

EPR intensive farming

Pre-inspection guide - have your records ready

Version 2, Dec 2011

This factsheet will help you to prepare for a visit to your farm by the Environment Agency or a Certification Body.

Overview

Your farm will be visited a minimum of once a year to enable us to assess compliance of your operation with your Environmental Permitting Regulations (EPR) environmental permit.

If you're in the Pig and Poultry Assurance Scheme an Environment Officer (EO) will visit once every three years. Your Certification Body (CB) will visit your farm every year you remain in the scheme.

If you're not in the scheme you can expect at least one visit a year from an EO.

During the visit, both the EO and CB will check a number of documents in the office and walk around the installation.

In the office

The EO or CB will check that the following documents exist, where applicable, and are reviewed when required:

- **site plan** is accurate, showing all emission points and dated if it's been revised
- **drainage plan** is accurate and dated if it's been revised
- **inspection and maintenance schedule** to show repairs are logged and dealt with
- **complaints records** to show complaints are logged and dealt with
- **staff training** records to show recent environmental training especially on how to deal with accidents - you will be asked what you would do for example, for an oil leak
- **copy of the permit** is on display, or if not, a single sheet of paper which includes all details on the site identification notice and the location of where to find the permit
- **'Intensive farming - How to comply'** is available either as a paper copy or on-line on a computer held on the farm - this should be the version to match your permit
- **accident management plan** - reviewed and dated
- **energy review** - dated and completed every four years

- **raw materials inventory and review** - dated and completed every four years
- **water use records and review** - dated and completed every four years
- **waste records and waste minimisation review** - dated and completed every four years
- **carcass disposal records** to show quantities and disposal route
- **livestock numbers and movements** on and off site - placements and final numbers checked
- **feed docket**s or an annual generic statement from your feed supplier to show a reducing protein and phosphorus diet over the whole production cycle
- **records** relating to arrangements for **spreading on third party land** for installations disposing of manure and slurry/washwater off site
- **records** relating to other arrangements for **off site disposal** of manure or slurry/washwater
- **manure management plan** for installations spreading manure or slurry on land owned, or under control of, the operator, and records to demonstrate you've implemented the manure management plan
- **records of soil/manure/slurry analyses**
- **site closure plan**, including a record of pollution incidents and remedial action - reviewed and dated
- **noise and/or odour management plans** - reviewed and dated
- results of any **monitoring** carried out
- **records** are legible, available and being kept for six years

The EO may also discuss progress and give advice on the following improvements, where applicable:

- drainage improvements
- housing improvements
- covering or replacing existing slurry/washwater stores
- installing an impermeable base for manure stores
- ammonia emission reduction plan

Walk around the installation

The EO or CB will walk around the installation with the operator to check that all buildings and structures meet the requirements of the permit, are secure and being maintained. Typical checks will include:

- **site identification notice** at the entrance to the installation but still on a public right of way
- **site security** is in place - for example locked gates, housing and fuel tanks, warning signs
- **site maintenance** - any repairs needed are logged in the inspection and maintenance schedule
- **livestock housing** - temperature and ventilation is managed
- **feed silos** - protected from collision, covered, dust is controlled
- **fuel tanks** - bunded and locked
- **chemical store** (pesticides and veterinary medicines) - locked, fire resistant, spills can be retained
- **carcass store** - carcasses are covered or in sealable storage, and are frequently removed
- **drainage system** - channels are clear, separated from clean water system
- **footbaths/wheel wash** - no overflow, spent disinfectant safely disposed of
- **slurry/washwater store** - no overflow, any cover is complete, minimal disturbance
- **manure store** - impermeable base, effluent contained

Further information

Further information can be found in '[IPPC Intensive farming - how to comply, version 1 April 2006](#)' or '[How to comply with your environmental permit for intensive farming, version 2, January 2010](#)'. These documents can be downloaded from the Environment Agency website. Go to www.environment-agency.gov.uk, click on 'Business and industry', then 'Sectors', then 'Agriculture', then 'Environmental Permitting for intensive farming (pigs and poultry)' and finally click on 'How to comply'.

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www.environment-agency.gov.uk