

Instructions - Animal Welfare Database Coordinator Master Data

PIG POULTRY CATTLE

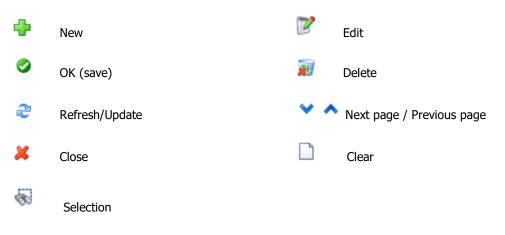


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Key to symbols in the animal welfare database



Note: Please note that you should not use the "back" button on your browser. Also, please note that you should not click any button before a page is fully loaded. Your browser displays the loading status of a web page.

• **Note:** If you need a placeholder, please enter a percent sign (%) - for example when filtering name or location number etc.



1 Maintaining master data

As a coordinator, you can do the following in the animal welfare database:

- View and manage your coordinator master data
- Register and sign-up businesses
- Transfer your locations registered in the QS-software platform into the animal welfare database and complete/update the location data
- View and manage your registered locations
- View approved audit reports and information on blocks for your locations
- Switch between the QS software platform and the animal welfare database (single sign on)
- Re-registration of locations after a K.O. audit
- Change coordinator
- De-register locations

2 Animal welfare database login

2.1 Enter access data

https://datenbank.initiative-tierwohl.de/QSTierwohl/start/do

Public search Forgot password Tips for a good password User login	
User-ID Password	ок

- Enter User-ID
- Enter password

2.2 Change password

For security reasons, you should change your assigned password immediately and then regularly.

Click "change password"

- Enter old password
- Enter new password
- Confirm new password

Maintaining master data

Animal welfare database login

Change password

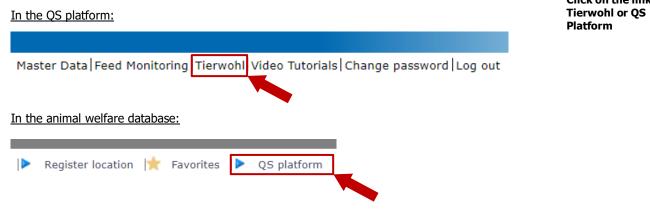


Single sign on

Single Sign On (SSO) 3

If you as coordinator have access data in QS and animal welfare (platforms) (and the same username is used for both databases) you can, if logged into one, simply switch between the two applications.

By clicking on the relevant link (see below) the partner application opens up in a new tab.



Click on the link



4 Transferring data from the QS platform into the animal welfare database

4.1 Data transfer from QS to Animal Welfare

If you want to participate in the animal welfare initiative as a QS Coordinator, you can transfer your data contained in the QS platform into the animal welfare database from the **Master data Coordinator** menu by clicking the button *Transfer to Animal Welfare Initiative* Transfer to Animal Welfare Initiative (top right in data record).

Under **Master data for bundled locations**, you can open your bundled locations and transfer the location data into the animal welfare database by clicking the button *Transfer to Animal Welfare Initiative* Transfer to Animal Welfare Initiative.

Transfer coordinator:

Master Data Feed Monitoring Tierwohl Video Tutorials Chan

Bundles
Coordinator
Sub-coordinator
Allocation sub-coordinator to location
Number of locations per production scope (SPOTaudits)
Bundled scheme participants
Login data
Bundled locations
Registration of bundled locations
GLOBALGAP-tie bundle
AMA-GAP-tie bundle
Vegaplan-tie bundle
Edit GLOBAL G.A.P. Option2/Option 1 with QMS-bundle
Reregistration of a location
Corrective actions
Search social conditions producer
Search social conditions others
Search for Locations
Notes

Transfer locations:

Master Data Feed Monitoring Tierwohl Video Tutorials Chan Bundles
Coordinator
Sub-coordinator
Allocation sub-coordinator to location
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Bundled scheme participants
Login data
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Registration of bundled locations
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Vegaplan-tie bundle
Edit GLOBAL G.A.P. Option2/Option 1 with QMS-bundle
Reregistration of a location
Corrective actions
Search social conditions producer
Search social conditions others
Search for Locations
Notes

Click on <i>Tra</i>	nsfer to	Animal Well	fare Initiative	<u> </u>	Transfer to	Animal W	elfare Initiative	in	оре	ened location:
lame	Test123				Approved until				- 6	Transfer to Animal Welfare Initiative
ocation number	27685285285285	2	Registered		Eligible to deliver u	intil				
Approved production scope	none		Limitation						[Edit certification scheme
									Ì	Deregister location
Location Operating hours	Recognition	Audit reports Nonconformit	es Identification number	Users I	Location blockages	Company	Files			
Name (*)		Test123	· ·							
Location number		276852852852852								
Street (*) weg										
Postal Code (*)		53506	City (*)	Cassel						
Post-office box			Country (*)	DEUTSCH	HLAND				-	
Post-office box postal cod	e		Federal state (*)	Rhinelan	d-Palatinate				~	

If coordinator or locations are already in the animal welfare database, the button "transfer to animal welfare" will not appear but instead you will see the message "Record has already been transferred to the animal welfare database".

