



# FRESH PRODUCE STANDARDS

**NOVEMBER 2021**

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# FRESH PRODUCE STANDARDS

## DEAR VALUED MEMBER,

**Thank you for being part of the Red Tractor Fresh Produce assurance scheme.**

These comprehensive standards underpin our industry's strength and credibility, securing its future as a world-leader in food safety and responsible pesticide use.

They have been written, reviewed and approved by our Technical Advisory Committee, which is made up of farmer representatives, leading industry experts and supply chain stakeholders, and our Sector Board.

It is worth remembering that some standards have been introduced or revised to help our members adapt to changes in legislation or meet evolving supply chain demands.

We are pleased to have consensus when it comes to advancing our sector in many important areas, including new standards to improve post-harvest washing, better crop waste management and a streamlining of expectations on plant protection product use.

These are necessary standards for our members as they will drive our sector forward, carefully balancing the evolving needs of consumers, farmers, processors and retailers.

In an ever-changing world, Red Tractor Assurance is your definitive point of reference for peace of mind that your farm business meets key requirements to supply the food chain, without the need for additional checks and cost.

For example, your membership grants you access to the global market by enabling you to obtain Global GAP certification without the need for an additional assessment. This affords members an effective, straightforward solution to exporting fresh produce.

With ever-increasing interest and scrutiny of how food is produced, compliance with these standards not only serves to protect the reputation of your own farm, but the entire sector in which you play a vital part.

Here's to a secure and sustainable future for British farming.

Best wishes,

**Lucy MacLennan**

Chair, Red Tractor fresh produce sector board



The Red Tractor assurance journey begins on farms, and **our members have a vital role to play** in building and maintaining the trust of the British public.

As the provider of the UK's largest and most comprehensive food standards scheme, Red Tractor is the lynch pin for the entire supply chain, balancing legislation and the competing demands of consumers, farmers, processors and retailers.

**Our Standards are written, revised and approved by our Technical Advisory Committees and Sector Boards in close consultation with farmer representatives and leading industry experts, all working to future-proof the industry.**

This is essential given the demand for food traceability, growing consumer awareness of animal welfare and pesticide issues and a need to protect and enhance the environment.

Please note that the standards must be read in conjunction with the **Member Rules** at the back of this manual, which all scheme members are bound by.

For more information on the Red Tractor Assurance scheme, visit: **[redtractorassurance.org.uk](https://redtractorassurance.org.uk)**.





# HOW TO USE THIS GUIDE

Our standards are organised in sections. The **AIM** of each standard or group of standards is clearly explained. All of the words against each standard, including the column **‘How you will be measured’**, form part of it.

Standard coding begins with a two-letter prefix which identifies the section (e.g. EC for Environmental Protection and Contamination Control). You may notice that the codes are not always consecutive – rest assured that no information is missing from this guide.

Assessors will use this code together with one to identify the enterprise to which it relates (e.g. FP for Fresh produce) to record any non-conformances on the report at the end of the assessment.

Look out for the **guidance boxes** throughout this guide – these offer useful tips to help you meet the relevant standard.

**Key** while all standards must be met, particular attention should be paid to these as they can have implications for your certification

**Recommendation** this is not a standard and a non-conformance raised will not affect your certification. However these are recommended actions to undertake to help demonstrate working to Red Tractor and industry core principles

**New** a completely new standard which the member must now adhere to, or a new recommendation

**Revised** a standard that has changed and requires the member to take some different or additional action to before

**Upgraded** the standard has been upgraded to a Key standard or from a Recommendation to a full standard

**Appendix** indicates that additional information is provided in the Appendices at the back of this manual and can also be found by visiting: [redtractorassurance.org.uk](https://redtractorassurance.org.uk)

**R** this icon indicates that a **record** is required and suggests potential documentary evidence which could be used to show compliance

## WHERE TO FIND HELP



At the end of each section this icon indicates where you can get **additional information**, should you need it.

Visit our website: [redtractorassurance.org.uk](https://redtractorassurance.org.uk) for additional help.



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# HOW THE RED TRACTOR ASSURANCE SCHEME WORKS

Red Tractor is the body that sets the standards a member must conform to in order to be certified.

We license independent contractors, known as certification bodies, to carry out assessments and certification. They manage membership and will be your day-to-day contact.

All our certification bodies work to the same standards and procedures, and all their assessors have relevant training and experience. You can choose any one and get the same service, just like getting an MOT for your vehicle.

**You must conform to the standards and the membership rules at all times to be a member.** It is important to keep up to date of any changes because both standards and membership rules may occasionally be amended. Please check: [redtractorassurance.org.uk](https://redtractorassurance.org.uk) for updates to standards.



## HOW TO JOIN

To become Red Tractor Assured, first choose one of our licensed certification bodies. You can see the full list of our certification bodies and the standards they can certify on the back page of this booklet.

To join the scheme, contact any one of the certification bodies and they will send you an application pack. You can apply to join at any time throughout the year and your membership must be renewed annually.

Before applying, make sure you read the membership rules and the standards you must conform to. These detail what you need to do and how you will be assessed.

If applying for more than one scheme, your certification body may apply a discount and

will coordinate the assessment together in a single visit where possible.

You are welcome to choose a different certification body for each of the various enterprises or activities you wish to be certified for and the relevant assessments will be conducted separately.

**It is possible to change your certification body at any time and maintain your 'Red Tractor Assured' status, provided you have no outstanding non-conformances or obligations.**

Please pay particular attention to the limitation of liability provisions set out in Rules 74 – 76.



Remember to provide your certification body with your up-to-date contact details and add **rtfcomms@redtractor.org.uk** to your email contacts to make sure you receive the latest guidance and information to help your assurance certification.



# SIX STEPS TO RED TRACTOR ASSURANCE

## 1. APPLICATION

Send an application and fee to your chosen certification body detailing all the relevant holdings/ premises. Receipt will be acknowledged in 14 days and the assessment will be arranged.



## 2. INITIAL ASSESSMENT

The assessor will talk to you about your business as you walk together around (or facilitate remote viewing via video-streaming of) the facilities, look at the livestock/crop as applicable and check your paperwork.

They will need to talk to your staff too about what they do. Any areas which do not meet the standards (which we refer to as 'non-conformances') will be highlighted to you throughout the assessment.

They are not allowed to advise on, or suggest, how you need to correct things. You will be left or sent a report which will contain details of any non-conformances, an indication of the evidence you will be expected to provide (e.g. invoices, photos, photocopies, letter from vet) and the timescales for action.



## 3. NON-CONFORMANCES

You must supply your certification body with evidence that you have corrected everything as explained in the non-conformance report.

In some cases, a revisit may be required and this may incur a charge. Your application will lapse if you do not correct everything satisfactorily and in good time.



## 4. ISSUE CERTIFICATE OF CONFORMITY

Once satisfactory evidence has been provided, you will be entered as 'Assured' on the Scheme Member Checker database and you can then sell your product(s) as 'Assured'. You may receive an actual certificate in electronic format or printed, but the status on the Scheme Member Checker database is definitive.





## 5. RENEWAL

You will be invited to renew your membership annually, 12 months after the initial assessment and every 12 months thereafter. You will receive a renewal notice and a maximum of two reminder letters.



## 6. ROUTINE ASSESSMENTS AND SPOT CHECKS

An assessor will make routine visits (or carry out remote assessments) similar to your initial assessment to check you are continuing to conform to the standards at all times.

These assessments will normally be held no further apart than 12 months for crops, fresh produce, chicken, ducks and turkey schemes. Assessment timings may be altered to accommodate multiple schemes on one farm visit.

### SPOT CHECKS

You may also be subject to spot check visits, some of which may be unannounced as part of our risk-based approach to inspections. To find out more about this, please see: [redtractorassurance.org.uk](https://redtractorassurance.org.uk).

## NON-CONFORMANCE - WHAT HAPPENS NEXT?

If you do not conform to any standards you must provide evidence, normally within 28 days, that you have rectified them as outlined at steps 2 and 3 above.

If you have a major non-conformance or excessive non-conformances against the standards, your certification may be suspended until you have shown you have put this right.

### Suspension:

Your membership and certification can also be suspended if you have not put non-conformances right within the time stipulated. If an unannounced spot check as a result of our risk-based approach to inspections shows no improvement the member will still be categorised as high risk and suspended.

Suspension is only lifted once you have proved that you have corrected the non-conformances. In some cases, a revisit may be required.

You must not sell products as 'Red Tractor Assured' whilst your certification is suspended.

### Withdrawal:

If within three months of the suspension date you have not demonstrated that you have corrected the non-conformances, the certification body will withdraw certification and your membership will automatically terminate.

The certification body will also withdraw certification and your membership will automatically terminate if you are still categorised as high risk following two consecutive unannounced spot checks as a result of our risk based approach to inspections.

You can only regain certification by following the procedure for a new applicant and as long as no other sanctions or non-conformances remain. Your right to sell products as 'Red Tractor Assured' will cease immediately if your certification is withdrawn or if your membership is terminated for any other reason or expires and is not renewed within one month of expiry in accordance with the membership rules.



To help members avoid the most common non-conformances for each sector, we have published useful guides on our website. Go to: [redtractorassurance.org.uk](https://redtractorassurance.org.uk).

# Cropping categories

Fresh produce	<b>Category 0:</b> crop harvested as a sprouted seed/at seedling stage
	<b>Category 1:</b> crops that are eaten raw, where the edible portion of the crop does not grow clear of the ground and is not protected by a skin, pod or similar. Includes crops primarily eaten as leafy salads.
	<b>Category 2:</b> crops that are eaten raw, where the edible portion of the crop grows clear of the ground or is protected by a skin, pod or similar. Also includes crops grown as root vegetables, alliums and tubers.
	<b>Category 3:</b> crops that are cooked before consumption

An up-to-date list of the crop categories can be found on the Red Tractor website.


## Risk Assessment (RA)

STANDARDS		HOW YOU WILL BE MEASURED
AIM: To produce safe and legal product		
<b>RA.1 Key</b> A documented risk assessment has been completed, covering all process steps for each relevant crop from site selection, drilling or planting through to packing, storage and transportation of product. All crop production processes are considered to identify any physical, chemical, allergenic or microbiological food safety risks and suitable preventative actions are implemented <b>REVISED</b>	<b>■ RA.1.a</b> All relevant crops are considered in the Risk Assessment	<div><b>R</b></div> <div>■ Risk assessment ■ Water risk assessment</div>
	<b>■ RA.1.b</b> All relevant process stages (including transportation of products) are included within the Risk Assessment	
	<b>■ RA.1.c</b> All agronomic inputs (e.g. irrigation water, PPPs, etc.) are included within the risk assessment	
	<b>■ RA.1.d</b> Any physical, chemical, microbiological or allergenic risks are clearly identified	
	<b>■ RA.1.e</b> Preventative actions are identified within the Risk Assessment	
	<b>■ RA.1.f</b> Microbiological, chemical and physical risks are assessed for all water used in crop production processes – with reference to: <ul style="list-style-type: none"><li>– source</li><li>– distribution</li><li>– application method</li><li>– crop risk category</li></ul>	
<b>GUIDANCE</b> Further information on completing a Risk Assessment can be found in the Appendix  Risks associated with water used in crop production (RA.1.f) may be assessed within a separate Water Risk Assessment or members may opt instead to cover this within the body of the main Risk Assessment.		
<b>RA.2</b> The Risk Assessment includes a flow diagram of the production process and identifies the points in the process where specifically identified risks occur	<b>■ RA.2.a</b> Risks identified in the Risk Assessment (RA.1) are highlighted appropriately on a process flow diagram	<div><b>R</b></div> <div>■ Process flow diagram</div>
	<b>■ RA.2.b</b> A process flow diagram has been developed for each type of production	


STANDARDS	HOW YOU WILL BE MEASURED	
<b>RA.3</b> <b>Preventative actions are defined and implemented. Where critical control points (CCPs) are identified, these are managed effectively</b> <b>REVISED</b>	<b>■ RA.3.a</b> Effective implementation of preventative actions is defined	<b>R</b> <b>■ Preventative action plan</b>
	<b>■ RA.3.b</b> Responsibility for the implementation of preventative actions is allocated	
	<b>■ RA.3.c</b> Any CCPs are identified by a documented process	<b>R</b> <b>■ CCP decision tree</b>
	<b>■ RA.3.d</b> Personnel responsible for effective implementation of CCPs have specific, documented training	<b>R</b> <b>■ Training record</b>
	<b>■ RA.3.e</b> Monitoring records are in place to demonstrate effective implementation of CCPs	<b>R</b> <b>■ CCP monitoring record</b>
	<b>■ RA.3.f</b> Actions to be taken in the event of a CCP failure are documented and effectively implemented	<b>R</b> <b>■ CCP failure record</b>
<b>GUIDANCE</b> <i>RA.c – RA.f only relevant where a HACCP based approach to Risk Assessment is used and CCPs are identified</i>		
<b>RA.4</b> <b>The Risk Assessment and preventative actions must be reviewed regularly and whenever processes/products change</b> <b>REVISED</b>	<b>■ RA.4.a</b> The Risk Assessment is reviewed at least annually	<b>R</b> <b>■ Risk assessment (review date)</b>
	<b>Category 0, 1 &amp; 2 only</b> <b>■ RA.4.b</b> Risk Assessment review is documented	<b>R</b> <b>■ Record of risk assessment review</b>
	<b>Category 0, 1 &amp; 2 only</b> <b>■ RA.4.c</b> Risk Assessment review includes looking at complaints and any relevant test results, including microbiological testing data	
<b>GUIDANCE</b> <i>A record of Risk Assessment review should clearly indicate that the risk assessment, flow diagram and preventative actions have been evaluated and compared to current circumstances, practices and risks to ensure this is an effective risk management system and accurately reflects current practices. Any relevant elements mentioned in RA.4.c should also be considered. The record of review should confirm when the review was completed and all persons involved. For very small businesses, it may be appropriate for the review to be completed by one person, but in most cases, it will be necessary to involve other personnel to ensure all relevant business areas are considered.</i>		

## Risk Assessment (RA) (continued)


STANDARDS	HOW YOU WILL BE MEASURED
<p><b>RA.5</b></p> <p><b>Risk Assessment must be performed by suitably trained staff with a wide knowledge to ensure all aspects of the process have been thoroughly assessed</b></p>	<div> <div> <p>■ <b>RA.5.a</b></p> <p>Staff completing Risk Assessment have wide knowledge of all areas of the business</p> <p><i>Evidence of wide business knowledge may be demonstrable rather than documented. In most cases, it will be appropriate to involve multiple members of staff to ensure that all aspects of the operation are covered</i></p> </div> <div> <p><b>Category 0, 1 &amp; 2 only</b></p> <p>■ <b>RA.5.b</b></p> <p>The Risk Assessment lead has received risk assessment training</p> </div> <div> <p><b>R</b></p> <p>■ Training record</p> </div> </div>
<p><b>GUIDANCE</b></p> <p><i>To demonstrate Best Practice, a certified training course covering risk assessment and food safety (e.g. HACCP training course) will provide the best foundation for effective risk assessment.</i></p>	
<p><b>RA.6 Key</b></p> <p><b>All production sites are risk assessed and deemed suitable for use</b></p> <p><b>REVISED UPGRADED</b></p>	<div> <div> <p>■ <b>RA.6.a</b></p> <p>The certification body has been informed of any new site and it has been added to your Red Tractor membership</p> </div> <div> <p>■ <b>RA.6.b</b></p> <p>All production sites are risk assessed and deemed suitable for use</p> </div> <div> <p>■ <b>RA.6.c</b></p> <p>Site Risk Assessments consider the prior use of land and previous management of the site with reference to physical, chemical, microbiological and allergenic risks</p> </div> <div> <p>■ <b>RA.6.d</b></p> <p>Site Risk Assessments consider any relevant risks within the production environment, including any risks in close proximity to the site that may affect food safety</p> </div> <div> <p>■ <b>RA.6.e</b></p> <p>Where risks are identified, preventative actions or mitigation steps are identified and implemented</p> </div> <div> <p>■ <b>RA.6.f</b></p> <p>Risk assessments are reviewed whenever circumstances change and at least annually</p> </div> <div> <p><b>R</b></p> <p>■ Site risk assessments</p> </div> </div>
<p><b>GUIDANCE</b></p> <p><i>A production site may be defined as any primary production environment, including field, orchard and protected cropping locations. It is acceptable to group sites within one Site Risk Assessment for efficiency but only where the proximity of sites and nature of risk ensure that a consolidated approach is equally robust</i></p> <p><i>Site Risk Assessments and the depth of focus given to review shall be commensurate to risk and the potential for circumstances to change. For farm environments sited within permanent, protected structures (e.g. glasshouse), it may be possible to consider all relevant risks within the body of the main Risk Assessment (RA.a). For largely consistent growing environments (e.g. orchard crops) it may be appropriate to just record a date of review if no details have changed. For annual crops with rotations, Site Risk Assessment will be an annual process.</i></p>	
<p><b>AIM: To protect products from the potential for microbial, chemical or physical contamination introduced by a third party</b></p>	
<p><b>RA.7</b></p> <p><b>The threat and potential of malicious contamination is fully considered within the Risk Assessment</b></p>	<div> <div> <p>■ <b>RA.7.a</b></p> <p>Where risks have been identified actions have been taken to increase the controls on access to crops, stores, packhouses, fridges and dispatch areas even in remote, rural locations</p> </div> <div> <p><b>R</b></p> <p>■ Risk assessment</p> </div> </div>

STANDARDS	HOW YOU WILL BE MEASURED	
AIM: To ensure growers understand the standards and are responsible for their effective implementation		
<b>RA.8</b> <b>Members understand the Red Tractor Standards and complete Internal Audits to verify their effective implementation</b> <b>REVISED</b>	<b>■ RA.8.a</b> A minimum of one self-assessment per year is completed against the Red Tractor Fresh Produce scheme standards	<b>R</b> <b>■ Internal audit (against Red Tractor fresh produce standards)</b>
	<b>Category 0, 1 &amp; 2 only</b> <b>■ RA.8.b</b> Regular internal audits are completed to verify that the preventative actions identified within the Risk Assessment are operating effectively	<b>R</b> <b>■ Internal audit report</b>
<b>GUIDANCE</b> <i>Self-assessment must include review of documentation and practical, operational activities</i>  <i>A suitable frequency for the completion of internal audits will vary based on the scale and complexity of operation and may also be influenced by seasonality. A minimum of one internal audit per year must be completed. In most cases, it will be appropriate to complete more.</i>		
 <b>WHERE TO FIND HELP</b> <b>■ <a href="http://freshproducetool.foodstandards.gov.scot/">http://freshproducetool.foodstandards.gov.scot/</a></b> <b>■ <a href="https://ahdb.org.uk/knowledge-library/microbials-keeping-fresh-produce-free-of-pathogens">https://ahdb.org.uk/knowledge-library/microbials-keeping-fresh-produce-free-of-pathogens</a></b>		

## Documents and Procedures (DP)

STANDARDS	HOW YOU WILL BE MEASURED	
AIM: Plans and procedures in place to ensure safe and legal food production		
<b>DP.1 Key</b> <b>The farm, as a whole, must present an acceptable and tidy appearance to the general public. The site management must not present a food safety, animal welfare or environmental risk</b> <b>NEW</b>	<b>■ DP.1.a</b> The external areas around buildings and farm entrances are kept clear of rubbish, non-essential equipment and other debris	 <b>■ Farm map</b>
	<b>■ DP.1.b</b> Loose wire, scrap machinery, scrap metal, seed and fertiliser bags, PPP containers and disused tyres are managed	
<b>DP.1.1</b> <b>A farm map must be present and areas of specific risk are identified</b>	<b>■ DP.1.1.a</b> Areas at high risk of pollution are identified on the farm map	
	<b>■ DP.1.1.b</b> Maps are accessible for staff and visitors to reference	
<b>GUIDANCE</b> <i>One or more maps may be used and this may be held as a hard copy or as an electronic document</i>  <i>Examples of details which may be included on farm maps: fields, orchards, watercourses (details of water sources and irrigation distribution systems), glasshouses, growing houses (including polytunnels), packhouses, staff accommodation, any rented land and storage, specific hazards (e.g. power lines), footpaths.</i>		

## Documents and Procedures (DP) (continued)

STANDARDS	HOW YOU WILL BE MEASURED	
<p><b>DP.2</b></p> <p><b>A documented plan for the effective management of serious incidents and potential emergency situations that threaten food safety, legality or the environment must be in place and known to those involved in farm tasks</b></p> <p><b>REVISED</b></p>	<p>■ <b>DP.2.a</b></p> <p>You have considered the risks to your farm and documented the actions to be taken in event of:</p> <ul style="list-style-type: none"> <li>– fire</li> <li>– power cuts</li> <li>– extreme weather</li> <li>– pollution incident</li> <li>– incidents affecting food safety or legality (e.g. microbiological or residue issues)</li> <li>– other site-specific risks</li> </ul> <p>■ <b>DP.2.b</b></p> <p>Up-to-date relevant contact details are documented and – where appropriate – displayed (including out of hours phone numbers) e.g. electricity supplier, Environment Agency hotline, supply chain contacts, laboratory, etc.</p> <p>■ <b>DP.2.c</b></p> <p>Key staff have access to plan</p>	<p><b>R</b></p> <p>■ Contingency/emergency plan</p>
<p><b>GUIDANCE</b></p> <p><i>For further guidance on managing incidents that threaten food safety, refer to the appendix.</i></p>		
<p><b>DP.3</b></p> <p><b>Systems must be in place for recording, investigating and resolution of any complaints that are relevant to the requirements of the Red Tractor Standards</b></p>	<p>■ <b>DP.3.a</b></p> <p>System includes recording the:</p> <ul style="list-style-type: none"> <li>– Complaint</li> <li>– Investigation result</li> <li>– Action taken to prevent the issue happening again</li> <li>– Complaints trending for food safety issues</li> </ul>	<p><b>R</b></p> <p>■ Complaint records</p> <p>■ Complaints trending</p>
<p><b>GUIDANCE</b></p> <p><i>Includes complaints made by local authority, general public, customers or other</i></p>		
<p><b>DP.4</b></p> <p><b>Where records are required by the standards, they must be retained for a minimum of two years unless otherwise specified</b></p>		
<p><b>DP.5</b></p> <p><b>A completed and signed food safety policy declaration is recorded and updated annually</b></p>		<p><b>R</b></p> <p>■ Signed food safety policy declaration</p>
<p><b>DP.6</b></p> <p><b>A documented Fire Risk Assessment for the control and prevention of fires in all farm buildings must be in place and known to key personnel</b></p>		<p><b>R</b></p> <p>■ Fire risk Assessment</p>
<p> <b>WHERE TO FIND HELP</b></p> <p>■ Producers using temporary crop protection structures (e.g. polytunnels) should familiarise themselves with the NFU/ British Summer Fruits Association Code of Practice for the Use of Polytunnels for the Production of Soft Fruit:</p> <p><a href="http://adlib.everysite.co.uk/adlib/defra/content.aspx?doc=139730&amp;id=139732">http://adlib.everysite.co.uk/adlib/defra/content.aspx?doc=139730&amp;id=139732</a></p>		



# Personnel (PL)

STANDARDS		HOW YOU WILL BE MEASURED
AIM: All personnel (including but not limited to employees, self-employed and family members) are trained and competent to carry out the required activities on farm/sites relating to primary production on site.		
<b>PL.1 Key</b> Systems must be in place to ensure all new personnel are effectively trained and deemed competent to carry out the activities they are required to do	<b>■ PL.1.a</b> No one starts work without an induction, supervision and explanation of the tasks they will carry out	<b>R</b> ■ Induction record
	<b>■ PL.1.b</b> Induction record to include as a minimum: <ul style="list-style-type: none"><li>– Activities role will undertake</li><li>– Health and Safety information</li><li>– Reporting lines</li></ul>	
	<b>■ PL.1.c</b> Language and learning style is given due consideration to ensure all workers understand information	
<b>GUIDANCE</b> Records of induction and training may be recorded on either separate or consolidated records, provided compliance with all relevant requirements can be demonstrated		
<b>PL.2</b> Records of training must be kept	<b>■ PL.2.a</b> A training record is available for all, including: <ul style="list-style-type: none"><li>– Name</li><li>– Details of training/ events attended</li><li>– Date of training</li><li>– Who provided the training (in-house or external provider)</li></ul>	<b>R</b> ■ Training record
	<b>■ PL.2.b</b> Where workers are trained to undertake specific tasks, this is listed in the training record	
	<b>■ PL.2.c</b> Records kept for two years after person has left the business	
<b>PL.3</b> The performance and competence of employees must be regularly reviewed and refresher training is implemented as required <b>REVISED</b>	<b>■ PL.3.a</b> Working arrangements allows for observation of workers discharging their responsibilities. The frequency of observation is proportionate to risk.	<b>R</b> ■ Training record
	<b>■ PL.3.b</b> Gaps in competence are addressed by recorded refresher training; implemented immediately or within a defined timescale	
<b>GUIDANCE</b> It is recognised that some roles may involve ongoing supervision and for other employees – particularly those with specialist skills – less supervision may be appropriate. The frequency of review shall be proportionate to the level of risk present and with reference to skills, experience and relevant external training credentials.		
<b>PL.3.1</b> Where contractors are employed to undertake work on the production of crops, a Contractor's Commitment Document is in place which confirms that the contractor will comply with the Red Tractor Fresh Produce Scheme requirements	<b>■ PL.3.1.a</b> Contractor's Commitment Document is signed by both contractor and producer	<b>R</b> ■ Contractor's Commitment document
<b>GUIDANCE</b> Where a contractor completes tasks/operations directly relevant to a specific Red Tractor standard, any relevant records shall be available for inspection during assessment unless the contractor is also an assured Red Tractor Fresh Produce member		

## Personnel (PL) (continued)

STANDARDS		HOW YOU WILL BE MEASURED
AIM: Any labour providers used are managed with agreements in place to ensure that workers provided are competent, and labour providers are licensed		
<b>PL.4</b> Where labour providers are used, they are licensed and a documented agreement is in place <b>REVISED</b>	<b>PL.4.a</b> All labour providers used hold a valid Gangmasters & Labour Abuse Authority (GLAA) licence	<b>R</b>  ■ Evidence of GLAA licence ■ Service level agreement
	<b>PL.4.b</b> A service level agreement is in place between the business and the labour provider	
	<b>PL.4.c</b> The agreement confirms that any workers provided are suitably competent	
	<b>PL.4.d</b> The agreement confirms any training completed by the labour provider as an alternative to the business's own training systems	
	<b>PL.4.e</b> The agreement confirms that all workers are legally permitted to work within the UK	
	<b>PL.4.f</b> The agreement defines allocation of Health and Safety responsibilities between labour provider and labour user	
<b>GUIDANCE</b> The GLAA defines specific circumstances which are excluded from the licensing requirements – refer to GLAA website for further information. This standard does not apply where workers are supplied outside of the scope of licensing requirements		
AIM: A safe and suitable environment for workers and visitors		
<b>PL.5</b> Health and Safety Policy in place and effectively communicated to workers	<b>PL.5.a</b> Health and Safety Policy in place	<b>R</b>  ■ Health and Safety policy
	<b>PL.5.b</b> Policy is effectively communicated to all relevant workers	
	<b>PL.5.c</b> Language and learning style is given due consideration to ensure all workers understand information	
<b>GUIDANCE</b> Definition of worker (taken from: <a href="https://www.gov.uk/employment-status/worker">https://www.gov.uk/employment-status/worker</a> ): A person is generally classed as a 'worker' if: <ul style="list-style-type: none"><li>– they have a contract or other arrangement to do work or services personally for a reward (your contract doesn't have to be written)</li><li>– their reward is for money or a benefit in kind, for example the promise of a contract or future work</li><li>– they only have a limited right to send someone else to do the work (subcontract)</li><li>– they have to turn up for work even if they don't want to</li><li>– their employer has to have work for them to do as long as the contract or arrangement lasts</li><li>– they aren't doing the work as part of their own limited company in an arrangement where the 'employer' is actually a customer or client</li></ul> HSE – how to write your Health & Safety Policy (including link to template): <a href="https://www.hse.gov.uk/simple-health-safety/policy/how-to-write-your-policy.htm">https://www.hse.gov.uk/simple-health-safety/policy/how-to-write-your-policy.htm</a>		

