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| --- | --- | --- |
| **Business Name** |  | Site being audited |
| **Business Address** |  |  |
| **TASCC Number.** |  |
| **Assessment Date:** |  |
| **Assessor** |  |

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| --- | --- |
| **Non conformances raised:** | **Closed out date** |
| **Additional comments** | |

**Traceability – Merchant**

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| --- | --- | --- | --- | --- |
| **TASCC Trace 1** | Supplier | Purchase contract | Contract date | Tonnage |
| Commodity | Assurance status | Terms & conditions received | Delivery/fixing number |
| Delivery/fixing date | Delivery/fixing tonnage | Haulier | Haulier Assurance |
| Collection point | Delivery date | Customer | Sales contract |
| Sales contract date | Delivery site |  |  |

**GENERAL**

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| Clause Ref | Requirement |  |
| G2 | **MANAGEMENT COMMITMENT** | |
| G2.1 | Management must be committed to the  implementation of the TASCC Scheme and the operation of effective food/feed safety and quality systems. |  |
| G2.2.a  UPDATED   |  | | --- | | **R** | | There must be a dated Policy Statement signed by Senior Management committing the Participant to provide all resources necessary in order to comply with the TASCC Scheme. |  |
| G2.2.b  UPDATED   |  | | --- | | **R** | | The Policy Statement must be reviewed on an annual basis. |  |
| G2.3 | Management controls must be effective during all hours the Participant operates to secure compliance with the Scheme. |  |
| G3 | **DESIGNATED PERSON/S** | |
| G3.1.a  UPDATED | A designated person/s (including deputies) must have authority and responsibility for the implementation of the requirements of the TASCC Scheme. |  |
| G3.1.b  NEW | A designated person/s (including deputies) must have authority and responsibility for reporting food/feed safety incidents to the authorities. |  |
| G3.2  NEW   |  | | --- | | **R** | | The designated person/s must be named on the organisation chart. |  |
| G4 | **MANAGEMENT REVIEW** | |
| G4.1  UPDATED   |  | | --- | | **R** | | The Management team must review the performance of the business against the requirements of the TASCC Scheme and its continuing effectiveness at least every 12 months.  There must be a documented annual review including:   * Policy Statement * Internal and external audits * Complaints * HACCP * Incident corrective action * Training and processes * Internal procedures |  |
| G5 | **ORGANISATION CHART** | |
| G5.1  UPDATED   |  | | --- | | **R** | | The interrelation of employee (permanent and temporary) and job functions within the Participants operation shall be defined in an organisation chart. |  |
| G5.2  NEW   |  | | --- | | **R** | | The organisational chart must be kept up to date with any changes within the business. |  |

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| Clause Ref | Requirement |  |
| G6 | **PERSONNEL AND TRAINING** | |
| G6.1.a  NEW   |  | | --- | | **R** | | All personnel, permanent and temporary, must be informed of their duties, authority and responsibilities in documented job descriptions or written instructions. |  |
| G6.1.b  NEW   |  | | --- | | **R** | | They must be reviewed when there are any changes to written instructions, processes, authority, or responsibilities. |  |
| G6.2.a   |  | | --- | | **R** | | All personnel must have the appropriate training, experience and/or qualifications. |  |
| G6.2.b  UPDATED | Competence must be reviewed and recorded annually and must include:   * Any training needs identified * An understanding of the purpose of the TASCC Scheme * Any in house procedures implementing the detailed requirements of the TASCC Scheme |  |
| G6.3.a  UPDATED   |  | | --- | | **R** | | Training records must be maintained for all relevant personnel (permanent, temporary and occasional) within the business and include as a minimum:   * Date * Signature and printed name of both trainer and trainee * Topics covered * Certificates (where held) obtained from internal/external training organisations * Self-assessment reports where appropriate * Competency records |  |
| G6.3.b  NEW | Personnel must be retrained to the new TASCC Scheme within 3 months of its release. |  |
| G6.4   |  | | --- | | **R** | | As a minimum, a designated person must complete the relevant AIC i-learning modules or equivalent training package (e.g. Driver CPC training in food/feed safety). |  |