Data transfer from QS to Animal Welfare



4.2 Multiple transfer

If you want to transfer several locations from the QS platform to the animal welfare database at the same time, select the menu **Bundled locations:**

- Download locations in Excel format. For this click on *Export Animal Welfare list* Export Animal Welfare list (without restriction to 3000 data records).
- An Excel file will be offered for download. In the Excel file, for the locations to be transferred, you can place an X for the respective production type in the column "2001 transfer", "2004 transfer" or "2008 transfer".
- If there is already an "X" in the columns "[...] registered" in the Excel file, the location has already been transferred to animal welfare.
- Example Excel file:

		Input columns	5
2001 registered	Transfer 2001	2004 registered	Transfer 2004
	x		
	^		x
	ocation already ansferred		

Г

Click on *Import Animal Welfare list* ______, - an upload field will appear.
 There you have the option to upload the previously exported Excel file.

Import animal welfare list

Upload field:

ocations > Import Animal Welfa		
File	Datei auswählen keine Datei ausgewählt	율

Uploading the Excel file by clicking on "Browse"

🚺 Note

 If the data has been read correctly, a message appears saying that the data can now be stored by clicking OK.

Note: You can only transfer locations to the animal welfare database which have QS as a certification system and indicate the **production type 2001, 2004, 2008, 3001, 3004, 3016, 1001, 1002 and 1008** or a **combination with these production types.** Here, for example, for a location with production type 2005, you can transfer two locations with production types 2004 and 2001. Or for production type 2006, only production type 2004 is transferred.

For combined turkey breeding and fattening (3006) under the same VVVO number, the animal welfare requirements also apply to the rearing phase (3002).

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Multiple transfer from QS to Animal Welfare

Export animal welfare list

Mark input columns for the desired production types with "x"

Example Excel file



Animal welfare database

INITIATIVE TIERWOHL User name: **Overview** Animal welfare menu buttons 🕨 Master data | 🍫 Change password | 🍕 Sign off \mid 🕨 Sign-up locations 🕨 Register location | 📌 Favorites \mid 🕨 QS platform Master data Master data menu Master data The coordinator's location data and locations that have been created and transferred are displayed and managed here. **Change password** Change password menu 🐁 Change password The password can be changed here. Log out Log out menu \, 📲 Sign off You can log out here. Sign-up locations Location sign-up menu Sign-up locations (Multiple registration/sign up) Here, you can select individual locations for signing up and register several locations at once. **Register farm** Farm registration menu Register location Here you can create new location data records for animal welfare. Favorites Favorites menu 🔶 Favorites Here, you can create and manage favorites. By clicking on *Insert favorite* the loaded page can be stored as a favorite. If you want to remove a favorite, first click on *Edit favorites* and then click the favorites you want to remove.

QS Platform menu QS platform

Here, you can switch to the QS platform (if you have a QS login and username is the same for both).

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QS Platform

5 Animal welfare database



Master data menu

Overview master

data menu

5.1 Menu master data Master data Master data Master data Change password Sign off Agricultural coordinators Locations Locations Requests fusion of locations Request division of locations Request for fusion of locations Request for fusion of locations Request for division of locations

Agricultural coordinators

Coordinator menu button

Here, you can view and manage your coordinator master data.

5.1.1 Menu button – Coordinator 🕨

Name * Test coordinator QS QS-ID 4049473178426 ID 823859 Stage Agriculture/production * ID-QS 100389780 Street * Schedestr 1 - 3	aster
Stage Arculture/production ID-QS T000389780 data	aster
Street * Schedestr 1 - 3	
Street * Schedestr. 1 - 3	
Postal Code " 53113 City * Bonn	
Post-office box Country * Germany	
Post-office box postal code Federal state	
URL	
Location Plan	
Remark	
Coordinator audit passed Audit date	
Contract date 03.11.2020	
Termination date	

Detail view:

Coordinator tab:

Your master data is displayed and managed here.