STANDARDS	HOW YOU WILL BE MEASURED									
<p><b>PL.6</b> Any temporary, on site accommodation provided must be habitable and have suitable basic services <b>REVISED</b></p>	<table border="1"> <tr> <td data-bbox="614 208 1275 327"> <p>■ <b>PL.6.a</b> Accommodation, as provided is sanitary and fit for purpose (e.g. sound roof, windows and doors)</p> </td><td data-bbox="1275 208 1517 1111" rowspan="8"> <p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Electrician's certificate for electrical installations</li> <li>■ Record of gas installation maintenance</li> </ul> </td></tr> <tr> <td data-bbox="614 327 1275 445"> <p>■ <b>PL.6.b</b> A clean and functioning refrigerator is available for food storage</p> </td></tr> <tr> <td data-bbox="614 445 1275 564"> <p>■ <b>PL.6.c</b> Potable water is available for drinking and hot water for washing</p> </td></tr> <tr> <td data-bbox="614 564 1275 647"> <p>■ <b>PL.6.d</b> Sanitary washing and toilet facilities are available</p> </td></tr> <tr> <td data-bbox="614 647 1275 766"> <p>■ <b>PL.6.e</b> Heating facilities are present if accommodation is used between 1 October and 31 March</p> </td></tr> <tr> <td data-bbox="614 766 1275 884"> <p>■ <b>PL.6.f</b> Fire safety precautions are in place (e.g. smoke alarm, fire extinguisher)</p> </td></tr> <tr> <td data-bbox="614 884 1275 1003"> <p>■ <b>PL.6.g</b> Electrical installations are inspected annually (or every 3 years if underground) by a qualified electrician</p> </td></tr> <tr> <td data-bbox="614 1003 1275 1111"> <p>■ <b>PL.6.h</b> Gas installations must be maintained at least annually by a qualified gas engineer</p> </td></tr> </table>	<p>■ <b>PL.6.a</b> Accommodation, as provided is sanitary and fit for purpose (e.g. sound roof, windows and doors)</p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Electrician's certificate for electrical installations</li> <li>■ Record of gas installation maintenance</li> </ul>	<p>■ <b>PL.6.b</b> A clean and functioning refrigerator is available for food storage</p>	<p>■ <b>PL.6.c</b> Potable water is available for drinking and hot water for washing</p>	<p>■ <b>PL.6.d</b> Sanitary washing and toilet facilities are available</p>	<p>■ <b>PL.6.e</b> Heating facilities are present if accommodation is used between 1 October and 31 March</p>	<p>■ <b>PL.6.f</b> Fire safety precautions are in place (e.g. smoke alarm, fire extinguisher)</p>	<p>■ <b>PL.6.g</b> Electrical installations are inspected annually (or every 3 years if underground) by a qualified electrician</p>	<p>■ <b>PL.6.h</b> Gas installations must be maintained at least annually by a qualified gas engineer</p>
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<p><b>GUIDANCE</b> Applies where accommodation is offered for a time limited period, typically to temporary or seasonal workers. It does not apply to accommodation provided as a primary residence – e.g. tied cottages or Assured Agricultural Occupancies</p>										
<p><b>PL.7</b> A named person has responsibility for health and safety</p> <p><i>Applies to any farm with <b>workers</b></i></p>	<table border="1"> <tr> <td data-bbox="614 1234 1275 1352"> <p>■ <b>PL.7.a</b> The Health and Safety Policy identifies a director or senior manager as responsible for health and safety</p> </td><td data-bbox="1275 1234 1517 1581" rowspan="3"> <p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Health and Safety policy</li> </ul> </td></tr> <tr> <td data-bbox="614 1352 1275 1471"> <p>■ <b>PL.7.b</b> The person identified has sufficient visibility of business activities to fulfil this role</p> </td></tr> <tr> <td data-bbox="614 1471 1275 1581"> <p>■ <b>PL.7.c</b> Identity of the responsible person is communicated to workers</p> </td></tr> </table>	<p>■ <b>PL.7.a</b> The Health and Safety Policy identifies a director or senior manager as responsible for health and safety</p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Health and Safety policy</li> </ul>	<p>■ <b>PL.7.b</b> The person identified has sufficient visibility of business activities to fulfil this role</p>	<p>■ <b>PL.7.c</b> Identity of the responsible person is communicated to workers</p>					
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<p><b>PL.8</b> Documented health and safety meetings take place <b>UPGRADED</b></p> <p><i>Applies to any farm with five or more employees</i></p>	<table border="1"> <tr> <td data-bbox="614 1581 1275 1700"> <p>■ <b>PL.8.a</b> Health and safety meetings are held at least once per year</p> </td><td data-bbox="1275 1581 1517 1986" rowspan="4"> <p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Record of health and safety meeting</li> </ul> </td></tr> <tr> <td data-bbox="614 1700 1275 1783"> <p>■ <b>PL.8.b</b> Employees are represented at the meetings</p> </td></tr> <tr> <td data-bbox="614 1783 1275 1904"> <p>■ <b>PL.8.c</b> Employee representatives are able to communicate views and concerns</p> </td></tr> <tr> <td data-bbox="614 1904 1275 1986"> <p>■ <b>PL.8.d</b> Records are kept of Health and Safety meetings</p> </td></tr> </table>	<p>■ <b>PL.8.a</b> Health and safety meetings are held at least once per year</p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Record of health and safety meeting</li> </ul>	<p>■ <b>PL.8.b</b> Employees are represented at the meetings</p>	<p>■ <b>PL.8.c</b> Employee representatives are able to communicate views and concerns</p>	<p>■ <b>PL.8.d</b> Records are kept of Health and Safety meetings</p>				
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<p>■ <b>PL.8.d</b> Records are kept of Health and Safety meetings</p>										


## Personnel (PL) (continued)

STANDARDS		HOW YOU WILL BE MEASURED
<b>PL.9</b> <b>Appropriate first-aid requirements are defined and implemented</b> <b>REVISED</b>	<b>PL.9.a</b> First-aid requirements that are 'adequate and appropriate in the circumstances' are defined and documented	<b>R</b>  ■ First-aid requirements ■ Evidence of first-aid training
	<b>PL.9.b</b> The first-aid requirements identify persons responsible for first-aid arrangements	
	<b>PL.9.c</b> Suitably stocked first-aid kits are available	
	<b>PL.9.d</b> The first-aid requirements identify an appropriate number of trained first-aiders (as a minimum, one person is trained)	
<b>GUIDANCE</b> <i>It is recommended that the St John Ambulance first aid calculator is used to assess training requirements.</i>		
<b>PL.10</b> <b>There is consideration of increased risk for high-risk workers</b>  <i>Applies to any farm with <b>workers</b></i>	<b>PL.10.a</b> Any increased risk encountered by high-risk workers is considered and documented	<b>R</b>  ■ Evidence of risk consideration for high-risk workers
	<b>PL.10.b</b> Specific consideration is given to re-entry intervals for areas recently treated with PPPs – requirements follow any label instructions with specific consideration given for any high-risk workers	
<b>GUIDANCE</b> <i>High-risk workers include those who may be at greater risk for a time-limited or indefinite period. Examples include (but are not limited to): pregnant women, young or inexperienced workers and workers with specific medical conditions which may introduce an elevated risk – e.g. hearing loss. This may be considered within the text of a Health and Safety risk assessment but may also be documented elsewhere.</i>		
<b>AIM: Specialist consideration is given where hazardous substances are used or workers are entering operational areas that present specific risks</b>		
<b>PL.11</b> <b>Substances hazardous to health are identified by warning signs</b>	<b>PL.11.a</b> Warning signs in place where substances hazardous to health are stored	
<b>PL.12</b> <b>COSHH assessments are completed and associated control measures are implemented</b> <b>REVISED</b>	<b>PL.12.a</b> Relevant COSHH assessments available for inspection	<b>R</b>  ■ COSHH assessment
	<b>PL.12.b</b> Control measures identified in COSHH assessments are implemented, including any specific requirements defined in safety data sheets of products used	
	<b>PL.12.c</b> Staff using or applying PPPs must be able to access facilities or contact assistance easily in the event of an accident	
<b>GUIDANCE</b> <i>Refer to Control of Substances Hazardous to Health Regulations (2002)</i>		

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PL.13</b> <b>Health checks are offered to workers applying PPPs when a need is identified within COSHH assessments</b> <b>REVISED</b>		<div data-bbox="1294 230 1345 280">R</div> <ul style="list-style-type: none"> <li>■ COSHH assessment</li> <li>■ Record of health check offered to employee</li> </ul>
<b>PL.14</b> <b>A procedure regulates re-entry intervals for PPPs applied to crops</b>  <i>Only mandatory where PPPs with re-entry requirements are used</i>	<ul style="list-style-type: none"> <li>■ <b>PL.14.a</b> A procedure regulates re-entry intervals for PPPs applied to crops</li> </ul>	<div data-bbox="1294 479 1345 528">R</div> <ul style="list-style-type: none"> <li>■ Re-entry interval procedure</li> </ul>
	<ul style="list-style-type: none"> <li>■ <b>PL.14.b</b> Re-entry procedure is consistent with manufacturers' instructions where applicable</li> </ul>	
	<ul style="list-style-type: none"> <li>■ <b>PL.14.c</b> Workers that might be affected by re-entry intervals are aware of the procedure</li> </ul>	
<b>PL.15</b> <b>Appropriate protective equipment is made available to workers using PPPs and use is effectively controlled</b>	<ul style="list-style-type: none"> <li>■ <b>PL.15.a</b> Appropriate personal protective equipment (PPE) is provided, in accordance with PPP label instructions</li> </ul>	<div data-bbox="1294 831 1345 880">R</div> <ul style="list-style-type: none"> <li>■ RPE maintenance records</li> </ul>
	<ul style="list-style-type: none"> <li>■ <b>PL.15.b</b> PPE is cleaned and maintained where required</li> </ul>	
	<ul style="list-style-type: none"> <li>■ <b>PL.15.c</b> PPE is disposed of according to manufacturers' instructions</li> </ul>	
	<ul style="list-style-type: none"> <li>■ <b>PL.15.d</b> New PPE is stored securely, separate from other materials and equipment</li> </ul>	
	<ul style="list-style-type: none"> <li>■ <b>PL.15.e</b> Reusable PPE is stored securely in a well-ventilated area separated from other clothing and materials</li> </ul>	
	<ul style="list-style-type: none"> <li>■ <b>PL.15.f</b> PPE for workers using PPPs is not transported in sprayer cabs</li> </ul>	
	<ul style="list-style-type: none"> <li>■ <b>PL.15.g</b> Secure, dedicated facilities are available for workers using PPPs for storage of personal clothes</li> </ul>	
	<ul style="list-style-type: none"> <li>■ <b>PL.15.h</b> Functional respiratory protective equipment (RPE) is provided where required</li> </ul>	
	<ul style="list-style-type: none"> <li>■ <b>PL.15.i</b> Any disposable filters within RPE appear visibly operational and are within expiry date</li> </ul>	
	<ul style="list-style-type: none"> <li>■ <b>PL.15.j</b> Steps are taken to ensure filters are replaced whenever appropriate (e.g. RPE maintenance records with recorded filter changes)</li> </ul>	

## Personnel (PL) (continued)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PL.16</b> <b>Workers taking samples from controlled atmosphere stores are appropriately trained</b>	<b>■ PL.16.a</b> Procedure in place for taking samples from controlled atmosphere stores where a risk to worker safety is identified	<div><b>R</b></div> <ul style="list-style-type: none"><li>■ Procedure for sampling from controlled atmosphere stores</li><li>■ Worker training record</li></ul>
	<b>■ PL.16.b</b> Workers are trained against procedure	




### WHERE TO FIND HELP

- Farmwise – Your essential guide to health and safety in agriculture: <https://www.hse.gov.uk/pubns/priced/hsg270.pdf>
- For best practice guidance on caravan accommodation for temporary workers see the Fresh Produce Consortium (FPC) 'Guidance on provision of caravan accommodation for temporary workers in the UK': <https://freshproduce.org.uk/advice/guidance-on-provision-of-caravan-accommodation-for-temporary-workers-in-the-uk>
- Gangmaster & Labour Abuse Authority (GLAA): [www.gla.gov.uk](http://www.gla.gov.uk)
- Supermarkets and suppliers protocol with the Gangmasters and Labour Abuse Authority: Best practice guide: <https://www.gla.gov.uk/media/3294/supermarkets-and-suppliers-best-practice-guide-2017.pdf>
- Association of Labour Providers: <https://labourproviders.org.uk>
- Stronger Together: <https://www.stronger2gether.org>
- Health & Safety made simple: <https://www.hse.gov.uk/simple-health-safety/index.htm>
- Employment status ('worker' and 'employee' definition): <https://www.gov.uk/employment-status>
- St John Ambulance First Aid Calculator: <https://www.sja.org.uk/course-information/guidance-and-help/working-out-what-you-need>
- HSE First Aid Guidance: <https://www.hse.gov.uk/simple-health-safety/firstaid/index.htm>
- DEFRA Code of Practice for using Plant Protection Products: [https://www.hse.gov.uk/pesticides/resources/C/Code\\_of\\_Practice\\_for\\_using\\_Plant\\_Protection\\_Products\\_-\\_Complete20Code.pdf](https://www.hse.gov.uk/pesticides/resources/C/Code_of_Practice_for_using_Plant_Protection_Products_-_Complete20Code.pdf)



# Traceability and Assurance (TI)




STANDARDS		HOW YOU WILL BE MEASURED
AIM: Clear identification of product to deliver food chain traceability		
<b>TI.1 Key</b> Systems must be in place that deliver traceability of product throughout the operation	<b>TI.1.a</b> Product identification/coding throughout the operation	<b>R</b> ■ Traceability records
	<b>TI.1.b</b> Identification/ coding provides traceability back to growing location (e.g. glasshouse, polytunnel, etc.) and date of harvest and can be related to any other relevant process steps (e.g. long-term storage details)	
	<b>TI.1.c</b> Identification/coding allows for dispatched batches of product to be unambiguously linked to crop production records	
<b>TI.2</b> Records of bought-in seeds or plants must be kept	<b>TI.2.a</b> Records detail: <ul style="list-style-type: none"><li>– suppliers</li><li>– variety names</li><li>– purity</li><li>– germination rates</li><li>– batch numbers</li><li>– quality control systems</li></ul>	<b>R</b> ■ Seed/plant traceability records ■ Quality control information ■ Pest and disease monitoring records ■ Microbiological testing certificates
	<b>TI.2.b</b> Pest and disease monitoring is recorded for seeds, nursery stock and young plants	
	<b>Category 0 only</b> <b>TI.2.c</b> Microbiological testing of seed is completed	
GUIDANCE Microbiological test results may be provided by the seed supplier or the farm/business can organise its own testing through an accredited laboratory		
<b>TI.3</b> Systems must be tested annually to ensure the traceability system is effective	<b>TI.3.a</b> Records of a product recall test include details of the product looked at, include all the paperwork for that production from seed to farm-gate/dispatch and demonstrate that the traceability system is effective	<b>R</b> ■ Product recall test records ■ Mass balance calculations
	<b>TI.3.b</b> Where the product recall test shows that improvements to the system are required there is evidence that the improvements have been implemented	
	<b>TI.3.c</b> Quantities whether produced, stored or purchased for assured (and where applicable) non-assured products are recorded. These volumes are then balanced against outgoing quantities and waste to produce a final or 'mass balance'	
GUIDANCE Farms shall ensure that a product recall test and mass balance calculation are completed in advance of a Red Tractor assessment. The assessment itself does not represent the annual test required by the standard.		
<div> <b>WHERE TO FIND HELP</b></div> <div>■ Red Tractor Checker service to complete assurance checks on other farms, hauliers and markets: <a href="https://checkers.redtractor.org.uk/rtassurance/services.eb">https://checkers.redtractor.org.uk/rtassurance/services.eb</a></div>		

# Vermin Control (VC)

STANDARDS		HOW YOU WILL BE MEASURED
AIM: Effective and responsible control of birds, rodents and other animals to prevent contamination and risks to food safety and animal health		
VC.1 Key There must be effective control of vermin REVISED	VC.1.a No build up of vegetation close to farm structures that could harbour vermin	R Site survey
	VC.1.b A site survey is completed at least quarterly, including: – date of inspection – locations inspected – findings – actions required – date actions completed	
	VC.1.c Dead/trapped vermin are searched for and disposed of when bait points are checked	
GUIDANCE Note that where an equivalent survey is completed to the required frequency by a pest contractor, the business does not need to complete an additional in-house survey		
VC.1.1 Systems are managed in-house by a competent person or by an external contractor REVISED	VC.1.1.a Where an external pest contractor is used, a documented agreement is in place	R External contractor agreement Training in pest control/management
	VC.1.1.b Where pest control is managed in-house, the person with overall responsibility for this task has received some certified training in pest control/management	
VC.2 Toxic bait must be used responsibly REVISED	VC.2.a Prior to treatment with baits the use of non-chemical control methods is considered first followed by the least toxic alternatives (see Appendix – risk hierarchy	R Environmental risk assessment
	VC.2.b An environmental risk assessment is undertaken in accordance with the Appendix before bait is laid	
	VC.2.d Non-target animals do not have access to baits	
	VC.2.e Baiting stations kept away from product	
	VC.2.f Permanent baiting is not routinely undertaken and toxic bait is removed when treatment is finished	
	VC.2.g Product label directions are followed	
	VC.2.h Granular bait is not used in areas where product is stored or packed	
GUIDANCE Permanent baiting is the application of a rodenticide product when no active infestation is present. Permanent baiting is strictly limited to sites with a high potential for reinvasion when other methods of control have proven insufficient and can only be carried out by professional users and only with products authorised for this use.		

STANDARDS	HOW YOU WILL BE MEASURED	
<b>VC.2.1</b> All pest monitoring points are recorded on a site plan and regular checks are completed	<ul style="list-style-type: none"><li>■ <b>VC.2.1.a</b> All pest monitoring points, including non-toxic monitoring points, any toxic baits and EFK (electronic fly killing) units are accurately recorded on a site plan</li></ul>	<div><div>R</div><ul style="list-style-type: none"><li>■ Plan/map of pest monitoring points</li><li>■ Pest monitoring point check records</li></ul></div>
<b>VC.3</b> Buildings used for packing and storing product must be maintained, proofed and managed in a manner that prevents the ingress of pests and vermin	<ul style="list-style-type: none"><li>■ <b>VC.3.a</b> No evidence of poor proofing or damage to buildings which may permit pest/vermin access</li></ul>	
	<ul style="list-style-type: none"><li>■ <b>VC.3.b</b> Where products are stored in a walled area, gaps are left between the product and the wall (with the exception of loose, bulk storage areas)</li></ul>	
<b>VC.4</b> Domestic animals must not be allowed in any operational areas, including packing and storage areas	<ul style="list-style-type: none"><li>■ <b>VC.4.a</b> No evidence of domestic animals in operational areas</li></ul>	
	<b>Category 1 and 0 only</b> <ul style="list-style-type: none"><li>■ <b>VC.4.b</b> Where footpaths run through, or in close proximity to production areas, warning notices are used to minimise the risk of members of the public and domestic animals entering cropped areas</li></ul>	
<b>VC.5</b> Precautionary measures are taken where appropriate to discourage pest and vermin activity in crops and cropping areas <div>UPGRADED</div>	<ul style="list-style-type: none"><li>■ <b>VC.5.a</b> Where areas of potential wild animal activity have been identified in the Risk Assessment, appropriate mitigation strategies have been implemented. These include but are not limited to:<ul style="list-style-type: none"><li>– bird scaring devices</li><li>– rabbit fencing</li><li>– crop covers</li><li>– physical barriers</li><li>– management of local pest and vermin populations</li></ul></li></ul>	
<div><div></div><div><b>WHERE TO FIND HELP</b><ul style="list-style-type: none"><li>■ The Campaign for Responsible Rodenticide Use (CRRU) Code is published on: <a href="http://www.thinkwildlife.org/code-of-best-practice/crru-code">www.thinkwildlife.org/code-of-best-practice/crru-code</a></li></ul></div></div>		

# Energy Efficiency/Environmental Impact (EE)

STANDARDS		HOW YOU WILL BE MEASURED
<b>AIM: Optimising energy use</b>		
<b>EE.1</b> <b>A written energy policy is in place detailing how energy is used and plans are in place to ensure optimal energy consumption</b>	<b>EE.1.a</b> Renewable energy options are considered where viable	 ■ Energy policy
	<b>EE.1.b</b> Farming equipment is selected and maintained for optimal energy consumption	
<b>EE.2 (Recommendation)</b> <i>It is recommended that energy use on farm is monitored</i>	<b>EE.2.a</b> <i>Electricity and fossil fuel usage is monitored and documented</i>	 ■ Energy use records
<b>AIM: Sustaining and encouraging biodiversity on-farm</b>		
<b>EE.3</b> <b>A plan for the management of wildlife and conservation of the environment for the farm must be in place and activities implemented on farm</b>	<b>EE.3.a</b> Plan includes activities that: <ul style="list-style-type: none"> <li>– minimise environmental impact</li> <li>– avoid damage and deterioration to habitats</li> </ul>	 ■ Wildlife management and environment conservation plan
<b>GUIDANCE</b> <i>Requirements may be addressed through a specific Wildlife Management and Environment Conservation Plan but may also be covered in another document</i>		
<b>EE.4</b> <b>Producers must be aware of any practices that have an adverse environmental impact</b>	<b>EE.4.a</b> Important features of biodiversity and conservation value are identified on and around the farm	
	<b>EE.4.b</b> Practices are adopted to minimise detrimental impact on such features	
	<b>EE.4.c</b> Consideration has been given to how the environment can be managed for the benefit of the local community, flora and fauna	
<b>EE.5 (Recommendation)</b> <i>It is recommended that consideration is given to the conversion of unproductive sites to conservation areas for the encouragement of natural flora, fauna and increase of biodiversity</i>	<b>EE.5.a</b> <i>Consideration has been given to low lying wet areas, woodlands, headland strip and areas of impoverished soil</i>	
<b>EE.6 (Recommendation)</b> <i>It is recommended that a baseline audit to understand existing animal and plant diversity on-farm is undertaken</i>		 ■ Baseline audit
 <b>WHERE TO FIND HELP</b> ■ To help monitor and measure your GHG emissions, you could use an online calculator – examples include: <a href="http://www.cffcarboncalculator.org.uk">www.cffcarboncalculator.org.uk</a> and <a href="https://coolfarmtool.org/coolfarmtool/">https://coolfarmtool.org/coolfarmtool/</a>		

# Integrated Pest Management (IM)

STANDARDS		HOW YOU WILL BE MEASURED
AIM: The principles of Integrated Pest Management are followed on-farm		
IM.1 Integrated Pest Management (IPM) must be in place to proactively manage crop production	IM.1.a An IPM plan is documented and followed	R ■ IPM plan
	IM.1.b Plan includes communication with relevant staff, advisers and contractors	
	IM.1.c IPM plan covers all areas of good agricultural practice with an emphasis on optimising the use of PPPs and Improved protection of the environment	
GUIDANCE For a template IPM plan, visit: <a href="http://www.voluntaryinitiative.org.uk/schemes/integrated-pest-management">www.voluntaryinitiative.org.uk/schemes/integrated-pest-management</a>		
IM.2 Regular crop inspections must be undertaken and recorded	IM.2.a Documented crop inspection records are available. These may be electronic or handwritten	R ■ Crop inspection records/diary notes
IM.3 Relevant pests, diseases and weeds must be monitored regularly and recorded	IM.3.a Recording is carried out directly or through participation in a relevant prediction programme	R ■ Records of pests, diseases and weeds on-farm
	IM.3.b Documented thresholds with corresponding technical options are used where applicable, to ensure any reactive application of PPPs is evidence based	
AIM: Potential for residues of PPPs and intrinsic contaminants on product is managed, minimised and monitored where appropriate		
IM.4 Plans must be in place to minimise the use of PPPs without compromising product quality	IM.4.a There is documented or demonstrable evidence that strategies are present to reduce PPP use	

# Integrated Pest Management (IM) (continued)

STANDARDS	HOW YOU WILL BE MEASURED								
<p><b>IM.5</b> A sample of each crop must be tested for pesticide residues at least annually, unless an evidence-based justification for less frequent testing is present</p> <p>REVISED</p>	<table border="1"> <tr> <td data-bbox="612 208 1275 342"> <p>■ <b>IM.5.a</b> Testing is completed by a laboratory with accreditation for pesticide residue testing (issued either by UKAS or another ILAC signatory)</p> </td><td data-bbox="1275 208 1517 1469" rowspan="7"> <p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Pesticide residue test results</li> <li>■ Documented follow up actions (where appropriate)</li> <li>■ Documented sampling procedure</li> <li>■ Documented justification for reduced testing frequency or testing suite (where applicable)</li> </ul> </td></tr> <tr> <td data-bbox="612 342 1275 450"> <p>■ <b>IM.5.b</b> Samples are collected in accordance with a documented sampling procedure</p> </td></tr> <tr> <td data-bbox="612 450 1275 651"> <p>■ <b>IM.5.c</b> Pesticide residue test results are traceable to:</p> <ul style="list-style-type: none"> <li>– producer</li> <li>– production site</li> <li>– batch</li> <li>– date of harvest</li> </ul> </td></tr> <tr> <td data-bbox="612 651 1275 759"> <p>■ <b>IM.5.d</b> A multi-residue screen is completed unless a clear justification is present for an alternative testing suite</p> </td></tr> <tr> <td data-bbox="612 759 1275 893"> <p>■ <b>IM.5.e</b> Investigation and appropriate follow up actions are taken in response to any MRL exceedance (including use of contingency plan where needed)</p> </td></tr> <tr> <td data-bbox="612 893 1275 1001"> <p>■ <b>IM.5.f</b> A means of checking applicable MRLs for country of production and market of sale (if different) is available</p> </td></tr> <tr> <td data-bbox="612 1001 1275 1469"> <p>■ <b>IM.5.g</b> Where crops are tested less than annually, a documented, risk-based justification is present and – as a minimum – consideration is given to the following points:</p> <ul style="list-style-type: none"> <li>– historical results are available and indicate a particularly low risk of MRL exceedance</li> <li>– crop management practices and PPP use presents a particularly low risk of MRL exceedance and has not substantially changed since the last available test was completed</li> <li>– consideration is given to risk of adventitious contamination routes (e.g. legacy contamination, spray drift)</li> <li>– an alternative testing frequency is defined, ensuring that testing is completed at least once every 3 years</li> </ul> </td></tr> </table>	<p>■ <b>IM.5.a</b> Testing is completed by a laboratory with accreditation for pesticide residue testing (issued either by UKAS or another ILAC signatory)</p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Pesticide residue test results</li> <li>■ Documented follow up actions (where appropriate)</li> <li>■ Documented sampling procedure</li> <li>■ Documented justification for reduced testing frequency or testing suite (where applicable)</li> </ul>	<p>■ <b>IM.5.b</b> Samples are collected in accordance with a documented sampling procedure</p>	<p>■ <b>IM.5.c</b> Pesticide residue test results are traceable to:</p> <ul style="list-style-type: none"> <li>– producer</li> <li>– production site</li> <li>– batch</li> <li>– date of harvest</li> </ul>	<p>■ <b>IM.5.d</b> A multi-residue screen is completed unless a clear justification is present for an alternative testing suite</p>	<p>■ <b>IM.5.e</b> Investigation and appropriate follow up actions are taken in response to any MRL exceedance (including use of contingency plan where needed)</p>	<p>■ <b>IM.5.f</b> A means of checking applicable MRLs for country of production and market of sale (if different) is available</p>	<p>■ <b>IM.5.g</b> Where crops are tested less than annually, a documented, risk-based justification is present and – as a minimum – consideration is given to the following points:</p> <ul style="list-style-type: none"> <li>– historical results are available and indicate a particularly low risk of MRL exceedance</li> <li>– crop management practices and PPP use presents a particularly low risk of MRL exceedance and has not substantially changed since the last available test was completed</li> <li>– consideration is given to risk of adventitious contamination routes (e.g. legacy contamination, spray drift)</li> <li>– an alternative testing frequency is defined, ensuring that testing is completed at least once every 3 years</li> </ul>
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<p><b>GUIDANCE</b> Testing may be completed by a customer or other supply chain stakeholder provided that the required testing frequency is met and results of testing are made available to the grower</p>									
<p><b>IM.6</b> Where maximum nitrate concentrations apply to crop commodities, the risk must be considered and appropriate testing regimes implemented</p> <p>NEW</p>	<table border="1"> <tr> <td data-bbox="612 1597 1275 1713"> <p>■ <b>IM.6.a</b> Nitrate concentration is considered within the Risk Assessment</p> </td><td data-bbox="1275 1597 1517 1951" rowspan="3"> <p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Risk assessment</li> <li>■ Product testing for nitrates</li> </ul> </td></tr> <tr> <td data-bbox="612 1713 1275 1821"> <p>■ <b>IM.6.b</b> Product testing requirements are defined and implemented</p> </td></tr> <tr> <td data-bbox="612 1821 1275 1951"> <p>■ <b>IM.6.c</b> Test results are compared with maximum permitted nitrate concentrations with documented evidence of follow up action if maximum concentration is exceeded</p> </td></tr> </table>	<p>■ <b>IM.6.a</b> Nitrate concentration is considered within the Risk Assessment</p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Risk assessment</li> <li>■ Product testing for nitrates</li> </ul>	<p>■ <b>IM.6.b</b> Product testing requirements are defined and implemented</p>	<p>■ <b>IM.6.c</b> Test results are compared with maximum permitted nitrate concentrations with documented evidence of follow up action if maximum concentration is exceeded</p>				
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<p>■ <b>IM.6.c</b> Test results are compared with maximum permitted nitrate concentrations with documented evidence of follow up action if maximum concentration is exceeded</p>									
<p><b>GUIDANCE</b> For background information on nitrate parameters in fresh produce, see: <a href="https://www.food.gov.uk/research/research-projects/nitrate-monitoring-in-spinach-and-lettuce-surveillance-programme">https://www.food.gov.uk/research/research-projects/nitrate-monitoring-in-spinach-and-lettuce-surveillance-programme</a> As of 2021, nitrate legislation applies to spinach, lettuce and rocket.</p>									



# Soil Management (SM)

STANDARDS		HOW YOU WILL BE MEASURED
AIM: Soil is managed in a way that helps maintain soil condition		
SM.1 A soil management plan (SMP) must be established and implemented	■ SM.1.a Production practices are adjusted to maintain soil structure and control erosion	R ■ Soil management plan
	■ SM.1.b The classification of soils on the farm is known	
	■ SM.1.c Crop rotations are employed whenever possible and details are recorded and retained for at least 3 years	
SM.2 (Recommendation) It is recommended that the soil management plan is informed by site specific data and key information is shared with relevant personnel	■ SM.2.a Conservation of soil organic matter is considered	R ■ Test results ■ Farm map(s)
	■ SM.2.b Scientific tests are undertaken where available to ascertain pest and disease levels in the soil	
	■ SM.2.c Soil management is discussed with advisers and relevant staff in order to ensure that cultivations are appropriate for soil type, cropping, topography, erosion risk and climate	
	■ SM.2.d Classification of soil type is included on farm maps	
SM.3 (Recommendation) It is recommended that the soil management plan includes strategies for minimising compaction		
AIM: Substrates are managed efficiently and in a way that reduces any potential adverse environmental impact		
SM.4 Substrates (including peat and peat substitutes) are traceable to source and do not originate from designated conservation areas		
SM.5 Recycling of substrates must be undertaken where feasible and documented		R ■ Substrate recycling records
GUIDANCE Where inert substrates are not recycled, the reasons why this is currently unfeasible are documented		

## Soil Management (SM) (continued)


STANDARDS	HOW YOU WILL BE MEASURED
<b>AIM: Growing substrate risks are considered, and suitable controls are in place</b>	
<p><b>SM.6</b> Where crops are grown in substrates other than soil or water, traceability systems are in place and microbiological risks are considered and managed where necessary</p> <p><b>NEW</b></p>	<div> <div> <p>■ <b>SM.6.a</b> Effective traceability systems are in place to allow for retrospective visibility of batches used</p> <p><b>Category 0 &amp; 1 only</b></p> <p>■ <b>SM.6.b</b> Microbiological risks are considered within the Risk Assessment and – if the substrate presents a potential microbiological risk – verification testing is completed against defined parameters and to a pre-determined frequency</p> <p><b>Category 0 &amp; 1 only</b></p> <p>■ <b>SM.6.c</b> Where microbiological testing is completed, non-conforming test results lead to follow up actions to manage any risk to crop</p> </div> <div> <p><b>R</b></p> <p>■ Microbiological test certificates</p> </div> </div>
<p><b>GUIDANCE</b></p> <p>Where testing of substrates is completed, it is recommended that an indicator organism such as <i>E. coli</i> is tested for. Testing can be completed inhouse or by the substrate supplier. The frequency of testing shall be risk based – testing of each batch is recommended. Where the inherent characteristics of a substrate mean it is unable to support the survival of pathogens, no testing is required.</p>	

