

BC-06

Ver 0.1



Chartering of animal feed or
'by-products for
reprocessing' via inland
waterway





DOCUMENT HISTORY

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BC-06 : Chartering of animal feed or 'by-products for reprocessing via inland waterway

1. Introduction

A ~~GMP-Certified~~ company certified for Feed Chain Alliance, wishing to transport animal feed or 'by-products for reprocessing' via inland waterway must:

- Either appeal to an intermediary, complying with document 'BT-02: Purchase: General provisions';
- Or perform the chartering themselves and be certified in accordance with document 'BC-06: Chartering via inland waterway'.

2. Application scope

The provisions included in this document shall apply to:

- The ~~GMP-Feed Chain Alliance~~ producer or trader, chartering inland waterway vessels for the transport of animal feed or 'by-products for reprocessing'.
- The intermediary who, on behalf of the ~~GMP-FCA~~ producer or trader, has received the mission to find an inland waterway vessel for transport of animal feed or 'by-products for reprocessing'.

This document also includes provisions for the inspection body, responsible for the control of load compartments of inland waterway vessels.

The Charterers may only call upon waterway vessels, satisfying in a verifiable manner, the requirements included in document 'BT-02: Purchase: General Provisions'.

3. Provisions related to the application of part A (documents)

- a. Document 'AC-00: Introduction' is applicable to all ~~GMP-certified~~ participants certified for FCA.
- b. Document 'AC-01: General Provisions' is applicable to all ~~GMP-certified~~ participants certified for FCA.

4. Provisions related to the application of part B (documents)

- a. Document 'BC-00: Introduction' is applicable to all ~~GMP-certified~~ participants certified for FCA.
- b. Document 'BC-01: General Provisions' is applicable to all ~~GMP-certified~~ participants certified for FCA.

5. Definitions

Chartering:

An agreement whereby one party undertakes to make available to the other party, all or part of a designated vessel, for a certain price.

Charterer:

The charterer may be:

- An intermediary holding a professional license or an official certification in accordance with the legal provisions of the country in which he performs his activities, certified for the 'chartering via inland waterway'
- A ~~GMP-certified~~ producer or trader certified for FCA, performing himself and without external help, the entire transport per inland waterway. To this end, the producer or trader should have obtained an additional certificate for the chartering via inland waterway.

It is the charterer who will rent the means of transport.

A load inspector employed by the ~~GMP-certified~~ company certified for FCA:

This is a staff member, employed by the ~~GMP-certified~~ company certified for FCA, responsible for the inspection of the load compartments. This function should be included in the quality system inherent to the company. Based on experience and training, the collaborator must inspect the loading area, and evaluate whether it is suitable for the chartering of animal feed or 'by-products for reprocessing'.

A load inspector employed by the supplier:

This is a staff member employed by the supplier of products to be loaded, and who is responsible for the inspection of the loading areas. In this case, the ~~GMP-FCA~~ customer will entrust the task of inspecting the loading areas explicitly to his supplier.

A load inspector employed by the inspection body:

A Load inspector employed by an inspection body, accredited according to ISO 17020 specialized in cattle feed, cereals or liquid agricultural bulk products, and/or certified according to ISO 9001:2000.

LCI:

Load Compartment Inspection

Instructing party:

The company, providing the mission of transport by inland waterway.

Protest letter:

A protest letter will be drawn up by the carrier if no LCI report was prepared prior to the loading of animal feed or 'by-products for reprocessing'. The protest letter will be sent, by the carrier to the instructing party, and is also kept in his own administration. See 'BC-08: Hygiene code for inland waterway transport', work schedule 12 a.

Carrier:

Is the person performing the transport (carrier)

6. General principle

FCA Standard ~~GMP-animal-feed~~ and 'by-products for reprocessing' may only be loaded onto an inland waterway vessel if satisfying the requirements included in document 'BT-02: Purchase: General provisions'. The loading space must be clean, dry and free of odors.

The LCI has been developed in order to demonstrate that the vessel, prior to any loading, is clean. This is an inspection of the load compartments, with issuance of a document, the LCI report, prior to being loaded with animal feed or 'by-products for reprocessing'. The inspection is performed by an

inspection body or by the load inspector of a company (GMP-FCA company or supplier of GMP-FCA customer).

The LCI rapport should be kept by the carrier as well as by the instructing party.

7. Control system regarding food safety

For GMP-Feed Chain Alliance certified companies, performing chartering operations, the manual should include that (see 'AC-01: General Provisions'), the company will make use of transport via inland waterway vessel.

Intermediary persons, wishing to be certified in accordance with this document, must have a system in place, ensuring management of the food safety (see document 'AC-01: General Provisions', point 1).

