



The
**Co-operative
Difference**



Dairy for life

Preparing for your Farm Dairy Assessment 2024/2025

In this document:

- Checklist to prepare for your Farm Dairy Assessment (page 1)
- More information about Farm Dairy Assessments (page 3)

Get ready checklist

If you need any help or advice with any items included in this checklist, please give our Farmer Support Team a call on 0800 65 65 68.

Food Safety and General Procedures

FOOD SAFETY PRACTICES AND PROCEDURES ARE COMPLETED, ENSURING:

- All sections are complete
- Sufficient detail provided for farm staff and third parties
- It is a true reflection of farm practices

RECORDS AND DOCUMENTATION ARE COMPLETED, OR UP-TO-DATE AND AVAILABLE:

- Monthly Hygiene Checks
- Monthly Plant Wash and Milk Cooling Temperature checks
- ALL Animal Treatments completed (including non-restricted veterinary medicine treatments and dry cow records from the previous season)
- Agrichemical Applications
- Restricted Veterinary Medicine Authorisations, including any one-off veterinary prescriptions, dry cow authorisations including from the previous season and stick on labels for individual medicines
- Feed Declarations
- Annual Milking Plant Machine Test

TOOLS AND EQUIPMENT:

- Approved Vat Lock(s) with padlock(s)
- Thermometer (not glass)
- Sharps container
- Treatment storage is secure and lockable and locked when farm dairy is unattended
- All Animal Treatments are within expiry dates and legible
- All containers are labelled
- Wash tubs have lids
- Rubbish containers have lids

AREAS CLEAN AND TIDY:

- No birds' nests or bird lime build up within the farm dairy
- No holes in walls or ceiling that could harbour birds
- No algae or build-up of dust within or on the exterior of the farm dairy
- No rubbish within or surrounding the farm dairy
- Toilet is clean
- No cracked or pitted concrete that can hold water
- Windows and doors are in good repair
- Exterior of farm dairy is well presented
- Grass around dairy loop and roadway is controlled
- Implements and equipment are stored away from the farm dairy
- Other buildings near the farm dairy are well presented and tidy

REFER TO YOUR LAST FARM DAIRY ASSESSMENT REPORT FOR:

- Any Major hazards still outstanding from your previous assessment under the headings "Quality Management" or "Premises Hygiene" will require a revisit if not resolved prior to your assessment
- Any Minor hazards identified at your previous assessment, and still outstanding, may be resolved prior to your Farm Dairy Assessment to better reflect a food producing unit and potentially minimise the risk of the issue escalating to a poorer rating

Tip to save time

We're working to make compliance easier. If you pass aspects of the above checklist with great ratings, next season's assessment may be simpler. Read more on page 3 of this fact sheet.



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Verification Checklist

Verification of your Farm Dairy Records is completed each season alongside your Farm Dairy Assessment. This is based on the data you provided as part of your 2023/2024 Farm Dairy Records and gives us evidence of the work you're doing to produce high quality milk so we can advocate for you.

If you've chosen to participate in The Co-operative Difference for the 2024/2025 season, all achievements will be reviewed during your Farm Dairy Assessment as part of this verification process. If you choose not to participate at your assessment, but change your mind later, re-verification will be required at your cost.

FARM DAIRY RECORDS 2023/2024 DATA:

- Dairy Farm Effective Area (confirmation of effective area).
- Feed pad, wintering barn or standoff pad usage records (records of use including time on structure and size of herd on structure).
- Monthly cow numbers (mixed age cows) and other animals on-farm (e.g. MINDA records, diary entries).
- Animal wellbeing practices recorded (calf fate records, mastitis records, lameness records, mortality records).
- Supplementary feed usage records (feed types purchased or sold which includes amounts), this also includes any feed types imported/exported from support blocks).
- Crops grown (crop types and area including where crops were grown on-farm).
- Nitrogen fertiliser application records (products and amounts applied).
- If applicable, exported effluent records (records of events and quantities of effluent being exported off-farm, including to support blocks).

THE CO-OPERATIVE DIFFERENCE 2024/2025 DATA:

Co-op & Prosperity

- The content and accuracy of your farm's Food Safety Practices and Procedures will be assessed through your annual Farm Dairy Assessment as usual. However, to meet the Co-op and Prosperity achievement, you need to complete and submit your 2024/2025 Food Safety Practices and Procedures online by 31 May 2025.

