


<b>Council Regulation EC No 1/2005 on the protection of animals during transport. GB JOURNEY LOG</b>	<b>AHDO Address</b>	
<b>During the journey the consignment of animals MUST be accompanied by THIS journey log</b>		

**Section 1: PLANNING**  
**To be completed BEFORE the journey by the ORGANISER responsible for the whole journey**

1.1 Organiser's name and full postal address:     Postcode	1.2 Name of person in charge of the journey	
	1.3 Telephone (incl. STD code)	Fax: (incl. STD code)
	1.4 Organiser's Transporter Authorisation Reference (if applicable):	
2. Total expected journey duration (hours)		

3.1 Place of departure (full postal address)    Postcode	4.1 Destination (full postal address)    Postcode
3.2. Departure – date and time	4.2 Arrival – date and time

5.1 Species (tick relevant boxes) Pigs <input type="checkbox"/> Sheep <input type="checkbox"/> Cattle <input type="checkbox"/> Goats <input type="checkbox"/> Horses <input type="checkbox"/> Ponies <input type="checkbox"/> Weaned <input type="checkbox"/> Unweaned <input type="checkbox"/> Approximate Age (if not adult)	5.2 Number of animals  5.4. Estimated Weight of animals (kg)	5.3. Purpose of export Breeding <input type="checkbox"/> Production/Slaughter <input type="checkbox"/> Other <input type="checkbox"/> If other please describe:
5.5. Total Space for animals (m <sup>2</sup> )		

6.1 Name of place, including postcode, of each rest, transfer and exit point.	6.2 Arrival		Departure		6.3 Length (hours)	6.4 Transporter's name and Authorisation reference (if different to that at 1.)
	Date	Time	Date	Time		

Air or Sea Stage details				
Shipping Company/Airline	Port/Airport of Departure	Departure time	Port/Airport of arrival	Arrival time

7. I, the organiser, hereby declare that I am responsible for the organisation of the abovementioned journey and I have made suitable arrangements to safeguard the welfare of the animals throughout the journey in accordance with the provisions of Council Regulation (EC) No 1/2005. I have confirmed that the transporter(s) named in this log each hold an over 8 hour long journey Transporter Authorisation.  <b>8. Organiser's signature:</b>	<b>AHDO Stamp (Office use only)</b>   This journey log is valid for journeys starting within 10 days from the date of this stamp
<b>Date</b>	Organiser's Journey Log Reference  Health Certificate(s) references

**Please submit this form to the Animal Health Divisional Office for the area in which the journey will begin**

**Section 2 – Place of Departure**  
**To be completed by the KEEPER at the place of Departure**

1. Name and full postal address of the keeper at the place of departure:	2. Full postal address of the place of departure:
Postcode:	Postcode:

3. Date and Time of first animal loading	4. Number of animals loaded	5. Registration and Vehicle Approval Certificate reference
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6. I, the keeper of the animals at the place of departure, hereby declare that I have been present at the loading of the animals. According to my knowledge, at the time of loading the above mentioned animals were fit for transport and the facilities and procedures for handling the animals were in accordance with the provisions of Regulation (EC) No 1/2005 on the protection of animals during transport and related operations.

**7. Signature of the keeper at the place of departure:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**8. Additional Checks by an Official Inspector/Veterinarian**

9. Name and full address of veterinarian/inspector

Postcode:

Comments

10. I hereby declare that I have checked and approved the loading of the animals mentioned above. According to my knowledge, at the time of departure, the animals were fit for transport and the transport practices were in accordance with the provisions of Council Regulation (EC) No 1/2005.

