30th March 2023

Dear Sir,

# Pig and Poultry Assurance Scheme Membership for 2023/24

# Four Crosses Farm

As a current member of the Natural Resources Wales Pig and Poultry Assurance Scheme, NRW are writing to inform you of the arrangements for the coming year of the scheme which will begin on 1 April 2023.

**Your farm will continue to be a member of the scheme this year and for subsequent years,** unless you choose to leave the scheme, or we have to expel your farm from the scheme.

**You do not need to take any further action unless you choose to either leave the scheme or change your Certification body (CB).**

Your nominated CB will continue to inspect your farm, collect and report data on Natural Resources Wales behalf.

You **do not** need to contact your CB to let them know that you wish them to continue to carry out your scheme visit.

Your CB will contact you to request their annual payment.

If you decide to leave the scheme, please inform your CB. If you do choose to leave, your annual subsistence charges will revert to the full fee and we will restart our inspections.

**How to change Certification Body**

You can choose to change CB if you wish. If you would like a different CB to visit your farm please contact your preferred CB from the list below: -

**NSF Certification (UK) Ltd** (previously known as CMi) – phone 01993 885610, or email ippc@nsf.org, or fax 01865 595762

**Kiwa PAI** – phone 01423 878878 or email enquiries@thepaigroup.com

**SAI Global** – phone 01908 249973 or email agrifood@saiglobal.com

**Please inform your current CB as soon as possible that you have changed CB. Your new CB will tell us that they have entered into a contract with you.**

## Scheme Overview

The scheme aims to save you time and money. As we reduce the frequency of visits we make to your farm - we can then reduce your annual subsistence charge. We are waiting for government approval of our charges for 2022/23 but envisage the reduction to be around £1000.

Your CB will visit your farm on our behalf and will collect information related to your permit using a standard questionnaire. We will remain responsible for regulating your farm and will use the information collected by your CB to assess whether you are complying with your permit.

Where possible, visits will take place at the same time as another assurance scheme audit, such as Red Tractor Assurance or the Lion Code of Practice. However, you do not need to be an existing member of another assurance scheme to take part in this scheme.

## Farm visits

We will visit you once every three years, unless we need to make additional visits to check permit compliance or investigate complaints.

Your nominated CB will carry out a visit once annually. We will give them a copy of your permit, together with any other relevant information.

## After the Farm Visit

Once we have assessed the information collected by your CB, we will send you our decision on compliance and any further action you need to take. We may decide it is necessary to carry out a follow up visit.

Your local Natural Resources Wales Officer will remain your point of contact for any advice on changes you may wish to make at your farm, including any technical questions regarding correcting any non-compliances.

## Your Responsibilities

**You must comply with the conditions of your permit.**

**In the event of any non-compliances, you must agree an action plan with us when we write to you asking for one.**

**You must have an annual CB visit and co-operate reasonably with the CB, for example, to arrange visits, provide access to relevant areas and records, and pay for the CB visit. If you fail to do so you may be expelled from the scheme.**

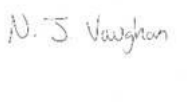
## Further Information

More information about the scheme is available in the guidance and the CBs inspection form which can be downloaded from:-

https://naturalresources.wales/guidance-and-advice/business-sectors/farming/pig-and-poultry-assurance-scheme/?lang=en

If your local Natural Resources Wales Officer or I can help with any queries, please do not hesitate to get in touch.

Yours faithfully



Nick Vaughan

Officer 2, Conwy Environment Team