



FRESH PRODUCE STANDARDS: HOPS PROTOCOL

NOVEMBER 2021



VERSION 5: 1 NOVEMBER 2021



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

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 for additional help.











Fresh Produce | Additional module: Hops

Relevant where hops are within the scope of certification and member wishes to access GLOBALG.A.P. Hops IFA certification

STANDARDS		HOW YOU WILL BE MEASURED
AIM: To support benchmark with GLOBALG.A.P. Hops IFA scope: general questions		
HO.1 Each pocket or bale must be correctly labelled or marked REVISED	■ HO.1.a It is possible to trace the following for each bale or pocket of hops: <ul style="list-style-type: none">– variety & field name (permitting reference to the record of pesticide applications)– harvest date– kiln or oast number (if appropriate) time & date of drying– weight of pocket or bale (and from which core samples were taken)– date put into storage or dispatched	R ■ Hop pocket/bale traceability records
HO.2 Hop picking and cleaning machines, and conveyors of both green and dried hops, are cleaned before harvest each season and that this is recorded REVISED		R ■ Cleaning records for picking/cleaning/conveying machines
HO.3 Analysis of water (for irrigation or other processes where there is direct product contact) must be in accordance with the Water Matrix and the analysis completed must be within the Detail of Accreditation of an ISO 17025 accredited laboratory NEW		R ■ Water testing results
HO.4 Kiln burners must be checked annually and serviced to ensure efficient operation and to prevent fuel aerosols from fouling the crop REVISED	■ HO.4.a Air heating system for kiln dryers and temperature controls are maintained and calibrated annually to ensure proper drying and efficient energy use	R ■ Kiln burner service records
	■ HO.4.b Where diesel is used as a fuel source, documented servicing occurs to ensure clean exhaust, and minimal soot and odour	
AIM: To support benchmark with GLOBALG.A.P. Hops IFA scope: variety and rootstock questions		
HO.5 The choice of variety is based upon acceptable agronomic performance appropriate to the local conditions – based upon information from official trials, rootstock supplier or customer requirement NEW		R ■ Varietal information, based on official trials or received from supplier or customer
HO.6 Traceability records must be available for all purchased rootstock, including supplier, origin, variety name, and virus-free/quality statement (if applicable) NEW		R ■ Rootstock traceability records

STANDARDS	HOW YOU WILL BE MEASURED	
HO.7 Traceability records must be available for on-farm sourced rootstock, including variety name, and traceability back to mother yards NEW		<div><div>R</div><div>■ Rootstock traceability records</div></div>
HO.8 Practices and procedures are in place to prevent co-mingling of varieties during propagation NEW		<div><div>R</div><div>■ Procedures to maintain varietal purity</div></div>
AIM: To support benchmark with GLOBALG.A.P. Hops IFA scope: protection of workers		
HO.9 Recommendation <i>It is recommended that lockers are provided for employees to store personal belongings while working and that lockers are stored away from harvesting, handling and storage areas</i> NEW		
HO.10 Worker toilets are inspected on a daily basis and cleaned as required to ensure all consumables (e.g. soap, toilet paper, hand towels) are present and toilets are in a suitably hygienic condition NEW		<div><div>R</div><div>■ Daily toilet inspection</div></div>
HO.11 Fire safety precautions are implemented within harvesting and handling facilities NEW	<div>■ HO.11.a Fire extinguishers are present within harvesting and handling facilities and are freely accessible</div>	<div><div>R</div><div>■ Training record</div></div>
	<div>■ HO.11.b Employees are trained at least annually on emergency action plans</div>	
	<div>■ HO.11.c At least one person present during harvesting operations has received fire extinguisher training</div>	
HO.12 When harvesting at night, additional steps are taken to protect safety of workers, including lighting of harvesting equipment and reflective PPE or personal lighting to maintain visibility NEW <i>Not relevant where no night-time harvesting occurs</i>		
HO.13 Where workers handling hops are issued with disposable shoe covers or gloves, clean PPE is issued at the start of the day and is replaced when torn or contaminated NEW <i>Not relevant where such PPE is not in use</i>		

