

CALVING RECORDS

Age must be verified by reviewing calving records. **If you are requesting a phone audit, a copy of your calving records are required and must accompany this verification request or be sent via mail, fax, or email.** All records are kept confidential.

USDA allows two ways to record birth dates:

- Individual Age Verification: must list individual animal identification number and individual birth dates
- Group Age Verification: must list the birth date range for the group of cattle being verified

Examples of acceptable calving records include the following:

- CattleLog Data Services, CattleLog Pro, or CattleLog Express data
- Electronic records (herd management software)
- Copies of calving books
- Copies of calving calendars

Remember the following points when submitting your calving records:

- If you use Group Age Verification, all animals will have the age of the oldest animal
- The total number of calves born must be documented
- All production records must be retained for at least three years from the oldest birth date

To complete the verification process, we encourage customers to provide additional information which supports the ages in the calving records. This may include one or more of the following:

- Ranch production records: pregnancy checking, feed and vaccine receipts, and veterinarian receipts
- Descriptions of the processes used to ensure traceability and identification of age-verified animals
- Documents which verify the size and type of operation
- Shipping records or brand inspection records from the prior year's calf crop

RELEASE

I hereby request audit services from Micro Beef to verify that the livestock information identified above is accurate and meets the age verification requirements and specifications outlined in the policies and procedures of the Micro Beef Process Verification Program. I understand that this audit request is not a guarantee that the animals or animal information being audited will be verified under terms of the Micro Beef Process Verified Program and that Micro Beef reserves the right to (a) assign independent third-parties to perform on-site audits of collected information and (b) suspend approved data as outlined in the policies and procedures of the Micro Beef Process Verified Program. All audit, calving, and production records must be retained for at least three years. I acknowledge that USDA staff may visit the locations listed above in order to review production records and verify the approved Process Verified Program activities. I further understand that the completed Audit Report is subject to review by Micro Beef, USDA, or other third-parties and that I am solely responsible for the accuracy and authenticity of the information provided in support of the data verification claim listed above.

Print Name:		Title:	
Signature:		Date:	
What is the best time to contact you in the event we need more information?		Phone Number:	

Return the completed Audit Request and Calving Records to Micro Beef via mail, email, or fax.

Micro Beef Technologies
 Attn: PVP
 PO Box 9262
 Amarillo, TX 79105
 800-858-4330

Fax: 817-887-5264
 Email: pvp@microbeef.com

INTERNAL USE ONLY

Date Received:		Micro Beef Comments	
Data Reviewed:	<input type="checkbox"/> YES <input type="checkbox"/> NO		
Calving Records Reviewed:	<input type="checkbox"/> YES <input type="checkbox"/> NO		
Approved for Secondary Tagging?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Secondary Tagging Completed By:	
Audit Approved?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Audit Approved By:	