# Environment (EC)

STANDARDS	HOW YOU WILL BE MEASURED	
AIM: No chemical or physical contamination, pollution or spread of disease from any potential contaminants or wastes		
<b>EC.1 Key</b> Potential pollutants must be stored in a manner that minimises the risk of contamination and pollution to crops, feedstuffs, animals, soils, groundwater and watercourses <b>REVISED</b>	<b>■ EC.1.a</b> Fuel tanks are banded where required by legislation	<b>R</b>  ■ Pollution prevention management plan
	<b>■ EC.1.b</b> PPPs are kept in a locked store with access only given to trained and authorised personnel	
	<b>■ EC.1.c</b> Manufactured fertiliser is stored on a hard, dry surface	
	<b>■ EC.1.d</b> Fertilisers that pose a combustion or oxidiser hazard are stored in accordance with the safety data sheet	
	<b>■ EC.1.e</b> Any fertiliser spillage can be contained	
	<b>■ EC.1.f</b> Organic manures are not stored: – within 10m of inland freshwaters or coastal waters – within 50m of a spring, well or borehole	
	<b>■ EC.1.g</b> Liquid fertiliser is stored in suitable tanks or bowsters: liquid fertiliser tanks are either banded or have lockable or removable tap handles	
	<b>■ EC.1.h</b> A documented pollution prevention management plan identifies all potential pollutants within the business and measures put in place to prevent pollution of the local environment	
<b>GUIDANCE</b>  Potential pollutants include PPPs*, fertilisers – manufactured and organic, anaerobic digestate, fuel oil, empty containers, disinfectants, baits, noise, light, dark smoke**  *PPPs are defined as any product with a MAPP number  **The darker the smoke, the more polluting it tends to be. The Ringelmann chart is used to define dark smoke. The chart has 5 shades of grey with 0 being clear and 5 being black. Smoke is considered ‘dark’ if it is shade 2 or darker. For further info see: <a href="http://www.gov.uk/preventing-air-pollution/dark-smoke">www.gov.uk/preventing-air-pollution/dark-smoke</a>  Watercourse includes, water courses (ditches, streams, rivers), ponds, lakes, reservoirs, canals, estuaries, coastline  Organic manure includes livestock manures, sewage sludge/biosolids, compost, digestates, organic industrial waste		

## Environment (EC) (continued)

STANDARDS	HOW YOU WILL BE MEASURED
<b>AIM: Plant Protection Products (PPPs) are stored and managed in a safe and responsible manner to prevent contamination and pollution</b>	
<b>EC.1.1 Key</b> <b>The PPP store must be of a suitable design, construction and layout</b> <b>REVISED</b>	<b>■ EC.1.1.a</b> The store has adequate ventilation
	<b>■ EC.1.1.b</b> The lighting within the store is sufficient to read product labels
	<b>■ EC.1.1.c</b> The store is frost-proof
	<b>■ EC.1.1.d</b> The store is away from areas presenting a risk of fire and at least 4m away from flammable materials, sources of ignition
	<b>■ EC.1.1.e</b> Warning signs on or adjacent to, the door including: – general warning sign – no smoking sign – naked flames prohibited sign
	<b>■ EC.1.1.f</b> Liquids cannot contaminate granules and powders
	<b>■ EC.1.1.g</b> Fixed shelving is strong enough to support product
	<b>■ EC.1.1.h</b> Emergency facilities are available to deal with spillages e.g. sand/absorbent granules/an adequate sump/ability to retain spillages (i.e. bunded)
	<b>■ EC.1.1.i</b> An outside cage is only used where the product is supplied in a container designed specifically for outside storage
	<b>■ EC.1.1.j</b> Segregation of product and empty packaging
	<b>■ EC.1.1.k</b> Emergency phone numbers are displayed
	<b>■ EC.1.1.m</b> A first aid kit, including eye wash, is available
	<b>■ EC.1.1.n</b> A fire extinguisher is available
<b>GUIDANCE</b> HSE guidance on storing pesticides for farmers and other professional users: <a href="http://www.hse.gov.uk/pubns/ais16.pdf">www.hse.gov.uk/pubns/ais16.pdf</a>	
<b>EC.1.2</b> <b>A list of stored PPPs must be available and updated on a minimum monthly basis</b> <b>REVISED</b>	<b>■ EC.1.2.a</b> A list of stored PPPs must be kept and updated on a minimum monthly basis
	<b>■ EC.1.2.b</b> The list identifies product and quantity present in the store
	<b>■ EC.1.2.c</b> A copy or suitable alternative (e.g. farm software system) is available for use by the emergency services
<div> <div><b>R</b></div> <div> <b>■ List of stored PPPs</b> </div> </div>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>EC.2</b> <b>In the case of packaging breakages PPPs must be transferred to a suitable container</b>	<b>■ EC.2.a</b> PPPs are transferred to a suitable container with appropriate safe closure cap or bag tie	
	<b>■ EC.2.b</b> The original label information is displayed	
<b>AIM: Fertilisers are stored and managed in a safe and responsible manner to prevent theft, contamination and pollution</b>		
<b>EC.3</b> <b>Nitrogen based fertilisers must be stored in a way that minimises the risk of theft</b> <b>REVISED</b>	<b>■ EC.3.a</b> Stored in a secure building or compound where there is no public access	
	<b>■ EC.3.b</b> Product is either not stored close to, or is not visible from, a public highway (covering or sheeting is an acceptable way of ensuring the product is not visible)	
	<b>■ EC.3.c</b> Checks are made to ensure manufactured fertiliser has not been tampered with, moved or stolen	
	<b>■ EC.3.d</b> Any theft or losses are reported to the police immediately (Tel: 101) as detailed in the Appendix	
	<b>■ EC.3.e</b> Site map references for granular nitrogen fertiliser storage are recorded (what3words or six figure Easting and Northing reference, e.g. 123456/ 456789)	
<b>EC.3.1</b> <b>A list of stored manufactured fertiliser must be kept and updated regularly</b>		 <b>■ Stored manufactured fertiliser list</b>
<b>EC.3.2 Recommendation</b> <b>It is recommended that you notify the relevant authorities if you are storing certain amounts and/or types of fertiliser</b>	<b>■ EC.3.2.a</b> <i>Sites storing more than 150 tonnes of fertilisers which contain ammonium nitrate, where the nitrogen content is greater than 15.75%, notify the Fire and Rescue Service</i>	
	<b>■ EC.3.2.b</b> <i>If storing more than 25 tonnes in total of any fertilisers or other substances with an oxidiser warning sign on the bag or container you have notified both HSE and the Fire and Rescue Service</i>	

## Environment (EC) (continued)

STANDARDS	HOW YOU WILL BE MEASURED
<b>AIM: PPPs are correctly handled and applied to ensure legal compliance, prevent contamination and minimise impact on the wider environment</b>	
<p><b>EC.4 Key</b>  <b>PPPs must be approved and appropriate for their intended use</b> <b>REVISED</b></p>	<div> <div> <p><b>■ EC.4.a</b>            PPPs are used in accordance with manufacturer's label instructions</p> <p><b>■ EC.4.b</b>            PPPs are approved for the intended use (including target crop where relevant) through a valid, on-label approval, Extension of Authorisation for a Minor Use (EAMU) or Emergency Approval</p> <p><b>■ EC.4.c</b>            Unapproved product is kept in a segregated area of the pesticide store, pending collection for disposal at the earliest opportunity; clearly marked with signs/ labels stating that it must not be used</p> <p><b>■ EC.4.d</b>            The Defra Code of Practice for Using Plant Protection Products is adhered to and particular attention is given to:</p> <ul style="list-style-type: none"> <li>– environmental impact and residue levels</li> <li>– maximum permitted dose rates</li> <li>– any relevant risks if reduced dose rates are used</li> <li>– restrictions on repeated applications to a single crop</li> <li>– rotation of modes of action (where possible)</li> </ul> <p><b>■ EC.4.e</b>            All deliveries of PPPs can be traced back to supplier through invoices or suitable alternative records</p> </div> <div> <p><b>R</b></p> <p>■ Invoices</p> </div> </div>
<p><b>GUIDANCE</b>  <i>A PPP is defined as any product with a current MAPP number</i>  <i>Alternative records to connect PPP deliveries to the supplier – such as a delivery note – may be used; particularly where invoices for recent deliveries have not yet been received</i></p>	
<p><b>EC.4.1</b>  <b>PPPs are mixed/handled in a manner that minimises the risk of contamination and pollution</b> <b>REVISED</b></p>	<div> <div> <p><b>■ EC.4.1.a</b>            Where used, measuring equipment is dedicated to this purpose, non-glass, clean and free of accumulated residues and numbering is sufficiently legible to enable accurate measurement</p> <p><b>■ EC.4.1.b</b>            Where used, weighing scales are dedicated to this purpose and are calibrated at least annually</p> <p><b>■ EC.4.1.c</b>            Any dedicated PPP filling areas are designed to effectively contain any drips or spills generated by filling of PPP application equipment</p> <p><b>■ EC.4.1.d</b>            Where a dedicated filling area is not in place, a suitable alternative provision is present to control this risk (e.g. a suitably functional drip tray and selection of filling locations distanced from water courses, boreholes/springs/wells)</p> <p><b>■ EC.4.1.e</b>            Any alternative provisions used are managed appropriately to ensure they do not themselves present a risk of contamination to personnel or environment</p> </div> <div> <p><b>R</b></p> <p>■ PPP store scale calibration record</p> </div> </div>

STANDARDS		HOW YOU WILL BE MEASURED											
<b>EC.5 Key</b> PPPs must be applied in a manner that minimises the risk of contamination and pollution	<b>■ EC.5.a</b> PPP application does not occur in areas of high pollution risk, as identified on farm map												
	<b>■ EC.5.b</b> PPP application does not occur in unsuitable conditions e.g. when there is a risk of drift or where soil conditions are unsuitable e.g. waterlogged, flooded or snow-covered soil or where the soil has been frozen for more than 12 hours of the previous 24												
	<b>■ EC.5.c</b> Buffer zone requirements of the PPP being applied are complied with												
	<b>■ EC.5.d</b> Local beekeepers are given at least 48 hours' notice of the intention to apply a PPP that is hazardous to bees, via direct contact, BeeConnected or an equivalent tool												
	<b>■ EC.5.e</b> Care is taken when applying near hedgerows, woodlands, wetlands, private homes or public places e.g. schools, parks, playgrounds												
<b>GUIDANCE</b> BeeConnected website: <a href="http://beeconnected.org.uk">beeconnected.org.uk</a>													
<b>EC.6 Key</b> PPP application must be undertaken by competent operators	<b>■ EC.6.a</b> NPTC Pesticide Application Certificates/Lantra Awards Level 2 Pesticides qualification are held		<div><div>R</div><div><div>■ NPTC/Lantra certificates</div><div>■ NRoSO membership number and expiry date</div></div></div>										
	<b>■ EC.6.b</b> National Register of Sprayer Operators (NRoSO) registration is held												
<b>GUIDANCE</b> PPP application operators also include those applying granular/ dust PPPs, post-harvest treatment or seed treatment													
<b>EC.7</b> All PPP application equipment must be maintained and tested <div>REVISED</div>	<b>■ EC.7.a</b> Frequency of testing is carried out as follows:		<div><div>R</div><div><div>■ NSTS Certificates</div><div>■ Calibration records</div></div></div>										
	<table><tr><th>Equipment</th><th>Testing frequency</th></tr><tr><td>Boom sprayers over 3 metres and air blast sprayers</td><td rowspan="2">Annual NSTS test</td></tr><tr><td>Granular nematicide applicator</td></tr><tr><td>Slug peller (including electric spinning disc and hydraulic/ PTO fertiliser spreaders)</td><td rowspan="2">NSTS tested before the equipment is 5 years old and thereafter NSTS tested once every 6 years</td></tr><tr><td>≤3m/ granular herbicide applicator (boom type)</td></tr><tr><td>Handheld/ knapsack sprayers</td><td>No testing required</td></tr></table>			Equipment	Testing frequency	Boom sprayers over 3 metres and air blast sprayers	Annual NSTS test	Granular nematicide applicator	Slug peller (including electric spinning disc and hydraulic/ PTO fertiliser spreaders)	NSTS tested before the equipment is 5 years old and thereafter NSTS tested once every 6 years	≤3m/ granular herbicide applicator (boom type)	Handheld/ knapsack sprayers	No testing required
	Equipment	Testing frequency											
	Boom sprayers over 3 metres and air blast sprayers	Annual NSTS test											
	Granular nematicide applicator												
	Slug peller (including electric spinning disc and hydraulic/ PTO fertiliser spreaders)	NSTS tested before the equipment is 5 years old and thereafter NSTS tested once every 6 years											
	≤3m/ granular herbicide applicator (boom type)												
	Handheld/ knapsack sprayers	No testing required											
	<b>■ EC.7.b</b> Equipment calibration occurs between seasons of use, as a minimum												
	<b>■ EC.7.c</b> Equipment used to apply granular PPPs is calibrated whenever there is a change of product												
<b>■ EC.7.d</b> All handheld applicators and knapsack sprayers must be checked on an annual basis and results recorded													



## Environment (EC) (continued)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>EC.7.1</b> <b>PPPs must be transported in manner that minimises the risk of contamination or pollution</b>	<b>■ EC.7.1.a</b> Transporting product through water/crossing watercourses is avoided wherever possible	
	<b>■ EC.7.1.b</b> <b>Diluted PPPs:</b> <ul style="list-style-type: none"><li>– Valves which control the flow of the PPP to the spraying equipment are shut during transport unless constant agitation is specifically mentioned on the label</li><li>– Hoses, nozzles and other fittings are maintained in line with manufacturer's instructions</li></ul>	
	<b>■ EC.7.1.c</b> <b>Un-diluted PPPs:</b> <ul style="list-style-type: none"><li>– transported in a secure chest/ cabinet/ container</li></ul>	
<b>EC.7.2 Key</b> <b>Where metaldehyde is used, it must be used in a manner that reduces the risk to water, birds and small mammals</b>	<b>■ EC.7.2.a</b> Appropriate active per hectare has been used to avoid drainage and run-off	<div><div><b>R</b></div><div>■ Metaldehyde application records</div></div>
	<b>■ EC.7.2.b</b> No applications are made during heavy rain or when drains are flowing	
	<b>■ EC.7.2.c</b> Consideration is given to the proximity of watercourses, as demonstrated on the farm map(s)	
	<b>■ EC.7.2.d</b> Consideration is given to the maximum permitted dose rate and maximum application rates	
<b>GUIDANCE</b> <i>For information about the responsible use of metaldehyde, see: <a href="http://www.getpelletwise.co.uk">www.getpelletwise.co.uk</a></i>		

STANDARDS	HOW YOU WILL BE MEASURED							
<p><b>EC.7.3</b> Where granular nematicides are used, use must be in accordance with the Nematicide Stewardship Programme (NSP) Best Practice Protocol <b>REVISED</b></p>	<table border="1"> <tr> <td data-bbox="614 208 1275 324"> <p>■ <b>EC.7.3.a</b> Staff applying granular nematicides hold a PA4 or PA4G certificate</p> </td><td data-bbox="1275 208 1517 1193" rowspan="6"> <p><b>R</b></p> <ul style="list-style-type: none"> <li>■ PA4/PA4G certificate</li> <li>■ ARTIS e-learning certificate</li> <li>■ Applicator check record (pre-season and on day of operation)</li> <li>■ Post-application field check record</li> </ul> </td></tr> <tr> <td data-bbox="614 324 1275 441"> <p>■ <b>EC.7.3.b</b> Staff applying granular nematicide complete ARTIS e-learning modules</p> </td></tr> <tr> <td data-bbox="614 441 1275 674"> <p>■ <b>EC.7.3.c</b> The applicator is checked prior to the start of the season and on each working day to ensure all pipework is correctly fitted, the hopper bungs are in place and the hopper lids are secure. When the applicator is in use, granules are monitored to check they are flowing correctly</p> </td></tr> <tr> <td data-bbox="614 674 1275 817"> <p>■ <b>EC.7.3.d</b> Applicators in potatoes are fitted with a device in the cab which allows the operator to shut off nematicide granule flow at least 3 meters from the end of each row</p> </td></tr> <tr> <td data-bbox="614 817 1275 1023"> <p>■ <b>EC.7.3.e</b> Designated areas for filling hoppers in each field are used which can easily be checked for spillages. Spillages should be dealt with according to manufacturer's recommendations and the NSP protocol to ensure no granules are left on the surface</p> </td></tr> <tr> <td data-bbox="614 1023 1275 1193"> <p>■ <b>EC.7.3.f</b> Treated fields are checked the next day (12-24 hours) after application for any adverse effects to wildlife as per the protocol outlined in the NSP Field Monitoring Guidance</p> </td></tr> </table>	<p>■ <b>EC.7.3.a</b> Staff applying granular nematicides hold a PA4 or PA4G certificate</p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ PA4/PA4G certificate</li> <li>■ ARTIS e-learning certificate</li> <li>■ Applicator check record (pre-season and on day of operation)</li> <li>■ Post-application field check record</li> </ul>	<p>■ <b>EC.7.3.b</b> Staff applying granular nematicide complete ARTIS e-learning modules</p>	<p>■ <b>EC.7.3.c</b> The applicator is checked prior to the start of the season and on each working day to ensure all pipework is correctly fitted, the hopper bungs are in place and the hopper lids are secure. When the applicator is in use, granules are monitored to check they are flowing correctly</p>	<p>■ <b>EC.7.3.d</b> Applicators in potatoes are fitted with a device in the cab which allows the operator to shut off nematicide granule flow at least 3 meters from the end of each row</p>	<p>■ <b>EC.7.3.e</b> Designated areas for filling hoppers in each field are used which can easily be checked for spillages. Spillages should be dealt with according to manufacturer's recommendations and the NSP protocol to ensure no granules are left on the surface</p>	<p>■ <b>EC.7.3.f</b> Treated fields are checked the next day (12-24 hours) after application for any adverse effects to wildlife as per the protocol outlined in the NSP Field Monitoring Guidance</p>
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<p><b>GUIDANCE</b> Nematicide Stewardship Programme: <a href="http://nspstewardship.co.uk">http://nspstewardship.co.uk</a></p> <p>The Nematicide Stewardship Programme (NSP) was founded in 2015 with a scope covering the use of cholinesterase inhibiting, granular nematicides – specifically: oxamyl (e.g. Vydate) and fosthiazate (e.g. Nemathorin). The NSP scope does not include liquid nematicides and non-cholinesterase inhibiting granular nematicides.</p>								
<p><b>EC.7.4</b> Anyone making recommendations on PPP use must be on the BASIS Professional Register <b>REVISED</b></p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Name and BASIS professional register number</li> </ul>							
<p><b>EC.7.5</b> Surplus spray mix must be dealt with in a manner that minimises the risk of contamination and pollution</p>	<table border="1"> <tr> <td data-bbox="614 1599 1275 1774"> <p>■ <b>EC.7.5.a</b> Surplus spray mix is sprayed onto designated areas (e.g. crop left specifically for the purpose) and the maximum rate is not exceeded, or securely stored pending collection by a registered waste contractor</p> </td><td data-bbox="1275 1599 1517 1942" rowspan="2"> <p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Exemption/permit</li> </ul> </td></tr> <tr> <td data-bbox="614 1774 1275 1942"> <p>■ <b>EC.7.5.b</b> Tank washings and rinsates are treated in a biobed or biofilter under a registered waste exemption or disposed directly to the ground in accordance with an appropriate permit</p> </td></tr> </table>	<p>■ <b>EC.7.5.a</b> Surplus spray mix is sprayed onto designated areas (e.g. crop left specifically for the purpose) and the maximum rate is not exceeded, or securely stored pending collection by a registered waste contractor</p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Exemption/permit</li> </ul>	<p>■ <b>EC.7.5.b</b> Tank washings and rinsates are treated in a biobed or biofilter under a registered waste exemption or disposed directly to the ground in accordance with an appropriate permit</p>				
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## Environmental Protection (EC) (continued)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>EC.7.6 (Recommendation)</b> <i>It is recommended that records of disposal of surplus spray mix are kept</i>		<div><div>R</div><div>■ Disposal of surplus spray mix records</div></div>
<b>EC.7.7 (Recommendation)</b> <i>It is recommended that PPP application equipment is stored in a manner that minimises the risk of contamination or pollution</i>	■ <b>EC.7.7.a</b> <i>Equipment is stored in a safe, dedicated area and – where this is within a building – the area is well-ventilated</i>	<div><div>R</div><div>■ Cleaning records</div></div>
	■ <b>EC.7.7.b</b> <i>Application equipment is regularly cleaned down</i>	
<b>EC.7.8 (Recommendation)</b> <i>It is recommended that records of PPP application instructions/ agronomist recommendations are kept</i>		<div><div>R</div><div>■ PPP instruction records</div></div>
<b>GUIDANCE</b> <i>Instructions/ recommendations may include:</i> <ul style="list-style-type: none"><li>– name of person issuing instruction</li><li>– application method</li><li>– area treated</li><li>– rate of application</li><li>– any applicable precautions</li><li>– date of instruction</li><li>– crop and/ or variety</li><li>– trade name</li><li>– volume of water</li><li>– reason for application</li><li>– crop location</li><li>– active ingredient</li><li>– harvest interval</li></ul>		
<b>EC.8</b> <b>Records must be kept of all PPP applications</b> <span>REVISED</span>	■ <b>EC.8.a</b> Records are kept of all PPP applications, including PPPs used to treat seed, rootstock and young plants, in-field PPPs, pre-harvest crop store PPPs and post-harvest PPPs	<div><div>R</div><div>■ PPP application records</div></div>
	■ <b>EC.8.b</b> Records include: <ul style="list-style-type: none"><li>– field/store identifier for post-harvest treatments</li><li>– crop/variety</li><li>– sowing or planting date</li><li>– date and time applied</li><li>– justification/ target for application</li><li>– product name and active ingredient</li><li>– rate of application</li><li>– water volume</li><li>– wind direction and speed</li><li>– harvest interval</li><li>– first permissible harvest date</li><li>– name of sprayer operator</li></ul>	
	■ <b>EC.8.c</b> Records are kept for at least 3 years	
<b>GUIDANCE</b> <i>Records for seed treatments and treatment of rootstock and young plants concern inhouse treatments, not seed, rootstock or young plants purchased with a pre-applied treatment</i>		

STANDARDS	HOW YOU WILL BE MEASURED	
<b>EC.8.1 Key</b> <b>Systems must be in place to ensure statutory harvest intervals for PPPs are complied with</b>		<div data-bbox="1294 226 1345 275">R</div> <ul style="list-style-type: none"> <li>■ Harvest records</li> </ul>
<b>EC 8.2</b> <b>Records must be held for any bought-in seed, rootstock or young plants that have been treated with PPPs</b>		<div data-bbox="1294 374 1345 423">R</div> <ul style="list-style-type: none"> <li>■ Treatment records or suitable alternative</li> </ul>
<b>GUIDANCE</b> <i>Record keeping system in place to effectively identify active ingredients applied to seed, rootstock or young plants prior to purchase</i>		
<b>EC.8.3</b> <b>Records are kept of the introduction of biological control agents <span>NEW</span></b>		<div data-bbox="1294 651 1345 701">R</div> <ul style="list-style-type: none"> <li>■ Biological control introduction records</li> </ul>
<b>GUIDANCE</b> <i>Biological controls are defined as all products used for the purpose of plant protection which do not have/require a MAPP number. Examples include but are not limited to, plant extracts, pheromones and natural predators.</i>		
<b>EC.8.4 (Recommendation)</b> <b>It is recommended that where professional guidance on the use of biological controls is provided by an agronomist or another party (e.g. supplier), this guidance is followed and documented records are retained <span>NEW</span></b>		<div data-bbox="1294 956 1345 1005">R</div> <ul style="list-style-type: none"> <li>■ Recommendations for use of biological controls</li> </ul>

## Environmental Protection (EC) (continued)


STANDARDS	HOW YOU WILL BE MEASURED	
AIM: Fertilisers and other soil amendments are legal, suitable for their intended use and applied in a manner that prevents pollution and contamination		
<b>EC.9 Key</b> <b>Manufactured fertilisers, organic manures and other soil amendments must be applied in a manner that minimises the risk of contamination or pollution</b> <b>REVISED</b>	<b>■ EC.9.a</b> Any materials, including waste materials, that are applied to land have agricultural benefit	<div><b>R</b></div> <div><b>■ Exemptions/permits</b></div> <div><b>■ Nutrient management plan</b></div>
	<b>■ EC.9.b</b> Exemptions/permits to use waste materials are held	
	<b>■ EC.9.c</b> A Nutrient Management Plan (NMP) is established and implemented	
	<b>■ EC.9.d</b> NMP includes the following: <ul style="list-style-type: none"><li>– timing, frequency and quantity of applications</li><li>– identification of any areas where particular applications cannot be made</li><li>– nutrient content of organic manures and fertilisers</li><li>– plans to minimise nutrient loss</li></ul>	
	<b>■ EC.9.e</b> Before application, the following factors are considered: <ul style="list-style-type: none"><li>– NVZ restrictions</li><li>– soil type</li><li>– soil condition</li><li>– results of soil testing</li><li>– crop requirements</li><li>– slope</li><li>– weather conditions</li><li>– the location of watercourses</li><li>– water supplies and abstraction points (including on neighbouring land)</li><li>– location of field margins/ hedges/ other areas where applications should not be made</li><li>– application machinery travelling conditions</li></ul>	
	<b>■ EC.9.f</b> Applications are not carried out during high risk times e.g. on waterlogged, flooded or snow-covered soil or where the soil has been frozen for more than 12 hours of the previous 24	
	<b>■ EC.9.g</b> Biosolids are assured under the Biosolids Assurance Scheme	
	<b>■ EC.9.h</b> Untreated sewage sludge, untreated abattoir or catering derived animal by-products are not applied	
	<b>■ EC.9.i</b> Applications are made in accordance with appendix	
	<b>■ EC.9.j</b> Applications of fertilisers and organic manures are planned to meet but not exceed soil and crop nutrient needs	
<b>GUIDANCE</b> <i>Possible examples of relevant inputs include but are not limited to:</i> – Manure – Compost – Anaerobic digestate – Treated sewage sludge – Bio-stimulants – Plant strengtheners <i>Nutrient Management Plan requirements can also be covered under a broader, overarching plan (e.g. Soil Management Plan or Land Management Plan) or an adjacent plan that covers these topics (e.g. Manure Management Plan).</i> <i>Tried &amp; Tested Nutrient Management Plan:</i> <a href="http://www.nutrientmanagement.org/2-nutrient-management-plan">www.nutrientmanagement.org/2-nutrient-management-plan</a> <i>For guidance on fertiliser use, see the AHDB Fertiliser Manual RB209:</i> <a href="http://www.ahdb.org.uk/projects/CropNutrition.aspx">www.ahdb.org.uk/projects/CropNutrition.aspx</a>		

STANDARDS	HOW YOU WILL BE MEASURED	
<b>EC.9.1</b> Anyone making recommendations on manufactured fertiliser use must be on the FACTS Professional Register <b>REVISED</b>		 <ul style="list-style-type: none"> <li>■ Name and FACTS professional register number</li> </ul>
<b>EC.9.2</b> Fertiliser rates must be based on a calculation of the nutrient requirements of the crop and on regular analysis of nutrient levels in soil, plant or nutrient solution	<b>■ EC.9.2.a</b> Proper account is taken of nutrient content of organic manure	 <ul style="list-style-type: none"> <li>■ Analysis results or standards analysis (e.g. RB209)</li> </ul>
<b>EC.9.3</b> The supply and timing of nutrient application must be matched to meet crop demand	<b>■ EC.9.3.a</b> Non-target areas are protected from run-off and leaching	
<b>EC.9.4</b> Documentary evidence detailing the chemical content (N, P, K) of all purchased, manufactured fertiliser must be retained		 <ul style="list-style-type: none"> <li>■ Invoices/ delivery records/ data sheets</li> </ul>
<b>EC.9.5</b> Documentary evidence must be kept which demonstrates that manufactured fertiliser is responsibly sourced and traceable, e.g. from a Fertiliser Industry Assurance Scheme (FIAS) approved supplier <b>NEW</b>		 <ul style="list-style-type: none"> <li>■ Invoices/ delivery records</li> </ul>
<b>EC.9.6</b> Records are kept of all recommendations for fertiliser and soil improvement products <b>REVISED</b>	<b>■ EC.9.6.a</b> Recommendations for fertiliser and soil improvement products are documented and retained	 <ul style="list-style-type: none"> <li>■ Fertiliser application instructions/ professional advisor recommendations</li> </ul>
	<b>■ EC.9.6.b</b> Recommendations are sufficiently comprehensive to support rational and responsible use Examples of data fields that may be relevant: <ul style="list-style-type: none"> <li>– name of person making recommendation</li> <li>– date of recommendation</li> <li>– reason for recommendation</li> <li>– application method</li> <li>– crop</li> <li>– location/ area</li> <li>– type of fertiliser or soil amendment</li> <li>– application rate</li> <li>– specific precautions</li> </ul>	
<b>EC.10</b> All manufactured fertiliser application equipment must be maintained and calibrated at least annually		 <ul style="list-style-type: none"> <li>■ Calibration record</li> </ul>
<b>EC.10.1</b> Records must be kept of all applications of manufactured fertilisers, organic manures and other soil amendments	<b>■ EC.10.1.a</b> Records include: <ul style="list-style-type: none"> <li>– field identifier/location</li> <li>– date of application</li> <li>– product type</li> <li>– product quantity</li> <li>– method of application</li> <li>– name of operator or contractor</li> </ul>	 <ul style="list-style-type: none"> <li>■ Manufactured fertiliser/organic manure application records</li> </ul>

## Environmental Protection (EC) (continued)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>EC.10.2 Key</b> <b>All manufactured fertilisers, organic manures and other soil amendments are safe and suitable for use and are carried out in accordance with the Safe Applications to Land appendix</b> <b>REVISED</b>	<ul style="list-style-type: none"><li>■ <b>EC.10.2.a</b> All manufactured fertilisers, organic manures and other soil amendments used (including faeces from animal grazing) are considered within the Risk Assessment and within relevant Site Risk Assessments</li><li>■ <b>EC.10.2.b</b> All applications to land (including faeces from animal grazing) are in accordance with the Safe Applications to Land appendix and any relevant withholding periods have been adhered to</li><li>■ <b>EC.10.2.c</b> Where crop residues are composted and used as a soil conditioner, there is no identifiable risk of disease carry-over</li></ul> <b>Category 0 and 1 only</b> <ul style="list-style-type: none"><li>■ <b>EC.10.2.d</b> All staff and contractors involved in applying manure-based products understand the microbiological risk they pose</li></ul>	<div><b>R</b></div> <ul style="list-style-type: none"><li>■ Risk assessment</li><li>■ Site Risk assessment</li></ul>
<b>AIM: No chemical or physical contamination, pollution or spread of disease from any potential contaminants or wastes</b>		
<b>EC.11 Key</b> <b>All wastes which cannot be utilised are disposed of in a manner that minimises the risk of contamination or pollution</b> <b>REVISED</b>	<ul style="list-style-type: none"><li>■ <b>EC.11.a</b> Wastes are disposed of by a registered waste carrier</li><li>■ <b>EC.11.b</b> Wastes are not burnt, with the exception of vegetation and untreated wood</li><li>■ <b>EC.11.c</b> Empty PPP containers are:<ul style="list-style-type: none"><li>– cleaned using an integrated pressure rinsing device, or triple rinsed appropriately and the rinsate returned to the spray tank</li><li>– stored securely</li><li>– not reused</li><li>– returned to the supplier or where non-returnable, disposed of via a registered waste carrier</li></ul></li><li>■ <b>EC.11.d</b> Redundant PPPs are disposed of via the supplier or a registered waste carrier</li></ul>	<div><b>R</b></div> <ul style="list-style-type: none"><li>■ Waste transfer notes</li><li>■ Waste Carrier name and registration number</li></ul>
<b>GUIDANCE</b> <i>In order to transport your own waste you must be registered (free of charge) as a low tier waste carrier:</i> <a href="https://www.gov.uk/register-renew-waste-carrier-broker-dealer-england">https://www.gov.uk/register-renew-waste-carrier-broker-dealer-england</a>		
<b>EC.12</b> <b>Systems are in place to manage waste responsibly</b>	<ul style="list-style-type: none"><li>■ <b>EC.12.a</b> Opportunities are considered for:<ul style="list-style-type: none"><li>– reducing the production of waste</li><li>– reusing waste</li><li>– recycling waste, plastics in particular</li></ul></li><li>■ <b>EC.12.b</b> A Waste and Recycling Management Plan is documented and implemented</li></ul>	<div><b>R</b></div> <ul style="list-style-type: none"><li>■ Waste and recycling management plan</li></ul>



