



# Facility Standard

## Equids

MPI-STD-EQUIDS

22 August 2019

## **TITLE**

Facility Standard: Equids

## **COMMENCEMENT**

This Facility Standard comes into force on 22 August 2019

## **REVOCATION**

This Facility Standard revokes and replaces the following:

- a) *Facility Standard: Equids, MPI-STD-EQUIDS, 29 November 2018*

## **ISSUING AUTHORITY**

This Facility Standard is issued for the purpose of section 39 of the Biosecurity Act 1993

Dated at Wellington this 22<sup>nd</sup> day of August 2019

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## Introduction

This introduction is not part of the Facility Standard, but is intended to indicate its general effect.

## Purpose

This standard relates to transitional facilities holding uncleared animals of the family *Equidae*. The purpose of this standard is to:

- a) Set out the requirements relating to building, maintaining and operating this kind of transitional facility.
- b) Describe how a place becomes approved as this kind of transitional facility.

## Background

The Biosecurity Act 1993 (the Act) provides the legal basis for excluding, eradicating and effectively managing pests and unwanted organisms that may cause harm to natural and physical resources and human health. Imported risk goods have the potential to introduce pests and unwanted organisms into New Zealand. For that reason, imported risk goods must obtain biosecurity clearance before they are allowed to enter New Zealand.

Uncleared equids must go to a transitional facility on arrival in New Zealand. They must remain there until they are given biosecurity clearance or are moved to another transitional facility or exported.

This standard sets out the minimum requirements for transitional facilities holding uncleared equids imported under the Import Health Standard (IHS): Horses that have been directed to a transitional facility on arrival in New Zealand.

A place cannot operate as a transitional facility unless it is approved by the Director-General. In order to be approved, it must comply with the Act and the requirements in this standard. Details about how to apply for facility approval can be found on the MPI website: <http://mpi.govt.nz/importing/border-clearance/transitional-and-containment-facilities/steps-to-get-a-facility-approved/>. Facility approvals may be subject to conditions.

A transitional facility must be operated by an approved operator. The MPI website: <http://mpi.govt.nz/importing/border-clearance/transitional-and-containment-facilities/facility-operators/> explains how to become an approved operator. Operator approvals are subject to the condition that the operator will comply with this standard and with any other conditions imposed by the Director-General.

## Who should read this Facility Standard?

This standard applies to operators and MPI Inspectors of transitional facilities holding equids that have been directed on arrival in New Zealand to a transitional (quarantine) facility as a clearance requirement of the Import Health Standard (IHS): Horses, or as a result of a non-compliance with the IHS.

## Why is this important?

If a place does not comply with the building, maintenance and operating requirements of this standard, it will not be approved as a transitional facility for equids and, if already approved, the approval may be suspended or cancelled.

If an operator does not comply with the operating requirements of this standard, the operator's approval may be suspended or cancelled.

It is an offence to operate a place as a transitional facility if the place is not approved as a transitional facility or the person operating the place is not an approved operator of that facility, or if those approvals are

suspended. It is also an offence for a person who operates a transitional facility to not comply with the operating standards for the facility.

## Document History

Refer to Schedule 1.

## Other information

### Guidance

Guidance has been prepared to accompany this standard and has been presented as guidance boxes within the standard. The guidance sets out the ways in which the requirements of this standard can be met and contains other useful information. Operators and applicants for approval should read and be familiar with the guidance information.

### Costs

Applicants for a facility approval, and approval to be an operator, must pay an application fee.

MPI will charge for ongoing monitoring of compliance with this standard and any conditions of an approval. Fees are at the rates set out in the *Biosecurity (Costs) Regulations 2010*.

## Part 1: Requirements

### 1.1 Application

- (1) This standard applies to transitional facilities that hold uncleared equids that have been directed to a transitional facility upon arrival in New Zealand.
- (2) Transitional facilities holding equids are subject to the requirements of this standard, and are not subject to the Facility Standard: Standard for Transitional Facilities for General Uncleared Risk Goods (TFGEN) except to the extent that the requirements of TFGEN have been incorporated into this facility standard.

#### Guidance 1.1

- Used equipment accompanying or associated with equids are subject to the requirements of the *Import Health Standard (IHS) for Used Equipment Associated with Animals or Water (ANIEQUIP.ALL)*.

### 1.2 Outcome

- (1) The outcome this facility standard is seeking to achieve is the containment of uncleared equids and any associated biosecurity risks within the facility.

### 1.3 Incorporation of material by reference

- (1) The following material is incorporated by reference into this standard under section 142M of the Act:
  - a) Approved Diagnostic Tests, Vaccines, Treatments and Post-arrival Testing Laboratories for Animal Import Health Standards (<https://www.mpi.govt.nz/dmsdocument/2040-approved-diagnostic-tests-vaccines-treatments-and-post-arrival-testing-laboratories-for-animal-import-health-standards>).
  - b) List of Approved Disinfectants for General Transitional Facilities for Uncleared Goods (<https://www.mpi.govt.nz/document-vault/2057>).
- (2) Under section 142O(3) of the Act it is declared that section 142O(1) does not apply, that is, a notice under section 142O(2) of the Act is not required to be published before material that amends or replaces the above listed standards, guideline or lists has legal effect as part of these documents.

#### Guidance 1.3

- Incorporation by reference means that standards or lists are incorporated into this standard and they form part of the requirements.

### 1.4 Definitions

- (1) Definitions of terms used in this standard are set out in Schedule 2.
- (2) Terms used in this standard that are defined in the Act have the meanings set out in the Act, unless a different meaning is given in Schedule 2. The Act is available at the following website: <http://www.legislation.govt.nz/>.

## 1.5 Implementation arrangements

- (1) The following implementation arrangements apply to transitional facilities for equids already approved to the MPI *Standard for General Transitional Facilities for Low Security Farm Animal Transitional Facilities*.
  - a) All requirements in this standard must be implemented within six months of commencement of this standard.
  - b) The operator must ensure that all changes related to the transitional facility's approval are submitted to the MPI Inspector at least two months in advance of the implementation deadline to allow the MPI Inspector sufficient time to review the operating manual and/or arrange to inspect the facility (if necessary).
- (2) All new transitional facility applications made after the date of commencement of this standard must comply with this standard.

