

# AN INSIDE LOOK AT LEIBFRIED FARM

Owner and operator of Leibfried Farm, Aaron, and his staff use a system of calendars to track most records and create an on-farm timetable of activities. “Everyone is responsible for logging specific actions such as harvest yields, locations, inventory levels and ration amounts into individual pocket calendars or posted wall calendars,” explains Aaron. “I then copy all the information from staff calendars into one of the farm’s two master calendars – one for animal and feed records and the other for field records.”

## COMPONENTS *of* A RECORDKEEPING SYSTEM:

*Documents*  
RECORDS RECEIVED FROM  
OTHERS, SUCH AS RECEIPTS,  
PRODUCT LABELS,  
INVOICES, CERTIFICATES,  
AFFIDAVITS, ETC.

**AND**

*Data*  
RECORDS THAT  
LOG PRODUCTION  
ACTIVITIES, INCLUDING  
DATES, LOCATIONS,  
QUANTITIES, ETC.



## *Recordkeeping Case Study: Documenting Ruminant Livestock Feed*

### ORGANIC RUMINANT LIVESTOCK FEED AUDIT

The USDA National Organic Program requires that organic livestock feed consist of certified organic agricultural products. Feed rations may also include allowed feed additives and supplements. As part of the organic inspection, the inspector will conduct a feed audit of at least one feed ration or component of a ration fed to a specific group of animals during a specific timeframe (e.g. the bred heifers during the non-grazing

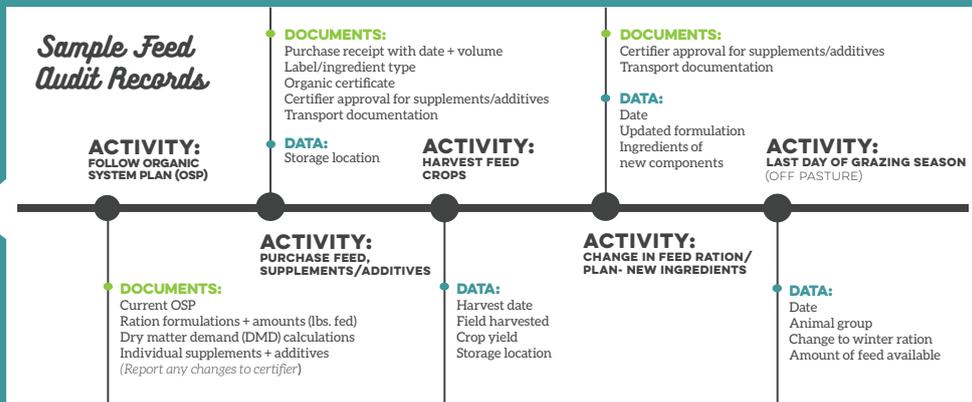
season) to ensure compliance. The inspector will examine feed records to verify what and how much was fed to the selected group during that time. The farmer must demonstrate that the amount of feed consumed matches the amount that was available, as determined by harvest yield records (for feed grown on-farm) and/or receipts and weight tags (for purchased feed).

<i>Feed Log</i>		
LEIBFRIED FARM-WISCONSIN		
MONDAY	TUESDAY	WEDNESDAY
<p><b>1</b></p> <p>Harvest Field 1: Hay (44 Bales), Stored in Barn A</p>	<p><b>2</b></p>	<p><b>3</b></p> <p>Feed Purchase: Corn Silage (1 ton), Stored in Silo A</p>

AUG  
2015

# HOW LEIBFRIED FARM PREPARES FOR A LIVESTOCK FEED AUDIT

## Sample Feed Audit Records



### TRACK feed HARVEST

Always track harvest yields for all feed crops, measured in either number of bins, bales or total weight. Be sure to document yields and the field of origin in your calendar, harvest spreadsheet or directly on the storage container with the date. Also save weigh tags for review during your inspection.

### ORGANIZE feed RECORDS

Feed records should reflect all activities surrounding your livestock nutrition program, including harvesting feed, grazing livestock, purchases of concentrates, forages, and feed additives/supplements, as well as your current ration. Organizing this information along with your other production records keeps the documentation in one place for ease of access.

### CALCULATE feed RECORDS

Review records before inspection to ensure they are complete, and tally up figures the inspector might need, such as total tons of hay harvested that year, or estimates of dry matter intake (DMI) from pasture during the grazing season.

### SAVE feed RECORDS

Since a feed audit can evaluate activities that occur over two or more calendar years, be sure to have previous years' calendars accessible during an inspection. The USDA organic standard requires that you to keep your records for a minimum of 5 years.

## RESOURCES:

USDA Documentation Forms for Livestock Producers (free pdf download)  
<https://attra.ncat.org/attra-pub/summaries/summary.php?pub=358>



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