



## Official Veterinarian Application for Eligible Down Time/Waiting Time

**For Official  
 Use Only**

*(Notes for Guidance on completion of this form are printed on the back)*

Region	
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1. Official Veterinarian Name	<input type="text"/>	<input type="checkbox"/>	SP No.	<input type="text"/>	<input type="checkbox"/>
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Practice Name	<input type="text"/>
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2. Means of Travel (Plane or Ferry)	<input type="text"/>
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3. Date Eligible Down Time (EDT) Undertaken	<input type="text"/>
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4. Time of Departure	<input type="text"/>
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5. Time of Return to Mainland	<input type="text"/>
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6. Total Time off Mainland (A)	<input type="text"/>
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7. Total Time spent testing or sampling. (B)	<input type="text"/>
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8. Ineligible Time (C) (meal breaks, private work, etc)	<input type="text"/>
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9. Total of B + C	<input type="text"/>
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10. EDT = A-(B+C) (expressed in hours and minutes)	<input type="text"/>
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I declare that the above times declared on this form are correct and that the eligible down time was incurred by me on official business. To the best of my knowledge and belief, the information provided is correct.

Signature	<input type="text"/>	<input type="checkbox"/>
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Name in BLOCK LETTERS	<input type="text"/>	Date	<input type="text"/>
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### DATA PROTECTION

For information on how we handle personal data please go to [www.gov.uk](http://www.gov.uk) and search Animal and Plant Health Agency Personal Information Charter.

CPH No	Name	Address	Test	No of Animals	<input type="checkbox"/>

### For Official Use Only

All TB test charts and associated forms received and documentation checked

Signature	<input type="text"/>
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Name in BLOCK LETTERS	<input type="text"/>	Date	<input type="text"/>
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## OV Application for Eligible Downtime = Waiting Time

### Notes for Guidance for Completion of the EDT form

**Box 1:** is OV name, Practice Name and Sp No.

**Box 2:** Means for travel by air or ferry. Include operator name.

**Box 3:** Date EDT is being claimed for. One claim form is required for each day EDT is claimed.

**Box 4:** Time of Departure from Scottish mainland or island that the practice is based on. The time starts when check-in is required.

**Box 5:** Time of arrival back at the point of departure at the end of the day if returning that day. If remaining overnight it will be 6.00pm.

**Box 6:** Total time eligible (expressed in hours and minutes) (A) either:

1. Time of check-in to ferry company or plane operator until time of return according to company timetable. This may exceed 12 hours.  
OR
2. Time of check-in, for plane or ferry until 6.00pm if staying overnight.  
OR
3. From 8.30am until 6.00pm (i.e. 9.5hrs) if both the night before and the night after are spent on the island away from the main practice.

**Box 7:** Total OV time is the time spent sampling or TB testing or reading the TB test. This figure which is expressed in hours and minutes and is normally rounded up to the nearest five minutes, would be the time from arrival on farm until departure from the farm.

**Box 8:** Ineligible time. This includes any private work, meal times, travel time on the island where mileage is claimed. (C)

**Box 9:** Total of B + C.

**Box 10:** EDT then equals A-(B+C).

This is the total claimed in hours and minutes.

APHA is an Executive Agency of the Department for Environment, Food and Rural Affairs and also works on behalf of the Scottish Government, Welsh Government and Food Standards Agency to safeguard animal and plant health for the benefit of people, the environment and the economy.