



## MEAT PROCESSING SCHEME

Applicable to the slaughter of cattle, sheep, goats, pigs, chicken, poussin, turkey and duck and the cutting and processing of beef, lamb, goat meat, pork, pork sausages, chicken, poussin, turkey and duck.

1<sup>st</sup> February 2018 (updated 16<sup>th</sup> December 2019) – Version 3.4





# Welcome

Welcome to the Red Tractor Assurance for Meat and Poultry Processors Scheme, part of the Red Tractor Food Assurance Scheme assuring food safety, animal welfare, hygiene environmental protection through every part of the food chain.

These standards have been written and revised by our Technical Steering Group in consultation with customers, meat and poultry processors and the wider industry to ensure they are clear, meaningful and provide credible assurance for all. This is essential with the increasing demand for traceability of food and growing consumer awareness of animal welfare issues in livestock production and slaughter.

## GUIDE

Scheme members are advised this manual must be read in conjunction with the 'How the Red Tractor Assurance Scheme Works' leaflet which details the Rules of the Scheme that all members are bound by.

### Scope of Certification

Certification in this scheme is specific for:

- the business types listed in Table 1,
- particular processes (e.g. slaughter, cutting, processing),
- species (e.g. beef, sheep meat, pork, chicken, turkey, duck)
- and assured products produced (e.g. carcasses/ whole birds, cuts, sausages).

NB See Appendix outlining the definition of Assured Livestock and Assured Meat Products

Table 1:

Business type	Site Activity
<b>Abattoir</b>	Factory that takes delivery of livestock which it slaughters and prepares / splits into carcasses.
<b>Abattoir &amp; Cutting Plant</b>	Factory that takes delivery of livestock, which it kills, prepares / splits into carcasses, which may be split down into primals, cut, packed & labelled for sale to retailers and /or food service.
<b>Cutting Plant</b>	Factory that takes delivery of carcasses or primals from own or other plants, which are then cut, packed & labelled for sale to retailers and /or food service/ catering butchers.
<b>Catering Butcher</b>	A unit using skilled butchers to cut prepare and supply meat & poultry to the restaurant trade in a ready to cook state.

Meat products requiring further processing (further than production of mince, burgers, sausages or marinated raw products) or cooking, including the production of bacon, gammon and ham are excluded from the scope of the Scheme.

### Standards

The standards are organised in the following modules:

- Food Safety
- Traceability
- Animal Welfare
- Poultry Welfare (new)
- Pork Quality

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 the standard.

Standard coding begins with a two letter prefix that identifies the section (e.g. AW for Animal Welfare). Assessors will use this code to identify any non-conformances on the report at the end of the assessment.

A number of standards are supported by Appendices at the back of this manual which are numbered with the number of the standard that they relate to.

All non-conformances against the Standard must be put right. Non-conformances can be graded as Critical, Major or Minor.

Critical – Where there is a major risk to food safety, traceability or animal welfare, or failure to comply with relevant legislation.

Major – Where there is substantial failure (little or no evidence) to comply with any clause of the Standard or on the basis of objective evidence (from external sources), there is evidence of complete failure to comply with a clause of the Standard

Minor – Evidence that a clause of the standard has not been fully met – but steps have been taken to comply

A non-conformance graded as critical will result in suspension until the plant has been re-audited and shown to comply. Failure to rectify major or minor non-conformances within 28 days of the assessment (unless you are told otherwise) will result in suspension.



The Certification Body will also reserve the right to suspend your certification in the case of a large number of such non-conformances or in the event of the same non-conformance being found on successive assessment visits.

**Recommendation** - those which do not affect certification

**New** - a completely new standard which the member must now adhere to

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

**Appendix** - this is referenced in the 'How you will be measured' column and indicates that additional information is provided in the Appendices at the back of this manual

**R** - this icon indicates that a record is required

**Note: Surveillance/Traceability Audits**

These assessments will follow a similar format to that detailed in the Initial Assessment section of "How the Red Tractor Assurance Scheme Works". Normally one assessment will occur per membership / certificate period (at any time during the year, at the certification body's discretion). The exception is for assured pork processors who will be subject to two assessments per membership / certificate period with the second assessment focusing on traceability and pork quality, and may be undertaken at short or no notice.

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### What has changed since October 2019

DATE OF CHANGE	STANDARD	PAGE
01 October 2019	<b>PS.a.2</b>	<b>50</b>
01 August 2020	<b>Member rules</b>	<b>62</b>

# FOOD SAFETY MODULE

This module includes sections Food Safety Management (FS), Site (ST), Cooked Meats (CM), Third Party Storage (TP) Production and Process Controls (PC) and People (PL). It is applicable to the production of raw beef, lamb, pork and poultry products and to the cutting of cooked meats. It is not applicable to the production of cooked meats or to sites certified to the BRC Global Standard for Food Safety.

## FOOD SAFETY MANAGEMENT (FS)

STANDARDS	HOW YOU WILL BE MEASURED
<b>FOOD SAFETY POLICY AND GENERAL MANAGEMENT</b>	
<b>AIM: Well thought out objectives and management structures that deliver the requirements of food safety and demonstrate senior management commitment</b>	
<b>FS.a</b> <b>A food safety policy is documented and implemented on site</b>	<ul style="list-style-type: none"> <li>■ Company-wide documented policy outlining the site's objectives with regards to achieving and delivering standards of food safety and conforming to the scheme standard and relevant legislation</li> <li>■ Policy signed off by relevant senior management</li> <li>■ Policy communicated to relevant persons e.g. through training, posters, work instructions, staff handbook</li> <li>■ The policy is reviewed annually (demonstrated with a signed and dated review) and kept up-to-date</li> </ul> <div style="text-align: right;"> <span style="border: 1px solid black; border-radius: 50%; padding: 2px 5px;">R</span>            ■ Food Safety policy         </div>
<b>FS.a.1</b> <b>An individual must be appointed to hold overall accountability for Food Safety for the site</b>	<ul style="list-style-type: none"> <li>■ A documented management structure identifies the role</li> <li>■ Person holds overall responsibility and sufficient authority to make decisions to safeguard Food Safety</li> </ul> <div style="text-align: right;"> <span style="border: 1px solid black; border-radius: 50%; padding: 2px 5px;">R</span>            ■ Organogram         </div>
<b>FS.a.2</b> <b>Reporting systems must be in place to ensure persons with roles of key accountability are kept informed of the site's compliance position</b>	<ul style="list-style-type: none"> <li>■ Persons with the overall accountability for Food Safety are provided with Management reports; information on the site's compliance position e.g. Customer Complaints, Internal Auditing results</li> </ul>
<b>HACCP</b>	
<b>AIM: An effective food safety management system, based on analysis and control of hazards, delivers the production of safe, legal food</b>	
<b>FS.b</b> <b>The site must have a documented food safety HACCP plan which complies with all current, relevant EU and UK legislation</b>	<ul style="list-style-type: none"> <li>■ The HACCP plan is based on the CODEX principles</li> </ul> <div style="text-align: right;"> <span style="border: 1px solid black; border-radius: 50%; padding: 2px 5px;">R</span>            ■ HACCP plan         </div>
<b>FS.b.1</b> <b>A HACCP team leader must be appointed</b>	
<b>FS.b.2</b> <b>A knowledgeable and experienced team must be in place to manage the HACCP plan (Revised)</b>	<ul style="list-style-type: none"> <li>■ The HACCP team:               <ul style="list-style-type: none"> <li>– has accountability for the production, implementation and review of the HACCP plan</li> <li>– includes a HACCP team leader</li> <li>– includes a HACCP team leader who holds a formal Food Hygiene qualification (that includes training to the HACCP principles) to Level 3 or equivalent, or an external consultant with equivalent qualifications</li> <li>– are multi-disciplinary with experience of the site operations and functions</li> </ul> </li> </ul>
<b>FS.b.3</b> <b>The HACCP plan must include a statement clearly outlining its scope</b>	<ul style="list-style-type: none"> <li>■ The scope of the plan details what is covered by the plan, including the:               <ul style="list-style-type: none"> <li>– species</li> <li>– products</li> <li>– processes</li> <li>– subsequent use/ end-consumers</li> </ul> </li> </ul>
<b>FS.b.4</b> <b>The HACCP plan must include a flow diagram of the production process</b>	<ul style="list-style-type: none"> <li>■ Flow diagram (can be one or multiple) details the production process for each species and process (e.g. cutting)</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<b>FS.b.5</b> <b>The HACCP plan must identify the hazards for each process step</b>	<ul style="list-style-type: none"> <li>■ Hazards that need preventing, eliminating or reducing to acceptable levels are identified</li> <li>■ Hazards are either biological, chemical (including allergens) or physical in characteristics</li> </ul>	
<b>FS.b.6</b> <b>The HACCP plan must identify the Critical Control Point for each hazard</b>	<ul style="list-style-type: none"> <li>■ A decision tree that is used to identify the critical control points for all hazards identified as a risk that is not controlled by the pre-requisite programme, may help with this process</li> </ul>	
<b>FS.b.7</b> <b>The HACCP plan must detail the critical limits for each identified CCP</b>	<ul style="list-style-type: none"> <li>■ Critical limits established to identify when the hazard is controlled/ at an acceptable level</li> </ul>	
<b>FS.b.8</b> <b>The HACCP plan must detail the monitoring procedures for each CCP</b>	<ul style="list-style-type: none"> <li>■ Monitoring procedures detailed include: <ul style="list-style-type: none"> <li>– the responsibility for the process</li> <li>– methods of monitoring</li> <li>– frequency of monitoring</li> <li>– the critical limits and corrective actions to be taken if a CCP is outside of its critical limits</li> </ul> </li> <li>■ Records of monitoring are kept: <ul style="list-style-type: none"> <li>– records include dates, findings and actions</li> </ul> </li> </ul>	
<b>FS.b.9</b> <b>The HACCP plan must be validated before implementation and following any significant change to the plan or CCPs</b>	<ul style="list-style-type: none"> <li>■ Validation process is documented</li> </ul>	
<b>FS.b.10</b> <b>The HACCP plan must be implemented, kept up-to-date and be effective</b>	<ul style="list-style-type: none"> <li>■ CCPs are being monitored, controlled and action taken where necessary</li> <li>■ The plan is relevant to what is occurring on site</li> </ul>	
<b>FS.b.11</b> <b>The HACCP plan must be reviewed and verified regularly</b>	<ul style="list-style-type: none"> <li>■ Review undertaken at least annually or more frequently if there are changes or events that compromise the validity of the HACCP, including: changes to legislation, serious food safety incidents or changes to practices that impact on the processes covered in the HACCP plan</li> <li>■ The review and verification is controlled by the HACCP team</li> <li>■ A record of the review and any corrective action or changes made to the HACCP plan is kept</li> <li>■ The HACCP team signs off the review of the HACCP plan</li> </ul>	
<b>FS.b.12</b> <b>Pre-requisites to the HACCP must be implemented, with control measures and monitoring procedures documented and included within the development and review of the HACCP (New)</b>	<ul style="list-style-type: none"> <li>■ Pre-requisites include (but are not limited to) cleaning, maintenance, personnel hygiene, staff training, process controls, allergen management <b>(if allergenic materials are used in manufacturing)</b></li> </ul>	
<b>CRISIS/ INCIDENT MANAGEMENT, DISPATCHED PRODUCT WITHDRAWAL AND RECALL</b>		
<b>AIM: Effective procedures are in place to deal with incidents and limit their impact</b>		
<b>FS.c</b> <b>A documented plan to the effective management of serious incidents and potential emergency situations must be in place and known to key staff (Revised)</b>	<ul style="list-style-type: none"> <li>■ The risks to the site have been considered and actions to be taken documented</li> <li>■ Documented procedures have been developed for high risk/ highly likely incidents and include within them the name of the role or position with overall accountability</li> <li>■ Plan includes relevant contact details (including out of hours phone numbers) for: <ul style="list-style-type: none"> <li>– the management team</li> <li>– key external contacts (including: water supplier, electricity supplier, Government departments, external laboratory, refrigeration engineer, pest control supplier, customers, certification body)</li> </ul> </li> <li>■ Key staff have access to the plan, including staff working out-of-hours</li> <li>■ The plan is reviewed when a serious incident occurs and at least annually</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-size: 1.2em; font-weight: bold; margin: 0 5px;">R</span> </div> <ul style="list-style-type: none"> <li>■ Emergency plan</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<b>FS.c.1</b> <b>The emergency management system must be challenged to ensure it is effective (New)</b>	<ul style="list-style-type: none"> <li>■ System challenged following a change to the system or at least annually (i.e. a mock challenge)</li> </ul>	
<b>FS.c.2</b> <b>Procedures for product recall and withdrawal must be documented, up-to-date and known by key staff</b>	<ul style="list-style-type: none"> <li>■ Procedures outline the steps to be taken to recall and withdraw defective product that has been dispatched from the site</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Documented procedures</li> </ul>
<b>COMPLAINT MANAGEMENT</b>		
<b>AIM: Systems in place to deal with complaints and prevent their reoccurrence</b>		
<b>FS.d</b> <b>Systems must be in place for recording, investigating and resolving any complaints that are relevant to the requirements of the Meat Processing standard</b>	<ul style="list-style-type: none"> <li>■ Complaints made by customers, general public, Environmental Health Officer or other</li> <li>■ Complaints related to, but are not limited to, product quality or safety, compliance</li> <li>■ System includes recording the: <ul style="list-style-type: none"> <li>– complaint</li> <li>– investigation result and root cause analysis</li> <li>– action taken to reduce the likelihood of the issue happening again</li> <li>– the complainant response, where applicable</li> </ul> </li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Complaints records</li> </ul>
<b>FS.d.1</b> <b>Complaint information must be reviewed by management teams</b>	<ul style="list-style-type: none"> <li>■ Complaint data collated and trended to identify recurring issues</li> <li>■ Information presented in management reports for review by management teams in a timely manner (i.e. timing of reporting is relevant to the size and complexity of the business and the severity of the issue)</li> <li>■ Corrective actions following reviews documented and implemented</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Reporting information</li> </ul>
<b>INTERNAL AUDITING</b>		
<b>AIM: Systems are in place to establish whether site procedures are effective and working</b>		
<b>FS.e</b> <b>A schedule for internal audits is documented and implemented</b>	<ul style="list-style-type: none"> <li>■ Audits undertaken across the site, covering all procedures and practices relevant to the scope of the standard</li> <li>■ Schedule details: <ul style="list-style-type: none"> <li>– the areas to be audited</li> <li>– frequency of auditing</li> </ul> </li> <li>■ Documented procedures are audited at least annually</li> <li>■ Internal audits undertaken by someone: <ul style="list-style-type: none"> <li>– independent of the process being audited (either somebody in house but independent of the processing activity or somebody external to the company) wherever possible</li> <li>– trained in auditing</li> </ul> </li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Audit schedule</li> </ul>
<b>FS.e.1</b> <b>Where internal audits identify non-compliance, corrective action is implemented</b>	<ul style="list-style-type: none"> <li>■ Where applicable the management team are involved in agreeing the appropriate corrective action</li> </ul>	
<b>FS.e.2</b> <b>Results and corrective action for all internal auditing undertaken must be kept and reported to the management team</b>	<ul style="list-style-type: none"> <li>■ Record details the date, auditor, results, root cause analysis, corrective and preventative actions to be undertaken</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Corrective actions</li> </ul>

