

## Pig and Poultry Inspection Form

Pig and Poultry Module Standards, April 2016, Version 4

|                           |                           |   |
|---------------------------|---------------------------|---|
| <b>Permit number:</b>     | <b>Installation name:</b> | <b>Date of inspection:</b>                |
| <b>Permit issue date:</b> | <b>Operator:</b>          | <b>Permitted capacity:</b>                |
| <b>Variation dates:</b>   | <b>Inspected by:</b>      | <b>Age of livestock at time of visit:</b> |

- Changes from the previous version are **highlighted in yellow**
- Every bullet-point in the 'Evidence required' section must be checked
- You must have a copy of the site/drainage plan showing the installation boundary with you when conducting an inspection

The following abbreviations are used:

- H2C v1 – Integrated Pollution Prevention and Control (IPPC) Intensive Farming How to Comply, April 2006
- H2C v2 – How to comply with your environmental permit for intensive farming, Version 2, January 2010
- Questions AR.4.6 and 4.7 relate to new conditions which are not referenced in H2C v1 and there is limited information in H2C v2

### 1. General Management

| Ref. and Question  | Guidance  | Evidence Required   | Notes |
|--|---|---|-------|
| <b>AR.1.1 Entrance Sign</b>  |   |   |       |
| Is there an identification notice with the required information at or near the entrance? | <ul style="list-style-type: none"> <li>• A named individual isn't necessary.</li> <li>• The sign must be visible from a publicly accessible site, on or near the installation boundary next to a road or footpath. A member of the public shouldn't have to trespass onto the operator's land, for example walk up a private drive, to be able to read it.</li> <li>• The previous Environment Agency number 08708 506506 is not acceptable.</li> <li>• For further details see page 16 in H2C v1 or page 8 in H2C v2.</li> </ul> | <p>The sign must be easily visible from outside the entrance, be a minimum of A4 size, be waterproof and have:</p> <ul style="list-style-type: none"> <li>• the emergency contact name and telephone number of the operator; and</li> <li>• a statement that the site is permitted by the Environment Agency; and</li> <li>• the permit number; and</li> <li>• the Environment Agency national numbers, 03708 506506 (<b>general enquiries</b>) and 0800 807060 (<b>incident hotline</b>).</li> </ul> |       |

| <b>AR.1.2 Inspection and Maintenance</b>   |  |  |
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| <p>Is there an inspection and maintenance programme for structures and plant?</p>      | <ul style="list-style-type: none"> <li>Poor maintenance examples are badly cracked concrete, a hole in the roof or blocked gutters or channels. If they are not listed in the programme record this as 'requirement not met'.</li> <li>For further details see page 15 in H2C v1 or page 8 in H2C v2.</li> </ul>   | <ul style="list-style-type: none"> <li>Inspection and maintenance programme is evident; and</li> <li>inspection records to show inspection and/or work on structures and plant internally and externally is carried out: <ul style="list-style-type: none"> <li>at least annually; or</li> <li>according to manufacturers guidelines; or</li> <li>a justification for any other schedule; and</li> </ul> </li> <li>cross-check a poor maintenance example is recorded for future repair; and</li> <li>if there is evidence of recent repairs, check if they are recorded in the inspection records; and</li> <li>check that the programme is dated.</li> </ul> |
| <b>AR.1.3 Complaints</b>   |  |  |
| <p>Is there a complaints system in place?</p>  | <p>For more information see page 16 in H2C v1 or page 8 in H2C v2.</p>   | <ul style="list-style-type: none"> <li>Complaints system is evident; and</li> <li>records of all environmental complaints received, investigated and resolved (depending on the date); and</li> <li>cross-check that any odour or noise complaints have been logged and the odour/noise management plans have been reviewed.</li> </ul>  |
| <b>AR.1.4 Training</b>   |  |  |
| <p>Have all employees and contractors received appropriate environmental training?</p> | <ul style="list-style-type: none"> <li>For more information see page 16 in H2C v1 or page 9 in H2C v2.</li> <li>Appropriate training can include formal qualifications or training courses but can also include more informal in-house training courses, cascading training to other staff and staff mentoring. It doesn't need to be 'accredited'.</li> </ul> | <ul style="list-style-type: none"> <li>Records of appropriate training on the permit and environmental issues for all employees and contractors in their responsibilities for achieving compliance with permit conditions; and</li> <li>training is up to date; and</li> <li>check training is effective by asking a member of staff how they would deal with a spill, for example, oil or a particular chemical, and how they</li> </ul>  |

