

Top Tips to Avoid Non-Conformances: Red Tractor Fresh Produce

March 2018



We understand that you, as Red Tractor producers, are passionate about the food you grow and work hard to ensure it is produced to Red Tractor standards. No-one likes a non-conformance, so this flyer sets out some top tips on how to avoid them!



Remember to make use of our templates and checklists which are available online to help you remain compliant. Seeing this symbol means there is a template available. Templates can be found on the Red Tractor website here:

<https://assurance.redtractor.org.uk/tools-and-library/templates>

<p>1. MC.a - Have you considered the threat and potential of malicious contamination from a third party within your risk assessment?</p> <p>You can more about what a risk assessment should include under appendix RA.a in the Fresh Produce standards</p> <p>Want more information on malicious contamination? Look here: https://www.food.gov.uk/sites/default/files/pas962017.pdf</p>	<p>2. VC.b - Make sure bait is used responsibly</p> <p>Don't forget:</p> <ul style="list-style-type: none"> - A site survey and environmental risk assessment records are now required under VC.b
<p>3. DP.b.1 - Do you have a documented fire risk assessment?</p> <p>Remember:</p> <ul style="list-style-type: none"> - The fire risk assessment must cover all farm buildings and known by all staff <p>More information on how to complete a fire risk assessment can be found here: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/14899/fsra-5-step-checklist.pdf</p>	<p>4. EC.i - Has your PPP equipment being appropriately tested and are all certificates in date?</p> <p>Remember:</p> <ul style="list-style-type: none"> - A valid NSTS certificate must be recorded for each PPP application equipment - Contractors also need to hold a valid NSTS certificate for PPP application equipment
<p>5. TI.c - Have you completed a traceability check?</p> <p>Don't forget:</p> <ul style="list-style-type: none"> - Talk to third parties to ensure you have all the required paper work - Records of mass balance calculations 	<p>6. EC.f.5 - Do you calibrate scales and ensure measuring equipment is clean and free from accumulated PPP residues?</p> <p>Don't forget:</p> <ul style="list-style-type: none"> - Scales must be calibrated annually and records kept
<p>7. IG.a.1 - Do you have a documented water risk assessment?</p> <p>Don't forget:</p> <ul style="list-style-type: none"> - The water risk assessment must be in place for all water used in crop production - The risk assessment must be reviewed annually 	<p>8. HW.e - Are enough staff first aid trained?</p> <p>Remember:</p> <ul style="list-style-type: none"> - Certificates must be renewed every 3 years - Keep a copy of certificates on file <p>Check out a first aid staff calculator here: http://bit.ly/1wyn71g</p>
<p>9. IG.b - Have you tested all the water used in crop production?</p> <ul style="list-style-type: none"> - The frequency of testing should be in response to the water risk assessment and in-line with the water matrix. Tips on how to take a water sample can be found on the Red Tractor website 	<p>10. Have you completed your internal audit for the year?</p> <p>Don't forget:</p> <ul style="list-style-type: none"> - Keep a record of non-conformances - Make a note of corrective actions taken