

BC-07

Ver 0.1



Chartering
of animal feed or 'by-
products for reprocessing'
via marine transport





DOCUMENT HISTORY

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Table of contents

1. INTRODUCTION	4
2. APPLICATION SCOPE.....	4
3. PROVISIONS RELATED TO THE APPLICATION OF PART A (DOCUMENTS)	4
4. PROVISIONS RELATED TO THE APPLICATION OF PART B (DOCUMENTS)	4
5. DEFINITIONS	4
6. GENERAL PRINCIPLE	5
7. CONTROL SYSTEM REGARDING FOOD SAFETY	5
8. FLOW	6
8.1. CHARTERING REGISTRATION	6
8.2. LCI MISSION.....	6
8.3. COMMUNICATION OF LCI DATA	7
8.4. REALIZATION OF THE LCI	7
8.5. LCI REPORT.....	8
8.6. PROTEST LETTER.....	9
ANNEX A : EXAMPLE OF A LCI REPORT	10

BC-07: Chartering of animal feed or 'by-products for reprocessing' via marine transport

1. Introduction

A ~~GMP-certified~~ company certified for Feed Chain Alliance (FCA), wishing to transport animal feed or 'by-products for reprocessing' through means of a seagoing vessel must:

- Either call upon an intermediary, who is compliant with document 'BT-02: Purchase: General provisions';
- Or perform their proper chartering and be certified in accordance with document 'BC-07: Chartering via marine transport of animal feed or 'by-products for reprocessing'.

2. Application scope

The provisions included in this document are applicable to:

- The ~~GMP-FCA~~ producer or trader, chartering seagoing vessels intended for the transport of animal feed or 'by-products for reprocessing';
- To the intermediary, instructed to find a seagoing vessel for the transport of animal feed or 'by-products for reprocessing, on behalf of the ~~GMP-FCA~~ producer or trader.

This document also includes provisions intended for the inspection body, charged with the verification of loading compartments of seagoing vessels.

3. Provisions related to the application of part A (documents)

- a. Document 'AC-00: Introduction' is applicable to all ~~GMP-certified~~ participants certified for FCA.
- b. Document 'AC-01: General Provisions' is applicable to all ~~GMP-certified~~ participants certified for FCA.

4. Provisions related to the application of part B (documents)

- a. Document 'BC-00: Introduction' is applicable to all ~~GMP-certified~~ participants certified for FCA.
- b. Document 'BC-01: General Provisions' is applicable to all ~~GMP-certified~~ participants certified for FCA.

5. Definitions

Chartering:

An agreement whereby one party undertakes to make available to the other party, an entire or part of a designated vessel, for a certain price.

Charterer:

The charterer may be:

- An intermediary, holding a professional license or approval in accordance with the legal provisions of the country in which he performs his activities, and who is certified for the 'chartering via marine transport'.
- A ~~GMP-certified~~ producer or trader certified for FCA, performing himself and without external help, the entire transport via seagoing vessel. To this end, the producer or trader

must have obtained, an additional certificate intended for the chartering via marine transport.

It is the charterer who will be responsible for rental of the means of transport.

A load inspector employed by the ~~GMP-certified~~ company certified for FCA:

This is a staff member employed by the ~~GMP-certified~~ company certified for FCA, responsible for the inspection of the load compartments. This function should be included in the quality system inherent to the company. Based on experience and training, the collaborator must inspect the loading area, and assess whether it is suitable for the chartering of animal feed or 'by-products for reprocessing'.

A load inspector employed by the supplier:

This is a staff member employed by the supplier of products to be loaded, and who is responsible for inspection of the loading areas. In this case, the ~~GMP-FCA~~ customer, will entrust the inspection of the loading areas, explicitly to his supplier.

A load inspector employed by the inspection body:

A load inspector, employed by an inspection body, accredited according to ISO 17020, and who is specialized in cattle feed, cereals or liquid agricultural products in bulk, and/or certified ISO 9001:2000.

LCI:

Load Compartment Inspection.

Instructing party:

The company providing the instructions for the marine transport.

Ship owner:

Person (owner or tenant) holding the ship in its possession, and who controls its operation.

Carrier:

This is the person performing the transport.

6. General Principle

~~GMP-animal feed~~ FCA Standard and 'by-products for reprocessing' may only be loaded onto a seagoing vessel, if satisfying the requirements included in document 'BT-02: Purchase: General Provisions'. The loading area must be clean, dry and free of odors.

The LCI has been developed in order to demonstrate that the vessel, prior to loading, is clean. This is an inspection regarding the load compartments, with issuance of a document, the LCI-report, prior to being loaded with animal feed or 'by-products for reprocessing'. The inspection is performed by an inspection body or by the load inspector of a company (~~GMP-FCA~~ company or supplier of the ~~GMP-FCA~~ customer).

The LCI report should be kept by the carrier as well as by the instructing party.

7. Control system regarding food safety

For ~~GMP-certified~~ companies certified for FCA, performing chartering operations, the manual should include that (see 'AC-01: General Provisions') the company will make use of the transport via seagoing vessel.

