



November 2022

Dear sheep or goat keeper

Annual Inventory of Sheep and Goats 1 December 2022

Please find enclosed your annual Sheep and Goat Inventory for completion.

This inventory is sent to all sheep and/or goat keepers registered with Defra's Animal and Plant Health Agency (APHA), this includes those with animals kept as pets or temporarily.

Traceability and disease control legislation requires Defra to collect this information from you. It allows us to understand how many keepers we currently have, where their animals are kept and the size of the national flock.

We value you providing this information as it helps inform the development and assessment of disease controls and policy proposals for the benefit of keepers and the wider farming community. It also helps us plan and implement statutory farm inspections accurately.

You can save time by completing your inventory on-line at:-

<https://bit.ly/SAG-Inventory>

or at

<https://www.gov.uk/guidance/sheep-and-goat-keepers-how-to-keep-a-holding-register#record-and-submit-your-annual-inventory>

You must submit your completed form by 31 December 2022.

To help you complete your form a Questions and Answers guide is provided overleaf.

If you need further help completing the form you can contact our Farm Surveys team, telephone 03000 600 140 (Mon to Fri, 9.00am to 4.30pm) or e-mail **surveys@defra.gov.uk**.

Any personal information you provide to us is treated in confidence and all information will be processed in compliance with the General Data Protection Regulation (GDPR). For more information on how we process your data, please go to **www.gov.uk** and search the APHA Personal Information Charter and associated privacy notices.

We want to remind you that completion of the Annual Sheep and Goat Inventory is a legal requirement. Failure to complete the form may increase the chance of an inspection in future years.

Kind regards,

The Farm Surveys Team

1. Do not keep either sheep or goats?

Complete sections 1 and 5 on the form and return it in the prepaid envelope or submit the information online. If you no longer keep sheep or goats, you must by law tell the Animal and Plant Health Agency (APHA) within 30 days of that happening (telephone 03000 200 301 or email Customer.Registration@apha.gov.uk), otherwise you will keep receiving this form annually to complete.

2. Who is a keeper?

Any person with responsibility for keeping livestock, even temporarily, including pets, excluding veterinary practices.

3. What happens if I do not send in my Inventory?

That is an offence and will increase your risk of being selected for a farm inspection. Failure to include your Inventory total in your holding register may result in a reduction to your payments.

4. I am the registered keeper, but on 1 December the animals were over-wintered on another holding. Should I record the animals on my form?

If you remain the keeper at that away location, then these animals must be recorded on your inventory return. If you do not retain day to day care and control of your animals whilst on temporary grazing, nor maintain the holding register for that location, the receiving keeper must ensure their holding is registered with the Rural Payments Agency (RPA), and APHA know that they are keeping the animals. They must record them on their Inventory.

5. Do I have to list all the CPHs where I keep sheep and goats?

Yes. You must list all the CPHs (at section 4) where you are the keeper of sheep and/or goats on 1 December. It is important to ensure that you have registered/de-registered all CPHs where you keep/kept animals, with APHA.

6. What is common land?

Common land is land owned by one or more persons where other people, known as 'commoners', are entitled to use the land or take resources from it. Each parcel of common land should have its own County Parish Holding Number (CPH number). If your sheep/goats are kept on common land on 1 December and you cannot find the common land County Parish Holding (CPH) number using the website on the form, <https://bit.ly/3ERT5mb>, please contact us, email surveys@defra.gov.uk, telephone 03000 600 140.

7. How do I manage movements to and from common land?

The law requires keepers to record and report all movements between their holding and common land. If your holding shares a border with part of a registered common which you have rights to, you can apply for an exemption from recording and reporting movements directly between your holding and that common land. To do so they must be linked on the Animal Movement Licensing System (AMLS). If you would like to apply for this exemption, or if any of your existing links have changed, phone Defra's helpline on 03459 335 577 and provide the CPH number for your holding and the common land that it adjoins. You can get the CPH for the common land you use by contacting the Surveys Team telephone 03000 600 140 or email surveys@defra.gov.uk.

8. I have received two forms, should I complete both?

Yes but please do not duplicate your response on both. If you only need one inventory in the future, please record all your animals on that inventory. On the second inventory, add a comment that you entered your animals on another form/online. Return both inventories in the prepaid envelope provided or submit online.

9. Where can I go if I have questions on sheep and goat ID recording and movement reporting?

Please ring the Defra helpline on 03459 335 577 or read our online guidance at <https://www.gov.uk/topic/keeping-farmed-animals/sheep-identity-registration>.