FRESH PRODUCE

	RISK ASSESSMENT (RA)		
	AIM: Safe and legal product		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**

RA.1 ***Revised***	**A Risk Assessment must be carried out for all products from planting through to packing and storage**	• The Risk Assessment should:
		• Cover all products
		• Cover action to be taken if a product becomes contaminated
		• Take into account likelihood and severity of:
		  ○ Physical, chemical and microbiological contamination (including human transmissible diseases)
		• Include all activities undertaken on farm e.g.
		  ○ taking on new sites
		  ○ farm environment
		  ○ planting
		  ○ irrigation and water use
		  ○ pesticide and fertiliser use
		  ○ harvesting
		  ○ packing
		  ○ equipment and container use
		  ○ storage
		  ○ staff/ hygiene/ Health and Safety
		  ○ waste
			• Risk Assessment

RA.2 ***New***	**The Risk Assessment must include a flow diagram of the processes and identify the points in the process where specific risks occur**	• Risks qualified	
RA.3	**The Risk Assessment must identify the actions/controls taken to manage the risks**	• Actions detailed and include who is responsible, methods and frequency	

RA.4	**The Risk Assessment and actions must be regularly reviewed to ensure that actions are effective/ working**	• Review includes looking at complaints, and any relevant test results • Reviewed at least annually	

	INTERNAL AUDIT (IA)		
	AIM: Growers understand if they meet the standards		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**

IA.1	**A minimum of one internal audit per annum must be completed against the scheme standards.**	• Audit:
		  ○ Is documented
		  ○ Details non-conformances and corrective actions
			• Internal audit

	Where to find help	• Self-audit template: www.redtractorasssurance.org.uk/produce	

	DOCUMENTS AND PROCEDURES (DP)		
	AIM: Plans and procedures in place to ensure safe and legal food production		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
DP.1 ***Revised***	**Producers must have a copy of the Red Tractor Assurance for Farms – Fresh Produce Standards and any relevant crop protocols available**	• paper or electronic format	
DP.2	**A documented plan for the effective management of serious incidents and potential emergency situations that threaten food safety or the environment must be in place and known to key staff**	• You have considered the risks to your farm e.g. o Food safety incidents which may lead to / include a product withdrawal or product recall o Fire o Extreme weather (drought, flooding, snow) o Accident o Pollution incident (pesticide spillages and leaks) • Plan includes telephone and other contact details (including out of hours) e.g. Environment Agency hotline, energy suppliers • Key staff have access to plan • Plan is in language of key staff	• Serious incident and emergency management plan
DP.3	**Systems must be in place for recording, investigating and resolution of any complaints received that are relevant to the requirements of the Fresh Produce Standards**	• Routine covers: o Logging the complaint o Recording the investigation's result o Recording the action taken to prevent the issue happening again	• Complaint records
DP.4	**Producers must ensure that new production sites are suitable for use**	• New sites (purchased or newly rented) , or land used for a different crop has been risk assessed before use • Risk assessment considers food safety (physical, microbiological and chemical) hazards, environmental risks and staff safety • Risk assessment has taken into account the prior use of land,	

		availability and quality of water resources, pests, disease, weed levels and potential impact of production of adjacent crops and area	
DP.5	**Where records are required by the standards they must be retained for a minimum of two years unless otherwise specified in the standard**		
	Where to find help	• Red Tractor Assurance for Farms Fresh Produce Scheme: http://assurance.redtractor.org.uk/rtassurance/farm/crops/cr_about.eb	

	TRACEABILITY AND INTEGRITY (TI)		
	AIM: Packed product can be traced to where and how it was grown		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
TI.1 K	**Systems must be in place that delivers traceability of product throughout the operation.**	• Product identification/ coding throughout the operation • Identification/ coding provides traceability to fields, orchard, glasshouse and growing house (including polytunnels), storage • Paperwork and record keeping	
TI.2	**The quality of bought in seeds or plants must be checked before use and records of batches used kept.**	• Records detail: o Suppliers o Variety names o Purity o Germination rates o Batch numbers	• Records
TI.3	**Systems must be tested annually to ensure the traceability system is effective.**	• Records of a product traceability check • Records include details of the product looked at and include all the paperwork for that production from seed to final pack • Paperwork for the product traceability check demonstrate that the traceability system is effective • Where the traceability check shows that improvements to the system are required there is evidence that the improvements have been implemented	• Traceability check records
TI.4 ***New***	**Controls must be in place to ensure that the correct packaging and coding is applied to all packed product**	• Controls in place for product packed in field and packhouse • No opportunity for the Red Tractor logo to be applied on non-assured product	

	STAFF AND CONTRACTORS (SC)		
	AIM: All staff and contractors are trained and signed off to carry out the activities they are employed to do		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
SC.1 **K** ***Revised***	**Systems must be in place to ensure new staff are effectively trained and signed-off as competent to carry out the activities they are employed to do**		• Training records
SC.2 ***New***	**The performance and competence of staff must be regularly reviewed and refresher training implemented as required.**		• Training records

SC.3	**Records of staff training must be kept.**	• A training record is available for all, including:
		  ○ Name
		  ○ Start date, if applicable
		  ○ Training given
		  ○ Date of training
		  ○ Who provided the training
		• Records kept for the duration of employment for temporary staff
		• Where staff are trained to undertake specific tasks this is listed in the record
			• Training records