## Part 2: Physical and Structural Requirements

### 2.1 Requirements for facility security

- (1) A transitional facility must be physically and structurally secure to contain uncleared equids and any associated biosecurity risks within the facility, and be operated in accordance with this standard.

#### 2.1.1 Leased or licensed premises

- (1) All leases, licences and other arrangements authorising the operator to occupy the premises must allow the requirements of this standard to be met. There must be a written agreement with the owner, lessor or licensor of the premises that acknowledges the premises will be used as a transitional facility and there must be nothing in the agreement that would prevent the implementation of this standard.

#### Guidance 2.1

- If the operator wants to change the operation or structure of the facility, a new approval may be required.
- For additional information on changes to transitional facilities contact an MPI Inspector.  
Additional matters that the operator needs to meet may also be set out in:
  - An authorisation or directions from an MPI Inspector.
  - A notification from a Chief Technical Officer (CTO) relevant to equids.
  - A relevant IHS.
  - A relevant Import Permit.

### 2.2 Transitional facility location

- (1) A transitional facility must be located within 100 km of the place of first arrival of the animals into New Zealand.
- (2) A transitional facility must be located in a place that is provided with suitable services and systems in order to meet the requirements of this standard, and ensure that the biosecurity risks in relation to uncleared equids are managed at all times. Adequate provision must be made for the management of contingencies in the event of an incident or containment breach.

#### Guidance 2.2

- Transitional facilities should not be located in areas that expose the facility to environmental risks such as flooding or power loss or areas susceptible to major climatic events such as high winds, and significant earthquake activity. Examples of services and systems include access to sewerage systems/treatments, uninterrupted power sources and internet.

### 2.3 Official transitional facility signage

- (1) A transitional facility must have a prominent sign or signs that state:
- a) "These premises are a Transitional Facility approved under the Biosecurity Act 1993".
  - b) "Entry is restricted to permitted persons only" (having received permission from the operator).
- (2) Signs may also specify appropriate contact details for the operator and/or other staff members such as the deputy operator.
- (3) A copy of the transitional facility sign must be included in the operating manual.



**Guidance 2.3**

- Signs are not permitted to display the MPI logo or the acronyms 'MPI' as per the Flags, Emblems, and Names Protection Act 1981.

## 2.4 Transitional facility premises

- (1) The facility must be constructed and operated in a manner that ensures the facility can hold equids for the time specified in the corresponding import health standard (IHS). The facility is to be constructed using appropriate materials and methods so that it is adequately strong to contain equids, and can be easily and adequately decontaminated and disinfected.
- (2) The materials used to construct the facility must be maintained in good condition.
- (3) The facility must have at least one fully enclosed building capable of ensuring all equids at the facility can be housed at the same time and may also have open fenced areas (e.g. paddocks).
- (4) No other animals may be kept in the paddocks immediately surrounding the transitional facility (i.e. adjacent to the outer perimeter fence) during the quarantine period.

## 2.5 Fencing requirements

- (1) The facility must be enclosed by a secure stock-proof double fence. A buffer zone between the two fences must be at least 100 metres wide.
- (2) At least one of the two fences must be at least 1.6 metres high and of a design to prevent the entry of unauthorised people and animals from outside the transitional facility and to prevent the escape of equids in quarantine.
- (3) Fences must be sited on either benched or suitably level and stable ground. They should be erected so that stock pressure on the wire, netting or timber is against the post, not the staple or nail. Vegetation, erosion, roadways or any other factor located around or between the perimeter fences must not threaten the integrity of either fence or impede the ability to see animals in the area between the fences.
- (4) Where swinging or sliding gates are incorporated into either the inner or outer perimeter fence (such as at the vehicle entrance-way and stock loading race), the gudgeons or rollers must be of such type or so placed, as to prevent the gates being lifted from them.
- (5) The operator must regularly inspect and maintain the perimeter fences in good condition to prevent the escape of quarantined equids and the entry of other animals.

## Part 3: Operational Requirements

### 3.1 Conflict of interest

- (1) The operator must not have any conflicts of interest that would affect their ability to operate the transitional facility, including having any financial interest in the equids being quarantined at the facility.

### 3.2 Use of transitional facility for different purposes

- (1) If a transitional facility is not being used for the purposes of its approval under this standard (a different purpose), it may be used for other purposes between quarantine consignments as set out in clause (2) below.
- (2) Domestic equids, including those destined for export (but not during any required pre-export isolation) are allowed to be held at the transitional facility under the following conditions:
  - a) The transitional facilities are clear of the transiting equids for at least 48 hours prior to the arrival of any proposed quarantine of imported equids;
  - b) The transitional facilities are clear of any quarantined imported equids for at least 48 hours prior to the arrival of any transiting animals;
- (3) The building facilities must always be totally cleaned by water blasting and fully disinfected and disinfected prior to the arrival and after the departure of any equids.
- (4) Any use of the transitional facility for a different purpose must contain any biosecurity risk and not compromise the ability of the transitional facility to meet the requirements of this standard when it is being used for the approved purpose.
- (5) The operator must notify the MPI Inspector prior to using the facility for a different purpose to ensure that the requirements in clause (2) above are met.

#### Guidance 3.2

- An email should be sent to [liveanimalsauckland@mpi.govt.nz](mailto:liveanimalsauckland@mpi.govt.nz) with the proposed dates and use of the facility for a different purpose.

