



PROGRAMME OF COURSE 4

TRACES USE AT INTRA-EU TRADE OF LIVE ANIMALS

General objective of the training:

To ensure that staff of the competent authorities of EU Member States involved in official controls on food and feed businesses and on animal health have a uniform and up-dated approach as well as a high level of expertise with regards in particular to auditing and control techniques for the verification of compliance with EU legislation requirements.

Specific objective of the training:

- To provide to the competent authorities a common understanding of the EU legislation
- To ensure communication and dissemination of best practices for TRACES use, to improve the knowledge on this system and to ensure consistent and high implementation standards for all Member States and other invited countries.

General organisation of the training programme

- The training will be implemented over a period of 3 working days
- The daily work schedule will be 09h00 to 18h00, with a minimum of 6 hours of effective training time, split into two sessions of 3 hours in the morning and 3 hours in the afternoon
- A coffee break will be organised in the morning and in the afternoon each day
- A lunch break will be offered
- A dinner will be organised each day
- The trainees will be requested to arrive on Tuesday and to depart on the following Friday afternoon.



Day 0					
Time		Title of the session	Training Objective / Subjects Covered	Method of Training	Name of responsible tutor
17h00	17h20	Introduction	Welcome address and presentation of the Programme "Better Training for Safer Food"	Presentation	DG SANTE Event Manager
17h20	17h30	Introduction	Opening address	Presentation	Competent Authority of the hosting country
17h30	18h00	Introduction	Presentation of the project's organisation, the aims, and the expected results. Definition of tasks to collect participants' expectations. Presentation of tutors and participants	Discussion	Training Coordinator, Tutors and participants
18h00	19h00	TRACES organisation	Round table discussion and sharing of TRACES use in different countries, in Working Groups. Most common problems faced.	Working groups and discussion in plenary session	Training Coordinator and participants
19h15	22h00	Welcome drink and dinner at the hotel premises			



Day 1					
Time		Title of the session	Training Objective / Subjects Covered	Method of Training	Name of responsible tutor
09h00	09h30	Overview of TRACES: legislation and explanation	TRACES: a tracking system for live animals and products of animal origin. A network between veterinarian authorities. Who is involved, what does it contain, how to implement it. Commission Decision 2003/24/EC; Decision 2003/623/EC; Decision 2004/292/EC	Presentation	Training Coordinator Maria de la Puente
09h30	10h15	Discussion in plenary session: TRACES organisation (Part II)		Discussion	Tutors and participants
10h15	10h45	Coffee Break			
10h45	11h30	TRACES- animal welfare	Animal Welfare during transportation. Most common problems faced and possible solutions.	Presentation	Tutor Mario Sapino
11h30	12h30	Case studies	Group activity: case studies with division in working groups and presentation/ discussion of the results.	Group activity	Working groups and all tutors
12h30	13h30	Group Photo and Lunch			
13h30	14h00	Travel of participants to conference room equipped with laptops Division in 2 groups			



Day 1					
Time		Title of the session	Training Objective / Subjects Covered	Method of Training	Name of responsible tutor
14h00	15h30	TRACES use and certification	Access to TRACES database. TRACES certifications. Practical examples and uses for the different sections and options of the system. TRACES organisations.	Presentation and direct application on TRACES Practical session	Tutors and participants Mary Gianniu Carlo Dahm
15h30	16h00	Afternoon Break			
16h00	18h00	TRACES use and certification	Access to TRACES database. Creation of an INTRA. Animal welfare and journey log. Simulation and exercises with the use of real existing cases.	Practical session	Tutors and participants Mary Gianniu Carlo Dahm
19h30	20h30	Social Event			
20h30	22h00	Dinner			



Day 2					
Time		Title of the session	Training Objective / Subjects Covered	Method of Training	Name of responsible tutor
09h00	9h30	TRACES notifications	TRACES notifications and challenges.	Presentation/ Discussion	Tutor Anne-Ly Veetamm
09h30	10h30	Case studies	Group activity: case studies with division in working groups and presentation/ discussion of the results.	Group activity	Working groups and all tutors
10h30	11h00	Coffee break			
11h00	12h30	Case studies	Group activity: case studies with division in working groups and presentation/ discussion of the results.	Group activity	Working groups and all tutors
12h30	13h30	Lunch			
13h30	14h00	Travel of participants to conference room equipped with laptops Division in 2 groups			
14h00	16h00	TRACES Statistical tools	Access to TRACES database. Simulation and exercises. Statistical tools: DWH and Qlikview. Participants will have the opportunity to work on their own cases.	Practical session.	Tutors and participants Anne-Ly Veetamm Carlo Dahm
16h00	16h30	Coffee break			



Day 2					
Time		Title of the session	Training Objective / Subjects Covered	Method of Training	Name of responsible tutor
16h30	18h00	TRACES procedures	Access to TRACES database. Simulation and exercises. Use of real case studies: - Creation of a commercial document, cloning - CSV files - Export of live animals/products to a third country, transiting other MS - Follow-up controls of INTRA and DOCOM - Follow-up controls of a CVEDA and CVEDP for certain type of products and animals - Animal welfare controls	Presentation and direct application on TRACES Practical session Q&A	Tutors and participants Anne-Ly Veetamm Carlo Dahm
18h00	18h15	Travel back to the hotel			
20h00	22h00	Dinner at the hotel premises			



Day 3					
Time		Title of the session	Training Objective / Subjects Covered	Method of Training	Name of responsible tutor
09h00	10h00	Practical session	Demonstration of TRACES use and related certification activities in a LVU. Best practices for the performance of official controls in LVUs for the intra-EU trade of animals, food of animal origin and by-products.	Practical session Sharing of experiences Discussion	Local Authorities Tutors
10h00	10h45	Practice in the computers	Group activity resolving exercises on the computers on different topics of TRACES procedures and Statistical tools.	Practical session Working groups Q&A	Tutors and participants
10h45	11h15	Coffee break			
11h15	11h45	Practice in the computers	Group activity resolving exercises on the computers on different topics of TRACES procedures and Statistical tools.	Practical session Working groups Q&A	Tutors and participants
11h45	12h15	TRACES trade	Intra-EU trade of live animals. Emphasis on particular cases.	Presentation/ Discussion	Tutor Mary Gianniou
12h15	13h00	TRACES update	Update on TRACES. Upcoming changes. Questions and Answers session	Presentation Discussion in plenary session	DG SANTE Representative/ Training Coordinator Maria de la Puente Tutors and participants
13h00	13h15	Final evaluation of the Course			



Day 3					
Time		Title of the session	Training Objective / Subjects Covered	Method of Training	Name of responsible tutor
13h15	13h40	Conclusion	Final conclusions and training outcome, evaluation, closing of the training, certificates award.		Training coordinator Maria de la Puente
13h40	15h00	Lunch			
15h00	22h00	Departure of participants			