## SITE (ST)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>BUILDINGS, FACILITIES AND EQUIPMENT</b>		
<b>AIM: The premises is maintained in a manner suitable for food production</b>		
<b>ST.a</b> <b>The site perimeter and grounds must be maintained in a clean and tidy condition</b>	<ul style="list-style-type: none"> <li>■ Vegetation is managed</li> <li>■ Rubbish and redundant equipment are kept in designated areas, separate from the lairage, livestock feed, packaging storage and food production areas</li> <li>■ Rubbish does not accumulate</li> </ul>	
<b>ST.a.1</b> <b>The premises must be designed, fabricated and finished in a manner suitable for its intended purpose and protect product from contamination risks</b>	<ul style="list-style-type: none"> <li>■ The building is designed to prevent the entry of pests, minimise the accumulation of dirt, condensation and mould, and avoid the shedding or flaking of paint</li> <li>■ Windows and doors capable of being opened are screened and protected to prevent the entry of pests</li> <li>■ Glass windows in production and storage areas are protected against breakage</li> <li>■ Air conditioning/ ventilation equipment is not a cause for contamination</li> <li>■ Drains in the production and storage areas are fitted with covers and traps, to collect meat/ materials and prevent the entry of pests</li> <li>■ Waste water does not accumulate within the facility</li> </ul>	
<b>ST.a.2</b> <b>Equipment must be constructed of materials suitable for food production and designed to allow thorough cleaning and disinfection</b>		
<b>STAFF AND VISITOR FACILITIES</b>		
<b>AIM: Suitable facilities are available to staff and visitors (including, but not limited to, contractors, farmers, hauliers) to uphold hygiene standards</b>		
<b>ST.b</b> <b>Designated, suitably designed changing and toilet facilities must be provided for all staff and visitors</b>	<ul style="list-style-type: none"> <li>■ Facilities allow direct entry to production without having to go through any external areas</li> <li>■ Toilets do not open directly into storage and food production areas</li> </ul>	
<b>ST.b.1</b> <b>Facilities must be provided to segregate clean protective clothing, from all other clothing and personal items</b>	<ul style="list-style-type: none"> <li>■ Facilities allow the storage of outdoor clothing and personal items, separate from site protective clothing</li> <li>■ Clean and dirty protective clothing is stored separately i.e. in separate containers</li> </ul>	
<b>ST.b.2</b> <b>Handwashing and drying facilities must be provided at all access points to food production, storage and packing areas</b>	<ul style="list-style-type: none"> <li>■ Hand washing facilities include water at a suitable temperature to encourage handwashing, non-perfumed soap and hand sanitiser</li> <li>■ Facilities are not hand operated, i.e. the facilities are knee, elbow or sensor operated</li> <li>■ Drying facilities include single use towels or electric hand driers</li> </ul>	
<b>ST.b.3</b> <b>Effective, clean and tidy boot washing facilities must be provided on entrance and exit to the lairage and all production areas</b>	<ul style="list-style-type: none"> <li>■ System effective for the type of footwear worn</li> <li>■ Food-safe disinfectants used throughout the site</li> <li>■ Unless site-specific boots are worn in the lairage, wash facilities and disinfectant facilities are provided. The disinfectant provided must be approved by Defra and supplied at General Order's rates</li> <li>■ Site users are aware of the requirement to clean boots upon entry and exit</li> </ul>	
<b>ST.b.4</b> <b>Smoking is only permitted in designated areas</b>		
<b>FOREIGN BODY AND CONTAMINATION CONTROL</b>		
<b>AIM: Effective systems prevent the contamination of product by foreign-bodies</b>		
<b>ST.c</b> <b>Controls must be in place to prevent contamination of product by wood (Revised)</b>	<ul style="list-style-type: none"> <li>■ Wood, including wooden pallets are not used in areas where there is open food (production or storage), unless it is shrink wrapped</li> <li>■ Wood is kept in designated areas</li> </ul>	
<b>ST.c.1</b> <b>Controls must be in place to prevent contamination of product by glass and brittle materials</b>	<ul style="list-style-type: none"> <li>■ Glass and brittle materials not allowed in open food areas unless they have been protected</li> <li>■ A record of where glass or brittle materials are in place on-site is kept and the items regularly checked for damage                             <ul style="list-style-type: none"> <li>– the frequency of checking is determined by location and risk</li> <li>– damage is investigated, repairs undertaken where applicable and recorded</li> </ul> </li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-weight: bold; font-size: 1.2em;">R</span> </div> <ul style="list-style-type: none"> <li>■ Glass/ brittle materials record, damage record</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<b>ST.c.2</b> <b>A documented procedure for the handling of glass and brittle material breakages must be in place (New)</b>	<ul style="list-style-type: none"> <li>■ Procedure is known to relevant staff and implemented as necessary</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Documented procedure</li> </ul>
<b>ST.c.3</b> <b>Controls must be in place to prevent contamination of product by metal implements such as knives, blades, needles and wires</b>	<ul style="list-style-type: none"> <li>■ Knives, scissors, blades are identified (i.e. number, initials) and recorded on a register</li> <li>■ A system of daily checks for knife damage and reporting of damage or loss to the line manager is in place</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Knife register</li> </ul>
<b>ST.c.3.1</b> <b>A documented procedure for the damage or loss of metal implements must be in place</b>	<ul style="list-style-type: none"> <li>■ Procedure is known to relevant staff and implemented as necessary</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Documented procedure</li> </ul>
<b>ST.c.4</b> <b>Controls must be in place to prevent contamination of product by metals used in packaging and documentation</b>	<ul style="list-style-type: none"> <li>■ Drawing pins, staples and paper clips are banned from production areas</li> <li>■ Pens in use in production areas are metal detectable, all-in-one type</li> </ul>	
<b>ST.c.5</b> <b>Controls must be in place to prevent contamination of boneless products by bone (New)</b>	<ul style="list-style-type: none"> <li>■ Not applicable to bone-in products</li> </ul>	
<b>ST.c.6</b> <b>Where other potential contaminants are identified, controls must be in place to prevent contamination (New)</b>	<ul style="list-style-type: none"> <li>■ Contaminants other than those listed above, as identified by the site</li> </ul>	
<b>PEST CONTROL</b>		
<b>AIM: Systems are in place that prevent the occurrence of pest infestation and contamination of products by pests. Pests include, but are not limited to flies, insects and rodents</b>		
<b>ST.d</b> <b>The site must have an effective pest control system in place</b>	<ul style="list-style-type: none"> <li>■ System includes, but is not limited to, site proofing, baiting, trapping</li> <li>■ Evidence that control systems are effective through regular checks for vermin activity</li> <li>■ The procedures put in place are documented in a Pest Control Plan</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Pest control plan</li> </ul>
<b>ST.d.1</b> <b>The Pest Control Plan provides details on how vermin is managed and monitored (Revised)</b>	<ul style="list-style-type: none"> <li>■ The plan includes a site map that details current positions of bait points, electric fly killers, pheromone traps, etc.</li> <li>■ Bait points are numbered</li> <li>■ The plan details the frequency and type of inspections</li> <li>■ Pest control devices e.g. electric fly killers are positioned to avoid flying insects crossing processing areas</li> <li>■ U.V. tubes are designed to contain glass should a breakage occur</li> </ul>	
<b>ST.d.2</b> <b>The pest control system must be managed by competent people</b>	<ul style="list-style-type: none"> <li>■ Managed by either a competent pest control contractor or a nominated trained staff member with the accountability to make decisions</li> <li>■ Contractor competency demonstrated by membership of the BPCA, accredited membership of the NPTA or by the pest controller holding a relevant qualification</li> </ul>	
<b>ST.d.3</b> <b>Where baits are used, they are suitable for use and used in accordance with manufacturer's instructions (Revised)</b>	<ul style="list-style-type: none"> <li>■ Baits used are legally approved products, for the area that they are being used (as indicated in the manufacturer's instructions)</li> <li>■ Baits are palatable to vermin i.e. not mouldy or decayed, and replaced as recommended by the manufacturer's instructions</li> <li>■ Baits used are suitable for the target species</li> <li>■ Baits are secure and inaccessible to non-target species</li> </ul>	
<b>ST.d.4</b> <b>Pest control inspection reports must be kept and regularly reviewed to improve compliance</b>	<ul style="list-style-type: none"> <li>■ Results of pest reports are reviewed and analysed for trends</li> <li>■ Reports demonstrate that the site is actively managing pest control with no non-managed recurring issues</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>CLEANING</b>		
<b>AIM: The site and equipment is clean and hygienic, suitable for food production</b>		
<b>ST.e</b> <b>A risk assessed, cleaning schedule is implemented</b>	<ul style="list-style-type: none"> <li>■ Schedule outlines the site area/ equipment to be cleaned and the frequency of cleaning</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Risk assessment</li> </ul>
<b>ST.e.1</b> <b>Documented procedures for cleansing and disinfecting the site must be implemented</b>	<ul style="list-style-type: none"> <li>■ Documented procedures outline the methods of cleaning for each site area/ equipment, chemicals, responsibilities</li> <li>■ Cleaning methods include cleaning as you go and deep cleaning</li> <li>■ The procedures are implemented to ensure a site area/ equipment that is of suitable visual cleanliness</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Cleaning schedule</li> </ul>
<b>ST.e.2</b> <b>Facilities must be provided for the cleaning of equipment and disinfection knives (Revised)</b>	<ul style="list-style-type: none"> <li>■ Equipment includes machines, tools, utensils cutting boards and trays</li> <li>■ Facilities to disinfect knives by water or chemical means are available</li> <li>■ If the disinfecting facilities are “water only” the facility enables blades to be fully immersed, the water is changed regularly and the water has a minimum temperature of 82°C</li> <li>■ When temperature of water or chemical concentration are important factors in the effectiveness of cleaning/ disinfecting, water temperature/ chemical concentration is regularly monitored</li> </ul>	
<b>ST.e.3</b> <b>Checks must be in place to verify that knife sterilisers function at correct temperatures (New)</b>	<ul style="list-style-type: none"> <li>■ Where the check identifies non conformity, the root cause is determined and corrective action is implemented</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Corrective actions</li> </ul>
<b>ST.e.4</b> <b>Prior to the commencement of production, a visual cleanliness check of the area and equipment must be undertaken</b>	<ul style="list-style-type: none"> <li>■ Responsible staff undertake the checks</li> <li>■ Where issues are identified, the root cause is determined, corrective action is implemented and records kept</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Corrective actions</li> </ul>
<b>ST.e.5</b> <b>A programme of testing must be in place to verify the effectiveness of the cleaning procedures</b>	<ul style="list-style-type: none"> <li>■ Testing reports are trended and reported to senior management</li> <li>■ Methods include rapid ATP or protein swab testing</li> <li>■ Where testing identifies an issue, the root cause is determined and corrective action is implemented. Where appropriate, the cleaning procedure is adjusted and preventative action plans put in place</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Testing reports</li> </ul>
<b>ST.e.6</b> <b>Chemical products must be suitable for use and used in accordance with manufacturer instructions</b>	<ul style="list-style-type: none"> <li>■ Only food grade chemical products are used in food production and storage areas</li> <li>■ Products are used as they were intended, in accordance with manufacturer’s recommended dilution rates and other instructions</li> <li>■ Products carry an appropriate label allowing easy identification</li> <li>■ COSHH data sheets for chemicals in the store are held</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ COSHH data sheets</li> </ul>
<b>ST.e.7</b> <b>Chemical products must be stored appropriately</b>	<ul style="list-style-type: none"> <li>■ Cleaning chemicals have their own designated, lockable storage areas (cage/ room) away from food and packaging</li> <li>■ Storage areas are kept locked when not in use</li> <li>■ Access to chemicals are limited to employees that are trained and authorised to use the chemicals</li> <li>■ Food grade and non-food grade chemicals are stored separately</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Training records</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<b>WATER, GAS AND ICE QUALITY</b>		
<b>AIM: Safe, suitable water, ice and gas is used in food production</b>		
<b>ST.f</b> <b>Water and ice used in food production or for cleaning must be safe for use</b>	<ul style="list-style-type: none"> <li>■ All water and ice is from a potable source</li> <li>■ A programme of microbiological and chemical testing of water and ice is undertaken at a frequency based on risk and previous results. Samples are taken from random outlet points (e.g. tap, hose end)</li> <li>■ Water and ice test results are trended</li> <li>■ Where a test identifies an issue, the root cause is determined and corrective action is implemented</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Testing schedule, results and corrective actions</li> </ul>
<b>ST.f.1</b> <b>A map of the water supply must be kept (New)</b>	<ul style="list-style-type: none"> <li>■ A schematic map of the water supply and water points on the site</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Water supply map</li> </ul>
<b>ST.f.2</b> <b>Gases used in packed product must be food safe and purchased from approved sources with a certificate of conformance</b>	<ul style="list-style-type: none"> <li>■ Documentation from supplier confirms suitability for food use and certification information</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Gas safety certificates</li> </ul>
<b>MAINTENANCE</b>		
<b>AIM: Buildings and equipment in use is well maintained, working correctly and poses no contamination risks</b>		
<b>ST.g</b> <b>A documented plan for planned, preventative maintenance of buildings and equipment must be implemented</b>	<ul style="list-style-type: none"> <li>■ Plan details <ul style="list-style-type: none"> <li>– location (site area or equipment name and location)</li> <li>– frequency of planned maintenance</li> </ul> </li> <li>■ Frequency of planned maintenance based on risk assessment and manufacturer's instructions</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Maintenance plan</li> </ul>
<b>ST.g.1</b> <b>Maintenance procedures must be carried out in a manner that poses no risk of product contamination</b>	<ul style="list-style-type: none"> <li>■ Applies to planned maintenance or emergency and temporary repairs</li> <li>■ Where maintenance occurs in situ steps are taken to reduce the risk of contamination, including, but not limited to: <ul style="list-style-type: none"> <li>– tool control, i.e. checking of tools in and out of the area</li> <li>– removal or protecting product or work areas from contamination</li> <li>– removal of lighting units from the processing area in order to replace glass tube bulbs or use of shatterproof or protected bulb</li> </ul> </li> </ul>	
<b>ST.g.2</b> <b>Lubricants used on equipment used in the food production and storage area must be suitable for food contact and free from allergens (New)</b>		
<b>ST.g.3</b> <b>Following maintenance, the area or equipment is clean and free from contamination risks</b>	<ul style="list-style-type: none"> <li>■ Following maintenance the production area is cleansed and disinfected</li> <li>■ A hygiene clearance check with documented sign off is completed before production recommences and the area or equipment is used</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Hygiene clearance check</li> </ul>
<b>ST.g.4</b> <b>A record of all maintenance carried out and subsequent hygiene clearance checks must be kept</b>	<ul style="list-style-type: none"> <li>■ Maintenance records: <ul style="list-style-type: none"> <li>– include the name of the person/ company that undertook the maintenance</li> <li>– state the maintenance undertaken, and the date of the maintenance</li> <li>– the date of the hygiene clearance check</li> </ul> </li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Maintenance records</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<b>ON-SITE LABORATORIES</b>		
<b>AIM: On-site laboratories are operated in a manner that prevents product contamination.</b> <b>Note: standard PC.7.2 references the accreditation requirements for all laboratories</b>		
<b>ST.h</b> <b>On-site product testing laboratories must be suitably located and designed</b>	<ul style="list-style-type: none"> <li>■ The laboratory is: <ul style="list-style-type: none"> <li>– separate from the production area</li> <li>– designed and operated so that it poses no risks to product safety</li> </ul> </li> <li>■ Operation controls include restricted access, protective clothing, sampling procedures and disposal of laboratory waste</li> </ul>	
<b>ST.h.1</b> <b>On-site laboratories are managed by competent staff (New)</b>	<ul style="list-style-type: none"> <li>■ Staff are trained and qualified</li> </ul>	
<b>CALIBRATION</b>		
<b>AIM: Equipment is calibrated to ensure it delivers food safety and legal requirements</b>		
<b>ST.i</b> <b>A calibration schedule for all relevant equipment must be in place and implemented</b>	<ul style="list-style-type: none"> <li>■ The schedule is based on risk assessment and manufacturer's instructions</li> <li>■ The schedule is specific to equipment on-site, and documented</li> <li>■ The schedule covers all equipment used that is critical to food safety and legality</li> <li>■ The schedule details equipment identifier, location and frequency of calibration (legislation and manufacturer's recommendations)</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Calibration schedule</li> </ul>
<b>ST.i.1</b> <b>Documented procedures for carrying out the calibration of equipment must be followed</b>	<ul style="list-style-type: none"> <li>■ Procedure outlines: <ul style="list-style-type: none"> <li>– calibration method</li> <li>– the parameters and critical limits for each piece of equipment</li> <li>– actions to be taken in the event of critical limits being exceeded</li> </ul> </li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Documented procedures</li> </ul>
<b>ST.i.2</b> <b>Where the calibration identifies equipment to be operating outside of its specified limits, the root cause must be determined and corrective action implemented</b>	<ul style="list-style-type: none"> <li>■ Root cause determined for critical equipment</li> <li>■ Corrective action implemented as per the documented procedures</li> </ul>	
<b>ST.i.3</b> <b>Calibration results must be recorded and issues rectified</b>	<ul style="list-style-type: none"> <li>■ Records kept detailing the result, the name of the person/ company that undertook the calibration and, where relevant, the root cause and corrective actions</li> <li>■ Equipment labelled with date of calibration, or identified and a corresponding record of calibration kept</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Results and corrective actions</li> </ul>
<b>STORAGE</b>		
<b>AIM: Food products and packaging are stored in a safe and hygienic manner</b>		
<b>ST.j</b> <b>All storage facilities must be maintained in a clean, hygienic condition and be fit for purpose</b>	<ul style="list-style-type: none"> <li>■ No visible signs of contamination</li> </ul>	
<b>ST.j.1</b> <b>Products must be stored in suitable facilities</b>	<ul style="list-style-type: none"> <li>■ Redundant equipment stored separately to product and packaging storage areas</li> <li>■ Packaging stored separately to raw materials, food products and chemicals</li> </ul>	
<b>ST.j.2</b> <b>Product must be stored appropriately to minimise the risk of cross contamination (Revised)</b>	<ul style="list-style-type: none"> <li>■ Food products have no direct contact with the floor <ul style="list-style-type: none"> <li>– exposed carcasses and quarters hung</li> <li>– cuts of meat packed in containers and covered</li> <li>– boxed products are not placed directly on the floor (impervious pallets/ clean polythene sheeting are used)</li> </ul> </li> <li>■ Carcasses are not routinely in direct contact with the wall, other products are not in direct contact with the wall at any time</li> <li>■ No dripping of condensation onto exposed products</li> <li>■ Wood, including wooden pallets, are not used in areas where there is open food (production or storage), unless it is shrink wrapped</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>TEMPERATURE CONTROL</b>		
<b>AIM: Product is maintained at the correct temperature whilst on-site</b>		
<b>ST.k</b> <b>Systems must be in place to ensure that product (including work in progress product) is held at the correct temperature throughout the production process</b>	<ul style="list-style-type: none"> <li>■ The required temperatures for the various production areas are known</li> <li>■ Temperature is regularly monitored, using suitable methods               <ul style="list-style-type: none"> <li>– chillers are alarmed (audible or visible), or</li> <li>– monitoring is of sufficient frequency (including weekends/ bank holidays if in use) to ensure temperatures are not exceeded</li> </ul> </li> <li>■ Corrective actions are taken in the event of a temperature failure</li> <li>■ Documented procedures detail the system</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Documented procedures</li> </ul>
<b>ST.k.1</b> <b>Systems must be in place to ensure finished meat products do not exceed the required temperatures</b>	<ul style="list-style-type: none"> <li>■ The operational capability of the temperature control system is such that the required temperatures are achieved under maximum load</li> <li>■ Cutting rooms are temperature controlled with an ambient temperature of not more than 12°C or a risk assessed system that minimises the time that product is kept in the cutting room, is in place</li> <li>■ Risk assessed system may include bringing meat into the work room progressively</li> </ul>	
<b>ST.k.2</b> <b>Following slaughter, carcasses must be chilled to required temperatures (Revised)</b>	<ul style="list-style-type: none"> <li>■ Pork carcasses are chilled to a maximum of 5°C</li> <li>■ Beef, lamb and non-assured pig carcasses are chilled to a maximum of 7°C</li> <li>■ Poultry carcasses and recovered offal are chilled to a maximum of 4°C</li> <li>■ Hot carcasses are only added to a chiller containing chilled carcasses if:               <ul style="list-style-type: none"> <li>– it does not compromise the chilling regime</li> <li>– the surface temperature does not rise/ it doesn't cause surface condensation on meat already in the chiller</li> </ul> </li> <li>■ Where warm transport is authorised by the Official Veterinarian, it can be demonstrated by documented evidence</li> </ul>	
<b>ST.k.3</b> <b>Finished meat products must not exceed the maximum required temperatures whilst on site</b>	<ul style="list-style-type: none"> <li>■ Temperatures of chilled products do not exceed:               <ul style="list-style-type: none"> <li>– 7°C beef, lamb and non-assured pork</li> <li>– 5°C assured pork</li> <li>– 4°C fresh poultry and cooked meats</li> <li>– 3°C fresh offal</li> <li>– 4°C sausages, burgers</li> <li>– 2°C minced meat</li> </ul> </li> <li>■ Temperatures of frozen products do not exceed:               <ul style="list-style-type: none"> <li>– -18°C Assured frozen pork</li> <li>– -12°C other frozen meats</li> </ul> </li> <li>■ Applies to finished products during storage and dispatch</li> </ul>	
<b>ST.k.4</b> <b>Records of all temperature monitoring including any corrective action undertaken must be kept</b>	<ul style="list-style-type: none"> <li>■ Product temperatures are regularly monitored including during weekends and bank holidays if manual monitoring methods are used</li> </ul>	
<b>TRANSPORT AND DISTRIBUTION</b>		
<b>AIM: Food products are transported in a safe, secure and hygienic manner</b>		
<b>ST.I</b> <b>Procedures to ensure food is transported in a safe and hygienic manner are documented and implemented</b>	<ul style="list-style-type: none"> <li>■ Procedures are documented and apply to own vehicles, customers vehicles or those used by third party contractors</li> <li>■ Procedures include checking vehicles to ensure they are:               <ul style="list-style-type: none"> <li>– clean and free from any visible contamination</li> <li>– suitable for use</li> <li>– refrigerated and able to maintain product at the required temperatures</li> </ul> </li> <li>■ A record of the check (including who completed the check) is kept</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Transport checks</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED
<b>ST.I.1</b> Food products must be transported in a secure manner (New)	<ul style="list-style-type: none"> <li>The container is locked when unattended or sealed</li> </ul>
<b>ST.I.2</b> Where checks identify an issue, corrective action must be undertaken	<ul style="list-style-type: none"> <li>If the vehicle was found to be of an unacceptable standard, the vehicle is not used or the issue is rectified</li> <li>Details of the issue and corrective action are recorded</li> </ul> <div style="text-align: right;"> <span style="border: 1px solid black; border-radius: 50%; padding: 2px 5px;">R</span>            ■ Corrective action         </div>
<b>ST.I.3</b> During transport, product must be stored in a manner that minimises the risk of contamination	<ul style="list-style-type: none"> <li>Food products have no direct contact with the vehicle floor               <ul style="list-style-type: none"> <li>exposed carcasses, quarters and bone-in cuts hung</li> <li>cuts of meat packed in containers and covered</li> <li>boxed products are not placed directly on the floor (impervious pallets/ clean polythene sheeting are used)</li> </ul> </li> <li>Wooden storage racks or pallets are not used to store “open” meat</li> </ul>
<b>WASTE</b>	
<b>AIM: Waste products are categorised and disposed of correctly, in a manner that prevents contamination to food products. Wastes include animal by-products and non-food waste</b>	
<b>ST.m</b> Systems must be in place to ensure wastes are identifiable, categorised in accordance with legislation and disposed of in an appropriate manner	<ul style="list-style-type: none"> <li>Wastes include inedible and condemned animal by-products</li> <li>Wastes are stored and disposed of in accordance with their categorisation</li> </ul>
<b>ST.m.1</b> Waste must be stored in a controlled manner	<ul style="list-style-type: none"> <li>There is no accumulation of waste on-site</li> <li>Wastes (including animal by-products) are stored in a manner that it does not cause contamination of product, or attract pests (within or around the production facility)</li> <li>Wastes are stored in appropriate containers i.e. animal by-products are stored in appropriately labelled, leak-proof containers</li> </ul>
<b>ST.m.2</b> Waste must be collected regularly by licensed waste contractors and a record kept	<ul style="list-style-type: none"> <li>Frequency of collection prevents accumulation and reduces the risk of contamination/ attraction of pests</li> <li>Record details transporter name, license details, destination, quantity, description and collection date</li> <li>The record may be a waste transfer note from the contractor</li> </ul> <div style="text-align: right;"> <span style="border: 1px solid black; border-radius: 50%; padding: 2px 5px;">R</span>            ■ Waste records         </div>
<b>ST.m.3</b> Where required by legislation the site must hold an Integrated Pollution Prevention Control (IPPC) permit	<ul style="list-style-type: none"> <li>Permits from the Environment Agency held where:               <ul style="list-style-type: none"> <li>an abattoir has a carcass production capacity of 50 tonnes/ day or more</li> <li>a site cutting and processing has a finished product capacity of 75 tonnes/ day or more</li> </ul> </li> </ul> <div style="text-align: right;"> <span style="border: 1px solid black; border-radius: 50%; padding: 2px 5px;">R</span>            ■ IPPC permit         </div>

## COOKED MEATS (CM)

STANDARDS	HOW YOU WILL BE MEASURED
<b>HANDLING, CUTTING AND PACKING OF COOKED MEATS</b>	
<b>AIM: Production facilities and procedures in place to prevent the risk of cooked meats being contaminated by raw meat production</b>	
<b>CM.a</b> Dedicated high care production facilities must be in place in order to prevent contamination risks	<ul style="list-style-type: none"> <li>Facility physically separated from low care production areas</li> <li>Segregation applies to the flow of product and materials such as packaging, equipment, personnel, waste airflow, air quality and utilities such as drains</li> <li>Own dedicated entry into production</li> </ul>
<b>CM.a.2</b> Dedicated facilities for employees working in high care production facilities must be in place in order to prevent contamination risks	<ul style="list-style-type: none"> <li>Dedicated high care changing facilities</li> <li>Dedicated boot washing facilities</li> <li>Dedicated hand wash facilities</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED
<b>CM.a.2.1</b> Personnel who enter or work in high care areas must be provided with dedicated, clean high care protective clothing and footwear	<ul style="list-style-type: none"> <li>■ Clothing provided is colour coded or easily distinguishable to the area</li> <li>■ Clothing provides protection around the neck area</li> <li>■ Facilities are provided for dirty/ worn protective clothing from high care areas which prevent them coming into contact with dirty/ worn protective clothing from low risk areas</li> </ul>
<b>CM.a.3</b> Dedicated high care production equipment must be in use in order to prevent contamination risks	<ul style="list-style-type: none"> <li>■ All equipment in use is never used in low care facility</li> </ul>
<b>CM.a.4</b> A hygiene management system that prevents the risk of high care production areas being contaminated by low care production areas must be in place	<ul style="list-style-type: none"> <li>■ System includes: <ul style="list-style-type: none"> <li>– listeria swabbing of the high care area, to a risk assessed schedule</li> </ul> </li> <li>■ The high care areas having: <ul style="list-style-type: none"> <li>– dedicated cleaning facilities</li> <li>– dedicated cleaning equipment</li> <li>– dedicated cleaning chemicals and chemical storage areas</li> <li>– dedicated cleaning staff</li> </ul> </li> </ul>
<b>CM.a.5</b> Systems must be in place to ensure all maintenance tools used in the high care area are clean	<ul style="list-style-type: none"> <li>■ Routinely used maintenance tools are dedicated to the high care area</li> <li>■ Rarely or occasionally used tools may be shared with the low care areas, provided they are cleaned and sanitised prior to entering the high care area</li> </ul>
<b>CM.a.6</b> Cooked meats must be packed in a way to maintain integrity and safety during storage and transport (New)	<ul style="list-style-type: none"> <li>■ Double packed during transport</li> </ul>
<b>CM.a.7</b> Cooked meats must be stored in a dedicated cooked meat storage area with no opportunity for contact with open or packed raw meats	<ul style="list-style-type: none"> <li>■ No raw meats in cooked meat storage area</li> </ul>
<b>CM.a.8</b> Cooked meats must be segregated during transport in a manner that prevents product or packaging coming into contact with open or packed raw meat	<ul style="list-style-type: none"> <li>■ Where a vehicle has been used to transport open raw meat the vehicle is thoroughly cleansed and disinfected before being used for packed cooked meats</li> </ul>

## THIRD PARTY STORAGE (TP)

STANDARDS	HOW YOU WILL BE MEASURED
<b>THIRD PARTY STORAGE</b>	
<b>AIM: To ensure that third party storage conditions do not compromise product quality, safety or traceability and integrity</b>	
<b>TP.a</b> Where third party storage facilities are being used to hold product, a contract or formal agreement must be in place with the provider defining storage requirements (New)	
<b>TP.a</b> Checks of storage providers must be conducted to ensure they are meeting requirements (New)	<ul style="list-style-type: none"> <li>■ Either schedule of checks in place and reports kept, or</li> <li>■ Facilities are BRC (or equivalent) certified with the appropriate activity listed within the scope</li> </ul> <div style="text-align: right;"> <span style="border: 1px solid black; border-radius: 50%; padding: 2px 5px;"><b>R</b></span>  <ul style="list-style-type: none"> <li>■ Third party site accreditation or check reports</li> </ul> </div>