Audit reports tab:

The coordinator's audit reports are displayed here.

Contact person tab:

Contact persons are displayed and managed here.

Locations tab:

Registered locations (livestock producers) are displayed and managed here. Click Edit to open location detailed view and edit the location data. Not all master data fields can be changed by the coordinator. If the location number, the name and the address (stable address) as well as the legal representative of the livestock holding farm need to be changed, please contact the operating company informally by e-mail.

Audit reports tab Contact person tab

Coordinator tab

Locations tab

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Take over location

Take over location button

Take over location

Here you can take over a site which has been given authority to change coordinator (and would like to switch to you). For this, the coordinator needs an Animal Welfare Contract.

5.1.2 Menu button locations Locations

Your locations (livestock producers) are displayed here. Before you click *Update* $\stackrel{>}{\sim}$, you can apply the search filters "name, location number, production type", etc. If you need a placeholder, please enter a percent sign (%) for it. For example, you also have the option of filtering locations with piglet rearing, with open change of certification body or with not yet transmitted K.O.

Locations						D 🥹 🗶	
Name Location numbers Postal Code Country Certification body Coordinate Date of approval from Designation definition Next audit from	Search orders Cry C Cry C Dete of approx Dete of approx Next audit unt Next audit unt	late until		Soting Type of production With turking rearing Separated production Change of kg live weight after due date Participation in the programme Sign- up atture Austit crysta Austit crysta Austit crysta Austit crysta Austit crysta Request crysta Request crysta Request crysta Request product generations	Location number, production scope Blocked Change of certification body open Locations with ne KD transmitted C C C C C C C C C C C C C C C C C C C	v I V V V V V V V V V V	Location search
Export data				_			Export location dat
By clicking on the in Excel format ar	•	Ex	port	, you can ex	port the location	data	to Excel
	e button <i>Report audit pla</i> cations that have audit p	-		rt audit planning , as an Excel fil	e.	ın	Export Excel file of locations with audi permission
Detailed data re	ecord – location						Detailed data recor

Click the button $Edit^{ev}$ and a detailed record for the location will open.

ocation Bank/Tax/Animai places Audit data	a/ Biockings Audit reports Users Programme History		
Name *	Turkey GbR		
QS location number *	276000000000000	Type of production *	3004 Turkey production
Street *	Putenweg 10	With turkey rearing	
Postal Code *	10000	ID-QS	
Post-office box		City *	
Post-office box postal code		Country *	Germany *
URL		Federal state	- •
Address of sty/coop *	Turkey Stable		
Remark			
			,
Date of approval		Certification system	QS v
Approved until (programme 2021)		Audit status	
Approved until (programme 2018)		Sign-up status	Registered
Entitled to participate until		Telephone	
		Fax	
Terms extended		Mobile	
Date of change of coordinator		Email	
-			
Certification body *	-		6
Change of certification body		Term for certificate acception	
Sign-up date		Deregistration date	
Date audit release			
Higher space capacity			Change
ringiner opace capacity			Change

Menu button locations

. א

۰d location



Locations tab:	Location tab
Location data is displayed and managed here. In addition, amongst other things, sign-up status is displayed here.	
Field EU-organic production regulation: Here, you can indicate whether the location is a conventional or an EU-organic farm or of a higher standard.	
Bank/Tax/Animal places tab	Bank/Tax/Animal places tab
Here, account information and the number of registered animals are displayed and managed.	places tab
Audit data/Blocking tab	Audit data/Blocking
Audit data and active blockings are displayed and managed here. Audit cycle and Request cycle, amongst other items, are also displayed here.	tab
Location specific-checklist tab	Location-specific
Location specific checklists are displayed here (only Programme 2018).	checklist tab
Division of labour production tab (only relevant for locations with pig farming)	Division of labour
If available, the locations of a production with division of labour are displayed here.	production tab (pig farming)
Audit reports tab	
The location's audit reports are displayed here.	Audit reports tab
Contact person tab	Contact person tab
Contact persons are displayed and managed here.	•••••
Pecuniary claim tab (only for poultry in Programme 2018)	Pecuniary claim tab
The location's pecuniary claim is displayed here.	
Programme tab	Programme tab
This displays information on the individual programmes in which the location has participated or is participating.	
History tab	History tab
The locations' blockages are displayed here.	
Sign-up Button Sign up	Register location button
A location can be registered here with the status "Master data complete" along with the implementation date.	
Sign-off Button Sign off	De-register location button
Here, a location can be de-registered.	
Change of Coordinator Button Change of Coordinator	Change of coordinator button
Use this button to change coordinator.	
Change Certification Body Button Change certification body	Change certification
The certification body for the location can be changed here, if the location already has the status "signed-up".	body button: (Location status: Registered)

The certification body for the location can be changed here, if the location already has the status "signed-up".