SC.4	**There must be adequate levels of staff trained in first aid on permanent sites and in the field for the scale of the business**	• First aid equipment is also available	• First Aid certificates
SC.5	**Where labour providers are used**	• An agreement in place that details checks for right to work, identity	• Labour provider

	to supply temporary or permanent staff an agreement must be in place to ensure competent persons are provided	checks, skill requirements and confirms Gangmasters license is held	agreement
SC.6	**Where contractors are employed to undertake work on the production of crops, a Contractors' Commitment Document is in place which confirms that the contractor will comply with the Red Tractor Fresh Produce Scheme requirements**	• Contractors' Commitment Document is signed by both contractor and producer	• Contractors' Commitment Document

	ENVIRONMENT IMPACT/ CONSERVATION AND SUSTAINABILITY (EI)		
	AIM: Minimise the adverse impact the farm has on wildlife, flora, fauna and the environment		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
EI.1	**Producers must be aware of any practices that have an adverse environmental impact**	• Important features of biodiversity and conservation value are identified on and around the farm • Practices are adopted to minimise detrimental impact on such features • Consideration has been given to how the environment can be enhanced for the benefit of the local community, flora and fauna	
EI.2	**A plan for the management of wildlife and conservation of the environment for the farm must be in place**	• Plan includes activities that: o are compatible with sustainable, commercial agricultural production o minimise the environmental impact o avoid damage and deterioration to habitats	• Wildlife Management and Environment Conservation Plan
EI.3 R	**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.**	• Consideration has been given to low lying wet areas, woodlands, headland strip and areas of impoverished soil	
EI.4 R	**It is recommended that a baseline audit to understand existing animal and plant diversity on farm is undertaken.**		• Baseline Audit
	Where to find help	• Producers that have any land on or bordering SSSI must adhere to the management requirements as set out in the Wildlife and Countryside Act 1981 (as amended) and outlined in GAEC 6. If there are any Scheduled Monuments on land, producers must adhere to the requirements under the Ancient Monuments and Archaeological Areas Act 1979 (as amended) and outlined in GAEC 7. Producers must adhere to cross-compliance hedgerow and watercourse protection and 1997 Hedgerow	

		Regulations outlined in GAEC 14 & 15. If land is designated as a Special Protection Area, producers must adhere to regulations and requirements under the Wild Birds Directive 2009/147/EC and Habitats Directive 92/43/EEC and outlined in SMR 1 and SMR 5 • Environmental Impact Assessments: https://www.gov.uk/environmental-impact-assessments

	INTEGRATED CROP MANAGEMENT		
	AIM: Integrated Crop Management is followed on-farm		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
ICM.1 ***Revised***	**Integrated Crop Management (ICM) must be in place to proactively manage crop production**	• ICM is discussed with relevant staff, advisers and contractors • Consideration is given to all areas of good horticultural practice with an emphasis on reducing the use of pesticides, optimum use of fertilisers and improved protection of the environment • As part of ICM an Integrated Pest Management (IPM) plan is documented and followed	• IPM plan

	ENVIRONMENTAL PROTECTION AND CONTAMINATION CONTROL (EC)		
	AIM: A well maintained farm		
	STANDARD	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
EC.1	**The farm must be maintained in a manner that does not present risks to food safety or environmental protection**	• Accumulated rubbish, redundant equipment or scrap kept in controlled areas separate from all production areas/ public access • Weeds (and noxious weeds in fields) under control	
	AIM: No contamination, pollution or spread of disease risks from any potential contaminants or wastes		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
EC.2 **K**	**Potential contaminants are stored in a manner that minimises the risk of contamination or pollution**	• Potential contaminants include (but are not limited to) silage, silage effluent, slurry, anaerobic digestate, agricultural fuel oil, empty containers, packhouse waste, paints, preservatives, disinfectants, baits, lubricants, other chemical products • Fuel tanks bunded where required by legislation	
EC.3 **K**	**All wastes must be disposed of in a manner that minimises the risk of contamination or pollution**	• Wastes include (but are not limited to) used plastics, chemicals, oils and empty containers • Wastes are disposed of by registered waste carriers • Wastes are not burnt, with the exception of vegetation and untreated wood • Empty containers are cleaned using an integrated pressure rinsing device, or rinsed appropriately, and the rinsate returned to the spray tank • Non-returnable empty containers are not reused and are stored and disposed of in accordance with legislation • Returnable containers are kept secure until disposal or recovery takes place, which should be within 12 months • The disposal of redundant pesticides is carried out by an approved chemical waste contractor or the supplying company and is recorded	• Waste Management Plan • Waste Transfer Notes / Receipts
	AIM: Pesticides (including herbicides and insecticides) are suitable for use and stored and managed in a safe and responsible manner to prevent the risk of contamination and pollution		
	STANDARD	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
EC.4	**Pesticides used must be**	• Approved pesticides in use and manufacturers' instructions followed	

	approved for use in the UK.	• No un-approved pesticides in store	
EC.4.1	**Pesticides must be appropriate for the control required as recommended on the product label or EAMU**	• Consideration is given to environmental impact and residue levels • Particular attention is paid to: o Maximum permitted dose rates o Restrictions on repeated applications to a single crop o Latest application stage and/ or harvest interval • The Defra Code of Practice for Using Plant Protection Products is adhered to if reduced spray volume applications are used	
EC.5 **K**	**Pesticides must be stored in a manner that minimises the risk of contamination or pollution**	• No contamination of crops, final product, feedstuffs, fertilisers, animals, soils, groundwater or watercourses	
EC.5.1 **K**	**The pesticide store must be of a suitable design and construction**	• Adequate ventilation • Lighting sufficient to read labels on products • Frost-proof • Away from areas presenting a risk of fire and at least 4m from flammable materials or sources of ignition • There are warning signs on the door, or adjacent to the door • Kept locked, with keys limited to those with training in pesticide handling • An outside cage only used if the product is supplied in a container purposefully designed for outside storage	
EC.5.2	**The store, including doors but not roof, is constructed of materials that will resist fire for 30 minutes or longer**		
EC.6	**Pesticides must be kept in their original packaging**	• Pesticides from broken packaging transferred to a suitable container with a fitted lid/ cap and displaying original label information	
EC.7	**Emergency facilities to deal with chemical spillages must be in place**	• Emergency facilities include sand/ absorbent granules/ an adequate sump • Adequate facilities for washing off any accidental splash or spillages on operators	
EC.7.1	**Stored powders must not be able to become contaminated by**		