## PRODUCTION & PROCESS CONTROLS (PC)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PROCESS CONTROLS</b>		
<b>AIM: The entire production process is controlled to protect food safety</b>		
<b>PC.a</b> <b>The flow of the process from intake to dispatch must be controlled in order to prevent cross contamination between production areas, by people, equipment or waste</b>	<ul style="list-style-type: none"> <li>■ Restrictions are in place to minimise movement of people between dirty and clean areas</li> <li>■ Where movement between dirty and clean areas occurs, risk assessed controls such as designated protective clothing and clean protective footwear are in place to reduce the risk of contamination</li> </ul>	
<b>PC.b</b> <b>Systems must be in place to thaw frozen products in a controlled manner (Revised)</b>	<ul style="list-style-type: none"> <li>■ Thawing is undertaken in accordance with documented procedures that outline the temperature and time requirements</li> <li>■ Thawing is undertaken under temperature controlled conditions that ensure the surface temperature does not exceed 7°C for beef, lamb and pork and 4°C for poultry</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Thawing protocol</li> </ul>
<b>PACKAGING MANAGEMENT</b>		
<b>AIM: Clean, food-safe packaging is used to protect food products</b>		
<b>PC.c</b> <b>Packaging must be purchased from approved sources (Revised)</b>	<ul style="list-style-type: none"> <li>■ The approval system manages any risks to the site and may include supplier audits, supplier questionnaire or recognition of third party certification</li> <li>■ Warranties are received for packaging that is described as food safe</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Packaging approval</li> </ul>
<b>PC.c.1</b> <b>Packaging must be suitable for its intended use, as confirmed by up to date specifications</b>	<ul style="list-style-type: none"> <li>■ Up to date specifications available for all packaging</li> <li>■ The specifications detail the suitability and legality of the packaging for its intended use</li> <li>■ Packaging that is in direct contact with food is food safe</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Packaging specifications</li> </ul>
<b>PC.c.2</b> <b>A documented procedure for the receipt of packaging must be in place detailing checks that must be carried out</b>	<ul style="list-style-type: none"> <li>■ Procedure sets out:                             <ul style="list-style-type: none"> <li>– visual checks that must be carried out</li> <li>– certification checks that must be carried out</li> </ul> </li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Documented procedures</li> </ul>
<b>PC.c.3</b> <b>Packaging must be stored in a suitable, clean, pest-free area (Revised)</b>	<ul style="list-style-type: none"> <li>■ Packaging stored separately to raw materials, chemicals and waste</li> <li>■ No evidence of pest contamination or damage</li> </ul>	
<b>PC.c.4</b> <b>Packaging must be able to be moved to the point of use, without the risk of contamination (New)</b>		
<b>PACKING AND LABELLING</b>		
<b>AIM: Products are labelled correctly</b>		
<b>PC.d</b> <b>Systems must be in place to ensure that products are packed and labelled with the correct packaging/ labelling (Revised)</b>	<ul style="list-style-type: none"> <li>■ A documented procedure details the system and checks that are made                             <ul style="list-style-type: none"> <li>– positive release of packaging/ labels to the packing line</li> </ul> </li> <li>■ System includes:                             <ul style="list-style-type: none"> <li>– before, during and at the end of a packing run, checks are made that the correct packaging and labelling is or was in use</li> <li>– following product changes, checks are made that the correct packaging and labelling is in use</li> <li>– positive release of packaging/ labels to the line</li> <li>– after the packing or labelling run, left over packaging is removed</li> </ul> </li> <li>■ The system is managed by responsible, trained persons</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>METAL DETECTION OF FINISHED, PACKED PRODUCT – applicable to finished retail packs of beef, lamb and pork products; all poultry products; all high care products</b>		
<b>AIM: Prevention of contamination of products by metal</b>		
<p><b>PC.e</b>  <b>Systems must be in place to minimise the risk of contamination of product by metal (Revised)</b></p>	<ul style="list-style-type: none"> <li>■ Finished retail packs and product for direct sale to consumers (including vacuum and modified atmosphere packs) are: <ul style="list-style-type: none"> <li>– metal detected in accordance with a documented procedure, or</li> <li>– the risk of contamination is reduced through the use of alternative methods of protection, the reliance on which is supported by a risk assessment</li> <li>– the risk assessment considers the risks relevant to the method chosen and, where relevant, consideration is given to supplier approval audit findings, supplier previous performance, customer complaints, product source, risks associated with the production process, the nature of the product and the possible end use</li> <li>– any evidence that risks have not been adequately controlled (e.g. a customer complaint of metal contamination) results in a complete review of the risk assessment and the protection method chosen. The decision to not metal detect is fully reviewed by senior management. The reviews are documented</li> <li>– where metal detectors are used, they identify contaminated product i.e. contaminated product is either automatically rejected and diverted from the line or the line stops, with an alarm</li> </ul> </li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Metal risk assessment and procedures</li> </ul>
<p><b>PC.e.1</b>  <b>Documented procedures must be implemented when the metal detector detects contaminated product</b></p>	<ul style="list-style-type: none"> <li>■ Procedure outlines the actions to be taken when contaminated products are detected, including: <ul style="list-style-type: none"> <li>– re-testing requirements</li> <li>– investigating to identify the contamination</li> <li>– when products must be destroyed</li> </ul> </li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Metal detection procedure</li> </ul>
<p><b>PC.e.2</b>  <b>Where a product is found to be contaminated with metal, the source of contamination must be investigated and action taken to prevent a reoccurrence</b></p>		
<p><b>PC.e.3</b>  <b>Metal detectors must be tested regularly for correct functioning, in accordance with a documented procedure</b></p>	<ul style="list-style-type: none"> <li>■ Documented procedures detail the frequency, methods and test material used, including: <ul style="list-style-type: none"> <li>– type of test material i.e. separate pieces of ferrous metal, stainless steel and non-ferrous material (or if a foil container is used, ferrous only)</li> <li>– size of test material for the different product types</li> <li>– placement of the test material to check accurate detection (i.e. placing at the point of lowest sensitivity, passing through the centre of the detector)</li> </ul> </li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Metal detecting test procedures</li> </ul>
<p><b>PC.e.4</b>  <b>Where a test on a metal detector fails, corrective actions must be implemented</b></p>	<ul style="list-style-type: none"> <li>■ Actions include stopping use of the affected machine (where necessary stopping the production line); retesting all available products that have passed through the detector since the last successful test; and recording and reporting of the issue and corrective action to senior management</li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Corrective action</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<b>ALLERGEN MANAGEMENT – applicable to sites handling known allergens</b>		
<b>AIM: Effective management of allergens to minimise the allergen contamination of products</b>		
<p><b>PC.f</b>  <b>Where a site is handling known allergens, risk assessed procedures must be in place to minimise the risk of allergen contamination of products</b></p>	<ul style="list-style-type: none"> <li>■ Allergens are those on the current EU list, as detailed by the Food Standards Agency</li> <li>■ Risk assessment is used to identify the potential allergens on site and the risks that need controlling</li> <li>■ Procedures are in place to control the risks. These may include (but are not limited to): <ul style="list-style-type: none"> <li>– segregating allergen containing products from others</li> <li>– scheduling of production to segregate production of allergen containing products from others by time</li> <li>– use of dedicated production equipment for products containing allergens</li> <li>– use of dedicated cleaning equipment for products containing allergens</li> <li>– appropriately managing waste, spillage, rework, employee movements, food brought onto site by staff, etc.</li> </ul> </li> </ul>	
<b>PRODUCT TESTING</b>		
<b>AIM: Testing to ensure products are safe and legal and procedures are working</b>		
<p><b>PC.g</b>  <b>A risk assessed schedule of finished product testing must be in place (Revised)</b></p>	<ul style="list-style-type: none"> <li>■ A risk assessment determines the frequency of testing</li> <li>■ Testing schedule is documented, along with testing methods</li> <li>■ Tests may be: <ul style="list-style-type: none"> <li>– microbiological</li> <li>– chemical e.g. fat, speciation, allergies, chemical residue limits (e.g. MRLs for Quaternary Ammonium Compounds found in cleaning chemicals)</li> <li>– quality</li> </ul> </li> <li>■ Test results are kept for 3 years</li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Testing schedule</li> </ul>
<p><b>PC.g.1</b>  <b>Where testing identifies non-conforming products, corrective action must be implemented</b></p>	<ul style="list-style-type: none"> <li>■ Where non-conformities are identified, the root cause is determined and corrective and preventative action is implemented where applicable</li> <li>■ All relevant details are recorded and reported to senior management</li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Corrective action</li> </ul>
<p><b>PC.g.2</b>  <b>Any testing carried out that is critical to product safety and legality, is to internationally recognised methods in appropriately accredited laboratories (Revised)</b></p>	<ul style="list-style-type: none"> <li>■ Laboratories are accredited to ISO 17025, CLAS, Lab Cred or equivalent. Accreditation is demonstrated by a current certificate</li> <li>■ Applies when sites undertake testing in house or subcontracts testing</li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Lab certificate</li> </ul>
<b>CONTROL OF NON-CONFORMING PRODUCT</b>		
<b>AIM: Non-conforming product is handled appropriately</b>		
<p><b>PC.h</b>  <b>Non-conforming products must be dealt with appropriately, in accordance with the site's documented procedure (Revised)</b></p>	<ul style="list-style-type: none"> <li>■ The procedure details the action to be taken which may include re work; quarantining or rejection; destruction</li> <li>■ Destruction or waste disposal is carried out in accordance with legislation</li> <li>■ Non-conforming products must be clearly labelled/ identified as such</li> <li>■ Where a non-conformity is in relation to safety of the product, a root cause is undertaken and all relevant details recorded</li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Non-conformity root cause</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<b>ABATTOIR SPECIFIC PROCESS CONTROLS</b>		
<b>PC.i</b> <b>Systems must be in place to check the fitness of livestock for human consumption</b>	<ul style="list-style-type: none"> <li>■ Food Chain Information is received and reviewed for all incoming livestock to verify livestock are not within withdrawal period</li> <li>■ All incoming livestock are visually assessed for signs of disease or conditions</li> <li>■ Livestock considered unfit for human consumption are rejected and handled/ disposed of accordingly</li> </ul>	
<b>PC.i.1</b> <b>Systems must be in place to ensure that livestock are of suitable cleanliness at slaughter</b>	<ul style="list-style-type: none"> <li>■ A documented Clean Livestock Policy is in place that sets out the site's livestock cleanliness standards</li> <li>■ The requirements of the policy are communicated to suppliers and all incoming livestock checked against it</li> <li>■ Where the requirements of the clean livestock policy are not met at intake, corrective action is implemented</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-weight: bold; font-size: 1.2em;">R</span> </div> <ul style="list-style-type: none"> <li>■ Clean livestock policy</li> </ul>
<b>PC.i.2</b> <b>Where the monitoring identifies suppliers failing to meet the sites requirements, corrective action must be implemented</b>	<ul style="list-style-type: none"> <li>■ Corrective action is relevant to the scale and risk and may include:               <ul style="list-style-type: none"> <li>– reminding the supplier of the site requirements (verbally and formally)</li> <li>– reporting the issue to the appropriate farm assurance scheme</li> </ul> </li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-weight: bold; font-size: 1.2em;">R</span> </div> <ul style="list-style-type: none"> <li>■ Corrective actions</li> </ul>
<b>RED MEAT ONLY PROCESS CONTROLS</b>		
<b>PC.j</b> <b>Systems must be in place to prevent cross contamination between species on the slaughter line in multi species abattoirs</b>	<ul style="list-style-type: none"> <li>■ Slaughter of different species separated by time and cleaning or space (e.g. separate slaughter lines and separation in storage)</li> </ul>	
<b>PC.j.1</b> <b>Risk assessed systems that minimise contamination of the carcase must be implemented</b>	<ul style="list-style-type: none"> <li>■ Systems in place to avoid contaminating the carcase during the bleeding and dressing (evisceration, skinning) process by:               <ul style="list-style-type: none"> <li>– use of clean, regularly sterilised knives</li> <li>– carrying out evisceration in a manner to avoid spillage of the digestive tract</li> <li>– dealing with gut bursts/ removing abscesses during the evisceration process</li> </ul> </li> <li>■ Systems in place to avoid contamination of the carcase by wastes produced on the production line</li> <li>■ Systems in place to remove, test and dispose of Specified Risk Material (in accordance with legal requirements and a documented procedure)</li> <li>■ The production line is designed to reduce the likelihood of carcasses touching one another and prevents them touching surfaces (walls etc.) within the site</li> </ul>	
<b>PC.j.2</b> <b>Systems must be in place to identify, isolate and deal with diseased, dirty or otherwise contaminated carcasses</b>	<ul style="list-style-type: none"> <li>■ Carcasses are regularly checked along the production line for signs of contamination</li> <li>■ Carcasses dealt with in accordance with a documented procedure</li> <li>■ Carcasses may be trimmed where the contamination is minor, or partially or fully rejected for human consumption where more major/ the nature of the contamination is that the carcase cannot be made to be food safe</li> <li>■ Where the carcase is rejected, the root cause is investigated and appropriate corrective action implemented</li> </ul>	
<b>POULTRY ONLY PROCESS CONTROLS</b>		
<b>PC.k</b> <b>Risk assessed systems that minimise contamination of the carcase must be implemented (New)</b>	<ul style="list-style-type: none"> <li>■ Staff in contact with carcasses wash hands regularly to avoid spreading contamination</li> <li>■ The evisceration process design minimises contamination of the carcase. Venting is undertaken in a way that avoids the rupture of the intestinal tract</li> <li>■ At appropriate points along the production line carcasses are washed, inside and out, with clean potable water</li> <li>■ The design of the line minimises the risk of carcasses touching one another and prevents them touching surfaces (walls etc.) within the site</li> <li>■ Birds are inspected post plucking to ensure:               <ul style="list-style-type: none"> <li>– feather removal has effectively taken place</li> <li>– there is no physical damage caused by factory, farming or catching operations</li> </ul> </li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED
<p><b>PC.k.1</b> Systems must be in place to identify, isolate and deal with diseased, dirty or otherwise contaminated carcasses (New)</p>	<ul style="list-style-type: none"> <li>■ System includes the identification of Salmonella positive flocks</li> <li>■ Salmonella positive flocks are processed in line with HACCP principles <ul style="list-style-type: none"> <li>– measures in place so that positive carcasses are kept separate from other carcasses</li> </ul> </li> <li>■ Carcasses are regularly checked along the production line for signs of contamination and disposed of into category 2 waste stream</li> <li>■ Carcasses dealt with in accordance with a documented procedure</li> <li>■ Where the contamination is minor the carcass may be portioned condemned. Where more major the nature of the contamination is that the carcass cannot be made to be food safe and is disposed of into category 2 waste stream</li> <li>■ Where the carcass is condemned the root cause is investigated and appropriate corrective action implemented</li> <li>■ Carcasses are clean and free from contamination prior to deboning</li> </ul>
<p><b>PC.k.2</b> Systems must be in place to minimise the risk of staff handling raw poultry meat coming into contact with packagings (New)</p>	

## PEOPLE (PL)

STANDARDS	HOW YOU WILL BE MEASURED
<b>ACCESS</b>	
<b>AIM: Unauthorised access to the site is prohibited</b>	
<p><b>PL.a</b> Controls must be in place to ensure that only authorised personnel have access to the site</p>	<ul style="list-style-type: none"> <li>■ Visitors to the site report into central office/ reception before being given access to the site and entering production areas</li> <li>■ Visitors are given clear instructions on where they may go when on-site or are accompanied</li> <li>■ Controls may include site security staff, lock/ card accessed facilities</li> </ul>
<b>PERSONNEL HYGIENE</b>	
<b>AIM: Personnel (staff, including seasonal and temporary staff, contractors, engineers and visitors) do not cause a risk to product safety</b>	
<p><b>PL.b</b> The site must have documented and communicated standards setting out the hygiene requirements for personnel</p>	<ul style="list-style-type: none"> <li>■ Personnel include, but is not limited to, staff, visitors and contractors</li> <li>■ Hygiene requirements are communicated through visitor sign in forms/ posters/ staff handbooks/ induction training, etc.</li> <li>■ The hygiene requirements cover the hygiene standards (including methods or order of dressing), jewellery policies and movement restrictions or hygiene requirements when moving between production areas</li> </ul>
<p><b>PL.b.1</b> The site must have documented and implemented personnel hygiene standards</p>	<ul style="list-style-type: none"> <li>■ Hygiene standards adhered to at all times by personnel entering food production areas</li> <li>■ The hygiene standards include the requirement for personnel to: <ul style="list-style-type: none"> <li>– keep fingernails short, clean and free of nail varnish. No false fingernails are worn</li> <li>– not wear perfume, aftershave or excessive make up</li> <li>– cover cuts and sores with blue, waterproof, metal detectable dressings</li> <li>– wash and sanitise hands and exposed forearms on entry and exit to food production areas, and in abattoirs as needed during the evisceration process at a frequency appropriate to the risk of contamination</li> <li>– wash protective clothing e.g. aprons at a frequency appropriate to the risk of contamination</li> </ul> </li> </ul>
<p><b>PL.b.2</b> The site must have a documented and implemented personnel jewellery policy</p>	<ul style="list-style-type: none"> <li>■ The policy requires personnel in the food production and storage areas to not wear jewellery, with the exception of: <ul style="list-style-type: none"> <li>– a plain wedding band</li> <li>– jewellery for medical or religious reasons, if a risk assessment has shown minimal risk to food safety and the jewellery is not exposed</li> </ul> </li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PL.b.3</b> <b>Systems are in place to avoid personnel introducing contaminants from outside of the production area</b>	<ul style="list-style-type: none"> <li>■ Captive footwear is washed on entrance and exit of food production areas</li> <li>■ Where movement between clean and dirty areas occurs, controls such as a change in protective clothing and footwear are in place</li> </ul>	
<b>PL.b.4</b> <b>The site's policy for staff bringing their own-food onto site and how that food must be stored, must be documented and communicated</b>	<ul style="list-style-type: none"> <li>■ The policy details how allergens are managed and the storage facilities available to staff</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Own food policy</li> </ul>
<b>PERSONNEL HEALTH</b>		
<b>AIM: Personnel are fit to work/ visit and pose no risk of product contamination</b>		
<b>PL.b.5</b> <b>The health requirements of the site must be outlined to personnel prior to commencing work, or visitors entering food production areas</b>	<ul style="list-style-type: none"> <li>■ New employees include those employed seasonally or temporarily</li> <li>■ Visitors to an abattoir may include hauliers or farmers delivering livestock</li> </ul>	
<b>PL.b.6</b> <b>A completed health questionnaire or medical certificates are held for all personnel before entry to food production or storage areas</b>	<ul style="list-style-type: none"> <li>■ Completed questionnaires or certificates held for staff</li> <li>■ Completed questionnaires held for visitors</li> <li>■ Questionnaires/ copies of certificates kept for 3 years</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Questionnaires / certificates</li> </ul>
<b>PL.b.7</b> <b>Illness and disease of people entering a food production or storage area or likely to come into contact with food must be dealt with in accordance with the relevant Food Standards Agency regulatory guidance note (or equivalent)</b>	<ul style="list-style-type: none"> <li>■ Sufferers or carriers (employees, visitors or contractors) of a disease likely to be transmitted through food or afflicted, with infected wounds, skin infections, sores or diarrhoea, do not handle food or enter any food-handling area if there is any likelihood of direct or indirect contamination</li> <li>■ Any employee that comes into direct contact with food and is suffering from an illness or symptoms of the above report it (and the possible causes) to their manager</li> <li>■ An affected employee will not return to work (and come into contact with meat) until they have had 48 hours clear from the symptoms of their illness or symptoms, unless they are given written medical clearance by a GP</li> <li>■ The site holds an electronic or printed copy of the FSA's 'Food Handlers: Fitness to Work – Regulatory Guidance and Best Practice Advice For Food Business Operators 2009' (as amended)</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ FSA guidance</li> </ul>
<b>PROTECTIVE CLOTHING</b>		
<b>AIM: The type of protective clothing worn and the manner in which they are cleaned prevent contamination of products</b>		
<b>PL.c</b> <b>The site must have documented and communicated standards setting out the protective clothing requirements for personnel</b>	<ul style="list-style-type: none"> <li>■ Personnel include (but is not limited to) staff, visitors and contractors</li> <li>■ Protective clothing requirements are outlined in visitor sign in forms/ posters/ staff handbooks/ induction training, etc.</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Protective clothing requirements</li> </ul>
<b>PL.c.1</b> <b>Personnel must wear company issued, suitable and clean protective clothing and footwear correctly at all times whilst in food production and storage areas (Revised)</b>	<ul style="list-style-type: none"> <li>■ A supply of company issued, clean clothing is available and is worn by staff, visitors and contractors</li> <li>■ Protective clothing is not a contamination risk in itself (i.e. no loose threads, buttons, external pockets)</li> <li>■ The clothing requirements depend on the person's role and may include light coloured coats, headwear, hair covers covering hair and ears and snoods for beards and moustaches <ul style="list-style-type: none"> <li>– protective clothing worn in high care areas are of a design that fasten to the neck, covering all under clothing</li> </ul> </li> <li>■ Footwear provided can be effectively cleaned. Overshoes may be used. Clogs may be used provided they can be effectively cleaned</li> <li>■ Personal clothing is not worn over or outside of protective clothing</li> <li>■ Protective clothing is not worn externally to the factory buildings</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PL.c.2</b> <b>Protective clothing must be cleaned regularly to ensure it is not a source of contamination (Revised)</b>	<ul style="list-style-type: none"> <li>■ Clothing must be regularly collected and cleaned</li> <li>■ Laundry of protective clothing may be undertaken in house or by an external laundry facility. Staff do not launder their own protective clothing away from the site</li> <li>■ Where protective clothing is not suitable for laundering (e.g. chainmail, gloves and aprons), they are cleaned at a frequency appropriate to the level of contamination during production (i.e. rinsed) and cleansed and disinfected/sterilised as regularly as needed to minimise the risk of cross contamination</li> </ul>	
<b>PL.c.3</b> <b>Where protective clothing is laundered on site, documented procedures are implemented (Revised)</b>	<ul style="list-style-type: none"> <li>■ Procedures detail the wash cycle requirements i.e. times and temperatures</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Washing procedures</li> </ul>
<b>TRAINING</b>		
<b>AIM: All employees are trained and competent to perform their roles</b>		
<b>PL.d</b> <b>Training must be given to all employees to ensure they are trained and competent to perform their role</b>	<ul style="list-style-type: none"> <li>■ Nobody starts work without an induction and supervision</li> <li>■ A documented plan which identifies what training is required for which role</li> <li>■ Where necessary training is given in different languages</li> <li>■ For roles which impact on Critical Control Points, specific training is given and a level of competency is established prior to being left to complete the task unsupervised</li> <li>■ Where training needs to be undertaken on the job, the employee is signed off as competent before being left to work unsupervised</li> </ul>	
<b>PL.d.1</b> <b>The ongoing performance of staff must be monitored and updates or refresher training given as needed</b>	<ul style="list-style-type: none"> <li>■ Training needs for each role and employee are reviewed and where needed updates are given</li> </ul>	
<b>PL.d.2</b> <b>Records of training must be kept</b>	<ul style="list-style-type: none"> <li>■ A training record is available for all, including: <ul style="list-style-type: none"> <li>– name</li> <li>– start date</li> <li>– training given</li> <li>– date of training</li> <li>– duration of the training</li> <li>– training provider</li> <li>– ongoing performance monitoring results or appraisals</li> </ul> </li> <li>■ Where staff are trained to undertake specific tasks, this is listed in the record</li> <li>■ Records kept for at least 3 years after staff member has left employment</li> <li>■ Training records include any relevant certificates of competency or licences held by the individual</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Training record</li> </ul>
<b>PL.d.3</b> <b>Managers, teams and other persons with positions of accountability must be able to demonstrate continuous professional development</b>	<ul style="list-style-type: none"> <li>■ They have access to external technical support and information, current relevant legislation and codes of practice</li> <li>■ They attend training/ information events</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Training record</li> </ul>