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5.1.3 Menu button – Request for fusion of locations Request for fusion of locations

If you want to submit an application to carry out a (economic) fusion or division of farms, you can map this in the Animal Welfare Database. In the case of a fusion, several existing farms are "merged" into one farm in the Animal Welfare Database.

Conditions for a fusion: The selected locations must not be blocked and must be eligible for payment. They must all be bundled with the same coordinator (applicant) and all have the same type of production. The certification body of the "leading farm" is taken over.

Step 1: Select the locations

via the button

At the beginning, select the participating locations. To do this, you must select the individual locations Add locations at the bottom of the list view

		Maariooo						
or fusion of locations: > -		-						
< Back	Close							Next
Location								
Location number	Type of production	Name	Certification body	Street Post	al Ce City	Country	Address of sty/coop	Name legal represental Account
								Add locations
) This location

Then select the "leading" location in the list view by clicking on the button ► (select). This location will then be highlighted in orange. All selected sites will then be merged into exactly this ("leading") site. Click on the Next button.

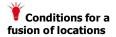
Request f	or fusior	n of locations: > - < Back		Close									Next
	Location		-										
		Location number	Type of production		Name	Certification body	Street	Postal Co	City	Country	Address of sty/coop	Name legal represental Account holder	
	▶ 🗑		3001 Broiler production							Germany	Stalladresse entspricht Standortadresse (Postadresse).		L^
	▶ 🗑		3001 Broiler production							Germany	Stalladresse entspricht Standortadresse (Postadresse).		17

Step 2: Enter location data

An input mask then appears with the master data of the "leading" location. You can adjust the data of the location in the input mask and click on the button Next to proceed to the next step.

Step 2: Enter location data

Request for fusion of locations



Step 1: Select the locations



Next

Ansprechpartner			
Name *	Test Locations		
Location number	27600000000000	Type of production	3004 Putenmast
Street	Dorfstraße 1		
Postal Code	53121	Post-office box postal co	
City	Bonn	Post-office box	
Country	Germany	Federal state	Nordrhein-Westfalen
URL			
Address of sty/coop	Stalladresse entspricht Standortadresse (Postadresse).		
			<i>h</i>
Certification body	IFTA AG, 4031735000269		
,		Purchase tax-ID	XXX
		Account holder	Test
			DE0000000000000
			XXXXXXXXXXX

Step 3: Enter justification

< Back Close

In the last step, you must enter a justification for the application and, if applicable, the change of checklists (2018 programme only), location number, etc. in a text field.

< Back	Close			Next	
Reason *					
Neuson					

When you click on the

Next

button, the request is created in the database.

The Gesellschaft zur Förderung des Tierwohls in der Nutztierhaltung mbH will decide on your request. Additional audits may become necessary: When the application is accepted by the operating company, it is indicated at which locations a final confirmation audit or an additional confirmation audit must be carried out.

5.1.4 Menu button – Request for division of location <a>Request for division of location

If you want to submit an application to carry out a (economic) fusion or division of farms, you can map this in the animal welfare database. In the case of a division, several new locations are created from one existing location in the database, whereby the original location always remains, only with lower number of animals.

<u>Conditions:</u> The locations into which the farm is split:

- are all with the same coordinator.
- must all have the same certification body.

Request for division of location



st.

Step 3: Enter justification



- must all have the same type of production.
- pig farms all have the same checklist! (programme 2018)

Step 1: Selecting the farm

You must first select the farm of origin. The location to be divided must not be blocked and must be eligible for payment.

The amount of new locations must be indicated in the next step.

Request for division of location: > -			
< Back	Close	Next	
Location *	-		
Amount of new locations *	0		
		Step 2: Ente	ering the

Step 2: Entering the location data of the "new locations"

The mask for entering the master data is repeated as often as the number of farms the user has entered after clicking on the Next button.

The master data of the new locations are entered in the mask. The fields are pre-filled with the values from the original farm and you can adjust the master data as well as the contact persons.

Each time you click on the Next button, you will be taken to the input mask for the next farm.

