purpose is for pleasure rather than as part of a business;
- where horses and ponies are transported by an owner for the purpose of riding, showing or competing for pleasure e.g. show jumping, gymkhanas etc. However, a haulier paid to take such animals to shows etc would require an Authorisation;
- where individuals attending shows or competitions primarily for pleasure share the burden of transport e.g. petrol costs, but where there is no profit made by the individual undertaking the transport;
- undertaken by the armed forces or public services during the course of their official duties;
- involving the transportation of circus animals where the transport vehicle can be regarded as the animal's housing.

## **3. Short journey or Long journey Authorisation?**

There are two types of Authorisation:

- A **short journey** Authorisation (Type 1) for journeys over 65km and up to and including 8 hours duration and;
- A **long journey** Authorisation (Type 2) for journeys over 65km and over 8 hours duration. As this will also include short journeys you only need to apply for one Authorisation. Additional conditions will need to be met if applying for a long journey Authorisation. See section 6 for details.

A journey is defined as the time from when the **first** animal is loaded onto a means of transport at the premises of departure until the **last** animal is unloaded at the final destination (except for poultry for which journey times disregard loading and unloading times). The distance of 65km is defined as the travelled distance, not as the crow flies.

#### **4. Conditions applicable to all Authorisations:**

In order to be eligible for an Authorisation you must meet the following criteria:

- You must be established in Great Britain. (Transporters based in Northern Ireland should apply to the Department of Agriculture and Rural Affairs in Northern Ireland). Transporters based in other EU Member States are expected to apply to their respective Member State. Transporters from outside the EU may apply for an Authorisation if they are represented in Britain;
- You may hold only one Authorisation (an Authorisation is valid throughout the European Union so you may only hold an Authorisation from one Member State);
- You can demonstrate that you and your staff (if you employ others) have the appropriate equipment and operational procedures in place to transport animals in compliance with the new Regulations;
- If you are acting as the transporter, you must be trained and competent to transport animals. If you are employing staff to move animals, they must be trained and competent to do so;
- You, or anyone likely to be involved in transporting animals under the Authorisation, have no record of conviction for serious animal welfare offences or Home Office Simple Cautions in the 3 years preceding the date of your application (see guidance notes on completing the application form for further details – these are part of the application forms).

#### **5. Additional conditions for short and long journey Authorisation**

##### **Certificates of Competence**

Since 5 January 2007, transporters and handlers of all vertebrate animals transported in connection with an economic activity have been required to undergo appropriate training, in any format, in the relevant technical provisions of the Regulation (e.g. fitness to transport, loading and unloading etc). Additionally, since by **5 January 2008**, transporters and attendants using road vehicles to transport cattle, sheep, pigs, goats, equidae and poultry on journeys of over 65km in connection with an economic activity have been required to undertake an assessment for competence and to hold a Certificate of Competence issued by an independent body nominated by the competent authority.

Certificates of competence should accompany transporters on all journeys.

As the competent authority in England, we have designated the following independent bodies to undertake assessment for competence.

##### **NPTC, Part of the City & Guilds Group**

Stoneleigh Park  
Warwickshire  
CV8 2LG

Tel: 024 7685 7300  
Fax: 024 7669 6128  
E-mail: [information@nptc.org.uk](mailto:information@nptc.org.uk)  
Web: [www.nptc.org.uk](http://www.nptc.org.uk)

##### **Lantra Awards**

Lantra House  
Stoneleigh Park  
Warwickshire  
CV8 2LG

Tel: 024 7641 9703  
Fax: 024 7641 1655  
Email: [bradley.parker@lantra-awards.co.uk](mailto:bradley.parker@lantra-awards.co.uk)  
Web: [www.lantra-awards.co.uk](http://www.lantra-awards.co.uk)

##### **The British Driving Society**

Mrs. T Styles, Executive Secretary  
83 New Road  
Helmingham  
Stowmarket  
Suffolk  
IP14 6QA

Tel: 01473 892 001  
Fax: 01473 892 005  
Email: [email@britishdrivingsociety.co.uk](mailto:email@britishdrivingsociety.co.uk)  
Web: [www.britishdrivingsociety.co.uk](http://www.britishdrivingsociety.co.uk)

## **British Horseracing Education and Standards Trust**

Suite 16, Unit 8, Kings Court  
Willie Snaith Road  
Newmarket  
Suffolk  
CB8 7SG

Tel: 016 3856 0743  
Fax: 016 3866 0932  
Email: [info@bhest.co.uk](mailto:info@bhest.co.uk)  
Web: [www.bhest.co.uk](http://www.bhest.co.uk)

**NPTC** and **Lantra Awards** are designated to assess for competence to transport cattle, sheep, pigs, goats, horses, game birds and poultry. **BDS** and **BHEST** are designated to assess for competence to transport horses only.