### 3.3 Operating manual

- (1) An operating manual must be prepared for each transitional facility and must set out how the facility will be managed and operated to meet the requirements of this standard.
- (2) The operator must ensure that the procedures set out in the operating manual are followed. The current version of the operating manual must be available to the MPI Inspector.
- (3) The approval of the facility will be limited to the purpose and scope of activities listed in the operating manual.
- (4) The operating manual and any amendments made to it must be approved by the MPI Inspector.
- (5) The operating manual must:
  - a) Describe how the following standards and requirements will be met in relation to the uncleared equids:
    - i) This standard;
    - ii) Any relevant Import Health Standards
    - iii) Any import permit;

- iv) Any measures approved in a Chief Technical Officer (CTO) direction under section 27(1)(d)(iii) of the Act.
  - b) Describe how the efficacy of the systems and procedures will be measured, monitored and determined to be continually effective.
- (6) The operating manual must have the following structure:
- a) A table of contents;
  - b) Numbered pages and the version number and date on each page;
  - c) The scope of the operating manual which must include:
    - i) The purpose of the transitional facility as set out in the approval;
    - ii) The maximum number of equids the facility will hold;
    - iii) A service agreement and a record of MPI's verification of the practising veterinarians approved by the facility operator;
    - iv) A list of the relevant IHS(s) applicable to the equids held in the facility.
  - d) A site plan of the facility, including perimeter fence, hospital facilities, enclosures and inspection areas and a description of the design and construction of the facility.
  - e) The management structure and staff responsible for managing the uncleared equids which must include:
    - i) The name and contact details of the transitional facility owner;
    - ii) The name and contact details of the operator and their responsibilities;
    - iii) A list of all staff, including those carrying out management responsibilities including, day-to-day manager, deputy operators, as well as approved clinical equine veterinarians, and a description of each person's responsibilities for the physical and operational compliance of the transitional facility and their contact details;
    - iv) The following contact details:
      - 1) The MPI Inspector with primary responsibility for supervision of the transitional facility;
      - 2) The relevant MPI office's email address and phone number to contact MPI, including for booking inspections, requesting Biosecurity Authority Clearance Certificates (BACCs), reporting escapes, notifying MPI of unwell or injured equids and any treatments;
      - 3) Phone numbers for reporting suspected exotic disease or pest.
  - f) Activities and procedures undertaken and a description of how these will be monitored, maintained and determined to be effective:
    - i) *Access and security*: A description of the access and security procedures (see clause 3.4) and visitor management;
    - ii) *Signage*: A copy of the transitional facility sign (see clause 2.3);
    - iii) *Receipt and movement*: A description of how uncleared equids are received from and moved to another facility (if applicable) (see clause 3.5);
    - iv) *Segregation of equids and shared quarantine* (see clause 3.6): A description of how uncleared equids will be separated from other animals not of an equivalent biosecurity status, including during movement;
    - v) *Disease surveillance and reporting*: A description of the procedures for disease surveillance and how diseases will be reported to MPI (see clause 3.7);
    - vi) *Contingency plan*: An outline of potential risks and procedures to be followed in the event of an adverse incident and identification of available resources for the contingency (see clause 3.8);
    - vii) *Record keeping*: A description of the types of records kept (see clause 3.9);
    - viii) *Cleaning and hygiene*: A description of the facility's cleaning and personnel hygiene regime and how it mitigates risks associated with uncleared equids (see clause 3.10);

- ix) *Waste disposal*: A description of how the disposal procedures for liquid and solid waste will be met and a description of where the waste will be held prior to disposal (see clause 3.11);
  - x) *Repairs and maintenance*: A description of the repairs and maintenance procedures of the facility (see clause 3.12);
  - xi) *Pest and weed control*: A description of the pest and weed control regime (see clause 3.13);
  - xii) *Training*: A description of staff and visitor training and assessment of competency (see clause 3.14);
  - xiii) *Internal audit and quality assurance systems review* (see clause 3.15):
    - 1) A description of the scope of the internal audit and quality assurance systems review and the process undertaken for internal audits and quality assurance system review;
    - 2) A description of the procedures for addressing non-compliances.
  - xiv) *Document control*:
    - 1) A description of the process for making changes to the operating manual and how the operating manual will be monitored and checked for relevance;
    - 2) Identification of the person(s) responsible for ensuring the operating manual is up to date;
    - 3) A summary of previous versions and their amendments;
- (7) The operator must review the operating manual at least once a year to ensure its continuing suitability and effectiveness. The review must take into consideration the following:
- a) Internal audit and quality assurance systems reports.
  - b) MPI inspection reports.
- (8) The operator must ensure that the MPI Inspector is informed if the transitional facility's structure, operations or activities change from the approved scope of the operating manual prior to that change occurring.

#### **Guidance 3.1**

- If significant changes are made to the operating manual, such as how the transitional facility is operated (including staffing), changes to the facility, etc., a new transitional facility approval may be required. Changes to the facility should be notified to MPI before they occur so the impact of the proposed changes can be assessed.
- The operator should appoint an individual or individuals as the deputy operator(s).
- The operator is accountable for ensuring that the transitional facility is compliant with the requirements of this standard, the relevant IHS, the import permit and/or any measures approved in a CTO direction. While they are not expected to do all the work for the facility to meet compliance, they are responsible for ensuring all the work is done and that they are satisfied with the information which demonstrates compliance.
- Positions rather than people can be referenced, but provisions should be made to ensure that names and employment dates are kept in the company records and are readily accessible.

## **3.4 Transitional facility access and security**

### **3.4.1 Entry and exit of people**

- (1) A transitional facility must have access and exit procedures to ensure the security of uncleared equids and minimise any biosecurity risk.

- (2) Other than facility staff members, only persons approved by the operator are allowed in the transitional facility. The operator must only approve persons that are necessary to enter the transitional facility during the post-arrival quarantine (PAQ) period.
- (3) The operator must ensure that these persons:
  - a) Are kept to a minimum during the quarantine period;
  - b) Adhere to entry and exit procedures;
  - c) Are accompanied by a staff member while in the transitional facility;
  - d) Follow the instructions of the operator at all times;
  - e) Sign in and out on the register.
- (4) The operator must maintain a register of people entering the facility. Before entering the facility, all persons must sign a declaration that they will comply with the operating instructions for the facility, including any instructions given by staff members or MPI. The register must also record the date, names, addresses, contact details and purpose of visit of all visitors.
- (5) The operator must provide access to the transitional facility for MPI Inspectors when requested.
- (6) The facility must only have one access area. There may be different access points on the perimeter fence for people, machinery, stock, stores and vehicles, but these points must be located close together in one access area.
- (7) Vehicle access through the perimeter fence is further described in clause 3.4.2.
- (8) If there is a gate for pedestrian access only, it must be self-closing, self-locking, and require an access control system to gain access from outside the perimeter.
- (9) During quarantine, people must only access the facility via the personnel entrance. This entrance must contain an outer changing room that provides for the storage of street clothes and footwear, and other personal belongings. A shower facility must be placed between this room and the inner changing room.
- (10) During quarantine, people must only exit the facility via the personnel exit. This exit must contain an inner changing room that provides for the removal of protective clothing and footwear. A shower facility must be placed between the inner changing room and the outer changing room. This exit must contain an outer changing room that provides for the storage of street clothes and footwear, and other personal belongings.
- (11) Procedures for access and exit must be displayed at the entrance/exit.
- (12) The entrance must be monitored by security cameras or be subject to monitoring by a staff member who resides on site during the PAQ period.

