

**ABATTOIR – SLAUGHTER..... 1**

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## Abattoir – Slaughter

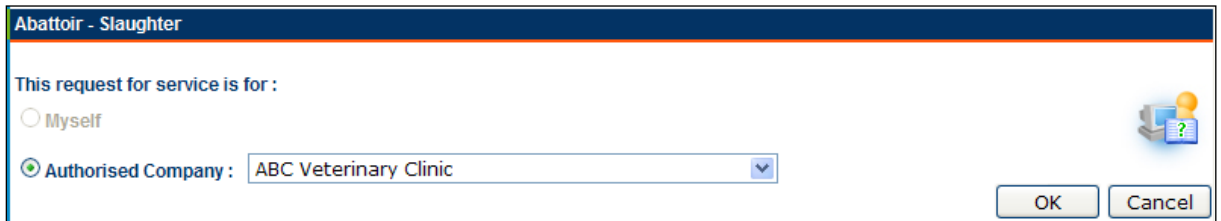
This function allows you to perform submission of a complete record of all the pigs admitted and slaughtered in a pig abattoir for the day. It is mandatory for all licensed pig abattoirs to submit the Daily Report to SFA.

### Pre-Requisites

- Singapore Residents can login to SFA Inspection & Laboratory e-Services using your SingPass ID.
- For Non Singapore Residents, you need to apply for an account to login to SFA Inspection & Laboratory e-Services.
- The administrator of the company must assign your SingPass ID / personal account as an authorised representative in order to perform transaction for his/her company.
- The company you are authorised to must have a Premises assigned.

### How to Perform Submission

1. Go to **Daily/Monthly Submission → Abattoir – Slaughter** on the navigation menu bar. The following screen will be displayed.



**Figure 1: Service Representative Selection**

2. Select your company from **Authorised Company** to confirm the service request representative. Click on **OK** to proceed. The **Abattoir – Slaughter** screen will be displayed.

**Instruction**

1. **Pig Abattoir - Daily Report**  
 The Daily Report is a complete record of all the pigs admitted and slaughtered in a pig abattoir for the day. It includes the types of pig admitted/slaughtered/mortality and final distribution to the various AVA-licensed deboning establishments for further processing. It is mandatory for all licensed pig abattoirs to submit the Daily Report to SFA.
2. **New Submission**  
 Before submitting the Pig Abattoir Daily Report, please ensure that you have read and understood the information below under Sections A to E.
  - A. **Terms & Conditions**
    - a. The Daily Report must be submitted to SFA via the e-Services at the end of the daily slaughter operations.
    - b. All information provided in the Daily Report must be checked and verified to ensure accuracy of the data.
    - c. You must not intentionally withhold any information from SFA.
    - d. In the event that you are unable to access the e-Services, a softcopy of the report will have to be emailed to SFA. SFA should also be promptly notified of the inaccessibility. You must submit the same report via the e-Services again once you are able to access it.
  - B. **Procedures for submission**
    - a. For the keying of the statistics online,
      - i. Fields with  should be completed using the enquiry function.
      - ii. Data should be keyed into fields with .
      - iii. Data in  will be automatically populated or computed.
      - iv. Click on **next** to input the any additional information that you may wish to highlight.
      - v. Click on **Add New** or  to add additional row(s).
    - b. Alternatively, you may choose to key the data into a designated Microsoft Excel form, which can be obtained from SFA. Once the form is completed offline, click on **Import Data File**, select the form and click on **Upload** to upload the data. Then, click on **Submit** to submit the statistics to SFA.
    - c. Should you have any query on the submission of the Daily Report, please contact SFA at Tel: 6805 2764 / 6805 2759 between 9.00am to 5.00pm, Monday to Friday.
  - C. **Fees payable**  
 The e-Services provided for the submission of the Daily Report is non-chargeable.
  - D. **Time and information needed to complete the submission online**
    - a. This form may take you about 15 minutes to fill in.
    - b. You will need the following information to fill in the form:
    - c. You must not intentionally withhold any information from SFA.
      - i. Records of admission, slaughter and mortality of pigs
      - ii. Records of pig carcasses belonging to the respective deboning establishments
      - iii. Records of pigs for the research institutions
      - iv. Other relevant documents
  - E. **Acronyms used in the Daily Report**
    - a. Ctry : Country
    - b. DOA : Dead on arrival
    - c. DBA : Dead before Auction
    - d. DBS : Dead before Slaughter
    - e. TII : Transferred to Research Institutions
    - f. SLGHT : Number of pigs slaughtered
    - g. Bal : Remaining pig/s not slaughtered for the day
    - h. Rmks : Remarks column for additional information
    - i. DEL : Tick here to delete the record

[more](#)

**Abattoir - Slaughter - (Step 1/4)**

**Abattoir - Slaughter**

Date of Admission for Slaughter\*  (dd/mm/yyyy)

**Figure 2: Abattoir – Slaughter (Main Screen)**

- To perform enquiry, click on **Search**. Refer to [How to Perform Enquiry](#).
- To submit a new report using online screen, click on **Add New**.
- To submit a new report using Ms Excel, click on **Import Data File**. Refer to [How to Import Data File](#).