Request for	division of location: > - > Ursprünglic	her Standort			
	< Back	Close			Next
	Name *	Test		2004 Sow production	
	Location number	l	Type of production	2004 Sow production	
	Street				
	Postal Code		Post-office box postal code		
	City		Post-office box		ī i
	Country	Germany *	Federal state	· · · · · · · · · · · · · · · · · · ·	Ĵ
	URL				
	Address of sty/coop	Stalladresse entspricht Standortadresse (Postadresse).			

Step 3: Breakdown of the quantity data

Next comes a summary of the farms. Here the number of animals can be divided. The sum must not be greater than the value from the original farm before. Then click on the Next button.

quest for division of location: > -	> Ursprünglicher Standort >	Neuer Stando	rt > Neuer Stand	lort > Quanti	y report					
< Back	Close								Next	
Location										_
Type of production	Name	Street	Postal Cc	City	Address of sty/coop	Name legal representati	Account holder		Tieranzahl 2021	
2004 Sow production	Test 1				Stalladresse entspricht Standortadresse (Postadresse).				12166 '	÷.,
2004 Sow production	Test 2				Stalladresse entspricht Standortadresse (Postadresse).				12166	
2004 Sow production	Test 3				Stalladresse entspricht Standortadresse (Postadresse).	-			12166	

Step 3: Breakdown of the quantity data

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Step 1: Selecting the farm

location data of the "new locations"



Step 4: Enter

justification

Register Animal

Next

Welfare locations

Step 4: Enter justification

In a large text field, the coordinator must enter a justification for the request. By clicking on the Next button, the request is created in the database.

Request for division of location: > - > Ursprünglicher Standort > Quantity report > Summary									
< Back	Close	Next							
Reason *									

The Gesellschaft zur Förderung des Tierwohls in der Nutztierhaltung mbH will decide on your application.

If the application is accepted by the operating company, it will be specified at which sites a final confirmation audit or an additional confirmation audit must be carried out.

5.2 Farm registration menu Register location

Here you can directly register locations for animal welfare in the animal welfare database.

Step 1: Enter the location data (name of the company, postal address and, if different, address of the livestock buildings) and select production type and certification body.

< Back C	lose			Next
Name * Location number *	Test Locations 2790000000000	Production type	2008 Ferkelaufzucht	
Stret* Postal Code* Cty* Country* Address of livestock building	Test Street 53113 Bonn Germany Address of sty/coop does correspond	Post-office box postal code Post-office box Federal state * to the location address (post address).	(Nordrhein-Westfalen	v
Certification body Registered number of animals *		Implementation date *	02.06.2021	ے ایک ایک ایک
EU-Eco-regulation	Konventionelle Schweinehaltung	Ŧ		

Please enter location data **completely and correctly** since the data is used for official documents. Select the production type and the certification body. Then click the **Next** button.

Note: The **location number** must be **15 characters** long and start with the **ISO code** for the respective country. If the number is not 15 characters long, you can customise the number by adding zeros to the front for example: ISO Code_zeros_location number (possibly with letters).



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For combined **turkey rearing and fattening (3006)** under the same VVVO number, the animal welfare requirements also apply for rearing phase (3002). To do this, cross the box "with turkey rearing" during registration.

Attention: Input of location data:

Name: company name as stated in Declaration of Participation (see company/firm).

Street/city/postal code: postal address of the company

If the address of the livestock building is not the same as the postal address, enter the livestock building address in the field "Address of sty/coop".

Example:

Example **Company:** Address of livestock building: Putenmast GbR Stall Putenglück Hühnerstall 1 Hinter den Hühnerstall 3 10000 Goldei, 20000 Goldschnabel Deutschland, Nordrhein Westfalen Postal address of the company: (as in Declaration of Participation under Company/Firm): Name Putenmast GbR OS location number * 2760000000000000 Type of production 3004 Putenmast Street 0 Hühnerstall 1 ID-QS Postal Code * 10000 Goldei City Post-office box Deutschland Country * Post-office box postal code Federal state Nordrhein-Westfalen URL Stall Putenglück Address of sty/coop * Hinter dem Hühnerstall 3 20000 Goldschnabel Enter the livestock building address here, if different from postal/mailing address

Step 2: Enter the data of the legal representative

Enter the legal representative's data. Then click on the button *Next*

Step 2: Enter the data of the legal representative

to save the data.



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Next



Register location: > Legal representative	Register	location:	>	Legal	representative
---	----------	-----------	---	-------	----------------

< Back	Close	Next
Title *		Ar. 💌
Title		
First name	(
Last name *	(
Language	E	NG, Englisch v
Telephone *	(
Mobile		
Email *	Ō	
Fax	C	

Please enter legal representative's data **completely** and **correctly**, since the data is used for official documents.