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|   |  | would use a spill kit if they have one.   |  |
| <b>AR.1.5 Site Security</b>                               |  |   |  |
| Are appropriate security measures in place?               | <ul style="list-style-type: none"> <li>For more information see page 25 in H2C v1 or page 9 in H2C v2.</li> <li>Note that a visitors book is not a requirement for the permit.</li> </ul>  | <ul style="list-style-type: none"> <li>Sign/s warning people against unauthorised entry to the installation or buildings.</li> </ul> <p>Where site is enclosed:</p> <ul style="list-style-type: none"> <li>Lockable gates.</li> <li>Fences or hedges prevent access.</li> </ul> <p>Within the site:</p> <ul style="list-style-type: none"> <li>Individual facilities including all slurry tank valves and oil tank outlets are locked and buildings and stores are protected from unauthorised access.</li> </ul> |  |
| <b>AR.1.6 Permit</b>                                      |  |   |  |
| Is a copy of the permit displayed where staff can see it? | <ul style="list-style-type: none"> <li>Staff or contractors whose work may have an impact on the environment must be able to easily see a copy of the permit, displayed near where they work.</li> <li>The permit should be the full permit (~20 pages) and any variations. Note - If any details are incorrect record this in your comments.</li> <li>They should have ready access to all relevant information, for example How to Comply chapters and appendices, either a paper copy or accessible on a computer on-site.</li> <li>The version of How to comply that's relevant for the permit is specified in the 'Interpretation' Schedule.</li> </ul> | <ul style="list-style-type: none"> <li>Permit for the installation is on display where staff or contractors can see it; or</li> <li>a single paper sheet or a copy of the front of the permit is on display which indicates the location of where to find the full permit for example, EPR file in filing cabinet; and</li> <li>any permit variations are present; and</li> <li>How to Comply guidance chapters for intensive farming are available.</li> </ul>   |  |
| <b>AR.1.7 Improvement Programme</b>                       |  |   |  |
| Have the Improvement Conditions (ICs) been met?           | <ul style="list-style-type: none"> <li>If there's no Improvement Programme answer 'requirement met'.</li> <li>ICs are listed in the Improvement Programme in Schedule 1, Table S1.3. Check what improvements were identified and whether these are being implemented.</li> </ul>   | <ul style="list-style-type: none"> <li>IC timescales are being met; and</li> <li>IC reviews are completed; and/or</li> <li>changes are in place.</li> </ul>   |  |

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|   | <ul style="list-style-type: none"> <li>The Environment Agency may have agreed an extension to the deadline.</li> </ul>  |   |  |
| <b>AR.1.8 Pre-operational conditions</b>      |   |   |  |
| Have the pre-operational conditions been met? | <ul style="list-style-type: none"> <li>If there's no pre-operational conditions answer 'requirement met'.</li> <li>Pre-operational measures are listed in Schedule 1, Table S1.4. Check what measures were identified and whether these are being implemented.</li> <li>The Environment Agency may have agreed an extension to the deadline.</li> </ul> | <ul style="list-style-type: none"> <li>Pre-operational conditions are being met in accordance with the timescales.</li> </ul> |  |

## 2. Reviews

| Ref. and Question   | Guidance   | Evidence Required   | Notes |
|---|--|---|-------|
| <b>AR.2.1 Accident management plan</b>  |  |   |       |
| Has the accident management plan been reviewed and any identified improvements implemented? | <ul style="list-style-type: none"> <li>If the review isn't due, answer 'requirement met'.</li> <li>If there's no plan in place, answer 'requirement not met' and make a comment in the free text field.</li> <li>It's the Environment Agency's role to assess and approve the review.</li> <li>For more information see page 18 in H2C v1 or page 10 in H2C v2.</li> </ul> | <ul style="list-style-type: none"> <li>Accident management plan is evident on-site; and</li> <li>records showing the accident management plan has been reviewed every four years (commencing on or before the fourth anniversary of the permit issue or after the last review) or if there's been an accident, records show the accident management plan was reviewed and changes implemented; and</li> <li>review is dated.</li> </ul> |       |
| <b>AR.2.2 Energy</b>  |  |   |       |
| Has energy use been reviewed and any identified efficiencies implemented?                   | <ul style="list-style-type: none"> <li>If the review isn't due, answer 'requirement met'.</li> <li>It's the Environment Agency's role to assess and approve the review.</li> <li>For more information see page 20 in H2C v1 or page 13 in H2C v2.</li> </ul>   | <ul style="list-style-type: none"> <li>Records of all major sources of energy consumption; and</li> <li>if not subject to a Climate Change Agreement, records of a review of all sources of energy consumption every four years (commencing on or before the fourth anniversary of the permit issue or after the last review) and that any further efficiencies were</li> </ul>   |       |