	stored liquids		
EC.8	**A list of stored pesticides, updated every 3 months, must be kept and a copy held at a suitable location away from the store itself**	• List is available for use by emergency services if required	• List of stored pesticides
	AIM: Pesticides (including herbicide and insecticides) are correctly applied to land to prevent contamination or pollution		
	STANDARD	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
EC.9 **K**	**Pesticides must be applied to land in a manner that minimises the risk of contamination or pollution**	• Only used on the crops being protected • Areas of high pollution risk on the farm are identified on farm maps and pesticide application does not occur in these areas • Manufacturers' instructions are followed at all times, including during handling and filling • Pesticides are never applied in unsuitable conditions i.e. high winds • Care is taken when spraying near hedgerows, woodlands, wetlands, private homes or public places i.e. schools, parks, playgrounds • Local beekeepers are given a minimum of 48 hours' notice of the intention to apply a pesticide that is hazardous to bees • Certain pesticides carry 'buffer zone' requirements when applied near water. When applying these pesticides using a boom sprayer or air assisted sprayer a Local Environment Risk Assessment for Pesticides (LERAP) is undertaken and results recorded	• Farm Maps
EC.9.1 **K**	**Statutory harvest intervals for pesticides are complied with**	• Harvest dates are recorded in order that they can be compared with pesticide application records	• Harvest date records
EC.9.2	**When mixing pesticides, handling and filling instructions on the label must be followed**		
EC.10	**Spraying must be undertaken by competent operators**	• Competence is demonstrated by holding NPTC certificates or by having Grandfather Rights (until Nov 2015) • If spraying operations are contracted, checks are made that certificates of competence are held	• NPTC Certificates

		• Sprayer operators include those applying granular/ dust pesticides or seed dressing	
EC.10.1 R ***New***	**It is recommended that those who have Grandfather Rights hold relevant certificates of competence**	• One of the following certificates are held: ○ City & Guilds NPTC Level 2 Award in the Safe Use of Pesticides Replacing Grandfather Rights ○ Level 2 Safe Use of Pesticides	• Certificates of competence
EC.10.2	**Sprayer operators must be registered with the National Register of Sprayer Operators (NRoSO)**	• If spraying operations are contracted, the name and valid NRoSO number of the contractor has been recorded	• NRoSO membership numbers
EC.10.3	**Where an adviser advises on pesticide usage a BASIS Professional Register number must be provided**	• The adviser has read the scheme standards and has agreed to provide advice on pesticide use in compliance with the standards	• BASIS Professional Register number
EC.11	**Records must be kept for all pesticide applications and retained for minimum of 3 years**	• Details of the required records can be found in the relevant appendix • Records are kept for applications made by both producer and outside contractor • Records include name of operator, crop, variety, crop location/ field name, area to treat, rate of application, product name, active ingredient, volume of water, reason for application, special precautions required (e.g. LERAP), date of application, start and finish times, harvest intervals and for outdoor crops, weather conditions (including wind speed and direction) at application • Where necessary access to the SOLA is available	• Pesticide records – kept for a minimum of 3 years
EC.12 ***Revised***	**All pesticide spraying equipment must be maintained and tested**	• Does not apply to handheld and knapsack sprayers • NSTS certificates are held for all boom sprayers • By Nov 2016 foggers/ misters/ batch dippers and granular pesticide applicators are tested once every 6 years • Outside contractors also hold valid NSTS certificates at the time of application	• Sprayer certificates
EC.12.1	**All hand-held applicators and knapsack sprayers must be**		• Records of hand-held

	checked on an annual basis and results recorded		applicator and knapsack checks
EC.13	**All pesticide spraying equipment must be checked to ensure accurate application**	• Sprayers are calibrated when changing from one product to another	• Calibration records - kept for a minimum of 2 years
EC.14	**Pesticides must be transported in a safe manner, as detailed in the Code of Practice for Using Plant Protection Products**		
EC.15	**Surplus spray mix must be dealt with in a manner that minimises the risk of contamination and pollution**	• Surplus is sprayed onto designated areas (e.g. sprayed or unsprayed crop left specifically for the purpose) or securely stored pending collection by a registered waste contractor • Tank washings and rinsates are treated in a biobed or biofilter and treated under a waste exemption registered with the Environment Agency or disposed directly to the ground in accordance with an environment permit issued by the Environment Agency	• Records of disposal of surplus spray mix
	AIM: Fertilisers are stored and managed in a safe and responsible manner to prevent the risk of contamination and pollution		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
EC.16	**Fertilisers must be stored in a manner that minimises the risk of theft**	• Stored in a secure building/ compound where there is no public access and located away from and not visible from a public highway • Checks are made to ensure awareness if fertiliser has been tampered with, moved or stolen • If a discrepancy or theft is discovered it is reported to the police immediately	
EC.17 K	**Fertilisers must be stored in a manner that minimises the risk of contamination and pollution**	• There is no risk of contamination to fresh produce, plant propagation material, feedstuffs, pesticides, animals, soils, groundwater or watercourses • Granular fertiliser is stored on hard, dry surfaces • Fertiliser spillage can be contained • Fertiliser is stored at least 10m from a watercourse and at least 50m from a well, spring or borehole	

