

Northern Verified Producer Participant Manual

Northern Video is a USDA Process Verified Program (PVP) that is a tier in the AngusSource PVP program. The animals and/or product enrolled in Northern Verified meet the requirement for the AngusSource PVP Program for: Source and Group Age, USDA NHTC, USDA People's Republic of China Export Verification (EV) (1030AA), NV-NE3, NV-Cattle Care & Handling (CCH), NV-Calf Management (CM).

The following steps must be completed to enroll cattle in Northern Verified (NV) program:

1. Complete the Northern Verified Enrollment Form/Agreement (ENR 299) and submit to AngusSource. You will complete the ENR 299 each time you enroll. The questions you answer on the Enrollment Form **MUST** be accurate and applicable to your entire operation. We realize there may be calves on the operation you do not intend to enroll, but they must still be included on the ENR 299.
2. Contact AngusSource via phone to complete the producer training and evaluation. **Training/evaluation will be done with each enrollment.**
3. Make sure required records/documentation pertaining to the PVP points you plan to enroll in are available or can be obtained.
 - a. Submitting records and documents prior to completing training and enrollment in the PVP claim you wish to enroll will expedite the enrollment process.
 - b. Northern Verified Program Requirements (RQMT 300) outlines acceptable records/documentation.
4. Contact AngusSource to enroll cattle in the program. If a Producer Participant is a current member in good standing with the American Angus Association, the \$80 enrollment fee will be waived.
 - a. Complete cattle enrollment over the phone with AngusSource staff by providing records or documents pertaining to the set of cattle you are enrolling into each PVP claim. During enrollment, AngusSource staff will ask questions pertaining to the overall management of your cow herd depending upon which verifications you plan to enroll. Please have records available during the phone training.
 - b. You must submit copies of documentation/records relevant to the set of cattle you are enrolling in Northern Verified. These documents/records/worksheets/affidavits may be faxed, emailed and scanned or sent by mail. Copies submitted to AngusSource must be photocopies of the ORIGINAL records. Do not re-copy records by hand. Handwritten copies will be returned. You must submit a photocopy of the actual record you will be retaining at the ranch.
 - Some management practices will require an on-site review prior to completion of cattle enrollment.
 - c. Once your age and source enrollment in Northern Verified is approved by the AngusSource staff it is processed and your identification devices (Northern Verified program compliant tags) will be ordered. Other verifications such as NHTC and NV-NE-3 require an onsite review prior to program approval. Cattle Care and Handling requires an initial onsite review. Approval will be granted after the onsite has been evaluated.
 - d. You are responsible for the purchase and placement of the identification devices (Northern Verified program compliant tags). Identification devices (Northern Verified tags) are linked to the Verification Certificate.
5. A Verification Certificate is created for all program cattle. The Northern Verified Verification Certificate documents each PVP claim and approval date for the set of enrolled cattle. The Verification Certificates are stored electronically by the AAA, and may be accessed at any time by individuals contacting the AAA with the "Group Lot" identification which consists of the state code, lot number and customer code printed on the tag. i.e. **MO01 325897**. An official copy will be mailed to you following enrollment.
6. Verification Certificates may be printed by Producer Participants for distribution.
 - a. Producer Participants may log on at www.angussource.com to print Verification Certificate or contact AngusSource for a copy.

IDENTIFICATION DEVICES

Once you complete and submit your Producer Participant Enrollment Form and Agreement, complete the Producer Training and are approved by AngusSource, you will be eligible to enroll cattle. Northern Verified is not a tagging program, it is a value-added program. Enrolled cattle are identified with an official Northern Verified program compliant tag.

If enrolling in Northern Verified the RFID tag is available for \$2.75/head and a Choice set (includes both RFID and visual tag) is available for \$4.50/head. All tags are shipped directly to your ranch.

The “840” tag is an official ear tag that can be used for all regulatory programs such as interstate commerce, disease control programs, etc. The U.S. shield is printed on the front of the tag and the tag back. “Unlawful to remove” is printed on the back and an “840” number will replace the traditional “985” and “USA” numbering schemes on the original program tag. To utilize “840” tags you must have registered your premise. Tag numbers allocated to you will be uploaded to the National Animal Identification System (NAIS) database. “840” tags are available for each program.

