

Grazing Compensation Claim Form

Mycoplasma bovis Programme

What is this form for? Use this form if you are:

- A person or business who is the legal owner of:
 - property or goods that were destroyed or damaged, or
 - goods that were affected by movement restrictions,
 as a direct result of an exercise of powers authorised by the Ministry for Primary Industries (MPI).

Form Layout

- Your Details
- Tell Us About Your Claim
- Supporting Your Claim
- Useful Information

Important information

- You can return the form and all supporting documents as email attachments or post to MPI Compensation at the address at the bottom of this form (under 'Useful Information').
- If you need more space to answer a question, write "see attached" and you can write your answer on a separate sheet of paper.
- Make sure you attach all the supporting documents.
- Please refer to [DBCAT's M. bovis Compensation Guide for Farmers](#) to help you with this application. The guide is available at www.mbovis.govt.nz

Part 1: Your details

Name (Company director if the claimant is a business)			
Full postal address (Include street number and RD)			
City/Region/Province		Postcode	
Trading name (If applicable)			
Email		Telephone	
Preferred method of contact	<input checked="" type="checkbox"/> Telephone <input type="checkbox"/> Email		

Your bank details

If this is your first claim or your bank details have changed, please attach either:

- a bank deposit slip,
- a screen shot of your account, or
- some other proof from your bank confirming your account name and number.

Bank Account Number		Bank Account Name	
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Your timeline of events

Please fill in the timeline of events boxes below, starting with the first contact from MPI and what happened as a direct result of this.

When did MPI contact you?	What did MPI do?	Section of The Biosecurity Act 1993 (the Act) that MPI exercised its powers under? If you aren't sure, write "not sure".	What happened?	What <u>would</u> have happened if MPI hadn't exercised its powers?
<i>Example only</i> 30/09/2019	<i>Example only</i> Restricted Place (RP) 345	<i>Example only</i> Section 122 of the Act	<i>Example only</i> MPI restricted movement of the cattle on 456 Charles Fergusson Road, Wellington (the property) for M. bovis.	<i>Example only</i> On 15/09/2019 entered into a grazing agreement for 1000 cattle between 1/10/2019 and 30/04/2019 at a rate of \$12.50 per head. This could not be fulfilled causing loss of income of \$x.

Your avoided costs

Please list any costs you would normally have incurred but have avoided due to stock prevented from being moved onto the property.

<i>Example only</i> Feed costs

What actions have you taken to minimise your loss?

The Act requires you to have taken reasonable steps to minimise or avoid your losses. Please describe what (if any) steps have been taken to minimise the impact on your business.

Example only
Harvesting and selling silage

Have you received any other payments from MPI that are related to this claim?

- No
 Yes (please provide further detail of any payments below)

Payment Amount	Date Paid	What was the payment for?

Other documents you need to provide in support of your claim

To help MPI to process your claim quickly, there are some documents we need from you to verify your claim. A list of this information can be found in Part 3.

Declaration (to be completed by the claimant or company director)

I am the legal owner of the property or goods to which this claim applies or have the claimant's authority to sign. I have answered all the questions that apply to me and my application and the information I have provided is true and correct. I authorise MPI to give or obtain information from any other party any other information that in MPI's view is relevant to verifying and/or assessing this claim.

I authorise MPI to pay the assessed amount into the bank account provided with this application.

Your name (print)	Your signature	Date (DD/MM/YYYY)

Agent to complete (if applicable)

I have completed this form at the request of the person claiming. The information included in this claim has been provided to me by the claimant and/or has been reviewed by them and confirmed as true and correct.

Your name (print)	Your signature	Date (DD/MM/YYYY)

Part 3: Supporting your claim

Complete this checklist to make sure we have all the information we need to process your Grazing claim quickly.