<b>11. Signature of Inspector:</b> _____  <b>Date</b> _____	Official Stamp
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**Section 4 – Declaration by Transporter**  
**To be completed DURING the course of the journey by the person(s) in charge of the animals**

**Actual Journey Itinerary**

1. Place of departure <i>(full postal address)</i>		2. Destination <i>(full postal address)</i>				
Postcode:		Postcode:				
3. Departure – date and time		4. Arrival – date and time			5. Total journey duration <i>(hours)</i>	
6. Air or Sea Stage details						
6.1 Shipping Company/Airline		6.2 Port/Airport of Departure		6.3 Departure time		6.4 Port/Airport of arrival
6.5 Arrival time						
7.1 Full postal address, including postcode, of each rest, transfer and exit point	7.2 Arrival		7.3 Departure		7.4 Length of stop (hours)	7.5 Stamp and Signature of control post operator/ veterinarian authorised by the competent authority (if relevant)
	Date	Time	Date	Time		
8. Reason for any difference between actual and proposed itinerary/other observations						
9. Number and reason for animal injuries and/or deaths during the journey						
10. Driver's name, signature and certificate of competence reference <i>(if multiple drivers all should complete this section)</i>						
11. As the transporter, I hereby certify that the entries above are correct and I am aware that any incident during the journey that leads to animals death must be declared to the competent authority of the place of departure.						
12. Transporter's name, signature and authorisation reference <i>(if multiple transporters all should complete this section)</i>						
<p align="center"><b>A COPY OF THE COMPLETED LOG (ALL SECTIONS) IS REQUIRED TO BE RETURNED TO THE ANIMAL HEALTH DIVISIONAL OFFICE FOR THE AREA IN WHICH THE JOURNEY BEGAN WITHIN 1 MONTH OF COMPLETION OF THE JOURNEY</b></p>						



## **Guidance on the Completion and Return of the Journey Log**

### **A journey log is required for all exports of farm livestock and unregistered horses**

#### **Section 1: Before the Journey**

- a. An 'organiser' is the person responsible for the planning of the whole journey. They may or may not be an authorised transporter and may contract to one or more transporters for a journey.
- b. An organiser is required to give each journey log a unique reference. Please include this in the box at the foot of Section 1.
- c. Where requested please ensure you enter the full address and postcode to enable us to accurately and swiftly process your journey log.
- d. When entering times please use the local time and the 24-hour clock.
- e. One journey log must be completed for each consignment i.e. multiple pick-ups or drop-offs are not permitted on the same journey log.
- f. Box 5.1 Please indicate whether the animals are weaned or un-weaned as this determines the maximum permitted journey time. If the animals are not adult please give an approximate age. This is particularly important for calves, and for horses less than 24 months (please give their age in months).
- g. Box 6.1 If the journey includes a rest period at a control post please include the approval reference of the control post.
- h. Once the route plan has been stamped, no alterations should be made to Section 1. Any deviations from the plan once the journey starts should be recorded in Section 4, including an explanation for the changes.
- i. The journey log is valid for 10 days from the date stamped by the Divisional Veterinary Manager.

#### **Section 2: On Departure**

- j. A 'keeper' is the person, except the transporter, in charge of, or handling the animals.
- k. Journey Logs must accompany the animals throughout the journey. Section 2 must be completed by the 'keeper' at the place of departure.
- l. At box 5 please supply both the registration number of the vehicle the animals are loaded on to, and the vehicle approval certificate reference.

#### **Section 3: At the Destination/EU Exit Point**

- m. The 'keeper' at the place of destination is required to complete section 3.
- n. The 'keeper' should make the checks indicated to ensure compliance with Regulation EC 1/2005. If any non-compliances are found the keeper should complete the anomaly report (Section 5) and return to the address provided.
- o. The 'keeper' is also required to confirm the total number of animals that arrive at the destination, including the numbers that are dead or unfit.
- p. The 'keeper' is required to retain the journey log (except section 4) for three years. The transporter should retain a copy of the whole form, including the completed section 3.
- q. If animals are exported to a third country the functions of the 'keeper' at the place of destination are to be carried out by the official veterinarian at the exit point.