#### **Guidance 3.4.1**

- Persons who may need to enter the facility during quarantine include approved clinical equine veterinarians, farriers, contractors undertaking repairs and maintenance work, persons transporting animals, local body inspectors, and operator staff who may not be in the transitional facility on a regular basis and do not have direct responsibilities for operations.

### **3.4.2 Entry and exit of vehicles**

#### **3.4.2.1 Machinery and vehicle access through perimeter fence**

- (1) Vehicle access into the facility should be avoided if possible.
- (2) During unloading of equids into the facility, the truck must be driven into the unloading area and the double gates secured and locked. Animals must be unloaded only after the gates through the perimeter fence are locked.
- (3) If the entry and exit of vehicles is unavoidable, vehicles and machinery must undergo sufficient cleaning to remove organic debris followed by disinfection before exiting the facility. Lockable entrance

gates through the perimeter fence and a vehicle cleaning area must be provided. Facilities must include:

- a) A concrete pad for the hosing down and disinfection of vehicles and machinery;
  - b) A water supply with a waterblaster;
  - c) Drainage back onto the facility which complies with clause 3.11.
- (4) Where vehicles and machinery exit via the same path they entered (i.e. where they cannot loop around the building to exit), procedures that describe how vehicles will exit without becoming re-contaminated must be documented.
  - (5) Vehicles must be disinfected using MPI-approved disinfectants (as per the manufacturer's instructions) before exiting the facility. Waterblasters and scrubbing utensils must be used for cleaning prior to the disinfecting the vehicles.

#### **Guidance 3.4.2.1**

- MPI-approved disinfectants can be found listed in the document *List of Approved Disinfectants for General Transitional Facilities for Uncleared Goods* (<https://www.mpi.govt.nz/document-vault/2057>).

#### **3.4.2.2 Entry and exit of other materials**

- (1) All required supplies must be present in the facility prior to the start of quarantine to avoid having to bring supplies in during the quarantine period.
- (2) Other than that described elsewhere in this standard, nothing else is permitted to enter or leave the facility without the authorisation of the MPI Inspector.
- (3) Any required laboratory samples must be collected by a clinical equine veterinarian approved by the operator and double-bagged so that the exterior of the outer bag is not contaminated. Any laboratory samples that are being sent to the lab to fulfil IHS requirements must be taped with MPI tape by the MPI Inspector.
- (4) The movement of laboratory samples out of the facility requires a BACC to move uncleared biosecurity risk goods, recording the relevant details and the conditions of transfer. The BACC must be obtained prior to movement of laboratory samples out of the transitional facility.

### **3.5 Receipt and movement of uncleared equids**

#### **3.5.1 Movement of equids**

- (1) The operator must ensure that all equids that are received at or moved from the transitional facility have been authorised by the MPI Inspector prior to that receipt or movement occurring.
- (2) The operator must identify a transport service for the transportation of the equids (approved transport). The approved transport must be a vehicle or trailer which meets the following minimum requirements:
  - a) Constructed to effectively prevent the discharge of faeces from the conveyance;
  - b) All external gates must be capable of having an MPI seal applied to it;
  - c) Provision for towing the conveyance, so that in the event of a breakdown it can be towed to its destination.
- (3) Equids may be transported from the approved place of first arrival or from one facility to another in accordance with this standard and the conditions of the biosecurity authorisation as set out in the BACC.
- (4) All equids must be transported in an approved transport vehicle. The transporting vehicle must be cleaned within the transitional facility premises after unloading and waste must be disposed of as specified in clause 3.11 or as directed by the MPI Inspector.

- (5) A sign must be displayed in the cab, or at the rear of the approved transport that states “Quarantine animals on board. In the event of an accident or emergency phone these people as soon as possible...” A copy of the BACC should be available in the vehicle.
- (6) The driver must be given contact phone numbers (such as appropriate transitional facility staff, approved clinical equine veterinarian, MPI Inspector, etc.) in the case of an emergency during the transportation of the equids.
- (7) Equids must be unloaded at the designated area of the transitional facility.

#### **Guidance 3.5.1**

- In cases where the number of equids in a single consignment exceeds the total number of horses that can be housed in a single facility, the consignment may be split over two facilities that are approved under the same operator.

### **3.5.2 Receipt of equids at the transitional facility**

- (1) The operator must ensure that within three days of an animal's arrival, the animal's compliance with the relevant IHS, import permit, and any measures approved in a CTO direction has been verified by the MPI Inspector.

### **3.5.3 Biosecurity clearance of equids at the transitional facility**

- (1) Equids must not be moved from the facility unless a BACC is obtained from the MPI Inspector.
- (2) On clearance and release of an equid from the facility, the operator must advise the importer/owner in writing of the action to be taken if their equid develops any signs of illness, or ectoparasites, as follows:
  - a) The equid should be examined by a veterinarian and the veterinarian informed of the equid's import history;
  - b) The veterinarian should notify the exotic disease line (0800 809 966) of any suspected or exotic disease or pest.
- (3) Prior to the end of quarantine the operator must provide MPI with a list of the destination premises the equids will move to immediately after leaving the transitional facility, along with the contact details (phone and/or email) of the person in charge of the equids at the premises.

## **3.6 Segregation of uncleared equids**

- (1) The quarantine period for all animals must start from the day the last equid enters, and must end at the same time (all-in/all-out).
- (2) Uncleared equids must be segregated from all other animals not of an equivalent biosecurity status to prevent possible cross contamination.
- (3) Cleared equids or other animals that become contaminated or are suspected of being contaminated from contact with uncleared equids must be regarded as a biosecurity risk and handled in the same manner as uncleared equids.
- (4) The operating manual must stipulate how the requirements of this clause will be achieved, monitored and maintained and these procedures must be based on the likely risks posed by uncleared equids.

