

## Submission checklist for insect-derived livestock feed ingredients feed application

The completed checklist, for insect-derived livestock feed ingredients submissions, must be included with each application for feed registration.

Indicate the submission page number corresponding to each item in the checklist; if the item does not apply, a written justification must still be provided.

**Submissions received without a completed checklist will be returned.**

**With your submission package, you must include with the following information (mandatory)**

### 1.1 Administrative requirements

Required information	Page number in application or Not Applicable (N/A)
<a href="#">RG-1 Chapter 1: Administrative requirements for registration and approval of livestock feeds</a>	
Application for Feed Registration and Renewal.  Form Available: <a href="#">1.3.1 Application for feed Registration and Renewal (CFIA/ACIA 0009)</a>	
Total application fees (cheque, money order, Visa, MasterCard, or American Express payable in Canadian Funds)  <a href="#">RG-1 Chapter 1: Appendix A for application fees</a>	
For a new company or an existing company requiring changes to the signing authority list, include supporting documentation on <a href="#">Establishing a Company File and Signing Authority</a>	
For a new applicant residing outside of Canada or an existing company requiring changes to the Resident Canadian Agent, , include supporting documentation and a <a href="#">Declaration of Resident Canadian Agent, Form II (CFIA/ACIA 1194)</a>	
Cover letter and summary of the documentation included with the application, with the email address of the contact person clearly	

identified	
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## 1.2 Labelling

<b>Required information</b>	<b>Page number in application or Not Applicable (N/A)</b>
Proposed Labels including all required information as per section 1.2	

## 1.3 Product identification and description

<b>Required information</b>	<b>Page number in application or Not Applicable (N/A)</b>
For products with deficiencies previously identified by the AFD, attach the reference number of the return letter or letter of rejection of the application and explain how you have addressed the rejection points in the new submission.	
Complete identification and description of the final product as detailed in Section 1.3.1	
Specify target livestock species and proposed directions for use for each species.	
Certificates of analysis from 3 different and recent lots of product to support the proposed label guarantees and other guarantees which describe the usefulness of the insect-derived feed ingredient. See section 1.3.2.	
Analytical methods used to support the proposed label guarantees, as above.	
Product sample or samples, if required. The sample may be used to validate the analytical method by the CFIA laboratory. Keep a 500 g sample of the final product in stock. When the application is accepted, you will be contacted to send the sample directly to the CFIA laboratory.	

#### 1.4 Requirements in support of product claims and other information

Required information	Page number in application or Not Applicable (N/A)
Acceptable studies in support of claims. Address all design considerations as listed in section 1.4.1	
Certificates of Analysis and analytical methods for studies used to support the proposed label claim	
Demonstration in support of product stability and shelf life for the maintenance of the insect-derived livestock feed ingredients as defined in section 1.4.2 including microbial contaminants listed in section 1.5.3.1.	
Certificates of analysis (original and signed) for 3 recent and different lots of production of the final product to support the stability and shelf life as above. These must include three (3) certificates of analysis at the beginning of the shelf life period and three (3) from the same three lots of the product at the end of the desired storage period. The 3 sampled lots must be kept in similar storage conditions up to the proposed expiry date.	
The analytical methods used for the above analyses must be included on the certificates.	

#### 1.5 Data requirements in support of product safety

Required information	Page number in application or Not Applicable (N/A)
Description and data demonstrating the safety of the feed as noted in section 1.5. This is required for new source of insect derived feed ingredients or for proposed inclusion rate exceeding the approved level of the intended species. Evidence provided as per section 1.5.5.	
Characterization of the biology, species and subspecies and life cycle of the insect, the original source of the insect and how it was obtained by the manufacturer and its implications as a vector in the transmission of pathogens. Evidence provided as per section 1.5.1	

Description on how the insects are grown and harvested, the type of substrate used and a detailed manufacturing process of the final product. See section 1.5.2	
Identify any physical, chemical or biological hazards that may be inherent to the insect, introduced via the growth substrate or the production process. Evidence provided as per section 1.5.3.	
Certificates of analysis (original and signed) from 3 different and recent lots of product to provide contaminant concentrations identified in the sections 1.5.3.1, 1.5.3.2 and 1.5.3.3.	
Analytical methods used along with limits of detection/limits of quantification for each contaminant, as above.	
Describe the product specifications (including microbial contaminant levels), quality control and monitoring procedures that are in place to maintain consistency of product as well as to prevent introduction of unacceptable levels of contaminants. See section 1.5.4.	

### Part 3: Renewals of feed registration

<b>Required information</b>	<b>Page number in application or Not Applicable (N/A)</b>
<p>If there is a change to the product at renewal, use this checklist to describe the changes as applicable. See section Part 2.</p> <p>If there is no change to the product, use the checklist for renewals available in the RG1- Chapter 1 at: <a href="#">Appendix B – Checklist for renewals</a>. See section Part 3.</p>	