STANDARDS	HOW YOU WILL BE MEASURED
<p>HO.14</p> <p>Where risk assessment identifies a need for workers in hop harvesting and handling facilities to wear specific PPE, including:</p> <ul style="list-style-type: none"> – head protection – leg protection (e.g. chainsaw chaps) – hearing protection – respiratory equipment – this is inspected prior to use and damaged or compromised PPE is discarded and replaced NEW <p><i>Not relevant where such PPE is not in use</i></p>	
<p>HO.15</p> <p>All PPE is stored in a clean and designated area away from potential sources of contamination when not in use NEW</p>	
AIM: To support benchmark with GLOBALG.A.P. Hops IFA scope: drying process	
<p>HO.16</p> <p>Where natural air or sun is used for the drying of harvested hops in the field, the producer has implemented adequate measures to prevent physical contamination, prevent pest ingress and maintain product integrity NEW</p>	
<p>HO.17</p> <p>Temperature probes and moisture monitoring equipment are inspected prior to use and calibrated to a defined frequency NEW</p>	<div>  <ul style="list-style-type: none"> ■ Calibration records </div>
<p>HO.18</p> <p>Optimum drying parameters (e.g. drying temperatures, kiln bed depths, and drying duration) are identified, implemented and recorded to ensure good final product quality, and efficient energy NEW</p>	<div>  <ul style="list-style-type: none"> ■ Drying records </div>
<p>HO.19</p> <p>Kiln drying facilities are managed to protect the welfare of workers NEW</p>	<p>■ HO.19.a</p> <p>Kiln drying facilities are ventilated to prevent excessive heat and moisture build-up</p>
	<p>■ HO.19.b</p> <p>Workers in kiln facilities are given an adequate number of breaks from extreme temperature environment</p>
AIM: To support benchmark with GLOBALG.A.P. Hops IFA scope: facilities	
<p>HO.20</p> <p>Where vehicles and transportation equipment (e.g. forklifts, telehandlers, etc) are stored in hop harvesting or handling facilities during the off-season, precautions are taken to protect areas and surfaces which may come into contact with the product NEW</p>	

STANDARDS	HOW YOU WILL BE MEASURED	
HO.21 Packaging materials protect food safety (polycloth, food grade burlap, Mylar aluminum foil, etc) and are stored in a clean and hygienic area NEW		
HO.22 Methods are in place for detecting and removing metals prior to product being packaged NEW	■ HP.22.a In-line magnets are installed based on risk assessment to control metal from making its way into finished product	 ■ In-line magnet inspection records
	■ HP.22.b Magnets are inspected routinely and findings are documented	
HO.23 Refrigerated containers used to store or transport hop bales are inspected and verified as clean and in good working condition before use NEW <i>Not relevant where refrigerated containers are not used</i>		 ■ Refrigerated container inspection record
HO.24 Pest monitoring/vermin control continues out of season NEW		 ■ Checks of pest monitoring points
AIM: To support benchmark with GLOBALG.A.P. Hops IFA scope: finished product standards		
HO.25 Finished bale weights must be effectively checked NEW	■ HO.25.a Finished bale weights are checked and documented by batch	 ■ Bale weight check records ■ Scale calibration
	■ HO.25.b Weighing scales are calibrated to a defined frequency and records are available	
HO.26 Where product quality parameters are analysed by a third-party laboratory against industry standards or customer specifications (e.g. alpha acids, Hop Storage Index, moisture, seed, leaf, and stem), analysis records are kept and can be linked to batch NEW <i>Not relevant where such analysis is not completed</i>		 ■ Product analysis records
HO.27 Documented procedures are in place to identify, segregate and – where appropriate – rework any non-conforming product NEW		 ■ Procedures for non-conforming product

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
www.nsf-foodeurope.com



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



■ **LRQA**
6 Redheughs Rigg, Edinburgh EH12 9DQ
T. 0131 619 2100
E. redtractor-ca@lr.org
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
www.nifcc.co.uk



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

T. 0203 617 3670 E. memberhelp@redtractor.org.uk 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.