		• Fertilisers are not stored with pesticides or any other flammable material	
EC.17.1	**Liquid fertiliser must be stored in suitable tanks/bowsers**	• Liquid fertiliser stored in accordance with Defra's 'Protecting our Water, Soil and Air – A Code of Good Agricultural Practice for farmers, growers and land managers' • If not bunded to Environment Agency standards liquid fertiliser tanks have lockable or removable tap handles • If sight glasses are fitted they are secured to avoid accidental or malicious spillage	
EC.18	**Fertiliser stock records must be kept and detail up-to-date quantities received and used**		• Fertiliser Stock Records
EC.19 ***Updated and Revised***	**You must notify the relevant authorities if you are storing certain amounts and/ or types of fertiliser**	• If storing more than 150 tonnes of fertilisers with a Nitrogen content greater than 15.75% you have notified the Fire and Rescue Service • 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	
	AIM: Fertilisers/soil improvement products are suitable for their intended use and applied in a manner that prevents the risk of contamination and pollution		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
EC.20 **K**	**Only appropriate, safe and suitable fertilisers and soil improvement products must be applied to land**	• Any material originating outside the holding that is applied to land has agricultural benefit and is permitted by the EA, SEPA or NIEA • No untreated animal by-products (e.g. abattoir waste) applied	• Permits • A Manure Management Plan
EC.20.1	**Human Sewage Sludge may only be used if treated**	• Human sewage sludge is only used in accordance with the Defra Code of Practice for the Agricultural Use of Sewage Sludge • Untreated sewage sludge is not used	
EC.21 **K**	**Fertilisers and soil improvement products must be applied to land in a manner which minimises the risk of contamination or**	• Before application, soil type, crop requirements, slope, field conditions, weather conditions, grazing or planting intervals and the position of surface water, water supplies and abstraction points, even on neighbouring land, are considered	

	pollution	• Manure Management Plan used for organic waste and manure • NVZ legislation may impose additional restrictions • No microbial contamination of crops from fertilisers or soil improvement products • Staff and contractors have knowledge of high risk areas on farm	
EC.21.1	***Where an adviser advises on fertiliser usage a FACTS Professional Register number must be provided.***	• *The adviser has read the scheme standards and has agreed to provide advice on fertiliser use in compliance with the standards*	• *FACTS Professional Register number*
EC.22	**All equipment used for applying fertiliser or soil improvement products must be checked to ensure accurate application**	• Applying to land refers to (but is not limited to) grazing, forage, conservation land, land producing crops for consumption on the farm	
EC.23	**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**	• Proper account is taken of nutrient content of organic manure	
EC.23.1	**The supply and timing of nutrient application must be matched to meet crop demand**	• Non-target areas are protected from run-off and leaching • Nutrient loss is minimised by adopting good practices	
EC.23.2	**Documentary evidence detailing the chemical content (N, P, K) of all purchased inorganic fertilisers must be kept for 12 months**		• Documents detailing chemical content of inorganic fertilisers (e.g. invoices, delivery notes)
EC.23.3 R	**It is recommended that a cropping/ nutrient management plan is developed**	• Cropping/nutrient management plan is based on risk and soil analysis and takes into account timing, frequency and quantity of applications • Plan ensures that nutrient loss is minimised	• Cropping/ nutrient management plan
EC.24	**Records must be kept of all applications of fertilisers/soil improvement products**	• Records include location, date of application, type and quantity of fertiliser/soil improvement product applied, method of application, operator name	• Records of fertiliser/soil improvement product applications

	AIM: Crops are monitored for pests and disease		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
EC.25	**Regular crop inspections must be undertaken and recorded**		• Crop inspection records (diary notes are acceptable)
EC.26	**Relevant pests, diseases and weeds must be monitored regularly and recorded**	• Recording is carried out directly or through participation in a relevant prediction programme • Thresholds are used where applicable, to avoid the routine application of pesticides	
	Where to find help	• Environmental Permitting Regulations 2010: http://www.legislation.gov.uk/ukdsi/2010/9780111491423/contents • Code of Practice for Using Plant Protection Products: http://www.pesticides.gov.uk/Resources/CRD/Migrated-Resources/Documents/C/Code_of_Practice_for_using_Plant_Protection_Products_-_Complete20Code.pdf • Defra - Protecting our Water, Soil & Air – A Code of Good Agricultural Practice for farmers, growers and land managers: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/69344/pb13558-cogap-090202.pdf • Defra Fertiliser Recommendations for Agricultural and Horticultural Crops: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/69469/rb209-fertiliser-manual-110412.pdf • HSE Guidance on Storing Pesticides: http://www.hse.gov.uk/pubns/ais16.pdf • Further guidance on biobeds can be found at: www.environment-agency.gov.uk/agriculturalwaste • Further guidance on environmental permits can be found at: www.environment-agency.gov.uk/epr • LERAP information: http://www.pesticides.gov.uk/guidance/industries/pesticides/topics/using-pesticides/spray-drift/leraps • The Water Resources (Control of Pollution) (Silage, Slurry and Agricultural Fuel Oil) Regulations 2010: http://www.environment-agency.gov.uk/business/sectors/118798.aspx • Environment Agency What's in Your Backyard: http://www.environment-agency.gov.uk/homeandleisure/37793.aspx	

