

Application for an Additional Permanent CPH Number within Ten Miles in England

This flow chart shows the application process for an additional permanent CPH number. For information on applying for an additional **temporary** CPH number, please visit gov.uk

The applicant phones the Cardiff Customer Registration Team (part of the Animal and Plant Health Agency) on **03000 200 301** who send out an MC69 application form

Alternatively, applicants can proactively download a form from gov.uk

MC69 application form is filled out by the applicant and submitted along with a site map back to Cardiff via post or email:

Customer Service Centre
APHA Cardiff
66 Government Buildings
Ty Glas Road
Llanishen
Cardiff
CF14 5ZB

customerregistration@apha.gsi.gov.uk



Animal &
Plant Health
Agency

The Cardiff team forward the application to a local APHA vet. Approval is subject to a number of criteria and may also involve a visit or phone call from APHA

Approval by APHA

Rejection by APHA

The APHA vet fills out an MC68 form and both forms are forwarded by the APHA vet to the Cardiff team

If rejected, you will be notified by APHA explaining why

The Cardiff team will also be updated

Cardiff forward the forms to the Rural Payments Agency (RPA)

RPA send new CPH number allocation to Cardiff

Cardiff informs the applicant by sending a registration letter and a phone call

The whole application process usually takes a minimum of 2 weeks and will be longer if a visit or further checks are required



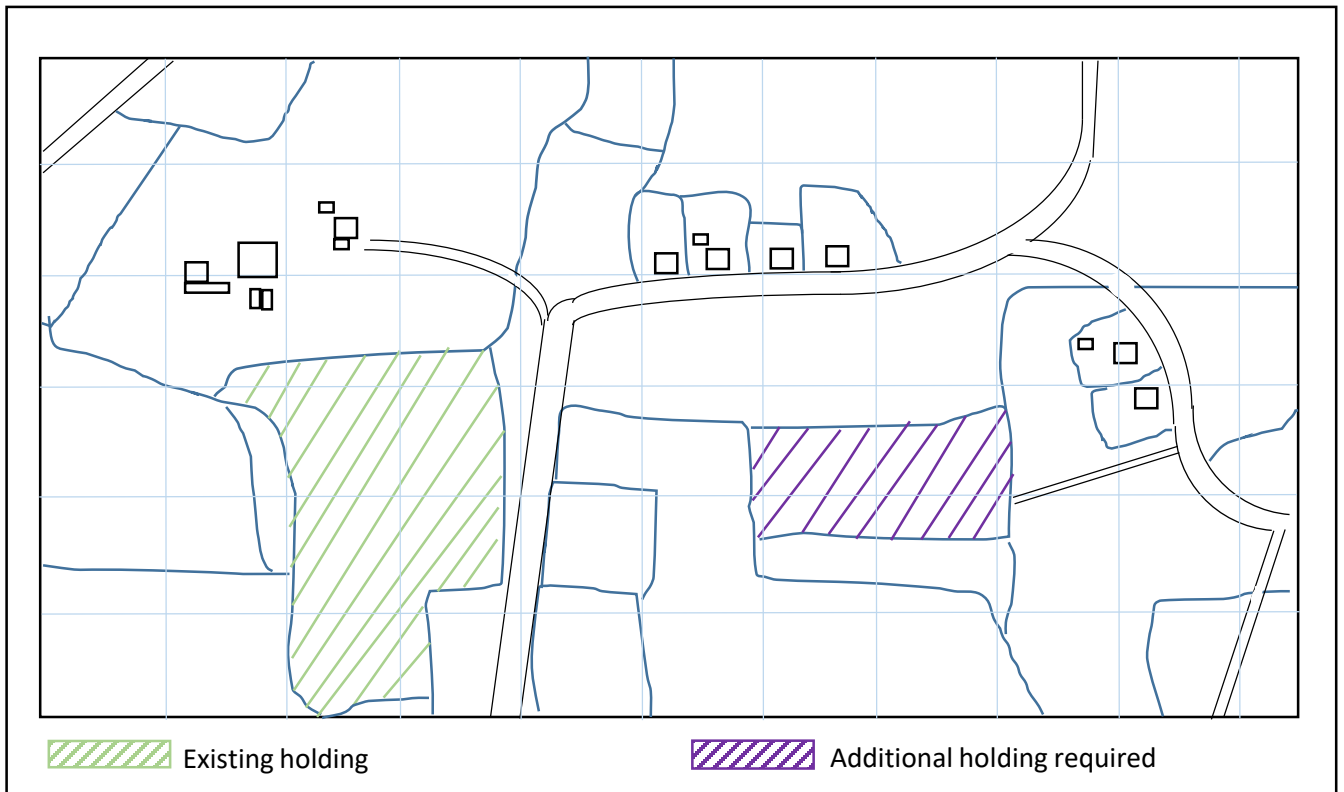
Rural Payments
Agency

Making a good application – top tips

The APHA needs sufficient information in order to be able to properly evaluate and approve your request.

In addition to the 'Application for an Additional CPH for a Livestock Business within Ten Miles' (MC69) form, you will also need to submit a map of your current and planned holdings.

- The map needs to clearly identify the two holdings
- Both holdings need to be shown on the same map



A stylised, fictional example of a completed site map. Both the existing and proposed holdings have been clearly identified on the same map.

You must also indicate how you plan to achieve separate management of the two holdings. There should be no direct contact between animals on the different holdings and minimal indirect contact (e.g. through equipment, slurry spreading and vehicles).

If cattle are involved, the herds concerned must be Officially TB Free and assessment will involve a TB vet.

Remember:

If successful and an additional CPH number is granted...

- The two herds will have separate herdmarks
- Separate records will need to be kept at each holding
- Movements need to be reported on/off each holding, **including between them**
- Movements are subject to disease control standstill
- Pre-movement testing (and post-movement testing where applicable) apply for cattle moving on/off the holding