## TRACEABILITY & INTEGRITY MODULE (TR)

This module is applicable to all sites

STANDARDS	HOW YOU WILL BE MEASURED	
<b>TRACEABILITY SYSTEM</b>		
<b>AIM: An effective traceability system that allows all products to be traced back to their origin and the correct labelling claims are declared on the product. Note: this applies to all products, and is not limited to finished, assured products</b>		
<p><b>TR.a</b> The site must have a fully operational and demonstrably effective traceability system, from supplier through to customer</p>	<ul style="list-style-type: none"> <li>■ Traceability system effective from the intake of livestock or raw material to the dispatch/ delivery of finished product</li> <li>■ All product in the plant can be traced:                             <ul style="list-style-type: none"> <li>– back to the supplier or a defined production batch</li> <li>– forward to despatch and the customer</li> <li>– forward or back one-step within 4 hours</li> </ul> </li> <li>■ The system enables any finished product labelled with any claims (in particular Red Tractor) to be validated</li> </ul>	
<p><b>TR.a.1</b> The site traceability system and procedures must be documented from intake to dispatch</p>	<ul style="list-style-type: none"> <li>■ Documentation includes:                             <ul style="list-style-type: none"> <li>– a flow diagram or a written explanation of the traceability process for all species/ products, including identification of the record points</li> </ul> </li> </ul>	<div style="display: flex; align-items: center; justify-content: center;"> <div style="background-color: #1a3d4d; color: white; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin-right: 10px;">R</div> <ul style="list-style-type: none"> <li>■ Flow diagram, traceability risks</li> </ul> </div>
<p><b>TR.b</b> A risk assessed schedule of testing the site's traceability system must be documented and implemented</p>	<ul style="list-style-type: none"> <li>■ Tests:                             <ul style="list-style-type: none"> <li>– are undertaken at least monthly, in accordance with a documented schedule</li> <li>– include mass balances (at least once a year) and traces forward to the customer and back to the supplier</li> <li>– test all species/ types of product during the course of the year</li> <li>– seek to verify that any claims made on the selected product, were done so correctly</li> </ul> </li> <li>■ Results are recorded</li> </ul>	
<p><b>TR.b.1</b> Testing of the traceability system must be undertaken by a suitable, competent person</p>	<ul style="list-style-type: none"> <li>■ Testing, which includes a mass balance, carried out by a person independent of the process (either somebody in house but independent of the activity or somebody external to the company), wherever possible</li> </ul>	
<p><b>TR.b.2</b> Where traceability system tests demonstrate failures or weaknesses, the root cause must be determined and corrective actions must be implemented</p>	<ul style="list-style-type: none"> <li>■ The root cause is determined and corrective actions put in place:                             <ul style="list-style-type: none"> <li>– corrective actions include increasing the testing frequency to weekly until there is evidence the issues have been rectified</li> </ul> </li> <li>■ The issue, root cause and corrective action are recorded and reported to relevant senior management</li> </ul>	<div style="display: flex; align-items: center; justify-content: center;"> <div style="background-color: #1a3d4d; color: white; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin-right: 10px;">R</div> <ul style="list-style-type: none"> <li>■ Testing results</li> </ul> </div>
<b>PROCESS CONTROLS (ABATTOIR CATTLE, SHEEP, GOATS and PIGS)</b>		
<b>AIM: Controls are in place to ensure the delivery of the traceability system</b>		
<p><b>TR.c</b> The traceability system must include a complete record of movements of livestock on to the site</p>	<ul style="list-style-type: none"> <li>■ Recorded in on-site databases/ registers</li> <li>■ Record includes:                             <ul style="list-style-type: none"> <li>– arrival date and time</li> <li>– the name, address, holding number of the supplier and the country of origin</li> <li>– total numbers of livestock and identifiers/ ear numbers</li> <li>– date of the movement off the last holding</li> <li>– details of the livestock vehicle and name of driver used to deliver the livestock</li> </ul> </li> <li>■ Note: the term holding applies to farms, markets or collection centres</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<p><b>TR.c.1</b> Traceability documentation for all livestock is received and reviewed to ensure it is complete</p>	<ul style="list-style-type: none"> <li>■ Relevant documentation is reviewed: <ul style="list-style-type: none"> <li>– for cattle, passport, site entry forms/ animal transport certificates, Food Chain Information</li> <li>– for sheep and goats movement licences, Food Chain Information</li> <li>– for pigs, the inbound electronic licence eAML2</li> </ul> </li> <li>■ For pigs the inbound electronic licence eAML2 is checked and updated as necessary to reflect the actual number of live pigs delivered</li> <li>■ All documentation is complete, including dated signatures as required. From the documentation, the site is able to record all details needed for its own on-site movement record</li> <li>■ The documentation is held for 3 years</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Entry forms, AMLs, etc.</li> </ul>
<p><b>TR.c.1</b> Traceability documentation for all livestock is received and reviewed to ensure it is complete</p>		<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Documented procedures</li> </ul>
<p><b>TR.c.2</b> Incoming livestock must be identified, in accordance with legislation, when they arrive on-site</p>	<ul style="list-style-type: none"> <li>■ Checks are made on livestock upon arrival that: <ul style="list-style-type: none"> <li>– cattle have two official ear tags</li> <li>– sheep and goats have the correct number and type of tags</li> <li>– pigs are slap marked or ear tagged</li> </ul> </li> <li>■ Checks are made to ensure that the livestock identifiers correlate with movement documentation</li> </ul>	
<p><b>TR.c.3</b> Errors in livestock identification or movement documentation are investigated and acted upon (New)</p>	<ul style="list-style-type: none"> <li>■ Where the error could cause a complete breakdown in traceability, the affected livestock are not slaughtered as assured until the error has been resolved (unless authorised by the Official Veterinarian)</li> <li>■ Where the issue is more minor and overall traceability is not compromised, livestock are slaughtered where permitted by the Official Veterinarian and site procedures</li> </ul>	
<p><b>TR.c.4</b> There must be correlation between the carcass and the offal, head, etc. removed during the process of evisceration and break down of the carcass, in order for those body parts to be described as assured</p>	<ul style="list-style-type: none"> <li>■ The body parts must correlate with the carcass they originate from, or be traceable to a batch of assured livestock</li> </ul>	
<p><b>TR.c.5</b> Carcasses must be clearly labelled so that they can be traced back to source</p>	<ul style="list-style-type: none"> <li>■ Carcasses are marked/ labelled with: <ul style="list-style-type: none"> <li>– slaughter number unique to the days' production for each species</li> <li>– batch number</li> <li>– slap mark</li> <li>– kill date</li> </ul> </li> <li>■ If assured, it is labelled as assured</li> </ul>	
<p><b>TR.c.6</b> The carcass must be traceable, by identification mark prior to dispatch</p>	<ul style="list-style-type: none"> <li>■ The site identification mark/ hygiene approval number (EC Code) is applied to the carcass as early as practicably possible, but at least prior to its dispatch</li> </ul>	
<p><b>TR.c.7</b> Where carcasses or product is claimed to be assured, systems must be in place to verify the assurance requirements behind the claim</p>	<ul style="list-style-type: none"> <li>■ Verification made prior to carcasses being broken down or before the carcass has left the site</li> <li>■ The following is verified for all livestock to be described as assured: <ul style="list-style-type: none"> <li>– the holding the livestock have come from (or herd/ flock number in Northern Ireland)</li> <li>– the residency period of the livestock on that holding, and where applicable the assurance status of previous holdings, if the residency period is split between holdings</li> <li>– the vehicle the livestock were delivered on</li> <li>– any markets or collection centres the livestock have passed through within the residency period</li> </ul> </li> <li>■ The permitted methods of verification (outlined in the relevant <b>Appendix</b>) are used</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>TR.c.8</b> Where carcase or product is assured, all key process and delivery paperwork must clearly identify the assured status of the carcase or product		<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Process and delivery paperwork</li> </ul>
<b>PROCESS CONTROLS (POULTRY ABATTOIR)</b>		
<b>TR.d</b> The traceability system must include a complete record of all movements of poultry, on to the site	<ul style="list-style-type: none"> <li>■ Recorded in on-site databases/ registers</li> <li>■ Record includes:               <ul style="list-style-type: none"> <li>– date and time of departure from the holding</li> <li>– arrival date and time at the abattoir</li> <li>– the production site name, address, holding number and contact</li> <li>– house number</li> <li>– number of birds</li> <li>– site assurance membership number</li> <li>– details of the livestock vehicle and name of the driver used to deliver the birds</li> </ul> </li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Movement documentation</li> </ul>
<b>TR.d.1</b> Traceability documentation received is reviewed to ensure it is complete	<ul style="list-style-type: none"> <li>■ A completed Animal Transport Certificate and Food Chain Information is received for each flock of birds</li> <li>■ All documentation is complete, including dated signatures as required. From the documentation, the site is able to record all details needed for its own on-site movement record</li> <li>■ The documentation is held for 12 months</li> </ul>	
<b>TR.d.2</b> Errors in movement documentation are investigated and acted upon		
<b>TR.d.3</b> Flocks are slaughtered in a batch system, with clear segregation between assured and non-assured flocks, carcasses and offal		
<b>TR.d.4</b> Where product is claimed to be assured, systems must be in place to verify the claim	<ul style="list-style-type: none"> <li>■ Verification, using the Red Tractor checker or equivalent system made prior to birds being slaughtered</li> <li>■ The following is verified for all flocks, in order for their products to be described as assured:               <ul style="list-style-type: none"> <li>– the assurance status of the holding the birds have come from</li> <li>– the assurance status of the catching team</li> <li>– the assurance status of the vehicle the birds were delivered on</li> </ul> </li> </ul>	
<b>TR.d.5</b> Where product is assured, all key process and delivery paperwork must clearly identify the assured status of the carcase or product		
<b>PROCESS CONTROLS (CUTTING only)</b>		
<b>TR.e</b> All products must be effectively labelled and in a manner that allows product to be traced, at all times	<ul style="list-style-type: none"> <li>■ Product is labelled with:               <ul style="list-style-type: none"> <li>– a number/ code which is unique to the day's intake/ production per species. The code must link the product to its source</li> <li>– the approval number of the abattoir/ cutting plant the product came from</li> <li>– the date of slaughter/ cutting</li> <li>– if product is to be sold as assured, it is labelled as assured</li> </ul> </li> <li>■ Labels are applied directly to the product or sealed packaging</li> </ul>	
<b>TR.e.1</b> The outer packaging (pack or sealed container) of meat products must be labelled prior to its dispatch, to ensure it is traceable back to the site (Revised)	<ul style="list-style-type: none"> <li>■ Product is labelled with :               <ul style="list-style-type: none"> <li>– the site's identification mark (EC Code)</li> <li>– pack contents e.g. chicken thighs</li> <li>– pack weight</li> <li>– slaughter/ batch code/ date, slaughter/ cutting date</li> <li>– durability coding (for products intended for supply to the final consumer or to mass caterers, with or without pre-packaging)</li> <li>– if product is to be sold as assured, it is labelled as assured</li> </ul> </li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>TR.e.2</b> <b>Where product is claimed to be assured, systems must be in place to verify the claim</b>	<ul style="list-style-type: none"> <li>■ If the product has been bought in from another site, the assurance certification status of the site has been verified</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Copies of assurance certificates, confirmation from certification bodies</li> </ul>
<b>TR.e.3</b> <b>Where product is to be sold as assured, all key process and delivery paperwork must clearly identify the assured status of the product</b>	<ul style="list-style-type: none"> <li>■ Process paperwork includes despatch documentation</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Process paperwork</li> </ul>
<b>PRODUCT AUTHENTICITY</b>		
<b>AIM: To minimise the risk of buying in fraudulent or adulterated product (bought in product means anything bought in to further process, e.g. carcasses, primals, cooked product for slicing, raw materials/ ingredients)</b>		
<b>TR.f</b> <b>To have systems in place to identify threats of fraudulent or adulterated food threats (New)</b>	<ul style="list-style-type: none"> <li>■ Systems include contact or networks in place with: <ul style="list-style-type: none"> <li>– Trade Associations</li> <li>– Industry Bodies</li> <li>– Government</li> </ul> </li> </ul>	
<b>TR.f.1</b> <b>A programme must be in place for considering the risks of fraud and adulteration of all purchased products (New)</b>	<ul style="list-style-type: none"> <li>■ Documented risk assessment in place for all purchased products</li> <li>■ Risks consider: <ul style="list-style-type: none"> <li>– risk of substitution with one species for another</li> <li>– risk of substitution of one breed for another</li> <li>– risk of substitution of one geographic origin for another</li> <li>– risk of part substitution of meat with offal</li> <li>– risk of condemned meat being supplied</li> </ul> </li> <li>■ Evidence that risk assessment has been completed prior to engaging any new suppliers</li> <li>■ Evidence that risk assessments are reviewed to reflect any changes</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Risk assessment</li> </ul>
<b>PURCHASED PRODUCT</b>		
<b>AIM: To ensure that any products purchased for further handling are of the quality, safety and integrity required. (Purchased in product means anything bought in to further process from an external source, e.g. carcasses, primals, cooked product for slicing, raw material/ ingredients. This does not apply to product bought in from sites operated within the company)</b>		
<b>TR.g</b> <b>A supplier approval system must be in place that requires all purchased meat and poultry to be from an approved source</b>	<ul style="list-style-type: none"> <li>■ Evidence of an approval system which may be: <ul style="list-style-type: none"> <li>– recognition of a third party certification, or</li> <li>– own site based audits</li> </ul> </li> <li>■ Evidence that approval method has been informed by fraud/ authenticity risk assessments</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Approval system</li> </ul>
<b>TR.g.1</b> <b>A supplier approval system must be in place that requires all non-meat and non-poultry product bought in to be from an approved source (Revised)</b>	<ul style="list-style-type: none"> <li>■ Evidence of an approval system which may be: <ul style="list-style-type: none"> <li>– recognition of a third party certification, or</li> <li>– own site based audits</li> <li>– supplier questionnaire</li> </ul> </li> <li>■ Evidence that approval method has been informed by fraud/ authenticity risk assessments</li> <li>■ Applies to non-meat and non-poultry products such as salt, pepper, sugars, etc.</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<p><b>TR.g.2</b> Detailed Product Specifications must be in place with suppliers of all product purchased</p>	<ul style="list-style-type: none"> <li>■ Product Specifications include: <ul style="list-style-type: none"> <li>– chemical standards</li> <li>– microbiological standards</li> <li>– physical standards</li> <li>– required origin / provenance</li> <li>– assurance status - If Red Tractor product is required it must be stated in the product specification</li> <li>– a requirement for all assured product to be labelled with its assurance status</li> </ul> </li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Product specifications</li> </ul>
<p><b>TR.g.3</b> A documented procedure for the receipt of bought in product must be in place detailing checks that must be carried out</p>	<ul style="list-style-type: none"> <li>■ Procedure sets out: <ul style="list-style-type: none"> <li>– visual checks that must be carried out</li> <li>– provenance and labelling checks that must be carried out</li> <li>– certification checks that must be carried out</li> <li>– the certificates of analysis or certificates of conformance that should be received with each delivery</li> </ul> </li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Documented procedure</li> </ul>
<p><b>TR.g.4</b> A chemical and microbiological testing schedule must be in place that considers the quality/ safety risks of the bought in product (Revised)</p>	<ul style="list-style-type: none"> <li>■ Products are tested at a frequency dependent on the risk to food safety and risk of fraud/ adulteration: <ul style="list-style-type: none"> <li>– testing frequency is documented in a schedule</li> <li>– risk assessments are reviewed annually</li> </ul> </li> <li>■ The site conducts its own testing, or where the risk assessment identifies it as appropriate, a supplier's test results for relevant products can be used. Before the supplier's test results are used, a thorough risk assessment is undertaken <ul style="list-style-type: none"> <li>– the risk assessment takes into consideration supplier approval audit findings, supplier previous performance, risks associated with the supplier's production process, the nature of the product and the possible end use</li> <li>– any evidence the risk posed by a supplier has increased, results in a complete review of the decision to use supplier's test results by senior management. The reviews are documented</li> </ul> </li> <li>■ Out of specification results are acted upon and evidence of the action taken is kept</li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Testing schedule, test results</li> </ul>
<p><b>TR.g.5</b> Where an assured status has been specified on purchased products, there must be a programme of traceability challenges in place to establish the products are assured (New)</p>	<ul style="list-style-type: none"> <li>■ Traceability tests go back to farm level to check assurance status</li> <li>■ The programme operated is risk based, across the supplier base. The risk assessment considers quantities and the supplier's previous performance, along with the risks of: <ul style="list-style-type: none"> <li>– potential for loss of product identification</li> <li>– products that are subject to seasonal change-overs</li> <li>– products that are dual-sourced to meet demands</li> <li>– products that are regularly promoted by retailers</li> <li>– products of high commercial value</li> <li>– products in limited supply</li> <li>– products with a long or complex supply chain</li> <li>– products identified at risk through market intelligence</li> </ul> </li> <li>■ As a minimum at least quarterly trace challenges are undertaken, with each species checked at least once a year</li> <li>■ Any issues/ concerns are acted upon (including where applicable increasing the frequency of testing of a supplier) and evidence of the action taken is kept</li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Trace challenge results</li> </ul>
<p><b>TR.g.6</b> Bought in product must be stored in a dedicated clean area which is suitable for the product material type</p>	<ul style="list-style-type: none"> <li>■ Products kept in the temperatures they require to protect quality and safety</li> <li>■ Area dedicated to bought in product</li> </ul>	

## ANIMAL WELFARE MODULE (AW)

This module is applicable to all sites slaughtering cattle, sheep, goats and pigs

AIM: Livestock are treated and handled in a way that avoids unnecessary pain, distress or suffering at all times, in accordance with current legislation