	SEED, NURSERY STOCK AND ROOTSTOCK (SN)		
	AIM: Responsible use of chemicals on seed, nursery stock and rootstock		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
SN.1 **K**	**Only approved chemicals must be used for the treatment of seed or rootstock**	• Records kept of any treatments made and rate of application	• Seed/rootstock treatment records
SN.2	**Records must be kept of any pesticide applications made to young plants**	• Records detail: ○ Crop name and variety ○ Crop location ○ Reason for application ○ Date of application and quantity used ○ Product trade name ○ Name of operator and machinery used ○ Harvest interval	• Seed/rootstock treatment records
SN.3	**It is recommended that records are held for any bought in plants that have been treated with pesticides**	• Records detail: ○ Crop name and variety ○ Reason for application ○ Date of application and quantity used ○ Product trade name	• Seed/rootstock treatment records
SN.4 **R**	**It is recommended that producers have an awareness of the potential disease risks with young plants and nursery stock imported from overseas**	• Producer is aware of the risks of notifiable and resistant pests and diseases	

	CHOICE OF VARIETY OR ROOTSTOCK AND PLANT HEALTH CERTIFICATION (CV)		
	AIM: Controls to ensure the production of quality product is maximised		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
CV.1 R	**It is recommended that there is an awareness of the importance of effective crop husbandry in relation to "mother crops" where beneficial results may be experienced in the subsequent crop**	• e.g. the production of seed potatoes	
CV.2	**Specification guarantees must be held that show nursery stock is fit for purpose**	• Quality certificate, terms of delivery or signed letter	• Quality certificate, terms of delivery or signed letter
CV.3	**Plant health quality control systems must be in place for private or in-house nursery propagation**	• Pest and disease monitoring is recorded	• Pest and disease monitoring records
	Where to find help	• For Safe Haven Scheme for Seed Potatoes see: http://assurance.redtractor.org.uk/rtassurance/prefarm/produce/safe_haven/sh_about.eb	

	SITE AND SOIL MANAGEMENT (SM)		
	AIM: Soil is managed in a way that helps maintain soil condition		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
SM.1 ***Revised***	**Producers must have systems in place that aim to maintain soil structure and control erosion**	• A Soil Protection Review or Soil Management Plan is in place • Crop rotations are employed whenever possible	• Soil Protection Review or Soil Management Plan
SM.2	**It is recommended that producers know the classification of soils on their farm and production practices are adjusted to maintain soil structure and control erosion**	• Characteristics and production potential are taken into account, as is the conservation of soil organic matter	
SM.3 R	**It is recommended that specific scientific tests are undertaken where available to ascertain pest and disease levels in the soil and to help schedule crop rotations**		• Test results
SM.4 R	**It is recommended that soil types are mapped for the farm so they can be used to plan rotations, planting and growing plans**	• Map identifies soil: o Texture o Analysis	• Farm Map
SM.5 R	**It is recommended that 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.6 R	**It is recommended that soil management plans aim to minimise compaction**		

SM.7 R	**It is recommended that chemical fumigation of soil is avoided**	• Alternatives can be used: • Field rotation • Planting of break crops • Use of disease resistant cultivars • Conversion to soil-free cultivation	
SM.8	**Where chemical soil fumigants are used reasons must be recorded**	• Records include: ○ Date ○ Location ○ Active ingredient ○ Quantity used / dose ○ Name of operator ○ Machinery used ○ Pre- planting interval	
	AIM: Substrates are managed efficiently and in a way that reduces any potential adverse environmental impact		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
SM.9 R	**It is recommended that substrates are traceable to source and records demonstrate that they did not come from designated conservation areas**	• Records show substrate technical specifications and/ or analysis results	• Substrate records
SM.10 R	**It is recommended that recycling of substrates is undertaken and documented**	• Where inert substrates are not recycled, the reasons are documented	• Records of substrate recycling
SM.11 R	**It is recommended that in those crop productions where it is relevant, growth media and substrates are re-used/sterilised, preferably by steaming**	• Re-used substrate is recorded	• Records of re-use of substrate
SM.12	**Where chemical sterilisation of substrates is undertaken it must be recorded**	• Records include: ○ Name of operator ○ Date ○ Location	• Chemical Sterilisation Records

		○ Chemical name ○ Quantity used ○ Active ingredient ○ Name of operator ○ Machinery used ○ Method used ○ Pre- planting interval	
SM.13 R	**It is recommended that substrates which contain recycled materials are used and records kept**		
	Where to find help	• Soil Protection Review guidance: https://www.gov.uk/soil-protection-review	

	IRRIGATION (IG)		
	Aim: To prevent products being contaminated by irrigation water		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
IG. 1 K	**Untreated sewage water must not be used for irrigation**	• Untreated sewage water is defined as water contaminated with human and/ or municipal waste	
IG.2	**Frequency of irrigation water analysis must be in response to the Risk Assessment**	• The Risk assessment has taken microbial, chemical and physical contamination into account for irrigation water	
IG.3	**Records of irrigation water controls and test results must be kept, regularly reviewed and any improvement action taken must be recorded**		• Irrigation water analysis results
IG.4 R	**It is recommended that analysis of irrigation water is completed by a laboratory accredited to ISO 17025 for microbiological, chemical and mineral pollutants**		
	Aim: To avoid excessive use of water		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
IG.5	**Scientifically recognised methods of systematically predicting irrigation requirements must be utilised and crop irrigation must be based on an identified need**		
IG.6 R	**It is recommended that irrigation water usage records are kept**		• Irrigation records
IG.7 R	**It is recommended that a documented water management plan is used to identify opportunities for improving**	• Examples of considerations that could be made: o Irrigating at night o Maintenance plans to reduce possibility of leakage o Storage of winter storm water	• Water Management Plan

	water use efficiency and reducing waste	○ Collection of rainwater from glasshouse roofs ○ Water audit	