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|   |   | <ul style="list-style-type: none"> <li>implemented; and</li> <li>review is dated.</li> </ul>   |  |
| <b>AR.2.3 Raw materials</b>   |   |  |  |
| Has the list of raw materials been reviewed and any identified efficiencies implemented?                              | <ul style="list-style-type: none"> <li>If the review isn't due, answer 'requirement met'.</li> <li>Raw materials include biocides, pesticides, veterinary medicines, bedding, fuels and oils. It excludes feed.</li> <li>It's the Environment Agency's role to assess and approve the review.</li> <li>For further details see page 21 in H2C v1 or page 14 in H2C v2.</li> <li>Schedule 2 or 3 of the permit will specify what type of biomass can be burnt in a biomass boiler. Check that waste wood is not being burnt if only virgin wood or plant material is specified.</li> </ul> | <ul style="list-style-type: none"> <li>List of raw materials; and</li> <li>record of a review of raw materials every four years (commencing on or before the fourth anniversary of the permit issue or after the last review); and</li> <li>records that any identified efficiencies were implemented; and</li> <li>review is dated.</li> <li>Where there's a biomass boiler the feed stock matches what is specified in Schedule 2 or 3 of the permit.</li> </ul> |  |
| <b>AR.2.4 Water use</b>   |   |  |  |
| Has water use been reviewed and any identified efficiencies implemented?  | <ul style="list-style-type: none"> <li>If the review isn't due, answer 'requirement met'.</li> <li>It's the Environment Agency's role to assess and approve the review.</li> <li>For more information see page 22 in H2C v1 or page 15 in H2C v2.</li> </ul>  | <ul style="list-style-type: none"> <li>Record of water use; and</li> <li>record of a review of water use every four years (commencing on or before the fourth anniversary of the permit issue or after the last review); and</li> <li>records that any identified efficiencies were implemented; and</li> <li>review is dated.</li> </ul>  |  |
| <b>AR.2.5 Avoidance, recovery and disposal of waste</b>   |   |  |  |
| Has waste production and its off-site disposal or recovery been reviewed and any identified efficiencies implemented? | <ul style="list-style-type: none"> <li>If the review isn't due, answer 'requirement met'.</li> <li>If season tickets are used (12 month transfer note), a copy of the season ticket should be held on-farm. It's good practice to record the amount of waste transferred at each collection, but it's not a requirement.</li> <li>Ash from a biomass boiler should be disposed of with other wastes off-site.</li> </ul>  | <ul style="list-style-type: none"> <li>Records of waste produced; and</li> <li>records of waste produced that's sent off site for disposal or recovery, including signed and dated waste transfer notes identifying the: <ul style="list-style-type: none"> <li>waste quantity and type;</li> <li>hazardous properties (if any);</li> <li>waste code; and</li> <li>name and address of the transferor and transferee</li> </ul> </li> </ul>                        |  |

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|  | <p>It could be land spread, under a U10 or U11 exemption, if it meets the requirements of the exemption, or if not under an environmental permit.</p> <ul style="list-style-type: none"> <li>It's the Environment Agency's role to assess and approve the review.</li> <li>For further details see page 23 in H2C v1 or page 17 in H2C v2.</li> </ul>  | <ul style="list-style-type: none"> <li>record of a review of waste minimisation every four years (commencing on or before the fourth anniversary of the permit issue <b>or after the last review</b>); and</li> <li>records that any identified efficiencies were implemented; and</li> <li>review is dated.</li> </ul>  |  |
| <b>AR.2.6 Carcass disposal</b>   |  |  |  |
| Are carcasses disposed of in accordance with the Animal By-Products Regulations?                                     | <ul style="list-style-type: none"> <li>For further details see page 33 in H2C v1 or page 37 in H2C v2.</li> <li>Carcass collection tickets don't have to be signed.</li> <li>Carcass incinerator ash can be spread on land owned by the operator under a U15 exemption.</li> <li>Ash that's exported off site should be disposed of with other wastes or be spread on land under an environmental permit.</li> </ul> | <ul style="list-style-type: none"> <li>Records of quantities, dates and destination, including collection tickets when they are collected for disposal.</li> </ul> <p>As appropriate:</p> <ul style="list-style-type: none"> <li>incinerator is licensed under the Animal By-Products Regulations or the Waste Incineration (England and Wales) Regulations;</li> <li>records of incinerator ash being moved off site or spread <b>on land owned by the operator</b> under a U15 exemption.</li> </ul> |  |
| <b>AR.2.7 Process change</b>   |  |  |  |
| Are the activities and operating techniques still as described in Schedule 1, Table 1.1 and Table 1.2 of the permit? | <ul style="list-style-type: none"> <li>Numbers of livestock <b>must not exceed</b> those specified in Schedule 1, Table 1.1 or 1.2.</li> <li>Management practices include manure/slurry export or spreading on own land.</li> <li>A permit variation must be issued before equipment such as a biomass boiler is operational.</li> </ul>   | <p>No changes in:</p> <ul style="list-style-type: none"> <li>livestock numbers <b>or type</b>; and/or</li> <li>management practices; and/or</li> <li>procedures.</li> </ul>  |  |
| <b>AR.2.8 Livestock numbers and movements</b>  |  |  |  |
| Are livestock numbers and movements recorded?  | <ul style="list-style-type: none"> <li>For more information see page 28 in H2C v1 or page 25 in H2C v2.</li> <li>Check if additional livestock have come onto the farm and are included in the <b>permitted</b> numbers.</li> <li>Check if thinning has taken place.</li> </ul>  | <ul style="list-style-type: none"> <li>Records of all animal movements on and off the installation.</li> </ul>   |  |

| AR.2.9 Selection and use of feed        |   |   |
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| Do diets change over production cycles? | <ul style="list-style-type: none"> <li>For more information see pages 43/44 for pigs and 53/54 for poultry in H2C v1 or page 19 in H2C v2.</li> <li>A current generic feed statement should be cross-matched against dockets from the previous cycle.</li> <li>Feed statements should be reviewed and dated annually.</li> <li>Check analysis against a full life cycle for each type of livestock.</li> <li>Pigs liquid fed may not be able to reduce phosphorus.</li> </ul> | <ul style="list-style-type: none"> <li>Feed dockets and/or a current generic statement that demonstrate a reducing protein (N) and phosphorus (P or total P) diet over the whole life cycle.</li> </ul> |