### **3.6.1 Shared quarantine**

- (1) If a subsequent shipment of equids arrives during quarantine then the release of all equids must be delayed until the last shipment is authorised for biosecurity clearance.

**Guidance 3.6**

- Live equids that are not part of a consignment being imported into New Zealand are not permitted in the transitional facility when uncleared equids are present.

### 3.7 Disease surveillance and reporting

- (1) Provision must be made for equids to be restrained for safe, close examination and treatment for external parasites as specified in the relevant IHS. Lighting must be at least 1000 lux at the inspection locations (including stalls, veterinary facilities, and post-mortem facilities).
- (2) If ectoparasites are detected the operator must ensure the ectoparasite is removed from the equid and held to be sent for identification. MPI must be notified as soon as practicable of the presence of any organism not normally seen or otherwise detected in New Zealand, in accordance with section 44(1) of the Act.

#### 3.7.1 Veterinary facilities and equipment

- (1) Basic veterinary facilities and equipment (e.g. microchip reader, basic veterinary kit, restraint) for the examination and treatment of equids must be provided for within the transitional facility.

#### 3.7.2 Post-mortem facilities

- (1) Post-mortem facilities must be provided with access to hot and cold water. Materials for processing and packaging samples for further examination must be provided.
- (2) The facility must be able to contain waste materials.
- (3) The facility must have access to sufficient equipment to perform a full necropsy, and provide for the collection and submission of samples.
- (4) If the MPI Inspector is not satisfied regarding the likely cause of death, equids must be necropsied by an approved clinical equine veterinarian to establish the cause of death as soon as is possible after death.
- (5) Carcasses not considered to be a biosecurity risk can be disposed of by deep burial on the property under the supervision of the MPI Inspector, with attention to cleaning and disinfection of the used equipment.
- (6) Carcasses considered to be a biosecurity risk must be disposed of as per clause 3.11.

#### 3.7.3 Occurrence of a disease caused by a specified risk organism identified in the IHS: Horses

- (1) If a disease caused by a specified risk organism is diagnosed, the operator must notify the CTO within 24 hours (via the Pest and Disease Hotline number and/or the MPI Inspector).
- (2) In the event of a positive diagnosis of a specified risk organism the CTO will direct the management of the disease control.
- (3) Approval must be sought from the CTO before the facility can be used again.

**Guidance 3.7**

- Equids may be euthanised in PAQ following accidents/injuries or illnesses such as colic. In these events where the approved clinical veterinarian is able to report the likely cause of death, it is unlikely a necropsy would be required.
- Where an equid has been diagnosed as being infected with a specified risk organism, the CTO will direct the management of the disease control and may extend the period of quarantine or order the destruction of the equids.



- If the equids are to be destroyed and/or the facility requires decontamination the CTO is likely to give the following directions:
  - The equids must be humanely destroyed;
  - All deceased equids, unconsumed feed, manure and bedding must be double-bagged and removed from the facility for sterilisation or incineration at a TF approved by the Director-General;
  - The facility, stalls and equipment etc. must be thoroughly cleaned with detergent and then treated with an MPI-approved disinfectant.
- The Pest and Disease Hotline number is 0800 80 99 66. Further information about reporting a pest or disease can be found at <https://www.mpi.govt.nz/protection-and-response/finding-and-reporting-pests-and-diseases/report-a-pest-or-disease/>.
- MPI-approved disinfectant can be found listed in the document *List of Approved Disinfectants for General Transitional Facilities for Uncleared Goods* (<https://www.mpi.govt.nz/document-vault/2057>).
- Also refer to clause 3.11 for waste disposal requirements.

### 3.8 Contingency plans

- (1) The operator must ensure that contingency plans are in place to manage any event which may compromise the biosecurity of uncleared equids. The contingency plan must be included in the operating manual.
- (2) The contingency plan must include:
  - a) The procedures to be followed if an identified event occurs;
  - b) The resources required and available to effectively manage these events;
  - c) A description of how the contingency plan will be verified to ensure that it is effective and can be immediately implemented for each event;
  - d) Evidence to verify the effectiveness of each contingency plan.

#### Guidance 3.8

- Examples of events which may compromise the biosecurity of uncleared equids include suspected exotic disease, extension of quarantine, suspected exotic ectoparasite or other pest, transport vehicle breakdown, significant injury or illness during inadvertent liberation, equids in need of significant veterinary intervention/surgery, welfare issues, fire, natural disasters (e.g. earthquakes, flood), loss of operator, breaches of security (e.g. theft, containment), arrival of non-compliant live animals, serious injury to a person, loss of essential services (e.g. electrical power, equipment malfunction), or cancellation of facility or operator approval(s).
- Contingency plans need to contain sufficient information to enable persons responsible for implementing the plan to respond as quickly as possible. The information needs to be clear and complete, including up to date contact details of key individuals and emergency services (if applicable).
- Testing of contingency plans should be carried out on a regular basis to ensure a smooth implementation of each plan. Testing should also ensure that equipment and other resources are operational and staff know how to use them.

#### 3.8.1 Emergency veterinary service facilities

- (1) A veterinary service facility may be approved as a temporary transitional facility under this standard to provide emergency veterinary services to uncleared equids.
- (2) The emergency facility is only to be used for emergency surgery or other treatment that cannot be carried out at the post arrival quarantine (PAQ) transitional facility on an imported equid completing PAQ.