STANDARDS	HOW YOU WILL BE MEASURED	
<b>EC.13</b> <b>Crop waste is managed responsibly to minimise risk to other crops</b> <b>NEW</b>	<b>■ EC.13.a</b> Where disposal of crop waste presents a disease transfer risk, responsible management practices are documented and adopted  <i>Examples of such practices include (but are not limited to) use of dedicated waste receptacles for plant and crop waste and management/removal of any haulm growth on field potato dumps</i>	 <b>■ Crop waste management controls</b>
	<b>■ EC.13.b</b> Where crop residue in the field presents a physical contamination risk to other crops in the rotation, mitigation steps are documented and adopted  <i>Examples of such practices include (but are not limited to) identifying post-harvest management practices to minimise the potential for regrowth and volunteers. This may present an elevated risk in certain situations – e.g. poisonous berries from potato regrowth that cannot be easily separated from vining peas</i>	



## WHERE TO FIND HELP

- England – DEFRA/Protecting our Water, Soil & Air: [www.gov.uk/government/publications/protecting-our-water-soil-and-air](http://www.gov.uk/government/publications/protecting-our-water-soil-and-air)
- Northern Ireland – The Code of Good Agricultural Practice (COGAP): [www.daera-ni.gov.uk/publications/code-good-agricultural-practice-cogap](http://www.daera-ni.gov.uk/publications/code-good-agricultural-practice-cogap)
- Scotland – Agriculture and the environment/PEPFAA Code: [www.gov.scot/policies/agriculture-and-the-environment/pepfaa](http://www.gov.scot/policies/agriculture-and-the-environment/pepfaa)
- Wales – Code of Good Agricultural Practice: <https://gov.wales/code-good-agricultural-practice>
- HSE guidance on storing pesticides for farmers and other professional users: [www.hse.gov.uk/pubns/ais16.pdf](http://www.hse.gov.uk/pubns/ais16.pdf)
- For information on the importance of fertiliser security, visit [www.secureyourfertiliser.gov.uk](http://www.secureyourfertiliser.gov.uk)
- Red Tractor Fresh Produce members receive access to the LIAISON website as a benefit of membership to enable easy access to on label and EAMU approval information and relevant MRLs – see: <https://secure.fera.defra.gov.uk/liaison>
- For further information of approvals of PPPs, see: [www.pesticides.gov.uk](http://www.pesticides.gov.uk)
- Details of NSTS approved test centres can be found at: [www.nsts.org.uk](http://www.nsts.org.uk)
- Template documents for operator checks are available on the NSTS website: <https://www.nsts.org.uk/Documents-Links>
- Nutrient Management Guide (RB209): <https://ahdb.org.uk/nutrient-management-guide-rb209>
- For more information about FIAS see: [www.aictradeassurance.org.uk/fias/documents/fias-standards](http://www.aictradeassurance.org.uk/fias/documents/fias-standards)
- Public register of waste carriers, brokers and dealers (England): <https://environment.data.gov.uk/public-register/view/search-waste-carriers-brokers>
- Public register of waste carriers, brokers and dealers (Northern Ireland): <https://www.daera-ni.gov.uk/articles/registered-waste-carriers-transporters>
- Public register of waste carriers, brokers and dealers (Scotland): <https://www2.sepa.org.uk/wastecarriers>
- Public register of waste carriers, brokers and dealers (Wales): <https://naturalresources.wales/permits-and-permissions/waste-carriers-brokers-and-dealers-public-register/?lang=en>
- Where surplus of crop is present which does not have a commercial outlet but is of a suitable standard to enter the supply chain, members may wish to consider surplus food redistribution options. Examples include: Company Shop Group: <http://www.companysshopgroup.co.uk>; FairShare: <https://fareshare.org.uk>

# Irrigation (IG)

STANDARDS		HOW YOU WILL BE MEASURED	
AIM: To manage and mitigate risks to crop from water used in crop production			
<b>IG.1</b> Water used in crop production (irrigation, mixing of fertiliser and PPPs, crop and equipment washing) must be tested at a frequency which is in response to the Risk Assessment and in line with the Water Matrix Appendix	<b>IG.1.a</b> Microbiological testing frequency is dependent on crop category		<div>R</div> <ul style="list-style-type: none"><li>Water test results</li></ul>
	<b>IG.1.b</b> Water is tested for E. coli		
	<b>IG.1.c</b> E. coli thresholds are dependent on crop category - further information can be found in the Water Matrix Appendix		
	<b>IG.1.d</b> Growers are aware of any critical values expected by their customers		
<b>IG.1.1</b> Controls and test results must be kept, regularly reviewed and any improvement action taken must be recorded for all water used in crop production (irrigation, mixing of fertiliser and PPPs, crop and equipment washing)	<b>IG.1.1.a</b> Water test results are available		<div>R</div> <ul style="list-style-type: none"><li>Evidence of laboratory accreditation</li></ul>
	<b>IG.1.1.b</b> There is evidence of corrective action being taken in response to results where required, in accordance with the Water Matrix		
<b>IG.1.2</b> Analysis of irrigation water is completed by a UKAS accredited laboratory (or another ISO 17025 standard) with E. coli testing of water samples within the scope of accreditation <b>UPGRADED</b>	<b>IG.1.2.a</b> Accreditation of the laboratory can be demonstrated through documentation or electronically (e.g. through a website)		
<b>IG.2 Key</b> Untreated sewage water must not be used	<b>IG.2.a</b> No evidence that untreated sewage water (defined as water contaminated with human and/ or municipal waste) has been used on crop production sites		
AIM: Water use on-farm is optimised and sustainable			
<b>IG.3</b> A documented Water Management Plan must be produced and used to identify opportunities for water use efficiency and reducing waste	<b>IG.3.a</b> A Water Management Plan is in place		<div>R</div> <ul style="list-style-type: none"><li>Water management plan</li></ul>
	<b>IG.3.b</b> Plan identifies opportunities to optimise water efficiency - examples may include: <ul style="list-style-type: none"><li>computer modelling of crop's water requirements</li><li>irrigating at night</li><li>maintenance plans to reduce possibility of leakage</li><li>storage of winter storm water</li><li>collection and re-use of some water, such as from glasshouse roofs and winter rainfall</li><li>water audit</li></ul>		
<b>IG.4</b> Crop irrigation must be based on an identified need	<b>IG.4.a</b> Irrigation need is identified by reference to suitable data sources – examples include: <ul style="list-style-type: none"><li>moisture measurement</li><li>scheduling (where appropriate)</li><li>physical inspection</li><li>weather station data</li></ul>		

STANDARDS	HOW YOU WILL BE MEASURED	
<b>IG.5</b> <b>Records must be kept of irrigation water usage</b>	<b>IG.5.a</b> Primary source of each application identified	<div><div>R</div><div>■ Irrigation records</div></div>
	<b>IG.5.b</b> Volume and timing recorded	
<b>IG.6</b> <b>Licenses are in place where required for water used on farm</b> <b>REVISED</b>	<b>IG.6.a</b> A valid licence or permit is in place for use of any ground water or surface water used within crop production processes	
	<b>IG.6.b</b> Any licensing conditions (e.g. permitted volume or timing of abstraction) are complied with	

**WHERE TO FIND HELP**  
■ For further information on irrigation, visit the UK Irrigation Association website at [www.ukia.org](http://www.ukia.org)

## Genetically Modified Organisms (GM)

STANDARDS	HOW YOU WILL BE MEASURED
<b>AIM: No Genetically Modified crops are grown commercially without a bespoke agreement to meet legal requirements and avoid cross contamination</b>	
<b>GM.1 Key</b> There is no production of GM crops unless a valid derogation has been agreed with Red Tractor <b>NEW</b>	

## Operational area: Harvesting (HS)

Where harvest is completed under the management of another Red Tractor Fresh Produce member with an assessment scope covering harvest and all relevant crops, members may opt for a Fresh Produce membership without harvest. In such cases, this section need not be assessed but certification bodies must record details of the Red Tractor member with responsibility for harvest and ensure that it is current and that all relevant crops are covered.

STANDARDS	HOW YOU WILL BE MEASURED		
AIM: To prevent product contamination from staff			
<b>HS.1</b> <b>Written hygiene policies and/ or procedures must be in place, communicated to personnel and compliance monitored</b> <b>REVISED</b>	<b>■ HS.1.a</b> Hygiene policy includes: <ul style="list-style-type: none"><li>– all harvest personnel to wash hands (with running water and non-perfumed soap) and dry hands before starting work, after breaks and after using toilets</li><li>– no jewellery except for a plain wedding band, jewellery used for health reasons or religious jewellery with no stones or jewels</li><li>– no rings or studs worn in exposed parts of the body</li><li>– no eating, spitting or chewing in cropping areas</li><li>– no smoking including e-cigarettes and vaping in cropping areas</li><li>– banning personal phones and watches in the field or production areas has been considered (excludes supervisory staff and lone worker phones)</li><li>– no excessive make-up, false nails, false eyelashes or hair extensions where they present a contamination risk to the crop</li><li>– no nail varnish</li><li>– no perfume or aftershave</li></ul>	<div><b>R</b></div> <ul style="list-style-type: none"><li>■ Hygiene Policy</li><li>■ Personnel training records/ agency labour training records</li><li>■ Plaster issue record</li></ul>	
	<b>Category 0, 1 and 2 only</b> <b>■ HS.1.b</b> Reporting of cuts and wounds and the use of blue, metal-detectable plasters, the issue of which is controlled and recorded		
<b>HS.2</b> <b>All personnel handling fresh produce must be trained in personal hygiene requirements</b> <b>REVISED</b>	<b>■ HS.2.a</b> Training covering all applicable requirements of the Hygiene Policy is completed as part of the induction before starting work	<div><b>R</b></div> <ul style="list-style-type: none"><li>■ Training records/ agency labour training records</li></ul>	
	<b>■ HS.2.b</b> Training covering all applicable requirements of the Return to Work Policy is completed as part of the induction before starting work		
	<b>■ HS.2.c</b> Refresher training in personal hygiene requirements is completed at least annually		

STANDARDS	HOW YOU WILL BE MEASURED								
<p><b>HS.3</b> All visitors that enter crop production areas must be made aware of any site hygiene and Health and Safety requirements</p>	<table border="1"> <tr> <td data-bbox="624 208 1272 297"> <p>■ <b>HS.3.a</b> Hygiene Policy in place for visitors/ contractors</p> </td><td data-bbox="1272 208 1508 748" rowspan="4"> <p><b>R</b></p> <p>■ Visitor/ contractor hygiene policy</p> </td></tr> <tr> <td data-bbox="624 297 1272 436"> <p>■ <b>HS.3.b</b> Systems in place to ensure all visitors/ contractors entering crop production areas have been made aware of Health and Safety requirements</p> </td></tr> <tr> <td data-bbox="624 436 1272 607"> <p><b>Category 0, 1 &amp; 2 only</b> ■ <b>HS.3.c</b> Systems in place to ensure all visitors/ contractors entering crop production areas have been made aware of hygiene requirements</p> </td></tr> <tr> <td data-bbox="624 607 1272 748"> <p><b>Category 0, 1 &amp; 2 only</b> ■ <b>HS.3.d</b> Visitors/ contractors declare they understand and will comply with the Hygiene Policy</p> </td></tr> </table>	<p>■ <b>HS.3.a</b> Hygiene Policy in place for visitors/ contractors</p>	<p><b>R</b></p> <p>■ Visitor/ contractor hygiene policy</p>	<p>■ <b>HS.3.b</b> Systems in place to ensure all visitors/ contractors entering crop production areas have been made aware of Health and Safety requirements</p>	<p><b>Category 0, 1 &amp; 2 only</b> ■ <b>HS.3.c</b> Systems in place to ensure all visitors/ contractors entering crop production areas have been made aware of hygiene requirements</p>	<p><b>Category 0, 1 &amp; 2 only</b> ■ <b>HS.3.d</b> Visitors/ contractors declare they understand and will comply with the Hygiene Policy</p>			
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<p><b>Category 0, 1 &amp; 2 only</b> ■ <b>HS.3.d</b> Visitors/ contractors declare they understand and will comply with the Hygiene Policy</p>									
<p><b>HS.4</b> Personal protective equipment (PPE) appropriate to the crop type being produced must be provided and maintained in good condition <b>REVISED</b></p>	<table border="1"> <tr> <td data-bbox="624 748 1272 862"> <p>■ <b>HS.4.a</b> Personal protective clothing (PPE) requirements are clearly defined by the business</p> </td><td data-bbox="1272 748 1508 1899" rowspan="7"> <p><b>R</b></p> <p>■ PPE requirement policy</p> <p>■ Glove use procedure</p> <p>■ Contract laundry audit report</p> </td></tr> <tr> <td data-bbox="624 862 1272 947"> <p>■ <b>HS.4.b</b> All PPE used is clean and fit for purpose</p> </td></tr> <tr> <td data-bbox="624 947 1272 1086"> <p>■ <b>HS.4.c</b> If hair is identified as a contamination risk within the Risk Assessment, suitable head coverings are in use (and beard snoods where appropriate)</p> </td></tr> <tr> <td data-bbox="624 1086 1272 1227"> <p>■ <b>HS.4.d</b> Where PPE is required to protect the product from contamination, it is captive to the business and not taken home or to employee accommodation</p> </td></tr> <tr> <td data-bbox="624 1227 1272 1344"> <p>■ <b>HS.4.e</b> Where PPE is required to protect the product from contamination, it is not worn in the smoking area or toilets</p> </td></tr> <tr> <td data-bbox="624 1344 1272 1615"> <p><b>Category 0 &amp; 1 only</b> ■ <b>HS.4.f</b> Where gloves are used, a glove use procedure is in place which includes: – only intact and clean gloves are used – glove storage – staff to discard when torn or heavily soiled – hand washing before and after gloves are put on</p> </td></tr> <tr> <td data-bbox="624 1615 1272 1899"> <p><b>Category 0 only</b> ■ <b>HS.4.g</b> System for managing the laundering of non-disposable overalls (where these are used to prevent product contamination and not solely for the protection of workers): – laundered by an audited contracted facility or – laundered in-house in a manner that minimises the risk of cross-contamination</p> </td></tr> </table>	<p>■ <b>HS.4.a</b> Personal protective clothing (PPE) requirements are clearly defined by the business</p>	<p><b>R</b></p> <p>■ PPE requirement policy</p> <p>■ Glove use procedure</p> <p>■ Contract laundry audit report</p>	<p>■ <b>HS.4.b</b> All PPE used is clean and fit for purpose</p>	<p>■ <b>HS.4.c</b> If hair is identified as a contamination risk within the Risk Assessment, suitable head coverings are in use (and beard snoods where appropriate)</p>	<p>■ <b>HS.4.d</b> Where PPE is required to protect the product from contamination, it is captive to the business and not taken home or to employee accommodation</p>	<p>■ <b>HS.4.e</b> Where PPE is required to protect the product from contamination, it is not worn in the smoking area or toilets</p>	<p><b>Category 0 &amp; 1 only</b> ■ <b>HS.4.f</b> Where gloves are used, a glove use procedure is in place which includes: – only intact and clean gloves are used – glove storage – staff to discard when torn or heavily soiled – hand washing before and after gloves are put on</p>	<p><b>Category 0 only</b> ■ <b>HS.4.g</b> System for managing the laundering of non-disposable overalls (where these are used to prevent product contamination and not solely for the protection of workers): – laundered by an audited contracted facility or – laundered in-house in a manner that minimises the risk of cross-contamination</p>
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#### GUIDANCE

Where PPE or work wear is provided exclusively for the protection of workers and is not deemed to be a product contamination risk, it may be appropriate for this PPE to be taken into and worn in non-operational areas




## Operational area: Harvesting (HS) (continued)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>HS.5 Key</b> <b>Clean and maintained facilities that are accessible to all personnel and enable them to ensure an appropriate degree of personal hygiene must be provided</b>	<b>■ HS.5.a</b> There is one toilet available per 10-20 people working at any time	<div><b>R</b></div> <ul style="list-style-type: none"> <li>■ Hygiene policy</li> <li>■ Toilet cleaning records</li> </ul>
	<b>■ HS.5.b</b> Facilities provided: <ul style="list-style-type: none"> <li>– are supplied with non-perfumed soap, water, hand drying facilities (paper towels or equivalent) and toilet paper</li> <li>– are routinely checked to ensure soap, water and paper towel supplies are maintained</li> <li>– are maintained in a clean and usable condition</li> <li>– are within 500m of working or within 5 minutes' walk</li> <li>– have potable water for hand washing that does not pose a risk of contamination</li> </ul>	
	<b>■ HS.5.c</b> Portable toilets are not placed in close proximity to the crop where there could be a risk of contamination during cleaning or in case of a spill	
	<b>Category 0, 1 &amp; 2 only</b> <b>■ HS.5.d</b> Where used, hand sanitisers are a complement to handwashing, not a replacement	
<b>HS.6</b> <b>Written procedures for reporting any infectious diseases must be in place and communicated to personnel and visitors</b> <b>REVISED</b>	<b>■ HS.6.a</b> Policy in place for all personnel returning to work after gastrointestinal (GI) illnesses	<div><b>R</b></div> <ul style="list-style-type: none"> <li>■ Return to work policy</li> <li>■ Hygiene policy</li> <li>■ Visitor/contractor hygiene policy</li> <li>■ Return to work questionnaire</li> <li>■ Training records</li> </ul>
	<b>■ HS.6.b</b> Policy on GI illnesses and return to work is communicated to personnel (via hygiene policy) and visitors/contractors (via Visitor/Contractor Hygiene Policy)	
	<b>Category 0, 1 &amp; 2 only</b> <b>■ HS.6.c</b> Formal recording of all incidences of GI illness is in place	
	<b>Category 0, 1 &amp; 2 only</b> <b>■ HS.6.d</b> Supervisory/management staff are trained in assessing risk	
	<b>Category 0, 1 &amp; 2 only</b> <b>■ HS.6.e</b> Workers complete a return to work questionnaire when returning after a period of absence. A manager or supervisor reviews this questionnaire and determines whether the worker may return to work. A counter signature or equivalent record is present to verify this process has occurred.	
	<b>Category 0 only</b> <b>■ HS.6.f</b> At least one member of staff is formally trained in assessing personnel return to work after GI illness	

STANDARDS	HOW YOU WILL BE MEASURED	
AIM: To prevent product contamination from tools and equipment		
<b>HS.7</b> All tools, equipment, crates, boxes and transportation used in harvesting must be kept clean and maintained to prevent product contamination	<b>HS.7.a</b> Cleaning schedules are in place that document how and when to clean	<div><div>R</div><ul style="list-style-type: none"><li>■ Cleaning schedules</li><li>■ Cleaning records</li><li>■ Maintenance records</li></ul></div>
	<b>HS.7.b</b> Cleaning takes place away from the crops and irrigation water sources	
	<b>HS.7.c</b> Damaged containers are repaired/replaced	
	<b>HS.7.d</b> Maintenance schedules are in place for all appropriate equipment including vehicles which are under the member's responsibility and are being used to load and transport produce	
	<b>Category 0, 1 &amp; 2 only</b> <b>HS.7.e</b> When not in use, cleaned containers are stored in a manner that prevents the risk of contamination (e.g. from pests, birds, dust, water, etc.)	
	<b>Category 0, 1 &amp; 2 only</b> <b>HS.7.f</b> Only specified food-grade cleaning chemicals and lubricants are used where relevant (e.g. food contact surfaces)	
	<b>Category 0, 1 &amp; 2 only</b> <b>HS.7.g</b> When not in use, harvesting equipment is stored in a manner that prevents the risk of contamination	
	<b>Category 0 &amp; 1 only</b> <b>HS.7.h</b> Where containers such as crates and bins are stored outside, systems are in place to protect them from contamination, or they are cleaned and/or disinfected prior to being used for product	
<b>HS.8</b> Containers/crates/boxes used to store and transport product must be dedicated to that use	<b>HS.8.a</b> Product containers/ crates/ boxes are not used to store any chemicals, aste or other debris that could contaminate product <i>NB: waste does not include waste product</i>	
	<b>Category 0 &amp; 1 only</b> <b>HS.8.b</b> Overfilling of containers and bins is avoided to prevent transfer of contaminants onto product during stacking	
	<b>Category 0 &amp; 1 only</b> <b>HS.8.c</b> Excessive dirt or mud is removed from containers during harvest	
	<b>Category 0 &amp; 1 only</b> <b>HS.8.d</b> Harvesting containers/ crates are not placed directly on the ground (with the exception of wooden field crates)	




## Operational area: Harvesting (HS) (continued)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>HS.9</b> <b>Suitability of multi-purpose trailers must be assessed as part of the Risk Assessment and trailers are cleaned prior to being used to transport product</b>	<b>■ HS.9.a</b> Cleaning is considered within the Risk Assessment	 <ul style="list-style-type: none"> <li>■ Risk Assessment</li> <li>■ Cleaning procedures</li> <li>■ Cleaning records</li> </ul>
	<b>■ HS.9.b</b> Cleaning procedures are in place and cleaning records are kept	
<b>HS.10</b> <b>Controls must be in place to protect product from contamination with any broken glass, hard plastic, wood or other foreign bodies</b>	<b>■ HS.10.a</b> Where glass and hard plastics cannot be covered e.g. tractors and trailers, regular checks are made to ensure there is no damage	 <ul style="list-style-type: none"> <li>■ Glass and hard plastic checks records</li> <li>■ Glass breakage policy/procedure</li> <li>■ Training records</li> </ul>
	<b>■ HS.10.b</b> Containers, crates and boxes are checked prior to filling	
	<b>■ HS.10.c</b> Damaged wooden crates, pallets or trays are repaired or disposed of	
	<b>Category 0, 1 &amp; 2 only</b> <b>■ HS.10.d</b> All staff are trained in how to deal with glass/ hard plastic breakages and understand the Glass and Hard Plastic policy/procedure	
	<b>Category 0, 1 &amp; 2 only</b> <b>■ HS.10.e</b> Written procedures are in place for handling glass and hard plastic in glasshouses and regular checks are carried out to ensure there is no damage	
	<b>Category 0, 1 &amp; 2 only</b> <b>■ HS.10.f</b> Written procedures for how to deal with any glass and hard plastic breakages are in place	
<b>HS.11</b> <b>Controls must be in place to prevent the risk of product contamination from knives and cutting blades, secateurs, maintenance tools, gloves and plasters</b>	<b>■ HS.11.a</b> Equipment is managed to ensure that it does not represent a risk of contamination to product through loss or damage	 <ul style="list-style-type: none"> <li>■ Knife issue record (where used)</li> </ul>
	<b>■ HS.11.b</b> System to manage knives, blades and tools is in place which includes: <ul style="list-style-type: none"> <li>– controlled issue and collection at end of shifts</li> <li>– routine inspection of blades for damage</li> <li>– lost items investigated</li> </ul>	

STANDARDS		HOW YOU WILL BE MEASURED	
AIM: To produce safe and legal product and to prevent product contamination from the general operation or packaging			
<b>HS.12</b> Daily start-up checks are completed for harvesting operations to ensure that any risks to product are identified and addressed <b>NEW</b>	<b>■ HS.12.a</b> Documented checks of harvesters and other relevant vehicles and harvesting equipment are completed before harvesting commences to ensure no product contamination risks are present – examples include but are not limited to: <ul style="list-style-type: none"><li>– glass and plastic breakages</li><li>– cleanliness of food contact surfaces</li><li>– fluid leaks (e.g. oil, hydraulic fluid)</li></ul>	<b>(R)</b> <b>■ Daily start-up checks</b>	
	<b>■ HS.12.b</b> Documented checks of harvest workers are completed to ensure they are compliant with staff hygiene policies and procedures		
	<b>■ HS.12.c</b> Where issues are identified, documented follow up actions are taken to manage any risk to product or personnel		
<b>GUIDANCE</b> For efficiency, daily start-up checks may also encompass other requirements for documented checks within this section, including glass and plastic checks (HS.9) and knife issue (HS.10)			
<b>HS.13</b> A written procedure must be in place that details actions to be taken in the event of identification of contamination in a field crop	<b>■ HS.13.a</b> Contamination procedure in place, including glass, foreign objects, oil, diesel, wood, metal, dead animals and bird and animal excrement and any other potential contaminants deemed to be relevant.	<b>(R)</b> <b>■ Contamination procedure</b>	
<b>HS.14</b> Procedures must be in place to ensure packaging used is clean and free from contamination <b>REVISED</b>	<b>■ HS.14.a</b> Documented packaging controls are defined	<b>(R)</b> <b>■ Documented controls for packaging</b>	
	<b>■ HS.14.b</b> Packaging is checked before use		
	<b>■ HS.14.c</b> Packaging is stored in a clean area, free from any contamination risks and is not stored directly on the field or floor of rigs, trailers, etc.		
<b>HS.15</b> Transportation and temporary storage of harvested products must be managed to minimise contamination risks <b>REVISED</b>	<b>■ HS.15.a</b> Harvested product is covered during transport and during any temporary, outdoor storage except where risk-based mitigations apply		
	<b>■ HS.15.b</b> Harvested product is not left in the field over night		
	<b>Category 0, 1 &amp; 2 only</b> <b>■ HS.15.c</b> Materials used for covering, if reused, are cleaned between uses		
<b>GUIDANCE</b> Examples of crops which may be transported or stored without covers include root vegetables, transported in bulkers where the product will subsequently undergo a processing step to remove soil and stones			



## Operational area: Harvesting (HS) (continued)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>HS.16</b> Where product temperature is identified as a food safety or quality control within the Risk Assessment, product is cooled as soon as possible after harvest and in accordance with the defined cooling parameters <b>REVISED</b>	<b>■ HS.16.a</b> Any relevant temperatures and cooling times are defined by the Risk Assessment	<div><div>R</div><div>■ Risk assessment</div></div>
	<b>■ HS.16.b</b> Adequate cooling facilities are present to allow product to be cooled in accordance with defined cooling parameters	
<b>HS.17</b> All non-produce waste must be removed from fields and disposed of appropriately		
<div><div></div><div><b>WHERE TO FIND HELP</b> ■ For more information on microbiological contamination risks, visit: <a href="http://freshproduceportal.foodstandards.gov.scot/resources">http://freshproduceportal.foodstandards.gov.scot/resources</a></div></div>		

## Produce Packing and Site Operations (PP)

Where packing of product (either on a rig or within a packhouse) or other produce handling site operations, such as storage and distribution of packed product are covered by a valid BRCGS certificate, this may be treated as objective evidence of compliance with standards within this section. Certification bodies must record all relevant certification details within the assessment report.