The charterer should also have procedures in place, providing a conclusive guarantee regarding:

- Acceptance, by the carrier, of an LCI clause, stipulating that he will undergo an LCI by the inspection body or by a load inspector;
- Inside information regarding previous loads;
- Pre-selection of transport means based on previous loads;
- The communication of LCI data to the instructing party. This can only be the case if the charterer is an intermediate having as one and only task the finding of a vessel. The instructing party must convert this information into an LCI mission, destined for the load inspector, chosen by the GMP-FCA instructing party;
- The instructions given to the inspection body in order to perform an LCI. This can only be the case, if the charterer has also received the mission to perform an LCI.

8. Flow

8.1. Chartering registration

The charterer will be looking for a vessel in order to transport GMP-animal feed FCA Standard or 'by-products for reprocessing. To this end, he will get in touch with the carrier, and will include at least the following items in the chartering record:

- Identification of vessel (name, type ...);
- Description and quantity of goods;
- 'Clean load compartments' clause: the carrier agrees to provide, in all respects, clean, empty, dry and odorless loading compartments, suitable for the loading of animal feed;
- 'Load compartments inspection clause': the carrier agrees with the fact that he shall have to undergo an LCI (inspection);
- Nature and description of the 3 previous bulk loads indicating other intermediate non-bulk loads (1 = last, 2 = before last, 3 = third last);
- Type of final cleaning (dry cleaning, cleaning with water, cleaning with detergent, cleaning with disinfectant).

These points should be confirmed by the carrier. This information will serve as basis for an LCI mission (see point 6.2) or for the communication of LCI data (point 6.3).

8.2. LCI mission

The charterer will gather the necessary information in order to perform the LCI, and will transmit this information to the inspection body or load inspector of the supplier who will perform the LCI.

The LCI mission shall include at least the following information:

- Indication 'LCI mission;'
- Date;
- Identification of vessel (name, owner, nature and number of load compartments);
- Description and quantity of the goods;
- Destination;
- Location and date of LCI (Inspection);
- Location and date of loading;
- 3 previous bulk loads indicating other intermediate non-bulk loads;
- Final cleaning: dry, wet, with detergent, disinfection

The LCI Mission should be kept for a period of 5 years by the charterer.

8.3. Communication of LCI data

In this case, the charterer (intermediary) will communicate the necessary information to the ~~GMP certified~~ instruction party ~~certified for FCA~~, who will ensure that an LCI is performed. In this case, it is a matter of communicating the LCI data.

The communication of LCI data shall include at least the following information:

- Indication: 'communication of LCI data';
- Date
- Identification of vessel (name, owner, nature and number of load compartments)
- Description and quantity of goods;
- Destination;
- Location and date of loading;
- 3 previous bulk loads with indication of other intermediary non-bulk loads;
- Final cleaning: dry, wet, with detergent, disinfection.

The LCI data should be kept by the charterer and by the instructing party for a period of 5 years.

The instructing party will use the information communicated by the intermediary person in order to draw up the terms of an LCI mission (see point 6.2.).

The LCI mission can be performed by:

- A load inspector employed by the inspection body, chosen by the ~~GMP-FCA~~ instructing party;
- A load inspector employed by the ~~GMP-FCA~~ instructing party;
- A load inspector employed by the supplier of a ~~GMP-certified~~ company ~~certified for FCA~~ (instructing party).



Exception

The communication of any LCI data can only be issued by the intermediary. It shall never be drawn up by the ~~GMP-certified~~ company ~~certified for FCA~~.

8.4. Realization of an LCI

The actual inspection of the load compartment (LCI) may be performed by:

- A load inspector employed by the inspection body;
- A load inspector employed by the ~~GMP-certified~~ company certified for FCA;
- A load inspector employed by the supplier of a ~~GMP-FCA~~ Company.



Exception: charterer cannot perform himself the LCI

In case the ~~GMP-certified~~ company certified for FCA is the charterer, the load inspector belonging to that company must not perform the LCI.

If the charterer is an intermediary, he himself cannot perform the LCI.

8.5. LCI report

The load inspector will inspect the load compartments and will draw up a written LCI report.

The LCI report must be unequivocal and should include at least the following items:

- Title: Load Compartment Inspection Report– ~~GMP-animal-feed~~FCA Standard;
- Name of vessel;
- Location and date of inspection;
- Name of instructing party;
- Product of description;
- 3 previous bulk loads indicating other intermediary non-bulk loads;
- Confirmation that the designated load compartments have been inspected;
- Confirmation that the load compartments are satisfying the following requirements:
 - o Empty;
 - o Clean;
 - o Dry;
 - o Free of odors;
 - o Free of insects;
 - o Free of previous loads;
 - o Completely intact and provided with an adequate fastener
- Final result: accepted for loading?
- Any possible remarks;
- Name and signature of the load inspector,
- Name and signature of the carrier.

The LCI report, will only be including the findings made at the time and place of the LCI, and does not exempt the parties of their contractual obligations.

In the context of agreements concluded between instructing parties and certification bodies, the findings of the LCI can be part of a general report relating to the overall monitoring of the flow of goods.