Northern Verified Program Tag Options



RFID tag (\$2.75/head)



Choice set (\$4.50/head)

Northern Verified tamper evident program tags are available with “840” 15-digit numbering scheme (includes RFID and Choice set options.)

REPLACEMENT TAGS

Replacement tags are available on a case by case basis. Following enrollment you will receive a Replacement Tag Request Form (ID 425) which should be used to submit a request for replacement tags. The cost of replacement tags for Northern Verified is \$2.75/RFID and \$4.50/Choice set. There is a minimum charge of \$5 per request. All replacement tags must be paid for prior to them being issued.

DOCUMENTATION/RECORD REQUIREMENTS

Documentation/Record requirements can be found on Northern Verified Program Requirements (RQMT 400).

Northern Verified Program Participation Requirements

Approved Suppliers

Only approved suppliers may enroll cattle in the Northern Verified program. To become an approved supplier, producers must complete the Northern Verified Enrollment Form/Agreement (ENR 299), complete Producer Training and submit copies of documentation/records pertaining to the PVP point for each verification the calf group is being enrolled. After completion of documented requirements for each PVP claim, the producer is placed on the approved supplier list for that verification claim. The Producer Participant may enroll cattle in Northern Verified Age and Source if requirements are met and order program compliant Northern Verified tags prior to completing enrollment in the additional Northern Verified PVP programs. Documentation/records must be maintained at the ranch for a minimum of three years.

All cattle enrolled in the Northern Verified PVP programs will be enrolled in a calving group and the group must be enrolled in the same program for Age and Source. Age and Source is the foundation and must be part of any additional Northern Verified program verifications such as NHTC, NV-NE3, NV-CM and NV-CCH. The additional Northern Verified verification programs (NHTC, NV-NE3, NV-CM and NV-CCH) are add-on programs to the Age and Source verification claim.

Northern Verified Enrollment Form/Agreement

The first step to becoming an approved supplier is to complete the Northern Verified Enrollment Form/Agreement (ENR 299). These forms are available upon request from the AAA, or may be downloaded from www.northernlivestockvideo.com. Producers will not be eligible to enroll cattle in Northern Video until the Enrollment Form/Agreement is completed and on file with AngusSource. The ENR 299 will be completed for each enrollment.

Producer Participant Training

Prior to cattle enrollment, producers will have to complete Producer Training and pass the evaluation with an NV Administrator prior to being accepted as an approved supplier for Northern Video PVP program.

NHTC, NV-NE3, NV-CM and NV-CCH program training will require the producer to review training material and pass the appropriate program quiz(zes) to demonstrate their understanding of specific program requirements. The NV Administrator will ensure the producer's information on the application for enrollment is accurate and they understand the basics of records management, audit support, policy and procedures for use of program compliant tags and data entry of all program information for which the producer is enrolling. All NHTC and NV-NE3, applications will require an on-site audit for each enrollment. Cattle Care and Handling will require an onsite for the initial calf enrollment. The NV Administrator will convey that information during initial training. Training and evaluation will take place with each cattle enrollment.

Identification Devices (Tags)

Once cattle are enrolled in Northern Verified they will be identified with an official Northern Verified program compliant tag. Only qualifying cattle, properly enrolled in Northern Verified may be tagged with official program tags (RFID or Choice set). These tags, with their unique 15 digit tag number, identify each unique animal with that number and its original ranch location (premise). Northern Verified tags are tied to each individual enrollment group for specific PVP claims the producer enrolls in the Northern Verified program. Only one tag or Choice set is issued for each calf enrolled. Unused tags **MAY NOT** be used to identify other sets of cattle. Replacement tags are issued on a case by case basis by contacting AngusSource and submitting a completed ID 285 Replacement Tag Request form.

All producers may use the Northern Video fall-out hang tag to identify cattle that become non-compliant with a specified program (NHTC, NV-NE3, or CCH). For example, a calf is ill in a registered NV-NE3 group and a supplier decides to administer an antibiotic to treat the calf. The calf is now non-compliant with NV-NE3 and must be tagged with either a fall-out Northern Verified tag or in accordance with documented and approved supplier fall-out procedures. This calf is identified in the Northern Video database as "treated" to what category it then falls within.