### 3. Manure Management

| Ref. and Question   | Guidance  | Evidence Required   | Notes |
|---|---|---|-------|
| <b>AR.3.1 Manure export</b>   |   |   |       |
| Is the export of slurry and manure recorded?  | <ul style="list-style-type: none"> <li>If not exported, answer 'requirement met'.</li> <li>If exported, Section 2.3 of the permit 'Operating techniques' will include a condition for off-site disposal of manure/slurry. If the operator is exporting manure/slurry but doesn't have the condition record this in your comments and record it as a non-conformance under AR.2.7.</li> <li>For more information see page 63 in H2C v1 or page 26 in H2C.</li> <li>Slurry includes washwater, for more information see page 10 in H2C v1.</li> </ul> | <ul style="list-style-type: none"> <li>Records of the dates, destinations and quantities of exported slurry and manure; and</li> <li>written contingency arrangement in place; and</li> <li>where litter is exported for incineration there should be signed collection tickets.</li> </ul> |       |
| <b>AR.3.2 Manure management plan</b>  |   |   |       |
| Has the manure management plan been reviewed and any identified improvements implemented? | <ul style="list-style-type: none"> <li>If the review isn't due or manure/slurry is exported, answer 'requirement met'. If there's no plan in place, answer 'requirement not met'.</li> <li>If manure/slurry is spread on land</li> </ul>  | <ul style="list-style-type: none"> <li>Manure management plan is evident; and</li> <li>records of a review of the manure management plan every four years (commencing on or before the fourth</li> </ul>  |       |

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|   | <p>owned by the operator, Section 2.3 of the permit 'Operating techniques' will include a condition for a manure management plan. If the operator is spreading on their own land but doesn't have the condition record this in your comments and record it as a non-conformance under AR.2.7.</p> <ul style="list-style-type: none"> <li>• It's the Environment Agency's role to assess and approve the review.</li> <li>• For further details see page 64 in H2C v1 or page 27 in H2C v2.</li> </ul> | <p>anniversary date of the permit issue or after the last review); and</p> <ul style="list-style-type: none"> <li>• records that any improvements were implemented; and</li> <li>• written contingency arrangement in place; and</li> <li>• review is dated.</li> </ul>                                     |  |
| <b>AR.3.3 Spreading on own land – manure and slurry nutrient status</b> |   |   |  |
| Is the manure and slurry that is spread analysed?                       | <ul style="list-style-type: none"> <li>• If manure/slurry is exported, answer 'requirement met'.</li> <li>• For more information see page 65 in H2C v1 or page 27 in H2C v2. Note: the requirement to analyse for available phosphorus has been removed.</li> <li>• Standard nutrient figures are not acceptable.</li> </ul>  | <ul style="list-style-type: none"> <li>• Records to show the analysis of: <ul style="list-style-type: none"> <li>• total nitrogen; and</li> <li>• available nitrogen; and</li> <li>• total phosphorus twice yearly or once per production cycle where that cycle exceeds six months.</li> </ul> </li> </ul> |  |
| <b>AR.3.4 Spreading on own land – soil nutrient analysis</b>            |   |   |  |
| Is soil analysed every five years?                                      | <ul style="list-style-type: none"> <li>• If analysis isn't due or manure/slurry is exported, answer 'requirement met'.</li> <li>• For more information see page 65 in H2C v1 or page 27 in H2C v2. Note: the requirement to analyse for available phosphorus has been removed. The timescale has changed from four to five years.</li> </ul>  | <ul style="list-style-type: none"> <li>• Soil analysis records for total phosphorus every <b>five</b> years.</li> </ul>   |  |
| <b>AR.3.5 Spreading on own land - observing organic loadings</b>        |   |   |  |
| Is manure/slurry applied at rates to minimise pollution?                | <ul style="list-style-type: none"> <li>• If manure/slurry is exported, answer 'requirement met'.</li> <li>• For more information see page 68 in H2C v1 or page 28 in H2C v2.</li> </ul>   | <ul style="list-style-type: none"> <li>• Field records showing: <ul style="list-style-type: none"> <li>• application rate - total nitrogen supplied in the manure doesn't exceed 250kg/ha on any field in any 12 month period; and</li> <li>• application date.</li> </ul> </li> </ul>                      |  |

