

Journey Log Guidelines

A requirement of Council Regulation (EC) 1 of 2005 on the protection of animals during transport and related operations for long journeys (over 8 hours in duration) is that a journey log accompanies the consignment from the place of departure to the place of final destination.

The journey log comprises the following 5 Sections –

- (1) Section 1 – Planning,
- (2) Section 2 – Place of Departure,
- (3) Section 3 – Place of Destination,
- (4) Section 4 – Declaration by transporter,
- (5) Section 5 – Anomaly Report.

The pages of the journey log must be attached to each other.

(1) Section 1 – Planning

Article 5 of the Regulation requires the transporter to nominate a person who will be responsible for the transport and ensure that information on the planning execution and completion of the part of the journey under his or her control can be obtained at any time. A person who plans a journey will be known as an organiser. The Regulation defines an organiser as –

- (i) a transporter who has subcontracted to at least one other transporter for a journey,
- (ii) a natural or legal person who has contracted to more than one transporter for a journey, or
- (iii) a person who has signed Section 1 of the journey log.

In most cases the organiser will either be the transporter or an employee of the transporter.

Section 1 of the journey log is the proposed journey plan and must be fully completed and contain the following information –

- The place of departure (to include full name and address),
- Any place where the vehicle stops,
- Ferry crossings (if applicable),

- Full name and address of Control Post (formerly known as Staging Post) used,
- The place of destination (to include full name and address).

Proposed dates, times of arrival and departure and length of stops must also be included.

It is important to note that Section 1 of the journey log is similar to Part A of the route plan that was previously used when transporting animals on long journeys.

It is the organisers' responsibility to ensure that a signed copy of Section 1 of the journey log, properly completed except as regards the veterinary certificate numbers, is submitted to appropriate District Veterinary Office (DVO) within 2 working days before the time of departure.

The organiser must also identify each page of the journey log with a distinguishing number and is responsible for ensuring that the journey log accompanies the consignment during the journey.

(2) Section 2 – Place of Departure

The keeper of animals at the place of departure must complete Section 2 of the journey log. The Regulation defines a keeper as any natural or legal person, except a transporter, in charge of or handling animals either on a permanent or temporary basis. In practice in an assembly centre or a mart the keeper, for the purposes of this Regulation will be the manager or person nominated by him or her.

The keeper at the place of departure is required to complete points (1) to (7) of Section 2 of the journey log. Points (8) to (11) of Section 2 of the journey log, should be completed by a Department veterinarian only if he or she is present to carry out an additional check at the time of departure.

The keeper at the place of departure is also obliged to inform the Department of any reservations concerning compliance with the provisions of the Regulation using the Anomaly Report (Section 5 of the journey log) as soon as is practical.

(3) Section 3 – Place of destination

The keeper at the place of destination of the animals must complete section 3 of the journey log and keep it, except Section 4, for a period of at least 3 years from the date of arrival at the place of destination.

(4) Section 4 – Declaration by Transporter

The driver of the vehicle is required to complete Section 4 of the journey log. This form should be used to record the actual journey and must be fully completed and contain the following –

- The place of departure (to include full name and address),
- Any place where the vehicle stops,
- Ferry crossings (if applicable),
- Full name and address of Control Post (formerly known as Staging Post) used,
- The place of destination (to include full name and address).

Dates, times of arrival and departure, length of stops and reasons for any differences from Section 1 must also be included.

The driver of the vehicle must sign the completed Section 4 – Declaration by Transporter form. The authorised transporter must also certify that the entries on the form are correct.

It is important to note that Section 4 of the journey log is similar to Part B of the route plan that is currently used when transporting animals on long journeys.

(5) Anomaly Report

An Anomaly Report should be completed where any irregularities concerning compliance with the provisions of the Regulation are noted. The completed Anomaly Report should be returned along with a copy of Section 1 of the journey log to The Department of Agriculture, Fisheries and Food office in Rosslare Europort, Co. Wexford.

The completed Journey Log (Sections 1 to 5 inclusive) must be returned to The Department of Agriculture, Fisheries and Food office in Rosslare Europort, Co. Wexford within 30 days of the date of arrival at the place of destination. The transporter must also keep a copy of the completed Journey Log for a period of at least 3 years.