STANDARDS	HOW YOU WILL BE MEASURED	
<b>ANIMAL WELFARE POLICY, ANIMAL WELFARE OFFICERS AND TRAINING</b>		
<b>AIM: Animal welfare is managed by competent people in accordance with company policies</b>		
<b>AW.a</b> <b>An animal welfare policy for the site must be documented and communicated</b>	<ul style="list-style-type: none"> <li>■ A documented policy outlines the site's objectives with regards to achieving and delivering standards of animal welfare and conforming to the scheme standard and relevant legislation</li> <li>■ Policy signed off by relevant senior management</li> <li>■ Policy communicated to relevant persons e.g. through training, posters, work instructions, staff handbook</li> <li>■ The policy is reviewed annually (demonstrated with a signed and dated review) and kept up-to-date</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Policy</li> </ul>
<b>AW.a.1</b> <b>Animal Welfare Officer(s) (AWO) must be on-site during operational hours and hold overall responsibility for Animal Welfare on the site</b>	<ul style="list-style-type: none"> <li>■ A documented management structure identifies those fulfilling role</li> <li>■ A documented procedure details the responsibilities of the AWO</li> <li>■ AWO(s):                             <ul style="list-style-type: none"> <li>– hold appropriate Certificates of Competence for the species and operations they are responsible for</li> <li>– have sufficient authority and competence to provide guidance to personnel that manage poultry on-site</li> <li>– have sufficient authority to make decisions to safeguard welfare</li> </ul> </li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Management structure/ organogram</li> </ul>
<b>AW.a.2</b> <b>There must be a sufficient number of trained and competent persons working within the lairage and slaughter areas during operational hours to care for and handle livestock</b>	<ul style="list-style-type: none"> <li>■ During operational hours competent persons oversee/ undertakes unloading, lairaging and slaughter</li> <li>■ Competent persons may include deputies to the AWO</li> <li>■ Arrangements are in place to ensure sufficient people are present during holidays/ sick leave</li> </ul>	
<b>AW.a.3</b> <b>All staff involved in the care and handling of livestock must be trained and assessed as competent</b>	<ul style="list-style-type: none"> <li>■ As required by legislation, persons that are responsible for or undertake the following roles, hold a Certificate of Competence relevant to the species:                             <ul style="list-style-type: none"> <li>– the handling and care of animals before they are restrained</li> <li>– the restraint of animals for the purpose of stunning or killing</li> <li>– the stunning of animals</li> <li>– the assessment of effective stunning</li> <li>– the shackling or hoisting of animals</li> <li>– the bleeding of live animals and monitoring the absence of signs of life</li> </ul> </li> <li>■ Staff have been trained to procedures relevant to their roles. Training may include Certificate of Competence training delivered in house by an official training provider or by external training providers</li> </ul>	
<b>AW.a.4</b> <b>The ongoing performance of staff who care for and handle livestock must be monitored and training updates or refresher training given as required (New)</b>	<ul style="list-style-type: none"> <li>■ Training needs for each role are established</li> <li>■ Employee training needs are reviewed on a risk assessed frequency and where needed training and updates are given e.g. change in process, change in legislation</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Training record</li> </ul>
<b>AW.a.5</b> <b>Systems must be in place to ensure appropriate, competent persons are contactable out of operational hours when livestock are on-site</b>	<ul style="list-style-type: none"> <li>■ Person(s) contactable in the event of a problem/ emergency</li> <li>■ The point of contact is a competent member of staff who can contact an AWO at any time or is an AWO</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Signs/ contact numbers</li> </ul>
<b>AW.a.6</b> <b>The AWO(s) must have access to or hold a copy of the most up-to-date regulations and recommendations relating to protecting the welfare of animals at the time of killing</b>	<ul style="list-style-type: none"> <li>■ Up-to-date copies of industry codes of practice relevant to stunning and killing system held (such as those produced by Defra, trade associations or the Humane Slaughter Association)</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>FACILITIES CONSTRUCTION</b>		
<b>AIM: Facilities are fit for purpose; well designed, constructed, maintained and operated to protect the welfare of animals</b>		
<b>AW.b</b> <b>Suitably designed and constructed unloading facilities must be provided</b>	<ul style="list-style-type: none"> <li>■ Designed in accordance with legislation and with regard to the livestock species being unloaded</li> <li>■ Design of facilities to minimise risk of slipping, falling or injury (e.g. minimal ramp incline, ramp surfaces are non-slip)</li> <li>■ Where necessary, species-specific bays are operated</li> <li>■ Solid and secure unloading points prevent the escape of livestock</li> </ul>	
<b>AW.b.1</b> <b>Walkways and the lairage must be designed and constructed to allow animals to move freely in the required direction</b>	<ul style="list-style-type: none"> <li>■ The area facilitates the movement of livestock and does not present obstructions to livestock</li> </ul>	
<b>AW.b.2</b> <b>Walkways and the lairage must be suitably designed and constructed to provide a suitable environment for livestock</b>	<ul style="list-style-type: none"> <li>■ The lairage provides a safe, hygienic and comfortable environment (i.e. no sharp edges, projections or hazardous electrical installations)</li> <li>■ The design of pens and gates allows inspection of livestock and reduces the risk of livestock becoming injured or escaping</li> </ul>	
<b>AW.b.3</b> <b>Livestock areas have sufficient lighting to allow normal behaviours, effective handling and inspection</b>	<ul style="list-style-type: none"> <li>■ The loading areas, walkways and pens are appropriately lit, to allow inspection and effective handling</li> <li>■ If livestock are kept overnight, a period of low level lighting or darkness is provided to allow rest</li> </ul>	
<b>AW.b.4</b> <b>Walkways, the lairage and any pens must be constructed and maintained in a manner that enables effective cleansing and disinfection</b>		
<b>AW.b.5</b> <b>Walkways, the lairage and any pens used must be cleansed and disinfected regularly to minimise the risk of contamination</b>	<ul style="list-style-type: none"> <li>■ Dedicated facilities are available in the lairage area to do this</li> <li>■ Pens are thoroughly cleansed and disinfected at least weekly</li> <li>■ No evidence of dried or built up manure, old-bedding or feed</li> </ul>	
<b>AW.b.6</b> <b>The lairage must be suitably designed and constructed to provide appropriate thermal conditions for livestock (Revised)</b>	<ul style="list-style-type: none"> <li>■ The lairage is ventilated to minimise high humidity, the build-up of odours and to maintain temperature</li> <li>■ Ventilation may be natural or artificial</li> <li>■ The lairage shelters livestock from adverse weather conditions. If the lairage is not roofed, some protection from inclement weather is provided (e.g. walls, hedges)</li> <li>■ The lairage has systems in place to cool animals to prevent overheating. Pig lairages have a system for misting pigs (or similar)</li> </ul>	
<b>AW.c</b> <b>Ventilation systems must be maintained and alarms regularly tested (Revised)</b>	<ul style="list-style-type: none"> <li>■ Ventilation systems maintained and effective</li> <li>■ Where ventilation is controlled mechanically, alarms and emergency back-up systems are in place to notify failures</li> <li>■ Alarms are tested every seven days</li> </ul>	
<b>AW.c.1</b> <b>In the event of ventilation equipment failure, contingency plans and corrective actions must be implemented</b>	<ul style="list-style-type: none"> <li>■ Where necessary, emergency back-up systems are implemented</li> <li>■ Corrective actions and repairs are recorded</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-size: 1.2em; font-weight: bold; color: white;">R</span> </div> <ul style="list-style-type: none"> <li>■ Record – corrective actions</li> </ul>
<b>AW.d</b> <b>Floors which livestock have access to must be designed, constructed and maintained in a manner that minimises the risk of slipping, falling or injury</b>	<ul style="list-style-type: none"> <li>■ Includes loading ramps, walkways, pens, stun pens</li> <li>■ Floor surfaces are sound and livestock can walk at ease</li> <li>■ Design of any slats are suitable for the species and do not cause livestock to slip, fall or cause foot injuries</li> <li>■ Any drains that are accessible to livestock (i.e. in areas where they are moved or held) are maintained with sufficient grip and are secure to prevent them being lifted by livestock</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>AW.e</b> <b>Livestock must not be subjected to avoidable, excessive or sudden noises</b>	<ul style="list-style-type: none"> <li>■ Efforts are made to minimise avoidable, excessive or sudden noises</li> <li>■ Noises may be caused by people, equipment or ventilation systems</li> <li>■ Noises in the lairage environment do not cause livestock distress</li> </ul>	
<b>AW.f</b> <b>A daily, visual check of the facilities used for livestock must be carried out by a competent member of staff, prior to the start of the day's kill</b>	<ul style="list-style-type: none"> <li>■ A visual check of the unloading, lairage, handling, restraining and stunning facilities</li> <li>■ If the visual check identifies an issue, this is recorded and corrective action is implemented <ul style="list-style-type: none"> <li>– where there is a risk to animal welfare the issue is addressed immediately, recorded and reported to an AWO</li> </ul> </li> <li>■ Where necessary production is halted until the problem is resolved or the affected area is not used</li> </ul>	
<b>WAITING PEN AND RESTRAINING FACILITY CONSTRUCTION</b>		
<b>AW.g</b> <b>Where waiting pens are used, they must be of suitable design</b>	<ul style="list-style-type: none"> <li>■ The waiting or crowd pen has a level floor, solid sides with no sharp edges and allows the flow of livestock directly to the place where they will be stunned/ killed</li> </ul>	
<b>AW.g.1</b> <b>The facilities used for holding livestock for stunning must be suitably designed to allow effective stunning (Revised)</b>	<ul style="list-style-type: none"> <li>■ The equipment or facilities present no sharp edges</li> <li>■ The design or location facilitates movement of stunned animals to the sticking point to ensure the stun to stick time is minimised (and within the timescales prescribed in the relevant <b>Appendix</b>)</li> <li>■ The design allows the stunning process to be monitored</li> <li>■ Where restraining devices or individual stun pens are used: <ul style="list-style-type: none"> <li>– entry to the pen encourages the flow of livestock into the pen</li> <li>– the equipment restricts livestock movement (forward, backwards or sideways), minimises livestock struggling and negates the need for animals to be carried or inverted</li> <li>– the equipment presents the animals head for effective stunning</li> </ul> </li> <li>■ Where group stunning pens are used: <ul style="list-style-type: none"> <li>– entry to the pen encourages the flow of livestock into the pen</li> <li>– the size of the group needs to be matched to the size of the pen to give appropriate working space to allow effective and efficient stunning</li> </ul> </li> </ul>	
<b>FIELD LAIRAGES</b>		
<b>AIM: Where field lairages are used, they and the livestock within them are managed appropriately</b>		
<b>AW.h</b> <b>Field lairages must be equipped with appropriate facilities to deliver welfare needs (New)</b>	<ul style="list-style-type: none"> <li>■ Field lairages provide livestock with protection from adverse weather conditions i.e. hedges, trees or man-made walls, banks, provide shade to livestock in hot weather and provide shelter in cold weather</li> <li>■ Field lairages have a perimeter fence that is complete and structurally sound. The fence: <ul style="list-style-type: none"> <li>– prevents direct contact between abattoir livestock and other livestock</li> <li>– gives a 3 metre gap between abattoir and other livestock e.g. by double fencing</li> <li>– reduces the likelihood of escape</li> </ul> </li> <li>■ Fresh, clean drinking water is provided to livestock in water troughs. Troughs are cleaned out as needed to ensure water is of suitable cleanliness</li> <li>■ Hazards are inaccessible to livestock</li> <li>■ Fixed or portable lighting is available to enable livestock to be seen at any time</li> </ul>	
<b>AW.h.1</b> <b>Field lairages are effectively managed (New)</b>	<ul style="list-style-type: none"> <li>■ Livestock are managed in batches and a control system ensures traceability is maintained for livestock lairaged in a field</li> <li>■ Weeds are managed and the field is given a period of rest from livestock/ rotated as needed to enable grass to recover</li> <li>■ Stocking densities are managed to ensure the field does not become excessively poached</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-size: 1.2em; font-weight: bold; margin-right: 5px;">R</span> </div> <ul style="list-style-type: none"> <li>■ Traceability records</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<b>LIVESTOCK INTAKE</b>		
<b>AIM: Upon arrival all livestock are checked and their welfare is appropriately managed</b>		
<b>AW.i</b> <b>The site must operate a system that ensures that livestock vehicles are unloaded without delay</b>	<ul style="list-style-type: none"> <li>■ If livestock cannot be unloaded immediately upon arrival, a risk assessed unloading sequence is decided</li> <li>■ Risk assessment takes into consideration the species, length of journey, climatic conditions and signs of distress</li> <li>■ Where livestock are held on the vehicle, their welfare is continuously monitored</li> </ul>	
<b>AW.i.1</b> <b>A record of the date and time of livestock arrival and unloading must be displayed and kept (Revised)</b>	<ul style="list-style-type: none"> <li>■ Record kept in the lairage</li> <li>■ The record is visible in the lairage (e.g. on a board in the lairage/ on the pen)</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-weight: bold; font-size: 1.2em;">R</span> </div> <ul style="list-style-type: none"> <li>■ Pen record</li> </ul>
<b>AW.j</b> <b>A system must be in place to check the health and welfare of all livestock that come onto site at unloading or shortly after arrival (Revised)</b>	<ul style="list-style-type: none"> <li>■ All livestock are checked at unloading or shortly after penning by a competent member of staff (which may include site security) <ul style="list-style-type: none"> <li>– in the case of out of hours deliveries, the transporter may sign that livestock were okay at delivery, provided checks are undertaken by the first competent person to arrive on-site (note this does not override the need for transporters to check livestock upon unloading and report issues)</li> </ul> </li> <li>■ The checks made identify if livestock are showing signs of distress, pain or injury</li> </ul>	
<b>AW.j.1</b> <b>A system must be in place to check the health and welfare of all livestock regularly whilst the livestock are on-site</b>	<ul style="list-style-type: none"> <li>■ The checks made identify if livestock are showing signs of distress, pain or injury</li> </ul>	
<b>AW.j.2</b> <b>A system must be in place to check the health and welfare of livestock that are lairaged out of hours</b>	<ul style="list-style-type: none"> <li>■ Livestock that are lairaged overnight are checked as a minimum in the evening and then again in the morning (applicable to livestock lairaged over the weekend also)</li> <li>■ The checks made identify if livestock are showing signs of distress, pain or injury</li> </ul>	
<b>AW.j.3</b> <b>Prompt appropriate action must be undertaken in the event of an animal arriving in distress, pain or injury or becoming distressed, injured or in-pain whilst on-site</b>	<ul style="list-style-type: none"> <li>■ The issue is reported to the AWO and the unfit animal procedures are implemented immediately <ul style="list-style-type: none"> <li>– the procedure outlines the action/s to be taken (including out-of-hours if applicable) and when they should be taken</li> <li>– actions may include segregation (in a different pen or the one it is in), limiting access to it, emergency killing</li> <li>– livestock are only moved if movement (or separation) will cause no further pain or distress</li> </ul> </li> <li>■ Relevant staff understand the actions to be taken</li> <li>■ A record of identified issues is kept</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-weight: bold; font-size: 1.2em;">R</span> </div> <ul style="list-style-type: none"> <li>■ Unfit animal procedure; details of when the procedure has been implemented</li> </ul>
<b>AW.j.4</b> <b>Appropriate facilities must be available on-site to segregate sick or injured livestock</b>	<ul style="list-style-type: none"> <li>■ A pen is available and ready to use prior to the arrival of the first livestock of the day</li> <li>■ There is a means to identify the pen e.g. signs/ marker boards</li> <li>■ Water is available and bedding (if appropriate) provided to livestock in segregation facilities</li> <li>■ Where possible the pen situation allows the sight and sound of other animals, unless there are significant disease implications</li> </ul>	
<b>AW.j.5</b> <b>Livestock that require emergency killing must be dealt with immediately by a competent person according to the site's documented procedure</b>	<ul style="list-style-type: none"> <li>■ Livestock requiring emergency killing include those experiencing pain or suffering and those too young to take solid feed</li> <li>■ The procedure identifies: <ul style="list-style-type: none"> <li>– the equipment to be used for emergency slaughter and its location</li> <li>– who the welfare issue is reported to (i.e. AWO, official veterinarian)</li> <li>– who will slaughter the animal – including out of hours</li> </ul> </li> <li>■ Equipment for emergency slaughter is easily accessible. Where the lairage is in close proximity to the stunning and killing points, and stunning equipment can be moved to the affected animal, separate equipment is not necessary</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-weight: bold; font-size: 1.2em;">R</span> </div> <ul style="list-style-type: none"> <li>■ Emergency killing procedure</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<b>LIVESTOCK LAIRAGE</b>		
<b>AIM: Livestock are grouped and held in the lairage in such a way their welfare is maintained</b>		
<b>AW.k</b> <b>System must be in place to ensure livestock are penned at appropriate stocking densities to ensure animals are not overcrowded</b>	<ul style="list-style-type: none"> <li>■ In situations approved by the AWO and where livestock will be held on-site for short time periods, the minimum space allowances in the relevant <b>Appendix</b> are adhered to</li> <li>■ In all other situations, there is sufficient space in the pens to allow all livestock to lie down simultaneously, rise without difficulty and turn around</li> <li>■ Space allowances are adjusted as a result of humidity, temperature and length of stay</li> </ul>	
<b>AW.k.1</b> <b>Guidance must be provided to personnel who pen livestock, on the normal number of livestock each pen is capable of holding under normal conditions (Revised)</b>	<ul style="list-style-type: none"> <li>■ The guidance is visible (e.g. on a board in the lairage/ on the pen) to relevant personnel (e.g. staff, hauliers and farmers)</li> <li>■ The number may be a range or multiple figures for short, medium and long term (overnight) stays</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-size: 1.2em; font-weight: bold; margin-right: 5px;">R</span> </div> <ul style="list-style-type: none"> <li>■ Pen records</li> </ul>
<b>AW.k.2</b> <b>Livestock must be grouped appropriately to avoid bullying, injury or distress (Revised)</b>	<ul style="list-style-type: none"> <li>■ The following categories of livestock are not mixed: <ul style="list-style-type: none"> <li>– different species</li> <li>– pigs of different origin</li> <li>– animals of significantly different sizes or ages unless they are from the same farm and have been managed together</li> <li>– horned and un-horned cattle, unless they have arrived in the same group</li> <li>– sexually mature males and females, unless they have arrived in the same group</li> </ul> </li> <li>■ In the following cases, livestock are penned individually: <ul style="list-style-type: none"> <li>– mature, entire bulls and rams, unless raised in compatible groups</li> <li>– boars over 6 months</li> </ul> </li> <li>■ Livestock that become aggressive/ start bullying one another are separated or penned individually</li> </ul>	
<b>AW.l</b> <b>Livestock must be provided with access to fresh, clean drinking water at all times whilst in the lairage</b>	<ul style="list-style-type: none"> <li>■ Fresh, clean drinking water is provided to livestock in water troughs or appropriate drinkers (e.g. nipple drinkers for pigs)</li> <li>■ Water supply is sufficient to cover times of peak demand</li> <li>■ There is sufficient trough space/ drinkers for the number of livestock</li> <li>■ Troughs/ drinkers are positioned so that all classes of livestock have access to them, whilst minimising the risk of fouling</li> <li>■ Troughs are cleaned out as needed to ensure water is of suitable cleanliness</li> </ul>	
<b>AW.l.1</b> <b>Suitable feed must be available and provided as necessary to meet welfare needs</b>	<ul style="list-style-type: none"> <li>■ Suitable feed for the species stored on-site or easily and quickly available (including out of hours)</li> <li>■ Competent persons are responsible for identifying if feed needs to be provided to ensure welfare needs are met</li> <li>■ Livestock to be lairaged overnight/ more than 12 hours are provided with feed on arrival and every 12 hours</li> <li>■ Bought-in forages (e.g. hay, straw) sourced from merchants with a warranty declaration, or direct from farm with a record of supply details</li> <li>■ Compound feeds (e.g. nuts) are sourced from assured suppliers or manufacturers (UFAS, FEMAS accredited or equivalent)</li> <li>■ Where feed is stored on-site, it is stored in a way to avoid contamination</li> </ul>	
<b>AW.l.2</b> <b>Where feed must be provided, it must be provided in a way that enables all livestock to take sufficient feed, presents no risk of injury and minimises the risk of fouling</b>	<ul style="list-style-type: none"> <li>■ Sufficient feed provided</li> <li>■ Feed provided in a suitable manner (e.g. racks or troughs)</li> </ul>	
<b>AW.l.3</b> <b>Bought-in feed purchase records must be kept</b>	<ul style="list-style-type: none"> <li>■ Detailing: <ul style="list-style-type: none"> <li>– supplier name and for bagged, compound feed assurance details</li> <li>– date of delivery</li> <li>– feed type</li> <li>– volume</li> </ul> </li> <li>■ Warranty declarations kept</li> <li>■ Records kept for 2 years</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-size: 1.2em; font-weight: bold; margin-right: 5px;">R</span> </div> <ul style="list-style-type: none"> <li>■ Feed records</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<p><b>AW.m</b> Livestock to be lairaged overnight/ for more than 12 hours are provided with a comfortable lying area that enables them to keep clean</p>	<ul style="list-style-type: none"> <li>■ Suitable bedding for the species stored on-site or easily and quickly available (including out of hours)</li> <li>■ The system used enables livestock to stay clean and rest and may include: <ul style="list-style-type: none"> <li>– the provision of bedding materials that are safe, suitable, legal</li> <li>– the provision of rubber matting or slats (used without bedding material), provided faeces/ urine may drain from the lying area</li> </ul> </li> </ul>	
<b>LIVESTOCK HANDLING</b>		
<b>AIM: Livestock are handled in a way that avoids pain, injury and distress</b>		
<p><b>AW.n</b> Livestock must be handled appropriately to their species behaviour</p>	<ul style="list-style-type: none"> <li>■ Livestock are handled in a quiet manner, without frightening, excitement, mistreatment or force. Handlers do not: <ul style="list-style-type: none"> <li>– strike or kick livestock</li> <li>– apply pressure to sensitive parts of the animal's body</li> <li>– lift or drag livestock by the head, ears, horns, legs, tail or fleece</li> <li>– overturn livestock</li> <li>– rush livestock at unloading</li> </ul> </li> </ul>	
<p><b>AW.n.1</b> Livestock movements around the site must be kept to a minimum</p>	<ul style="list-style-type: none"> <li>■ Livestock are not moved unnecessarily around the lairage</li> <li>■ Livestock are moved to the point of stunning when they can be killed without delay</li> </ul>	
<p><b>AW.n.2</b> Handling aids used on-site must be suitable for the species and used appropriately (Revised)</p>	<ul style="list-style-type: none"> <li>■ Handling aids are not used in such a way it could cause pain, injury or distress</li> <li>■ Handling aids used by any user on-site include: <ul style="list-style-type: none"> <li>– paddles, rattles, flags – used as an extension of the arm to guide livestock</li> <li>– boards (pigs)</li> <li>– mechanised gates</li> <li>– electric goads - on mature cattle which refuse to move, but have room ahead of them to do so; on mature pigs where a v restrainer stunning system is used (note electric goads are not to be used on pigs in any other system)</li> </ul> </li> </ul>	
<p><b>AW.n.3</b> Where electric goads are used, they must be used by competent persons in the correct manner</p>	<ul style="list-style-type: none"> <li>■ Aids which administer electric shocks are only used as a last resort by trained persons and are avoided where possible. Electric goads are only used: <ul style="list-style-type: none"> <li>– in accordance with legislation and the site's standard operating procedures for electric goads</li> <li>– on the muscles of the hindquarters. The shocks last no longer than 1 second and are adequately spaced</li> </ul> </li> </ul>	
<b>STUNNING AND KILLING</b>		
<b>AIM: Livestock are effectively stunned and killed in a manner that ensures livestock feel no pain or distress</b>		
<p><b>AW.o</b> Livestock must be stunned and killed in accordance with current legislation</p>	<ul style="list-style-type: none"> <li>■ For livestock to retain their assurance status, they must be pre-stunned and then exsanguinated (bled)</li> <li>■ Stunning is effective in ensuring unconsciousness until death supervenes through exsanguination</li> <li>■ 'Stunning' means any intentionally induced process which causes loss of consciousness and sensibility without pain, including any process resulting in instantaneous death</li> </ul>	
<p><b>AW.o.1</b> Livestock must be restrained appropriately before stunning and killing</p>	<ul style="list-style-type: none"> <li>■ Held in facilities as required in AW.g and AWg.1</li> </ul>	
<p><b>AW.o.2</b> Stunning and killing must be carried out in accordance with legal requirements, best practice guidelines and the site's standard operating procedures (Revised)</p>	<ul style="list-style-type: none"> <li>■ The site's procedures outline the different requirements for different species, categories of animals (e.g. calves, mature bulls) and slaughter lines</li> <li>■ The methods outlined in the <b>Appendix</b> are used</li> <li>■ For each method used, specific parameters outlined in the relevant <b>Appendix</b> are adhered to</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-size: 1.2em; font-weight: bold; margin-right: 5px;">R</span> </div> <ul style="list-style-type: none"> <li>■ Standard operating procedures</li> </ul>
<p><b>AW.o.3</b> Captive bolt stunning equipment used is designed to ensure an effective stun</p>	<ul style="list-style-type: none"> <li>■ The correct cartridge is used for the stunner, size and species of animal</li> <li>■ Animals are stunned, in the correct position</li> <li>■ Manufacturer's instructions are followed</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>AW.o.4</b> <b>Electrical stunning equipment is designed to ensure an effective stun (New)</b>	<ul style="list-style-type: none"> <li>■ The voltage and current (under load) is visible to those operating or monitoring the process</li> <li>■ The equipment incorporates an audible or visible device indicating the length of application to an animal</li> <li>■ Where required by legislation, the system records voltages and currents. Records are kept for at least 1 year</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Electrical stunning/ killing records</li> </ul>
<b>AW.o.5</b> <b>Gas stunning equipment used for pigs is designed to maintain welfare and ensure an effective stun and kill (New)</b>	<ul style="list-style-type: none"> <li>■ The equipment is designed to: <ul style="list-style-type: none"> <li>– measure, display and record gas concentrations and the time of exposure</li> <li>– maintain gas concentration</li> <li>– allow pigs to be monitored in the stunner and accessed without delay</li> <li>– allow atmospheric air to be promptly flushed through the stunner</li> <li>– avoid compression of the chest of a pig</li> <li>– enable a pig to remain upright during consciousness</li> <li>– enable a pig to see other pigs as it is conveyed through the stunner</li> <li>– allow pigs to see their surroundings (through lighting)</li> </ul> </li> <li>■ Systems are in place, visibly and audibly to alert an operator of drops in gas concentration and equipment failure</li> <li>■ Records are kept for at least one year</li> <li>■ Manufacturer's instructions are followed</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Gas concentration and exposure records</li> </ul>
<b>AW.o.6</b> <b>Every animal is checked for signs of an effective stun/ kill with re-stuns carried out where the primary stun was ineffective</b>	<ul style="list-style-type: none"> <li>■ Signs of an effective stun monitored through till death</li> <li>■ Livestock are re-stunned without delay, where applicable using an alternative appropriate method</li> </ul>	
<b>AW.o.7</b> <b>Where re-stuns/ double stuns are undertaken, a record is kept</b>	<ul style="list-style-type: none"> <li>■ Record details the date, operative and equipment used</li> </ul>	
<b>AW.p</b> <b>Livestock must be exsanguinated or bled without delay</b>	<ul style="list-style-type: none"> <li>■ Stun to stick times are as short as possible (but long enough to allow an assessment of stun effectiveness), and as a maximum do not exceed those defined within the site's documented procedures or the relevant <b>Appendix</b></li> <li>■ As a minimum the two carotid arteries and the jugular veins (or the vessels from which they arise) are severed</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Documented procedures</li> </ul>
<b>AW.p.1 Recommendation</b> <i>It is recommended that livestock are bled with a chest (thoracic stick)</i>		
<b>AW.p.2</b> <b>Livestock must be left to bleed and no further dressing procedures undertaken until the bleeding has ended and it has been verified that the animal has no signs of life</b>	<ul style="list-style-type: none"> <li>■ Dressing procedures include (but are not limited to) scalding or electrical simulation</li> <li>■ The following times elapse before any dressing procedures are undertaken: <ul style="list-style-type: none"> <li>– cattle 30 seconds</li> <li>– sheep and goats 20 seconds</li> <li>– pigs 90 seconds</li> </ul> </li> <li>■ Line speed allows for verification that an animal is showing no signs of life prior to dressing</li> </ul>	
<b>AIM: Back-up stunning equipment is available and used as needed, but where there is a system failure, immediate action is undertaken to ensure welfare is not compromised</b>		
<b>AW.q</b> <b>A suitable alternative method of stunning is available and ready for immediate use should the primary stunning equipment fail</b>	<ul style="list-style-type: none"> <li>■ Available at the stun and bleed points</li> <li>■ The method is as outlined in the <b>Appendix</b></li> <li>■ The method is ready for immediate use</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>AW.q.1</b> Where there is a recurring need to use the stun back-up method, the line must be stopped immediately, the root cause established and corrective action undertaken	<ul style="list-style-type: none"> <li>■ A record of when the back-up device is used, root cause and corrective action taken is kept</li> </ul>	
<b>AIM: Stunning and killing equipment is well maintained to facilitate rapid and effective stunning and killing</b>		
<b>AW.r</b> Equipment used to restrain, stun and kill must be maintained in good repair and effective working order	<ul style="list-style-type: none"> <li>■ All equipment used (including back-up equipment) is maintained to be effective and parts replaced according to manufacturer's guidance and as necessary</li> <li>■ Equipment replaced as necessary if faults cannot be rectified, or recurring issues impacting on welfare occur</li> <li>■ Maintenance is undertaken in accordance with maintenance clauses in the Food Safety Module, and includes complete records of all maintenance</li> <li>■ Manufacturer instructions are held/ accessible to the responsible person and followed</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Maintenance records</li> </ul>
<b>AW.r.1</b> Stunning equipment must be calibrated to ensure it works effectively (Revised)	<ul style="list-style-type: none"> <li>■ Equipment calibration is undertaken in accordance with manufacturer's instructions. For electrical equipment this involves calibrating the current and frequency; for gas this involves verifying gas levels and timings and calibrating sensors</li> <li>■ The site's documented procedure identifies frequencies of verification or calibration and critical limits that are required</li> <li>■ At least annually, equipment is verified/ calibrated by an independent party</li> <li>■ Records of verification/ calibration, including any corrective actions are kept</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Calibration records, documented procedures</li> </ul>
<b>CONTINGENCY PLANNING – SLAUGHTER LINE BREAKDOWN</b>		
<b>AIM: Livestock welfare is not compromised in the event of the slaughter line stopping</b>		
<b>AW.s</b> Plans must be in place and implemented as necessary for handling livestock in the event of slaughter line stoppage or breakdown (Revised)	<ul style="list-style-type: none"> <li>■ Plan details when the contingency plan should be implemented, e.g. when the breakdown is such that all livestock scheduled for slaughter that day, cannot be and action is necessary</li> <li>■ A plan is in place detailing the actions to be taken for dealing with livestock on-site:               <ul style="list-style-type: none"> <li>– livestock in the stunning pen/ moving to the stunning pen are removed and re-lairaged</li> <li>– livestock already stunned are humanely killed</li> </ul> </li> <li>■ A plan is in place detailing the actions to be taken for dealing with livestock due on-site.               <ul style="list-style-type: none"> <li>– the situations that might result in lorries being diverted from the site, and where they would go</li> <li>– where an off-site lairage/ collection centre/ farm is used, the site is certified to the relevant assurance scheme</li> <li>– plan includes the process to be followed to stop the collection of livestock from farm</li> </ul> </li> <li>■ The plan is documented and understood by relevant staff</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Slaughter line breakdown contingency plan</li> </ul>
<b>WELFARE INCIDENTS</b>		
<b>AIM: Welfare incidents that occur on-site are recorded and reviewed to prevent reoccurrence</b>		
<b>AW.t</b> The AWO must maintain a record of all serious welfare incidents that occur on-site	<ul style="list-style-type: none"> <li>■ A serious incident is defined as:               <ul style="list-style-type: none"> <li>– where acute distress, injury or pain is caused to an animal (including if an animal arrives in that condition) e.g. where an animal escapes, becomes entrapped, or is killed in the lairage/ on a vehicle</li> <li>– a reoccurring welfare issue caused by a supplier or transporter</li> <li>– catastrophic or ongoing equipment failure which has an impact on animal welfare</li> </ul> </li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Welfare incidents</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<p><b>AW.t.1</b> Each welfare incident must be investigated and appropriate corrective action implemented</p>	<ul style="list-style-type: none"> <li>■ The root cause of each incident is determined</li> <li>■ Appropriate corrective action is implemented</li> <li>■ Where the incident cause is within the business's control (e.g. the cause is related to the site or staff) corrective action may include staff retraining, repairs</li> <li>■ Where the cause of the welfare incident is outside of the business's control, corrective action may include reporting the incident to relevant interested parties, including (but not limited to):               <ul style="list-style-type: none"> <li>– the farmer, haulier or market</li> <li>– relevant assurance scheme (if a reoccurring incident)</li> <li>– Official Veterinarian</li> <li>– Local Authority</li> <li>– equipment manufacturer</li> </ul> </li> </ul>	
<p><b>AW.t.2</b> A record of the investigation, findings and any corrective action undertaken must be recorded, held by the AWO and reported to relevant senior management</p>	<ul style="list-style-type: none"> <li>■ Record includes:               <ul style="list-style-type: none"> <li>– description of incident</li> <li>– who undertook the investigation</li> <li>– findings, including the root cause</li> <li>– details of any corrective action</li> </ul> </li> </ul>	
<b>INTERNAL AUDITING</b>		
<b>AIM: Checks are made to verify that animal welfare is being maintained and managed in accordance with site policies and procedures</b>		
<p><b>AW.u</b> Regular internal auditing must be undertaken across the site to establish whether all welfare procedures, from unloading through to bleeding, are effective and working</p>	<ul style="list-style-type: none"> <li>■ A risk assessed schedule/ documented plan outlines the areas to be audited and frequency of auditing               <ul style="list-style-type: none"> <li>– over a period of a year all relevant procedures and areas are seen</li> <li>– the frequency of auditing is based on how regularly the facilities are used and previous audit results</li> </ul> </li> <li>■ The person undertaking the audit is suitably qualified, holding the appropriate Certificate of Competence and may be in-house or an external appointment</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-weight: bold; font-size: 1.2em;">R</span> </div> <ul style="list-style-type: none"> <li>■ Internal auditing records</li> </ul>
<p><b>AW.u.1</b> The results of monitoring and internal auditing must be kept and any issues acted upon promptly</p>	<ul style="list-style-type: none"> <li>■ A record of internal audits (including who undertook the audit) is kept</li> <li>■ Where the monitoring identifies an issue:               <ul style="list-style-type: none"> <li>– it is addressed immediately (i.e. livestock in the sample stunned effectively with back-up equipment immediately and if necessary the slaughter line halted until the problem has been resolved)</li> <li>– the root cause is identified</li> <li>– corrective action implemented</li> </ul> </li> <li>■ A record of the monitoring, result and any corrective action is recorded, held by the AWO and reported to relevant senior management</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<p><b>AW.u.2 Key</b>  <b>A CCTV system must be in operation which is used to review practices and behaviours around key welfare activities (Revised)</b></p>	<ul style="list-style-type: none"> <li>■ A CCTV system with a complete and clear view of all the following areas where there are live animals: <ul style="list-style-type: none"> <li>– unloading</li> <li>– the lairage</li> <li>– movement of livestock from the lairage to the stunning system</li> <li>– handling</li> <li>– restraining</li> <li>– stunning</li> <li>– sticking and bleeding</li> </ul> </li> <li>■ CCTV operational and recording at all times when and where there are live animals in the slaughterplant</li> <li>■ CCTV maintained and in good working order</li> <li>■ CCTV capable of constant recording so that images can be produced for inspection without stopping the overall operation of the system</li> <li>■ Documented procedures detail how the footage will be reviewed and used to review practices and behaviours around key welfare activities</li> <li>■ CCTV footage is kept securely for a minimum of 90 days and is only accessible by nominated staff</li> <li>■ CCTV system capable of storing, processing and transmitting (for example moving to removable storage devices or showing on a television monitor) images and information of the same quality as the original recording</li> <li>■ CCTV images are available on request</li> <li>■ Employees are informed that CCTV is in use and sign to say that they understand it is in use</li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Staff understanding that CCTV is in use; documented procedures</li> </ul>
<p><b>AW.u.3</b>  <b>Staff must be assessed, supervised, checked or observed to ensure they use handling aids correctly</b></p>	<ul style="list-style-type: none"> <li>■ Assessment by an AWO or approved trainer</li> <li>■ Methods may include a visual assessment, a review of CCTV footage, measurement of the percentage of animals goaded/ struck, measurement of the number of times the aid was used, etc.</li> <li>■ A record of the assessment (including who undertook the task and who was assessed, etc.), results and any corrective action (e.g. staff retraining) is kept</li> </ul>	
<p><b>AW.u.4</b>  <b>The effectiveness of stunning and killing for each species and slaughter line must be regularly assessed, supervised, checked or observed</b></p>	<ul style="list-style-type: none"> <li>■ Assessment in accordance with a documented schedule: <ul style="list-style-type: none"> <li>– the frequency is based on the number of livestock slaughtered</li> <li>– the different personnel involved in the stunning and killing of livestock to ensure all are included</li> <li>– undertaken by a person with competency for the task they are assessing</li> </ul> </li> <li>■ Methods may include (but are not limited to) recording and reviewing re-stuns; watching and timing of stunning and slaughter; stun assurance monitor (or equivalent), review of CCTV footage</li> </ul>	

## VEHICLE WASHOUT FACILITIES (AW)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>AIM: Livestock vehicles are cleansed and disinfected and don't pose a biosecurity risk</b>		
<p><b>AW.v</b>  <b>Vehicles that unload livestock at the site must be cleansed and disinfected after use (Revised)</b></p>	<ul style="list-style-type: none"> <li>■ Vehicles that unload cattle, sheep and goats: <ul style="list-style-type: none"> <li>– are cleansed and disinfected on-site</li> <li>– or farmer/ haulier completes a declaration confirming they will cleanse and disinfect elsewhere. Note: where necessary the site provides a template and keeps completed declarations for a minimum of 3 months, if the Local Authority does not carry out this function</li> </ul> </li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Declarations to clean off site/ site cleanliness check records</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<b>AW.v.0.1</b> <b>Vehicles that unload pigs at the site must be cleansed and disinfected on-site (Upgraded)</b>	<ul style="list-style-type: none"> <li>■ Declaration to clean offsite are not permitted under this scheme for pig deliveries</li> <li>■ Vehicles used for pigs are spot checked against a risk assessed schedule to assess cleanliness. A sample of lorries are spot checked for visual cleanliness by a person other than the driver, before they leave the site. Records of cleanliness checks kept by the site for a minimum of 12 months</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-size: 18px; font-weight: bold;">R</span> </div> <p>Site cleanliness check records</p>
<b>AW.v.1</b> <b>A vehicle wash facility must be available and useable during all times of the year the site is in operation (Revised)</b>	<ul style="list-style-type: none"> <li>■ Available and useable during the times of year the site is operated (i.e. year-round operating sites are able to offer wash facilities during winter and normal freezing conditions)</li> <li>■ Facility available for use at all times or at times pre-communicated to users</li> </ul>	
<b>AW.v.2</b> <b>The wash facility must be suitably managed and maintained (New)</b>	<ul style="list-style-type: none"> <li>■ Responsible person contactable during the hours the facility is open</li> <li>■ Bays are left clean and tidy after use</li> <li>■ There are systems in place to investigate issues raised by users</li> </ul>	
<b>AW.v.3</b> <b>The wash facility must be of suitable design to allow effective cleaning of vehicles and avoidance of cross contamination (Revised)</b>	<ul style="list-style-type: none"> <li>■ The location of the facility poses no risk of cross contamination to livestock or impact upon their welfare</li> <li>■ The area is: <ul style="list-style-type: none"> <li>– on hard-standing (concrete, tarmac or similar) and capable of cleansing and disinfection</li> <li>– well-drained, with a suitable gradient that allows water to drain out and away from the vehicle (note: a bund between the tailboard and wheels or similar system that delivers the same outcome is acceptable)</li> </ul> </li> </ul>	
<b>AW.v.3.1</b> <b>Sites that receive deliveries of pigs, systems are in place to prevent cross contamination between clean and dirty vehicles (Upgraded)</b>	<ul style="list-style-type: none"> <li>■ Where multiple wash bays are in use, systems are in place to avoid cross contamination between dirty and clean vehicles by direct water spray e.g. use of bays separated by time, space or physical barriers</li> </ul>	
<b>AW.v.4</b> <b>Suitable, functioning equipment must be available for use at the wash facility (Revised)</b>	<ul style="list-style-type: none"> <li>■ Equipment: <ul style="list-style-type: none"> <li>– is dedicated to the wash facility</li> <li>– is useable in normal winter conditions</li> <li>– is suitable for the type of vehicles that come onto site (i.e. able to reach the top deck of a multi deck lorry as applicable)</li> <li>– is capable of providing sufficient volume or pressure of water to clean the vehicle</li> <li>– includes lighting that enables the exterior of the vehicle to be seen (if the facility is used in the dark)</li> </ul> </li> </ul>	
<b>AW.v.5</b> <b>A supply of water must be available for use at the wash facility (Revised)</b>	<ul style="list-style-type: none"> <li>■ Water is constantly available, except in extreme weather conditions</li> <li>■ When a site is used in winter months, its water supply is protected/ useable in normal winter frosts</li> </ul>	
<b>AW.v.6</b> <b>Suitable disinfectants must be available for use along with application equipment at the wash facility (Revised)</b>	<ul style="list-style-type: none"> <li>■ Disinfectants used are approved by Defra (or equivalent)</li> <li>■ Disinfectants used are relevant to the species, disease risk and movement license requirements</li> <li>■ Disinfectants are diluted in accordance with manufacturer's instructions and where applicable at General Orders Rates</li> <li>■ Chemical datasheets for disinfectants on-site are easily accessible to relevant staff or users</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-size: 18px; font-weight: bold;">R</span> </div> <p>■ Chemical datasheets</p>
<b>AW.v.7 Recommendation</b> <b>It is recommended that sufficient wash bays are provided (New)</b>	<ul style="list-style-type: none"> <li>■ Sufficient for the number of vehicles that come onto the site, so that all vehicles can cleanse and disinfect on-site</li> <li>■ Sufficient to cope with peaks in demand</li> </ul>	
<b>AW.v.8</b> <b>Wastes from the vehicle washing facility are stored and disposed of appropriately (Revised)</b>	<ul style="list-style-type: none"> <li>■ Dirty water is stored in a non-permeable store and disposed of via a waste contractor, or where appropriate disposed to mains systems</li> <li>■ Bedding materials and manure are stored and disposed of by a waste contractor</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-size: 18px; font-weight: bold;">R</span> </div> <p>■ Waste disposal records</p>