- (3) The equid must not be transported to and from the emergency facility unless:
  - a) The transporting vehicle has an MPI seal;
  - b) An MPI Inspector supervises the loading, transit, and offloading of the equid.
- (4) The equid must be transported directly to the emergency facility by the shortest route possible.
- (5) The facility must meet the physical, structural requirements of *Part 2* and the operational requirements 3.3 to 3.16 of *Part 3* of this standard with the following exceptions:
  - a) Clause 2.2 (1): The emergency veterinary service does not need to be located within 100 km of the place of first arrival, but must be located within a reasonable distance to the transitional facility.
  - b) Clause 2.5 (1): The facility is not required to have a 100 metre buffer zone between the inner and outer fences. The facility must be sited at least 100 metres away from areas that are accessed by other equids, i.e. non-quarantined equids must always be kept at least 100 metres away from the perimeter fences;
  - c) Clause 3.4.2.1 (5): Trucks do not need to be cleaned and disinfected after unloading at the emergency veterinary service facility if the transport vehicle is to remain at the emergency facility until the equid returns to the PAQ transitional facility. The truck outer and tyres must be sprayed with an MPI-approved disinfectant as per 3.10.2 (4) and the truck must remain locked at all times until the equid returns to the PAQ transitional facility. After the equid returns to PAQ, the truck is required to meet clause 3.10.2;
  - d) Clause 3.4.2.2 (1): As this facility is only being used in an emergency, it is not expected that all required supplies will be present at the facility prior to the arrival of the equid. Any supplies that require entry while the equid is at the emergency veterinary service facility must have the authorisation of the MPI Inspection as per 3.4.2.2 (2).
  - e) Clause 3.5.2: If the equid's compliance has already been verified by the MPI Veterinarian at the PAQ TF, the verification does not need to be carried out again at the emergency veterinary service facility.
  - f) Clause 3.7.1 does not apply.
  - g) Clause 3.15 (1): An internal audit and quality assurance systems review can be carried out together at least once every 12 months.
- (6) An operational manual as per clause 3.3 must be in place prior to the temporary approval.
- (7) All other animals on site or in adjacent paddocks must be relocated prior to the imported equid departing the PAQ transitional facility for the veterinary facility.
- (8) The equid must remain inside the clinic building or clinic stables at all times.
- (9) The operator or designated person in charge must be present at the veterinary service facility at all times whilst the uncleared equid is there.

#### **Guidance 3.8.1**

- MPI-approved disinfectants can be found listed in the document *List of Approved Disinfectants for General Transitional Facilities for Uncleared Goods* (<https://www.mpi.govt.nz/document-vault/2057>).

### **3.9 Record keeping**

- (1) The operator must implement and maintain an effective record keeping system that allows easy access to records for relevant staff and the MPI Inspector.
- (2) The operator must, for auditing purposes, maintain the following records filed with each consignment:
  - a) Official documents verifying compliance with the relevant IHS(s), the import permit and any measures approved in a CTO direction;

- b) Biosecurity authorisations and clearances;
  - c) Name and address of the person in charge at the first property the equids go to following quarantine;
  - d) Details of clinical signs of disease, mortalities, treatments, and laboratory findings if applicable;
  - e) MPI inspections or treatment/testing of equids whilst in quarantine;
  - f) Owner/importer agreements/consents to perform treatments/testing;
  - g) Daily equid monitoring records;
  - h) Pests, unwanted organisms or other organisms found and any control actions taken (including contacting MPI);
- (3) The operator must, for auditing purposes, maintain the following records:
- a) Entrance register and declarations (see clause 3.4.1 (4));
  - b) Repairs and maintenance issues;
  - c) Internal audits and corrective actions;
  - d) External MPI inspections and corrective actions;
  - e) Training and assessment.
- (4) Records must include dates, names and signatures of persons responsible.
- (5) Records must be legible, readily identifiable, and must be kept for a minimum of seven years from receipt, preparation, or amendment.

### 3.10 Cleaning and hygiene

- (1) The operator must have an effective cleaning and hygiene system in place that ensures the transitional facility is kept clean at all times and activities undertaken by personnel do not compromise the management of the uncleared equids.
- (2) The operating manual must specify the cleaning and hygiene procedures, measures and equipment that will be employed, how these will be assessed as being effective, and what evidence will be provided to verify this.

#### 3.10.1 Holding areas and equipment

- (1) The area(s) holding equids must be emptied and thoroughly cleaned and disinfected after these animals leave the transitional facility.
- (2) All equipment used in the feeding, handling and treatment of the equids in the transitional facility must be cleaned and disinfected after the equids leave the transitional facility.
- (3) A stand down period of 48 hours will apply to the facility following the departure of the imported equids.
- (4) If diagnostic, surgical and anaesthetic equipment or treatments are brought into the facility it must be notified to MPI and, under direction of the MPI Inspector before removal, either:
- a) Suitably protected with a cover, the protection cover disinfected with an MPI-approved disinfectant before the equipment is removed from the covering, and is then subject to a stand down period of 48 hours; or
  - b) Cleaned and autoclaved or disinfected with an MPI-approved disinfectant, and is then subject to a stand down period of 48 hours.

#### Guidance 3.10.1(4)

- Suitable protection for equipment should be disposable items such as plastic bags.
- Equipment can be removed from the facility prior to the equids receiving biosecurity clearance.

### 3.10.2 Cleaning of transport crates/trucks

- (1) Transport crates used during the importation must be unloaded within the facility and subject to cleaning and disinfection with an MPI-approved disinfectant as soon as possible after arrival.
- (2) The vehicle must be cleaned and disinfected with an MPI-approved disinfectant after unloading. When cleaning and disinfecting, special attention must also be given to prevent the introduction of weed seeds that may arrive in the feed or via the faeces. See also the requirements of 3.11.
- (3) Waste matter including hay, soil and faecal material must be destroyed by incineration or be subject to deep burial. See the requirements of 3.11.
- (4) All trucks and service vehicles entering the facility or coming into contact with uncleared equids must be cleaned and sprayed with disinfectant before leaving the premises, with particular attention to between the tyres.

### 3.10.3 Personnel hygiene

- (1) The operator must develop procedures for the movement of people to and from the facility that prevent the potential transfer of risk organisms identified in the IHS: Horses from quarantined equids to non-quarantined equids. These procedures must address the risk of transfer, especially via the hands, arms, footwear, and clothing.
- (2) The operator must provide protective clothing and footwear for staff and visitors to use in the facility, to prevent contamination of street clothes and footwear. This must always be kept separate from street clothes, stored in the inner change room.
- (3) Anyone that has come into contact with equids (domestic or imported) 12 hours prior must shower in. Everyone leaving must shower out using hot water. Sufficient time must be taken in the shower to ensure a thorough bodywash, including hair, with soap and shampoo.
- (4) All protective clothing and footwear must stay at the facility until the end of quarantine. Protective clothing (e.g. coveralls, shirts, socks, etc.) must be washed using detergent and hot water. Footwear (e.g. gumboots) must be washed using a detergent and hot water. If disposable overalls are used these must be securely held at the facility and appropriately disposed of after completion of the quarantine period.
- (5) Washing facilities must be provided with supplies of towels, soap, shampoo, and detergent.
- (6) Truck drivers must remain in the cab of their truck during unloading of equids and cleaning and disinfecting the truck. Truck drivers must wear overalls and gumboots in case they are required to assist (i.e. in case of an emergency). If the truck driver comes into contact with the equids or crosses the line travelled by the equids they must shower out before leaving the facility and leave their overalls and gumboots at the facility as per 3.10.3 (3) and (4) above.

