



REPUBLIC OF NAMIBIA

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TO: ALL STATE VETERINARY OFFICES
MEAT BOARD OF NAMIBIA
VETERINARY ASSOCIATION OF NAMIBIA

STANDARD OPERATING PROCEDURES FOR THE ACCREDITATION OF PRIVATE VETERINARIANS FOR THE DIRECTORATE OF VETERINARY SERVICES

The purpose of this circular is to prescribe the procedure for the accreditation of private veterinarians, in order for such veterinarians to assist the Directorate of Veterinary Services (DVS) in its increased demand for the certification of livestock destined to the Republic of South Africa.

The Circular sets out how veterinarians may become eligible for accreditation, the application and approval procedures and the administration of accredited activities.

ELIGIBILITY

In order to qualify for accreditation, the private veterinarian should be a registered veterinarian in good standing with the Namibian Veterinary Council (NVC).

The veterinarian should make a written application to the Chief Veterinary Officer (CVO) in which he/she states;

1. the intention to be accredited
2. His/her time availability
3. His/her intended area of operation e.g. Mariental state veterinary district
4. A declaration of interest pertaining to the private veterinarian's interest in livestock farming and the export of animals to the Republic of South Africa.

5. The written application and a letter of recommendation from the corresponding state veterinarian(s) should be mailed to the CVO.

APPROVAL PROCESS

Upon receipt of the application the CVO, when satisfied that all eligibility criteria have been met, will make the appointment for veterinary officials and authorised persons in terms of the Animal Health Act (Act1 of 2011) under authority of the Minister of Agriculture, Water and Forestry.

This approval, unless the CVO decides otherwise will be for a period of twenty four (24) months and may be renewed or extended, by the same function, upon the written request of the private veterinarian.

The CVO may further require the accredited veterinarian to attend an accreditation course as a condition for the approval of the application. The purpose of such a course will be to familiarise the private veterinarian with Government procedures and relevant legislation in the Animal Health sector.

ADMINISTRATION

Farmers will continue to lodge their applications inspection/ certification services the local state veterinary office in accordance with Circular V4/2014

If the farmer opts to utilise the accredited veterinarian he/she should indicate their willingness to settle the cost related to the inspection/certification by the private veterinarian, directly to the private veterinarian in addition to the normal certification fees by the state.

The state veterinarian must collate an inspection/ certification roster for the month through which the duties are divided among staff members and the private veterinarians. This schedule should be shared with the private veterinarians at the beginning of each month.

The private veterinarian is allowed to conduct all tests, collect all samples, complete all inspections and seal vehicles as required for the certification process.

The private veterinarian should forward the declaration of all details of the inspection in writing within 48 hours of the completion of the inspection to the certifying state veterinarian.

The private veterinarian should issue his/ her bill directly to the farmer and is responsible for the collection of the fees directly from the farmer. **No account should accrue to the state and the State is under no obligation to assist the private veterinarian to obtain his/ her fees from the farmer or any other person.**

The state veterinarian, if satisfied with the documentation presented by the accredited veterinarian, signs the import permit and arranges for the sealing and departure of the consignment.

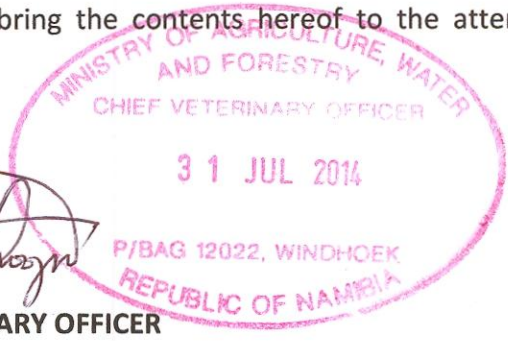
The state veterinarian is responsible for the supervision of the private veterinarians in his or her jurisdiction and needs to maintain a file for each accredited veterinarian for the duration of the accreditation

You are requested to bring the contents hereof to the attention of those who may be affected.

Yours Sincerely

Dr. J Shoopala

ACTING CHIEF VETERINARY OFFICER



(The previous circular no V8/2014 dealt with: Standard Operating Procedures (SOP) for isolation of herd for export to the Republic of South Africa)