Intermediary persons, wishing to be certified in accordance with this document, must have a system in place, ensuring management of the food safety (see 'AC-01: General Provisions, point 1).

The charterer should also have procedures in place, providing a conclusive guarantee as to:

- The acceptance, by the carrier, of an LCI clause stipulating that he will undergo an LCI by the inspection body or by a load inspector;
- Inside information regarding previous loads;
- Pre-selection of transport means based on previous loads;
- The communication of LCI data to the instructing party. This can only be the case if the charterer is an intermediary having as sole task the finding of a vessel. The instructing party must convert this information into an LCI mission, destined for the inspection body or load inspector chosen by the ~~GMP-FCA~~ instructing party;
- The instructions given to the inspection body in order to perform an LCI. This can only be the case if the charterer has also received the mission to perform the LCI.

8. Flow

8.1. Chartering registration

The charterer goes in search of a vessel in order to transport ~~GMP animal feed~~ FCA Standard or 'by-products for reprocessing'. To this end, he will contact a ship owner and shall include at least the following items in the chartering registration:

- Identification of vessel (name, type ...);
- Description and quantity of goods;
- 'Clean load compartments' clause': the carrier agrees to provide, in every respect, clean, empty, dry and odorless load compartments, suitable for the loading of feed;
- 'Load compartments inspection clause': the carrier agrees to the fact that he shall have to undergo an LCI (inspection);
- Nature and description of the 4 previous bulk loads, indicating the other intermediate non-bulk loads (1 = last, 2 = before last, 3 = third last, 4 = fourth last);
- Nature of the final cleaning (dry cleaning, water cleaning, cleaning with detergent, cleaning with disinfectant).

These items should be confirmed by the carrier. This information will serve as basis for an LCI mission (see point 6.2) or communication of LCI data (point 6.3).

8.2. LCI mission

The charterer will gather the necessary information in order to perform the LCI, and transmits this information to the inspection body or load inspector of supplier who will perform the LCI.

The LCI mission shall include at least the following information:

- Indication 'LCI mission';
- Date;
- Identification of vessel (name, owner, nature and number of load compartments);

- Description and quantity of goods;
- Destination;
- Location and date of LCI (inspection);
- Location and date of loading;
- 4 bulk loads indication the other intermediate non-bulk loads;
- Final cleaning: dry, water, with detergent, disinfection;

The LCI mission should be kept, by the charterer, for a period of 5 years.

8.3. Communication of LCI data

In this case, the charterer (intermediary) will communicate the necessary information to the ~~GMP certified~~ instructing party ~~certified for FCA~~, who will personally ensure that an LCI is performed. In this case, it relates to the communication of LCI data.

The communication of LCI data shall include at least the following information:

- Indication: 'communication of LCI data'
- Datum;
- Identification vessel (name, owner, nature and number of load compartments);
- Description and quantity of goods;
- Destination;
- Location and date of loading
- 4 previous bulk load with indication of other intermediary non-bulk loads;
- Final cleaning: dry, water, with detergent, disinfection.

The LCI data should be kept, by the charterer and by the instructing party, for a period of 5 years.

The instructing party will use any information communicated by the intermediary in order to draw up the terms of an LCI mission (see point 6.2.).

The LCI mission may be performed by:

- A load inspector employed by the inspection body, chosen by the ~~GMP-FCA~~ instructing party;
- A load inspector employed by the inspection body instructing party;
- A load inspector employed by the supplier of a ~~GMP-FCA~~ company (= instructing party)



Exception

The communication regarding LCI data may only be issued by the intermediary. It is never drawn up the ~~GMP-certified~~ company ~~certified for FCA~~.

8.4. Realization of the LCI

The actual inspection regarding the load compartments (LCI) may be performed by:

- A load inspector employed by the inspection body;
- A load inspector employed by the ~~GMP-certified~~ company ~~certified for FCA~~;
- A load inspector employed by the supplier of a ~~GMP FCA~~ company



Exception: the charterer cannot perform himself the LCI

When a ~~GMP-certified~~ company certified for FCA is the charterer, the load inspector belonging to that company must not perform the LCI.

If the charterer is an intermediary, he cannot perform himself the LCI.

8.5. LCI report

The load inspector will inspect the load compartment and will draw up a written LCI report.

The LCI report must be unequivocal and should include at least the following items:

- Title: Load Compartment Inspection Report – ~~GMP-animal-feed~~ FCA Standard;
- Name of vessel;
- Location and date of inspection;
- Name of instructing party;
- Description of product;
- The 4 previous bulk loads, with the mention of other intermediary non-bulk loads;
- The confirmation that the designated load compartments have been inspected;
- The confirmation that the load compartments are satisfying the following requirements:
 - o Empty;
 - o Clean;
 - o Dry;
 - o Free of odors;
 - o Free of insects;
 - o Free of previous loads;
 - o Completely intact and completely closeable;
- Final result : accepted for loading?
- Any possible remarks;
- Name and signature of load inspector;
- Name and signature of carrier

The LCI report will only include the finding made at the time and place of the LCI, and does not exempt the parties from their contractual obligations.

