

Chapter 5 Research with Livestock Feeds

Submission Checklist for research with livestock feeds.

Below is a checklist, pertaining to research with livestock feeds, which detail the information required for the submission of an application for feed exemption or authorization intended for research.

Note: A completed checklist must be submitted to the Animal Feed Division (AFD) with each application for research feed exemption or authorization.

Please indicate the submission page number corresponding to each item in the checklist.

Submissions received without the completed checklists will be returned.

[Administrative requirements: \(Please refer to RG1-Chapter 1: Administrative Requirements for Registration and Approval of Livestock Feeds\):](#)

[For additional guidance for this type of product, refer to the RG1-Chapter 5 Research with livestock Feeds](#)

<p>With your submission package, you must include one cover letter with the following information:</p> <ul style="list-style-type: none"> - describing the feed, trial starting dates and purpose of the proposed research. - for product with deficiencies previously identified by the Animal Feed Division, please enclosed the reference number of the return letter or deficiency letter and how the deficiencies are addressed in your new application; - identifying the responsible persons, including the e-mail address of the contact representative. 	mandatory
--	------------------

<p>You must complete one Application for Feed Registration and Renewal Form per product.</p> <p><u>The form is available in the RG1-Chapter1- Administrative requirements 1.3.1 Application for feed Registration and Renewal (CFIA/ACIA 0009)</u></p>	one form / product
---	---------------------------

<p>Total Application Fees (cheque, money order, Visa, MasterCard, or American Express payable in Canadian Funds).</p> <p>Choose the appropriate code and category for each product to found the application fees and provide one total payment.</p> <p><u>Refer to RG1 Chapter 1 - Appendix A for Application Fees</u></p> <p>Research Applications:</p> <ul style="list-style-type: none"> Research exemption (Code 3263); Research authorization (requiring safety review) (Code 3264, Category 2); Research application to request an extension date of the feeding trial or additional import shipment of an existing research feed (Code 3263); 	total payment
---	----------------------

<p>For all research feeds, you must include:</p> <p>Characterization of the Research Feed:</p> <ul style="list-style-type: none"> · name of the Research Feed (product name, brand name, purpose, target species, etc.) · description of the Research Feed, including details related to form of packaging (i.e., bulk, bag, etc.) · complete list of ingredients and the product formulation · detailed description of the manufacturing process <p>The location of, and information about, the research facility:</p> <ul style="list-style-type: none"> · name and address of the location where the research will take place · name of the person or body responsible for the research · name and contact information (address, phone number, e-mail address and mailing address) of the person supervising the research · description of the animal housing facilities and the access restrictions 	Submission page# or Not Applicable (N/A)
--	---

	Submission page# or Not Applicable (N/A)
For all research feeds, you must include:	
Feed manufacturer:	
· name and address of the feed manufacturing facility that may be manufacturing the ingredient, or incorporating the ingredient into a mixed feed	
· validated flushing and cleanout procedures, if the research feed contains unapproved ingredients	
A detailed research protocol:	
· objective of the research trial	
· start date, end date, and duration of the research	
· target species	
· experimental design and the methods of statistical analysis	
· treatments, replicates, number of animals per treatment, allocation of animals, etc.	
· list of the variables to be measured, to include methods and frequency of measurements	
· proposed (calculated) composition of the diet	

	Submission page# or Not Applicable (N/A)
For research protocols with a safe disposal option, you must include;	
· description of the method(s) to be used for the safe disposal of the livestock fed the Research Feed, and all animal products and by-products produced from the trial	
· description of the method(s) to be used for the safe disposal of the leftover Research Feed once the study has been completed, with confirmation that the disposal facility is approved by animal or plant health conditions, where necessary	
· address and contact information of the disposal facility	
· description of the measures taken to prevent the release of the Research Feed in the processing facility and during transport, if the Research Feed will be processed in a location separate from the research facility	
· description of the contingency plan to be followed to minimize any adverse effects of an accidental release of the Research Feed or the livestock fed the feed and animal products/by-products thereof, if applicable	

	Submission page# or Not Applicable (N/A)
Safety data requirements;	
Provide information and data demonstrating the safety of the Research Feed to livestock, humans, and the environment in sufficient details to assess the safety of the Research Feed (Feeds and Novel Feeds) for the purpose of the proposed research.	
If the safety data is not required, clearly explain why.	

	Submission page# or Not Applicable (N/A)
If the Research Feed is to be imported into Canada, you must include;	
· total quantity of product to be imported, as determined by calculations reflective of the amount of feed required for the complete research trial	
· means by which the product will enter the country (e.g., courier, train, plane, etc.)	
· approximate date of entry	
· point of entry	