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PP.1</b> <b>Written hygiene policies and procedures must be in place, communicated to personnel and compliance monitored</b> <b>REVISED</b>	<b>■ PP.1.a</b> Hygiene policy includes: <ul style="list-style-type: none"> <li>– personnel to wash hands (with running water and non-perfumed soap) and dry hands before starting work, after breaks and after using toilets</li> <li>– no jewellery except for a plain wedding band, jewellery used for health reasons or religious jewellery with no stones or jewels</li> <li>– no rings or studs worn in exposed parts of the body</li> <li>– no nail varnish</li> <li>– no perfume or aftershave</li> <li>– no eating, spitting or chewing in production areas</li> <li>– no smoking including e-cigarettes and vaping in production areas</li> <li>– banning personal phones and watches in production areas has been considered (excludes supervisory staff and lone worker phones)</li> <li>– no excessive make-up, false nails, false eyelashes or hair extensions where they present a contamination risk</li> </ul>	<div> <div>R</div> <ul style="list-style-type: none"> <li>■ Hygiene Policy</li> <li>■ Plaster issue record</li> </ul> </div>
	<b>Crop category 0, 1 and 2 only</b> <b>■ PP.1.b</b> Reporting of cuts and wounds and the use of blue, metal-detectable plasters, the issue of which is controlled and recorded	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PP.2</b> <b>All personnel handling fresh produce must be trained in personal hygiene requirements</b> <b>REVISED</b>	<b>■ PP.2.a</b> Training covering all applicable requirements of the Hygiene Policy is completed as part of the induction before starting work	<div>  </div> ■ Training records/ agency labour training records
	<b>■ PP.2.b</b> Training covering all applicable requirements of the Return to Work Policy is completed as part of the induction before starting work	
	<b>■ PP.2.c</b> Refresher training in personal hygiene requirements is completed at least annually	
<b>PP.3</b> <b>All visitors entering production areas must be made aware of the hygiene and Health and Safety requirements</b>	<b>■ PP.3.a</b> Hygiene policy in place for visitors/contractors	<div>  </div> ■ Visitor/ contractor hygiene policy
	<b>■ PP.3.b</b> Systems in place to ensure all visitors/contractors on site have been made aware of health and safety requirements	
	<b>Crop category 0, 1 and 2 only</b> <b>■ PP.3.c</b> Procedure in place to ensure all visitors/ contractors on site have been made aware of Hygiene Policy	
	<b>Crop category 0, 1 and 2 only</b> <b>■ PP.3.d</b> Visitors/ contractors declare that they understand and will comply with the Hygiene Policy	
<b>PP.4</b> <b>Signs must be clearly displayed in the packing facilities which describe the main hygiene instructions for workers and visitors</b>	<b>■ PP.4.a</b> Signs are present and appropriately positioned, communicating main hygiene instructions	
	<b>■ PP.4.b</b> Specific signs communicate the need to wash hands after using the toilet	

## Produce Packing and Site Operations (PP) (continued)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PP.5</b> <b>Personal protective equipment (PPE) appropriate to the crop type being produced must be provided and maintained in good condition</b> <b>REVISED</b>	<b>■ PP.5.a</b> Personal protective clothing (PPE) requirements are clearly defined by the business	<div><b>R</b></div> <ul style="list-style-type: none"><li>■ PPE requirement policy</li><li>■ Glove use procedure</li><li>■ Contract laundry audit report</li></ul>
	<b>■ PP.5.b</b> All PPE used is clean and fit for purpose	
	<b>■ PP.5.c</b> If hair is identified as a contamination risk within the Risk Assessment, suitable head coverings are in use (and beard snoods where appropriate)	
	<b>■ PP.5.d</b> Where PPE is required to protect the product from contamination, it is captive to the business and not taken home or to employee accommodation	
	<b>■ PP.5.e</b> Where PPE is required to protect the product from contamination, it is not worn in the smoking area or toilets	
	<b>Crop category 0 and 1 only</b> <b>■ PP.5.f</b> Where gloves are used, a glove use procedure is in place which includes: <ul style="list-style-type: none"><li>– only intact and clean gloves are used</li><li>– glove storage</li><li>– staff to discard when torn or heavily soiled</li><li>– hand washing before and after gloves are put on</li></ul>	
	<b>Crop category 0 only</b> <b>■ PP.5.g</b> System for managing the laundering of non-disposable overalls (where these are used to prevent product contamination and not solely for the protection of workers): <ul style="list-style-type: none"><li>– laundered by an audited contracted facility or</li><li>– laundered in-house in a manner that minimises the risk of cross-contamination</li></ul>	




**GUIDANCE**  
*Where PPE or work wear is provided exclusively for the protection of workers and is not deemed to be a product contamination risk, it may be appropriate for this PPE to taken into and worn in non-operational areas*

STANDARDS	HOW YOU WILL BE MEASURED							
<p><b>PP.6</b></p> <p><b>Clean and maintained facilities that are accessible to all personnel and enable them to ensure on appropriate degree of personal hygiene must be provided</b></p>	<table border="1"> <tr> <td data-bbox="624 208 1275 327"> <p>■ <b>PP.6.a</b></p> <p>For every 20 workers there is a minimum of one toilet provided</p> </td><td data-bbox="1275 208 1508 987" rowspan="5"> <p><b>R</b></p> <p>■ Hygiene policy toilet cleaning records</p> </td></tr> <tr> <td data-bbox="624 327 1275 445"> <p>■ <b>PP.6.b</b></p> <p>Toilets are adequately separated from the packing and storage environment</p> </td></tr> <tr> <td data-bbox="624 445 1275 725"> <p>■ <b>PP.6.c</b></p> <p>Facilities:</p> <ul style="list-style-type: none"> <li>– provide non-perfumed soap, water, hand drying facilities (paper towels or equivalent) and toilet paper</li> <li>– are routinely checked to ensure soap, water and paper towel supplies are maintained</li> <li>– maintained in a clean and usable condition and toilet cleaning records kept</li> </ul> </td></tr> <tr> <td data-bbox="624 725 1275 844"> <p>■ <b>PP.6.d</b></p> <p>Water used in hand washing is potable and does not pose a risk of contamination</p> </td></tr> <tr> <td data-bbox="624 844 1275 987"> <p><b>Crop category 0, 1 and 2 only</b></p> <p>■ <b>PP.6.e</b></p> <p>Hand sanitisers do not replace handwashing and have only been used after hands are washed</p> </td></tr> </table>	<p>■ <b>PP.6.a</b></p> <p>For every 20 workers there is a minimum of one toilet provided</p>	<p><b>R</b></p> <p>■ Hygiene policy toilet cleaning records</p>	<p>■ <b>PP.6.b</b></p> <p>Toilets are adequately separated from the packing and storage environment</p>	<p>■ <b>PP.6.c</b></p> <p>Facilities:</p> <ul style="list-style-type: none"> <li>– provide non-perfumed soap, water, hand drying facilities (paper towels or equivalent) and toilet paper</li> <li>– are routinely checked to ensure soap, water and paper towel supplies are maintained</li> <li>– maintained in a clean and usable condition and toilet cleaning records kept</li> </ul>	<p>■ <b>PP.6.d</b></p> <p>Water used in hand washing is potable and does not pose a risk of contamination</p>	<p><b>Crop category 0, 1 and 2 only</b></p> <p>■ <b>PP.6.e</b></p> <p>Hand sanitisers do not replace handwashing and have only been used after hands are washed</p>	
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<p><b>PP.7</b></p> <p><b>Written procedures for reporting any infectious diseases must be in place and communicated to personnel and visitors</b></p> <p><b>REVISED</b></p>	<table border="1"> <tr> <td data-bbox="624 987 1275 1106"> <p>■ <b>PP.7.a</b></p> <p>Policy in place for all personnel returning to work after gastrointestinal (GI) illnesses</p> </td><td data-bbox="1275 987 1508 1937" rowspan="6"> <p><b>R</b></p> <p>■ Return to work policy</p> <p>■ Hygiene policy</p> <p>■ Visitor/contractor hygiene policy</p> <p>■ Return to work assessments</p> <p>■ Training records</p> </td></tr> <tr> <td data-bbox="624 1106 1275 1247"> <p>■ <b>PP.7.b</b></p> <p>Policy on GI illnesses and return to work is communicated to personnel (via Hygiene Policy) and visitors/ contractors (Visitor/Contractor Hygiene Policy)</p> </td></tr> <tr> <td data-bbox="624 1247 1275 1366"> <p><b>Crop category 0, 1 and 2 only</b></p> <p>■ <b>PP.7.c</b></p> <p>Formal recording of all incidences of GI illness is in place</p> </td></tr> <tr> <td data-bbox="624 1366 1275 1507"> <p><b>Crop category 0, 1 and 2 only</b></p> <p>■ <b>PP.7.d</b></p> <p>Supervisory/management staff are trained in assessing risk</p> </td></tr> <tr> <td data-bbox="624 1507 1275 1787"> <p><b>Crop category 0, 1 and 2 only</b></p> <p>■ <b>PP.7.e</b></p> <p>Workers complete a return to work questionnaire when returning after a period of absence. A manager or supervisor reviews this questionnaire and determines whether the worker may return to work. A counter signature or equivalent record is present to verify this process has occurred.</p> </td></tr> <tr> <td data-bbox="624 1787 1275 1937"> <p><b>Crop category 0 only</b></p> <p>■ <b>PP.7.f</b></p> <p>At least one member of staff is formally trained in assessing personnel return to work after GI illness</p> </td></tr> </table>	<p>■ <b>PP.7.a</b></p> <p>Policy in place for all personnel returning to work after gastrointestinal (GI) illnesses</p>	<p><b>R</b></p> <p>■ Return to work policy</p> <p>■ Hygiene policy</p> <p>■ Visitor/contractor hygiene policy</p> <p>■ Return to work assessments</p> <p>■ Training records</p>	<p>■ <b>PP.7.b</b></p> <p>Policy on GI illnesses and return to work is communicated to personnel (via Hygiene Policy) and visitors/ contractors (Visitor/Contractor Hygiene Policy)</p>	<p><b>Crop category 0, 1 and 2 only</b></p> <p>■ <b>PP.7.c</b></p> <p>Formal recording of all incidences of GI illness is in place</p>	<p><b>Crop category 0, 1 and 2 only</b></p> <p>■ <b>PP.7.d</b></p> <p>Supervisory/management staff are trained in assessing risk</p>	<p><b>Crop category 0, 1 and 2 only</b></p> <p>■ <b>PP.7.e</b></p> <p>Workers complete a return to work questionnaire when returning after a period of absence. A manager or supervisor reviews this questionnaire and determines whether the worker may return to work. A counter signature or equivalent record is present to verify this process has occurred.</p>	<p><b>Crop category 0 only</b></p> <p>■ <b>PP.7.f</b></p> <p>At least one member of staff is formally trained in assessing personnel return to work after GI illness</p>
<p>■ <b>PP.7.a</b></p> <p>Policy in place for all personnel returning to work after gastrointestinal (GI) illnesses</p>	<p><b>R</b></p> <p>■ Return to work policy</p> <p>■ Hygiene policy</p> <p>■ Visitor/contractor hygiene policy</p> <p>■ Return to work assessments</p> <p>■ Training records</p>							
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## Produce Packing and Site Operations (PP) (continued)

STANDARDS	HOW YOU WILL BE MEASURED										
<b>AIM: To prevent product contamination from tools and equipment</b>											
<p><b>PP.8</b></p> <p><b>Produce handling, loading, transporting, packing and storage facilities, including boxes, must be kept clean and routinely maintained to prevent product contamination</b></p>	<table border="1"> <tr> <td data-bbox="624 277 1273 383"> <p>■ <b>PP.8.a</b></p> <p>Cleaning schedules are in place that document how and when to clean all pieces of equipment</p> </td><td data-bbox="1273 277 1508 1384" rowspan="9"> <p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Cleaning schedules</li> <li>■ Cleaning records</li> <li>■ Grader/washing equipment/vehicle maintenance records</li> <li>■ Training records</li> </ul> </td></tr> <tr> <td data-bbox="624 383 1273 555"> <p>■ <b>PP.8.b</b></p> <p>Graders and washing equipment and vehicles which are under the member's responsibility and are being used for loading and transport of product are maintained and inspected daily when in use</p> </td></tr> <tr> <td data-bbox="624 555 1273 674"> <p>■ <b>PP.8.c</b></p> <p>Floors are fit for purpose and gently sloped towards the drains</p> </td></tr> <tr> <td data-bbox="624 674 1273 763"> <p>■ <b>PP.8.d</b></p> <p>Drains are cleaned periodically to prevent biofilm build-up</p> </td></tr> <tr> <td data-bbox="624 763 1273 846"> <p>■ <b>PP.8.e</b></p> <p>Waste is disposed of at a frequency that discourages flies</p> </td></tr> <tr> <td data-bbox="624 846 1273 965"> <p><b>Crop category 0, 1 and 2 only</b></p> <p>■ <b>PP.8.f</b></p> <p>Staff are trained in cleaning requirements</p> </td></tr> <tr> <td data-bbox="624 965 1273 1144"> <p><b>Crop category 0, 1 and 2 only</b></p> <p>■ <b>PP.8.g</b></p> <p>When not in use, cleaned containers are stored in a manner that prevents the risk of contamination (e.g. from pests, birds, dust, water, etc.)</p> </td></tr> <tr> <td data-bbox="624 1144 1273 1263"> <p><b>Crop category 0 and 1 only</b></p> <p>■ <b>PP.8.h</b></p> <p>Floors are kept as dry as possible to minimise Listeria risk</p> </td></tr> <tr> <td data-bbox="624 1263 1273 1384"> <p><b>Crop category 0 and 1 only</b></p> <p>■ <b>PP.8.i</b></p> <p>Pooling of water is avoided</p> </td></tr> </table>	<p>■ <b>PP.8.a</b></p> <p>Cleaning schedules are in place that document how and when to clean all pieces of equipment</p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Cleaning schedules</li> <li>■ Cleaning records</li> <li>■ Grader/washing equipment/vehicle maintenance records</li> <li>■ Training records</li> </ul>	<p>■ <b>PP.8.b</b></p> <p>Graders and washing equipment and vehicles which are under the member's responsibility and are being used for loading and transport of product are maintained and inspected daily when in use</p>	<p>■ <b>PP.8.c</b></p> <p>Floors are fit for purpose and gently sloped towards the drains</p>	<p>■ <b>PP.8.d</b></p> <p>Drains are cleaned periodically to prevent biofilm build-up</p>	<p>■ <b>PP.8.e</b></p> <p>Waste is disposed of at a frequency that discourages flies</p>	<p><b>Crop category 0, 1 and 2 only</b></p> <p>■ <b>PP.8.f</b></p> <p>Staff are trained in cleaning requirements</p>	<p><b>Crop category 0, 1 and 2 only</b></p> <p>■ <b>PP.8.g</b></p> <p>When not in use, cleaned containers are stored in a manner that prevents the risk of contamination (e.g. from pests, birds, dust, water, etc.)</p>	<p><b>Crop category 0 and 1 only</b></p> <p>■ <b>PP.8.h</b></p> <p>Floors are kept as dry as possible to minimise Listeria risk</p>	<p><b>Crop category 0 and 1 only</b></p> <p>■ <b>PP.8.i</b></p> <p>Pooling of water is avoided</p>
<p>■ <b>PP.8.a</b></p> <p>Cleaning schedules are in place that document how and when to clean all pieces of equipment</p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Cleaning schedules</li> <li>■ Cleaning records</li> <li>■ Grader/washing equipment/vehicle maintenance records</li> <li>■ Training records</li> </ul>										
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<p><b>Crop category 0 and 1 only</b></p> <p>■ <b>PP.8.i</b></p> <p>Pooling of water is avoided</p>											
<p><b>PP.9</b></p> <p><b>Water used post-harvest in direct contact with the product (including ice) must be deemed acceptable by the Water Matrix and Risk Assessment and is stored in a clean container</b> <b>REVISED</b></p>	<table border="1"> <tr> <td data-bbox="624 1397 1273 1503"> <p>■ <b>PP.9.a</b></p> <p>Risk assessment identifies any water used in direct contact with the product</p> </td><td data-bbox="1273 1397 1508 1765" rowspan="3"> <p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Risk Assessment</li> </ul> </td></tr> <tr> <td data-bbox="624 1503 1273 1621"> <p>■ <b>PP.9.b</b></p> <p>Quality of water used meets the requirements of the Water Matrix</p> </td></tr> <tr> <td data-bbox="624 1621 1273 1765"> <p>■ <b>PP.9.c</b></p> <p>Any tanks or containers used for storing water are managed to ensure that they do not introduce a microbiological risk</p> </td></tr> </table>	<p>■ <b>PP.9.a</b></p> <p>Risk assessment identifies any water used in direct contact with the product</p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Risk Assessment</li> </ul>	<p>■ <b>PP.9.b</b></p> <p>Quality of water used meets the requirements of the Water Matrix</p>	<p>■ <b>PP.9.c</b></p> <p>Any tanks or containers used for storing water are managed to ensure that they do not introduce a microbiological risk</p>						
<p>■ <b>PP.9.a</b></p> <p>Risk assessment identifies any water used in direct contact with the product</p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Risk Assessment</li> </ul>										
<p>■ <b>PP.9.b</b></p> <p>Quality of water used meets the requirements of the Water Matrix</p>											
<p>■ <b>PP.9.c</b></p> <p>Any tanks or containers used for storing water are managed to ensure that they do not introduce a microbiological risk</p>											
<p><b>PP.10</b></p> <p><b>Water analysis is completed by an ISO 17025 laboratory, test results are monitored and actions taken on poor results</b> <b>UPGRADED</b></p>	<table border="1"> <tr> <td data-bbox="624 1778 1273 1883"> <p>■ <b>PP.10.a</b></p> <p>Evidence that laboratory is accredited to ISO 17025 for microbiological testing of water</p> </td><td data-bbox="1273 1778 1508 2063" rowspan="2"> <p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Laboratory accreditation information (paper record or electronic)</li> <li>■ Water testing results</li> </ul> </td></tr> <tr> <td data-bbox="624 1883 1273 2063"> <p>■ <b>PP.10.b</b></p> <p>Evidence of test results and evidence of actions taken for any adverse results</p> </td></tr> </table>	<p>■ <b>PP.10.a</b></p> <p>Evidence that laboratory is accredited to ISO 17025 for microbiological testing of water</p>	<p><b>R</b></p> <ul style="list-style-type: none"> <li>■ Laboratory accreditation information (paper record or electronic)</li> <li>■ Water testing results</li> </ul>	<p>■ <b>PP.10.b</b></p> <p>Evidence of test results and evidence of actions taken for any adverse results</p>							
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<p>■ <b>PP.10.b</b></p> <p>Evidence of test results and evidence of actions taken for any adverse results</p>											



STANDARDS	HOW YOU WILL BE MEASURED	
<b>PP.11</b> <b>Chemicals and lubricants used must be authorised for food industry use and technical data sheets held and stored in a dedicated area</b>	<b>■ PP.11.a</b> Technical data sheets confirm chemicals/lubricants are authorised for food industry use	 <b>■ Technical data sheets</b>
	<b>■ PP.11.b</b> Chemicals/lubricants are stored in an appropriate secure area when not in immediate use	
<b>PP.12</b> <b>Controls must be in place to protect product from contamination with any broken glass, hard plastic, wood or other foreign bodies</b> <b>REVISED</b>	<b>■ PP.12.a</b> Glass and hard plastics are protected in areas with open product	 <b>■ Glass and hard plastic policy/ procedure</b> <b>■ Glass and hard plastic register</b> <b>■ Glass and hard plastic check records</b> <b>■ Pre-production check sheets</b> <b>■ Training records</b>
	<b>■ PP.12.b</b> A Glass and Hard Plastic Policy/procedure is in place which: <ul style="list-style-type: none"><li>– lists all glass and hard plastics in the production area on a register</li><li>– register is checked monthly for accuracy</li><li>– where glass and hard plastics cannot be covered regular checks (based on a frequency determined by the Risk Assessment) are made when in use to ensure there is no damage</li><li>– sets out actions to be taken in the event of a glass breakage</li></ul>	
	<b>■ PP.12.c</b> Pre-production check sheets ensure staff check equipment and their area at the start of shift for any damage that could introduce contamination into the product	
	<b>■ PP.12.d</b> Containers, crates and boxes are checked prior to filling	
	<b>■ PP.12.e</b> Damaged wooden crates, pallets or trays are repaired or disposed of	
	<b>■ PP.12.f</b> All staff are trained in how to deal with glass and hard plastic breakages and understand the Glass and Hard Plastic Policy/procedure	
<b>PP.13</b> <b>Controls must be in place to prevent the risk of product contamination from knives, cutting blades, maintenance tools, gloves and any other relevant equipment</b> <b>REVISED</b>	<b>■ PP.13.a</b> Equipment is managed to ensure that it does not represent any risk of contamination to products through loss or damage	 <b>■ Knife issue record</b>
	<b>■ PP.13.b</b> System to manage knives, blades and tools includes: <ul style="list-style-type: none"><li>– controlled issue and collection at end of shifts</li><li>– routine inspection of blades for damage</li><li>– lost items investigated</li></ul>	
<b>PP.14</b> <b>Containers/crates/boxes used to store product must be dedicated for that purpose</b>	<b>■ PP.14.a</b> Product containers/crates/boxes are not used to store any chemicals, waste or other debris that could contaminate product <i>NB: Waste does not include waste product</i>	

## Produce Packing and Site Operations (PP) (continued)


STANDARDS	HOW YOU WILL BE MEASURED
<b>AIM: To produce safe and legal product and to prevent product contamination from the general operation or packaging</b>	
<b>PP.15</b> <b>Controls must be in place to ensure packaging is suitable for product, clean and free from contamination</b>	<div> <div>■ <b>PP.15.a</b> Packaging stored in a clean area, free from any contamination risks</div> <div>■ <b>PP.15.b</b> Packaging checked before use</div> </div>
<b>PP.16</b> <b>Controls must be in place to ensure that the correct packaging and coding is applied to all packed product</b>	<div> <div> <div>■ <b>PP.16.a</b> When final packing takes place, product labelling is done in accordance to applicable food regulations in the country of intended sale and according to customer specifications</div> <div>■ <b>PP.16.b</b> Products originating from certified operations are not labelled, marked or described in a manner which implies they meet specific food criteria</div> </div> <div> <div><b>R</b></div> <div>■ Documented controls for packaging</div> </div> </div>
<b>PP.17</b> <b>Equipment used for weighing or temperature control of product must be calibrated in line with equipment suppliers' recommendations and verified where deemed necessary by risk assessment</b>	<div> <div>■ <b>PP.17.a</b> Equipment is: – uniquely identified – routinely calibrated, in line with supplier's instructions – routinely verified internally, in line with risk assessment</div> <div> <div><b>R</b></div> <div>           ■ Calibration records            ■ Verification records         </div> </div> </div>
<b>PP.18</b> <b>Controls must be in place to ensure that products are not contaminated with allergens</b>	<div> <div> <div>■ <b>PP.18.a</b> Allergens on site have been identified as part of the Risk Assessment (including lubricants)</div> <div>■ <b>PP.18.b</b> Preventative actions are in place which prevent products being contaminated with allergens</div> <div>■ <b>PP.18.c</b> Staff are trained in the importance of the preventative actions and actions to be taken in the event of a failure</div> </div> <div> <div><b>R</b></div> <div>           ■ Allergen risk assessment            ■ Training records         </div> </div> </div>
<b>GUIDANCE</b> <i>An up-to-date list of allergens can be found on the FSA website: <a href="http://www.food.gov.uk/sites/default/files/top-allergy-types.pdf">www.food.gov.uk/sites/default/files/top-allergy-types.pdf</a></i>	
<b>PP.19</b> <b>Where preventative actions cannot guarantee a product is not contaminated with a known allergen on site, the product is labelled</b>	<div> <div>■ <b>PP.19.a</b> Identification of such products and effective labelling in place</div> <div> <div><b>R</b></div> <div>■ Product labels</div> </div> </div>
<b>PP.20 (Recommendation)</b> <i>It is recommended that forklifts and other driven equipment used within the packhouse are maintained to avoid product contamination, with special attention given to emissions</i>	

## Operational area: Storage (ST)

This section is relevant where product is being stored in facilities under the direct management of the business (owned or rented). Where third-party storage is used, standards ST.8 and ST.9 are applicable.

STANDARDS		HOW YOU WILL BE MEASURED
AIM: Storage conditions do not compromise product quality or safety		
<b>ST.1</b> Storage areas must be managed and maintained in a safe hygienic condition to ensure crops stored do not become contaminated - e.g. glass, hard plastic, etc.	<b>ST.1.a</b> Glass and hard plastics are protected from damage	<b>R</b> <ul style="list-style-type: none"><li>■ Glass and hard plastic policy/ procedure</li><li>■ Glass and hard plastic register</li><li>■ Glass and hard plastic check records</li></ul>
	<b>ST.1.b</b> Glass and Hard Plastic Policy/procedure is in place which: <ul style="list-style-type: none"><li>– lists all glass and hard plastics in the storage area on a register</li><li>– the register is checked on a risk-based frequency for signs of breakage or damage</li><li>– where glass and hard plastics cannot be covered regular checks (based on a frequency determined by the Risk Assessment) are made to ensure there is no damage</li><li>– sets out actions to be taken in the event of a glass breakage and who responds</li></ul>	
	<b>ST.1.c</b> Long-term, controlled atmosphere stores are kept secure when holding crop	
GUIDANCE Monthly glass and plastic checks are suggested as a guide, but an alternative frequency may be deemed appropriate, for example; where the store is unoccupied for extended periods or for Controlled Atmosphere (CA) stores where it may not be possible to safely enter the store.		
<b>ST.2</b> Temperature and humidity of storage facilities used to store packed product must be monitored and documented to ensure correct storage conditions are maintained	<b>ST.2.a</b> Optimal storage conditions and acceptable ranges are clearly defined for products being stored	<b>R</b> <ul style="list-style-type: none"><li>■ Storage and product checks</li><li>■ Out of temperature procedures</li><li>■ Calibration records</li></ul>
	<b>ST.2.b</b> Storage conditions are routinely monitored to ensure conditions are within acceptable range	
	<b>Category 0, 1 &amp; 2 only</b> <b>ST.2.c</b> Documented procedures that set out actions to be taken where storage conditions or product temperatures are found to be outside the acceptable range	
	<b>Category 0, 1 &amp; 2 only</b> <b>ST.2.d</b> All temperature monitoring equipment is routinely calibrated	
<b>ST.3</b> Stored packed product must be rotated to ensure product quality and safety	<b>ST.3.a</b> Stock rotation system is effectively implemented	
<b>ST.4</b> Product stores must be cleaned each season, inspected and maintained	<b>ST.4.a</b> Stores are part of annual maintenance and cleaning programme	<b>R</b> <ul style="list-style-type: none"><li>■ Store maintenance records</li></ul>

## Operational area: Storage (ST) (continued)

STANDARDS		HOW YOU WILL BE MEASURED
<b>AIM: PPPs and other store treatments are managed responsibly to protect workers and product safety and legality</b>		
<b>ST.5</b> <b>Where PPPs are used as store treatments, all use must be based on qualified recommendation</b> <b>NEW</b>		<b>R</b> <b>■ Name and BASIS professional register number</b>
<b>GUIDANCE:</b> <i>A PPP is defined as any product with a current MAPP number. Scope may encompass multiple applications if deemed appropriate by the qualified adviser.</i>		
<b>ST.6</b> <b>Where PPPs are used as store treatments, operators must be able to demonstrate competence</b> <b>NEW</b>	<b>■ ST.6.a</b> NPTC Pesticide Application Certificates or Lantra Awards Level 2 qualification, with modules covering relevant operational area  <b>■ ST.6.b</b> Specific alternative training options	<b>R</b> <b>■ NPTC/Lantra certificates</b> <b>■ Product specific training from manufacturer</b>
<b>GUIDANCE:</b> <i>Where store treatments do not fall within the scope of NPTC and Lantra certified modules, members shall seek alternative training options where provisions exist. Examples include online training provided by product manufacturers supplying ethylene based treatments (e.g. Restrain: <a href="https://restrain.thinkific.com">https://restrain.thinkific.com</a>)</i>		
<b>ST.7</b> <b>Systems must be in place to ensure that post-harvest treatments do not contaminate other products/ crops</b> <b>REVISED</b>	<b>■ ST.7.a</b> There is awareness of contamination risks and controls are implemented where a risk is identified  <b>■ ST.7.b</b> Stores that have been treated with CIPC must be clearly labelled with a permanent notice indicating CIPC has been used	
<b>ST.7.1 (Recommendation)</b> <i>It is recommended that contractors used for post-harvest treatment of potatoes are certified to the National Association of Agricultural Contractor's ALBC Post-Harvest Potato Storage Treatment Standard</i> <b>NEW</b>		<b>R</b> <b>■ ALBC Post-Harvest Potato Storage Treatment Standard certificate</b>
<b>AIM: To ensure that third party storage conditions do not compromise product quality or safety</b>		
<b>ST.8</b> <b>Where third party storage facilities are being used to hold harvested or packed product a contract or formal agreement must be in place defining storage requirements</b>	<b>■ ST.8.a</b> Contract/agreement, which confirms that third party storage conditions are in line with the Red Tractor Assurance for Farms - Fresh Produce Standards for storage and relevant crop protocols which includes: – allergen status – temperature and storage conditions traceability	<b>R</b> <b>■ Contract/agreement</b>
<b>ST.9</b> <b>Regular checks of storage providers to ensure they are meeting requirements (or a suitable alternative form of assurance) must be in place</b>	<b>■ ST.9.a</b> Checks are carried out to ensure that the product is being stored in line with the contract/ agreement held with the store owner or a valid BRCGS certificate is in place.	<b>R</b> <b>■ Store audits or BRCGS certificate</b>
 <b>WHERE TO FIND HELP</b> <b>■ AHDB advice on potato store cleaning and managing CIPC residues:</b> <a href="https://ahdb.org.uk/knowledge-library/store-cleaning">https://ahdb.org.uk/knowledge-library/store-cleaning</a>		

# Operational area: Post-Harvest Washing (PW)

Relevant where water is in direct contact with product in a post-harvest wash process or similar. Relevant processes include desoiling and stone separation, transportation (e.g. flume) and as a final rinse. This does not include assessment of the efficacy of wash process designed as a validated decontamination step.

STANDARDS		HOW YOU WILL BE MEASURED	
AIM: All post-harvest water is of suitable quality and is managed effectively to manage any risks to product			
<b>PW.1</b> Water used post-harvest for product washing or other process where it is in direct contact with the product (including ice) must be deemed as acceptable by the Water Matrix and Risk Assessment <b>REVISED</b>	<b>PW.1.a</b> Risk Assessment identifies any water used in direct contact with the product	<b>R</b> ■ Risk assessment	
	<b>PW.1.b</b> Quality of water used meets the requirements of the Water Matrix		
	<b>PW.1.c</b> Any tanks or containers used for storing water are managed to ensure that they do not introduce a microbiological risk		
<b>PW.2</b> Water analysis is completed by an accredited laboratory, test results are monitored and actions taken on poor results <b>UPGRADED</b>	<b>PW.2.a</b> Evidence that laboratory is accredited to ISO 17025 for microbiological testing of water	<b>R</b> ■ Laboratory accreditation information (paper record or electronic) ■ Water testing results	
	<b>PW.2.b</b> Water test results are available		
	<b>PW.2.c</b> Results are compared to the Red Tractor Water Matrix with documented evidence of follow up action if results do not meet parameters		
<b>PW.3</b> Where water is recirculated, a documented water treatment process must be in place to ensure the water remains suitable for product contact <b>NEW</b>	<b>PW.3.a</b> Water treatment process defined	<b>R</b> ■ Water treatment records	
	<b>PW.3.b</b> Documented records demonstrate the effective implementation of a water treatment process		
<b>GUIDANCE:</b> Standard not relevant where recirculated water is used purely for desoiling and stone separation			
<b>Category 0, 1 &amp; 2 only</b> <b>PW.4</b> Wash processes are designed and managed to ensure product may not be cross contaminated by soiled product from an earlier stage in the process <b>NEW</b>			
AIM: Any water discharged from post-harvest processes meets legislative requirements			
<b>PW.5</b> Members hold a valid environmental permit where required for discharge of water from post-harvest processes <b>NEW</b>	<b>PW.5.a</b> A valid environmental permit is in place for discharge of waste water from post-harvest processes	<b>R</b> ■ Environmental permit	
	<b>PW.5.b</b> The business is compliant with any conditions of the environmental permit		
<b>GUIDANCE:</b> For further information, see: <a href="http://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit">www.gov.uk/guidance/risk-assessments-for-your-environmental-permit</a>			

## Operational area: Protected Cropping (PC)

Section relevant where crops are grown within an environment meeting the definition of **permanent protection with full enclosure**; 'protected crop situations which provide full enclosure (including continuous top and side barriers down to below ground level) and which are present and maintained over a number of years', as defined within the Health and Safety Executive's Crop Definitions List.