	TEMPORARY CROP PROTECTION STRUCTURES (TC)		
	Aim : Minimise the impact of polytunnels on the local environment		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
TC.1 **R**	**It is recommended that producers adhere to the requirements of the NFU/ British Summer Fruits Association Code of Practice for the use of polytunnels for the Production of Soft Fruit**	• Polytunnels are not sited within 30m of the boundary of the nearest residential dwelling unless as a result of prior agreement with the neighbour concerned • All reasonably practical steps have been taken, using tree or hedge planting to mitigate the visual impact of polytunnels from the immediate view of neighbouring residential dwellings • Reasonably practical steps have been taken to minimise noise in early morning (before 7am) or late evening (after 8pm). • Growers store unused polythene away from public view • Polythene covering the frames of a polytunnel is removed for a minimum period of 6 months in any calendar year • Where polytunnels are removed from a site, the growers remove the polythene from the hoops within one month of the completion of cropping unless to do so would cause damage to the soil because of poor weather conditions • Waste polythene is removed and recycled in an approved manner • Records are kept of the following ○ the type of crop ○ how crop was grown - in the ground, in bags or off the ground ○ the date when the framework and polythene cover are to be erected and the expected date of removal of the cover (and frame if appropriate) ○ the area and percentage of the total area of the farm covered by polytunnels ○ Any notices given, including to any neighbouring residential dwellings, before work commences	• Records of use of polytunnels
	Where to find help	• Copies of the COP are available from NFU or to download:	

		http://assurance.redtractor.org.uk/resources/000/554/009/NFU_Code_of_Practice_for_Polytunnels.pdf

	HARVEST AND FIELD PACKING (HS)		
	AIM: To prevent the risk of product contamination from staff		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
HS.1 ***Revised***	**Written staff hygiene policies and procedures must be in place, communicated to staff and compliance monitored**	• Includes : ○ Requirement for handwashing ○ No jewellery with the exception of a plain wedding band ○ No rings or studs worn in exposed parts of the body ○ No watches ○ Fingers kept clean and no nail varnish ○ No eating, spitting or chewing ○ No perfume or aftershave ○ No smoking ○ Reporting of wounds and use of plasters for skin cuts or wounds • Access to drinking water for staff	• Staff Hygiene Policy
HS.2	**All staff handling fresh produce must be trained in personal hygiene requirements**	Training covering all requirements of HS.1 and HS.6 completed as part of the staff induction	• Training record
HS.3	**All visitors must be made aware of the hygiene requirements**		
HS.4	**Protective clothing must be provided**	• Smocks, aprons, disposable overalls, aprons, rubber gloves • Hair covering • Clean and fit for purpose	
HS.5	**Facilities must be provided for staff to go to the toilet and wash/sanitise hands**	• Facilities are within 500 metres of working • Facilities are in a clean and hygienic state • Non perfumed soap and running water/hand sanitiser • Hand drying facilities Where an employee is working independently the distance to a toilet can be increased provided there is adequate transport available	
HS.6 ***New***	**Written procedures for reporting any infectious diseases must be**	Notification forms for reporting infections and illness including diarrhoea and vomiting	• Notification forms

	in place and communicated to staff and visitors	• Staff and visitors with infections and illness prevented from direct contact with products of food contact surfaces	
	AIM: To prevent the risk of product contamination from tools and equipment		
	STANDARD	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
HS.7	**All tools, equipment and transportation used in harvesting must be kept clean and maintained**	• Cleaning plans • Cleaning records	
HS.8	**Dedicated containers/crates must be used to store and transport produce and they must be kept clean and free from all contamination risks**	• Containers/ crates are not used to store any chemicals, waste, or other debris that could contaminate product	
HS.9	**Multi-purpose trailers must be cleaned prior to being used to transport product**		
HS.10	**Controls must be in place to protect product from contamination with any broken glass or hard plastic**	• Glass and hard plastics are protected in areas with open product	
HS.11 ***New***	**Controls must be in place to prevent the risk of product contamination from knives and cutting blades**	• Controlled issue and collection at end of shifts • Lost items investigated • Inspection for damage	
	AIM: Safe and legal product and to prevent the risk of product contamination from the general operation or packaging		
	STANDARD	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
HS.12 ***New***	**Procedures must be in place to ensure packaging used is clean and free from contamination**	• Packaging stored in a clean area free from any contaminations risks • Packaging checked before use	
HS.13	**Checks must be in place during the packing operation to ensure**	• Checks recorded	• Records of checks

	the product meets quality and customer specification requirements		
HS.14	**Equipment used for weighing or temperature control of product must be calibrated in line with equipment supplier's recommendations**	• Equipment suppliers' recommendations • Calibration records	• Calibration records
HS.15	**Packed product must be kept covered to avoid contamination and must not be left in fields overnight**	• Packed product kept covered, including during transportation from field to storage	
HS.16	**All non-produce waste must be removed from fields and disposed of appropriately**		
HS.17	**Water used for final product washing must be national drinking water standard and tested annually**	• Where recycled water is used it is: o Filtered with an effective system for solids and suspension o Subject to routine cleaning o pH and disinfectant levels monitored	
HS.17.1 R	**It is recommended that, based on the Risk Assessment, water analysis is completed by an ISO 17025 laboratory, test results monitored and actions taken on poor results**		• Water testing results
HS.18	**Ice used at point of harvest must be made with water which is to national drinking water standard and handled hygienically to prevent produce contamination**		

