

MOVEMENT REQUEST INSTRUCTIONS

STEP 1: Visit our website at [Avian influenza – permits and conditions needed for movement control - Canadian Food Inspection Agency \(canada.ca\)](#) to download the latest version of the specific permit application. At this site you will also be able use the permit tool to see what requirements/restrictions are related to your movement request.

Avian influenza – permits and conditions needed for movement control

The Minister of Agriculture and Agri-Food has [declared primary control zones \(PCZ\)](#) to prevent the spread of highly pathogenic avian influenza (H5N1) in Canada. As a result of this declaration, birds, their products and by-products, as well as things exposed to birds cannot be moved into, out of, within, or through PCZ except by permission. There are 2 permits available, a [general permit](#) and a [specific permit](#).

Use the interactive tool below for information on the required permit along with conditions for the transportation of birds and by-products in the PCZ. Domestic use (for personal use) and distribution of retail meat, meat products, fully cooked meat, egg product and processed egg are exempt from permitting requirements.

Click on the link below to download the application and save a blank version on to your desktop for future use.

or to access personal information pursuant to the provisions of the [Privacy](#) and [Access to Information Acts](#), individuals may contact the Canadian Food Inspection Agency's Access to Information and Privacy Office at ATIP-CFIA-AIPRP@inspection.gc.ca (located at 1400 Merivale Road, Tower 1, Room 0-149 Ottawa, ON K1A 0Y9). Alternatively, individuals may consult the [Government of Canada Access to Information website](#).

▶ Need help opening a form. Click to read information

▶ Tips for completing dynamic (PDF-XFA) forms

▶ Emailing PDF forms:

 [Download the Permission request form for the movement of animals and/or things under the authority of the Health of Animals Act \(CFIA/ACIA 5973\) – PDF \(289 kb\)](#)

STEP 2: Fill out application completely. Make sure to enter information in all boxes **highlighted red**.

Important information to remember to fill out:

- **Premise ID** – please include the provincial premise ID that the permit will be issued for (either shipping or placing). This is important information that will help CFIA staff determine which premise in our database is requiring a permit

- **License plate of carrier** (if the applicant's company has a fleet of vehicles that could be possibly used please include the fleet list when emailing the application and mark 'fleet list w/CFIA' in box where it says Vehicle License Number on the application. If there isn't a fleet then the license number should be added in this box as well as the trailer plate number if applicable.

1	Vehicle Routing and Licence Plates fleet list w/CFIA
Vehicle Licence Number	fleet list w/CFIA
Planned Route: Describe the Planned Route	
ABC Road, turn right	

- **Planned Route:** Be sure to detail the roads names and turning directions of the route that will be taken. This needs to be displayed on the final permit and the inspector assessing the application will be evaluating the route for compliance to conditions.

Planned Route: Describe the Planned Route
From Origin head south on ABC Road for 5 miles, turn right on to Road 211 and travel west for 2 miles, the destination will be on the left.
Click to Add Vehicle Click to Remove Vehicle

- **Description of the animals or things:** It is very important to fill this out completely as the information in this box will help our Surveillance team test the correct barns and our Flock Health Team assess the coordinating barns to support a permit issuance. In the Identification No box please indicate which barn the animals/products will be shipped from or placed to. If there are products **coming from** or **going to** multiple barns please **break out the barn number and amounts per line.**

SHIPPING EXAMPLE

Description of the animals or things fleet list w/CFIA Destination 1.1						
No.	Specify the Animal or Thing	Identification No. (if applicable)	Urgent Movement	Description of animal, carcass or product	Quantity/Volume	Specify the End Use
1	1. Live animals	BARN 1UP	<input type="checkbox"/>	Broiler chickens	5000	3. Immediate Slaughter
2	1. Live animals	BARN 2DOWN	<input type="checkbox"/>	Broiler chickens	6000	3. Immediate Slaughter
3			<input type="checkbox"/>			