# POULTRY WELFARE MODULE (PW)

This module is applicable to sites slaughtering chickens, broilers, turkeys and ducks

AIM: Birds are treated and handled in a way to avoid unnecessary pain, distress or suffering at all times, in accordance with current legislation

## POULTRY WELFARE MODULE (PW)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>POULTRY WELFARE POLICY, WELFARE OFFICERS AND TRAINING</b>		
<b>AIM: Poultry welfare is managed by competent people in accordance with company policies</b>		
<b>PW.a</b> <b>A poultry welfare policy for the site is documented and communicated</b>	<ul style="list-style-type: none"> <li>■ A documented policy outlines the sites objectives with regards to achieving and delivering standards of bird welfare and conforming to the scheme standard and relevant legislation</li> <li>■ Policy signed off by relevant senior management and Official Veterinary Surgeon (OVS)</li> <li>■ Policy communicated to relevant persons e.g. through training, posters, work instructions, staff handbook</li> <li>■ The policy is reviewed annually (demonstrated with a signed and dated review) and kept up-to-date</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Policy</li> </ul>
<b>PW.a.1</b> <b>Animal Welfare Officer(s) (AWO) must be on-site during operational hours and hold overall responsibility for poultry welfare on the site</b>	<ul style="list-style-type: none"> <li>■ A documented management structure identifies those fulfilling the role</li> <li>■ A documented procedure details the responsibilities of the AWO</li> <li>■ AWO(s):                             <ul style="list-style-type: none"> <li>– hold appropriate Certificates of Competence for the species and operations they are responsible for</li> <li>– have sufficient authority and competence to provide guidance to personnel that manage poultry on-site</li> <li>– have sufficient authority to make decisions to safeguard bird welfare</li> </ul> </li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Management structure/ organogram</li> </ul>
<b>PW.a.2</b> <b>There must be a sufficient number of competent persons working within the lairage and slaughter areas during operational hours to care for and handle birds</b>	<ul style="list-style-type: none"> <li>■ During operational hours, competent persons oversee/ undertake unloading, lairaging, ante-mortem inspections and slaughter</li> <li>■ Competent persons may include deputies to the AWO</li> <li>■ Arrangements are in place to ensure sufficient people are present during holidays/ sick leave</li> </ul>	
<b>PW.a.3</b> <b>All staff involved in the care, handling and monitoring of birds must be trained and competent</b>	<ul style="list-style-type: none"> <li>■ As required by legislation, persons that are responsible for, monitor or undertake the following roles, hold a Certificate of Competence relevant to the species:                             <ul style="list-style-type: none"> <li>– the unloading of birds (or crates)</li> <li>– the handling and care of birds before they are restrained</li> <li>– the restraint of birds for stunning or killing</li> <li>– the shackling of birds</li> <li>– the stunning of birds</li> <li>– the assessment of effective stunning</li> <li>– the bleeding of live birds and monitoring the absence of signs of life</li> </ul> </li> <li>■ Staff have been trained to procedures relevant to their roles. Training may include Certificate of Competence training delivered in house by an official training provider or by external training providers</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Training records</li> </ul>
<b>PW.a.4</b> <b>The ongoing performance of staff who care for and handle birds must be monitored and training updates or refresher training given as required</b>	<ul style="list-style-type: none"> <li>■ Training needs for each role are established</li> <li>■ Employee training needs are reviewed on a risk assessed frequency and where needed additional training and updates are given</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Training records</li> </ul>
<b>PW.a.5</b> <b>Systems must be in place to ensure appropriate, competent persons are contactable out of operational hours</b>	<ul style="list-style-type: none"> <li>■ Person(s) contactable in the event of a problem/ emergency</li> <li>■ The point of contact is a competent member of staff who can contact an AWO at any time; or is an AWO</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Signs/contact numbers</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PW.a.6</b> <b>The AWO(s) must have access to or hold a copy of the most up-to-date regulations and recommendations relating to protecting the welfare of animals at the time of killing</b>	<ul style="list-style-type: none"> <li>■ Up-to-date copies of industry codes of practice relevant to stunning and killing system held (such as those produced by the British Poultry Council or the Humane Slaughter Association)</li> </ul>	
<b>PW.a.7</b> <b>You must contact Red Tractor and/ or your Certification Body immediately if a serious incident or emergency situation threatens the welfare of the birds e.g. line breakdown</b>		
<b>PW.a.8</b> <b>Welfare outcome scoring must be carried out on ducks (New)</b>	<ul style="list-style-type: none"> <li>■ Welfare Outcome scoring is carried out as per the relevant <b>appendix</b></li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-weight: bold; font-size: 1.2em;">R</span> </div> <ul style="list-style-type: none"> <li>■ Welfare outcome scoring records per lorry</li> </ul>
<b>THE LAIRAGE</b>		
<b>AIM: Facilities are fit for purpose; well designed, constructed, maintained and operated to protect the welfare of birds. (Note: A lairage is defined as an on-site controlled environment for birds. The definition includes covered buildings and lorries held on-site and excludes uncovered, uncontrolled areas)</b>		
<b>PW.b</b> <b>The lairage must be designed and constructed to meet the thermal requirements of birds</b>	<ul style="list-style-type: none"> <li>■ The lairage provides protection in adverse weather and birds are screened from direct sunlight</li> <li>■ The lairage is ventilated to minimise high humidity and to maintain temperature. The lairage is designed to encourage air flow</li> </ul>	
<b>PW.b.1</b> <b>Ventilation systems must be maintained and alarms regularly tested</b>	<ul style="list-style-type: none"> <li>■ Ventilation systems maintained and effective</li> <li>■ Where ventilation is controlled mechanically, alarms and emergency backup systems are in place to notify failures</li> <li>■ Alarms are tested every seven days</li> </ul>	
<b>PW.b.1.1</b> <b>In the event of ventilation equipment failure, contingency plans and corrective actions must be implemented</b>	<ul style="list-style-type: none"> <li>■ Where necessary, emergency back-up systems are implemented</li> <li>■ Corrective actions may include repairs</li> </ul>	
<b>PW.b.2</b> <b>Systems of forecasting risks of temperature stress to birds in the lairage environment must be undertaken</b>	<ul style="list-style-type: none"> <li>■ Forecasting or horizon scanning for weather extremes, adverse climatic conditions enable preventative action to be undertaken where needed</li> </ul>	
<b>PW.b.2.1</b> <b>Systems must be in place to regularly monitor and record the temperature and humidity of the lairage and birds' environment</b>	<ul style="list-style-type: none"> <li>■ Monitoring applies to both the lairage environment and the birds' immediate environment within crates</li> <li>■ Monitoring includes cross-checking the recorded temperatures against a species specific (e.g. chicken, turkey) thermal comfort zone chart at the time the temperature is taken</li> <li>■ Monitoring is undertaken at a frequency as defined by a documented procedure (but at least daily)</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-weight: bold; font-size: 1.2em;">R</span> </div> <ul style="list-style-type: none"> <li>■ Temperature records. Thermal comfort zone chart</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<p><b>PW.b.2.2</b> Where forecasting or monitoring identifies a risk of humidity or temperature stress, preventative or corrective action must be implemented to protect bird welfare</p>	<ul style="list-style-type: none"> <li>■ Documented procedures/ contingency plans detail preventative actions (in the case of forecasting) or corrective actions (in the case of monitoring)</li> <li>■ The documented procedures clearly identify the critical limits/ trigger points at which action needs to be taken to safeguard welfare</li> <li>■ Actions may include (but are not limited to): <ul style="list-style-type: none"> <li>– reducing or increasing the stocking rate of crates</li> <li>– the use of additional fans to increase air flow</li> <li>– curtaining the sides of the lairage</li> <li>– use of heaters</li> <li>– driving of lorries to encourage air flow</li> </ul> </li> <li>■ Where forecasting predicts a risk, the preventative actions undertaken are recorded</li> <li>■ Where monitoring identifies a risk, the root cause must be determined and corrective actions implemented, recorded and reported to the AWO</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Documented procedures</li> </ul>
<p><b>PW.c</b> The lairage must be designed to allow ease of movement of crates and modules</p>		
<p><b>PW.c.1</b> Birds must not be subjected to avoidable, excessive or sudden noises</p>	<ul style="list-style-type: none"> <li>■ Noises may be caused by people, equipment or ventilation systems</li> <li>■ Sharp/ sudden or hissing noises are eliminated from the lairage environment</li> </ul>	
<p><b>PW.c.2</b> The lairage must be suitably lit</p>	<ul style="list-style-type: none"> <li>■ The lairage lighting is subdued to allow birds to rest, but is capable of being lit in a manner that allows inspection of birds as required</li> </ul>	
<p><b>PW.d</b> The lairage must be constructed and maintained in a manner that enables effective cleansing and disinfection</p>	<ul style="list-style-type: none"> <li>■ Applicable to buildings (washing of lorries and crates are covered under Transport Wash Facilities)</li> <li>■ Lairage walls and floors are complete with a washable finish</li> </ul>	
<p><b>PW.d.1</b> The lairage must be cleansed and disinfected regularly to minimise contamination</p>	<ul style="list-style-type: none"> <li>■ Applicable to buildings (washing of lorries and crates are covered under Transport Wash Facilities)</li> <li>■ Dedicated facilities are available in the lairage area to do this</li> <li>■ The lairage is thoroughly cleansed and disinfected at least weekly</li> <li>■ No evidence of dried or built up faecal matter</li> </ul>	
<p><b>PW.e</b> A daily, visual check of the facilities used for live birds must be carried out by a competent member of staff, prior to the start of the day's kill</p>	<ul style="list-style-type: none"> <li>■ A visual check of the lairage, shackling and stunning/ slaughter system</li> <li>■ Visual check of lairage may be undertaken at clean-down</li> <li>■ If the visual check identifies an issue, corrective action is implemented <ul style="list-style-type: none"> <li>– where there is a risk to bird welfare the issue is addressed immediately, recorded and reported to an animal welfare officer</li> <li>– where necessary production is halted until the problem is resolved or the affected area is not used</li> </ul> </li> </ul>	
<b>POULTRY INTAKE</b>		
<b>AIM: Birds are checked and their welfare managed (Note: see Lairage section for a definition of the term 'lairage')</b>		
<p><b>PW.f</b> Systems must be in place to ensure that birds are held in the lairage for the minimum time possible</p>	<ul style="list-style-type: none"> <li>■ Birds are placed in the lairage as soon as possible and are held in the lairage for a maximum of six hours</li> <li>■ Applies to birds held in transport vehicles on-site or in the lairage building</li> <li>■ The order in which birds are unloaded/ killed ensures the time is not exceeded</li> <li>■ In emergency situations (e.g. line breakdown) where the time is likely to be exceeded, the emergency procedures are implemented</li> <li>■ Turkeys are given a period of acclimatisation (minimum 30 minutes) in order to settle prior to stunning and killing. The acclimatisation period never exceeds the maximum lairage time of six hours</li> <li>■ Emergency procedures: <ul style="list-style-type: none"> <li>– have sought advice from AWO &amp; OVS on the best course of action during a line breakdown</li> <li>– has considered possible postponement of catching to prevent further birds arriving during a breakdown period</li> <li>– has considered provision of feed and water for birds if withdrawal of feed exceeds 12 hours</li> </ul> </li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PW.f.1</b> <b>A record of the date and time of bird arrival, time of hanging on or entering of gas systems and killing must be kept</b>	<ul style="list-style-type: none"> <li>■ A record for each flock/ batch is held which includes DOAs (dead on arrival)</li> <li>■ Information recorded on the Animal Transport Certificate or similar</li> <li>■ The record is visible/ easily accessible to relevant staff</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Flock arrival and killing records</li> </ul>
<b>PW.f.2</b> <b>If DOA numbers exceed 1.5% for chickens, 0.25% for turkeys and 0.5% for ducks in a single load of birds, the root cause is established and corrective action undertaken</b>	<ul style="list-style-type: none"> <li>■ A record of the issue, root cause and correction action taken is kept</li> </ul>	
ANTE MORTEM CHECKS		
<b>PW.g</b> <b>A system must be in place to check the health and welfare of poultry that come onto site</b>	<ul style="list-style-type: none"> <li>■ Food chain information and veterinary documentation is assessed for each flock</li> <li>■ A sample of crates are inspected to check bird condition, behaviour and stocking density on arrival</li> <li>■ A sample of crates are inspected for bird condition and behaviour regularly during a flock's time in the lairage</li> <li>■ Records of checks are kept</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Crate inspection records, Food Chain Information</li> </ul>
<b>PW.g.1</b> <b>Systems must be in place to check birds for signs of injury and fitness before stunning and killing</b>	<ul style="list-style-type: none"> <li>■ All birds electrically stunned or killed are visually checked. Samples of birds and crates checked in gas stunning and killing systems</li> </ul>	
<b>PW.g.2</b> <b>Prompt appropriate action is undertaken in the event of health or welfare concerns being identified in the poultry checks</b>	<ul style="list-style-type: none"> <li>■ Appropriate action taken to reduce stress, pain and suffering</li> <li>■ Action may include culling of individual birds, prioritising of a flock for slaughter, adjustment to ventilation systems</li> <li>■ Actions to be taken are agreed with the AWO</li> <li>■ Relevant staff understand the actions to be taken in the event of birds arriving unfit or becoming unfit whilst on-site</li> </ul>	
<b>PW.g.3</b> <b>Birds that require emergency killing must be dealt with immediately by a competent person according to the sites documented procedure</b>	<ul style="list-style-type: none"> <li>■ The site has documented procedure for: <ul style="list-style-type: none"> <li>– culling of individual birds that need culling e.g. as a result of being trapped</li> <li>– culling of modules or whole flocks</li> </ul> </li> <li>■ The procedure outlines the action to be undertaken in relevant circumstances, identifies any equipment to be used and confirms birds are not placed on the processing line until after stunning</li> <li>■ The methods used are as defined in the appendix</li> </ul>	
HANDLING OF BIRDS		
AIM: Birds are handled in a welfare friendly and hygienic manner		
<b>PW.h</b> <b>Staff handling birds must be trained and competent</b>	<ul style="list-style-type: none"> <li>■ Applies to direct handling of birds and those handling containers of birds</li> <li>■ Staff have been trained to understand the good welfare practices relevant to their role</li> <li>■ Staff use handling techniques that reduce stress, including wing flapping at hanging on</li> </ul>	
<b>PW.i</b> <b>Modules and crates are unloaded in a careful manner</b>	<ul style="list-style-type: none"> <li>■ Modules and crates are handled with care <ul style="list-style-type: none"> <li>– forklifts move smoothly and do not brake suddenly</li> <li>– modules are not tilted, dropped or overturned</li> <li>– modules are lowered/ raised gently</li> </ul> </li> </ul>	
<b>PW.i.1</b> <b>Modules and crates are positioned or stacked appropriately</b>	<ul style="list-style-type: none"> <li>■ Modules and crates are stable</li> <li>■ Modules are positioned in such a way ventilation is not reduced</li> <li>■ Only crates of suitable design are stacked on top of one another i.e. the design limits faecal matter dropping onto birds beneath</li> </ul>	
<b>PW.j</b> <b>Systems must be in place to minimise the risk of birds escaping</b>	<ul style="list-style-type: none"> <li>■ Do not escape from the lairage, hanging on area or shackles</li> <li>■ Escaped birds are recaptured immediately, handled appropriately and re-hung (where appropriate) or humanely culled if injured</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>ELECTRICAL STUNNING/ KILLING OF POULTRY</b>		
<b>AIM: Birds are effectively stunned and killed in a manner that ensures birds feel no pain or discomfort</b>		
<p><b>PW.k</b>  <b>Birds must be handled appropriately at electrical stunning and killing points</b></p>	<ul style="list-style-type: none"> <li>■ Line speeds enable staff to handle birds correctly</li> <li>■ The system used is appropriate to the size of the bird e.g. small birds that could fall/ miss the stunning bath are not shackled</li> <li>■ Shackles used are of the correct type and size for the birds being hung on <ul style="list-style-type: none"> <li>– birds are located properly into the shackle and hung by both legs</li> <li>– shackles are wet</li> <li>– shackle lines are fitted with breast comforters (rubber or plastic curtain) at the point of hang on through to the stun bath</li> </ul> </li> <li>■ The shackle line to the stun bath is smooth, has no sharp turns or obstructions, the shackles do not jolt</li> <li>■ The maximum live bird hang on time is: <ul style="list-style-type: none"> <li>– 60 seconds for chicken</li> <li>– 120 seconds for turkey, unless the shackle line was in use before 1st January 2013 when the maximum hang on time is 180 seconds</li> <li>– From 8th December 2019 the maximum hang on time for turkey is 120 seconds (all shackle lines)</li> <li>– 120 seconds for ducks</li> </ul> </li> <li>■ The hang on area is equipped with blue or green lighting</li> <li>■ The feet from the previous bird are removed prior to a new bird being hung on</li> <li>■ If the slaughter line is stopped for longer than 120 seconds, birds between the point of shackling and the stunning point must be humanely killed immediately using a permitted back-up method (as detailed in the relevant appendix)</li> </ul>	
<p><b>PW.k.1</b>  <b>Birds must be stunned and killed in accordance with current legislation</b></p>	<ul style="list-style-type: none"> <li>■ For birds to retain their assurance status, they are stunned and then exsanguinated or bled</li> <li>■ Stunning is effective in ensuring unconsciousness until death supervenes through exsanguination</li> <li>■ ‘Stunning’ means any intentionally induced process which causes loss of consciousness and sensibility without pain, including any process resulting in instantaneous death</li> </ul>	
<p><b>PW.k.2</b>  <b>Stunning and killing electrical methods, must be carried out in accordance with legal requirements, best practice guidelines and the sites standard operating procedures</b></p>	<ul style="list-style-type: none"> <li>■ The sites procedures outline the stunning and killing requirements for birds</li> <li>■ The methods outlined in the appendix are used</li> <li>■ For each method used, specific parameters outlined in the relevant appendix are adhered to</li> </ul>	<div style="display: inline-block; border: 1px solid black; border-radius: 50%; width: 20px; height: 20px; text-align: center; line-height: 20px; margin-bottom: 5px;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Standard operating procedures</li> </ul>