The Scottish Government has also designated **NPTC** to provide competence assessment for cattle, sheep, pigs, horses, game birds and poultry via the **Scottish Skills Testing Service**.

## **Scottish Skills Testing Service**

### **Skills Testing Centre**

Young Farmers Centre  
Ingliston  
Edinburgh  
EH28 8NE

Tel: 0131 333 2040  
Fax: 0131 335 0108  
Email: [sstsadmin@sayfc.org](mailto:sstsadmin@sayfc.org)  
Web: [www.sayfc.org/ssts/](http://www.sayfc.org/ssts/)

In addition, it has been agreed that Scottish Food Quality Certification (SFQC) will act as a service provider for those seeking assistance in obtaining a certificate of competence. SFQC's contact details are: Tel 0131 335 6641, fax 0131 335 6601, email [info@sfqc.co.uk](mailto:info@sfqc.co.uk)

Competent authority designations allow the awarding bodies to operate throughout the UK. Please contact these bodies directly for further details on competence certification. Detailed guidance notes on Certificates of Competence are available at:

<http://www.defra.gov.uk/foodfarm/farmanimal/welfare/transport/documents/2l-training.pdf>

## **6. Additional conditions for long journey Authorisation**

### **i) Vehicle Approval**

- Applicants transporting cattle, sheep, pigs, goats or horses by road on journeys over 8 hours **must** hold valid Vehicle Approval Certificates.
- Applicants transporting other species over 8 hours outside of the UK will need to hold a Vehicle Approval Certificate if any of the EU member states involved in the journey (transiting or destination) require one.
- Applicants transporting other species, where their journeys start and finish in the UK and are less than 12 hours, **do not** require vehicle approval certificates

A long journey Authorisation is only valid if accompanied by an appropriate Vehicle Approval Certificate during transport.

As the competent authority in England, Defra have designated the following certifying bodies to carry out vehicle inspections and provide certification in accordance with the scheme:

### **SAI Global**

P O Box 165  
Winterhill House  
Snowdon Drive  
Milton Keynes  
MK6 1PB

Tel: 01908 249 973  
Email: [agrifood@saiglobal.com](mailto:agrifood@saiglobal.com)

### **CMI Certification**

Hanborough Business Park  
Long Hanborough  
Oxford  
OX29 8SG

Tel: 01993 885610  
Email: Jackie.cleaton@cmicertification.com

### **Freight Transport Association**

Hermes House  
St John's Road  
Tunbridge Wells  
Kent  
TN4 9UZ

Tel: 01892 552235  
Email: twells.admin@fta.co.uk

As the competent authority in Scotland, the Scottish Government has designated the following as a certifying body:

### **Scottish Food Quality Certification**

Royal Highland Centre  
10th Avenue  
Ingliston  
Edinburgh  
EH28 8NF

Tel: 0131 335 6600  
Email: info@sfqc.co.uk  
Web: [www.sfqc.co.uk](http://www.sfqc.co.uk)

Please contact the certifying bodies directly for information on how to get your vehicle(s) approved.

Detailed guidance notes on Vehicle Approval are available at

<http://www.defra.gov.uk/foodfarm/farmanimal/welfare/transport/documents/vehicle-approvscheme3.pdf>

### **ii) Tracking vehicles during journeys**

Holders of long journey (Type 2) Authorisations must have in place procedures that enable them to trace and record the movement of their vehicles and be able to contact their drivers. As a minimum, it is expected that the driver can be contacted at any time by mobile phone and, where transport regulations require it, that there is a properly functioning tachograph in the vehicle.

#### **Details of those procedures do not need to be submitted with an application.**

Transporters are required to demonstrate that vehicles used to transport livestock and unregistered horses travelling **longer than 12 hours or outside the UK**, are equipped with a tracking system that records:

- details of journeys as set out in the Journey Logs;
- information concerning the opening and closing of the loading flap.

This has been a requirement for all new vehicles since 5 January 2007, and will apply to all vehicles from 1 January 2009. Applicants are required to confirm that they meet the minimum requirements in the declaration section of the application form.

Detailed guidance notes on Navigation System requirements are available at

<http://www.defra.gov.uk/foodfarm/farmanimal/welfare/transport/documents/2f-navigation.pdf>

### **iii) Contingency Plans**

Holders of long journey (Type 2) Authorisations must also have in place contingency plans to deal with emergencies that can arise during a journey such as animals falling ill or injured, unforeseen delays, breakdowns or accidents. The Regulation requires transporters to document their contingency plans in case of emergencies.

Further details on what is required as a minimum are provided in the guidance notes on completing the application form. Applicants are required to confirm that they meet the minimum requirements detailed in the declaration section of the application form. Inspectors may ask to see contingency plans before or during journeys. Plans should be produced when requested.

## **7. Ships**

All ship operators carrying live vertebrate animals should apply for a long journey (Type 2) Authorisation as they may carry animals on journeys where the total duration (including the sea leg) may exceed 8 hours. Operators of livestock vessels (where animals are kept in pens with bedding, food and liquid) must also have their vessels inspected and approved by Animal Health.