Environment

- Farm Environment Plan (not required if you hold a Fonterra Farm Environment Plan, including if you are on the waiting list).
- If applicable, evidence of active participation in the relevant product stewardship schemes for on-farm plastics and agrichemicals. Evidence must include collections receipts and/or drop off dockets.
- If applicable, your Farm Dairy Assessor will complete an effluent system check to confirm there is no physical ability to discharge dairy shed effluent to water.
- Evidence to support wintering practices on-farm if you selected this achievement. If you selected the wintering checklist or winter grazing management plan you will need to have this available.

Tip to save time

We're working to make compliance easier. If you've connected your Farm Dairy Records to share data from one of our partners (e.g. LIC, Ballance or Ravensdown) and/or have high-quality data management, some of the Farm Dairy Record questions listed below may not be included in your Farm Dairy Assessment. Read more about this on page 3 of this fact sheet.



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THE CO-OPERATIVE DIFFERENCE 2024/2025 DATA CONTINUED:

Animals

- A copy of your current annual Animal Wellbeing Plan that covers the relevant topics and developed with your vet. This plan must be less than 12 months' old at the time of assessment. If you have selected the wintering pathway that covers animal wellbeing, please ensure that is included in your plan.

People & Community

- Copy of your Dairy NZ Workplace 360 Assessment Report showing all three sections completed, and 100% achievement for the foundation level.
- Evidence to support the answers given in the foundation level including rosters (if applicable), hazard register and training records.

More information about Farm Dairy Assessments

WHY DOES FONTERRA CONDUCT A FARM DAIRY ASSESSMENT?

Every dairy farm in New Zealand must meet food safety and quality criteria, as required by the Ministry of Primary Industries (MPI). This means that we're able to sell food products that consumers can trust are safe and fit for consumption. Conducting these assessments, although required by regulations, also helps us to ensure that Fonterra Co-op members are all doing their part to produce safe and high quality milk – so that we can continue to sell your milk in international markets. You can read more about Fonterra's Risk Management Programme by scanning the QR code.



We also use the assessments to demonstrate the hard work you're doing to be sustainable and care for your cows – so that we can share strong evidence with our customers, government, and the NZ public to advocate on your behalf.

HOW CAN I SAVE TIME DURING MY FARM DAIRY ASSESSMENT?

What's covered in your Farm Dairy Assessment depends on farm performance and data quality from last season. Some farmers can reduce sections of their assessment by up to 40% by having a proven track record of good data management, assessment performance, and milk quality. Fonterra is the only dairy company approved by MPI to offer this type of simplified assessment.

You will be advised in your QCONZ booking notification email if parts of your Farm Dairy Assessment will be simplified. To save more time, ensure any digital records or information have been uploaded no later than 7 days before your assessment which will provide the assessor time to review ahead of the visit.

Please note that QCONZ assessors may still need to add checks or gather information based on their observations on the day. It is a MPI for all farmers to have a full Farm Dairy Assessment once every four years, so you may not always be eligible for a simplified assessment.



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HOW COULD MY FARM DAIRY ASSESSMENT BE SIMPLIFIED AND WHAT DO I NEED TO DO?

Part of assessment	What it means for you	How to qualify
Milking plant	We will not inspect your farm's milking plant if you have had excellent milk quality last season and excellent performance at your last assessment.	<ul style="list-style-type: none"> <input type="checkbox"/> <5 bacterial grade days the previous season and <input type="checkbox"/> No "C" ratings or revisits/Off-farm closures in the plant and equipment hygiene section at the previous season's annual assessment and <input type="checkbox"/> No ratings equivalent to or higher than a Major rating relating to monthly hygiene checks in quality management at the previous season's annual assessment.
Farm dairy and surrounding structures	We will not inspect your farm dairy structure if we're confident your farm dairy and structures are well maintained based on last year's visit.	The farm dairy received an "A" classification for Premise Structures at the previous seasons farm dairy assessment
Verification	We will ask shorter and fewer questions if you have high-quality data management, and/or if you have integrated your Farm Dairy Records with one of our data partners.	<p>Your previous season's Farm Dairy Records had data-sharing with any of the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Fonterra's Dairy Diary app <input type="checkbox"/> Ravensdown's HawkEye <input type="checkbox"/> Ballance's MyBallance <input type="checkbox"/> LIC's MINDA software <input type="checkbox"/> And/or have had a Green Rating in a specific area of verification for two consecutive seasons.

Have another question?

If your question is specific to your Farm Dairy Assessment, please reach out to your QCONZ assessor directly and they'll be happy to help. You can find their contact details in your booking notification. For anything else, please contact our Farmer Support Team on 0800 65 65 68.