KEEP FOR YOUR RECORDS

Documentation/Record and Retention Requirements

Photocopies of records pertaining to the PVP program you enroll your calf crop in must be submitted prior to each cattle enrollment. The original records must be kept on-site or electronically for a minimum of three years. Additionally, a copy of the Northern Video Program Participation Requirements and Northern Video Program Requirements must be kept on-site or electronically accessible at all times.

Program Reviews and Producer Participant On-site Reviews

Northern Video completes an annual in-house review. The enrollment and training conversation will evaluate the risk of the Producer Participant with regard to his ranch practices and the potential need to conduct an on-site audit rather than a desk side audit to approve the supplier for Age and Source, and CM verification. All NHTC and NV-NE3 applications will require an on-site audit. An initial onsite audit will be required for Cattle Care and Handling. The Producer Participant will be notified by the NV Program Administrator if an onsite will be needed to complete enrollment. The risk assessment of the Producer Participant must be placed in their file and maintained. The determination of risk considers the following:

- i. **Source:** How the source of cattle supplied is identified and verified.
 1. Low risk: Ranch-raised, individually identified and segregated from other calving groups.
 2. Medium risk: Commingled with different calving groups that are not from the ranch enrolling in the program.
 3. High risk: Commingled with different calving groups without individual identification.
- ii. **Age:** How the age of cattle supplied is recorded and verified.
 1. Low risk: Individual calving dates recorded or first calf born, and bull turnout date recorded in ranch records.
 2. High risk: No dates recorded for first born date of a given calving group in ranch records. Not eligible for age verification.
- iii. **Calf Management:** How the pharmaceuticals are recorded and verified.
 1. Low risk: Date recorded for each calf management practice in ranch records. All records of pharmaceutical purchase are available.
 2. Medium risk: Some dates are recorded for calf management practices in ranch records. Some pharmaceutical receipts/invoices are missing.
 3. High risk: No dates are recorded for management practices. No records of pharmaceutical purchase are available.
- iv. **NHTC:** How the treatment of cattle is recorded and verified in regard to hormones.
 1. Low risk: No products containing HGPs are kept on the ranch. Documented fall-out procedures.
 2. Medium Risk: Products containing HGPs are kept on the ranch. Producer maintains records of non-conforming product inventory and usage. Documented fall-out procedures.
 3. High risk: Products containing HGPs are kept on the ranch. Producer does not maintain records of inventory or usage of non-conforming products. No documented fall-out procedures.
- v. **NV-NE3:** How the status is maintained, records kept and verified.
 1. Low risk: No products containing HGPs, antibiotics, or animal by-products are kept on the ranch. Documented fall-out procedures.
 2. Medium Risk: Products containing HGPs, antibiotics, or animal by-products are kept on the ranch. Producer maintains records of non-conforming product inventory and usage. Documented fall-out procedures.
 3. High risk: Products containing HGPs, antibiotics, or animal by-products are kept on the ranch. Producer does not maintain records of inventory or usage of non-conforming products. No documented fall-out procedures.

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- vi. **Cattle Care & Handling:** risk assessment for this program is not a matter of degrees but rather Pass/Fail. Areas of assessment will be:
1. Shipping Cattle: How the cattle are shipped.
 2. Working/Processing Cattle: How the cattle are worked and processed.
 3. Broken Needles: How broken needles are handled.
 4. Handling of Non-Ambulatory Cattle: How “downer” cattle are handled.
 5. Animal Disposal: How animals are disposed of.
 6. Humane Euthanasia: How animals are humanely euthanized.
 7. Antibiotic Residue Avoidance: How residue is avoided in cattle.
 8. Medicated Feed Additives: How protocol is followed.
 9. Water Tanks & Ponds: How protocol is followed.
 10. Other Management Practices: How protocol is followed.

Producer Participant reviews for age and source, calf management and cattle care and handling that have not had an onsite conducted in the past year will be entered into the random yearly 3% or 2 pull. The random onsite pull is used to maintain the integrity of the program and to improve the efficiency of program procedures. By enrolling in Northern Verified the Producer Participant agrees to comply with review procedures and to present documentation/records requested by the Northern Video program representatives for review.

Feedback Form

A Northern Video Feedback Form is available upon request. Producer Participants may submit comments, concerns and suggestions related to their experience with the Northern Verified program on this form.