Detailed guidance notes on Livestock Vessels are available at

<http://www.defra.gov.uk/foodfarm/farmanimal/welfare/transport/documents/2j-livestock-vessels.pdf>

### **Roll-on Roll-off vessels do not need to be approved and certified.**

Detailed guidance notes on RO-RO Vessels are available at

<http://www.defra.gov.uk/foodfarm/farmanimal/welfare/transport/documents/2i-animal-shipments.pdf>

## **8. Aircraft**

Aircraft operators should apply for a long journey (Type 2) Authorisation as they may carry animals on journeys where the total duration (including the air leg) may exceed 8 hours. Aircraft do not need to be approved and certified.

Detailed guidance notes on Air Transport are available at

<http://www.defra.gov.uk/foodfarm/farmanimal/welfare/transport/documents/2g-transport-air.pdf>

## **9. Scope of Authorisations**

Authorisations will be issued to allow transporters to carry all species. However, not all transporters will have the expertise to handle all species. In these circumstances Authorisations may be made species specific if deemed necessary.

As transporters tend to operate only one mode of transport applicants will be asked to specify which mode of transport they wish to be authorised for (e.g. road, sea or air). Transporters may apply to be authorised for more than one mode of transport if they wish.

It is not necessary for road transporters exporting on a vessel to apply for a separate “sea” Authorisation. That is the responsibility of the vessel operator.

## 10. How to apply

Application forms for both short journey (Type 1) and long journey (Type 2) Authorisations are available:

Online from:

<http://www.defra.gov.uk/foodfarm/farmanimal/welfare/transport/euguidance/documentation.htm>

Or from the:

Welfare in Transport Team  
Animal Health  
Specialist Service Centre – Exports  
Hadrian House  
Wavell Drive  
Rosehill Industrial Estate  
Carlisle  
CA1 2TB

Animal Health Helpline: 0845 603 8395  
Email: [wit@animalhealth.gsi.gov.uk](mailto:wit@animalhealth.gsi.gov.uk)

### Additional Information if applying for a Type 2 Authorisation

It is a requirement of Article 11 of Council Regulation (EC) No 1/2005 that applicants must supply additional documents when applying for a **long journey** Transporter Authorisation.

Please note that, where applicable, **Type 2** application forms **received from 1 May 2008** will only be processed if they are submitted with documentary proof that Competence Certificates and Vehicle Approval has been obtained. Please read the following notes for information:

**Certificate of Competence** – Proof is required to demonstrate that all drivers and attendants responsible for transporting **equidae, sheep, goats, cattle, pigs and poultry on journeys over 8 hours** have obtained a long journey Certificate of Competence. You must therefore provide copies of valid long journey Competence Certificates for each of the above species declared at Question 5(a) of the application form.

**Vehicle Approval** – Proof is required to demonstrate that all vehicles used to transport equidae, **sheep, goats, cattle and pigs on journeys over 8 hours** have been inspected and approved. You must therefore provide copies of valid Vehicle Approval Certificates for each of the above species declared at Question 5(a) of the application form.

**Vehicle Approval** – Proof is required to demonstrate that all vehicles used to transport **other species over 12 hours within the UK** have been inspected and approved. If you transport 'other' species over 12 hours within the UK, you must provide copies of valid Vehicle Approval Certificates.

## 11. How long will Animal Health take to process my application?

**Long journey (Type 2) applications:** **These will be given priority.** This will ensure there is little delay in issuing valid Authorisations to potential exporters transporting animals to other EU Member States.

**Short journey (Type 1) applications:** This may take up to a week to process and priority will be given on a case by case basis.

Once your application has been processed, you will be issued with an Authorisation Certificate and an accompanying letter summarising the key requirements.

### **12. What if my circumstances change?**

If the information you provide in your application changes you are required to write to the Welfare in Transport Team, Animal Health, Central Operations Delivery, Worcester within 15 working days of the date of change.

### **13. Is there a charge for an Authorisation?**

At the time this guidance was issued, processing and issuing authorisations is free of charge. However, it is likely that a charge will be introduced at some point in the near future.

Information about this publication and further copies are available from:

Welfare in Transport Team  
Animal Health  
Specialist Service Centre – Exports  
Hadrian House  
Wavell Drive  
Rosehill Industrial Estate  
Carlisle  
CA1 2TB

Animal Health Helpline: 0845 603 8395

Email: [wit@animalhealth.gsi.gov.uk](mailto:wit@animalhealth.gsi.gov.uk)

This document is also available on the Defra Website at [www.defra.gov.uk](http://www.defra.gov.uk).

Animal Health is an Executive Agency of the Department for Environment,  
Food and Rural Affairs and also works on behalf of the Scottish Executive,  
Welsh Assembly Government and the Food Standards Agency