Step 3: E	ntering the contact person's data		Step 3: Entering the contact person´s data
Enter the o	data of the contact person. Then click	c on the button <i>Next</i> Next	
to save the	e data.		
Register loca	tion: > Ansprechpartner		
	< Back Close	Next	
	Title *	Mr. v	
	Title		
	First name		
	Last name *		
	Language	ENG, Englisch 🔹	
	Telephone (to be reached best) *		
	Additional phone numbers		
	Email		
	Fax		

The location now has the status "registered" and location data may be supplemented later (including account data, implementation date).

Note: To participate in the Animal Welfare Initiative, the location must be signed up for the programme after registration and set to the status "signed up".





Change certification

body

Selection of certification body

"sianed up"

prior to status

Click Update to show

certification bodies

5.3 Selection / Change certification body

Location prior to having status "signed up"

As long as the location has not been allocated "registered" status, the certification body may be

selected or amended without an amendment application by clicking selection button 🐳 in the certification body field.

Certification body field in the location detailed view.

Certification body * QS Qualität und Sicherheit GmbH, 4031735373653, 0

Click the button $\stackrel{>}{\sim}$ (refresh) to display the certification body and then click the blue arrow \triangleright , to select the desired certification authority.

Register location: > Location data > Select Certification Number of selected Records: 1	n body							[D @ 🗶
Humber of adjected Percender, a	 Search criteria 				Sorting			-	
Name	QS%				Name				
QS-ID									
Sign-up status	*			Ψ	ID	0			
Certification bodies									
Name QS-ID			Pig	Poultry	Slaughtering/Deboning	Processing	Food Retail Meat and Me	Cattle	
QS Qualität und Sicherheit 4031735373653			х	х	x	х	х	x	^

Click the button OK to confirm the choice of certification body.

Note: Because the approvals can be different, the certification authorities are not carried over in transfers from the QS platform. They have to be selected by clicking on the selection button $\overline{\$}$.



Location after having status "signed up"

If the location has the status "signed up", you can only change the certification body by clicking the button *Change certification body* . Click the button (select) in the detail view and choose the new certification body.

5.4 Register location

The button *Sign up* appears when the location has the status **"Registration/Sign-up possible"** is. For this, **all required master data** (IBAN, BIC, account holder, tax rate) must be present and the **"Implementation date"** and **"Number of registered animals (programme 2021)"** field must be filled in. The registration/sign up date is then automatically populated with the current date, and the status set to **"registered"**. *Note: A VetProof enquiry is made only for locations with 2008.*

5.5 Farm registration/sign-up menu > Sign-up locations

Farm registration/ sign up menu

Register location

Multiple registration of farms

Under the menu, you can select from several farms with \blacksquare and register them at the same time. Click the button (refresh) to update the list and select the locations. Then click the button *Sign up*

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Register farms

197	Name	QS location number	Type of production	Street	Postal Code	
2	Test Sauenhaltung	276120325621452	2004 Sauenhaltung	Schedestraße	53113	Bonn
2	Test 123	276123652145874	2001 Schweinemast	Schedestraße	53113	Bonn
2	Test Sauenhaltung	276214523698526	2001 Schweinemast	Schedestraße	53113	Bonn
2	Test456	276214536215874	2001 Schweinemast	Schedestraße	53113	Bonn
	Test Schweinemast	276236541478452	2001 Schweinemast	Schedestraße	53113	Bonn

5.6 Re-registration of a location (after de-registration)

Within the registration-phase, a location that was registered in the past, can be reregistered for the new programme phase. Click the button *Re-sign up* . The fields **"Implementation date (programme 2021)**"

and "Number of registered animals (programme 2021)" must be filled in. The registration date is automatically filled with the current date and the status is set to "registered".

5.7 Re-registration of a location (following K.O. audit)

If a failed audit (K.O.-audit) is released for a location, the location loses its authorisation to receive payments and registration status is reset to **"Registration/Sign-up possible"**. As a result, the fields of **"Registration/Sign-up date"** and **"Implementation date"** are cleared. If you want to register a location again, you must click the button *Re-sign up* and add all required **data for the programme 2021**.

5.8 Location unblocking request

If the location is blocked, you can send an unblocking request by clicking on the button Unblocking

requestUnblocking requestin the detail view of the location. Enter the reasonfor unblocking as free text and then click OKOK

The *Gesellschaft zur Förderung des Tierwohls in der Nutztierhaltung mbH* will decide whether the application is rejected or approved.

