

## CHECKLIST

We hope you find this checklist helpful. It is a quick reference list of what you need to do differently. The list covers only the changes within each standard - it is suggested that you refer to the full standard to ensure you comply fully. Those standards which have been revised to provide additional clarity, but do not require members to take different action, have not been listed below. New recommendations are not included.

Record templates will be available  
before 1 November on:  
[www.redtractorassurance.org.uk](http://www.redtractorassurance.org.uk)

<b>RA.1</b>	Does your Risk Assessment or a supplementary document identify all preventative actions and include a Water Risk Assessment?	Yes	No	N/A
<b>RA.3</b>	If you use a HACCP based approach, are CCPs identified by documented process, are responsible personnel trained and are you keeping CCP process records?	Yes	No	N/A
<b>RA.4</b>	Do you review and record your risk assessment at least once a year? Relevant for category 0-2 crops.	Yes	No	N/A
<b>RA.6</b>	Do you risk assess all crop production sites (fields and other) and review these assessments at least annually?	Yes	No	N/A
<b>RA.8</b>	Do you complete regular Internal Audits of preventative actions? Relevant for category 0-2 crops.	Yes	No	N/A
<b>DP.1</b>	Does your farm present an acceptable and tidy appearance to the public?	Yes	No	N/A
<b>DP.2</b>	Does your Contingency/ Emergency Plan include actions to be taken in event of: fire, power cuts, extreme weather, pollution incident, incidents affecting food safety or legality?	Yes	No	N/A
<b>PL.3</b>	Is implementation of refresher training (where required) recorded on training record?	Yes	No	N/A
<b>PL.4</b>	Do you have a Service Level Agreement in place with any labour agency used and evidence of a valid GLAA licence?	Yes	No	N/A
<b>PL.6</b>	If you provide temporary, on-site accommodation, do you have inspection/ maintenance records for electric and gas installations and is heating provided if used between October and March?	Yes	No	N/A
<b>PL.8</b>	If you have 5 or more employees, do you complete documented Health & Safety meetings?	Yes	No	N/A
<b>PL.9</b>	Do you have at least one trained first aider working in the business?	Yes	No	N/A
<b>PL.12</b>	Do you complete COSHH assessments for all hazardous substances?	Yes	No	N/A
<b>PL.13</b>	Have you offered health checks to workers applying PPPs if a need is identified within your COSHH assessments?	Yes	No	N/A
<b>VC.1</b>	Have you ensured there is no build-up of vegetation close to farm structures that could harbour vermin and that site surveys are completed at least quarterly (in-house or by an external contractor)?	Yes	No	N/A

<b>VC.1.1</b>	If pest control is managed in-house has your responsible person received certified training?	Yes	No	N/A
<b>VC.2</b>	Does any permanent baiting meet the conditions set out in the standard and guidance?	Yes	No	N/A
<b>VC.5</b>	Where appropriate, do you take precautionary measures to discourage pest and vermin activity in crops and cropping areas?	Yes	No	N/A
<b>IM.5</b>	Do you have annual pesticide residue tests available for each crop?	Yes	No	N/A
<b>IM.6</b>	Is nitrate concentration (for crop) considered in your risk assessment if you grow lettuce, spinach or rocket? Are product testing requirements defined and implemented?	Yes	No	N/A
<b>SM.6</b>	If you grow crops in substrates other than soil or water, are the substrates traceable and (for category 0 and 1 crops) are you considering micro risk and testing where appropriate?	Yes	No	N/A
<b>EC.1</b>	Are you familiar and compliant with all fertiliser and manure storage controls set out in this standard?	Yes	No	N/A
<b>EC.1.1</b>	Are you familiar and compliant with all PPP store controls set out in this standard?	Yes	No	N/A
<b>EC.1.2</b>	Is your list of stored PPPs updated at least once per month?	Yes	No	N/A
<b>EC.3</b>	Are you familiar and compliant with all nitrogen based fertiliser storage controls set out in this standard?	Yes	No	N/A
<b>EC.4</b>	Can you trace deliveries of PPPs back to supplier?	Yes	No	N/A
<b>EC.4.1</b>	Are you managing risks from sprayer filling?	Yes	No	N/A
<b>EC.7</b>	Are any air-blast sprayers NSTS tested annually?	Yes	No	N/A
<b>EC.7.3</b>	Have all staff applying granular nematicide completed ARTIS e-learning?	Yes	No	N/A
<b>EC.7.4</b>	Do you have the name and BASIS registration number of the anyone making recommendations on your PPP use?	Yes	No	N/A
<b>EC.8</b>	Do PPP records cover all relevant applications and identify first permissible harvest date (where applicable)?	Yes	No	N/A
<b>EC.8.3</b>	Do you have record keeping systems for the introduction of biological controls?	Yes	No	N/A
<b>EC.13</b>	Have you got records to demonstrate responsible waste management practices have been adopted?	Yes	No	N/A
<b>IG.1.2 &amp; PP.10 &amp; PW.2</b>	Do you have evidence of accreditation for the laboratory used for microbiological testing of water?	Yes	No	N/A
<b>GM.1</b>	Have you requested a Red Tractor derogation for any GM crops?	Yes	No	N/A
<b>HS.1 &amp; PP.1</b>	Does your hygiene policy restrict nail varnish and vaping in operational areas?	Yes	No	N/A