Examples regarding an LCI report can be found in Annex A of this document.

The final result of the LCI can only be an acceptance or a refusal regarding the load compartments.

The load inspector will hand over a copy of the LCI report to the carrier, as well as sent a copy to the GMP-FCA instructing party. If the GMP-FCA instructing party did not receive the LCI report, he should claim this LCI report from the load inspector, possibly via the charterer.

A copy should be kept by all parties for a period of 5 years.



Negative result of the LCI-inspection

In case of a negative LCI report, the vessel is no longer suitable for the loading of animal feed or 'by-products for reprocessing. This report shall be transmitted to the charterer. The GMP-FCA instructing party and the GMP-FCA charterer must take corrective action, which could be: no longer making use of this carrier for future transport.

In case of a negative LCI report, the carrier may remedy the situation, e.g. by performing an additional in-depth cleaning. A new LCI (inspection) is therefore required in order to re-check the conformity of the loading area.

8.6. Protest letter

If, for exceptional reasons, no LCI report has been made (e.g. absence of load inspector) the carrier must draw up a protest letter, of which he will send a copy to the charterer and a copy to the instructing party. They shall keep this document for a period of 5 years. A copy of the protest letter should be sent, by the carrier, to OVOCOM.

Annex A : Example of a LCI report

LOAD COMPARTMENT INSPECTION REPORT (LCI)

INSTRUCTING PARTY: Opdrachtgever : Donneur d' ordre :			
TYPE OF VESSEL: Type schip: Type bateau :		NAME VESSEL : Naam schip : Nom bateau :	
NAME CARRIER: Naam vervoerder : Nom batelier :		TELEPHONE NUMBER : Telefoonnummer : Numéro de téléphone :	
NUMBER of LOADING AREAS: Aantal laadruimtes: Nombre espaces chargement:		EUROPE NUMBER: Europanummer : Numéro européen :	
PRODUCT : Product : Produit :		LOADING AREA AND DATE: Laadplaats en datum Date et lieu de chargement	
PLACE OF INSPECTION : Plaats van inspectie : Lieu de l' inspection :		DESTINATION : Bestemming : Destination :	
DATE OF INSPECTION : Datum inspectie : Date d' inspection :		STARTED : Begin : Début :	COMPLETED : Einde : Fin :

			GMP FCA-ALLOWED	
			GMP FCA-toegelaten	
			GMP FCA-admis	
PREVIOUS BULK LOADS : Vorige bulkkladingen: Charges précédentes en vrac:	LAST / Laatste / Dernier		YES Ja / Oui	NO Nee/Non
	2ND / 2de / 2ème		YES Ja / Oui	NO Nee/Non
	3RD / 3e / 3ème		YES Ja / Oui	NO Nee/Non
INTERMEDIATE NON-BULK LOADS : Tussentijdse niet bulkkladingen : Charges non-vrac intermédiaires			YES Ja / Oui	NO Nee/Non
			YES Ja / Oui	NO Nee/Non
			YES Ja / Oui	NO Nee/Non

FINAL CLEANING : Laatste Reiniging : Dernier nettoyage :	DRY / droog / sec		YES Ja / Oui	NO Nee/Non
	WITH WATER / met water / à l' eau		YES Ja / Oui	NO Nee/Non
	WATER + DETERGENT / water + detergent / eau + détergent		YES Ja / Oui	NO Nee/Non
	WATER + DETERGENT + DESINFECTIE water + detergent + désinfectie / eau + détergent + désinfection		YES Ja / Oui	NO Nee/Non

RESULTS :	EMPTY / Leeg / Vide		YES	NO
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Resultaten / Résultats :		Ja / Oui	Nee/Non
	CLEAN / Zuiver / Propre	YES Ja / Oui	NO Nee/Non
	DRY / Droog / Sec	YES Ja / Oui	NO Nee/Non
	FREE OF ODOR / Geurloos / Sans odeurs	YES Ja / Oui	NO Nee/Non
	FREE FROM INSECTS / Vrij van ongedierte / Exempt de vermine	YES Ja / Oui	NO Nee/Non
	FREE FROM REMNANTS OF PREVIOUS CHARGES / Vrij van vorige ladingresten / Sans restes de chargements antérieurs	YES Ja / Oui	NO Nee/Non
	VISUAL : VISUALLY INTACT AND FULLY CLOSABLE Visueel heel en sluitbaar / Compartiments en bon état visuel et pourvus de fermetures (écrouilles) adéquates	YES Ja / Oui	NO Nee/Non

FINAL RESULT : Resultaat / Résultat :	APPROVED FOR LOADING Goedgekeurd om te laden / Approuvé pour le chargement	YES Ja / Oui	NO Nee/Non
REMARKS / Opmerkingen / Remarques			
INSPECTOR : De controleur / Le contrôleur :	THE CAPTAIN : De kapitein : Le capitaine :		