STANDARDS		HOW YOU WILL BE MEASURED
AIM: The entrance of people to crop production areas is managed to minimise the risk of introducing diseases or microbiological contamination		
PC.1 Appropriate entrance controls for workers and visitors entering protected crop production areas are defined and implemented <b>NEW</b>	■ PC.1.a A documented entrance procedure is in place for admitting workers and visitors to crop production areas	<b>R</b> ■ Entrance procedure for protected crop production areas ■ Staff training records
	■ PC.1.b Consideration is given within the entrance procedure to plant health and bio-security risks and additional controls are implemented where appropriate	
	Category 0 & 1 only ■ PC.1.c All workers entering crop production areas – including administrative and maintenance staff – have been trained against the Staff Hygiene Policy	
GUIDANCE Risks may include potential to introduce disease risks from other farms or from other areas of the same farm. Controls should be based upon individual circumstances – possible examples include, exclusion periods, sanitising of boots, hand washing, use of PPE, maintaining distance from crops, sequentially managed access to cropping areas (relevant to mushroom farms), etc.		
AIM: Equipment and structures within the crop production are cleaned to a suitable level and frequency		
PC.2 Risk based cleaning programmes are in place for permanent and reusable surfaces and structures which are in direct contact with fresh produce or in indirect contact with the potential to pose a risk to food safety <b>NEW</b>	■ PC.2.a A documented cleaning programme, including method and frequency of cleaning is in place	<b>R</b> ■ Documented cleaning programme ■ Cleaning records
	Category 0 & 1 only ■ PC.2.b Cleaning records are in place, demonstrating that cleaning activities have been completed	
AIM: Microbiological testing of high-risk crops is completed to verify food safety		
PC.3 E. coli testing must be used to monitor and verify the safety of end products for category 0 crops. Testing must be performed by a UKAS accredited laboratory (or another ISO 17025 standard) with E. coli testing of food samples within the scope of accreditation	Category 0 only ■ PC.4.a Samples of end products are tested for presence of E. coli to a defined frequency	
	Category 0 only ■ PC.4.b Non-conforming test results lead to follow up actions to manage any risk to crop	
AIM: Any water discharged from irrigation systems meets legislative requirements		
PC.4 Members hold a valid environmental permit where required for discharge of water from irrigation systems <b>NEW</b>	■ PW.5.a A valid environmental permit is in place for discharge of waste water from irrigation systems	<b>R</b> ■ Environmental permit
	■ PW.5.b The business is compliant with any conditions of the environmental permit	
GUIDANCE For further information, see: <a href="http://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit">www.gov.uk/guidance/risk-assessments-for-your-environmental-permit</a>		



### AN INTRODUCTION TO RISK ASSESSMENTS FOR FRESH PRODUCE

The Codex Alimentarius International Food Standards, 'General Principles of Food Hygiene' (CXC 1-1969, 2020 revision) sets out the following principle:

*'Food safety and suitability should be controlled using a science-based **preventive** approach'*

This applies to food businesses at all stages of the supply chain, from primary production to point of sale.

The Codex Alimentarius Commission was established in the 1960s by the Food and Agriculture Organization of the United Nations (FAO) and the World Health Organization (WHO). Codex Alimentarius texts inform national legislation and are also an international reference point for dispute resolution by the World Trade Organization.

In recognition of this principle and domestic legal obligations to ensure that unsafe food is not placed on the market, Red Tractor expects fresh produce members to **proactively** identify potential risks (hazards) within the production process, and to implement good hygiene practices or other suitable controls to eliminate or reduce risk to an acceptable level.

This appendix explains how to identify and implement effective controls within the production process. This is intended as a guidance resource. If business have pre-existing Risk Assessment systems that follow an equivalent methodology and deliver an equally robust outcome, that is entirely acceptable and there is no expectation that members will modify their systems to follow this precise approach.

### IMPLEMENTATION OF A RISK ASSESSMENT FOR FRESH PRODUCE

This system is suitable for small, medium or large crop production operations. It is a flexible management tool which can be applied to a wide range of simple or complex operations including arable crops, field vegetables, protected crops/controlled environment agriculture, soft fruit and top fruit production.

There are some generic areas of possible risk such as pest control, while others, such as neighbouring livestock operations and irrigation water will be specific to context and crop.

A risk in terms of food safety is anything that may cause harm to the consumer. Risks may be microbiological, physical (e.g. stones), allergenic or chemical (e.g. pesticide residues).

The risk assessment begins by breaking the crop production process down into steps. Many crop production operations follow a similar, linear flow, consisting of all or at least some of the following stages:

- selection of site and crop inputs
- crop production
- harvest
- post-harvest operations
- storage
- dispatch to customer

Some process flows will also include additional stages, relevant just to particular circumstances (e.g. steam sterilization of mushroom growing rooms between crop production cycles),



## AN INTRODUCTION TO RISK ASSESSMENTS FOR FRESH PRODUCE

### Stage 1. Developing a Risk Assessment

Initially you will need to identify the ‘scope’ (e.g. the crop commodities and process stages) you will be risk assessing.

Secondly, clearly identify potential risks that are relevant to your scope that you will be looking to identify during the risk assessment (see Table RA.1 below for examples).

Thirdly, get together a team of staff within the business (and a consultant where used) who have the knowledge of the operation and necessary skills to complete the Risk Assessment.

Table RA.1 Potential Risks to Be Reviewed During the Risk Assessment	
Physical	<ul style="list-style-type: none"> <li>Foreign bodies from farming operations (e.g. plastic, metal, harvesting knives, etc.)</li> <li>Risks related to production site location and history (e.g. previous site use, historic livestock grazing, etc.)</li> <li>Proximity of other activities that present a risk (e.g. waste sites, waste treatment facilities, abattoirs, golf courses, public rights of way, etc.)</li> <li>Hydrological features (e.g. flood risk, groundwater, surface water flow, infiltration, soil moisture etc.)</li> <li>Wildlife and/or domestic animals (e.g. presence of animal faeces, bird’s nests, feathers, etc.)</li> <li>Other specific risks (e.g. trees shedding leaves)</li> </ul>
Chemical	<ul style="list-style-type: none"> <li>Heavy metals</li> <li>Plant Protection Products (PPPs)</li> <li>Fertilisers</li> <li>Bio-stimulants</li> <li>Rodenticides</li> <li>Cleaning chemicals</li> <li>Lubricants</li> <li>Intrinsic chemical contaminants (e.g. nitrate)</li> <li>Oil</li> </ul>
Microbiological	<ul style="list-style-type: none"> <li>Environmental contamination (e.g. soil borne <i>Listeria monocytogenes</i>)</li> <li>Human-borne contamination (e.g. Norovirus spread by infected food handlers)</li> <li>Contamination of water sources</li> <li>Contamination of manure or other soil inputs</li> <li>Neighbouring activities (e.g. livestock operations)</li> <li>Contamination from pests/vermin (e.g. bird faeces)</li> <li>Contamination from environmental events (e.g. flooding)</li> <li>Toxic weeds (e.g. groundsel)</li> <li>Pathogen growth due to inadequate temperature control post-harvest</li> </ul>
Allergenic	<ul style="list-style-type: none"> <li>Cross contamination by allergenic crops (e.g. neighbouring crops or volunteer crops due to historic land use)</li> <li>Contamination with allergens from surrounding environment (e.g. nut trees)</li> <li>Human-borne contamination due to inadequate personal hygiene</li> <li>Customer Expectations</li> <li>Product specification requirements</li> </ul>
Customer Expectations	<ul style="list-style-type: none"> <li>Products meet customer specific expectations</li> </ul>
Food Fraud	<ul style="list-style-type: none"> <li>Counterfeit PPPs</li> <li>Non-food grade packaging material</li> </ul>

### AN INTRODUCTION TO RISK ASSESSMENTS FOR FRESH PRODUCE

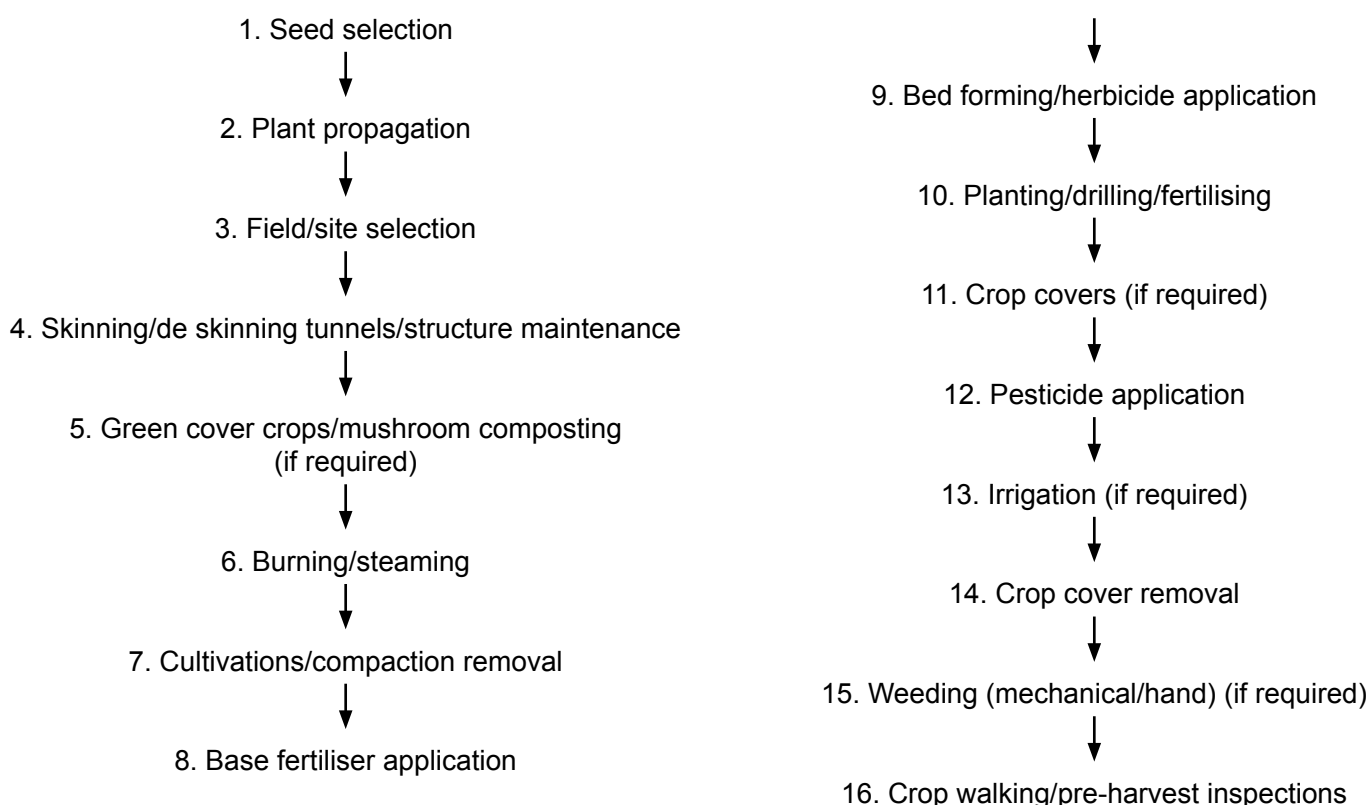
#### Stage 2: Developing a “process flow”

Using both your own and your team’s knowledge of the operations develop a simple “map” of the crop production process in the sequential order in which steps occurs. This ideally should be in the form of a simple flow diagram:

##### Example 1 – Simplistic flow diagram for baby leaf

Bed-forming ► Planting of Seed ► Irrigation ► Pesticide Application ► Foliar Feeds ► Crop Assessment ► Harvest ► Cooling ► Inspection ► Packing ► Distribution

##### Example 2 – Simplistic Flow diagram for field/tunnel selection and the growing of field crops



#### Stage 3: Identifying Risks

The next stage is to critically look at the risks throughout the growing operation.

Use each process step identified in stage 2 and identify what risks (examples outlined in Table RA.1) could affect the crop and at what point in the process flow of production. The examples provided are for guidance – there may well be other, specific food safety risks associated with your crop, production system or location.

Food Standards Scotland’s **Fresh Produce Tool** is a useful resource that may help you with this process (see links at the end of this appendix).

### AN INTRODUCTION TO RISK ASSESSMENTS FOR FRESH PRODUCE

#### Stage 4: Managing Risk

For each risk identified a suitable control should be put in place. This can sound complex but most of these will already exist within your business and this process only gives an ordered way of managing and seeing the importance of these controls.

**For example:**

##### **Example 1:**

**Risk Identified:** Non-approved pesticide residues or MRL exceedance

**Control:** Only use pesticides that are approved for specific crop, advice from BASIS consultant, spray operator trained, sprayer annually checked

##### **Example 2:**

**Risk Identified:** Soft fruit pickers not washing their hands

**Control:** Business has hygiene policy clearly defined, all pickers are trained before they start work, hand washing compliance checked by supervisor

There will be others risk that are identified through this process that are not controlled or managed by your current management processes. These could represent considerable food safety risk to the crops you are producing and need to be managed:

##### **Example 3:**

**Risk Identified:** Potential nut contamination of crops from nut trees in hedgerows.

**Control:** A control should be developed that works for your business (cutting the tree down might seem the easiest but not the most environmentally friendly approach). Some controls could include:

- Arranging rotation so there is no cropping in field with nut trees when the nuts are ripe
- Having an X meter exclusion zone around the tree that's not harvested

**At the end of the process you should have:**

- Clear idea of what risks and crop production processes are in scope
- A simple flow diagram of the process
- A list of the food safety risks associated with each process step that affect your specific crop production process/ location
- And most importantly a document that details the controls and management process, you have implemented/ identified that control the food safety risks within your business

#### Stage 5: Review

The risk assessment needs to be reviewed at least annually or more frequently if changes to the production process occur or new knowledge emerges that could affect the evaluation of risk.

### OPTIONS AND USEFUL RESOURCES

It can be appropriate to get help for professional organisation or consultants to aid you in developing a risk assessment, but you know your own business better than anyone and are very often the best person to carry out the assessment.

### AN INTRODUCTION TO RISK ASSESSMENTS FOR FRESH PRODUCE

#### Hazard Analysis and Critical Control Point (HACCP) Food Plans

The example system set out in this appendix is informed by HACCP principles – although it does not follow all aspects of HACCP methodology. HACCP was first developed in the 1950s and 1960s by a team of food scientists and engineers from Pillsbury, Natick Research Laboratories, and NASA. The original goal was to produce safe food for space travel – as medical attention and alternative food sources would not be available.

HACCP principles have since been applied far more broadly to the management of food safety. They were enshrined within the Codex Alimentarius International Food Standards, *General Principles of Food Hygiene*, CXC 1-1969 (Revised 2020) and a Food Safety Management System, based on HACCP principles is a legal requirement for UK food businesses, through implementation of EU Regulation (EC) 852/2004 and related, domestic legislation – which continues to apply after the UK's exit from the European Union.

The text of (EC) 852/2004 does however allow for a different approach at primary production:

*'The application of hazard analysis and critical control point (HACCP) principles to primary production is not yet generally feasible. However, guides to good practice should encourage the use of appropriate hygiene practices at farm level. Where necessary, specific hygiene rules for primary production should supplement these guides. It is appropriate for the hygiene requirements applicable to primary production and associated operations to differ from those for other operations.'*

#### Regulation (EC) No 852/2004 of the European Parliament

While UK growers are not obliged by law to adopt a food safety management system that fully complies with HACCP principles, since the implementation of (EC) 852/2004, we can observe the following developments:

- More growers have adopted food safety management systems based on HACCP principles
- Alternative approaches (such as the one set out in this appendix) are increasingly informed by the systematic and preventative approach of HACCP
- Food Safety issues and food poisoning outbreaks associated with Fresh Produce have led to the increased integration of HACCP principles into global farm assurance schemes
- The Global Food Safety Initiative (GFSI) benchmarking requirements for Farming of Plants (Scope BI) states that benchmarked farm assurance schemes must require a Hazard and Risk Management System that:

*'...may be a HACCP based system or another hazard and risk management system that covers the Annex of Codex Alimentarius General Principles of Food Hygiene.'*

In summary, while HACCP principles are not currently a legal requirement for UK fresh produce growers, the application of HACCP principles to primary production is now much more feasible. Many Red Tractor Fresh Produce farms already adopt a food safety management system based on HACCP principles and those who do not may wish to consider this option to adopt industry best practice in food safety management and future-proof their businesses. Where growers wish to adopt a HACCP based system, certified HACCP training is recommended.

#### Useful Links

- AHDB Microbials: Keeping Fresh Produce Free of Pathogens: <https://ahdb.org.uk/knowledge-library/microbials-keeping-fresh-produce-free-of-pathogens>
- Codex Alimentarius Codes of Practice: [www.fao.org/fao-who-codexalimentarius/codex-texts/codes-of-practice/pt/](http://www.fao.org/fao-who-codexalimentarius/codex-texts/codes-of-practice/pt/)  
Includes: CXC 1-1969 | General Principles of Food Hygiene, CXC 53-2003 Code of Hygienic Practice for Fresh Fruits and Vegetables
- Food Standards Agency: Hazard Analysis and Critical Control Point (HACCP): <https://www.food.gov.uk/business-guidance/hazard-analysis-and-critical-control-point-haccp#.UH1ku-1OE20>
- Food Standards Scotland: Fresh Produce Tool: <https://freshproducetool.foodstandards.gov.scot>

## FOOD SAFETY INCIDENT MANAGEMENT PLAN

The procedure below outlines an example Food Safety Incident Management Plan for a Critical issue eg. PPPs, glass, foreign objects, oils etc

Details of the primary person responsible for ensuring this procedure is adhered to:		
Full Name:		
Position:		
Emergency Telephone Number:		
CRITICAL ISSUES 1-4		
1. Unapproved pesticide applied to crop	Within 5 minutes of the person responsible (stated above) being made aware of an unapproved pesticide being applied to a crop, this procedure must be immediately followed	
2. Exceeded maximum rate applied to crop	Within 5 minutes of the person responsible (stated above) being made aware of an exceeded pesticide ratio application, this procedure must be immediately followed	
3. Unapproved pesticide residue reported from crop sampling	Within 5 minutes of the person responsible (stated above) being made aware of an unapproved pesticide residue being reported back for a crop, this procedure must be immediately followed in full	
4. Exceeded maximum residue level reported from Crop sampling	Within 5 minutes of the person responsible (stated above) being made aware of an exceeded maximum residue being reported back for a crop, this procedure must be immediately followed in full	
↓		
IMMEDIATE NEXT STEPS		
Gather all relevant paperwork	Spray Records and/or residue sampling records	
↓		
Contact customers using emergency telephone numbers provided	IMMEDIATELY inform your customer(s) of ALL the details, be prepared to email, fax, and verbally forward all paperwork	
↓		
CUSTOMER 24 Hour Emergency Contact Details		
Trading Name:	Contact Names:	Telephone Number(s):
	Primary Contact:	Office: Mobile:
	Secondary Contact:	Office: Mobile:

## FOOD SAFETY INCIDENT MANAGEMENT PLAN

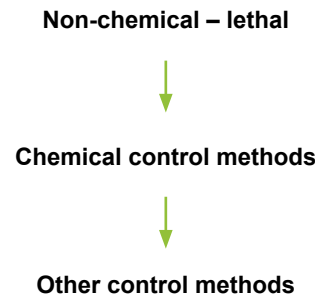
Stop harvesting affected crop		Where crop is being harvested contact staff immediately and STOP harvesting
↓		
IMMEDIATE NEXT STEPS		
Segregate and quarantine in storage and clearly label on all sides of containers 'hold' from affected source		Where product has been harvested and stored, yet remains within the control of the business, clearly mark each side of bin/trays ensuring no product gets mixed up with non-affected product or dispatched from site
↓		
Secure all crop in potentially affected fields		Where crop is still to be harvested, ensure all staff and customer(s) are aware this crop/field reference MUST NOT be harvested. Clearly mark at field entrance MUST NOT BE HARVESTED
↓		
Next steps - Critical Issues 2 & 4 ONLY		
↓		
2	Maximum residue test and/or re-test product	Exceeding the maximum application rate specified in the statutory box within the product label is a breach of the approval and therefore a breach of UK pesticide legislation. However, where this issue has been identified whilst 'some' of the affected crop is left in the field (and/or storage) and/or 'some' has left the control of the farm business, i.e. has moved further along the food chain, it is imperative that the chemical composition of the product in terms of maximum residue levels (legal trading limits) has not been exceeded (high risk potential food safety breach). Samples must be taken from the remaining affected field (and/or stored stock) and arrangements will be made by your customer(s) to collect the samples. Results will be requested within 24 hours and all costs charged to the producer business. These results will be reported back to your customer(s) immediately, after which you will be made aware of the results and any subsequent actions necessary to be taken.
4	Maximum residue test and/or re-test product	Where maximum residue level sampling is undertaken internally within your business and results reported which exceed the maximum residue levels, the product is in breach of Legal Trading Limits, and cannot legally be sold. Where this issue has been identified whilst 'some' of the affected crop is left in the field (and/or storage) and 'some' has left the control of the farm business, i.e. has moved further along the food chain, it is imperative that the chemical composition of the product in terms of maximum residue levels is re-checked by the laboratory responsible for producing the original maximum residue level exceedance results. Further samples must be taken from the remaining affected field (and/or stored stock) and arrangements will be made by your customer(s) to collect the samples. Results will be requested within 24 hours and all costs charged to the producer business. These results will be reported back to your customer(s) immediately, after which you will be made aware of the results and any subsequent actions necessary to be taken.

## Appendix VC.2

### VERMIN CONTROL

#### Risk Hierarchy (VC.2.a)

When considering rodent control methods, the concept of a 'risk hierarchy' must be used. This means considering the use of non-chemical control methods first, followed by the least toxic alternatives.



#### Environmental Risk Assessment (VC.2.b)

Where rodent control requires the use of toxic bait (rodenticides), an environmental risk assessment must be undertaken before laying bait. The risk assessment must cover the following:

- What the treatment is designed to achieve; what methods of rodent control will be used and how success will be measured
- Which non-target species may be present in or near the treatment site
- What steps have been/will be taken to prevent or adequately control exposure of wildlife/domestic pets and contamination of the environment
- How dead rodents and rodenticides will be disposed of

#### Bait Plan (VC.2.c)

Where baits are used, records must be kept of baits used and checks made. The standard outlines the information that must be recorded.



### FURTHER GUIDANCE

The **Control of Substances Hazardous to Health Regulation 2002 (COSHH)** requires that assessments be carried out to identify any risks to operators and others who may be affected by working with substances hazardous to health, such as rodenticides. If you have five or more employees, you must record your assessment but, even if you have fewer than five, it makes sense to write down what steps you have taken to identify the risks. The Health and Safety Executive provide an e-tool for completing the COSHH assessment, which can be found here: <http://coshh-tool.hse.gov.uk/>

#### Disposal of poisoned rodents

The bodies of dead rodents may carry residues of rodenticides and, if eaten by predators or scavengers, may be a source of wildlife exposure to rodenticides. It is essential to carry out regular searches for rodent bodies, both during and after the treatment period. Bodies may be found for several days after rats have eaten the bait and rats may die up to 100 metres or more away from the baited site.

It is important to check with local authorities regarding appropriate routes of disposal of poisoned rodent carcasses and there may also be recommendations on the rodenticide product label. Red Tractor has been advised that poisoned rodents can be disposed of (in order of preference):

- in an on-farm incinerator for animal carcasses
- with other waste as part of the domestic waste collection, securely bagged in a dustbin or wheelie bin (subject to local authority agreement)
- off site at a suitably authorised incinerator or landfill
- by burial on site, provided this is done away from sensitive areas



## Appendix EC.9

### SAFE APPLICATIONS TO LAND

This appendix provides guidance on making applications to land. All applications to land must be carried out in accordance with legislation. Environmental Permits or exemptions must be held where applicable. If your farm is in an NVZ you must also follow NVZ rules.

**Note:** Producers should always check with buyers to ensure that any applications of sludge, compost, digestate and other materials originating outside the farm are acceptable to customers.

#### Sewage Sludge (biosolids)

For further information, including the Biosolids Assurance Scheme (BAS) Standard, refer to:

<https://assuredbiosolids.co.uk/>

Evidence of BAS Certified Biosolids should be provided by your biosolids supplier and can be verified in the certification section of the BAS website.

Two types of biosolid are permitted by the scheme:

1. Conventionally treated – has been treated to defined treatment processes and standards that ensure at least 99% of pathogens have been destroyed. The most common form of treatment is anaerobic digestion.
2. Enhanced treated – will be free from Salmonella and will have been treated so as to ensure that 99.9999% of pathogens present in the original sludge have been destroyed.

**Note 1:** Spreading of untreated sludge on agricultural land is not permitted within the UK. While the sewage sludge in agriculture: code of practice for England, Wales and Northern Ireland does make provision for use of untreated sewage where this is injected or worked into the soil, this is not permitted within Red Tractor Fresh Produce. Where untreated sewage sludge has been used previously, a 5-year withholding period shall be applied.

**Note 2:** Treatment processes for sewage sludge and withholding periods are primarily designed to manage microbiological risks to food safety. Red Tractor members' risk assessments should also give due consideration of other risks – including heavy metals and chemical residues – that could be present and may not be mitigated by treatment processes.

#### Farmyard Manure (FYM) and Slurry – Fresh, Stored or Treated

Batch storage of solid manures and slurries for at least 6 months (that is with no additions of fresh manure made to the store during this period) or 'active' treatment, are effective methods of killing pathogens. Composting of solid manures is a particularly effective method of controlling microbial pathogens, but for best results the process needs to be actively managed. The manure should be treated as a batch and turned regularly (at least twice within the first 7 days) either with a front-end loader or preferably with a purpose-built compost turner. This should generate high temperatures over a period of time (e.g. above 55°C for 3 days) which are effective in killing pathogens and this temperature should be monitored. Allow the compost to mature as part of the treatment process. The whole process should last at least 3 months.

Lime treatment of slurry (addition of quick lime or slaked lime to raise the pH to 12 for at least 2 hours) is an effective method of inactivating bacterial pathogens. Allow the slurry to mature as part of the batch treatment process for at least 3 months prior to land spreading.

Although pathogens can be killed by exposure to sunlight, you should incorporate manures into the soil as soon as is practicable. This will reduce the potential for direct crop contamination as well as reduce odour and ammonia emissions.

#### Compost, Digestates and other Recycled Materials

It is recommended that digestates and composts sourced from external contractors for application to land have been produced to the relevant PAS specification (PAS 110 for digestate, PAS 100 for compost) and are applied following the associated quality protocol. The specifications and quality protocols provide safeguards on the feedstock materials, the processing stages and end product quality.

For all fruit and vegetable crops, information about the feedstock should be built into your risk assessment. Hazards might include potential foreign bodies arising from contamination of feedstocks with glass, metal or hard plastic – especially when the material is used on land for the growing of root vegetables, alliums and potatoes.

#### Biostimulants

Some biostimulant products are derived from mammalian tissue by-products, including pork and beef material. It is essential to check the acceptability of their use with your trade customers or buyers.



## SAFE APPLICATIONS TO LAND

Safe Applications to Land Matrix

Fresh produce	Anaerobic Digestate (PAS 110 and pasteurised);	Anaerobic Digestate (PAS 110, not pasteurised) Anaerobic Digestate (not assured) Raw manure/ slurry	Composts (including PAS100 and non-assured; green and green/food) Treated manure/ slurry	Conventional treated sewage sludge	Enhanced treated sewage sludge	Land where immediate previous use has been as grazing land
	Category 1 Must be applied before drilling/ planting	Not within 12 months of drilling/planting	Any time before drilling/ planting <sup>1</sup>	Not within 30 months of harvest	Not within 10 months of harvest	Not within 12 months of drilling/planting
	Category 2 Must be applied before drilling/ planting	Not within 12 months of harvest and at least 6 months before drilling/planting	Any time before drilling/planting <sup>1, 2</sup>	Not within 30 months of harvest	Not within 10 months of harvest	<b>Ovine grazing:</b> at least 3 months before harvest <sup>3</sup> <b>Other species:</b> not within 12 months of harvest and at least 6 months before drilling/ planting
	Category 3 Must be applied before drilling/ planting	Any time before drilling/planting	Any time before drilling/ planting	Not within 12 months of harvest	Not within 10 months of harvest	Any time before drilling/planting

**NB. The Safe Application to Land Matrix isn't applicable to Category 0 crop practices**

## Notes

1. Target of zero and absolute limit of <0.1% (m/m dry weight) glass must be achieved
2. Green compost (PAS100 assured) may be applied as mulch
3. Where ovine grazing occurs between 3 and 12 months prior to harvest of category 2 crops, faeces must be incorporated into soil and no livestock is permitted on fields after drilling/planting.

### WATER MATRIX

The Water Matrix supports the microbiological risk assessment of water used in primary agricultural production.

The matrix sets frequencies (high, medium, low) for analysis of the water for indicators of faecal contamination (Indicator E. coli) during the use of the water (growing season or period of application of the water source) and corresponding thresholds, depending on the intended use of the water and the water source.

- **High frequency**- one analysis per month (minimum of two tests before first harvest)
- **Medium frequency**- one analysis twice a year (minimum of one test before first harvest)
- **Low frequency**- once a year

The grower must take a number of samples depending on the intended use of the water and the crop category (0,1,2,3). In the case of irrigation, the samples must be taken during peak-use period.

If the test results are unfavourable or identify a potential problem, the grower must take corrective actions to reduce the risk to the consumer and after that, another water test should be carried out to verify the effectiveness of the actions taken.

Matrix key:

- **High**: If there is no other alternative, this water can be used subject to sampling at a high frequency using the E. Coli thresholds as an indicator that the water is suitable for use or consider water treatment/disinfection.
- **Medium**: This water can be used subject to sampling at a medium frequency using the E. Coli thresholds as an indicator that the water is suitable for use
- **Low**: This water can be used but subject to sampling at a low frequency using the E. Coli thresholds as an indicator that the water is suitable for use
- : This water can be used without any sampling or analysis. There will need to be evidence of a water authority test certificate.

### WATER MATRIX GUIDANCE NOTES (SEE P72)

**Additional** Where irrigation is completed purely for the establishment of drilled crops (and where crop growing cycle is greater than 42 days) this may be considered as outside of the scope of irrigation water requirements).

**Additional** Where a **medium risk** testing frequency of 2 tests per year applies, members may choose instead to adopt the high risk testing frequency of monthly if - in practice - this means a lower frequency of testing.

