



agriculture

Department:
Agriculture
REPUBLIC OF SOUTH AFRICA



***REQUEST FOR AUTHORISATION, NOTIFICATION TO
VACCINATE AND REPORT BACK SYSTEM***

HOW TO BECOME AN AUTHORISED PERSON

The purpose of this document is to provide a step-by-step guideline for livestock owners wishing to become authorised persons.

Note:

- *The Department of Agriculture, as a condition of the authorisation, can require that the authorisation be terminated if and when the Department determines that FMD vaccination should cease for the purpose of obtaining FMD-free status without vaccination from the World Organisation for Animal Health ("WOAH").*
 - *The Department of Agriculture may withdraw authorisation at any time should it be found that there has not been full compliance with the above requirements.*
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THE VACCINATION PROCESS

The vaccination process is divided into three parts:

1. Application to be an authorised person
 2. Notice of Intent to Vaccinate (*at least 5 days before vaccination*)
 3. Submit a Report (*within 14 days of vaccination*)
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1. PART 1: Application to be an Authorised Person

MINIMUM REQUIREMENTS for approval to become an authorised person:

- 1.1 Full name and surname, identity number, postal and residential address, email address and cell phone number of the person applying;
- 1.2 Confirmation that the applicant has the required knowledge, experience, qualifications, equipment and means to store and administer the FMD vaccine to livestock.

Subject to full compliance with the above requirements, the applications submitted to the Department of Agriculture as per above, will be deemed approved within 5 (five) days.

Step 1: Go to the [FMD Reporting](https://fmd.nda.gov.za/) or <https://fmd.nda.gov.za/> website.

Step 2: Go to “Apply to be authorised”.

FMD Reporting System

Apply to be an Authorised Person to buy vaccine from a veterinarian and vaccinate your own animals

[Apply to be authorised](#)

If you are already authorised:
To report vaccinations, notify of your intent to vaccinate your animals or request vaccination from the Veterinary Services

[Login](#)

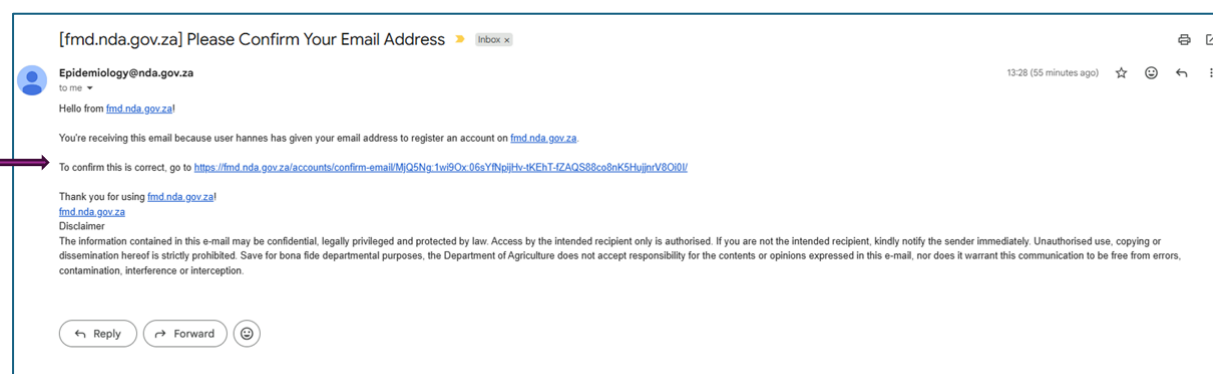
Toll-Free FMD Support Line: 0860 246 640
FMD Support Email Address: FMDcommandcent@nda.gov.za

- Information about FMD symptoms
- Advice on movement controls and permits
- Updates on vaccine availability and vaccinations
- Practical tips on how to keep your farm biosecure

Or join the [FMD Updates WhatsApp channel](#)

Complete the details on the application page and click “Submit Application

You should get an email (as below) with the verification link, follow the steps. This email very often goes to your Spam/Junk email folder. If you do not receive it, please send an email to Epidemiology@nda.gov.za requesting verification



Once you have clicked the link you are signed up and **authorised** to vaccinate your livestock against FMD. The system will send you an email to confirm that you are authorised to vaccinate your livestock. If you do not receive the email, you can also log into fmd.nda.gov.za, click “Farmer/Owner Options” and click the “Send authorisation email” button in the top menu bar. You can use this email to procure vaccine.