#### Guidance 3.10.3

- Staff working within the quarantine facility may use personal dedicated work clothing that does not leave the facility until the end of quarantine. This clothing must still meet all other requirements above.
- MPI-approved disinfectants can be found listed in the document *List of Approved Disinfectants for General Transitional Facilities for Uncleared Goods* (<https://www.mpi.govt.nz/document-vault/2057>).

## 3.11 Waste disposal

- (1) The operator must ensure that waste generated is treated or disposed of as biosecurity waste, as specified in the relevant IHS(s) if any, the import permit and any measures approved in a CTO

direction, either within the transitional facility or at another transitional facility following movement authorisation from the MPI Inspector.

- (2) Provision must be made for the disposal of waste as follows:
- a) Deep burial to a minimum of 2 metres within the confines of the equine transitional facility (subject to drainage and wind exposure factors) for the disposal of carcasses, placenta, and other waste.
  - b) A transport system for the transfer of solid wastes to a deep burial transitional facility or an incineration or sterilisation transitional facility under the *Standard for Transitional Facilities for General Uncleared Risk Goods (TFGEN)*;
  - c) A connection to the city sewer for the discharge of liquid effluent or alternatively, a sedimentation/oxidation pond within the confines of the transitional facility, or alternatively a secure and covered sump of adequate capacity for the disposal of liquid effluent, the latter allowing for natural permeation into the subsoil without direct entry to any drainage system discharging off the property.
- (3) The waste treatment or disposal procedure, and evidence of its effectiveness for treatment or disposal, must be included in the operating manual.

#### **Guidance 3.11**

- Waste generated during the quarantine period should remain at the transitional facility premises until the equids receive biosecurity clearance.

### **3.12 Repairs and maintenance**

- (1) Transitional facilities must be inspected and maintained so that the facility is fit for purpose. Inspection and maintenance procedures must be in place so that any damage is identified and corrected.
- (2) Records must be maintained to record, track and document corrective actions.

### **3.13 Pest and weed control**

- (1) The operator must ensure that pests (*see definition in Schedule 2*) which present a risk to the safe and secure management of uncleared equids are effectively controlled. The operating manual must describe the process that will be undertaken.
- (2) The pest management plan must take into consideration:
  - a) The pests that present a risk to the uncleared equids at the transitional facility;
  - b) The procedures, measures and equipment that will be used to control the pests;
  - c) How the control measures will be monitored and determined to be effective, and what information will be provided to verify this.
- (3) Following cleaning and disinfection of the holding area(s) after equids leave the transitional facility at the end of the quarantine period, the inside areas that housed the equids must be disinfected.
- (4) Equids must be examined and measures taken to recover and destroy imported weed seeds by clipping, brushing or combing the animals' coat and cleaning the feet. All imported weed seeds that may be carried by the equids, both internally and externally, must be destroyed by incineration or be subject to deep burial (see clause 3.11).
- (5) All faecal material passed during the first 14 days of quarantine must be disposed of by deep burial or incineration; this includes faecal matter in paddocks (see clause 3.11).
- (6) Surveillance must be maintained for the presence of pests and foreign plants/weeds and control activities undertaken if they are detected.

- (7) The operator and any staff must notify MPI as soon as practicable of the presence of any organism in or around the transitional facility not normally seen or otherwise detected in New Zealand, in accordance with section 44(1) of the Act.

**Guidance 3.13**

- Due to the nature of facilities holding equids and the epidemiology of the diseases whose risk is being managed by PAQ, it is not mandatory that all birds, rodents, insects, or other animals are kept outside the transitional facility premises, but numbers should be kept to a minimum.

### 3.14 Training

- (1) The operator must nominate a person or position within the company who is responsible for training of staff and visitors.
- (2) A training programme must be developed and implemented for all staff working at the transitional facility and approved transporters who will be handling uncleared equids, and for visitors to the facility. The programme must describe the following:
- a) How the training is to be implemented;
  - b) How the effectiveness of training is assessed;
  - c) The time scales for implementation and refresher courses.
- (3) The training programme must be described in the operating manual.
- (4) The operator must ensure that persons likely to be working unsupervised in the transitional facility are aware of and understand the following:
- a) The requirements of this standard;
  - b) The documents related to the management of uncleared equids;
  - c) Their responsibilities and obligations while in the transitional facility in relation to the management of uncleared equids.
- (5) No person may work unsupervised in the transitional facility unless the person has undertaken a training course developed by the operator and has demonstrated an understanding of the systems and procedures in place and their obligations to comply.
- (6) Only basic training is required for visitors that will be under direct supervision of a fully trained staff member.

**Guidance 3.14**

- Visitors to the transitional facility might include contractors undertaking repairs and maintenance work, persons delivering goods and operator staff who may not be in the transitional facility on a regular basis and do not have direct responsibilities for operations.
- The training provided and supervision for each person only needs to address what is needed in order for the requirements of this standard to be met. Contractors, for example, may only need to be provided with information about the facility and the precautions they must take to ensure the safe and secure management of uncleared equids they may come in contact with.