5.9 Continuing participation in the 2021 programme by farms already participating

If a farm already participating would like to continue participating in the 2021 programme, the farm can be registered by clicking on the button *Participation programme 2021*

Participation programme 2021 . As next step the **"implementation date"** and **"number of registered animals"** have to be entered.

5.10 Participation in the 2021 programme by farms already de-registered

see menu item 5.6

Re-registration of locations (after deregistration)

Re-registration of locations (after a K.O. audit)

Send unblocking request for location

Continued participation in the 2021 programme audit



Change of

Coordinator

5.11 Change of coordinator

If a farm would like to change coordinator, clicking on the button Change of coordinator

Change of Coordinator in the location detailed view approves the change of coordinator. To do this, the date of the change must be entered as the next step.

Date of change of coordinator 26.07.2022 DK

Note: Please note that the change date may not be in the past. If the date of the change request is in the future, the location will initially remain bundled with its current coordinator.

Note

After clicking *OK* **Control**, the date of the change of coordinator is stored in the location data as "Date of change of coordinator".

Terms extended	
Date of change of coordinator	26.07.2022

Take-over/Re-register location button:

Ag

Click on the button *Take over location* Take over location in the detail view of your coordinator master data. This opens a screen, in which you must now enter the location number and production scope of the location to be taken over (Entering identification data), then click *OK* OK

ricultural coordinators > Agricultural c	coordinators > Take over location	
QS location number		ок
Type of production	2001 Pig production	<u>ــــــــــــــــــــــــــــــــــــ</u>
		Cancel
	1001 Cattle production	
	1002 Calf production	
	1008 Dairy farming	
	2001 Pig production	
	2004 Sow production	
	2008 Piglet rearing	
	3001 Broiler production	
	3004 Turkey production	
	3016 Peking duck production	

If the location is available for a change of coordinator, the new coordinator is allocated to that location and the status of the location reverts to its original status.

The new coordinator has **two months** to take over the location from the date of the change. If the date of change passes without a new coordinator assuming the location, the location will be preliminarily de-registered (=temporarily blocked). If the location is not taken on by a coordinator (bundled) after expiry of the *2-month period*, the site will finally be de-registered. If, prior to final de-registration, the location was entitled to receive payments, a final verification audit has to be conducted. The coordinator to date is responsible for the organisation and accounting of the final verification audits.

Take-over location /re-register

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Note

De-register location

5.12 De-register location

location is no longer available for change of coordinator.

If a farm would like to cancel its participation in the animal welfare initiative, you can instantly

unsubscribe the location by clicking the button *Sign off* in the location detailed view, or by entering a future date (= termination date). The location will be finally de-registered on the de-registration date entered.

Note: An agricultural location with a location blocking may not change its coordinator. If the 2-month deadline for the changeover has passed, another coordinator cannot take over the location and the

Location > Sign off	
Deregistration date	26.07/2022 ОК Салсе!
After clicking the button <i>OK</i> data as "date of de-registration".	οκ , the de-registration date is stored in the location
Deregistration date	26.07.2022

Note: If a company wants to prematurely leave the animal welfare initiative, a final verification audit is necessary. This audit is to be conducted a maximum of 3 months before and up to 2 weeks after the end of the contract (= date of de-registration in the database).

Public search

Note

5.13 Public search

The public search function can be called up without a login. Using this function, locations authorized to deliver can be searched by location number or filtered by type of production.

Step 1: In step 1 you can choose the **stage** (agriculture, slaughtering and deboning, processing or intermediaries).

Public search		
Stage	Agriculture	▲ Next
	Agriculture	
	Slaughtering and deboning	
	Processing	
	Intermediaries	



Step 2: If the stage "agriculture" is chosen, you can filter by production scope:

Public search > Agriculture

Location number		
Production scope	A	Search
Locations entitled to payment		
Location number	1001 Cattle production	A
	1002 Calf production	
	1008 Dairy farming	
	1016 Suckling cow production	
	2001 Pig production	
	2004 Sow production	
	2008 Piglet rearing	
	3001 Broiler production	
	3004 Turkey production	J

If the stage "slaughtering/deboning", "intermediary" or "processing" was chosen, you can

filter by name, QS-ID, postal code, location or country.