In the context of the agreements concluded between instructing parties and inspection bodies, the findings regarding the LCI can be a part of a general report relating to the overall monitoring of the flow of goods.

Examples of an LCI report can be found in annex A of this document.

The final result of the LCI can either be an acceptance or a refusal of the load compartments.

A copy of the LCI report will be handed over to the carrier, and sent, by the load inspector, to the ~~GMP-FCA~~ instructing party. If the ~~GMP FCA~~ instructing party has not received the LCI report, he should claim it from the load inspector, possibly via the charterer.

A copy should be kept by all parties for a period of 5 years.



Negative result of the LCI (inspection)

In case of a negative LCI report, the vessel will not be suitable for the loading of animal feed or

'by-products for reprocessing'. The report shall be transmitted to the charterer. The ~~GMP~~ FCA instructing party and the ~~GMP~~-FCA charterer must take corrective actions, which could be: no longer making use of this carrier for future transports.

If the LCI report is negative, the carrier may remedy the situation, e.g., by performing an additional in-depth cleaning. A new LCI (inspection) is therefore required in order to re-check the conformity of the loading area.

8.6. Protest letter

If for exceptional reasons no LCI report has been performed (e.g. absence of load inspector) the instructing party must register this non-conformity.

The following information should be registered:

- Date;
- Name owner (ship)
- Name operator
- Name and identification of seagoing vessel;
- Absence of a load inspector;
- Reason for absence of load inspector

He should keep this document for a period of 5 years. The non-conformity should be communicated to OVOCOM.

ANNEX A : Example of a LCI report

LOAD COMPARTMENT INSPECTION REPORT (LCI)

INSTRUCTING PARTY: Opdrachtgever : Donneur d' ordre :			
TYPE OF VESSEL: Type schip : Type bateau :		NAME VESSEL : Naam schip : Nom bateau :	
NAME CARRIER: Naam vervoerder : Nom batelier :		TELEPHONE NUMBER: Telefoonnummer : Numéro de téléphone :	
NUMBER OF LOADING AREAS: Aantal laadruimtes: Nombre espaces chargement:		EUROPE NUMBER: Europanummer : Numéro européen :	
PRODUCT : Product : Produit :		LOADING AREA AND DATE: Laadplaats en datum Lieu et date de chargement	
PLACE OF INSPECTION : Plaats van inspectie : Lieu de l' inspection :		DESTINATION : Bestemming : Destination :	
DATE OF INSPECTION : Datum inspectie : Date d' inspection :	STARTED : Begin : Début :		COMPLETED : Einde : Fin :

		GMPFCA--ALLOWED GMPFCA--toegelaten GMPFCA-admis	
PREVIOUS BULK LOADS: Vorige bulkkladingen: Charges précédentes en vrac:	LAST / Laatste / Dernier	YES Ja / Oui	NO Nee/Non
	2ND / 2de / 2ème	YES Ja / Oui	NO Nee/Non
	3RD / 3e / 3ème	YES Ja / Oui	NO Nee/Non
INTERMEDIATE NON-BULK LOADS: Tussentijdse niet bulkkladingen : Charges non-vrac intermédiaires		YES Ja / Oui	NO Nee/Non
		YES Ja / Oui	NO Nee/Non
		YES Ja / Oui	NO Nee/Non

FINAL CLEANING: Laatste Reiniging : Dernier nettoyage :	DRY / droog / sec	YES Ja / Oui	NO Nee/Non
	WITH WATER / met water / à l' eau	YES Ja / Oui	NO Nee/Non
	WATER + DETERGENT / water + detergent / eau + détergent	YES Ja / Oui	NO Nee/Non
	WATER + DETERGENT + DESINFECTIION	YES	NO

	water + detergent + disinfectie / eau + détergent + désinfection	Ja / Oui	Nee/Non
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RESULTS: Resultaten / Résultats :	EMPTY / Leeg / Vide	YES Ja / Oui	NO Nee/Non
	CLEAN / Zuiver / Propre	YES Ja / Oui	NO Nee/Non
	DRY / Droog / Sec	YES Ja / Oui	NO Nee/Non
	FREE FROM ODEUR / Geurloos / Sans odeurs	YES Ja / Oui	NO Nee/Non
	FREE FROM INSECTS / Vrij van ongedierte / Exempt de vermine	YES Ja / Oui	NO Nee/Non
	FREE FROM REMNANTS OF PREVIOUS CARGOES / Vrij van vorige ladingresten / Sans restes de chargements antérieurs	YES Ja / Oui	NO Nee/Non
	VISUAL : TOTALLY INTACT AND FULLY CLOSEABLE Visueel heel en sluitbaar / Compartiments en bon état visuel et pourvus de fermetures (écrouilles) adéquates	YES Ja / Oui	NO Nee/Non

FINAL RESULT Resultaat / Résultat :	APPROVED FOR LOADING Goedgekeurd om te laden / Approuvé pour le chargement	YES Ja / Oui	NO Nee/Non
REMARKS / Opmerkingen / Remarques			
INSPECTOR: De controleur / Le contrôleur :	THE CAPTAIN : De kapitein : Le capitaine :		