#### **Section 4: Actual Journey**

- r. During the journey this section should be used to record details of the actual journey undertaken at each stage.
- s. The transporter is required to sign Section 12 to declare it is a correct record of the journey. If multiple transporters are involved in the journey then each driver/transporter should sign the relevant section, indicating which stage(s) of the journey they are responsible for.
- t. The transporter is required to send a copy of the completed form to the issuing AHDO within one month of the completion of the journey.

#### **Section 5: Anomaly Report**

- u. Section 5 is to be used for recording any non-compliance found during the journey. Once completed this section should be sent to the address of the issuing AHDO at section 1.

#### **Issuing of journey logs**

- v. The issuing of a journey log does not confer any consent or approval that may be required under any other regulations in connection with this export.

## Data Protection Act – Fair Processing Notice

The purpose of this Fair Processing Notice is to inform you of the use that will be made of your personal data, as required by the Data Protection Act 1998.

Defra, The Scottish Government (SG) and the Welsh Assembly Government, Department for Sustainability and Rural Development (WAG DSRD) are data controllers in respect of any personal information supplied in connection with your application for a Journey Log. Animal Health, an Executive Agency of Defra, will be responsible for processing data relating to businesses and persons in England. Animal Health will also process the data relating to businesses and persons in Scotland and Wales on behalf of SG and WAG DSRD respectively.

In this respect, Animal Health is acting in the manner of a 'data processor', as defined in section 1(1) of the Data Protection Act, on behalf of SG and WAG DSRD. The information will primarily be used to process and issue your Journey Log.

The information may be made available to:

- HM Revenue and Customs; Local Authorities;
- Other enforcement authorities in the United Kingdom; or
- Competent authority in other Member States of the European Union

to aid investigations concerning breaches or potential breaches of law, compliance checks and for enforcement purposes. The information may also be supplied to: SG; WAG DSRD; The Department of Agriculture and Rural Development, Northern Ireland (DARDNI); The Department of Agriculture and Fisheries, Jersey; The Department of Agriculture, Fisheries and Forestry, Isle of Man; and The State Agriculture and Countryside Board, Guernsey as appropriate for enforcement and statistical purposes. Defra, SG, and WAG DSRD may contact you to advise and consult you on any changes to welfare in transport rules.

Defra, SG and WAG DSRD may also be required to release information, including personal data and commercial information, on request under the Environmental Information Regulations 2004 or the Freedom of Information Act 2000. However, Defra, SG and WAG DSRD will not permit any unwarranted breach of confidentiality nor will we act in contravention of our obligations under the Data Protection Act 1998.

If you wish to obtain a copy of your personal data please follow the procedure below:

### Defra

Defra's public service guarantee on data handling, which gives details of your rights in respect of the handling of your personal data is also available on this website [www.defra.gov.uk/corporate/opengov/personaldata.htm](http://www.defra.gov.uk/corporate/opengov/personaldata.htm). If you don't have access to the internet, please telephone the Defra helpline 08459 33 55 77 and ask to speak to the Data Protection Officer;

### Scottish Government

Please write to:

The Scottish Government Data Protection Unit  
ISIS: Information Management Unit

Y Spur

Saughton House  
Broomhouse Drive  
Edinburgh  
EH11 3XD

Telephone: 0131 244 8174

### Welsh Assembly Government, DSRD

Please write to:

The Data Protection Officer  
Welsh Assembly Government  
Cathays Park  
Cardiff  
CF10 3NQ

E-mail: [Dataprotectionofficer@wales.gsi.gov.uk](mailto:Dataprotectionofficer@wales.gsi.gov.uk)

Please note that you may be charged a fee of £10 for this service. You may also be asked to provide proof of your identity and for information that will help us locate the data you are seeking.

If you believe that any of the information we hold concerning you is incorrect or out of date, please provide us with the accurate information in writing together with supporting evidence (if appropriate). You should address your correspondence to:

### Defra:

Welfare in Transport (WIT) Team  
Block C  
Government Buildings  
Whittington Road  
Worcester  
WR5 2SU

**SG:** Please use Data Protection Unit address above.

**WAG DSRD:** Please use Data Protection Officer address above.