**NB.** *The water matrix is based on the Water Matrix in the European Commission's Guidance Document on Addressing Microbiological Risks in Fresh Fruit and Vegetables at Primary Production through Good Hygiene.*

## WATER MATRIX

Categories (Crop categories can be found on the Red Tractor website)	Intended use of the water				
		Mains water supply <b>(1)</b>		Treated/disinfected water <b>(2)</b>	
CROP PRODUCTION WATER USE		Risk Level	Test Frequency	Risk Level	Test Frequency <b>(11)</b>
Category 0 crops - e.g. salad cress and micro leaves	Irrigation (any use)	Low	Annual	High	Monthly
	Application of pesticide, fertilisers etc.				
Category 1 crops - eg. Salads, herbs, strawberries etc.	Irrigation in direct contact with edible portion of the crop		Water authority test certificate	Low	Annual
	Dilution of PPPs, fertiliser, cleaning of equipment in direct contact with edible portion of the crop		Water authority test certificate	Low	Annual
	Irrigation <b>NOT</b> in direct contact with edible portion of the crop (13)		Water authority test certificate	Low	Annual
	Dilution of PPP's, fertiliser, cleaning of equipment in <b>NOT</b> in direct contact with edible portion of the crop		Water authority test certificate	Low	Annual
Category 2 crops - e.g. Brassicas, bulb onions, legumes, carrots etc.	Irrigation (where use is in direct contact with edible portion- e.g. overhead irrigation)		Water authority test certificate	Low	Annual
	Dilution of PPPs, fertiliser, cleaning of equipment in direct contact with edible portion of the crop		Water authority test certificate	Low	Annual
	Irrigation (where use is <b>NOT</b> in direct contact with edible portion of crop e.g. trickle application)		Water authority test certificate		
	Dilution of PPP's, fertiliser, cleaning of equipment in <b>NOT</b> in direct contact with edible portion of the crop		Water authority test certificate		
Category 3 crops - eg. Potatoes	Irrigation (where the crop is likely to be eaten cooked and in direct contact with edible portion of crop - e.g. sprouts or leeks)		Water authority test certificate	Low	Annual
	Dilution of PPPs, fertiliser, cleaning of equipment on crops likely to be eaten cooked (in direct contact with edible portion of crop - e.g. sprouts or leeks)		Water authority test certificate	Low	Annual
	Irrigation (where the crop likely to be eaten cooked and <b>NOT</b> in direct contact with edible portion of crop - e.g. potatoes)		Water authority test certificate		
	Dilution of PPPs, fertiliser, cleaning of equipment on crops likely to be eaten cooked ( <b>NOT</b> in direct contact with edible portion of crop - e.g. potatoes)		Water authority test certificate		
Categories - 1, 2 & 3 <b>(8)</b>	Use for desoiling and stone separation		Water authority test certificate	Low	Annual
	Post harvest cooling and transport of crops that are likely to be cooked before consumption <b>(12)</b>		Water authority test certificate	Low	Annual
	Water used for first-wash, cooling and drenching, post harvest transport (e.g. flume) of crops likely to be eaten raw <b>(9) (12)</b>		Water authority test certificate	Low	Annual
	Water used in cleaning equipment and food contact surfaces <b>(12)</b>		Water authority test certificate	Low	Annual
Category - 0	Final rinse, ice or drenching for cooling	Low	Annual	High	Monthly
Categories - 1, 2 & 3	Final rinse, ice or drenching for cooling		Water authority test certificate	Medium	2 per year

## GUIDANCE NOTES

(1) Use of municipal water directly on crop does not require testing other than where indicated. Where municipal water is stored in open reservoir prior to use see point 6. (2) Treated/ disinfected water can be from any primary sources that has passed through a validated treatment process (e.g. UV, chlorine, chlorine dioxide etc. which has been proved to be effective in reducing microbial loading to an acceptable level) that is under direct control/management of the grower/ producer. This is required to be well managed (e.g. as a critical control point).(3) Rainwater (water collected from rainfall (or snow) and sometimes also called rain

harvested water) captured from building roofs etc. - generally low risk of microbial contamination.(4) Water taken from borehole or well point that is either applied directly to the crops or stored in a reservoir prior to application. Where water is stored in a reservoir see point 6. (5) Water taken from a river/stream/canal can show significant variation in levels microbial contamination between tests as rivers open to contamination outside growers control e.g. upstream sewage outfalls, upstream livestock production etc. and need more frequent testing on higher risk crops where the water is in contact with edible portion of the crop.(6) Where water is stored in an open reservoir, no matter its original source, it is open to potential

Water Sources								Maximum acceptable level – indicator of faecal contamination: <i>E coli</i> (7)
Rainwater (untreated) (3)		Borehole/well water (untreated) (4)		Surface water (untreated) - river/canal /stream (5)		Reservoirs - water from any water source held in an open reservoir prior to use (6)		
Risk Level	Test Frequency	Risk Level	Test Frequency	Risk Level	Test Frequency	Risk Level	Test Frequency	
Unacceptable	N/A	Unacceptable	N/A	Unacceptable	N/A	Unacceptable	N/A	<10 CFU/100ml
Medium	2 per year	Medium	2 per year	High	Monthly	High	Monthly	<100 CFU/100ml
Medium	2 per year	Medium	2 per year	High	Monthly	High	Monthly	
Medium	2 per year	Medium	2 per year	Medium	2 per year	Medium	2 per year	<1000 CFU/100ml
Medium	2 per year	Medium	2 per year	Medium	2 per year	Medium	2 per year	
Medium	2 per year	Medium	2 per year	High	Monthly	High	Monthly	<1000 CFU/100ml
Medium	2 per year	Medium	2 per year	High	Monthly	High	Monthly	
Low	Annual	Low	Annual	Medium	2 per year	Medium	2 per year	
Low	Annual	Low	Annual	Medium	2 per year	Medium	2 per year	
Low	Annual	Medium	2 per year	Medium	2 per year	Medium	2 per year	<1000 CFU/100ml
Low	Annual	Medium	2 per year	Medium	2 per year	Medium	2 per year	
		Low	Annual	Low	Annual	Low	Annual	<10,000 CFU/100ml
		Low	Annual	Low	Annual	Low	Annual	
Post Harvest Uses								
Low	Annual	Medium	2 per year	Medium	2 per year	Medium	2 per year	<1000 CFU/100ml
Low	Annual	Medium	2 per year	Medium	2 per year	Medium	2 per year	
Medium	2 per year	High	Monthly	High	Monthly	High	Monthly	<100 CFU/100ml
Medium	2 per year	High	Monthly	High	Monthly	High	Monthly	
Only Potable Water								
Unacceptable	N/A	Unacceptable	N/A	Unacceptable	N/A	Unacceptable	N/A	Potable standard (10)
High	Monthly	High	Monthly	High	Monthly	High	Monthly	Potable standard (10)

microbial contamination from the local environment, farming and neighbouring activities and wildlife etc. (7) Where testing results for faecal indicator levels (*E coli*) are greater than maximum acceptable standard, the grower must develop a corrective action plan to reduce risk to consumers and address the adverse microbial levels e.g. water treatment, application methods, period between last application and harvest, use alternative source etc.(8) Category 0 crops use post harvest must meet mains/ drinking water standards. (9) Washing is classed as use of water to remove soiling etc. on crops and is not for washing in terms of producing a ready to eat product. (10) Potable water standard as defined

by DEFRA Drinking Water Inspectorate: <http://dwi.defra.gov.uk/consumers/advice-leaflets/standards> (11) For water which is required to be tested at high frequency, a minimum of two tests must be taken before harvest. For medium testing a minimum of one test must be taken before harvest. (12) Where post-harvest water is recirculated, a treatment process to ensure continued microbiological suitability of water for product contact must be in place, except where water is used purely for desoiling/stone separation/transferring product to the commencement of the washing line. Initial quality of water used must meet the microbiological parameters defined in the matrix.

## UK CROPS GROWN AND RISK CATEGORIES

Certification for Red Tractor Fresh Produce farms shall identify all crops grown within the scope of certification. This appendix provides a summary of crops currently certified within the Red Tractor Fresh Produce scheme.

### Crop Risk Category

Each crop grown is assigned a risk category informed by microbiological risk. Category 0 (zero) indicates the highest level of risk, category 3 the lowest. The Crop Risk Category informs the assurance process. Some standards within Red Tractor Fresh Produce version 5 have additional compliance requirements, based on Crop Risk Category and supplementary requirements contained within appendices (e.g. Water Matrix and Safe Applications to Land Matrix) are also informed by Crop Risk Category with more restrictive requirements for the crops where microbiological risk is greatest.

Crop Risk Category is determined and assigned by risk assessment. Should it become necessary to update risk categories based on new knowledge, this will be communicated through the Red Tractor website. Where crops may be consumed both raw and cooked, Crop Risk Category defaults to the highest-risk use.

Fresh Produce	<b>Category 0:</b> crop harvested as a sprouted seed/at seedling stage
	<b>Category 1:</b> crops that are eaten raw, where the edible portion of the crop does not grow clear of the ground and is not protected by a skin, pod or similar. Includes crops primarily eaten as leafy salads.
	<b>Category 2:</b> crops that are eaten raw, where the edible portion of the crop grows clear of the ground or is protected by a skin, pod or similar. Also includes crops grown as root vegetables, alliums and tubers.
	<b>Category 3:</b> crops that are cooked before consumption

### Crop Terminology

The list of crops assured within Red Tractor Fresh Produce version 5 has been created with reference to the Crop Definitions List produced by the Chemical Regulation Division of the Health and Safety Executive (HSE): [www.hse.gov.uk/pesticides/resources/C/Crop-defn.pdf](http://www.hse.gov.uk/pesticides/resources/C/Crop-defn.pdf)

The Crop Definitions List provides consistent terminology for crops and links each 'Basic Crop or Situation' to the applicable crop commodity code for Maximum Residue Limit (MRL) purposes. In most cases, the 'Basic Crop or Situation' terminology used within the Crop Definitions List has been mirrored in the list of Crops Assured by Red Tractor. In a small number of cases – for clarity – it has been necessary to use different terminology. A second column confirming the 'Basic Crop or Situation' is present to maintain this connection.

Should you wish to assure a crop not clearly covered within the list of Crops Assured by Red Tractor, please contact: [produce@redtractor.org.uk](mailto:produce@redtractor.org.uk)

## UK CROPS GROWN AND RISK CATEGORIES

### Crops Assured by Red Tractor

Crops Assured by Red Tractor	HSE Basic Crop or Situation	Risk Category
Apple	Apple	2
Apricot	Apricot	2
Asparagus	Asparagus	1
Aubergine	Aubergine	3
Baby leaf crops	Baby leaf crops	1
Balm	Basil	1
Basil	Basil	1
Bay	Bay	3
Beetroot	Red beet	2
Blackberry	Blackberry	2
Blackcurrant and redcurrant	Blackcurrant and redcurrant	2
Blueberry	Blueberry	2
Borage	Sage	2
Broad bean	Broad Bean (fresh)	3
Broccoli	Broccoli/calabrese	2
Brussels sprout	Brussels sprout	2
Cabbage	Cabbage	2
Carrot	Carrot	2
Cauliflower	Cauliflower	2
Celeriac	Celeriac	2
Celery	Celery	1
Chard	Spinach beet	1
Cherry	Cherry	2
Chervil	Chervil	1
Chicory (witloof)	Chicory (witloof)	1
Chinese cabbage	Oriental cabbages	1
Chives	Chives	1
Choi Sum	Choi Sum	3
Coriander leaves	Coriander leaves	1
Courgette and summer squash	Courgette and summer squash	1
Cucumber	Cucumber	2
Dill leaves	Dill leaves	1
Dwarf French beans	Dwarf French beans	3
Edible flowers	Edible flowers	1
Elderflower	Rose petals (Parent Group: Herbal Infusions)	3
Endive	Endive	1
Fennel leaves	Fennel leaves	1
Fenugreek (herb)	Celery leaves	1

## UK CROPS GROWN AND RISK CATEGORIES

Crops Assured by Red Tractor	HSE Basic Crop or Situation	Risk Category
Florence fennel	Florence fennel	2
Garlic	Garlic	2
Globe artichoke	Globe artichoke	3
Gooseberry	Gooseberry	2
Hops	Hops	3
Horseradish	Horseradish	2
Jerusalem artichoke	Jerusalem artichoke	3
Kale	Kale	1
Kalette	Brussels sprout	2
Kohlrabi	Kohlrabi	3
Lamb's lettuce	Lamb's lettuce	1
Land cress	Land cress	1
Leek	Leek	3
Lettuce	Lettuce	1
Loganberry	Loganberry and Rubus hybrid	2
Mange tout	Edible podded pea	1
Marjoram	Marjoram	3
Marrow	Winter squash and pumpkin	2
Melon	Melon	1
Mint	Mint	1
Mushroom	Mushroom	1
Onion (bulb)	Bulb onion	2
Oregano	Oregano	1
Pak Choi	Oriental cabbages	3
Parsley	Parsley	1
Parsley root	Parsley root	3
Parsnip	Parsnip	3
Peach and nectarine	Peach and nectarine	2
Pear	Pear	2
Pepper and chilli	Pepper and chilli	2
Plum	Plum	2
Potato	Potato	3
Quince	Quince	3
Radicchio	Endive	1
Radish	Radish	2
Raspberry	Raspberry	2
Rhubarb	Rhubarb	3
Rocket	Rocket	1
Rosemary	Rosemary	3
Runner beans	Runner beans	3

## UK CROPS GROWN AND RISK CATEGORIES

Crops Assured by Red Tractor	HSE Basic Crop or Situation	Risk Category
Sage	Sage	3
Salad cress	Cress	0
Salad onion	Salad onion	1
Salsify	Salsify	3
Samphire	Purslane	3
Savory	Savory	2
Shallot	Shallot	2
Sorrel	Celery leaves	1
Spinach	Spinach	1
Spring Green (collard)	Kale	1
Strawberry (table-top)	Strawberry	2
Strawberry (traditional growing systems)	Strawberry	1
Swede	Swede	3
Sweet Potato	Sweet Potato	3
Sweetcorn	Sweetcorn	2
Table grapes	Table grapes	2
Tarragon	Tarragon	1
Tayberry	Loganberry and Rubus hybrid	2
Tea	Tea (Camellia sinensis)	3
Thyme	Thyme	3
Tomato	Tomato	2
Turnip	Turnip	3
Vining pea	Vining pea	2
Watercress	Watercress	1
Watermelon	Watermelon	1
White currant	Blackcurrant and redcurrant	2
Wine grapes	Wine grapes	3
Winter squash and pumpkin	Winter squash and pumpkin	3



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## ASSESSMENT STRUCTURE

### 1. Crop Production

The Red Tractor Fresh Produce Standards are designed for assurance and assessment of the primary production of fruit and vegetable crops. Unless a specific exception has been agreed with Red Tractor, the following assessment sections covering crop production apply to all members (except where standards are not applicable to the specific crop production system used):

**Risk Assessment (RA)**

**Documents and Procedures (DP)**

**Personnel (PL)**

**Traceability and Assurance Status (TI)**

**Vermin Control (VC)**

**Energy Efficiency/Environmental Impact (EE)**

**Integrated Pest Management (IM)**

**Soil Management (SM)**

**Environment (EC)**

**Irrigation (IG)**

**Genetically Modified Organisms (GM)**

### 2. Operational Area Modules

The following sections form part of the core Fresh Produce Standards text and concern specific operational areas. These sections are applicable where they are relevant to the Red Tractor Fresh Produce member ('the member') being assessed.

#### **Operational area: Harvesting (HS)**

Relevant where crop is harvested under the direct management of the member or where harvesting is sub-contracted

#### **Operational area: Produce Packing and Site Operations (PP)**

Relevant where post-harvest product handling or packing operations are present – either within a packhouse environment or in a rig environment. This section is also applicable to site operations that include chilling, storage or distribution facilities which are not purely managed as stand-alone, medium to long-term, produce storage facilities. Examples of this may include rapid cooling facilities, humidified cold-storage, dock and loading bay areas.

#### **Operational area: Storage (ST)**

Relevant where the member uses storage facilities – under their direct management or where managed by a

third-party. Where storage facilities are one element of a broader site operation or where additional processes are present (e.g. humidified coldstores, cross docking, etc.), the Produce Packing and Site Operations (PP) section is also relevant.

#### **Operational area: Post-Harvest Washing (PW)**

Relevant where water is in direct contact with product in a post-harvest wash process or similar. Examples of relevant processes include desoiling and stone separation, transportation (e.g. flume) and as a final rinse. This does not include assessment of the efficacy of wash process designed as a validated decontamination step. Note that standards PP.9 and PP.10 are included within the Produce Packing and Site Operations (PP) section to encompass processes involving direct product contact that do not resemble a wash process – e.g. humidification of coldstores.

#### **Operational area: Protected Cropping (PC)**

Section relevant where crops are grown within an environment meeting the definition of permanent protection with full enclosure; 'protected crop situations which provide full enclosure (including continuous top and side barriers down to below ground level) and which are present and maintained over a number of years', as defined within the Health and Safety Executive's Crop Definitions List.

### 3. Supplementary Modules

The following additional modules are separate from the core text of the Red Tractor Fresh Produce Standard and are applicable in specific circumstances – as defined below.

#### **Crop module: Hops (HO)**

This module has been added to support a benchmark against the GLOBALG.A.P. IFA Certification for Hops. Hops growers who wish to make use of this benchmarking arrangement may opt for assessment against this module. This is optional – hops growers who do not wish to make use of the benchmark may choose not to be assessed against this module.

#### **Crop module: Watercress (WC)**

Relevant where watercress is within the scope of certification. These standards cover only traditional outdoor production of watercress in gravel beds – they are not relevant to other production systems. This section has been added to incorporate content contained within the Industry Guide to Good Hygiene for Watercress.



# **RED TRACTOR ASSURANCE SCHEME MEMBERSHIP RULES**

## RED TRACTOR ASSURANCE MEMBERSHIP RULES (1st August 2020)

Your attention is drawn in particular to the limitation of liability provisions set out in Rules 74 to 76.

**We are Assured Food Standards, trading as Red Tractor Assurance ('RTA'), a not for profit company, owned and funded by organisations and trade bodies from across the British farming and food industry.**

1. These rules together with the accompanying explanation of how the Scheme works and any additional sector specific rules issued from time to time by RTA as contemplated in Rule 5 (as amended from time to time, 'these Rules') govern the terms and conditions for membership of the Red Tractor Assurance Scheme ('the Scheme').
2. In these Rules:
  - a. 'Applicant Business' means applicants for membership of the Scheme;
  - b. 'Assessment' means the assessment of your conformance to the Standards by your Certification Body's appointed assessor, whether carried out on application, renewal, on a revisit to assess previously identified non-conformances or by way of spot checks, whether announced or unannounced and whether by way of personal visit, remote assessment via video-streaming and/or the review of documentation uploaded by you to the Red Tractor Portal;
  - c. 'Associate', in respect of a Member, means any shareholder, officer, agent, employee, contractor or relative of that Member and any relative of any such person;
  - d. 'Certification Body' means a certification body (acting as an independent contractor) which is licensed by RTA to carry out certification and assess conformance to the Standards, all such bodies being set out from time to time in RTA's website at <https://assurance.redtractor.org.uk/standards/contact-certification-bodies>;
  - e. 'Enterprise' means a farming enterprise or activity which is covered by any of the particular Standards;
  - f. 'Member' means a member of the Scheme;
  - g. 'Member Logos' means the Member logos set out from time to time in the RTA Website at <https://assurance.redtractor.org.uk/contentfiles/files/SchemeLogoRules.pdf>;
  - h. 'Membership' means membership of the Scheme;
  - i. 'Red Tractor Assurance Claim' means a claim to source and supply food or drink products which are eligible to carry any version of the Red Tractor logo;
  - j. 'Red Tractor Portal' means the online portal onto which you may upload documentation in advance of an Assessment and which can be accessed at <https://portal.redtractor.org.uk/#/home>;
  - k. 'relative' in relation to a person includes the mother, father, stepfather, stepmother, sister, brother, wife, husband, civil partner, daughter, son, grandparent, grandchild, parent-in-law, son-in-law, daughter-in-law, sister-in-law, brother-in-law, step parent, step child, step sister, step brother, foster child, legal guardian, domestic partner or fiancé/fiancée of that person or of that person's spouse, former spouse, civil partner or former civil partner;
  - l. 'RTA Website' means the website of RTA at <https://assurance.redtractor.org.uk> (or any replacement website RTA may establish and operate from time to time);
  - m. 'Scheme Member Checker' means the database of Members maintained by RTA at <https://checkers.redtractor.org.uk/rtassurance/services/eb>;
  - n. 'Standards' means the Red Tractor Assurance Scheme farm standards for each farming sector (currently, beef & lamb, dairy, pigs, poultry, dairy goats, crops and fresh produce) and supply chain standards (currently, livestock transport, meat and poultry processing, livestock markets and collection centres, safe haven and cold crush) as set out in the RTA Website at <https://assurance.redtractor.org.uk/standards> and as set out at the end of this document, as updated from time to time; and
  - o. 'you' means such Applicant Business or Member as the context permits.
3. You can only gain certification and obtain 'Red Tractor Assured' status for an Enterprise to which your application relates if you conform to the Standards applicable to that Enterprise and you must continue to meet these Rules and those Standards at all times. Failure to comply with these Rules or the Standards may result in your certification (whether for a particular Enterprise or for all Enterprises carried out by you) being suspended or withdrawn and your Membership being terminated.
4. RTA may update these Rules and the Standards at any time. You will be given notice of the specific changes made to the Standards and when they will come into effect. When changes are made to the Rules, we will give you notice of that fact and confirm in such notice when the amended Rules will come into effect and how you can view and download or otherwise obtain the amended Rules. You must ensure full compliance with all such changes to the Standards and the Rules to retain 'Red Tractor Assured' status.
5. From time to time RTA may publish (including via the RTA Website) additional sector specific rules and guidance which will be supplementary to and deemed to be part of these Rules (for example, rules and guidance in respect of contract farming in the combinable crops sector and the Safe Haven New Entrants and Suspended Member Protocols).

6. These Rules are in addition to any statutory requirements. Nothing in these Rules shall be deemed to provide exemption from current legislation and you must comply with all legislation relevant to the scope of the Scheme at all times.
7. Where the words 'include(s)', 'including' or 'in particular' are used in these Rules, they are deemed to have the words 'without limitation' following them.

### Claiming Products or Services are 'Red Tractor Assured'

8. Subject always to the provisions of Rules 68 to 73 (and in particular the restrictions in Rule 70 on using the relevant Member Logo(s) or any other version of the Red Tractor logo on, or applying any such logo or a Red Tractor Assurance Claim to, food packs (including packaging such as meat, fruit or vegetable boxes, milk cartons or bottles) or using any such logo or making such a claim at the point of sale of food products (including online sales) unless you have a processors and packers licence issued by RTA (see <https://trade.redtractor.org.uk/>), you must not claim that products you sell and/or services you provide are, or describe them as, 'Red Tractor Assured', 'RT Assured', 'RTA Assured', 'RTA', 'RT' or 'Assured' or 'Certified' for the purposes of the Scheme unless and until you have been through the application and Assessment process referred to in the above explanation of how the Scheme works and a certificate of conformity to the relevant Standards has been issued for the Enterprise to which those products or services relate. Thereafter, subject always to Rules 68 to 73, you must not claim that products you sell and/or services you provide are, or describe them as, 'Red Tractor Assured', 'RT Assured', 'RTA Assured', 'RTA', 'RT' or 'Assured' or 'Certified' for the purposes of the Scheme:
  - a. if and to the extent that such products or services relate to a business, Enterprise, activity, location, holding, site, store or vehicle which is not included in the scope of your certification;
  - b. if your certification has been (and for so long as it remains) suspended or has been withdrawn for any reason;
  - c. if you do not renew your Membership on time in accordance with these Rules;
  - d. if your Membership terminates for any reason; or
  - e. if you have voluntarily left the Scheme.

### Application

9. Any sole trader, partnership, limited or unlimited company or limited liability partnership (or other form of trading entity approved by RTA), farming or carrying out an Enterprise, can apply to be a Member. Similar schemes operate in the devolved regions of the UK covering some Enterprises and where this applies you should join the local scheme.
10. You can apply to join the Scheme for a single Enterprise or whatever combination of Enterprises fits your business needs. The exceptions to this are: beef and lamb, where, if both cattle and sheep are farmed, both have to be assessed and certified; and dairy, where beef assurance is required for the cattle (see Rule 23).
11. You can only apply for Membership through a Certification Body, which is an independent contractor licensed by RTA to certify conformance to the Standards.
12. Each sole trader, partnership, limited or unlimited company or limited liability partnership (or other form of business approved by RTA) farming or carrying out an Enterprise must be registered as a Member in its own right in order to exercise the rights afforded by Membership and each Member must have at all times a named nominated person ('Nominated Person') who has functional responsibility for the management decisions and operating systems being assessed.
13. The Nominated Person of the Applicant Business must sign the membership application form provided by your chosen Certification Body ('your Certification Body') and subsequent renewal application forms (and RTA and your Certification Body shall be entitled to assume that the Nominated Person is authorised to sign such forms on your behalf). In submitting an application or renewal fee and/or such forms, you are agreeing with RTA and your Certification Body to be bound by these Rules and the Certification Body's terms of engagement.
14. Any false or misleading statement made on the Membership or renewal application forms, during Assessments, or in any other communication, may lead to suspension or withdrawal of your certification and even exclusion from future Membership. You must provide, upon request by RTA or your Certification Body, any information relevant to conformance with the Standards or these Rules.
15. Any act or omission to act (whether by you, your officers, employees or agents or a third party and whether or not in relation to your premises, site or holding) which impacts on your conformance to the Standards, these Rules or any relevant legislation, will be deemed to be your responsibility for the purpose of assessing your compliance with the Standards and these Rules. Any rights and remedies available to and sanctions imposed by RTA or your Certification Body in respect of any non-conformance to the Standards ('non-conformance') or breach of these Rules may, at the discretion of RTA or your Certification Body, be deemed to apply also to any other person who operates or proposes to operate from the same premises, site or holding as you and who is or wishes to become a Member.

## Holdings, Sites, Stores and Vehicles

16. You must disclose in your Membership or renewal application form all holdings, sites, stores and vehicles which you want to be included in the scope of your certification (having regard to Rules 17, 18 and 19 below).
17. Subject always to Rules 12, 18 and 19, where a Membership or renewal application form lists more than one holding, site, store, or vehicle, they must all be managed on a day to day basis by the same person. A separate application must be made in respect of any holding, site, store or vehicle of a Member which is managed on a day to day basis by a different person. If there is any uncertainty over whom any holding, site, store, or vehicle is managed by, RTA or your Certification Body may require you to provide such documentary evidence as it sees fit and its decision shall be final, subject always to Rule 83 to 85 (Complaints and Appeal Procedure).
18. Unless RTA or your Certification Body otherwise permits in writing in its absolute discretion, separate Membership or renewal applications will be required in accordance with the following principles or as RTA or your Certification Body may direct:

Enterprise / Activity	Separate Membership for each:
Farms / Safe Haven / Cold Crush	<ul style="list-style-type: none"> <li>Enterprise</li> <li>Holding / site within each such Enterprise: subject to the provisions of Rule 19 below.</li> </ul>
Livestock Transport	Commercial Livestock Vehicle / Trailer
Livestock Market	Site with separate Animal Gatherings Order Approval Number
Collection Centre	Site with separate Animal Gatherings Order Approval Number
Meat and Poultry Processing	Site with separate FSA Approval Number

19. Additional farm holdings may be allowed within an application for a main site or holding provided the additional holdings fall within the relevant description set out below and subject always to such holdings being managed on a day to day basis by the same person.

Dairy/Dairy Goats	Poultry	Pigs	Beef/Lamb	Crops	Fresh Produce
Each milking premises requires a separate registration	A self contained live poultry site with defined poultry stock management, operational control and bio-security standards requires a separate registration	Main holding + max 3 small nursery or finishing units  Additional sites must be sufficiently close to the main site or holding as agreed by the Certification Body.	Main site + additional sites where livestock are kept.	Main holding + any additional sites where fertilisers and pesticides are kept or harvested products stored or processed.	

## Dairy Members (Cattle only)

20. Dairy farm assurance is normally arranged by the dairy purchaser (i.e. the first purchaser of milk from the farm and with whom the milk producer enters a milk supply contract). Separate membership rules (the 'Dairy Purchaser Membership Rules') apply to dairy purchasers. Dairy purchasers who wish to become a dairy purchaser member of the Red Tractor Dairy Farm Assurance Scheme must complete the application form available upon request by emailing "memberhelp@redtractor.org.uk" and are required to ensure that all milk producers supplying milk to them have a valid certificate evidencing conformance to the Red Tractor Dairy Farm Assurance Standards.
21. By agreeing to supply milk to a dairy purchaser member of the Red Tractor Dairy Farm Assurance Scheme, a milk producer shall be deemed to have agreed to be bound by these Rules and upon the issue of a valid certificate evidencing conformance to the Red Tractor Dairy Farm Assurance Standards, the milk producer shall become a milk producer member of the Red Tractor Dairy Farm Assurance Scheme. If the dairy purchaser membership of the dairy purchaser to whom a milk producer member supplies milk is suspended or terminated, the milk producer membership of the milk producer itself will also be suspended or terminated (as the case may be). If a dairy purchaser member has given notice to terminate its membership of the Red Tractor Dairy Farm Assurance Scheme in accordance with the Dairy Purchaser Membership Rules, each milk producer member supplying milk to that dairy purchaser member must (until such termination) continue to comply with these Rules and permit dairy Assessments to continue to be carried out.
22. Individual dairy farms which are both a milk producer and a milk processor may, on an exceptional basis and at RTA's absolute discretion, be accepted into membership of the Red Tractor Dairy Farm Assurance Scheme as both a milk producer member and a dairy purchaser member. Any such member (referred to as an "Independent Member") must comply with both these Rules and the Dairy Purchaser Membership Rules. If an Independent

Member's dairy purchaser membership is suspended or terminated in accordance with the Dairy Purchaser Membership Rules, the Independent Member's milk producer membership shall automatically be suspended or terminated (as appropriate). Similarly, if an Independent Member's milk producer membership is suspended or terminated in accordance with these Rules, the Independent Member's dairy purchaser membership shall automatically be suspended or terminated (as appropriate).

23. Cattle on dairy farms must also be beef assured (i.e. certification to the RTA beef Standards or to the beef assurance scheme in any relevant devolved region of the UK – see Rule 9). If you do not want your beef assurance to be assessed by the Certification Body which assesses your certification to the Red Tractor Dairy Farm Assurance Standards, you must, at the time of your dairy Assessment, demonstrate to the dairy assessor that your beef assurance is in place and commit to it being maintained.

## Initial Assessment and Certification

24. A full initial Assessment must be completed and you must conform to all the Standards (not including 'recommendations') before your certification can be progressed and your Membership confirmed.
25. To enable a full Assessment to take place you must grant the assessor access to (or take all steps necessary to facilitate the carrying out of a remote visual Assessment, such as via video-streaming and/or by uploading records and documents to the Red Tractor Portal, of):
- all parts of the holding, site, store or vehicle, key members of staff and records/documents to which he/she reasonably requests access;
  - all livestock and, where relevant, allow the assessor to carry out welfare outcome scoring.
26. Without prejudice to Rule 53.d, an assessor may refuse to carry out or finish an Assessment:
- if he/she believes the presence of a third party may, intentionally or otherwise, influence its outcome in an inappropriate manner;
  - if he/she feels threatened or that he/she has been subjected to abusive behaviour at any time during the visit; or
  - if the site is empty or non-operational.
27. If any of the Standards has not been met, then a non-conformance will be raised. Certification will be dependent upon you carrying out improvements to the satisfaction of the Certification Body and within the specified time period(s).
28. Certificates and, where applicable, stickers confirming certification status, only relate to the assessed holding(s) or site(s) and are not transferable to any other holding or site or to any other business or person. All such certificates and stickers remain the property of your Certification Body. Whilst certificates and stickers may be useful in confirming 'Red Tractor Assured' status, the only definitive proof of certification and 'Red Tractor Assured' status is the Scheme Member Checker database managed and operated by or on behalf of RTA.

## Membership Renewal

29. Your Membership must be renewed annually. Failure to renew within one month after an annual renewal date will result in your Membership being terminated. If you subsequently apply again to be a Member, you will be treated as a new applicant and a full initial Assessment will be required. In such a case, your Membership and certification will not be backdated.

