### **Application Process**



Producers seeking to apply to join the RSPCA Approved Farming Scheme will need to complete the following steps. At each stage the Scheme and the RSPCA Certification Body will liaise with applicants to discuss and assist with the progression of their application. The time from application to Certification depends on the program but is at least 3 months, but is dependent upon accurate and complete information from the applicant and effective action to address the findings from assessment.



#### **Application**

#### **Agreement Signed**

Applicant signs Producer Agreement and pays any required fees. Noting the Licensee is responsible for ongoing certification costs



# 2 Applicant Submits Application Documents

- Self-Assessment Form
- Site Details Form
- Applicant veterinary health planning and husbandry documents



## **3** Certification Body Reviews Application

To determine that the application is complete and demonstrates the applicant can meet the requirements of the Standard; schedule on-site assessment where this is the case



### 4 Assessment

On-site evaluation by an RSPCA Assessor of facilities, animals, management and husbandry practices against the requirements of the Standard



## **5** Certification Body Reviews Assessment Report

Liaise with applicant to address any nonconformance raised and recommend certification where assessment findings are effectively closed out



# Certification Body Evaluation of Conformance



On-going Certification is subject to successful completion of the requirements of the applicable Program described in the RSPCA Approved Farming Scheme Operations Manual



Certification