Please provide relevant details and any related documentation on the following:

1. If this is your first year of grazing please provide:
 - a copy of the grazing contract; or
 - any written correspondence, emails, texts that confirm the agreement and set out the grazing period, payment rate, GST status, number of cattle and the DM per animal per day.
2. If you have been grazing for more than one year then please provide:
 - a copy of the grazing contract; or
 - any written correspondence, emails, texts that confirm the agreement and set out the grazing period, payment rate, GST status, number of cattle and the DM per animal per day.
 - bank statements which verify previous grazing income for 3 years; or
 - bank statements for as long as in operation if less than 3 years.
3. In addition to the above please provide relevant details and any related documentation on the following:
 - a copy of your calculation of loss
 - an outline of what has happened to the feed that the cattle would have consumed if they had not been prevented from being moved onto the property (e.g. was the grass/crop harvested, what is the value of invoices and are they equivalent to income received)
 - a copy of the Canterbury Feed Assessment (CFA) or equivalent valuation to confirm total area, product available and value of feed available for grazing
 - copies of any documentation in relation to avoided costs or mitigation of losses if applicable.

Once you have sent through your claim, you will receive an email confirming that all information has been received and an assessment will start shortly.

If you send us a claim without providing all the details and documentation required to support the claim, we'll let you know. You'll then have **20 working days** from our notification to provide the information before we look at closing the claim.

If your claim is closed and you wish to re-apply, you'll just need to complete a new claim form and attach the missing information we asked for when you sent us the original claim. You won't need to resubmit any documentation that you provided to support your original claim.

If you're unable to provide the information we've asked for, please get in touch with us as soon as possible.

Part 4: Useful information

Where can you get help?

DBCAT is a free service supported by MPI and run independently by DairyNZ and Beef + Lamb New Zealand.

They are available to help you:

- understand whether you are eligible for compensation
- clarify what losses you can claim for
- help you put together your claim
- support you through the compensation claim process.

Contact information:

- Telephone: 0800 32 22 81
- Email: admin@dbcats.co.nz

Biosecurity Act 1993

The Act provides the legal framework for MPI and others to help keep harmful organisms, such as *Mycoplasma bovis*, out of New Zealand. Compensation may be paid under section 162A of the Act where a person has suffered loss as a result of MPI's exercise of powers under the Act in order to control and eradicate the organism.

Compensation payments are based on showing that your loss was caused as a direct result of MPI exercising powers on your property or goods.

You can claim compensation if:

MPI has exercised powers to eradicate or manage a harmful organism.

- That has caused you to incur a loss, because either:
 - the loss was caused by the damage or destruction to your property, or
 - the loss was caused by movement restrictions imposed on your goods.
- The loss can be verified (complete Part 3: Supporting your claim).

Compensation cannot be paid if losses were incurred:

- Before MPI's exercise of powers commenced
- More than one year before the claim was submitted
- Because you have failed to comply with the Biosecurity Act
- Because your goods are unauthorised or uncleared.

Requesting a re-assessment

Receiving a full or part payment from MPI does not prevent you seeking a re-assessment of your claim. Once payment is made, you may request a re-assessment up to 12 months after you have received payment.

You will need to complete and submit an application for re-assessment form. This is available either on the MPI website, or by contacting the Compensation Coordinator. We'll be happy to email one to you.

Once you have completed the application for re-assessment form, you can email one or send it by post/courier to MPI's compensation team, along with supporting documentation

Privacy Act 1993

Please refer to [MPI's website](#) for information on our Privacy Policy.

Official Information Act 1982

MPI is subject to the Official Information Act 1982 (OIA) and may be required to disclose information regarding this claim in accordance with its obligations under the OIA.

MPI Compensation Contact Information

For general information or to send your claim form please contact the MPI Compensation Coordinator:



0800 00 83 33



compensationcoordinator@mpi.govt.nz



www.mbovis.govt.nz



Ministry for Primary Industries
Attention: Compensation Coordinator
PO Box 2526
Wellington 6140



Ministry for Primary Industries
Attention: Compensation Coordinator
Charles Fergusson Building
34-38 Bowen Street
Wellington 6011

Note: MPI is unable to provide legal or business advice to claimants.