



HOLDING REGISTER

Address of Holding

CPH Number

**Flock / Herd Number
(Of this CPH)**

**Species
(Sheep or Goats)**

**Type of Production
(e.g. milk, meat)**

Name of Registered Keeper

**Address of Keeper
(if different from above)**

Notes for Guidance

Further information and useful reference points are provided on page 20 of this booklet

1. This holding register is designed to help you meet the requirements of The Sheep and Goats (Records, Identification and Movement) (Scotland) Order 2009 that implements Council Regulation (EC) 21/2004 establishing a system for identification and registration of ovine and caprine animals. You must retain your holding register for 3 years. You must make your holding register available on request to inspecting and enforcement officers. All requirements apply at a holding (CPH) level. You may wish to keep a holding register for each holding used or you may record movements between your holdings and ensure that the holding involved in each event is clearly indicated within your register. You do not need to use this register but you must have all the mandatory information it would contain available on farm.
2. There are 5 key requirements of the legislation for keepers of sheep or goats:
 - **Keeper Registration** – you must contact your local Animal Health office and register as a keeper on every holding (CPH) that you use. This applies whether or not the holding is covered by a concession.
 - **Tagging** – your animals must be identified at 9 months of age or when they leave their holding of birth, whichever is sooner. Missing tags must be replaced within 28 days of discovering the loss. Replacement tagging and identification applied to animals born after 1st January 2010 must be recorded. You may use the record sheets starting on page 2 and 4 of this booklet as a record.
 - **Completion of Movement Documents** – you must complete a movement document for every movement, unless the holdings are covered by a concession. The CPH of the actual land that the sheep move to and from must be used on the document. You must retain documents for 3 years. From 1st January 2011, the individual identities of breeding animals that change ownership when they move are required on the document.
 - **Notification of Movements to SAMU** – you must notify a movement to SAMU within 3 days, when you receive sheep. If you receive sheep from a Scottish Market, they will notify the movement for you.
 - **Records** – you must record an annual inventory figure as at 1st December each year, this is the total number of sheep on each holding you use. Scottish Government will request return of the same figures on a form provided to you. You must record details of all movements, not covered by a concession, and deaths.
3. If you are selected for a Scottish Government sheep inspection, the accuracy of your records will be verified by comparison with the number of animals present on your holdings at that time. You may wish to record births and correct the running total in the register by making entries of animals lost or found at any point in the year where animals are counted.
4. The record keeping requirements were changed as of 1st January 2010, the changes relate to animals born or identified for the first time since 1st January 2010. These animals will be identified with electronic tags. For these animals, you must:
 - a. record the identification applied;
 - b. include the identification visually displayed on the tags in the movement record for each move where ownership changes;
 - c. include the full identification number in the record of death.

Notes for Guidance

Guidance on the requirements that apply to keepers of sheep and goats are provided on page 1 of this booklet.

Completing the Continuous Register – Points to Note

1. For moves where the ownership of the animals does not change, identification does not need to be recorded or completed on the movement document. Identification of animals born or first identified before 01/01/2010 does not need to be recorded.
2. Complete column 4 with identification details or refer to another source, for example, a list of identification numbers in either electronic or paper form. You may elect to use identification numbers provided to the ScotEID database by a CCP for your record, if you do so, you must satisfy yourself that the information is present and correct. If a single movement includes animals with electronic and conventional identifiers, make clear in your record the number of animals with electronic identification.
3. For movements of animals to shows or exhibitions, the full identification of every animal should be recorded. A record and movement document for each move should be completed – one for moving to the show and one for return, if applicable.

The Use of Holding-Based Concessions

You may elect to use the concessions listed at points 1 and 2 below. You must apply to your local SGRPID office to obtain the licence described at point 3.

When using a concession you do not need to record movement details, complete movement documents or report movement details to SAMU. Animals do not need to be tagged prior to movements between the holdings covered and the flock mark allocated to the main farm code can be used when identifying lambs born on holdings covered. You must register as a keeper with your local Animal Health office for all holdings used.

1. Crofting concession – applies within the same crofting township.
2. 5-mile concession – applies between the main farm code and seasonal grazing within 5 miles where stock do not mix with those of another keeper. Record the CPH of the seasonal land and the dates of occupancy in your holding register.
3. Licence – landless keepers (7000 holding code) may apply to operate as if using the 5-mile concession with a main farm code.

Upgrading Slaughter Lambs

Lambs that are less than 12 months of age, and intended for slaughter before reaching 12 months of age, can be tagged with a single tag that shows only the flock mark of the holding of birth. This derogation is in place to make on farm recording easier. Only the flock mark needs to be entered in the records when the animals are identified or moved. Their identification is not required on the movement document.

If you decide to keep an animal beyond 12 months of age, it needs to be identified with two matching tags showing an individual number. This can take place only where the animals are:

1. Home bred
2. Animal arrived on the holding, directly or via a market, from its holding of birth.
3. There is a complete record of all the animal's movements since birth in your holding register. You must record the details, including or referring to supplementary information, if necessary. You may use the replacement tag record of this holding register. Use breeding tags with the flock mark of the holding the animal is currently on.

Further Information

Detailed information on the requirements for keepers of sheep or goats can be found in the Scottish Government booklet sent to keepers in January 2010. Further copies of this booklet are available from your local SGRPID Area Office or on-line, linked from, www.scotland.gov.uk/Topics/farmingrural/Agriculture/animalwelfare/IDtraceability/SheepandGoats. Your local SGRPID Area Office will be pleased to provide information on the requirements. The ScotEID database can be found at www.scoteid.com. Their information centre can be contacted on 01466 794323.