

# BC-05

Ver 0.4



Road transport of animal feed or 'by-products for reprocessing':  
Complementary provisions



## DOCUMENT HISTORY

Revision and approval date	Reason for revision	Revision scope	Ultimate application date
0.0 03/07/2008	Start of new GMP: Copy of requirements set out in chapter VIII New provisions	Entire document	01/01/2009
0.1 19/12/2012	Update following approval Auto-control Guide G-001 – ver2.0	Point 4	01/01/2013
0.2 04/02/2016	Amendment of denominations (logo and standard)	Entire document	04/02/2016
	Amendment of application scope for transport for own account (packaged goods or sealed containers)	Point 2	
0.3 21/10/2016	New lay-out	Entire document	21/10/2016
0.4 15/11/2018	Precision on guaranteed transports	Points 1 and 4	15/11/2018



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# BC-05 : Road transport of animal feed or 'by-products for reprocessing' : Complementary provisions

## 1. Definitions

### **Transport commission agent**

Any natural or legal person who, against payment, binds himself to perform transportation of goods in his own name, carried out by a third party. [Belgian Legal status of intermediaries in the field of transport of goods - 26/06/1967]

### **Commission -expeditors for transport**

Any natural or legal person who, against payment, binds himself to have goods transported in his own name, but for account of his instruction party, and performs one or more transport-related operations such as, reception, delivery to third party transporters, storage, insurance and customs clearance [Belgian legal status of intermediaries in the field of transport of goods - 26/06/1967].

### **Guaranteed road transporter**

Any natural or legal person who, for the duration of his FCA certificate and with remuneration, performs goods transport on exclusive behalf of a single certified FCA company which guarantees the transporter (= guaranteeing company, see FCA document "CC-01: Certification rules").

## 2. Application scope

These provisions are applicable to:

- all transport commission agents and commission-expeditors for transport, committed to perform road transport of animal feed or 'by-products for reprocessing'; or
- all companies performing road transport, for own account or for account of third parties, of animal feed or 'by-products for reprocessing'.

Companies, whether for own account or account of third parties, perform transport activities of animal feed and/or 'by-products for reprocessing', in bulk or combined bulk/bags, must comply with the provisions included in the Feed Chain Alliance Standard, and should become certified.

Companies, performing, for own account, transportation consisting of only animal feed and/or 'by-products for reprocessing', packaged or in sealed containers, must comply with the provisions included in the FCA Standard, and become certified.

Transportation that consists exclusively of animal feed and/or 'by-products for reprocessing' packaged and carried out for own account in a vehicle of which the Maximum Authorized Mass (MMA) does not exceed 3500kg (category C permit not required), may possibly be excluded from the FCA certification scope of the company.

Companies performing, for account of third parties, transportation activities consisting of only animal feed and/or 'by-products for reprocessing', packaged or in sealed containers, are excluded from the certification requirements. However, if they wish, they may comply with the provisions included in the FCA Standard, and become certified.

These companies of which certain activities relating to transport of animal feed and/or 'by-products for reprocessing' packaged or in sealed containers are not included in the application scope of this document, but must however, comply with the current legal and European requirements in terms of registration, Self-checking, HACCP-system, traceability and notification requirement.

The FCA certified company shall maintain a list of materials (vehicles and loading areas), potentially affected by the transportation of animal feed and/or 'by-products for reprocessing', mentioning:

- Their identification number (e.g. registration or internal number) ;
- The loading type concerned (bulk, combined bulk/bags, goods packaged or in sealed containers) ;
- The MMA.

### **3. Provisions linked to the application of documents of part A**

- a. Document 'AC-00: Introduction' is applicable to all participants certified for Feed Chain Alliance.
- b. Document 'AC-01: General provisions' is applicable to all participants certified for FCA, performing transport of animal feed or 'by-products for reprocessing' whether for own account or account of third parties.
- c. Document 'AC-05: Road transport of animal feed' is applicable to all participants certified for FCA, performing transport of animal feed or 'by-products for reprocessing' for own account or account of third parties.