## Material Changes

30. You must keep your Certification Body informed of any material changes to your operation (when compared to the operation as at the date of your most recent Assessment) which might affect your certification. Examples of such 'material changes' include:
- additional holdings or sites (e.g. crop storage facilities, livestock grazing);
  - a change in the person who manages on a day to day basis any Enterprise, holding, site store or vehicle within your certification;
  - additional commercial livestock vehicles;
  - the site becoming empty of livestock at any time;
  - the site becoming restocked; and/or
  - changes to the activity being carried out on the holding or site (e.g. a farm or haulier also operating as a collection centre, or a meat processor beginning to process new species such as pork or poultry).
31. If you are the subject of an event described in Rule 53.g, or if any action is taken which is likely to lead to such an event, you must inform your Certification Body immediately giving details of any person appointed (or proposed to be appointed) as receiver, liquidator, administrative receiver, administrator or other such officer pursuant to any such arrangement or related order.
32. If, where you are a company or limited liability partnership, one of your members or any other person (including any group company) with whom you are connected, is the subject of an event described in Rule 53g or if any action is taken which is likely to lead to such an event, in circumstances which could result in you being unable properly to perform your obligations as a Member under these Rules, you must inform your Certification Body immediately, giving details of any person appointed (or proposed to be appointed) as receiver, liquidator, administrative receiver, administrator or other such officer pursuant to any such arrangement or order.



33. When certified against the Red Tractor Fresh Produce Standard only, you may ask your Certification Body for a voluntary suspension of one, some or all of the crop types covered by the certification.

#### **Changing Certification Body**

34. You can change your Certification Body at any time, in accordance with Rules 35 to 38.
35. You must declare on your application to the proposed new Certification Body whether you have previously applied to become, or have been, or are currently, a Member. If that is the case, you must confirm the Certification Body to whom you applied, your previous Membership number and details of all sites previously assessed (as well as the CPH number and PRIMO/ Herd mark, where applicable).
36. Your proposed new Certification Body will request and be given access to your historical data and records from your existing Certification Body before confirming continued certification.
37. The proposed new Certification Body may reject your application to transfer if you have outstanding non-conformances still to be rectified or if any other previously imposed certification or Membership condition prevents the application from being accepted. In such a case, before any transfer takes place, you must clear non-conformances to the satisfaction of your existing Certification Body. Unless otherwise agreed in writing by RTA, any previously imposed conditions (e.g. more frequent or unannounced inspections) shall continue to apply to and may be enforced by the new Certification Body.
38. If your application to transfer is accepted by the new Certification Body, it will take effect immediately upon such acceptance being confirmed and you do not need to inform your former Certification Body of the transfer.

#### **Routine Assessments and Spot Checks**

39. You must allow your Certification Body's appointed assessors to carry out routine Assessments, revisits and spot checks, whether in person or remotely (whether via video streaming and/or review of documents and records uploaded to the Red Tractor Portal or otherwise) and where Assessments are requested to be carried out remotely you must take all reasonable steps necessary to enable remote Assessment to take place.
40. Each of RTA, your Certification Body and any third party duly authorised to act on behalf of either or both of them, has the right to carry out an Assessment or spot check at short notice or unannounced.
41. The assessor may be accompanied by an observer.
42. If any of the Standards are not met, a non-conformance will be raised. Continued certification will be dependent upon you carrying out improvements to the satisfaction of the Certification Body and within the time period(s) specified.

#### **Special Conditions of Certification**

43. RTA and your Certification Body shall each be entitled, at any time and each in its absolute discretion, to specify 'Special Conditions of Certification' for your Membership and/or continued certification. This may include:
- a. additional announced or, if so specified, unannounced Assessments or spot checks by the Certification Body over and above the normal routine Assessments, all such additional Assessments and spot checks being at your cost; and
  - b. obtaining evidence from a third party expert (nominated by RTA or the Certification Body and appointed at your cost) that the Standards are being met.

#### **Fees**

44. You must, on initial application and annually thereafter, pay to your Certification Body an annual Membership fee for each Enterprise being assessed. The annual Membership fee is made up of an amount equal to the annual participant fee(s) which RTA charges the Certification Body for each Enterprise assessed by it (and which your Certification Body charges on to you) and an amount to cover your Certification Body's own charges. Details of the annual participant fees and any other fees charged by RTA to Certification Bodies can be downloaded at: <https://assurance.redtractor.org.uk/who-we-are/how-we-are-funded>. Your Certification Body may change the annual Membership fee from time to time and will review the fee annually. Your Certification Body (or RTA) will notify you of any changes in the annual Membership fee.
45. You must pay any additional charges your Certification Body may impose for:
- a. visits to additional holdings/sites not close to the main holding or site;
  - b. visits to additional holdings/sites/vehicles notified to the Certification Body after any previous Assessment;
  - c. the assessor having to return, whether to complete an Assessment report where, through no fault of the assessor, it could not initially be completed in full, or to check that non-conformances have been rectified; and
  - d. any additional Assessments or spot checks required under any Special Conditions of Certification specified by RTA or your Certification Body, as contemplated in Rule 43.
46. For milk producer members, some fees may be met by your milk purchaser. You should contact your milk purchaser for further details.
47. You are responsible for any external third party fees required to meet the requirements of the Standards (for example, Quarterly Veterinary Reports

on farms certified to the RTA Pig Standards) and any Special Conditions of Certification specified under Rule 43.

48. You are responsible for any costs you incur in meeting the Standards and rectifying non-conformances.
49. If you fail to pay any fees required to be paid by you under these Rules, RTA or your Certification Body shall each be entitled to reject your Membership or renewal application or to suspend or withdraw certification for any relevant Enterprise(s).

#### **Suspending Certification**

50. Your Certification Body has the right to suspend your certification if:
- a. you unreasonably delay or refuse a routine Assessment, revisit or spot check;
  - b. circumstances on a relevant holding or site prevent the assessor from completing an Assessment in full;
  - c. major non-conformances (meaning for the purpose of these Rules a non-conformance to the Standards or breach of these Rules which is treated as a 'major' non-conformance by assessors at the time of the relevant Assessment);
  - d. an excessive number of non-conformances are found during an Assessment;
  - e. the same non-conformance is found on successive Assessment visits;
  - f. you fail to rectify any non-conformance within a specified timescale;
  - g. you fail to comply with these Rules or the Standards;
  - h. evidence which your Certification Body or RTA reasonably believes to be reliable is received from a third party, indicating that you are not conforming to the Standards to a material extent; or
  - i. being a milk producer member of the Red Tractor Dairy Farm Assurance Scheme, the dairy purchaser membership of that scheme of the dairy purchaser to whom you supply milk is suspended (cattle only).

If your certification has been suspended and you do not take the necessary action to rectify any notified non-conformance(s) within 3 months of such suspension, your certification may be withdrawn with immediate effect by written notice served by your Certification Body, whereupon your Membership will be automatically terminated.

#### **Termination of Membership and Withdrawing Certification**

51. Each of RTA and your Certification Body may refuse applications or impose particular conditions for re-entry into the Scheme where an application relates to an Enterprise, business, holding, site, store and/or vehicle in respect of which certification has previously been withdrawn in accordance with these Rules (and even if all relevant non-conformances have been rectified).
52. RTA and the Certification Bodies will not accept a Membership or renewal application (including from a new applicant) if the application relates to an Enterprise, business, holding, site, store or vehicle in respect of which Membership or certification conditions or other restrictions or sanctions have been imposed under these Rules and remain outstanding or in place (as the case may be), unless it can be demonstrated to the satisfaction of RTA and the Certification Body that the Applicant Business is not connected to the Member subject to those conditions, restrictions or sanctions (other than being connected purely in terms of operating from the same holding, site, store or vehicle) and there are no other reasons for refusing such an application.
53. Each of your Certification Body and RTA may, in its absolute discretion, refuse an application for Membership, and/or your Certification Body may withdraw certification (whether for a particular Enterprise or for all Enterprises carried out by you) and/or RTA may, by written notice, immediately terminate your Membership:
- a. if you fail to comply with these Rules or the Standards;
  - b. if the Certification Body or RTA considers that it is necessary to do so to prevent RTA or the Scheme from being brought into disrepute;
  - c. if any act or omission by you or any of your Associates (i) has brought or may, in the reasonable opinion of the Certification Body or RTA, bring RTA or the Scheme into disrepute or (ii) has damaged or may, in the reasonable opinion of the Certification Body or RTA, damage the integrity of the Standards;
  - d. if, notwithstanding the rights under Rule 26.b, an assessor, employee or officer of the Certification Body or RTA feels threatened or that he has been subjected to abusive behaviour by you or any of your Associates;
  - e. if, without prejudice to Rules 53.a, b, c and d, a material breach by you of these Rules (including a major non-conformance to the Standards) which is not capable of being remedied has occurred or a material breach by you of these Rules (including a major non-conformance to the Standards) which is capable of remedy has not been remedied within 30 days (or such other period as RTA or your Certification Body notify you in the case of a major non-conformance of the Standards) after service of a written notice requiring it to be remedied;
  - f. if you are still categorised as high risk following two consecutive unannounced spot checks as a result of our risk based approach to inspections;
  - g. upon your voluntary or compulsory bankruptcy or liquidation, the

appointment of a receiver, liquidator, administrative receiver, administrator or other such officer over any of your assets, or your entry into any composition or arrangement with your creditors;

- h. if you are subject to a change of control ("control" being defined as in the Income and Corporation Taxes Act 1988) which, in the reasonable opinion of RTA or the Certification Body, is likely to have a detrimental effect on the integrity, goodwill or reputation of RTA, the Certification Body, the Standards or the Member Logos;
- i. in the event of an act of gross negligence or fraud on your part or the part of any of your Associates;
- j. if, after your certification has been suspended under Rule 50, you do not take the necessary action to rectify notified non-conformances within 3 months of such suspension;
- k. if you fail to pay any amount owing to RTA or your Certification Body under these Rules;
- l. if you, any of your Associates, any person involved in the day to day management of an Enterprise, holding, site, store or vehicle within your certification or any other person involved with livestock in relation to any such Enterprise, holding, site, store or vehicle, is banned from keeping livestock;
- m. if, being a milk producer member of the Red Tractor Dairy Farm Assurance Scheme, the dairy purchaser membership of that scheme of the dairy purchaser to whom you supply milk is terminated (cattle only); or
- n. if RTA ceases to operate the Scheme.

For the avoidance of doubt, if your certification is withdrawn in respect of all relevant Enterprises, you shall automatically cease to be a Member.

#### **Termination of Membership by Member**

- 54. You may give notice in writing to terminate your Membership in the event of the voluntary or compulsory winding-up or liquidation of RTA, the appointment of a receiver, liquidator, administrative receiver, administrator or other such officer over any of the assets of RTA, or RTA entering into any composition or arrangement with its creditors.
- 55. You may at any time give notice in writing immediately to terminate your Membership. For the avoidance of doubt, this Rule 55 does not apply to milk producer members of the Red Tractor Dairy Farm Assurance Scheme.

#### **Indemnity and Inadequacy of Damages**

- 56. You undertake to indemnify RTA and your Certification Body against all liabilities, costs, expenses, damages or losses (including any direct or indirect loss of profit, loss of business, loss of goodwill, loss of reputation or consequential loss, and all interest, penalties and legal and other professional costs and expenses) suffered or incurred by RTA or your Certification Body arising out of or in connection with any event or circumstance referred to in Rules 53.a to 53.m (inclusive) or any other breach by you of these Rules.
- 57. Without prejudice to any other rights or remedies that RTA or the Certification Body may have, you acknowledge and agree that damages alone may not be an adequate remedy for any breach by you of these Rules. Accordingly, RTA and the Certification Body shall be entitled, without proof of special damages, to the remedies of injunction, specific performance or other equitable relief for any threatened or actual breach of these Rules.

#### **Prosecutions, Regulatory Sanctions and Third Party Evidence**

- 58. You must notify your Certification Body of any prosecution that has at any time been brought or is or is likely to be brought against you or any of your Associates, or in relation to any Enterprise, business, site, holding, store or vehicle owned or occupied by you or any of your Associates or referred to in a Membership or renewal application, which relates to any issues covered in the Standards, including food safety, product traceability, animal health, animal welfare, animal identification and movements, veterinary medicine records, trade description, animal transport, environmental legislation or relevant consumer protection legislation.
- 59. For the purpose of Rule 58, 'prosecution' shall include, in respect of farms, any penalty relating to Cross-Compliance requirements that directly relates to issues covered in the Standards.
- 60. You will be asked to sign a declaration relating to prosecutions and penalties in the initial Membership application form, renewal forms and other Scheme documents. Any information relating to such matters received by RTA or your Certification Body will be investigated and appropriate action taken.

#### **Confidentiality and Data Protection**

- 61. Your details will be treated in confidence save as set out below, and your personal data will be treated in accordance with the terms of our Privacy Policy. RTA and your Certification Body may however provide to any third parties who have a legitimate interest in knowing the same (including your customers and suppliers), details of your certification status (being full, suspended, withdrawn or a non-member), the date of your last Assessment, your certification expiry date and your certification renewal date. This information may be made available through the on-line Scheme Member Checker and lists of certified, suspended and/or withdrawn Members may be published by RTA from time to time.
- 62. If a matter arises which is or could constitute or lead to an infringement of any laws or regulations relating to the scope of Red Tractor either (a) by you or any of your Associates or (b) which is connected directly or indirectly

to you, your Membership or any Enterprise, you agree that any relevant regulatory or administrative body or agency, including the Food Standards Agency, the National Food Crime Unit, the Animal and Plant Health Agency, Local Authorities, the Rural Payments Agency, the Environment Agency, Natural England, any equivalent bodies in devolved regions of the UK and any of their respective successor bodies or agencies and any third party acting in good faith on their behalf or in their interests, shall be entitled to provide to RTA and/or your Certification Body any reports or documentation produced by such body, agency or third party in respect of the relevant matter (whether or not requested by RTA or your Certification Body) and that each of RTA and your Certification Body may request such reports and documentation from such bodies, agencies and third parties. Each such body, agency and third party shall be entitled to rely on your consent under this Rule 62 to the disclosure of such reports and documentation to RTA and/or your Certification Body.

- 63. Without limiting Rules 61 and 62, each of RTA and your Certification Body may transfer data and information about your certification and Membership to their respective successors, any transferee(s) of their respective businesses and any new operator(s) of all or part of the Scheme, provided such transferee(s) shall have the same rights and obligations with regard to such data and information as the relevant transferor(s).
- 64. RTA shall be entitled to produce and publish statistical reports drawing upon aggregated Scheme data, provided that individual performance data cannot be traced back to you.
- 65. Membership data may be retained on RTA's databases (subject always to the provisions of Rules 61 to 64) for ten years after you have ceased to be a Member (or such longer period as RTA reasonably considers necessary to enable it effectively to monitor trends in membership and performance).
- 66. RTA is entitled to receive copies of Assessment reports from your Certification Body.
- 67. In exceptional circumstances, where an assessor comes across evidence of an immediate and significant risk of unacceptable animal welfare practices, food contamination or environmental pollution, RTA and your Certification Body may each immediately notify any competent authorities, notwithstanding any other provision of these Rules or any other agreement you may have with either RTA or your Certification Body.

#### **Member Logos**

- 68. Using the Member Logos: For so long as you are a Member, you are entitled to indicate that you hold a certificate of conformity to the relevant Standards and, for that purpose only, you may refer to your operations (but only insofar as they are covered by your certificate of conformity) as 'Red Tractor Assured' and (subject always to Rules 69 to 73) use the appropriate Member Logo(s) on stationery and publicity materials (including on your website) provided that you follow all directions on the use of the Member Logos given from time to time by RTA or set out on the RTA Website at <https://assurance.redtractor.org.uk/standards/member-rules>. You agree to observe all such directions.
- 69. Farm Shops, Farmers Markets and food/drink product sales via all other channels, such as meat/vegetable/fruit box schemes, including online sales and use of Red Tractor supplied marketing materials: Subject always to Rule 70, if you sell your own Red Tractor Assured meat, fruit or vegetable food or drink products to the public, whether through your own farm shop, or at farmers markets or other events, or via any other channels, including online sales of meat/vegetable/fruit boxes via your website/apps, you are, for so long as you are a Member, allowed to use the appropriate Member Logo(s) in your shop, or on your market/fair stall, or within the content of your websites/apps for online sales which describes your Red Tractor Assured farm operations only and provided always that:
  - a. the relevant Member Logo(s) are only used in your own farm shop or on such stall in relation to Red Tractor Assured meat, fruit and vegetable food or drink products of your own farm and no other products (and the Member Logo(s) must be positioned carefully so that the public is not misled into thinking that those other products are Red Tractor Assured);
  - b. Member Logo(s) used in your website/apps are only used to describe your Red Tractor Assured farm operations and are not used to describe any products or displayed next to or in connection any product or price lists;
  - c. you follow all directions on the use of the Member Logos which may from time to time be given by RTA or set out on the RTA Website at <https://assurance.redtractor.org.uk/contentfiles/files/SchemeLogoRules.pdf>;
  - d. if you are a milk producer member and sell raw cows' or goats' milk to the public, you may not use the Member Logo denoting your membership of the Red Tractor Dairy Farm Assurance Scheme or Red Tractor Dairy Goats Farm Assurance Scheme (or use any other version of the Red Tractor logo or make any Red Tractor Assurance Claim) in any way whatsoever (including in relation to any marketing materials, whether your own or those supplied by RTA); and
  - e. if you are milk producer member and do not sell raw milk to the public, provided you comply with Rule 68, you may use the Member Logo denoting your membership of the Red Tractor Dairy Farm Assurance Scheme on your stationery and publicity materials (including on your website).

In addition, for so long as you are a Member (other than a milk producer who sells raw milk to the public) you may use marketing materials supplied by RTA to help promote the Scheme provided that you not do so in a way which might mislead the public in relation to the scope of your Red Tractor Assured products or activities or in a way which ties such materials to actual products.

70. Restriction on using the Member Logos or Red Tractor logo on food products, including on product packaging (including any meat/vegetable/fruit boxes or milk cartons or bottles): You may not use or print any Member Logos or any other version of the Red Tractor logo on, or apply any such logo or a Red Tractor Assurance Claim to, food packs (including any packaging such as meat/vegetable/fruit boxes, milk cartons or bottles) or use any such logo or make a Red Tractor Assurance Claim in connection with the sale of food or drink products (including online sales) unless you have a processors and packers licence issued by RTA. To apply for a processors and packers licence, go to <https://trade.redtractor.org.uk/apply-for-a-red-tractor-licence/>.
71. The rights to use Member Logos under Rules 68 and 69 are limited to using the entire designation and in an identical form or forms to that or those directed by RTA from time to time. These rights are personal to you as a Member and may not be assigned, transferred or sub-licensed to any other person.
72. As a Member, you shall not use (or authorise or license others to use) the Member Logos and/or the Red Tractor logo or name in any way other than as expressly permitted in these Rules (or in a processors and packers licence granted to you) and you shall not use or authorise or license any other person to use any name, mark, sign or device which is or could reasonably be regarded as similar to the Member Logos and/or the Red Tractor logo or name; nor shall you file or cause to be filed any application for any trade mark or certification mark which is or could reasonably be regarded as similar to the Member Logos and/or the Red Tractor logo; nor shall you register or attempt to register any company in a name which is or could reasonably be regarded as similar to any of the names 'Red Tractor', 'Red Tractor Assurance', 'Red Tractor Assured', 'RTA', 'Assured Food Standards' or 'AFS'. You will not oppose or cause any oppositions to be filed to any trade mark or certification mark applications filed by or on behalf of RTA, nor object to or take any adverse action in respect of any of RTA's trade mark or certification mark registrations; nor will you register or attempt to register the Member Logos and/or the Red Tractor Logo or name, or any name, mark, sign, or device which is or could reasonably be regarded as similar to the Member Logos and/or the Red Tractor logo or name, anywhere in the world or otherwise cause any question to be raised concerning RTA's ownership of the Member Logos or the Red Tractor logo or name, or the validity or enforceability of such rights; nor will you do or say anything that could damage the goodwill and/or reputation of RTA, the Scheme Logos or the Red Tractor logo.
73. Your right to use any Member Logo and/or the Red Tractor name in accordance with these Rules:
- may be terminated by RTA on one month's written notice;
  - may be terminated by RTA immediately on written notice if you fail to observe the provisions of these Rules or the directions of RTA with regards to the use of such logos;
  - will automatically terminate in so far as use of such logos on products is concerned if and for so long as your certification has been suspended; and
  - will automatically terminate if your certification has been withdrawn or your Membership is terminated for any reason or has expired (and is not renewed in accordance with Rule 29).

#### **Limitation of Liability**

74. Nothing in these Rules shall limit or exclude the liability of RTA or any Certification Body or any of their respective officers, employees, agents or subcontractors for (a) death or personal injury caused by the negligence of any such person; or (b) fraud or fraudulent misrepresentation.
75. Subject to Rule 74:
- neither RTA nor any Certification Body, nor any of their respective officers, employees, agents or subcontractors, shall under any circumstances be liable, whether in contract, tort (including negligence), breach of statutory duty or otherwise, for any loss of profit, loss caused by business interruption, or any indirect or consequential loss suffered or incurred by a Member and arising under or in connection with the Scheme (including in relation to the administration of the Scheme, the carrying out of Assessments, any rejection of a Membership or renewal application, any suspension or withdrawal of certification or any termination of Membership);
  - neither RTA nor any Certification Body, nor any of their respective officers, employees, agents or subcontractors, shall under any circumstances be liable, whether in contract, tort (including negligence), breach of statutory duty, or otherwise, for any losses, liabilities, damages, charges, costs or expenses of whatever nature, suffered or incurred by a milk producer member as a result of or in connection with the purchaser of that milk producer member's milk having its dairy purchaser membership of the Red Tractor Dairy Farm

Assurance Scheme suspended or terminated in accordance with the Dairy Purchaser Membership Rules;

- the total liability to any Member of RTA and its officers, employees and agents in respect of all losses, liabilities, damages, charges, costs or expenses of whatever nature, suffered or incurred by that Member and arising under or in connection with the Scheme (including in respect of the administration of the Scheme, the carrying out of Assessments, any rejection of a Membership or renewal application, any suspension or withdrawal of certification or any termination of Membership), and whether in contract, tort (including negligence), breach of statutory duty or otherwise, shall not exceed £300,000 in aggregate in respect of all and any such claims arising in any period of 12 months ending on 31 March (provided that for this purpose a claim will be deemed to have arisen on the date on which the event, act or omission giving rise to such losses, liabilities, damages, charges, costs or expenses occurred); and
  - you shall not be able to recover from both RTA and your Certification Body for the same loss.
76. RTA is not a party to the contract you must enter with your Certification Body to govern its Assessment of your conformance (or non-conformance) to the Standards. Subject to Rule 74, neither RTA nor any of its officers, employees or agents shall under any circumstances be liable, whether in contract, tort (including negligence), breach of statutory duty or otherwise, for any acts or omissions of your Certification Body or its assessors or other agents in connection with that contract or the services proposed to be carried out under it by your Certification Body.
77. The Member shall not be entitled (whether under these Rules and/or in respect of any other membership or licence the Member may have with RTA) to recover damages, or obtain payment, reimbursement, restitution or indemnity more than once in respect of the same loss, shortfall, damage, deficiency, breach or other event or circumstance.

#### **Variation of Rules and Standards**

78. RTA shall be entitled at any time to change and update the Standards and these Rules. You will be given notice of any the specific changes made to the Standards and when they will come into effect. When changes are made to the Rules, we will give you notice of that fact and confirm in such notice when the amended Rules will come into effect and how you can view and download or otherwise obtain the amended Rules. RTA and each Certification Body shall each be entitled at any time to change its operating procedures where, in its absolute discretion, it considers it necessary to do so. You will be given advance written notice of any such changes to operating procedures and of when they will come into effect.

#### **Force Majeure**

79. RTA shall not be liable to a Member if any delay or failure by RTA or its employees, officers, agents or independent contractors to perform their obligations under these Rules or any related agreement is the result of a Force Majeure Event. For the purpose of this Rule, 'Force Majeure Event' means an event beyond the reasonable control of RTA (or its employees, officers, agents or independent contractors) including acts of God, flood, drought, earthquake or other natural disaster, epidemic or pandemic, terrorist attack, civil war, civil commotion or riots, war, threat of or preparation for war, armed conflict, nuclear, chemical or biological contamination or sonic boom, any law or any action taken by a government, local or public authority, collapse of buildings, fire, explosion or accident, interruption or failure of a utility service.

#### **No Waiver**

80. A waiver of any right of RTA under these Rules is only effective if it is in writing and shall not be deemed to be a waiver of any subsequent breach or default. No failure or delay by RTA in exercising any right or remedy under these Rules or by law shall constitute a waiver of that or any other right or remedy, nor preclude or restrict its further exercise. No single or partial exercise of such right or remedy shall preclude or restrict the further exercise of that or any other right or remedy.

#### **Notices**

81. A notice given under or in connection with these Rules shall be in writing and:
- in the case of a notice to RTA, sent by email to [Memberhelp@redtractor.org.uk](mailto:Memberhelp@redtractor.org.uk) or by first class post to RTA's registered office from time to time; and
  - in the case of a notice to the Member, sent by email or first class post to the email or postal address set out in the Membership or renewal application (or such replacement email or postal address as may subsequently have been notified in writing to RTA) and, in the absence of any such addresses, by post to its registered office (in the case of a company) or last known business address in any other case.
82. A notice shall be deemed to be delivered by 9.00am on the second business day (excluding weekends and bank holidays) after posting in the case of first class post and on sending in the case of email.



### Complaints and Appeal Procedure

83. If you wish to raise a formal complaint (such as a formal expression of dissatisfaction about RTA's personnel, services, decisions, contractors or the services of your Certification Body), you should supply details of the complaint and evidence supporting it in accordance with RTA's complaints procedure, a copy of which will be provided upon request (provided that where your complaint relates to an RTA decision or to the outcome of any appeal to your Certification Body your complaint must be sent to RTA within 14 days after the date of the RTA decision or (as the case may be) within 14 days after you have been notified of the outcome of the appeal to your Certification Body).
84. If you are not satisfied with the way your application, Assessment or any certification decision has been conducted, you may lodge an appeal in writing with your Certification Body within such period as your Certification Body may stipulate from time to time. All such appeals will be investigated and dealt with in accordance with the Certification Body's appeal procedure or, if so directed, RTA's appeal procedure. Copies of the relevant appeal procedure will be provided by your Certification Body (or RTA as appropriate) upon request.
85. Decisions taken by RTA to terminate your membership at any time are subject to a right to appeal in accordance with RTA's appeal procedure (which requires you to appeal within 14 days after the date of the RTA decision). Copies of the RTA appeal procedure will be provided by RTA upon request.

### Entire Agreement, Third Party Rights and Governing Law

86. These Rules and the documents specifically referred to in these Rules as being available via the RTA Website (including the Standards) represent the entire understanding between you and RTA in relation to your Membership. You acknowledge that you have not relied upon any statement from RTA (written or oral) which is not contained in these Rules (or such documents) in applying to be a Member or renewing your Membership.
87. Subject to the rights of the bodies, agencies and third parties referred to in Rule 62 and to the rights of Certification Bodies as referred to in Rule 88, these Rules are not intended to benefit, or be enforceable by, anyone other than RTA and each Member.
88. Where a Certification Body is referred to in these Rules, the relevant Certification Body shall be able to enforce the rights expressly or impliedly ascribed to it to the fullest extent permitted by law. Furthermore, any successor to RTA (or any transferee of the business of RTA or of RTA's rights under and in relation to the Scheme) shall be entitled to enforce RTA's rights under these Rules and any successor to your Certification Body (or any transferee of the business of your Certification Body) shall be entitled to enforce your Certification Body's rights under these Rules.
89. These Rules and any disputes or claims arising out of or in connection with their subject matter or formation are governed by and shall be construed in accordance with English law. The courts of England have exclusive jurisdiction to settle any dispute or claim that arises out of or in connection with these Rules or their subject matter or formation.



## Notes

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



# CERTIFICATION BODIES

Your routine point of contact with the scheme is through your certification body.

certification bodies are licensed by Red Tractor to manage membership applications and to carry out assessment and certification against the standards. The table below shows which certification bodies apply to each enterprise.

Certification Body	Beef and Lamb	Dairy	Dairy Goats	Combinable Crops and Sugar Beet	Fresh Produce	Pigs	Poultry		
							Chickens	Turkey	Duck
NSF	✓	✓		✓	✓	✓	✓		
SAI Global	✓	✓	✓	✓	✓		✓	✓	✓
Lloyd's Register	✓	✓		✓	✓	✓			
NIFCC (Northern Ireland)		✓					✓		
QWFC (Wales)		✓							



■ **NSF Certification**  
Hanborough Business Park,  
Long Hanborough, Oxford OX29 8SJ  
T. 01993 885610  
E. [agriculture@nsf.org](mailto:agriculture@nsf.org)  
[www.nsf-foodeurope.com](http://www.nsf-foodeurope.com)



■ **SAI Global Assurance Services Ltd**  
PO Box 6236, Milton Keynes MK1 9ES  
T. 01908 249973  
E. [agrifood@saiglobal.com](mailto:agrifood@saiglobal.com)  
[www.saiglobal.com/assurance](http://www.saiglobal.com/assurance)



■ **LRQA**  
6 Redheughs Rigg, Edinburgh EH12 9DQ  
T. 0131 619 2100  
E. [redtractor-ca@lr.org](mailto:redtractor-ca@lr.org)  
[www.lrqa.com](http://www.lrqa.com)



■ **NIFCC [Northern Ireland]**  
1A Lissue Walk, Lissue Industrial Estate  
(East), Lisburn, Northern Ireland BT28 2LU  
T. 028 9263 3017  
E. [info@nifcc.co.uk](mailto:info@nifcc.co.uk)  
[www.nifcc.co.uk](http://www.nifcc.co.uk)



■ **QWFC [Wales]**  
PO Box 8, Gorseland, North Road,  
Aberystwyth SY23 2WB  
T. 01970 636688  
E. [info@wlbp.co.uk](mailto:info@wlbp.co.uk)  
[www.wlbp.co.uk](http://www.wlbp.co.uk)

T. 0203 617 3670 E. [memberhelp@redtractor.org.uk](mailto:memberhelp@redtractor.org.uk) [www.redtractorassurance.org.uk](http://www.redtractorassurance.org.uk)





# **BUILDING TRUST AND ADVANCING BRITISH AGRICULTURE FOR OVER TWO DECADES**

In the wake of damaging food scares, Red Tractor was founded with a clear mission to rebuild public trust in the food produced by British farmers.

Since 2000, we have worked with consumers, our farmer members, food processors and retailers to create the UK's largest and most comprehensive food standards scheme.

Today, it is Britain's most-trusted food assurance scheme, with more than three-quarters of shoppers viewing it as independent and trustworthy.

The Red Tractor symbol is a hallmark of quality British food and drink that is easily recognised by shoppers and diners.

We are proud to work with 50,000 farmer members to produce food and drink to world-leading standards worth £14bn to the UK economy.

The progress we have made does not mean our journey is at an end. Red Tractor will always strive to support and advance British agriculture in producing food that is traceable, safe and farmed with care.