### 3.15 Internal audit and quality assurance systems review

- (1) The operator must carry out an internal audit at least once every six months, and quality assurance systems review at least once every 12 months. After each audit and review is completed, the operator must:
- a) Prepare the internal audit and/or quality assurance systems review report;

- b) Include the report in the operating manual;
  - c) Provide a copy of the report to the MPI Inspector.
- (2) The internal audit must verify that the transitional facility's activities continue to comply with the:
- a) Transitional facility approval, including the requirements of this standard and any conditions placed on the approval;
  - b) Operator approval, including any conditions placed on the approval;
  - c) Any conditions and requirements in the operating manual.
- (3) A review of the quality assurance systems includes reviewing the operating manual to ensure its continuing suitability and effectiveness and to introduce any necessary changes or improvements. The review must take into consideration MPI inspection reports. The review must be focused on:
- a) Ensuring that the most appropriate and effective systems and procedures are in place to meet the regulatory requirements;
  - b) Ensuring that there are effective methods to monitor, assess and evaluate those systems and procedures;
  - c) Ensuring that those systems and processes are being complied with;
  - d) Identifying how the quality assurance system can be improved and how non-compliances can be corrected and prevented.
- (4) The operator must document all audit and review findings in a written report and provide the report to the MPI Inspector within 10 working days of the review being completed. The report must include:
- a) The scope and date of the audit;
  - b) The names of the auditors and auditees;
  - c) Any recommendations, non-compliances or corrective actions, and the timeline for their completion;
  - d) The overall conclusions as to whether compliance has been met;
  - e) Signature of the operator and acknowledgement that they agree with the conclusions of the audit and review.

**Guidance 3.15**

- Internal audits should be independent of day-to-day operations and should record specific evidence of verification, findings, and corrective actions.

### 3.16 External MPI inspection

- (1) The operator must provide the MPI Inspector, or any other representative of the CTO, access to the transitional facility and all records and documents when requested to verify compliance with this standard. The operator must be present to facilitate the inspection.
- (2) Non-compliances are to be recorded and tracked, and corrective actions are to be implemented and recorded.

**Guidance 3.16**

- Transitional facilities are assessed by the MPI Inspector to ensure the transitional facility's approval and/or operator's approval, and any other regulatory requirements in relation to uncleared equids are being complied with. Part of the inspection is ensuring that the provisions in the operating manual are being complied with because those provisions have been approved by MPI as meeting the requirements of this standard.
- The transitional facility will be inspected at least annually by the MPI Inspector. MPI reserves the right to inspect at any time and inspections may be unscheduled.
- Additional inspections will be conducted as required, and are based on the performance of the operator and compliance of the transitional facility, especially if non-compliance is found.

- Should the operator display a lack of sufficient knowledge leading to failure of an inspection, the MPI Inspector may require the operator to re-take the relevant training course or recommend suspension or cancellation of the operator approval.
- Where a transitional facility is not compliant with this standard, the MPI Inspector may recommend the approval for that transitional facility and/or operator be suspended or cancelled. Where non-compliances are found but suspension or cancellation is not initially recommended, inspection frequencies will increase until the MPI Inspector is confident the facility is fully compliant.



## Schedule 1 – Document History

<b>Date First Issued</b>	<b>Title</b>	<b>Shortcode</b>
31 July 2000	Standard for Low Security Farm Animal Transitional Facilities	154.02.13
<b>Date of Issued Amendments</b>	<b>Title</b>	<b>Shortcode</b>
17 April 2014	Standard for Low Security Farm Animal Transitional Facilities	154.02.13
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29 November 2018	Facility Standard: Equids	MPI-STD-EQUIDS
27 June 2019	Facility Standard: Equids	MPI-STD-EQUIDS
22 August 2019	Facility Standard: Equids	MPI-STD-EQUIDS

## Schedule 2 – Definitions

Terms used in this standard that are defined in the Act have the meanings set out in the Act, unless a different meaning is given below.

### **Access Control System**

A system to restrict the entry to the property to authorised persons. This may be through mechanical means such as locks and keys, or through technological means such as a pin pad, swipe card, etc.

### **Act**

Biosecurity Act 1993.

### **BACC**

A Biosecurity Authority Clearance Certificate, which is a document given by an MPI Inspector that certifies that the MPI Inspector has given a clearance or a biosecurity authorisation for the goods it relates to.

### **Biosecurity Authorisation**

An authorisation given by an MPI Inspector under section 25 of the Act permitting uncleared goods to be moved from a transitional facility or biosecurity control area to another transitional facility, biosecurity control area, containment facility, or to be exported.

### **Clean**

The application of procedures that effectively remove surface and built-up contamination, as appropriate to the equipment/facility. These procedures may vary according to the nature of the equipment/facility they are applied to.

### **Corrective Action**

Action to identify and eliminate the cause of a detected problem or non-conformity to prevent its recurrence.

### **CTO**

A Chief Technical Officer.

### **CTO Direction**

A guideline or direction given by a CTO under section 27(1)(b)(iii) or 27(1)(d)(iii) of the Act on measures that may be applied to risk goods to effectively manage risks.

### **Deputy Operator**

A person authorised by the operator to act on behalf of the operator when the operator is absent.

### **Director-General**

The Chief Executive of the Ministry for Primary Industries or his/her delegate.

### **Equidae**

The family *Equidae* includes horses, ponies, donkeys, mules, and hinnies.

### **Equids**

Animals from the family *Equidae*.

**External Parasites**

External parasites include, but are not limited to, flies, mosquitoes, ticks, lice and mites.

**Import Permit**

A certificate given by the Director-General of MPI under section 24D(2) of the Act.

**MPI**

Ministry for Primary Industries.

**MPI Inspector**

MPI Inspectors are appointed by the Chief Technical Officer under section 103(1) of the Act for the purposes of administering and enforcing the provisions of the Act. Under the Act, MPI Inspectors have the power to give authorisations regarding transitional facilities or risk goods. MPI Inspectors in this standard refer to MPI veterinarians.

**Operator**

The person or organisation, approved by the Director-General, who has overall responsibility for a facility under section 40 of the Act.

**Pest**

Organisms that are to be excluded from the facility. Includes, but is not limited to, insects and other invertebrates, birds, rodents, cats, dogs, and microorganisms relevant to this standard.

**Procedure**

A document that specifies, as applicable, the purpose and scope of an activity; what must be done and by whom; when, where, and how it must be done; what materials, equipment, and documentation must be used; and how it must be controlled.

**Shared Quarantine**

More than one shipment at the quarantine at the same time.

**Uncleared Animals**

Imported animals for which no biosecurity clearance has been given.