Management Systems

What is a management system?

- A management system refers to the combination of business processes that together achieve the objectives of the business.
- Management systems are used to ensure quality and consistency in business processes. For example, businesses often have a management system that details how they meet environmental, quality or safety requirements.
- A management system will include details about the business's structure, personnel roles and responsibilities, planning, processes and/or operations.

Who needs a management system?

- Operators - Exporters and Importers
- Facilities - Feedlots, Farms and Abattoirs

Why is a management system required under LGAP?

- A management system is required under *LGAP1002 – Requirements for management systems for Operators and Facilities.*
- A management system demonstrates how your business meets animal welfare and traceability requirements.
- Procedures need to be developed to demonstrate how the business will carry out its activities in order to meet the LGAP requirements.
- Documenting processes ensures personnel know what they have to do and how to do it.
- Keeping records provides evidence that personnel are following the specified processes.

What do I need in my management system?

LGAP1002 outlines the requirements needed in an LGAP management system. Documented information is required to demonstrate how a business achieves the following:

Management System Area	What it needs to include
Leadership and responsibilities	- Who has overall responsibility for the business? - Who is responsible for each area of the business? - Who does what jobs?
Processes	- These are documents which detail how you carry out activities such as animal welfare management, traceability, and slaughter (if applicable) - Known as procedures or Standard Operating Procedures (SOPs)
Monitoring	- Details of the tasks to make sure processes are being followed by personnel. - Details of the tasks to ensure animal welfare outcomes are being met.
Internal Audits	Verification that the management system meets LGAP requirements and that it is being followed
Management Review	Managers review all business activities and take action to address issues and improve if required
Nonconformities and Corrective Actions	Opportunities to improve activities and address issues as they occur

Need some help?

- Management system templates are available on the AniMark website https://www.animark.com.au/guidance-templates-documents/
- The templates can be integrated into existing processes and records; or Facilities and Operators can develop their own management system using the templates provided.
- The "LGAP Ready Checklist" can assist to help identify what processes and records are already in place and where additional documents are required (the checklist indicates which AniMark template can used).
- Once the documents are in place, personnel should be trained to follow procedures and maintain records.
- There should be oversight and checks in place to ensure that personnel are following procedures and that records are being maintained correctly.

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