	PRODUCE HANDLING AND PACKHOUSE PACKING (PH)		
	AIM: To prevent the risk of product contamination from staff		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
PH.1 ***Revised***	**Written staff hygiene policies and procedures must be in place, communicated to staff and compliance monitored**	Includes : • Requirement for handwashing • No jewellery with the exception of a plain wedding band • No rings or studs worn in exposed parts of the body • No watches • Fingers kept clean and no nail varnish • No eating, spitting or chewing in produce handling, packing or storage areas • No perfume or aftershave • No smoking • Reporting of wounds and use of plasters for skin cuts or wounds	• Staff Hygiene Policy
PH.2	**All staff handling fresh produce must be trained in personal hygiene requirements**	• Training covering all requirements of HS.2 and HS.7 completed as part of the staff induction	• Training record
PH.3	**All visitors must be made aware of the hygiene requirements**		
PH.4	**Signs must be clearly displayed in the packing facilities which describe the main hygiene instructions for workers and visitors**		
PH.5 ***Upgraded***	**Protective clothing must be provided.**	• Clothing covers outer garments • Hair covering • Clean and fit for purpose	
PH.6	**Facilities must be provided for staff to go to the toilet and wash hands**	• Facilities are in a clean and hygienic state • Non perfumed soap and hot running water • Hand drying facilities	

		• Does not open directly onto produce handling or packing area unless contained by self- closing doors	
PH.7	**Signs must be clearly displayed which describe the requirements for hands to be washed after using toilets**		
PH.8 ***New***	**Written procedures for reporting any infectious diseases must be in place and communicated to staff and visitors**	• Notification forms for reporting infections and illness including diarrhoea and vomiting • Staff and visitors with infections and illness prevented from direct contact with products of food contact surfaces	• Notification forms
	AIM: To prevent the risk of product contamination from facilities and equipment		
	STANDARD	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
PH.9	**Produce handling, packing and storage facilities must be maintained in a clean condition**	• Cleaning schedules for walls, floors, packing lines, equipment and pallets • Cleaning records	• Cleaning records
PH.10	**Chemicals used must be authorised for food industry use and technical data sheets held**	• Documentary evidence / technical data sheets that confirm chemicals are fit for purpose	• Technical data sheets
PH.11	**Lubricants which may come into contact with product must be authorised for food industry use**		
PH.12	**Controls must be in place to protect product from contamination with any broken glass or hard plastic**	• Glass and hard plastics are protected in areas with open product	
PH.13 ***New***	**Controls must be in place to prevent the risk of product contamination from knives and cutting blades**	• Controlled issue and collection at end of shifts • Lost items investigated • Inspection for damage	
PH.14 **R**	**It is recommended that forklifts and other driven equipment used within the packhouse are**	• When not in use forklifts are stored in a dedicated area away from product	

	maintained to avoid product contamination, with special attention given to emissions		
	AIM: Safe and legal packed product		
	STANDARD	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
PH.15 ***New***	**Controls must be in place to ensure packaging is clean and free from contamination**	• Packaging stored in a clean area free from any contaminations risks • Packaging checked before use	
PH.16	**Checks in place during packing operation that ensure product meets quality and customer specification requirements**		• Records of checks
PH.17	**Equipment used for weighing or temperature control of product must be calibrated in line with equipment supplier's recommendations**	• Equipment suppliers' recommendations • Calibration records	• Calibration records

	POST-HARVEST TREATMENT AND STORAGE (ST)		
	Aim: Minimal pesticide residues present from post-harvest treatments		
	STANDARD	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
ST. 1 **K**	**Post-harvest treatments should only be used where there is no alternative to ensure the quality of product**		
ST.2	**Post-harvest treatment applications must be recorded and include the reason for application**	• Records include: o Product name, batch and active ingredient o Type of treatment and quantity used o Operator name and application machinery used	• Treatment records
ST.3 **K**	**Post-harvest pesticide application records must be linked to consignments leaving the production/storage sites so that the labelled interval between treatment and consumption can be adhered to**		
ST.4 ***New***	**Systems must be in place to ensure that post-harvest treatments do not contaminate other products/crops**	• Awareness of possible contamination risks • Controls are in place where risks of cross-contamination have been identified	
	Aim: Storage conditions that do not compromise product quality		
	STANDARD	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
ST.5	**Controls must be in place to protect product from contamination with any broken glass or hard plastic**	• Glass and hard plastics are protected	
ST.6	**Temperature and humidity of storage facilities used to store packed product be monitored**		• Temperature records

	and documented		
ST.7	**Ingress of light must be controlled for light sensitive products being stored in longer term facilities**	• e.g. potatoes	
ST.8 ***Upgraded***	**Stored packed product must be rotated to ensure product quality and safety**	• First in, first out	

	THIRD PARTY STORAGE (TPST)		
	AIM: Safe and legal product		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
TPST.1 ***New***	**Where external storage facilities are being used to hold harvested or packed product a contract or formal agreement must be in place defining storage requirements**	• Contract / agreement	• Contract/ agreement
TPST.2 ***New***	**Regular checks of storage providers to ensure they are meeting requirements must be in place**		

	HEALTH AND SAFETY AND WORKER WELFARE (HW)		
	AIM: A safe working environment for staff and visitors		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
HW.1	**A Health and Safety at work policy must be in place, visible to all and communicated to all staff prior to commencing work**	• Clearly displayed where all staff can see it or signed off by each member of staff separately	• Health and Safety policy
HW.2	**All visitors must be made aware of the site health and safety requirements**		
HW.3	**A member of management must have clear named accountability for the Health and Safety of the site, including ensuring there is provision for safe operating practices to be in place**	• Named in Health and Safety Policy • Communicated to all staff	
HW.4	**Health and Safety meetings must be in place for the site which includes management and workers**	• Meetings are held at least once per annum • Meeting dates are communicated to staff • Staff have representation at the meetings • Staff representatives are able to feed staff views and concerns into the meetings • Meetings are minuted with clear actions and shared with staff	• Minutes of meetings and actions
HW.5	**A COSHH assessment must be carried out for all businesses as required under the Control of Substances Hazardous to Health Regulations (COSHH) 1994**		
HW.6	**Hazards must be clearly identified by warning signs**		
HW.7	**There must be a documented procedure which regulates the**	• Procedures are in-line with manufacturers' instructions • Staff undertaking activities that might be affected by re-entry	• Re-entry interval procedure