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| Clause Ref | Requirement |  |
| G7 | **PROCEDURES and DOCUMENTS** | |
| G7.1  NEW   |  | | --- | | **R** | | The Participant must establish, document, implement and maintain [procedures](file:///C:\Users\debbiew\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\NVF27O23\APP%205%20-%20Definitions%20and%20abbreviations.docx) in accordance with the requirements of this Scheme. |  |
| G7.2.a  NEW   |  | | --- | | **R** | | Procedures must be available to personnel to enable them to carry out their role effectively. |  |
| G7.2.b  NEW   |  | | --- | | **R** | | Changes to the procedures must only be made by authorised personnel and communicated to all relevant personnel. |  |
| G7.2.c  NEW   |  | | --- | | **R** | | Procedures must be titled and dated. Participants must ensure that the current versions of documents are in use. |  |
| G7.2.d  NEW | The Participant must ensure that data and IT systems are secure and protected from both internal and external unauthorised access. |  |
| G8 | **RECORDS** | |
| G8.2.a   |  | | --- | | **R** | | [Records](file:///C:\Users\debbiew\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\NVF27O23\APP%205%20-%20Definitions%20and%20abbreviations.docx) (handwritten or electronic) must be designed and prepared such that the title and purpose is clear. |  |
| G8.2.b   |  | | --- | | **R** | | Inadvertent use of superseded records is prevented. |  |
| G8.2.c   |  | | --- | | **R** | | Records are dated and legible. |  |
| G8.2.d   |  | | --- | | **R** | | Handwritten records are in ink. |  |
| G8.2.e   |  | | --- | | **R** | | The name of the person making any entry, alteration or deletion is identifiable. |  |
| G8.3.a  UPDATED   |  | | --- | | **R** | | All TASCC records must be retained for a period not less than three years, or as required by legislation. |  |
| G8.3.b  UPDATED | Records must be kept in suitable conditions that allow ready retrieval and prevent deterioration. |  |

**These requirements are not applicable to Testing Facility Only Participants.**

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| Clause Ref | Requirement |  |
| G9 | **LEGISLATIVE REQUIREMENTS – FOR BOTH FOOD AND FEED** | |
| G9.1.a  NEW   |  | | --- | | **R** | | Participants must demonstrate that they have systems and procedures in place that ensure they remain up-to-date with regulatory requirements and any food / feed safety issues relevant to the food/feed they supply. |  |
| G9.1.b  NEW   |  | | --- | | **R** | | All relevant food/feed legislation must be reviewed and documented at least every 12 months. |  |
| G9.2a  UPDATED   |  | | --- | | **R** | | If the Merchant has placed a food/feed product on the market which could potentially cause a threat to human or animal health, the designated person must notify the relevant parties.  See M22. |  |
| G9.2.b  UPDATED | Where Hauliers, Storekeepers and Testing Facilities become aware of any potential threats to human or animal health they must notify their customer immediately and confirm in writing. |  |
| G10 | **DEFRA CODE OF PRACTICE FOR THE CONTROL OF *SALMONELLA*** | |
| G10.1  UPDATED   |  | | --- | | **R** | | The current Defra Code of Practice for the Control of *Salmonella* must be complied with. The Participant must demonstrate they have access to the code and their activities comply with the above code for both food and feed. |  |
| G10.2  NEW   |  | | --- | | **R** | | Participants must consider the risk of  *Salmonella* as part of their HACCP plan. |  |
| G11 | **UNDESIRABLE SUBSTANCES IN FOOD AND FEEDS** | |
| G11.1.a   |  | | --- | | **R** | | COMMISSION REGULATION (EC) No 1881/2006 of 19 December 2006 sets the maximum levels for certain contaminants in foodstuffs. |  |
| G11.1.b  UPDATED   |  | | --- | | **R** | | Commission Regulation (EC) No. 2002/32 of 7 May 2002 sets the maximum levels for certain contaminants in feeds. |  |
| G11.1.c   |  | | --- | | **R** | | The Participant must check and comply with legislation and individual customers policies/requirements/terms and conditions. |  |
| G11.1.d  NEW   |  | | --- | | **R** | | Participants must consider the risk of  Undesirable Substances as part of their HACCP plan. |  |
| G12 | **GENETICALLY MODIFIED COMBINABLE CROPS and FEED MATERIALS** | |
| G12.1.a  UPDATED   |  | | --- | | **R** | | Legislation requires that Genetically Modified (GM) Combinable Crops and Feed Materials are clearly identified throughout the supply chain. |  |
| G12.1.b  UPDATED | GM Combinable Crops and Feed Materials must be segregated from non-GM Combinable Crops and Feed Materials. |  |
| G12.1.c  UPDATED | Combinable Crops: any mixing of GM and non-GM Combinable Crops and Feed Materials shall cause the whole bulk to lose its non-GM status. |  |

