

**DAIRY HERD RECORDING
SERVICE STANDARDS FOR HERDS QUALIFYING FOR
PUBLISHABLE LACTATIONS AND/OR GENETIC EVALUATIONS
IN CANADA**

**Approved by the
Industry Standards Committee of
Canadian Dairy Network**

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INTRODUCTION

The guidelines, procedures and standards included herein must be adhered to for a program to be recognized by the Industry Standards Committee of Canadian Dairy Network (CDN).

The purpose of these requirements is to establish quality standards for test supervision and data collection for records qualifying for genetic evaluations and breed improvement in Canada.

1.0 CUSTOMER SERVICE GUIDELINES & PROCEDURES

1.1 Agency Responsibilities

The Agency shall:

- a. Ensure that all reasonable actions are undertaken to assure the accuracy and completeness of all information collected and recorded;
- b. Treat all information received from the herd owner as confidential unless otherwise authorized by the herd owner;
- c. Ensure that, where the herd owner is responsible for the collection of information (ie: non-supervised test), every effort is made to properly instruct the herd owner in the acceptable procedures of animal identification, collection of milk weights and samples and the collection of necessary event and other related data;
- d. Conduct an annual verification check of all meters for all customers;
- e. Ensure that no gift or gratuity be provided to an agency, or it's employees, by the owner of an animal enrolled on the herd recording program or by anyone with a financial interest in an animal serviced by the agency.
- f. Ensure that milk samples are analysed by an accredited lab or an approved milk analysis device.

1.2 **Herd Owner Responsibilities**

The Herd Owner shall:

- a. Agree that acceptance and payment for any services described in this document shall constitute consent to adhere to the respective Service Standards.
- b. Ensure that each animal has within herd identification, which is properly indexed with approved national identification systems where applicable;
- c. Enroll all animals in the herd that have calved at least once, whether or not they are milking;
- d. Maintain and provide accurate written or electronic records of key events necessary for record calculations including dates of calving, purchases, sales, deaths or completion of lactation;
- e. Maintain the same schedule of milking and animal milking order on test day as on other days;
- f. Maintain the same herd management practices on test day as on other days, including, but not limited to, injections of animals;
- g. Assure the accuracy and completeness of all information collected and recorded;
- h. Not engage in any activity that may mislead, impair or attempt to impair the reliability of any information about an animal or the herd.
- i. Use approved milk-metering devices.

2.0 **SUPERVISED HERD RECORDING SERVICE GUIDELINES**

The objective of herd recording service that included supervised testing is to provide maximum quality assurance procedures for data collection activities, which is achieved by DHI staff or by electronic means. These guidelines have been established in consultation with industry partners and may be amended to reflect changing needs.

Supervised herd recording service conducted by DHI staff may be provided at the option of each Canadian DHI agency. Where such a service is presented or otherwise implied to be "Supervised", the following Service Standards and procedures shall be implied and form part of the service offered in addition to all basic Canadian DHI test-day service requirements.

DHI agencies are responsible to ensure the on-farm practices on test day support the minimum standards for Supervised herd recording service conducted by DHI staff.

2.1. **Test-day Services**

The DHI agency employee shall supervise the milking and the collection of milk weights and samples of all animals in the herd.

In the case of electronic or robotic milking systems, test days shall be considered "supervised" where the appropriate procedures are followed, including data verification.

2.2. **Custody of Samples**

All milk samples and recorded test-day data shall be kept secure by the DHI agency employee.

2.3. **Service Scheduling**

- a. **Unscheduled (unannounced)**: Service dates shall not be scheduled and test visits shall be unannounced. Unannounced service may or may not include notifying the herd owner following the completion of the milking prior to the start of the test visit.
- b. **Scheduled**: When service dates are scheduled in advance of the milking prior to the start of the herd test visit, an approved timing device is required and the test day shall be labelled as "Scheduled".

2.4. **Animal Identification (ID)**

All animals identified with approved breed association systems must be positively identified according to one of the following:

- a. On the first test after an animal freshens or when a lactating animal enters the herd;
or
- b. The entire herd is positively identified at six-month intervals

Any time an individual animal's ID is in question, she must be positively identified. The DHI agency employee shall positively identify the animals by matching the animal with the registration paper or other breed association approved system used by the herd owner.

2.5. **Approved Milk Metering, Milk Sampling and Milking Timing Devices**

- a. Milk metering, milk sampling and milk analysis devices must be approved by ICAR (International Committee for Animal Recording). Milking timing devices must be approved by all of the Canadian DHI agencies.
- b. The DHI agency shall ensure the accuracy of the milk metering devices used in the herd at least annually, ahead of service, as per procedures approved by all of the Canadian DHI agencies. DHI staff may test meters at any time. The DHI agency may request a service technician to be present and or conduct the accuracy check if necessary.
- c. An approved milking timing device is required for AM/PM and scheduled services. The complete and current listing of approved milk metering devices can be found at:

Approved milking meters: www.icar.org/approved.htm
Approved milking jars: www.icar.org/approved1.htm

- d. Approved milking timing devices are:
 - i. Ohio Ag Services (OAS) Milking Time Monitor
 - ii. Canadian DHI Precision Timer (by Nasco)
 - iii. DairyCheq MilkGuard Time Temperature Recorder
 - iv. Ecolab Time Temperature Recorder
 - v. Dairytracker (LM2S) Time Temperature Recorder

2.6. Conflict of Interest Declaration

DHI agency employees shall not service their own herd or any other herd in which they may have a potential conflict of interest.

2.7. Responsibilities of the Herd Owner

The herd owner (or those in his/her employ) must:

- a. Assist in the positive identification of animals by restraining the animal, where necessary.
- b. Accept special unannounced tests or retests as conducted by the DHI agency.
- c. Provide complete information on the last three (3) milk shipments, and a complete history if requested.
- d. Advise the DHI agency employee in advance of the administration of any injection on test day.
- e. Not engage in any activity that may mislead, impair or attempt to impair the reliability of any information about an animal or the herd.
- f. Agree to have the herd tested on the date the DHI agency employee calls, on the scheduled date or upon arrival of the DHI agency employee at the farm.
- g. Enroll all animals that have calved at least once.

2.8. Data Integrity and Verification

- a. The Canadian DHI agencies shall employ data quality verification tools as approved by the industry.
- b. When test-day data variability exceeds quality standards the test-day herd data may be eliminated and/or the herd may be retested at the sole discretion of the DHI agency.

2.9. Compliance

- a. When a herd owner accepts herd recording service involving supervised testing there may be penalties, including withdrawal of services, for any infraction of the standards and procedures or other fraudulent activity.
- b. There shall be a process whereby a herd owner may appeal the disciplinary action taken by the Canadian DHI agency and/or the National Disciplinary Committee, which shall be documented and available from the Canadian DHI agency concerned and/or from CDN.