	re-entry intervals for pesticides applied to crops	intervals are aware of the procedure	
HW.8	**There must be documentation available to demonstrate that all re- entry intervals for pesticides applied to the crops have been monitored**	• Pesticide application records are acceptable	• Pesticide application records
	Aim: Consideration is given to the health and welfare of staff completing high risk activities		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
HW.9	**Staff who apply pesticides must receive regular health checks**	• Checks are carried out in line with the guidelines laid down in the Defra Code of Practice for Using Plant Protection Products	
HW.10	**Staff using or applying pesticides must be able to contact assistance easily in the event of an accident**		
HW.11	**Staff using or applying pesticides must be provided with clean, well maintained personal protective equipment (PPE)**	• PPE is cleaned, maintained, stored and disposed of according to manufacturers' instructions	
HW.12	**Respiratory protective equipment (RPE) must be kept maintained and in effective working order**	• Maintenance records are kept	• RPE maintenance records
HW.13	**PPE must be transported safely**	• PPE not transported in sprayer cabs	
HW.14 ***New***	**Procedures for staff taking samples from controlled atmosphere stores must be in place and all staff undertaking this activity trained**		
	Aim: Acceptable conditions for staff that are housed on site		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
HW.15	**On site living quarters must be**	• Accommodation is clean	

	habitable and have basic services	• Refrigerator available for food storage • Designated dining area • Water is available for drinking and hot water for washing • Washing facilities available • Electricity/gas available • Heating arrangements available	

	VERMIN CONTROL (VC)		
	AIM: Effective control of birds, rodents, insects and other animals to prevent contamination and food safety risk		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
VC.1 **K**	**Systems must be in place to control vermin in all operational areas, including packing and storage areas**	• System managed in house by a demonstrably competent person or by external contractor • Evidence that systems are effective and being managed • System prevents bird, rodent and domestic animal entry to all long-term storage • Vermin entry points (e.g. gutters, eaves, doors, loading pipes, etc…) are secured	• Records of bait checks • Written agreement with external contractor
VC.2 ***Revised***	**Bait must be used responsibly**	• Where baits are used bait plan is in evidence • Plan includes map/location of bait points, bait used, bait points inspection dates and replenishment dates • Safe positioning of bait; non-target animals do not have access and there is no risk of contamination to watercourses • No contamination of grain with bait and baiting stations kept well away from stored grain	• Bait plan to be kept for 2 years
VC.3	**Buildings used for packing and storing product must be maintained in a manner that prevents the ingress of pests**		
VC.4	**Domestic animals must not be allowed in any operational areas, including packing and storage areas**		
	Where to find help	• Campaign for Responsible Rodenticide Use: http://www.thinkwildlife.org/crru-code/	

	RESIDUES AND CONTAMINANTS (RC)		
	AIM: To prevent pesticide residues		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
RC.1 ***Revised***	**Plans must be in place to reduce the use of pesticides without compromising product quality**		• ICM and IPM plans
RC.2	**Consideration must be given to the impact that residue reduction plans might have**	• Consideration for potential impact on: o IPM plan o Pesticide resistance strategy o Product yield o Product quality	
RC.3 ***Revised***	**Product must be tested for pesticide residues at least annually, and seasonally where multiple crops are produced in the year, or included in a third party pesticide residue monitoring system**	• Testing completed by an accredited laboratory e.g. NAMAS or UKAS accredited laboratory Samples collected in accordance with documented applicable sampling procedure • Actions taken as a result of any poor residue analysis results	• Test results and documented actions • Documented sampling procedure
RC.4	**Pesticide residue analysis results must be traceable to the producer, production site or batch**		
RC.5	**A list of current applicable MRLs must be available for the markets where product is intended to be sold and if MRLs are stricter in country where product is intended to be sold they have been taken into account during production**	• Information / lists can be obtained from: o Customers /buyers of products o Confirmation that product complies with a residue screening system that meets the applicable country's MRLs	• MRL list

	GENETICALLY MODIFIED ORGANISMS		
	AIM: If grown, strict rules must be followed in order to meet legal requirements and reduce the risk of cross-contamination		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
GM.1 K	**Production of any Genetically Modified crops must comply with legal requirements**		• Records of GM status and variety grown
GM.2 R	**It is recommended that suppliers inform all potential customers of any developments including trails relating to the use or production of products derived from genetic modification and the use of GM cultivars must be agreed with individual customers prior to planting**		
GM.3	**GM crops or other GM material must not be stored with other crops unless they are separated by a rigid physical barrier**	• Animal feed may contain GM material and is therefore stored separately from crops	
GM.4	**If GM and non-GM crops are mixed in storage the whole bulk must be regarded as genetically modified and labelled as such**		
GM.5	**The Code of Practice on the Provision of Information Relating to Genetically Modified Crops must be adhered to**		

	ENERGY EFFICIENCY (EE)		
	AIM: Optimal use of energy		
	STANDARDS	**HOW YOU WILL BE MEASURED**	**RECORD KEEPING**
EE.1	**A written energy policy must be in place detailing how energy is used and the plans that are in place to ensure optimal energy consumption**		• Energy Policy
EE.2 R	**It is recommended that energy use on farm is monitored**	• Farming equipment is selected and maintained for optimum energy consumption • The use of non-renewable energy sources are kept to a minimum	• Energy use records