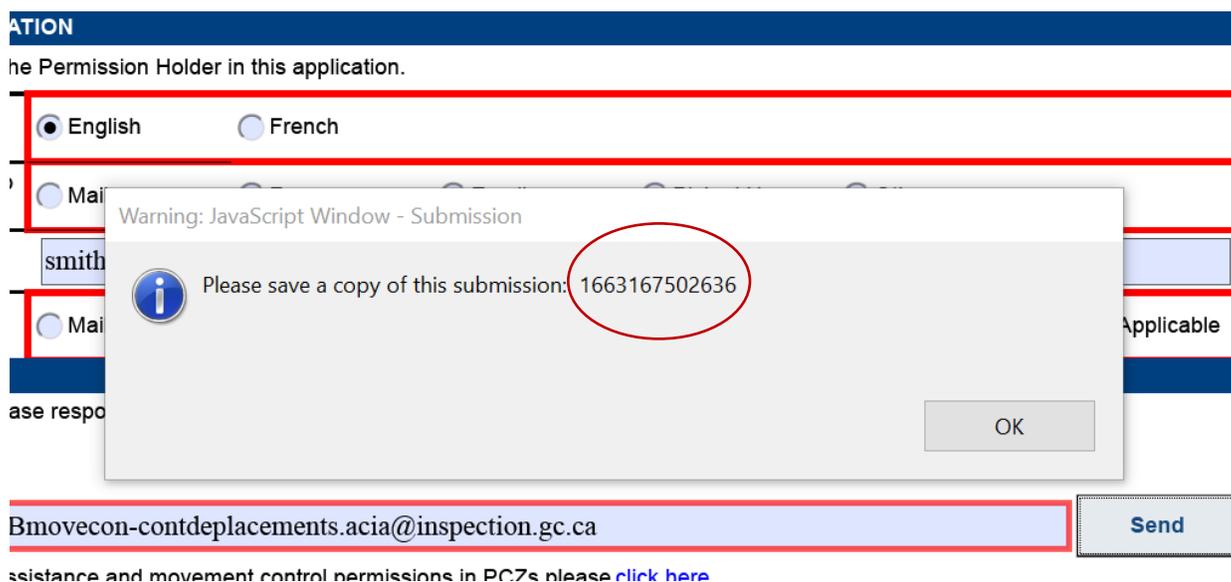
[Click to Add Destination](#)
[Click to Remove Destination](#)

PLACING EXAMPLE

Description of the animals or things fleet list w/CFIA Destination 1.1						
No.	Specify the Animal or Thing	Identification No. (if applicable)	Urgent Movement	Description of animal, carcass or product	Quantity/Volume	Specify the End Use
1	1. Live animals	BARN 3	<input type="checkbox"/>	Day old chicks	2500	8. Other(describe) BROILER CHICKS
2	1. Live animals	BARN 4	<input type="checkbox"/>	Day old chicks	4500	8. Other(describe) LAYER CHICKS

STEP 3: Once the application is ready to be submitted click on the SEND button, an email window will pop up with an attached .xml data file addressed to cfia.ABmovecon-contdeplacements.acia@inspection.gc.ca

At this time a unique application serial number is generated that will be used for tracking purposes by CFIA and Industry. If you close this email box a box will pop up asking you to save a copy of the submission.



STEP 4: Click 'OK' in the warning box and **save** the PDF application on your computer with the file name including the **application serial number** and **Farm name**. **Attach the PDF application you have just saved to an email with the subject line containing the application serial number and the Farm Name** to CFIA Movement Control cfia.ABmovecon-contdeplacements.acia@inspection.gc.ca along with any other support documentation that would be required (SOP's, fleet lists, etc).