## 4. Plans and Records

| Ref. and Question  | Guidance  | Evidence Required   | Notes |
|--|---|---|-------|
| <b>AR.4.1 Plans related to site closure/surrender</b>  |   |   |       |
| Have the plans related to site closure/ surrender been reviewed within the relevant timescales?            | <ul style="list-style-type: none"> <li>• If the review isn't due, answer 'requirement met'. If there's no plan in place, answer 'requirement not met'.</li> <li>• It's the Environment Agency's role to assess and approve the review.</li> <li>• For further details see page 26 in H2C v1 or page 9 in H2C v2.</li> </ul>   | <ul style="list-style-type: none"> <li>• Site closure plan is evident; and</li> <li>• records showing the site closure plan has been reviewed every four years (commencing on or before the fourth anniversary date of the permit issue or after the last review); and</li> <li>• review is dated.</li> </ul>   |       |
| <b>AR.4.2 Odour</b>  |   |   |       |
| Where applicable, has the odour management plan been reviewed and any identified improvements implemented? | <ul style="list-style-type: none"> <li>• An odour management plan is required if there are sensitive receptors (neighbours) within 400m of the installation boundary or there's a history of substantiated complaints.</li> <li>• If the review isn't due or isn't required, answer 'requirement met'. If there's no plan in place, answer 'requirement not met'.</li> <li>• All complaints should be logged in the complaints record and a review of the odour management plan undertaken.</li> <li>• It's the Environment Agency's role to assess and approve the review.</li> <li>• For further details see page 35 in H2C v1 or page 40 in H2C v2.</li> </ul> | <ul style="list-style-type: none"> <li>• Odour management plan is evident; and</li> <li>• records showing the odour management plan has been reviewed every four years (commencing on or before the fourth anniversary of the permit issue or after the last review) or as soon as practicable after a complaint (whichever is earlier); and</li> <li>• records show any identified improvements were implemented; and</li> <li>• cross-check that if a complaint has been made it's logged in the complaints record and a review of the odour management plan undertaken; and</li> <li>• review is dated.</li> </ul> |       |
| <b>AR.4.3 Noise</b>  |   |   |       |
| Where applicable, has the noise management plan been reviewed and any identified improvements implemented? | <ul style="list-style-type: none"> <li>• A noise management plan is required if there are sensitive receptors (neighbours) within 400m of the installation boundary or there's a history of substantiated complaints.</li> <li>• If the review isn't due or isn't required, answer 'requirement met'. If there's no plan in place, answer 'requirement not met'.</li> </ul>   | <ul style="list-style-type: none"> <li>• Noise management plan is evident; and</li> <li>• records showing the noise management plan has been reviewed every four years (commencing on or before the fourth anniversary of the permit issue or after the last review) or as soon as practicable after a complaint (whichever is earlier); and</li> </ul>   |       |

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|   | <ul style="list-style-type: none"> <li>• All complaints should be logged in the complaints record and a review of the noise management plan undertaken.</li> <li>• It's the Environment Agency's role to assess and approve the review.</li> <li>• For further details see page 36 in H2C v1 or page 41 in H2C v2.</li> </ul>   | <ul style="list-style-type: none"> <li>• records show any identified improvements were implemented; and</li> <li>• cross-check that if a complaint has been made it's logged in the complaints record and a review of the noise management plan undertaken; and</li> <li>• review is dated.</li> </ul>  |  |
| <b>AR.4.4 Records</b>   |   |   |  |
| Are all records required by the permit being kept appropriately?        | <ul style="list-style-type: none"> <li>• The records that need to be kept until permit surrender include the design, construction, inspection, monitoring, maintenance and failure records for pollution prevention measures, such as surfacing and drainage. Spills and incidents need to be recorded with what was done to investigate the incidents (including actions taken following any relevant non-compliance or failures).</li> <li>• If a record is not available record this against the individual question only.</li> <li>• For further details see page 38 in H2C v1 or page 43 in H2C v2.</li> </ul> | <p>All records are:</p> <ul style="list-style-type: none"> <li>• legible; and</li> <li>• made as soon as reasonably practicable; and</li> <li>• amended so that the original and all amendments can be retrieved; and</li> <li>• retained for at least 6 years unless otherwise agreed by the Environment Agency (except for the off-site environmental effects and matters that affect the condition of the land and groundwater which need to be kept until permit surrender).</li> </ul> |  |
| <b>AR.4.5 Site plan</b>   |   |   |  |
| Does the site plan show an accurate representation of the installation? | <ul style="list-style-type: none"> <li>• If the site plan in the permit isn't clear enough check the site plan held on-site. This is likely to be more detailed and as long as it's accurate, up to date and shows all structures then this version is acceptable.</li> <li>• Check for additional equipment with an emission point, for example biomass boilers.</li> <li>• Housing ventilation emission points don't need to be marked on the site plan.</li> </ul>   | <p>Site plan with:</p> <ul style="list-style-type: none"> <li>• installation correctly represented and all structures present; and</li> <li>• boundary correctly drawn.</li> </ul>  |  |