KEEP FOR YOUR RECORDS

Northern Verified Program Requirements

Age and Source verification and enrollment is the foundation of the Northern Verified program and must be part of NHTC, NV-NE3, Cattle Care and Handling and Calf Management.

Northern Verified is the second tier of the AngusSource PVP program which is a USDA PVP Program for: Source and Group Age, USDA NHTC, USDA People's Republic of China Export Verification (EV) (1030AA), NV-NE3, NV Cattle Care & Handling (CCH), NV Calf Management (CM).

To enroll in Northern Verified PVP programs:

Each enrollment group of calves must be enrolled by the original owner, from the ranch of origin. Calves that have left the ranch of origin are not eligible for enrollment.

By enrolling cattle in the Northern Verified program the Producer Participant agrees to the following:

- Original owner is responsible for the purchase and placement of official Northern Verified program compliant tags.

Group Age

The Northern Verified program considers "Group Age" as the age of the oldest calf enrolled. By enrolling cattle in Northern Verified program the Producer Participant agrees to the following:

- All cattle enrolled in the Northern Verified program has a known Group Age of month/day/year.
- Record of the actual date of birth of the first calf born within the group being enrolled is maintained. Record will consist of month/day/year.
- All calves enrolled as a group will share the birth date of the first calf born.

Group Age Documentation/Record and Retention Requirements:

- A record of individual birth dates or first calf born (along with additional management records) must be maintained on-site or electronically for a minimum of three years.
- Producers who calve year round or have extended breeding seasons are subject to additional record/management requirements

Source Documentation/Record and Retention Requirements:

- Management records relevant to the enrolled calf crop must be maintained on-site for a minimum of three years.

NHTC/China and AS NE-3

The Producer Participant will document and control any non-compliant cattle in a specified group. The procedures, called Fall-Out, will identify non-conforming cattle. These procedures may include notching hang tags, attaching a new or different colored ear tag, etc. The procedure must be approved by AngusSource staff before the supplier will be approved. If a calf is enrolled in NHTC or NV-NE3 and is disqualified from the program, the ranch must follow their approved fall-out procedure that identifies the non-conforming calf. The non-conforming calf may be eligible for other programs such as Age and Source.

- Detailed records will be kept on all purchases of any drug, feed, additive, implants, vitamins, and minerals used on the ranch. This includes a list of ingredients or labels, a record of quantity administered or used, date, and cattle affected (group or individual lot or RFID tag). The Producer Participant will maintain records of purchases, inventory, use, and disposal of items above.
- When feed or supplements are obtained from a source that processes feeds containing HGP's, the source must periodically test feeds to ensure procedures are in place to prevent HGP-treated feeds from being sold to Producer Participant of NHTC/NV-NE3 cattle. Alternatively, if a feed supplier has an additive-control program monitored by a state or federal government agency, the Producer Participant must obtain, and provide a copy to AngusSource office. A certificate of compliance or letter of guarantee stating that feed to be used for NHTC/NV-NE3 cattle is free of HGP's.
- The Producer Participant will maintain letters of acknowledgement from feed sources with regard to specific programs and requirements of that program. These letters must be kept on file by the Producer Participant.

- The Producer Participant must have a Northern Verified approved list of all drugs and feed authorized in the program. If an exception is requested, documentation of approval must be on file from AngusSource.
- When NHTC/NV -NE3 cattle are sold, shipping documents must accompany each shipment of cattle that occurs due to sale or transfer of custody. Shipping documents must have the statement “Cattle Meet EV Program Requirements for the EU” and clearly identify the animals by 15-digit unique animal ID number and quantity.
- Producer Participant must successfully pass NHTC/NV-NE3 training quiz yearly for enrollment.

Definitions

No Antibiotics can be administered whether through feed, water, or by injection, from birth to slaughter. This includes low-level (sub-therapeutic) or therapeutic level doses of antibiotics, sulfonamides, ionophores, or any other synthetic antimicrobial. The use of Deccox (decoquinat) and Corid (amprolium) for the treatment and prevention of coccidia as approved by FDA is permitted as part of a documented parasite control program and shall not be used in combination with an ionophore.

No Hormonal Growth Promotants (HGP)s can be administered from birth to slaughter-including natural hormones, synthetic hormones, estrus suppressants, beta agonists or other synthetic growth promotants.