### **4. Provisions linked to the application as regards documents of part B**

- a. Document 'BC-00: Introduction' is applicable to all participants certified for FCA.
- b. Document 'BC-01: General provisions' is applicable to all participants certified for FCA.
- c. The company, responsible for activities such as loading, unloading and docking of products is liable for his own actions as well as for those persons assisting him and therefore acting for his account. It is prohibited for staff of this transport operator, to take part in operations such as loading and unloading, should they go against this prohibition, their intervention will not be covered by the contract, and can only be considered an appointee of the consignor or the consignee.
- d. When calling upon a transport operator, the participant certified for FCA must ensure that transport activities, are performed exclusively by transport operators complying with the requirements included in document 'BT-02: Purchase: General Provisions'.
- e. In case of subcontracting transport, traction operators or successive transports, the transport operator certified for FCA must ensure that services regarding transport are performed exclusively by subcontractors complying with the provisions included in document 'BT-02: Purchase: General Provisions'.
- f. When a transport certified for FCA operator doesn't perform the transport himself, he should provide his instructing party, upon each executed assignment, with the name of the subcontractor as well as with any information in order to allow identification.  
The transport operator must keep an accurate administration as regards his outsourced transports.
- g. The requirements included in document 'BT-06: Road transport: Complementary provisions' must be respected.
- h. When an FCA certified participant guarantees transport by a road transporter:
  - This FCA-certified participant:
    - o is considered the "guaranteeing company";
    - o must include the road transporter in its own quality system.

- the guaranteeing company evaluates all transport missions before execution by the guaranteed transporter.
  - the guaranteed transporter may not subcontract any transport mission from the guaranteeing company, for which he has to work exclusively.
  - there must be a written agreement between the two parties. It should specifically mention the exclusivity of the contract giver and the prohibition of subcontracting the transport missions.
- i. A transport operator having received a transport order should first check whether he is allowed to accept it.  
To this end, he will check:
- The type of loading;
  - Whether the material and staff, for transport of the loading, are available.
- A procedure, regarding the acceptance of a transport order, should be in place.
- j. If the transport commission agent, the commission-expeditor for transport, or transport operator are not able to define, themselves, the nature of the product to be transported, they should ask the initial instructing party for more information. This involves both, the evaluation of the next loading as well as the evaluation of the previous loading. In case of 'by-products for reprocessing', the transport commission agent, the commission-expeditor for transport or transport operator should refer to the indications indicated on the processing sheet. If the processing sheet doesn't specify the type of cleaning to be applied, the applicable cleaning regime will «by default» be a disinfection (cf. document 'BT-06: Road Transport: Complementary provisions').
- k. Where necessary, and if specified in the assignment order, the transport commission agent, the commission-expeditor for transport, or the transport operator must ensure that the product sheet and/or processing sheet, as well as any other documents are accompanying the goods and are communicated to the driver executing the assignment.
- l. A company, should have a traceability system in place, ensuring that information, related to the last 3 executed transports, is always kept at the level of the loading area ((semi-) trailer, mobile loading container,...) or can, immediately, be consulted upon questions posed by the driver (instructing party, person in charge of the unloading area, etc.).  
In the context of traceability, the following information should, at least, be available and present in the form of an overview (e.g. on a way bill) per loading area:
- Nature of goods;
  - Quantity;
  - The instructing party (upon transport for third parties) or client (if transport for own account);
  - Date and address for loading;
  - Date and address for unloading;
  - Name of driver;
  - Kind of cleaning performed;
  - Signature of initials of the driver.
- Time periods, during which the loading space has not been used, should be displayed clearly in this overview.
- m. If a driver has performed the transport of a product, prohibited in the FCA system, he must definitely perform one of the procedures A or B described in document 'BT-06 Road transport: complementary provisions'. In case of transport as regards certain products of animal origin, the company must also apply the specific procedure described in document 'AT-06: Road transport'. The principle of prohibited transports, and validation of loading spaces, will also be applicable upon transport, performed by a transport operator, intended for a company applying a schedule, which is also referring to the IDTF database ([www.icrt-idtf.com](http://www.icrt-idtf.com)).
- n. If the company takes samples or performs analysis, it must satisfy the requirements included in document 'BT-11: Sampling and analysis

- o. The execution of internal audits should take place in accordance with document 'BT-12: Internal audit'.