| AR.4.6 Pests  |   |   |
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| <p>Where applicable, has the pests management plan been reviewed and any identified improvements implemented?</p>     | <ul style="list-style-type: none"> <li>• A pests management plan <b>may</b> be required if there's a history of substantiated complaints.</li> <li>• If a complaint has been made it should be logged in the complaints record and the pests management plan reviewed.</li> <li>• If the plan isn't required, answer 'requirement met'.</li> <li>• After it's been reviewed, there should be a written acknowledgement or approval by the Environment Agency.</li> <li>• For more information see page 38 in H2C v2.</li> </ul> | <ul style="list-style-type: none"> <li>• Pests management plan is evident; and</li> <li>• records showing it's been reviewed as soon as is practicable after a complaint; and</li> <li>• any changes identified in the review are approved by the Environment Agency; and</li> <li>• records show any identified improvements were implemented; and</li> <li>• cross-check that if a complaint has been made it's logged in the complaints record.</li> </ul>     |
| AR.4.7 Emissions management plan  |   |   |
| <p>Where applicable, has the emissions management plan been reviewed and any identified improvements implemented?</p> | <ul style="list-style-type: none"> <li>• An emissions management plan <b>may</b> be required if the activities are giving rise to pollution, for example dust.</li> <li>• If a complaint has been made it should be logged in the complaints record and the emissions management plan reviewed.</li> <li>• If the plan isn't required, answer 'requirement met'.</li> <li>• After it's been reviewed, there should be a written acknowledgement or approval by the Environment Agency.</li> </ul>                               | <ul style="list-style-type: none"> <li>• Emissions management plan is evident; and</li> <li>• records showing it's been reviewed as soon as is practicable after a complaint; and</li> <li>• any changes identified in the review are approved by the Environment Agency; and</li> <li>• records show any identified improvements were implemented; and</li> <li>• cross-check that if a complaint has been made it's logged in the complaints record.</li> </ul> |

## 5. Emissions

| Ref. and Question   | Guidance   | Evidence Required   | Notes |
|---|--|---|-------|
| <b>AR.5.1 Emissions of substances - drainage management</b>                           |  |   |       |
| Are all drainage systems maintained?  | <ul style="list-style-type: none"> <li>• If there are no drainage systems, answer 'requirement met'.</li> <li>• Drainage details should be identified on an up to date drainage plan held on-site.</li> <li>• Dust from ventilation is more likely to be an issue on poultry farms. Where ventilation exits to the roof, roofwater should have some form of treatment for example swale, constructed wetland, settlement pond, sediment traps, soakaway. Where ventilation exits through side-walls, interception is required before drainage reaches surface waters, for example grassed area, swale, collection pits.</li> <li>• Check any discharge points to surface water and ensure they're marked on the drainage plan.</li> <li>• For further details see page 31 in H2C v1 or page 33 in H2C v2.</li> </ul> | <ul style="list-style-type: none"> <li>• Drainage channels, including gutters, are clear; and</li> <li>• all slurry or seepage from animal housing and water from cleaning out is collected in a tank or lagoon; and</li> <li>• all drainage likely to be contaminated by manures or slurries is collected in slurry or washwater tanks; and</li> <li>• dust from roof and side ventilation is managed to prevent pollution; and</li> <li>• up to date site drainage plan.</li> </ul> |       |
| <b>AR.5.2 Emissions of substances - disinfectants from footbaths and wheel washes</b> |  |   |       |
| Are disinfectants from footbaths and wheel washes properly managed?                   | <ul style="list-style-type: none"> <li>• If there are no footbaths or wheel washes, answer 'requirement met'.</li> <li>• Only check if within the installation boundary.</li> <li>• For more information see page 32 in H2C v1 or page 34 in H2C v2.</li> </ul>  | <ul style="list-style-type: none"> <li>• Spent disinfectant is:               <ul style="list-style-type: none"> <li>• added to manure or slurry stores; or</li> <li>• applied to land according to the manure management plan or exported from the site; and</li> </ul> </li> <li>• wheel wash pits are lined with impermeable material; and</li> <li>• disinfectant footbaths are large enough to avoid overflow.</li> </ul>  |       |