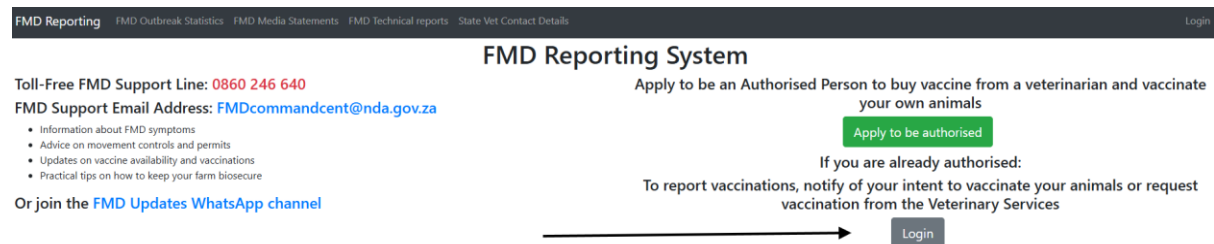
2. PART 2: Notice of Intention to Vaccinate (5 Days Prior to Vaccination)

Owners and managers of livestock shall, at least 5 (five) days prior to administering the vaccine, notify in writing the Provincial Director: Veterinary Services or the applicable State Veterinarian for the area concerned, with the following particulars contained in such notification:

- 1.1 The full names, ID number, address, telephone number and email address of the authorised person who will administer the FMD vaccine; (This is already captured upon registration)
- 1.2 Details of the place to be vaccinated

Step 3:

Sign in [FMD Reporting](#) or <https://fmd.nda.gov.za/> (remember your credentials) and click on “Notify of intention to vaccinate”



The screenshot shows the FMD Reporting System homepage. The header includes links for FMD Reporting, FMD Outbreak Statistics, FMD Media Statements, FMD Technical reports, and State Vet Contact Details, along with a Login button. The main content area features contact information for the Toll-Free FMD Support Line (0860 246 640) and FMD Support Email Address (FMDcommandcent@nda.gov.za), a list of links for information, advice, updates, and practical tips, and a link to join the FMD Updates WhatsApp channel. The central heading is 'FMD Reporting System'. Below it, the text reads: 'Apply to be an Authorised Person to buy vaccine from a veterinarian and vaccinate your own animals'. A green button labeled 'Apply to be authorised' is visible. Below this, it says: 'If you are already authorised: To report vaccinations, notify of your intent to vaccinate your animals or request vaccination from the Veterinary Services'. A grey button labeled 'Login' is shown at the bottom right of the main content area.

And



The screenshot shows the FMD Reporting System homepage. The header includes links for FMD Reporting, FMD Outbreak Statistics, FMD Media Statements, FMD Technical reports, and State Vet Contact Details, along with a Logout button. The main content area features contact information for the Toll-Free FMD Support Line (0860 246 640) and FMD Support Email Address (FMDcommandcent@nda.gov.za), a list of links for information, advice, updates, and practical tips, and a link to join the FMD Updates WhatsApp channel. The central heading is 'FMD Reporting System'. Below it, the text reads: 'A separate notification must be submitted for each place to be vaccinated. You have not logged any notifications yet.' A green button labeled 'Notify of intention to vaccinate' is visible.

Step 4: fill in the mandatory fields and submit.

DEPARTMENT OF AGRICULTURE
NOTIFICATION OF INTENT TO VACCINATE FOR FOOT AND MOUTH DISEASE

NOTIFICATION OF INTENT TO VACCINATE FOR FOOT AND MOUTH DISEASE

FARMER INFORMATION

Full Name and Surname: Haasem Pienaar (dr.h.pienaar@gmail.com)
Contact Number: xxx
ID/Passport number: 123456
Email Address: dr.h.pienaar@gmail.com

FARM INFORMATION

Official Farm Name (Surveyor General)*:
Alternative Farm Name:
Farm number:
Portion Number:
Production system*:

Zoom and click on map:



DGGE:
DGG:
DGE*:
Province:
State Vet Area:
Local Municipality:
Please ensure the coordinates are located in the correct Local Municipality

HERD INFORMATION

Number of animals to be vaccinated*:
Species*:
Reason for vaccination request*:
Comment:

DECLARATION

I, the undersigned, owner/manager of the land and owner of the animals, declare as follows:

- I hereby inform the Veterinary Services of my intent to vaccinate my herd with Foot and Mouth Disease (FMD) vaccine to safeguard my livestock against the adverse effects of natural/wild infection.
- I will procure legally imported/manufactured vaccine at own cost and the vaccination will be done by myself or by a private veterinarian I nominate.
- I declare that once this vaccination has been done, I will inform Veterinary Services within 14 days in the required format.
- I declare and confirm that, to the best of my knowledge, no animals on the above-mentioned farm are known to be infected or suspected of being infected with FMD, and the land is not under any veterinary restriction due to FMD.
- I have ensured that all cloven hoofed animals to be vaccinated are individually identified prior to vaccination.
- I understand that all vaccinated animals will be subject to lifelong traceability and that a record of their vaccination will be kept in the livestock identification and traceability system.
- I am aware that booster vaccinations will be required as prescribed by the vaccine manufacturer to maintain herd immunity.
- I acknowledge that vaccination reduces the clinical signs of FMD but does not prevent infection; I will maintain biosecurity measures as required in terms of Section 11 of the Animal Diseases Act, 1964.
- I accept the implications for potential buyers/imports and indemnify the state veterinary authority against any losses or adverse health reactions (allergic responses, the reactions, or embryonic deaths/abortions).
- By signing this notification, I hereby indemnify and hold harmless the state entity (including the Department of Agriculture) from all claims or legal actions that may arise as a result of the vaccination.