<b>HS.2 &amp; PP.2</b>	Are personnel trained in the return to work policy and is refresher training in personal hygiene requirements completed at least annually?	Yes	No	N/A
<b>HS.4 &amp; PP.5</b>	For categories 1-3 (already in place for category 0), if hair is identified as a contamination risk within the risk assessment, are head coverings worn?	Yes	No	N/A
<b>HS.6 &amp; PP.7</b>	Are completed Return-to-Work questionnaires checked and verified before workers return to operational duties after a period of absence?	Yes	No	N/A
<b>HS.12</b>	Do you have recorded daily start up checks for harvest teams?	Yes	No	N/A
<b>HS.14</b>	Do packaging controls ensure all packaging is stored in a clean area and is checked before use?	Yes	No	N/A
<b>HS.15</b>	Where product is not covered for transportation, is there a risk based justification?	Yes	No	N/A
<b>HS.16</b>	Are any cooling parameters defined in your risk assessment and are adequate cooling facilities present?	Yes	No	N/A
<b>PP.9</b>	If water is in contact with produce for purposes other than washing (e.g. cooling, hydration) is this risk assessed, compliant with the Water Matrix? Are containers and tanks managed appropriately?	Yes	No	N/A
<b>PP.12</b>	Are pre-production checks completed to identify foreign body risks?	Yes	No	N/A
<b>PP.13</b>	Are knife/ sharps issue records in place (where applicable)?	Yes	No	N/A
<b>ST.5</b>	If you have used PPPs as store treatment do you have the name and BASIS professional register number of advisors?	Yes	No	N/A
<b>ST.6</b>	If you have used PPPs as store treatment do you have evidence of your operator's training? Where NPTC or Lantra certificates are not directly relevant, have you checked if the product manufacturer offers training provision?	Yes	No	N/A
<b>ST.7</b>	Are stores that have been treated (historically) with CIPC labelled with a permanent notice?	Yes	No	N/A
<b>PW.1</b>	Are any tanks or containers used for storage of water for product washing managed to avoid contamination risks?	Yes	No	N/A
<b>PW.3</b>	If product wash water is recirculated, is a treatment process in place (not relevant for desoiling and stone separation)?	Yes	No	N/A
<b>PW.4</b>	Does wash system design ensure cleaned product cannot be re-contaminated by earlier, process stages?	Yes	No	N/A
<b>PW.5&amp; PC.4</b>	If you discharge waste water, are you compliant with environmental permitting requirements?	Yes	No	N/A
<b>PC.1</b>	If you grow crops in protected cropping systems, have you defined and implemented entrance controls for crop production areas?	Yes	No	N/A
<b>PC.2</b>	If you grow crops in protected cropping systems, have you defined and implemented cleaning programs for equipment and surfaces which have the potential to pose a risk to food safety?	Yes	No	N/A