| <b>AR.5.3 Emissions of substances - storage of carcasses</b>   |  |   |
|--|--|---|
| Are carcasses stored correctly?  | For more information see pages 24 and 33 in H2C v1 or page 37 in H2C v2.   | <ul style="list-style-type: none"> <li>• Carcasses are <b>contained in</b> sealable storage on-site prior to disposal; and</li> <li>• carcasses are frequently removed; and</li> <li>• ash from an incinerator should be stored in a sealed container.</li> </ul>   |
| <b>AR.5.4 Emissions of substances - check storage of agricultural fuel oil and other chemicals</b>           |  |   |
| Are <b>chemicals</b> , agricultural fuel oil and veterinary medicines managed to prevent/minimise pollution? | <ul style="list-style-type: none"> <li>• If no agricultural fuel oil, <b>chemicals</b> or veterinary medicines are stored on-site, answer 'requirement met'.</li> <li>• All agricultural fuel oil storage must be bunded, regardless of the tank/container size.</li> <li>• A fridge is a suitable store for veterinary medicines.</li> <li>• Bunds should have pipework routed within the bunded area with no penetration of contained surfaces and any hole must be fully sealed to maintain bund integrity.</li> <li>• For further details see page 34 in H2C v1 or page 38 in H2C v2.</li> </ul> | <ul style="list-style-type: none"> <li>• Agricultural fuel oil storage areas are bunded; and</li> <li>• <b>chemicals</b> and veterinary medicines are kept in stores that are: <ul style="list-style-type: none"> <li>• resistant to fire; and</li> <li>• dry; and</li> <li>• frost-free; and</li> <li>• secure against unauthorised access; and</li> <li>• in an area capable of retaining any spills.</li> </ul> </li> </ul>  |
| <b>AR.5.5 Emissions of substances - check the containment of foodstuffs</b>                                  |  |   |
| Are foodstuffs managed to prevent pollution?   | For more information see pages 32 and 34 in H2C v1 or page 35 and 39 in H2C v2.  | <ul style="list-style-type: none"> <li>• Storage vessels are protected from collision damage; and</li> <li>• any potential spill is prevented from entering a drainage system; and</li> <li>• stores of foodstuffs that can flow under the influence of gravity are: <ul style="list-style-type: none"> <li>• bunded; or</li> <li>• sited away from any drainage systems; and</li> </ul> </li> <li>• foodstuffs are stored in covered or purpose built silos; and</li> <li>• transfer of foodstuffs is managed to minimise dust emissions.</li> </ul> |

| AR.5.6 Point source emissions                          |  |  |
|--|--|--|
| <p>Are all point sources identified in the permit?</p> | <ul style="list-style-type: none"> <li>• If there are no point sources answer 'requirement met'.</li> <li>• For further details see page 29 in H2C v1 or page 32 in H2C v2.</li> <li>• Emission points are listed in Schedule 3 or 4 of the permit. Check that the type of ventilation described in the Schedule is correct, for example, side or roof ventilation. Look out for gable end fans, tunnel ventilation or heat exchangers - if the operator has notified the Environment Agency, it's not a non-conformance.</li> <li>• Condensate from heat exchangers must be collected in a specific tank or washwater tank.</li> <li>• If any emission points to air, water or land are present, e.g. biomass boilers, but not listed in the relevant table in the permit record this as 'requirement not met'.</li> <li>• LPG gas tanks don't need to be listed as a point source emission.</li> </ul> | <ul style="list-style-type: none"> <li>• All point sources are identified in Schedule 3 or 4 of the permit.</li> <li>• If appropriate, written notification to the Environment Agency of heat exchangers or gable end fans.</li> </ul> |
| AR.5.7 Waste storage                                   |  |  |
| <p>Is waste stored correctly and securely?</p>         | <ul style="list-style-type: none"> <li>• Waste can be stored on the site of production, pending collection, for up to a year.</li> </ul>   | <ul style="list-style-type: none"> <li>• Stored waste is securely contained and managed, and regularly removed.</li> </ul>   |

**6. Poultry Housing** - If no poultry are reared on the installation, answer 'requirement met' for the questions in this section. **You must enter the poultry housing to check these requirements. The housing must be populated.**

| Ref. and Question   | Guidance   | Evidence Required  | Notes |
|---|--|--|-------|
| <b>AR.6.1 Operating techniques for poultry housing - check litter and manure management</b> |  |  |       |
| Is the litter managed to keep it loose and friable?   | <ul style="list-style-type: none"> <li>If no litter is used, answer 'requirement met'.</li> <li>In turkey houses the: <ul style="list-style-type: none"> <li>litter should be removed at intervals during the fattening period and/or</li> <li>manure should be mixed during the turkey fattening period.</li> </ul> </li> <li>For free range poultry, rain can't enter through pop holes.</li> <li>For further details see page 56 in H2C v1 or page 24 in H2C v2.</li> </ul> | <ul style="list-style-type: none"> <li>Litter is monitored daily/weekly and problems with dampness are rectified.</li> <li>Water pressure in drinkers is checked regularly to prevent spills and leaks.</li> <li>Drinkers are chosen to maintain dry and friable litter.</li> <li>In layer housing using manure belts, there's regular belt cleaning.</li> </ul> |       |
| <b>AR.6.2 Operating techniques for poultry housing - check temperature management</b>       |  |  |       |
| When artificial heating is provided is it matched to livestock needs?                       | For more information see page 56 in H2C v1 or page 24 in H2C v2.   | <ul style="list-style-type: none"> <li>Effective systems with working calibrated thermometers.</li> </ul>  |       |
| <b>AR.6.3 Operating techniques for poultry housing - check ventilation management</b>       |  |  |       |
| Do ventilation systems achieve optimum air quality levels?                                  | <ul style="list-style-type: none"> <li>If natural ventilation is used answer 'requirement met'.</li> <li>For more information see page 56 in H2C v1 or page 24 in H2C v2.</li> </ul>   | <ul style="list-style-type: none"> <li>Systems are designed for all weather and seasonal conditions and operated to maximise drying of litter/bedding; and</li> <li>humidity build up is avoided; and</li> <li>ventilation is appropriate to the age, weight and health of livestock; and</li> <li>areas are free from draughts.</li> </ul>                      |       |
| <b>AR.6.4 Fugitive emissions of substances from poultry housing</b>                         |  |  |       |
| Are dust management practices in place to control emissions from poultry housing?           | <ul style="list-style-type: none"> <li>Where no dust management practices are needed, for example, layers with no litter, answer 'requirement met'.</li> <li>For further details see page 33 in H2C v1 or page 35 in H2C v2.</li> </ul>  | <ul style="list-style-type: none"> <li>Litter is chosen to avoid dust production; and</li> <li>disturbance to birds is minimised.</li> </ul>   |       |

