



The Department of Environment, Food & Agriculture is a data controller for the purposes of the Data Protection (Application of GDPR) Order 2018 and requires the information on this form to comply with its legal obligations under the Animal & Animal Products (Import & Export) 2001 & BITS Order 2007. Your personal information will be held by DEFA for the purposes of processing this application.

Some of the information you provide, such as your name, address and contact details may be shared on our website. We will only keep these details for ten years and in accordance with Data Protection (Application of GDPR) Order 2018. The personal information will then be deleted from our systems.

You may request erasure, restriction or amendment of your details at any time if you no longer wish us to process your application. Full details of how and why DEFA processes your personal information are contained in our privacy policy <https://www.gov.im/about-this-site/terms-and-conditions/privacy-policy/>

You have the right to lodge a complaint with the Information Commissioner (IC) if you think the Department is acting outside of the Data Protection (Application of GDPR) Order 2018. The IC can be contacted here <https://www.inforights.im/>

The Data Protection Officer can be contacted on 686781 or by email at DPO-DEFA@gov.im

### **IMPORTANT:**

- A Manx Passport must be applied for an imported animal within 7 days of importation.
- The Department may not supply a passport if, in its opinion, the relevant records are unsatisfactory.
- It is an offence to move an animal born or imported on or after 01/01/98 without a passport except under a temporary Movement Licence (issued by the Department). This does not apply to newly imported animals being moved directly to the holding specified on the import document.

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### **NOTES:**

- BREED - must be entered as the official breed code of two, three or four letters. A list is provided with the Holding documents.
- DATE OF BIRTH - give date as marked on the foreign passport accompanying the animal if available otherwise give date as indicated on import health certificate documents or give year of birth if animal aged in years.
- SIRE IDENTIFICATION must be given only if known official identification number (registered pedigree name should be used where official ear tag is not available).
- BIRTH HOLDING - the official number allocated by the Ministry of the appropriate country.
- IMPORT CERTIFICATE REFERENCE NO. This is the official reference number on the import health certificate (usually near the top). This should be left blank if not in your possession.
- HOLDING NUMBER - the official number allocated by the Department e.g. UK 010 999.
- HOLDING ADDRESS - the address of the holding at which the animal is kept.
- KEEPER - the person having care and control of the animal, even on a temporary basis (may be different to both HOLDER and OWNER).
- OWNER - the legal owner of the animal (may be different to the HOLDER).

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### **GUIDANCE:**

- Notify the Department as soon as possible after the animal is imported.
- Arrange a date and time with DEFA Agriculture when the animal can be restrained in a crush and inspected.
- Have this form completed before the inspection visit.
- This application form has to be completed and given to the DEFA Inspection Officer at the time of inspection or sent to the DEFA Cattle Passport Centre at the address below within 7 days of the animal landing in the Island whichever is the earlier.

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**ADDRESS:** Cattle Passports, Thie Slieau Whallian, St Johns, Isle of Man, IM4 3AS  
**Further information available from DEFA CATTLE PASSPORT CENTRE telephone 685616.**