No Animal By-Products: Mammalian and avian by-products are not allowed in the feed. These by-products include animal waste (e.g. poultry litter) and by-products as defined by 9 CFR 301.2 (e.g. products derived from the slaughter/harvest process including meat and fat). Fish by-products are allowed but must be declared and documented. Vitamin and mineral supplementation are also allowed.

Fall Out Procedures:

- A. NHTC/NV-NE3: If a calf is disqualified, the supplier must:
 1. Segregate the calf in a holding pen.
 2. Implement “fall-out” procedures.
 - a. This includes AngusSource staff approved procedures for visually identification of a “fall-out” calf – notch ear tag; apply new hang tag, etc. Use a Northern Verified red hang tag, alternate procedure available through AngusSource, to visually identify “fall-out” calf.
 - b. If an antibiotic is administered due to illness, input drug name, amount of drug administered and date given into ranch records.
 - c. Entry information into the ranch records under health records for that “fall-out” calf 15-digit unique animal ID number.
 3. Write down the 15-digit unique animal ID number and notify AngusSource.
 4. AngusSource annotates 15-digit number as treated in database and reason for “fall-out”.
 5. Record event in supplier records.
 6. Keep calf segregated through “fall-out” procedures.
 7. Calf remains eligible for Age and Source verification.

Calf Management

Producers who practice pre and post weaning management protocols to maximize calf health when calves move through the marketing chain. This is an optional certification which can be added to another certification offered by Northern Verified.

1. Producer Participant needs to keep receipts and invoices for all pharmaceuticals purchased for three years.
2. Use the Calf Management Worksheet (DOC 005) to record vaccinations and dates administered. Some vaccinations will be given in the future. Document those vaccinations as pending.
3. Producers who use nutrition products on their operation need keep invoices/receipts and document when administered. Northern Verified is NOT establishing a minimum standard for nutrition.
4. Minimum standard for vaccinations in the Calf Management are:
 - 1 dose 7 way, 8 way or 9 way Clostridial
 - 1 dose viral 5-way (IBR, PI3, BRV, and BVD Type I and II)

- 1 dose Pasteurella Haemolytica and/or Pasteurella Multocida
5. Producer Participant must successfully pass Calf Management training quiz yearly for enrollment.

Cattle Care and Handling.

Producers who practice and meet BQA standards for Cattle Care and Handling and have their BQA certification may want to add this additional verification to their marketing claims. This is not a stand-alone certification/verification and can be added to other verifications offered by AngusSource.

Minimum standard for Cattle Care and Handling are:

1. Initial enrollment is an onsite review to document procedures on how to:
 - a. Ship Cattle,
 - b. Work and Process Cattle,
 - c. Handle Broken Needles,
 - d. Handle Non-Ambulatory Cattle,
 - e. Animal Disposal
 - f. Humane Euthanasia of Cattle
 - g. Antibiotic Residue Avoidance Strategy
 - h. Medicated Feed Additives
 - i. Water Tank and Ponds
 - j. Other Management Practices
2. Producer will need an up-to-date BQA Certificate.
3. Producer Participant must successfully pass a Cattle Care and Handling training quiz yearly for enrollment.

KEEP FOR YOUR RECORDS

Northern Verified Producer Participant Enrollment Form

Name: _____

Home Phone: _____

Mailing Address: _____

Cell: _____

City, State, ZIP: _____

Email: _____

You must complete the following Producer Participant Agreement

I have read and understand all Northern Verified Program and Participation requirements (RQMT300 & 400). I agree to comply with all requirements, and understand that I am responsible for the accuracy of the information for the Northern Verified program. I agree to make available to program representatives all records pertaining to Northern Verified enrolled cattle. I understand that I am responsible for the accuracy of the information I provide to the Northern Livestock Video Auction and AAA, and I release Northern Livestock Video Auction and AAA from any liability for errors, mistakes or omissions in the information provided.

Signature

Customer Code (office use only)

Date

This form will be completed for each calf enrollment. Training and additional questions will be completed via phone with the AngusSource staff once this form is received. Please return the completed form to AngusSource along with photo copies of the required records.