**7. Pig housing** - If no pigs are reared on the installation, answer 'requirement met' for the questions in this section. **You must enter the pig housing to check these requirements. The housing must be populated.**

| Ref. and Question  | Guidance  | Evidence Required   | Notes |
|--|---|---|-------|
| <b>AR.7.1 Operating techniques for pig housing - check management of pig housing</b> |   |   |       |
| Is pig housing managed to keep it clean and dry?                                     | <ul style="list-style-type: none"> <li>For solid floor systems cleaning out by scraping at least three times a week is not applicable for deep straw bedding systems unless there are clearly defined dunging areas.</li> <li>For more information see page 44 in H2C v1 or page 20 in H2C v2.</li> </ul> | <p>Slurry based systems</p> <ul style="list-style-type: none"> <li>Regular removal of slurry under slatted floors; and</li> <li>if water spray or dripper systems are used they are sited over slats and don't leak.</li> </ul> <p>Solid floor systems</p> <ul style="list-style-type: none"> <li>Dunging areas are: <ul style="list-style-type: none"> <li>clearly defined from lying areas; and</li> <li>cleaned out by scraping at least three times a week; and</li> </ul> </li> <li>lying areas have sufficient bedding materials; and</li> <li>water systems don't leak.</li> </ul> |       |
| <b>AR.7.2 Operating techniques for pig housing - check temperature management</b>    |   |   |       |
| When artificial heating is provided is it matched to livestock needs?                | <ul style="list-style-type: none"> <li>If no artificial heating is used, answer 'requirement met'.</li> <li>For further details see page 46 in H2C v1 or page 8 in H2C v2.</li> </ul>   | <ul style="list-style-type: none"> <li>Effective systems with working calibrated thermometers.</li> </ul>   |       |
| <b>AR.7.3 Operating techniques for pig housing - check ventilation management</b>    |   |   |       |
| Do ventilation systems achieve optimum air quality levels?                           | <ul style="list-style-type: none"> <li>If natural ventilation is used answer 'requirement met'.</li> <li>For more information see page 46 in H2C v1 or page 22 in H2C v2.</li> </ul>  | <ul style="list-style-type: none"> <li>Systems are designed for all weather and seasonal conditions and operated to maximise drying of bedding; and</li> <li>humidity build up is avoided; and</li> <li>ventilation is appropriate to the age, weight and health of livestock; and</li> <li>areas are free from draughts.</li> </ul>  |       |

## 8. Manure Storage

| Ref. and Question  | Guidance  | Evidence Required  | Notes |
|--|---|--|-------|
| <b>AR.8.1 Slurry and manure storage - check slurry storage management</b>  |   |  |       |
| Is the slurry store managed to prevent/minimise pollution?   | <ul style="list-style-type: none"> <li>• Slurry includes washwater so check washwater tanks for overflow or leakage.</li> <li>• If there's no slurry store, answer 'requirement met'.</li> <li>• For more information see page 50 for pigs and page 62 for poultry in H2C v1 or page 36 in H2C v2.</li> </ul> | <ul style="list-style-type: none"> <li>• Disturbance to the surface is minimised and</li> <li>• slurry stirring is minimised (it may need to be mixed to produce suitable material for land application); and</li> <li>• slurry is introduced below the surface; and</li> <li>• where there's a cover it's complete and maintained; and</li> <li>• doesn't show evidence of overflow.</li> </ul> |       |
| <b>AR.8.2 Slurry and manure storage - check manure storage – yards</b>   |   |  |       |
| Is the manure storage in yards managed to prevent/minimise pollution?  | <ul style="list-style-type: none"> <li>• If there's no manure storage in yards, answer 'requirement met'.</li> <li>• For more information see page 51 for pigs and page 61 for poultry in H2C v1 or page 36 in H2C v2.</li> </ul>   | <ul style="list-style-type: none"> <li>• An impermeable base; and</li> <li>• a collection and containment system for liquid run-off which meets the requirements of the Water Resources (Control of Pollution) (Silage, Slurry and Agricultural Fuel Oil) Regulations.</li> </ul>  |       |
| <b>General comments - use this box to record any other comments about the site that aren't covered by the previous questions</b>   |   |  |       |
|  |   |  |       |
| <b>Operator's email address - if the operator agrees that the Environment Agency can communicate with the operator by email please record the operator's email address</b> |   |  |       |
|  |   |  |       |
| <b>Summary of non-conformances (optional) – use this box to list the questions that are 'requirement not met'</b>  |   |  |       |
|  |   |  |       |