Agree and Submit Notification

You should get an email to the State Vet of the area, yourself copied, of this notification.

3. PART 3: Submit a Vaccination Report (*within 14 days of vaccination*)

The owners and managers of livestock shall after prior notification that they intend to administer FMD vaccines and within 14 (fourteen) days after they have administered same, present a sworn declaration to the State Veterinarian for the area or the Provincial Director: Veterinary Services detailing compliance with Regulations 17(1)(c) and 18 of the Animal Diseases Regulations (and any possible amendments thereto), and without derogating from those, including written proof after administering FMD vaccine to livestock. Such declaration shall deal with the following:

- 3.1 Full names, identity number, email address and cell phone number of the responsible owner/manager that administered the vaccine; (Already captured on the system)
- 3.2 The date of vaccination;
- 3.3 The brand of vaccine and batch/lot number used;
- 3.4 Type and breed of livestock;
- 3.5 Gender of the animal;
- 3.6 Age of animal; and
- 3.7 Full particulars pertaining to the individual animal pertaining to identification marks, brands and eartags or any other means of identification.

Step 5: Vaccinate animals and record individual animal details

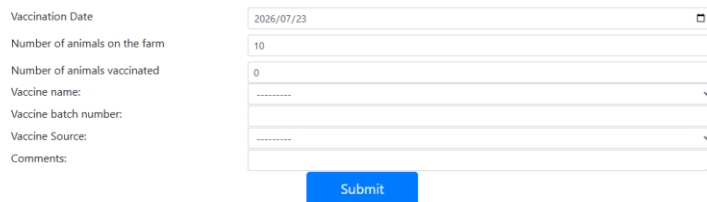
Individual animal details must be recorded on LITS on any other suitable system

Step 6: Report vaccination

Log into <https://fmd.nda.gov.za/>

The screenshot shows the 'FMD Reporting System' website. At the top, there is a navigation bar with links: 'FMD Reporting', 'FMD Outbreak Statistics', 'FMD Media Statements', 'FMD Technical reports', 'State Vet Contact Details', 'Farmer/Owner options', and a 'Logout' button. Below the navigation bar, on the left, is contact information: 'Toll-Free FMD Support Line: 0860 246 640' and 'FMD Support Email Address: FMDcommandcent@nda.gov.za'. Below this is a list of services: 'Information about FMD symptoms', 'Advice on movement controls and permits', 'Updates on vaccine availability and vaccinations', and 'Practical tips on how to keep your farm biosecure'. A link to 'Join the FMD Updates WhatsApp channel' is also present. On the right, the main content area is titled 'FMD Reporting System'. It features a green button labeled 'Notify of intention to vaccinate'. Below this button, it states 'A separate notification must be submitted for each place to be vaccinated' and 'Your submitted notifications:'. An arrow points from this section to another green button labeled 'Report Vaccination for Demonstration Farm'.

Complete the details as requested

A screenshot of a web form for reporting a vaccination. The form has a light gray border and contains several input fields. On the left, labels are aligned to the left: 'Vaccination Date', 'Number of animals on the farm', 'Number of animals vaccinated', 'Vaccine name:', 'Vaccine batch number:', 'Vaccine Source:', and 'Comments:'. On the right, the corresponding input fields are: a date picker showing '2026/07/23', a text box with '10', a text box with '0', a dropdown menu with '-----', a text box, a dropdown menu with '-----', and a text area. A blue 'Submit' button is centered below the form fields.

Vaccination Date: 2026/07/23

Number of animals on the farm: 10

Number of animals vaccinated: 0

Vaccine name: -----

Vaccine batch number:

Vaccine Source: -----

Comments:

Submit

Click submit

Step 7: Submit proof of individual animal details

Farmer/Owner uploads supporting proof/documentation of individual animal details onto the system in one of the following supported formats:

- Photo
- Excel spreadsheet (.xlsx / .xls)
- PDF document
- Word document (.docx / .doc)
- CSV file
- Or any other proof of individual animal identification

Vaccination files [Upload vaccination file](#)

All vaccinated animals must be individually identified and records of the individual identification must be kept. Please upload the individual animal identification lists here (picture/pdf/excel file)

The system will send an email to the Local State Veterinarian, Provincial Veterinary Services and copy you as proof of the reporting of the vaccination.

For more options, click “Farmer/Owner options” in the menu bar.