1. Value –Added Programs I would like to enroll in for this calf crop:

X Age & Source NHTC People’s Republic of China Export Verification

NV-NE3 Northern Natural Cattle Care & Handling (CCH) Calf Management (CM)

In order for us to enroll your calves over the phone, we must have a clear picture of your operation. This includes the size of your operation and the number of cows you are running. We realize you may not plan to enroll all of your calves – but all cows must be accounted for below. These “inventories” help provide the documentation needed for the Source claim.

Please fill out the following table. Be as accurate as possible. **Keep in mind what calf crop you are enrolling.** It is easy to give this year’s breeding records instead of those that correspond with the calves you are wishing to enroll. (see the instruction sheet for help)

2. What calf crop are you enrolling? Spring Fall Year? _____ Northern Rep _____

Commercial Cows/Heifers		Registered Cows/Heifers
3	Number of females exposed AI/Natural	[]
4	+ Number of females purchased bred	[]
5	- #Females sold/died/open	[]
6	= Number of females to calve	[]
7	- Death loss	[]
8	+ Twins	[]
9	= Total number of live calves born	[]
10	- # of calves NOT enrolling	[]
11	= Number of calves enrolling	[]

12. Do you have calves from outside sources on your operation? (i.e. purchased, or feeding/backgrounding calves not born on your operation) Yes No

13. Do you run cows on land separate from your main operation?

No Private BLM Forest Service Other: _____

14. Are these cattle managed by your operation (i.e. feed, breed, calve, etc.)? Yes No

15. How many people help tag and work cattle on your operation? _____

16. Are your cattle co-mingled with cattle you do not own? Yes No

CALVING INFORMATION

17. What is the birth date of the first calf born in the group of calves you are enrolling? _____

18. What type of records do you have for the calf crop you are enrolling? (check all that apply)

Bull turnout date Breeding date First calf born Individual birth records None

Please make a photo copy of your records (minimum first and last calf born) and submit with the enrollment.

SIRE INFORMATION

19. How many bulls are currently on your operation? _____

20. How many bulls were used to sire the calf crop you are enrolling? _____

RECORD INFORMATION

21. Are records maintained for a minimum of three years? Yes No

22. Are you willing to participate in an on-site review if required or chosen for a re-evaluation (it is a requirement of Northern Verified that you participate in the reviews)? Yes No

NHTC INFORMATION—answer only if you plan to enroll your calves in this program

23. Do you maintain a list and inventory of feeds, feed sources and supplements? Yes No

24. Do you have Hormonal Growth Promotants (HGPs) onsite? Yes No

25. Do you maintain a list and inventory of Hormonal Growth Promotants (HGPs)? Yes No

26. Producer has or will acquire letters of compliance from feed suppliers? Yes No

27. Number of suppliers? _____

NV-NE3 NORTHERN NATURAL INFORMATION (answer if you plan to enroll your calves in this program)

28. Do you maintain a list and inventory of feeds, feed sources and supplements? Yes No

29. Do you maintain a list and inventory of antibiotics/drug? Yes No

30. Do you maintain a list and inventory of Hormonal Growth Promotants (HGPs)? Yes No

31. Do you maintain a list and inventory of coccidiostats (Deccox or Corid)? Yes No

CALF MANAGEMENT INFORMATION Animal Health Practices (answer if you plan to enroll your calves in this program)

32. Do you maintain pharmaceutical receipts and invoices? Yes No

33. Do you maintain records of date and time pharmaceutical are administrated to a calf? Yes No

CATTLE CARE AND HANDLING INFORMATION (answer if you plan to enroll your calves in this program)

34. Do you have your BQA Certification? Yes No

35. Do you have BQA compliant procedures for: Yes No

- Receiving Cattle,
- Shipping Cattle,
- Working/Processing Cattle,
- Handling Broken Needles,
- Handling of Non-Ambulatory Cattle,
- Animal Disposal
- Humane Euthanasia of Cattle and
- Antibiotic Residue Avoidance Strategy
- Medicated Feed Additives
- Water Tank and Ponds
- Other Management Practices

Thank you, we look forward to working with you on your enrollment!

Please send this form and photo copies of your records to:

American Angus Association "AAA"

Attn: Northern Verified

3201 Frederick Ave.

St. Joseph, MO 64506

816-383-5100

Fax: 816-383-5195