STANDARDS	HOW YOU WILL BE MEASURED	
<p><b>PW.k.3</b> Electrical stunning equipment is designed to ensure an effective stun</p>	<ul style="list-style-type: none"> <li>■ Stunning equipment checked prior to each kill and problems preventing effective stun rectified prior to the start of slaughter</li> <li>■ The voltage and current is clearly visible to those operating or monitoring the process and a warning must be easily seen and heard</li> <li>■ In the case of electric waterbaths: <ul style="list-style-type: none"> <li>– where birds are stunned in groups, the voltage and current are sufficient to ensure all birds are adequately stunned</li> <li>– the electrode that is immersed in the water extends the length of the waterbath</li> <li>– the design and set up prevents birds receiving pre-stun shocks, flying over the water bath and results in the bird's head (no other part of the body) entering the water first</li> <li>– for ducks, there is a steeply inclined flat ramp bolted onto the entrance of the waterbath and/ or a neck extender; <ul style="list-style-type: none"> <li>– if a ramp is in operation, it extends over the water so the birds get drawn up the ramp by the shackle line and then swing down into the water in one smooth movement. Birds must not receive pre-stun shock from the ramp itself</li> <li>– if a neck extender is in operation, it does not obscure viewing for the assessment of the immediacy of stunning and the absence of pre-stun shocks. Neck extenders are monitored to ensure all birds' heads are pushed below the neck extender (and not trapped above it)</li> </ul> </li> <li>– an ammeter is fitted to accurately monitor current flow through the bath when loaded with birds</li> </ul> </li> <li>■ The waterbath is of suitable size and depth for the type of bird <ul style="list-style-type: none"> <li>– the water height is set such that the heads of all birds are fully immersed in the water</li> <li>– the water level is of sufficient depth to cover the heads of the birds</li> </ul> </li> <li>■ Where required by legislation, the system records voltages and currents. Records are kept for at least 1 year</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Electrical stunning/ killing records</li> </ul>
<p><b>PW.k.4</b> Birds must be checked for signs of an effective stun or kill before neck cutting</p>	<ul style="list-style-type: none"> <li>■ A competent person visually assesses every bird on exit of the waterbath stunner / stunning equipment</li> <li>■ Any birds showing signs of an ineffective stun or kill are humanely killed without delay using a permitted back-up method (as detailed in the relevant <b>appendix</b>), before the neck is cut. Neck cut occurs immediately after killing</li> </ul>	
<p><b>PW.k.5</b> A suitable alternative method of stunning/ killing is available and ready for immediate use should the primary stunning equipment fail</p>	<ul style="list-style-type: none"> <li>■ The method is as outlined in the <b>appendix</b></li> <li>■ The method is ready for immediate use</li> </ul>	
<p><b>PW.k.6</b> Where there is a recurring need to use the stun back-up method, the line must be stopped immediately, the root cause established and corrective action undertaken</p>	<ul style="list-style-type: none"> <li>■ A record of the issue, root cause and corrective action taken is kept</li> </ul>	
<p><b>PW.k.7</b> Birds must be exsanguinated and bled without delay</p>	<ul style="list-style-type: none"> <li>■ Stun to neck cut/ decapitation times are as short as possible (but long enough to allow an assessment of stun effectiveness), and as a maximum, do not exceed 10 seconds for electrically stunned birds</li> <li>■ As a minimum the two carotid arteries and jugular veins in both sides of the neck are completely severed</li> <li>■ Where automatic neck cutters are used, every bird is checked immediately after the point of neck cutting to verify an effective cut</li> </ul>	
<p><b>PW.k.7.1 Recommendation</b> <i>It is recommended that electrically stunned birds are decapitated and their heads macerated without delay</i></p>		
<p><b>PW.k.8</b> Birds must be left to bleed and no further dressing procedures (including scalding) undertaken until it has been verified that the bird has no signs of life</p>	<ul style="list-style-type: none"> <li>■ Chickens are left to bleed for a minimum period of 90 seconds. Turkeys are left to bleed for a minimum period of 120 seconds</li> <li>■ Line speed allows for verification that the bird is showing no signs of life prior to dressing</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<p><b>PW.k.9</b> Equipment used to shackle, stun and kill must be maintained in good repair and effective working order</p>	<ul style="list-style-type: none"> <li>■ All equipment used (including back up equipment) is maintained to be effective and parts replaced as necessary</li> <li>■ Equipment replaced as necessary if faults cannot be rectified, or recurring issues impacting on welfare occur</li> <li>■ Maintenance is undertaken in accordance with maintenance clauses in the Food Safety Module, and includes complete records of all maintenance which are kept for a minimum one year</li> <li>■ Manufacturer instructions are held/ accessible to the responsible person and followed</li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Maintenance records</li> </ul>
<p><b>PW.k.10</b> Electrical stunning and killing equipment must be calibrated or verified to ensure it works effectively</p>	<ul style="list-style-type: none"> <li>■ The current and frequency are calibrated in accordance with the manufacturers recommendations</li> <li>■ A documented procedure identifies frequencies of calibration and critical limits that are required</li> <li>■ At least annually, equipment is calibrated by an independent party</li> <li>■ Records of calibration, including any corrective actions are kept</li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Calibration records</li> </ul>
<b>CONTROLLED ATMOSPHERE STUNNING (GAS) OF POULTRY</b>		
<b>AIM: Birds are effectively stunned and killed in a manner that ensures birds feel no pain or discomfort</b>		
<p><b>PW.I</b> Birds must be handled appropriately at the stunning and killing points</p>	<ul style="list-style-type: none"> <li>■ Where gas, stun/ kill methods are used, crates are placed on conveyors etc. with due care</li> </ul>	
<p><b>PW.I.1</b> Birds must be killed in accordance with current legislation</p>	<ul style="list-style-type: none"> <li>■ Each bird is exposed to gas for long enough to ensure it is killed</li> <li>■ No birds are shackled before they are dead</li> </ul>	
<p><b>PW.I.2</b> Stunning and killing must be carried out in accordance with legal requirements, best practice guidelines and the sites standard operating procedures</p>	<ul style="list-style-type: none"> <li>■ The procedures outline the stunning and killing requirements for birds</li> <li>■ Only the methods outlined in the appendix are used</li> <li>■ Carbon dioxide at high concentration (exposure to minimum 40% carbon dioxide) is prohibited as a method of stunning and killing</li> <li>■ For each method used, specific parameters outlined in the relevant appendix are adhered to</li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Documented procedures</li> </ul>
<p><b>PW.I.3</b> Gas stunning equipment used for poultry is designed to maintain welfare and ensure an effective stun and kill</p>	<ul style="list-style-type: none"> <li>■ The equipment is designed to: <ul style="list-style-type: none"> <li>– measure, display and record gas concentrations and the time of exposure</li> <li>– maintain gas concentration</li> <li>– allow birds to be monitored in the stunner and accessed without delay</li> <li>– allow atmospheric air to be promptly flushed through the stunner</li> </ul> </li> <li>■ Systems are in place, visibly and audibly to alert an operator of drops in gas concentration and equipment failure</li> <li>■ Records are kept for at least one year</li> </ul>	<p style="text-align: center;"><b>R</b></p> <ul style="list-style-type: none"> <li>■ Gas concentration and exposure records</li> </ul>
<p><b>PW.I.4</b> Birds must be checked for signs of an effective kill, immediately upon leaving the gas system</p>	<ul style="list-style-type: none"> <li>■ Any birds showing signs of life are humanely killed without delay using a back-up method before the neck is cut. Neck cut occurs immediately after killing</li> </ul>	
<p><b>PW.I.4.a</b> A contingency plan must be drawn up to include details of what action would be taken if a breakdown occurred while birds were still in the gas system, to avoid prolonged delays</p>	<ul style="list-style-type: none"> <li>■ In the event of a breakdown: <ul style="list-style-type: none"> <li>– where live birds have remained in the gas system for longer than 2 minutes:</li> <li>– the system must be flushed with atmospheric air to remove the remaining gases</li> <li>– birds must be immediately removed for slaughter using a permitted back-up method</li> </ul> </li> </ul>	
<p><b>PW.I.5</b> A suitable back-up method of stunning or killing must be readily available at the exit to the gas system and bleed points or in the event of a CAS system breakdown</p>	<ul style="list-style-type: none"> <li>■ The method used is as outlined in the appendix or can be live inversion with electrical stunning if this is deemed the most humane and available alternative to slaughter/kill birds</li> <li>■ The method is ready for immediate use</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PW.I.6</b> <b>Where there is a recurring need to use the back-up method, the line must be stopped immediately, the root cause established and corrective action undertaken</b>	<ul style="list-style-type: none"> <li>■ A record of the issue, root cause and corrective action taken is kept</li> </ul>	
<b>PW.I.7</b> <b>Birds must be exsanguinated or bled without delay</b>	<ul style="list-style-type: none"> <li>■ There must be sufficient time after exiting the gas system and prior to any other procedure (e.g. neck cutting) to assess the effectiveness of the kill</li> <li>■ As a minimum the two carotid arteries and jugular veins in both sides of the neck are completely severed</li> <li>■ Where automatic neck cutters are used, every bird is checked immediately after the point of neck cutting to verify an effective cut</li> </ul>	
<b>PW.I.8</b> <b>Birds must be left to bleed and no further dressing procedures (including scalding) undertaken until it has been verified that the bird has no signs of life</b>	<ul style="list-style-type: none"> <li>■ Chickens and ducks are left to bleed for a minimum period of 90 seconds. Turkeys are left to bleed for a minimum period of 120 seconds</li> <li>■ Line speed allows for verification that the bird is showing no signs of life prior to dressing</li> </ul>	
<b>PW.I.9</b> <b>Equipment used to stun and kill birds must be maintained in good repair and effective working order</b>	<ul style="list-style-type: none"> <li>■ All equipment used (including back up equipment) is maintained to be effective and parts replaced as necessary</li> <li>■ Maintenance is undertaken in accordance with maintenance clauses in the Food Safety Module</li> <li>■ Manufacturer instructions are held/ accessible to relevant staff and followed</li> </ul>	
<b>PW.I.10</b> <b>Gas stunning and killing equipment must be calibrated or verified to ensure it works effectively</b>	<ul style="list-style-type: none"> <li>■ Gas levels and timings are verified, sensors are calibrated, in accordance with manufacturer recommendations</li> <li>■ The sites documented procedure identifies frequencies of verification or calibration and critical limits that are required</li> <li>■ At least annually, equipment is verified/ calibrated by an independent party</li> <li>■ Records of verification/ calibration, including any corrective actions are kept</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> <span style="font-size: 18px; font-weight: bold;">R</span> </div> <ul style="list-style-type: none"> <li>■ Calibration/ verification records</li> </ul>
<b>TRANSPORT WASH FACILITIES</b>		
<b>AIM: Transport facilities are cleaned and disinfected and don't pose a biosecurity risk</b>		
<b>PW.m</b> <b>All crates, modules and transport vehicles must be effectively cleansed and disinfected prior to leaving the site</b>	<ul style="list-style-type: none"> <li>■ Applies to crates, modules, vehicle curtain sides and any other equipment birds may come into contact with</li> <li>■ The wash phase is effective and removes visible debris</li> </ul>	
<b>PW.m.1</b> <b>Suitable disinfectants are used</b>	<ul style="list-style-type: none"> <li>■ Disinfectants used are approved by Defra (or equivalent)</li> <li>■ Disinfectants are diluted in accordance with manufacturer's instructions and where applicable at General Orders Rates</li> <li>■ Chemical datasheets for disinfectants on-site are easily accessible to relevant staff</li> </ul>	
<b>PW.m.2</b> <b>The washing facilities must be available and useable during all times of the year that the site is operated</b>	<ul style="list-style-type: none"> <li>■ Available and useable during the times of year the site is operated (i.e. year-round operating sites are able to offer wash facilities during winter and normal freezing conditions)</li> <li>■ Facility available for use at all times or at times pre-communicated to users</li> </ul>	
<b>PW.m.3</b> <b>The washing facility must be well-managed and maintained</b>	<ul style="list-style-type: none"> <li>■ The location of the facility poses no risk of cross contamination (i.e. by water spray or run off) to poultry or clean lorries; or a welfare challenge to the birds</li> <li>■ Responsible person contactable during the hours the facility is open</li> <li>■ Area left clean and tidy after use</li> <li>■ There are systems in place to investigate issues raised by users</li> </ul>	
<b>PW.m.4</b> <b>Users of the wash facility must be competent</b>	<ul style="list-style-type: none"> <li>■ If the facility is on-site, crates are washed by site staff, who have received appropriate training lorries/ curtain sides are washed by drivers or site staff</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PW.m.5</b> <b>All crates, modules and transport vehicles must be checked for cleanliness, against the sites documented protocols, before leaving the site</b>	<ul style="list-style-type: none"> <li>■ Visual check undertaken in daylight (or artificial equivalent to)</li> <li>■ Checks made against the sites clean lorry protocols, that includes pictures of acceptable and unacceptable cleanliness as a guide</li> <li>■ No visible debris remains following cleaning</li> <li>■ Cleanliness checks must be documented</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Cleanliness check records</li> </ul>
<b>PW.m.6</b> <b>Where the check identifies incomplete cleaning, the issue is rectified</b>	<ul style="list-style-type: none"> <li>■ Crate and/ or module/ vehicle are re-cleaned and disinfected</li> <li>■ Where the issue reoccurs, a root cause analysis is undertaken and where necessary improvements made to the wash facility</li> </ul>	
<b>PW.m.7</b> <b>All crates and modules must be checked for damage, against the sites documented protocols, before leaving the site</b>	<ul style="list-style-type: none"> <li>■ Visual check undertaken in daylight (or artificial equivalent to)</li> </ul>	
<b>PW.m.8</b> <b>Where the check identifies damage that could pose a risk of injury to birds, the crate/ module must be removed</b>		
<b>PW.m.9</b> <b>Wastes from the transport washing facility are stored and disposed of appropriately</b>	<ul style="list-style-type: none"> <li>■ Dirty water is stored in a non-permeable tank and disposed of via a waste contractor, or where appropriate disposed of to mains systems</li> </ul>	
INTERNAL AUDITING		
<b>PW.n Key</b> <b>Applicable from 5th November 2018</b> <b>A CCTV system must be in operation which is used to review practices and behaviours around key welfare activities (New)</b>	<ul style="list-style-type: none"> <li>■ A CCTV system with a complete and clear view of all the following areas where there are live birds: <ul style="list-style-type: none"> <li>– unloading</li> <li>– the lairage</li> <li>– handling/ shackling/ restraining</li> <li>– stunning</li> <li>– sticking and bleeding</li> </ul> </li> <li>■ CCTV operational and recording at all times when and where there are live birds in the slaughterplant</li> <li>■ CCTV maintained and in good working order</li> <li>■ CCTV capable of constant recording so that images can be produced for inspection without stopping the overall operation of the system</li> <li>■ Documented procedures detail how the footage will be reviewed and used to review practices and behaviours around key welfare activities</li> <li>■ CCTV footage is kept securely for a minimum of 90 days and is only accessible by nominated staff</li> <li>■ CCTV system capable of storing, processing and transmitting (for example moving to removable storage devices or showing on a television monitor) images and information of the same quality as the original recording</li> <li>■ CCTV images are made available on request</li> <li>■ Employees are informed that CCTV is in use and sign to say that they understand it is in use</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Staff understanding that CCTV is in use; documented procedures</li> </ul>

# PORK QUALITY MODULE

This section is applicable to the production of Red Tractor assured pork, and the receipt and use of Red Tractor assured pork

## ASSURED PORK (PQ)

PORK QUALITY ATTRIBUTES (PORK AND TRIM)			
AIM: Assured pork meets the scheme's quality attributes, ensuring consistency and helping to deliver end-user satisfaction			
<b>PQ.a</b> Assured pork must only derive from eligible pigs	<ul style="list-style-type: none"> <li>Assured pork derives from Red Tractor assured pigs (or equivalent)</li> <li>Meat from assured sows is not used for assured pork, but may be used for sausages and other comminuted products</li> </ul>		
<b>PQ.b</b> Assured pork derives from carcasses meeting the required quality attributes	<ul style="list-style-type: none"> <li>The carcass is clean and free from extraneous matter</li> <li>The carcass is free from blemish, bruising, hair, cuts and loose skin</li> <li>Rind-on cuts derived from carcasses:                             <ul style="list-style-type: none"> <li>free from hair, cuts and loose skin</li> <li>with a maximum rind side blemish score of 2 on the AHDBs 5 point scale</li> </ul> </li> <li>The P2 measurement does not exceed 16mm or the combined P1+P2 does not exceed 32mm; or scanned carcasses have a measured lean of 52% or more</li> <li>The carcass cold weight does not exceed 105kg, except in the case of gilt carcasses used for sausage and other comminuted products</li> </ul>		
<b>PQ.b.1</b> Assured offal derives from carcasses meeting the required quality attributes, with the exception of weight	<ul style="list-style-type: none"> <li>The specification in PQ.2 is met, with the exception of carcass weight</li> </ul>		
<b>PQ.b.2</b> Assured pork derives from pork meeting the required quality attributes	<ul style="list-style-type: none"> <li>The fat is firm and white</li> <li>The muscle is firm and of good colour</li> <li>The muscle and fat show no sign of bruising and blood splash</li> <li>Pork is clean, free of stickiness and any off-odour or other indication of poor quality (including PSE and DFD)</li> <li>Primals and cuts are separated by clean cuts and are free from unnecessary cuts</li> <li>Primals and cuts are free from loose glands such as lymphatic nodes, loose skin and other extraneous matter</li> </ul>		
<b>PQ.c</b> Quality specifications must be agreed with the site's customers, documented and followed (Revised)	<ul style="list-style-type: none"> <li>Specifications in place for pork primals, foodservice and retail packs of pork</li> <li>Specifications outline the parameters to be achieved including, as a minimum, the scheme criteria</li> <li>Specification formally agreed between the supplier and customer</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>Specifications</li> </ul>	
<b>PQ.d</b> Assured pork must meet the required microbial specification (Revised)		Target	Upper Limit
	Aerobic colony count (ACC)	$<1 \times 10^4$ cfu/ g	$1 \times 10^6$ cfu/ g

STANDARDS	HOW YOU WILL BE MEASURED	
<b>MONITORING OF PORK AGAINST THE QUALITY ATTRIBUTES (PORK AND TRIM)</b>		
<b>AIM: Systems to verify the quality attributes are in place and procedures are working</b>		
<p><b>PQ.e</b> The site must have systems in place to monitor carcasses and pork products against specifications and the scheme's quality requirements</p>	<ul style="list-style-type: none"> <li>■ System includes a visual inspection:               <ul style="list-style-type: none"> <li>– of a sample of bought-in product at intake (including inter-company transfers)</li> <li>– of all bought in product before cutting and further processing</li> <li>– of all products at specified points on the production line</li> <li>– of finished products</li> </ul> </li> <li>■ System includes microbiological testing to a risk assessed schedule:               <ul style="list-style-type: none"> <li>– frequency is dependent on risks (e.g. frequency of deliveries, microbial results and previous performance)</li> </ul> </li> <li>■ System includes organoleptic sampling of pork primals, food service and retail packs of pork against customers specifications, for tenderness, succulence, flavour and visual appearance</li> <li>■ The system is documented and trained staff deliver its requirements</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Schedules and results</li> </ul>
<p><b>PQ.e.1</b> Carcasses and pork products not meeting the quality attributes must not be used in the production of assured pork products, unless specific exemptions apply</p>	<ul style="list-style-type: none"> <li>■ Exemptions include:               <ul style="list-style-type: none"> <li>– overweight gilt carcasses being suitable for the production of assured sausages and other comminuted products</li> <li>– the offal of overweight carcasses being suitable for being described as assured offal</li> </ul> </li> <li>■ Other, non-conforming products are handled in accordance with documented procedures and where applicable a root cause analysis undertaken and corrective action implemented</li> </ul>	
<b>PROCESS CONTROLS (PORK AND TRIM)</b>		
<b>AIM: Systems are in place to produce pork to the required quality attributes</b>		
<p><b>PQ.f</b> Carcasses must be scalded, de-haired (singed and/ or scraped as required), to produce a firm, clean and undamaged rind (Revised)</p>		
<p><b>PQ.g</b> Pork and trim products must be labelled with kill date</p>	<ul style="list-style-type: none"> <li>■ Primals packed in modified atmosphere packaging or vacuum packed are labelled as such, with a durability date or code</li> <li>■ Pork mince may carry multiple kill dates</li> </ul>	
<p><b>PQ.g.1</b> Chilled fresh pork must be processed within kill +7 days unless specific exemptions apply</p>	<ul style="list-style-type: none"> <li>■ Vacuum packed, gas flushed or deep chilled products may be processed after 7 days, provided the temperature does not exceed 3°C and given satisfactory documentary support that quality is not compromised</li> <li>■ If the product temperature has been disturbed and exceeded 5°C, the pork is processed within 4 days</li> <li>■ Kill dates (as labelled on the product) is used to establish durability dates</li> </ul>	
<p><b>PQ.h</b> Any meat to be frozen before processing must be in good condition, effectively packaged and placed into a freezer within 4 days of slaughter</p>	<ul style="list-style-type: none"> <li>■ Date of freezing applied</li> <li>■ Where frozen, the meat is in good condition and effectively packaged at the time of freezing</li> <li>■ Vacuum packed or gas flushed or deep chilled products may be processed after 4 days, provided the temperature does not exceed 3°C and there is satisfactory documentary support that quality is not compromised</li> </ul>	
<p><b>PQ.h.1</b> Systems must be in place to ensure that frozen pork and trim is used within 12 months of freezing</p>	<ul style="list-style-type: none"> <li>■ System includes applying a date of freezing to each unit and a durability date, and having an effective stock control system</li> </ul>	

STANDARDS	HOW YOU WILL BE MEASURED	
<b>TEMPERATURE MANAGEMENT (PORK AND TRIM)</b>		
<b>AIM: Pork is chilled in a manner that does not adversely impact on quality and maintained at required temperatures</b>		
<b>PQ.i</b> <b>Carcases must be transferred to temperature controlled environments without delay</b>		
<b>PQ.j</b> <b>Carcases in chillers must be managed in such a way to encourage cooling and reduce condensation (Revised)</b>	<ul style="list-style-type: none"> <li>■ Carcase sides are spaced to allow airflow around the carcasses</li> <li>■ Carcase bunching is avoided</li> <li>■ Hot and completely chilled carcasses are not stored in the same chiller, unless hot carcasses have passed through an in-line blast chill or there is evidence that the process is not compromising the safety and quality of meat already chilled</li> </ul>	
<b>PQ.j.1</b> <b>Carcases and products are chilled to required temperatures, in accordance with planned chilling regimes</b>	<ul style="list-style-type: none"> <li>■ The chilling regime is designed to ensure that the deep muscle temperature (when measured within the leg), does not fall below 10°C during the first 3 hours from the commencement of the cooling cycle</li> <li>■ Within 24 hours of cooling to 10°C, or before the pork is cut or processed, the deep musculature is reduced to between -2°C and +5°C. All pork products (including finished product) are held between -2°C and +5°C</li> </ul>	
<b>PQ.k</b> <b>Pork products (including finished product) and trim must be stored at between -2°C and +5°C for fresh product and at -12°C or below for frozen products</b>	<ul style="list-style-type: none"> <li>■ The operational capability of the temperature control system is such that the required temperatures are achieved under maximum load</li> <li>■ Systems are in place to minimise the ingress of warm air e.g. strip curtains</li> </ul>	
<b>PQ.l</b> <b>The defrosting of frozen pork and trim must be managed to ensure the outer surface does not exceed +7°C during the defrosting period</b>	<ul style="list-style-type: none"> <li>■ Defrosting undertaken in a controlled manner</li> <li>■ Records of the defrosting dates, times and product temperatures are kept</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Defrosting records</li> </ul>
<b>PQ.m</b> <b>Temperatures must be regularly monitored in accordance with documented procedures</b>	<ul style="list-style-type: none"> <li>■ Temperatures of both chill stores and products monitored in accordance with a risk assessed schedule</li> <li>■ Incoming product temperatures are checked before accepting the delivery (i.e. on the delivery vehicle). Checks are undertaken at different points within the storage unit, both between packs for packed product and product core temperatures on other products</li> <li>■ Carcase temperatures measured using a probe into the deep musculature of the hindquarter and/ or forequarter</li> <li>■ Records of temperature monitoring kept</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Schedule, monitoring records</li> </ul>
<b>PQ.m.1</b> <b>Where temperature monitoring identifies non-conforming products, the root cause is identified and the product dealt with appropriately</b>	<ul style="list-style-type: none"> <li>■ Corrective actions are implemented where appropriate</li> <li>■ A record of the root cause and corrective actions is kept</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Corrective actions</li> </ul>

# ASSURED PORK SAUSAGES (PS)

This section is applicable to the production of assured pork sausages and sausage-type products (e.g. meatballs, sausage meat, stuffing, burgers)

## ASSURED PORK SAUSAGES (PS)

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PORK SAUSAGE QUALITY ATTRIBUTES</b>		
<b>AIM: Assured pork sausages meet the scheme's quality attributes, ensuring consistency and helping to deliver end-user satisfaction</b>		
<p><b>PS.a</b>  <b>The meat and ingredients used in assured pork sausages meet the scheme's requirements including maximum permitted limits</b></p>	<ul style="list-style-type: none"> <li>■ All pork and pork ingredients (including fat and rinds) used are Red Tractor assured (or equivalent) and meet the pork quality attributes</li> <li>■ Pork is either fresh or frozen</li> <li>■ The meat content of a pork sausage is at least 52%, with the definition of meat being as defined in legislation. The meat content may include:               <ul style="list-style-type: none"> <li>– fat up to 30%</li> <li>– connective tissue up to 25% collagen/ protein ratio</li> <li>– neck end/ jowl meat up to 10% (unless trimmed of all glands) e.g. maximum of 5.2% in a 52% pork content sausage</li> <li>– rinds, or dehydrated rinds that have been rehydrated in line with manufacturer's instructions up to 10% e.g. maximum of 5.2% in a 52% pork content sausage</li> </ul> </li> <li>■ Other ingredients used in pork sausages are used in accordance with legal requirements. Ingredients may include:               <ul style="list-style-type: none"> <li>– a maximum of 1.38g salt or 550mg sodium per 100g of raw sausage meat; with the product range average not exceeding 1.13g salt or 450mg sodium per 100g sausages</li> <li>– added Phosphate (E450, E451, E452) up to 0.5% of the total recipe</li> <li>– natural and artificial colours up to legislative limits</li> <li>– the use of preservatives permitted by legislation</li> <li>– the use of preservative sulphur dioxide up to 450ppm of the final product at point of sale</li> </ul> </li> <li>■ Natural or artificial casings are used. Natural casings do not need to derive from an assured source</li> </ul>	
<p><b>PS.a.1</b>  <b>Non-permitted ingredients are not used in the production of assured pork sausages</b></p>	<ul style="list-style-type: none"> <li>■ Non-permitted ingredients include:               <ul style="list-style-type: none"> <li>– head meat (with the exception of masseters)</li> <li>– liver skirts</li> <li>– blood products</li> <li>– offal</li> <li>– mechanically separated meat</li> <li>– monosodium glutamate</li> <li>– functional proteins and fat emulsions</li> <li>– non assured meat, trim, rinds or fat</li> <li>– meat, trim or fat from species other than pigs</li> </ul> </li> </ul>	
<p><b>PS.a.2</b>  <b>Bacon raw material brought in from a different site must be Red Tractor assured (or equivalent) (New)</b></p>	<ul style="list-style-type: none"> <li>■ Where the site is assembling component packs e.g. pigs in blankets, only the clauses contained within the Red Tractor Pork Quality Module (Assured Pork Sausages) (or equivalent) appropriate to the process being undertaken shall apply</li> </ul>	
<p><b>PS.b</b>  <b>Pork sausages must be produced to a documented recipe</b></p>	<ul style="list-style-type: none"> <li>■ Recipe details all ingredients used, including casings</li> <li>■ Ingredients used are permitted by the scheme standards</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <p>■ Recipes</p>
<p><b>PS.b.1</b>  <b>For each sausage type produced, a recipe and methodology is documented and followed (Revised)</b></p>	<ul style="list-style-type: none"> <li>■ Sausage meat is ground by mincing or bowl chopping and mixed together with other ingredients to a documented recipe with a documented methodology</li> <li>■ Methods used ensure the quality requirements are achieved</li> <li>■ The methodology is appropriate to the recipe and specifies equipment to be used, the frequency of mincing, and quantities of ingredients, etc. to be added</li> <li>■ Recipes and methodologies may be customer led or be specific to the company</li> <li>■ Methodologies may apply to multiple recipes</li> </ul>	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <p>■ Recipe methodology</p>