Public search > Meat sector

Name Location number QS-ID Postal Code City Country		· · · · · · · · · · · · · · · · · · ·	Searc	h
Locations eligible to	o deliver .Name	Postal Code	City	Location number



6 Glossary

Production types:

- 2001: Pig production
- 2004: Sow production
- 2008: Piglet rearing
- **3001:** Broiler production
- 3004: Turkey production
- **3016:** Peking duck production
- **1001:** Cattle production
- **1002:** Calf production
- **1008:** Dairy farming

The **registration status** is the location status. The following statuses are possible:

- 1. Registered/stored: This status is allocated immediately after location is created.
- 2. Registered / master data complete: Is allocated automatically once, in addition to the location data, the following fields have been completed: IBAN, BIC, account holder, VAT-ID No., tax rate (either selected or entered as a number), number of animals, amount of livestock (kg live weight / year), marketer (optional), certification body.
- **3. Registration/Sign up possible:** Is allocated when all master data relevant to the production scope has been entered.
- **4. Registered/Signed-up:** Status is allocated by clicking the "Register/Sign-up" button. The registration/sign up date is then automatically populated with the current date.
- 5. **Implementation date:** Date from which a livestock producer will meet the specified animal welfare criteria.
- **6. Preliminarily de-registered:** serves as a marker and is displayed for the duration of preliminary deregistration, re-registration is possible via a different coordinator.
- **7. De-registered:** is assigned automatically when the de-registration date has been reached or if the deadline for change of coordinator has expired after temporary de-registration.
- 8. Permanently blocked: summarily blockage.

Blockage:

 There are different types of location block/suspension: <u>Temporary</u>: Blocked due to missed deadlines or a de-registration, no authority to receive payments <u>Suspended</u>: temporary label initially upon receipt of payment authorisation

<u>Audit cycle:</u> This field provides information as to which stage of the audit cycle the location is at.

<u>Audit:</u>

- **Programme Audit [Regular Audit]:** First programme audit which must be released within 2 months of granting of audit permission or the implementation date.
- Verification audit: An audit conducted 1 year and 2 years after the first or a follow-up audit.



Request number of animals Vetproof:

Quotient: Maximum Quotient of the number of animals registered for the location and the number of animals reported back by Vetproof (antibiotics database) **2008 piglet rearing:** 8,7

- Answer Vetproof negative (problem report, if this happens before registration, the location cannot be registered).
- Answer Vetproof positive (request cycle is set to "request to clearing house").

Enquiry clearing house

A request to assess liquidity will be sent to the **clearing house** upon registration of the location. The clearing house sends a response, whether the location can be audited.

- Enquiry to the clearing house or enquiry to the clearing house negative: the location has not yet
 received an audit permission and is on the waiting list.
- Preliminary enquiry to the clearing house (audit permission granted): Audit permission granted in the event of early changes to the checklist (2018 programme only) or animal numbers, at the earliest after one year (10 months after release of the initial audit).
- Preliminary enquiry to the clearing house (audit permission not granted): Clearing house does not grant audit permission for the change of checklist (only 2018 programme) or animal numbers.
- Programme audit possible: the clearing house grants audit permission for an initial audit.

Audit Status:

- Not audited
- Passed
- Passed with reservation (in case of open corrective action)
- Failed

Registered number of animals: reported, expected number of animals per year

- <u>Pig farmers</u>: How many animals are expected to be delivered to participating slaughterhouses per year.
- <u>Sow farmers</u>: How many piglets are expected to be weaned per year.
- <u>Piglet rearers</u>: How many piglets are expected to be delivered to pig production farms per year.
- <u>Cattle farmers</u>: How many cattle are expected to be delivered to participating slaughterhouses per year.
- <u>Calf farmers</u>: How many calves are expected to be delivered to participating slaughterhouses per year.
- <u>Dairy farming</u>: How many animals are expected to be delivered to participating slaughterhouses per year.

Kg live weight / year: Amount in kg (live weight) in the Bank/tax /animal places tab in the location data record:

- Kg LW / year broiler chickens (3001)
- Kg LW / year turkey hens (3004; female)
- Kg LW / year turkey cocks (3004: male)
- Kg LW / year peking ducks (3016)

Number of animals until 30 June 2021: indicates whether animals should already be delivered until 30 June 2021 and if so, how many.

<u>EU-organic production-regulation:</u> Here, you can specify whether the location is a conventional or EUorganic farm or participates in a higher standard respectively. The following values are available:



- Conventional pig farming or cattle farming
- Farm in accordance with the EU-organic production-regulation or a higher standard

Higher space capacity: selection field in location data record (for poultry locations)

The following values are possible:

- 1. Due to legal regulations the livestock producer is obligated to implement a greater amount of available space.
- 2. Livestock producer is obligated to implement a greater amount of available space due to other regulations such as European Organic Regulations



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