3. Read through the instruction in the **Instruction** panel.
4. Select a valid **Date of Admission for Slaughter**. This is a compulsory field.
5. Click on **Add New** to add a new set of data to the same Abattoir – Slaughter Report. The following screen will be displayed.

**Abattoir - Slaughter**

Date of Admission for Slaughter\*  (dd/mm/yyyy)

Search Result:

| Abattoir    | Deboning Agent       | Ctry | Animal | Admitted                       | DOA                            | DBA                            | DBS                            | TII                            | SLGHT                          | Bal                            | Rmks | Del                      |
|-------------|----------------------|------|--------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|------|--------------------------|
| ▶ SSEC73132 | <input type="text"/> | ID   | VMAOPK | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | next | <input type="checkbox"/> |

Declaration

I declare that the information given above is true and correct.

**Figure 3: Abattoir – Slaughter (Add New)**

6. The **Abattoir** field will be auto-populated based on the authorised company selected at the **Service Representative Selection** screen.
7. All data fields are compulsory and valid information must be entered to submit the report successfully. Acronyms used on the screen are:
  - a. Ctry : Country
  - b. DOA : Dead on arrival
  - c. DBA : Dead before auction
  - d. DBS : Dead before slaughter
  - e. Ttl : Transferred to Research Institutions
  - f. SLGHT : Number of pigs slaughtered
  - g. Bal : Remaining pig/s not slaughtered for the day
  - h. Rmks : Remark column for additional information
  - i. Del : Tick here to delete the record
8. **Bal** field will be auto-calculated after you have entered a value in **Admitted, DOA, DBA, DBS, Ttl** and **SLGHT**.
9. Click on the **Arrowhead** on the left hand side of an entry (See Figure 4) to enter the details for the entry. The values of the fields in **Details** must be less than the values in the **Header** fields.

| Abattoir  | Deboning Agent | Ctry | Animal | Admitted | DOA | DBA | DBS | Ttl | SLGHT | Bal | Rmks | Del                      |
|-----------|----------------|------|--------|----------|-----|-----|-----|-----|-------|-----|------|--------------------------|
| SP92M0007 |                | ID   | VMAOPK | 0        | 0   | 0   | 0   | 0   | 0     | 0   | TEXT | <input type="checkbox"/> |

**Declaration**  
I declare that the information given above is true and correct.

| Details: | Animal Code | Admitted | DOA | DBA | DBS |   |
|----------|-------------|----------|-----|-----|-----|---|
|          |             | 0        | 0   | 0   | 0   | X |

**Figure 4: Add Details of Abattoir – Slaughter**

10. Click **Submit** after completing the data entry for the day's slaughter operation.
11. Verify the data and click on **Confirm**.
12. The following message will be displayed upon successful submission of the report.

**Record(s) has/have been submitted successfully**

## How to Import Data File

1. This is an alternative to the direct entry of data into the online Abattoir – Slaughter report form.
2. Navigate to **Abattoir – Slaughter** screen. (Refer to Step 1 and 2 of [How to Perform Submission](#))
3. Click on **Import Data File**. The following screen will be displayed.

**Abattoir - Slaughter**

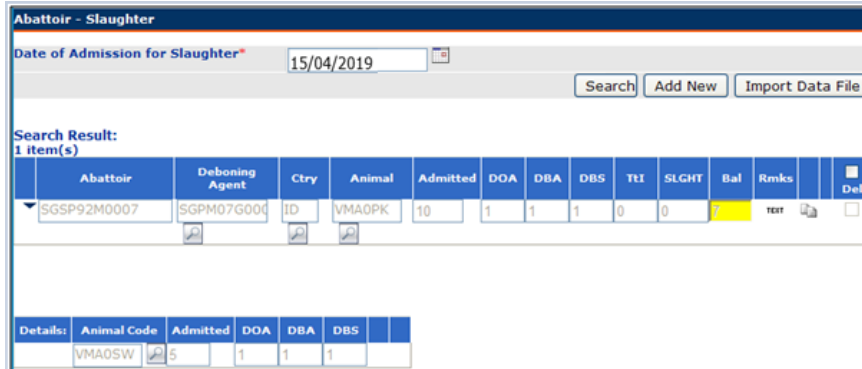
**Figure 5: Abattoir – Slaughter (Import Data File)**

4. Click on **Browse** to locate the Microsoft Office Excel file to upload. The file should not exceed 1 MB file size.

5. Click on **Upload**. The online Abattoir – Slaughter report form will be displayed with the fields populated with the data from the Microsoft Office Excel file.
6. Amend the data on the online Abattoir – Slaughter report form if required. (Refer to Step 6 to 12 of [How to Perform Submission](#))

## How to Perform Enquiry

1. Navigate to **Abattoir – Slaughter** screen. (Refer to Step 1 and 2 of [How to Perform Submission](#))
2. Select the **Date of Admission for Slaughter** and click on **Search**. Records meeting the search criteria will be displayed.



**Figure 6: Abattoir – Slaughter (Search)**