STANDARDS	HOW YOU WILL BE MEASURED		
<p><b>PS.c</b> Pork sausages must meet the required visual, colour, texture and flavour characteristics</p>	<ul style="list-style-type: none"> <li>■ Raw sausages will: <ul style="list-style-type: none"> <li>– have visible particles of raw meat</li> <li>– be well formed, cylinder in shape</li> <li>– not have excessive drip</li> <li>– be free from off-odours</li> </ul> </li> <li>■ Cooked sausages will: <ul style="list-style-type: none"> <li>– have an even, light brown colour</li> <li>– retain their original shape, with no splitting or significant shrinkage</li> <li>– have a firm texture, with absence of hard particles (bone, gristle) and excessive fat</li> <li>– have a well-balanced flavour and no metallic taste, off-flavours and taints</li> </ul> </li> </ul>		
<p><b>PS.c.1</b> For each sausage type produced, a quality specification is documented and followed (Revised)</p>	<ul style="list-style-type: none"> <li>■ Specification details quality parameters to be checked on the production line, including appearance, packing requirements and temperature</li> <li>■ Specifications agreed formally with customers</li> <li>■ Specifications are easily available to staff</li> </ul>		<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Specifications</li> </ul>
<p><b>PS.d</b> Anticipated cooking losses must be established and documented for each recipe</p>	<ul style="list-style-type: none"> <li>■ The product is cooked as per the recipe instructions, to achieve an internal core temperature of 72°C</li> <li>■ The cooking loss is established using the following calculation: <ul style="list-style-type: none"> <li>– Finished cooked (+72°C) weight ÷ Raw weight x 100 = total cooked weight % (difference up to 100 = % cook loss)</li> </ul> </li> </ul>		<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Anticipated cooking losses</li> </ul>
<p><b>PS.e</b> Finished, raw assured pork sausages meet legal and scheme requirements for microbiological limits, enabling the labelled shelf life to be achieved</p>	<ul style="list-style-type: none"> <li>■ The following specification is met. The specification may not be appropriate to sausages containing raw vegetables, herbs, etc. Where that is the case the site has set its own targets and limits</li> </ul>		
		Target	Limit
	ACC	<5 x 10 <sup>4</sup> cfu/ g	<5 x 10 <sup>6</sup> cfu/ g
	Yeast/ moulds	<5 x 10 <sup>3</sup> cfu/ g	<5 x 10 <sup>4</sup> cfu/ g
	E. coli	<50 cfu/ g	5 x 10 <sup>2</sup> cfu/ g
Salmonella	Absent in 5, 10g samples	Absent in 5, 10g samples	
<b>MONITORING OF PORK SAUSAGES AGAINST THE QUALITY ATTRIBUTES</b>			
<b>AIM: Systems to verify the quality attributes are in place and procedures are working</b>			
<p><b>PS.f</b> Monitoring must be undertaken to ensure assured pork sausages are produced in accordance with the recipe, specifications and scheme's quality requirements (Revised)</p>	<ul style="list-style-type: none"> <li>■ All recipes are verified prior to use and at a risk assessed frequency going forward</li> <li>■ Samples of finished products are tested: <ul style="list-style-type: none"> <li>– at a risk assessed frequency for microbiological criteria and chemical analysis for meat, fat and salt and sulphur dioxide content</li> <li>– against organoleptic criteria at least monthly</li> </ul> </li> <li>■ Systems of verification include: <ul style="list-style-type: none"> <li>– NPD trials</li> <li>– traceability of raw materials</li> <li>– organoleptic testing, including taste panels</li> <li>– microbiological and chemical analysis testing</li> <li>– review of completed process records</li> </ul> </li> <li>■ Records of monitoring are kept</li> </ul>		<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">R</div> <ul style="list-style-type: none"> <li>■ Recipe verification, monitoring results</li> </ul>
<p><b>PS.f.1</b> Pork sausages not meeting the quality attributes must not be marketed as assured and must be handled appropriately</p>	<ul style="list-style-type: none"> <li>■ Non-conforming products are handled in accordance with documented procedures</li> <li>■ Non-conformities are trended and where they are repeated a root cause analysis is undertaken and corrective action implemented</li> <li>■ Records are kept</li> </ul>		

STANDARDS	HOW YOU WILL BE MEASURED	
<b>PROCESS CONTROLS (PORK SAUSAGES)</b>		
<b>AIM: Systems are in place to produce pork sausages in accordance with the quality attributes</b>		
<b>PS.g</b> <b>Pork and trim for sausages must be used within kill +4 days unless specific exemptions apply (Revised)</b>	<ul style="list-style-type: none"> <li>■ Vacuum packed, gas flushed or deep chilled products may be processed after the 4 days, provided the temperature does not exceed 3°C and shelf life verification demonstrates quality is not compromised</li> <li>■ Sensory evaluation is used to determine shelf life</li> </ul>	
<b>TEMPERATURE MANAGEMENT (PORK SAUSAGES)</b>		
<b>AIM: Pork sausages are produced and chilled to temperatures that do not adversely impact on quality</b>		
<b>PS.h</b> <b>During the preparation of sausages, the mix temperature must be managed to ensure a temperature of 7°C is not exceeded</b>	<ul style="list-style-type: none"> <li>■ Temperatures may rise due to mincing, mixing and chopping</li> <li>■ Controls are in place to limit the rise in temperature</li> </ul>	
<b>PS.h.1</b> <b>After filling, finished packed sausages must be transferred to temperature controlled environments without delay</b>		
<b>PS.h.2</b> <b>Finished packed sausages must be chilled to less than 4°C within 4 hours of final pack and stored between -2°C and +4°C whilst on site</b>		
<b>PS.i</b> <b>Temperatures must be regularly monitored in accordance with documented schedules</b>	<ul style="list-style-type: none"> <li>■ Temperatures of both chill stores and products monitored in accordance with a risk assessed schedule</li> <li>■ Checks are made during sausage preparation, filling and during storage</li> <li>■ Records of temperature monitoring kept</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Monitoring schedule, results</li> </ul>
<b>PS.i.1</b> <b>Where temperature monitoring identifies non-conforming products, the root cause is identified and the product dealt with appropriately</b>	<ul style="list-style-type: none"> <li>■ Corrective actions are implemented where appropriate</li> <li>■ A record of the root cause and corrective actions is kept</li> </ul>	<div style="text-align: center;"><b>R</b></div> <ul style="list-style-type: none"> <li>■ Corrective action</li> </ul>

# APPENDIX

## DEFINITION OF ASSURED LIVESTOCK AND MEAT PRODUCTS

For livestock and meat products that derive from livestock to be labelled or marketed as 'assured', the criteria below must be met. This criteria must be verified in accordance with the Traceability Module (TR).

For more information and for a table of recognised equivalent schemes see the relevant Appendix.

- a. For an animal to be considered assured it must derive from a farm holding, assured under the specie specific RTA for Farms Schemes or other RTA recognised equivalent schemes.
- b. For an animal to be considered farm assured it must have been on the assured farm for the specie specific minimum residency period.
  - Cattle must have been kept on an assured farm(s) for a minimum period of 90 days before slaughter. (NB- This period may be shared between more than one assured farm).
  - Sheep must have been kept on an assured farm(s) for a minimum period of 60 days before slaughter. (NB- This period may be shared between more than one assured farm).
  - Pigs must have been kept on an assured farm(s) for their whole life.
  - Poultry must have originated from an assured Parent Hatchery, an assured breeder replacement farm, an assured breeder layer farm, hatched in an assured hatchery and kept on an assured farm for their whole life
- c. For cattle and sheep to be considered assured, any movements through markets or collection centres within the residency periods, must be through a holding assured to the Red Tractor Assurance Scheme for Livestock Markets and Collection Centres or other RTA recognised equivalent schemes.
- d. For an animal to be considered as assured it must be transported to the abattoir in an assured livestock vehicle either by:
  - a vehicle used by a member of the specie specific farm assurance scheme, for transporting their own stock (not applicable for Poultry);
  - or a vehicle assured under the Red Tractor Assurance for Livestock Transport Scheme/ Red Tractor Poultry Catching & Transport Scheme or recognised RTA equivalent schemes.
- e. For a carcass to be considered as assured it must derive from an animal pre-stunned and killed in a plant certified for the slaughter of that specie under the Red Tractor Assurance Meat Processing Scheme or other RTA recognised equivalent schemes.
- f. For bought-in meat products to be classed as assured they must be obtained from a meat plant certified for the species/ product and the process undertaken, under the RTA Meat Processing Scheme or other RTA recognised equivalent schemes.
- g. For bought-in (raw and cooked) meat products to be considered and processed as assured, it must be labelled as assured and be accompanied by written confirmation of its assurance status (therefore confirming the product meets the criteria stated above). Product must not be processed as assured, until confirmation of its assurance status has been received (either via the delivery documentation or separate written confirmation).
- h. Only product that has met all of the criteria outlined above can be considered and marketed as assured.

For product to be described as eligible for the Red Tractor Logo with the Union flag or to carry the Red Tractor Logo with the union flag it must be assured (as defined above) and be derived from cattle, sheep, pigs or poultry that were born/ hatched, reared, slaughtered and the product processed and packed in the United Kingdom. There is more detailed advice on origin labelling from Government in the Code agreed by industry bodies and Defra in 2010 and legal requirements are subject to update as the Food Information Regulations are implemented. The Red Tractor Logo must only be put on food in accordance with rule 64.

**APPENDIX SPACE ALLOWANCES**

Outlined below are the absolute minimum space allowances, by species. These must only be used in **short stay scenarios**, as approved by the animal welfare officer.

**Cattle**

Approximate liveweight	Area in m <sup>2</sup> per animal
Up to 325kg	0.95
325-550kg	0.95-1.30
550-700kg	1.30-1.60
700kg+	>1.60

**Sheep**

Approximate liveweight	Area in m <sup>2</sup> per animal for shorn/ low-fleece sheep	Area in m <sup>2</sup> per animal for unshorn sheep
<55kg	0.30	0.40
>55kg	>0.30	>0.40

**Pigs**

Minimum space allowances for short stays = 235kg/ m<sup>2</sup>

## Appendix TR.c.7 (also relevant to the definition of assured livestock and meat products)

### Verification of assurance - recognised assurance schemes relevant to abattoirs slaughtering cattle, sheep, pigs or poultry

	Farm	Market	Collection Centres	Transport
<b>Cattle and Sheep</b>	RTA for Farms – Beef and Lamb Scheme FAWL Scheme QMS Farm Assurance – Cattle and Sheep Scheme NIBL FQAS	RTA for Livestock – Markets and Collection Centre Scheme QMS – Auction Market Assurance Scheme	RTA for Livestock – Markets and Collection Centre Scheme QMS – Auction Market Assurance Scheme	RTA for Livestock – Transport Scheme QMS – Livestock Haulage Scheme The assured farmer's vehicle, for transporting his own livestock (and in Northern Ireland only, for transporting livestock for up to 5 assured neighbours)
<b>Pigs</b>	RTA for Farms – Pigs Scheme QMS Farm Assurance – Pigs Scheme	RTA for Livestock – Markets Scheme. Only applicable if market is certified to handle assured pigs and if assured pigs move direct to slaughter from market	RTA for Livestock – Markets and Collection Centre Scheme. Only applicable if site is certified to handle assured pigs and if for assured sows, moving direct to slaughter from collection centre.	RTA for Livestock – Transport Scheme QMS – Livestock Haulage Scheme The assured farmer's vehicle, for transporting his own livestock
<b>Poultry</b>	RTA for Farms - All Poultry Schemes (includes parent hatcheries, breeder farms, commercial hatcheries and grower farms)	N/A	N/A	RTA Poultry Catching & Transport Scheme

**RTA** – Red Tractor Assurance    **FAWL** – Farm Assured Welsh Livestock    **QMS** – Quality Meat Scotland  
**NIBL FQAS** – Northern Ireland Beef & Lamb Farm Quality Assurance Scheme

## VERIFYING ASSURANCE STATUS

	Information to be verified	Tips	Accepted methods of verification		
			Cattle	Sheep	Pigs
<b>Farm, Market or Collection Centre Holding</b>	In GB: CPH + Farm address + Business Name In NI (cattle and sheep): Herd/ flock number + Farm address + Business name	The farm must have been assured on the day livestock left the holding. Assurance status can change on any day. Assurance must be verified each time a supplier sends livestock to the site	Cross reference the passport/food chain information/ entry forms with farm assurance scheme online checkers	Cross reference the animal movement licence (AML) with farm assurance scheme online checkers	Review online e-AML
			In England RTA Tracker system/ integrated data systems		
			In Northern Ireland, verify via APHIS		
<b>Residency Period</b>	That the livestock have been on-farm for the correct time period before being described as assured	Pigs – whole life Cattle – minimum 90days Sheep – minimum 60days Goats – whole life The residency period starts from the day of arrival on the holding and includes the day the livestock moved-off the holding	Using the passport verify how long the vendor has owned the livestock. If less than the minimum residency, verify that the previous owner was assured the day the livestock moved off that holding Use the online Red Tractor residency calculator	Use a signed farmer declaration	Review e-AML information
<b>Livestock Transport Vehicles</b>	The certification status of the vehicle on the day livestock were transported	Verifying that the haulage business is assured alone is insufficient. Checks must be made on individual transport containers (ideally) or vehicles.	If transported by the farmer-owner, use confirmation that their farm holding is assured to confirm their vehicles are assured for transporting their own livestock only, except in the case of NI where the farmer may transport the livestock of neighbouring farmers, provided certain conditions are met  If transported by a commercial haulier, verify the chassis number (ideally) or registration number against the RT or QMS online checkers		
<b>Assured Meat Processors</b>	The certification status of the site		Review the sites relevant certificates as a minimum annually. Require a declaration of the assurance status of all incoming meat and meat products. Certification status can also be confirmed by contacting the sites certification body (stated on their certificate)		

### STUNNING AND KILLING METHODS

The manufacturer's recommendations must be adhered to for each method used

	Method	Parameter	Maximum stun to stick time
<b>CATTLE</b>	Penetrative captive bolt	Correct position and cartridge strength in accordance with manufacturer's instructions	ASAP, within 60 seconds
	Head to body electrical stun	Adult cattle only. Effective electrode placement. Minimum current of 1.51A delivered to each animal under load for $\geq 3$ seconds	
<b>SHEEP and GOATS</b>	Penetrative captive bolt	Correct position and cartridge strength in accordance with manufacturer's instructions	ASAP, within 15 seconds
	Head only electrical stun	Electrodes span the brain. Minimum current of 1A delivered to each animal under load	ASAP, within 15 seconds
	Head to body electrical stun kill	Electrodes span the brain and heart. Minimum current of $\geq 1$ A delivered to each animal under load	
<b>PIGS</b>	Penetrative captive bolt	Correct position and cartridge strength in accordance with manufacturer's instructions	ASAP, within 15 seconds
	Head only electrical stun	Electrodes span the brain. Minimum current of 1.3A delivered to each animal under load	ASAP, within 15 seconds
	Gas – Carbon Dioxide at minimum of 80%	The pig must reach the point of maximum concentration of the gas mixture within 30 seconds and held in the gas for long enough for it to be killed	ASAP, within 75 seconds
	Head to body electrical stun	Electrodes span the brain and heart. Minimum current of 1.3A delivered to each animal under load	

**Note:** Free bullet may be suitable as a back-up or emergency slaughter method where site health and safety allows

### STUNNING AND KILLING METHODS

The manufacturer's recommendations must be adhered to for each method used

Simple Stunning Methods						
Electric Methods	Minimum frequency (Hz) per bird	Minimum current (mA) per bird			Exposure time (seconds)	Time from stun to neck cut (seconds)
		Chickens	Turkeys	Ducks		
Head only electrical stun		240	400	Not permitted	10	Immediate
Electric water bath	51- 199	100	250	130	4	10
	200- 400	150	400	Not legally permitted	4	10
	400- 1500 (Recommended – max 800Hz)	200	400	Not legally permitted	4	10

Stun Kill Methods						
Electric Methods	Frequency (Hz)	Minimum current (mA)			Exposure time (seconds)	Time from stun to neck cut (seconds)
		Chicken	Turkey	Duck		
Electric water bath	50 and less	120	150	130	4	N/A
Controlled Atmosphere Methods	Type of exposure	Concentration (%)			Exposure time (minutes)	Time from stun to neck cut (seconds)
CO <sup>2</sup> in two phases	Progressive exposure to a rising concentration of CO <sup>2</sup> up to a maximum 40% then a higher concentration, once the birds are unconscious	Maximum 40% phase 1 phase 2 = higher			Depends on the rate of the progressive increase in CO <sup>2</sup> to which the birds are exposed, which will vary with different systems	N/A
CO <sup>2</sup> and inert gas mix	Direct or progressive	Maximum 30% CO <sup>2</sup> , O <sup>2</sup> 2% or less			≥3	N/A
Inert gases	Direct or progressive	Less than 2% O <sup>2</sup>			≥3	N/A

### EMERGENCY KILLING METHODS

Method	Parameters/ limitations
Cervical dislocation (including assisted cervical dislocation)	Maximum bird weight limit of 3kg. Maximum of 70/birds per day
Captive Bolt (e.g. Cash Poultry Killer or similar)	Manufacturer's instructions are followed. The stun is followed by bleeding or neck dislocation
Electric hand held stunner	Not permitted for ducks. Manufacturer's instructions are followed. Parameters as required for its use as a stunning/ killing method are followed
Gas killing	Systems are in place to ensure birds requiring emergency killing are managed separately to non-emergency. Parameters as required for its use as a killing method are followed

### GUIDANCE AND SAMPLING

Measures in the lairage	
1. Ocular Health	50 animals per lorry, sampled randomly at the lairage area. 10 animals from 5 different crates should be assessed.
2. Nostril Health	
Measures at the processing line	
1. Feather cleanliness	100 animals per lorry, sampled randomly at the processing line. These indicators may not be able to be assessed all at the same time. If that is the case 100 animals should be assessed at one point for feather cleanliness and coverage and 100 animals should be assessed for feet health at another point in the line. The locations of the assessment should be chosen based on a good assess to the ventral side of the duck for feather cleanliness and for the feather coverage, and the dorsal side of the duck for the feet health assessment. Also, feet should be assessed before removal of the skin. The 100 sample can be assessed continuously.
2. Feather coverage	
3. Feet Health	

#### 1. Ocular Health

**Sample:** 50 ducks selected randomly.

Assess using the CIWF scoring. Observe ducks at the lairage area. 10 animals from 5 different crates.

Observe the right and left eye and score according to the worst score.



**Scoring:**

**0= Healthy eye**

Eyes are clear, clean and bright

**1 = Slightly affected eye**

Presence of presence of crust around the eye and/or feather loss around the eye

**2= Inflamed and/or infected eye**

eyes are wet and weepy, or red rimmed  
There may be active infection and in extreme cases the eyes stay closed

#### 2. Nostril Health

**Sample:** 50 ducks selected randomly.

Assess using the CIWF scoring. Observe ducks at the lairage area. 10 animals from 5 different crates.

Observe the right and left nostrils and score according to the worst score.



**Scoring:**

**0= Clear and clean nostril**

Clear and clean nostril. May be able to see through the beak. Some dirt may be present on the beak.

**2 = Blocked nostrils**

Moderate blockage, or severe blockage and dirt. Ducks may be with their beak open (difficulty breathing due to blockage)

### 3. Feather Cleanliness

**Sample:** 100 ducks selected randomly.

Assess using the CIWF scoring. Observe ducks on the slaughter line, in a location where the ventral side of the ducks' torso is visible. 100 animals per lorry.



**Scoring:**

**0= Clean ventral feathers**

Feathers are dry with no or minor discoloration (soiling) on the surface of the feathers

**1 = Slightly dirty ventral feathers**

Soiling is moderate with the dirt beginning to penetrate the upper layer of the feathers

**2= Very dirty ventral feathers**

Soiling is heavy with dirt penetrating the underlayer of the feathers with some clumps forming. Feathers are wet

### 4. Feather Coverage

**Sample:** 100 ducks selected randomly.

Assess using the CIWF scoring. Observe ducks on the slaughter line, in a location where the ventral side of the ducks' torso is visible. 100 animals per lorry.



**Scoring:**

**0= Good feather coverage**

Feather cover is full and even. No broken feathers or bare patches (except for 1 or 2 small (<2cm) patches)

**1 = Moderate feather coverage**

Feather cover is uneven. Some broken feathers and several or extended bare patches.

**2= Bad feather coverage**

Feather cover is poor. Extended areas totally devoid of feathers (usually along the midline from the breast to the cloaca region).

### 5. Feet Health

**Sample:** 100 ducks selected randomly.

Assess using the CIWF scoring. Observe ducks on the slaughter line, in a location where the plantar side of the ducks' feet is visible. 100 animals per lorry. Observe the right and left feet and score according to the worst score.



**Scoring:**

**0= No lesions**

No lesions or very small and superficial lesions, slight discoloration, mild hyperkeratosis, old scars.

**1 = Mild lesion(s)**

Substantial discoloration of the footpad, superficial lesion, dark papillae, raising of papillae.

**2= Severe lesions**

Ulcers or scabs of significant size, signs of haemorrhages or severely swollen footpad.



# How the Red Tractor Assurance Scheme works

**The Red Tractor Assurance Scheme exists to certify and signify the conformance by each of its members to a series of integrated standards that apply to different farming enterprises and different steps in the food supply chain.**

As a business operating in the farming or food supply industry, you can apply to join the Scheme for a single farming enterprise or food supply chain activity or whatever combination of enterprises or activities fits your business needs.

To become and remain a member, you must at all times conform to the standards and the membership rules (as they may both be amended by RTA from time to time).

To join the Scheme, you should contact any one of the Certification Bodies who are independent contractors, licensed by RTA to manage membership (although, for dairy farms, your first purchaser of milk will choose a Certification Body and arrange your application or transfers, as appropriate). You will find all the enterprises and activities that the Scheme covers and the Certification Bodies listed on the back page of this booklet. You can apply to join at any time throughout the year and your membership must be renewed annually. You will need to enter a contract directly with your chosen Certification Body and that contract will (in addition to these Rules) govern the terms on which your Certification Body will manage your initial application, assessment and certification against the standards and your annual renewal. The Certification Body will also be your routine point of contact.

Before applying, you are advised to carefully read the membership rules and the standards which set out what you have to do and how you will be assessed. If you operate more than one farming enterprise or food supply chain activity, you can select which of these you want to be assessed and certified<sup>1</sup>. If applying for more than one, your Certification Body may apply a discount and will co-ordinate the assessment together in a single visit where possible. Alternatively, you can choose more than one Certification Body for the different enterprises or activities and the assessments will be carried out separately.

You may change your Certification Body at any time and still maintain 'Red Tractor Assured' status as long as you have no outstanding non-conformances or obligations. If you are not satisfied with the way your application, assessment or certification decision has been conducted, you may lodge an appeal in writing with your Certification Body within such time period as your Certification Body may stipulate from time to time. All appeals will be investigated and dealt with in accordance with the Certification Body's appeal procedure or, if so directed, RTA's appeal procedure.

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

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<sup>1</sup> With the exception of: (a) Dairy, where beef assurance is required for the cattle (see Rule 23); and (b) Beef and Lamb, where, if both cattle and sheep are farmed, both have to be assessed and certified.

# HOW THE RED TRACTOR ASSURANCE SCHEME WORKS

## 1. Application

Send 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 re-visit 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 definit

## 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 regular 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 once per membership year with the exception of the RTA dairy and beef and lamb farm schemes which will be once every 18 months. You may also be subject to spot check visits, some of which may be unannounced as part of our risk based approach to inspections. 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. (Assessment arrangements for meat and poultry processing, livestock transport, livestock markets and livestock collection centres are outlined in the online standards manual.)

**Suspension:** Your membership and certification can also be suspended if you have not put non-conformances right within the time stipulated or if an unannounced spot check as a result of our risk based approach to inspections shows no improvement and the member is still categorised as high risk. Suspension is only lifted once you have proved that you have corrected the non-conformances. In some cases, a re-visit may be required. **You must not sell products as ‘Red Tractor Assured’ whilst your certification is suspended.**

**Withdrawal:** If within 3 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.

## 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, 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	Poultry	Pigs	Beef/Lamb	Crops	Fresh Produce
Each milking premises requires a separate registration	A self-contained live poultry facility functioning with defined poultry stock management, operational control and bio-security standards	Main holding + max 3 small nursery or finishing units	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.	
		Additional sites must be sufficiently close to the main site or holding as agreed by the Certification Body.			

## Dairy Members

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:
- 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
  - 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:
- visits to additional holdings/sites not close to the main holding or site;
  - visits to additional holdings/sites/vehicles notified to the Certification Body after any previous Assessment;
  - 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
  - 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:
- you unreasonably delay or refuse a routine Assessment, revisit or spot check;
  - circumstances on a relevant holding or site prevent the assessor from completing an Assessment in full;
  - 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);
  - an excessive number of non-conformances are found during an Assessment;
  - the same non-conformance is found on successive Assessment visits;
  - you fail to rectify any non-conformance within a specified timescale;
  - you fail to comply with these Rules or the Standards;
  - 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
  - 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.

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:
- if you fail to comply with these Rules or the Standards;
  - 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;
  - 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;
  - 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;
  - 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;
  - if you are still categorised as high risk following two consecutive unannounced spot checks as a result of our risk based approach to inspections;
  - 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; 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 milk to the public, you may not use the Member Logo denoting your membership of the Red Tractor Dairy 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-license/>.
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:
  - a. may be terminated by RTA on one month's written notice;
  - b. 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;
  - c. 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
  - d. 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:
  - a. 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);
  - b. 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;

- c. 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
  - d. 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:
  - (a) 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
  - (b) 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.





# Standing together for British agriculture

**Our standards start with the consumer.  
We monitor what they value the most  
about their food and understand what  
they expect from farmers.**

**These values are translated in to practical  
on-farm standards so Red Tractor farmers  
can demonstrate they are producing what  
consumers want.**



# 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 supply chain scheme.

Certification Body	Livestock Transport Scheme	Chicken Catching and Transport Scheme	Livestock Markets and Collection Centres Scheme	Meat and Poultry Processing Scheme
NSF Certification	✓	✓	✓	✓
SAI Global	✓	✓	✓	✓
Lloyd's Register				✓
NIFCC (Northern Ireland)	✓	✓	✓	✓



#### NSF Certification

Hanborough Business Park, Long Hanborough, Oxford OX29 8SJ  
 Tel: 01993 885739 Email: [agriculture@nsf.org](mailto:agriculture@nsf.org) Web: [www.nsf-foodeurope.com](http://www.nsf-foodeurope.com)



#### SAI Global Assurance Services Ltd

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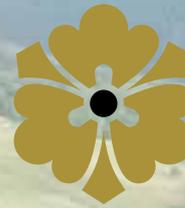


# Farming Help

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