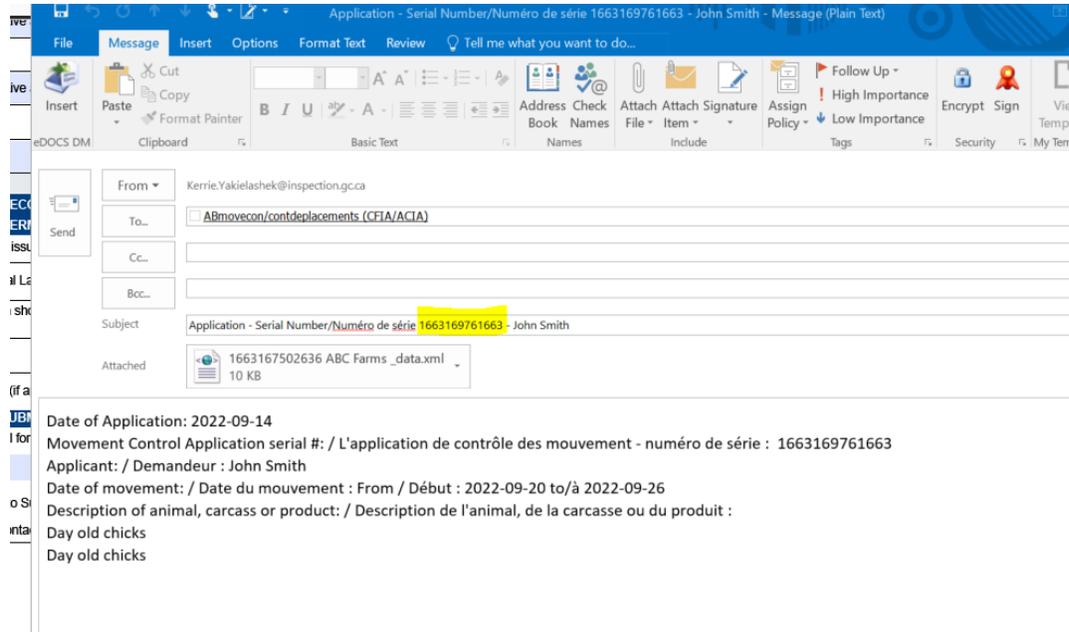
***Be sure that all weekly FHQ submission are up to date as they will be needed to issue the permit, they can be sent to AB-AI-FlockHealthSheets@inspection.gc.ca**

When inquiring about the permit or sending additional information please reference the serial application number to make it more efficient for CFIA staff to run queries.

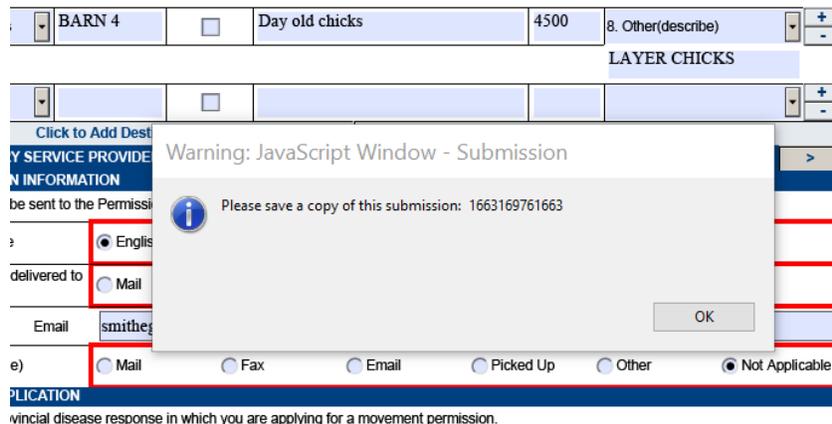
RE-OCCURRING MOVEMENT PERMITS

For permits that are 'renewed' each week where most of the information does not change the same application that was just generated in **STEPS 1 to 3** can be used. To do this open the permit that you saved from the previous week that was saved on your computer in **STEP 4** on your computer. Make any required changes (ie dates, egg amounts). (**NOTE: Do not select the 'Renewal of Existing Permit' button**)

Click the SEND at the bottom of the application. This will generate a new application serial number in the PDF application.



Close the email window and the a box will come up asking you to save the application with the serial number that has been generated.



Save the PDF application to your computer with the **new application serial number** in the file name. Then follow directions in **STEP 4** to submit the application to CFIA Movement Control.