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| LEGISLATIVE REQUIREMENTS – FOR FOOD ONLY | | |
| G13 | **REGISTRATION OF ESTABLISHMENTS TO THE FOOD HYGIENE REGULATIONS** | |
| G13.1  UPDATED   |  | | --- | | **R** | | Participants must apply to the competent authority to register their establishments if they are:   * transporting/storing/merchanting materials which may be destined for human consumption in accordance with the requirements of the Food Hygiene Regulation 2004, (EC No. 852/2004), and any subsequent amendments or regulations.     Records must be kept to show that applications have been made and/or responses received from the local council or competent authority. |  |
| G14 | **ALLERGENS** | |
| G14.1.a  UPDATED   |  | | --- | | **R** | | EU legislation (Directive 2007/68/EC) identifies groups of materials in certain food ingredients which can cause allergic reactions in some people.  The Participant must comply with individual customers policies/requirements/terms and conditions with respect to allergens. |  |
| G14.1.b  NEW   |  | | --- | | **R** | | Participants must consider the risk of  Allergens as part of their HACCP plan. |  |
|  | **LEGISLATIVE REQUIREMENTS – FOR FEED ONLY** | |
| G15 | **REGISTRATION OF ESTABLISHMENTS TO THE FEED HYGIENE REGULATIONS** | |
| G15.1  UPDATED   |  | | --- | | **R** | | Participants must apply to the competent authority to register their establishments if they are:   * transporting/storing/merchanting materials which may be destined for food producing animals in accordance with the requirements of the Feed Hygiene Regulation 2005, (EC No. 183/2005), and any subsequent amendments or regulations.   Records must be kept to show that applications have been made and/or responses received for the correct ‘R’ category from the local council or competent authority. |  |
| G16 | **STATUTORY DECLARATIONS** | |
| G16.1  UPDATED | Delivery documents or labels for Combinable Crops intended for feed use must comply with the Feeding Stuffs Regulations 2010:  <https://www.legislation.gov.uk/uksi/2010/2503/contents/made>  Information |  |
| G17 | **REGISTRATION UNDER TSE REGULATIONS** | |
| G17.1  UPDATED   |  | | --- | | **R** | | Participants must comply with the Transmissible Spongiform Encephalopathies Regulations 2010 and registration with Defra is required for storage/transport of bulk animal­ derived dicalcium phosphate and hydrolysed protein.  The Participant must be able to show evidence of registration with Defra. |  |

**This section may not be applicable for some Testing Facility Participants (see G18.2).**

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| Clause Ref | Requirement |  |
| G18 | **HAZARD ANALYSIS CRITICAL CONTROL POINT (HACCP)** | |
| G18.1  UPDATED   |  | | --- | | **R** | | There must be a formal food/feed safety HACCP risk assessment which identifies, monitors and controls hazards that may adversely affect the safety of any food/feed supplied. HACCP risk assessments must be carried out in accordance with recognised HACCP principles. |  |
| G18.2a  NEW   |  | | --- | | **R** | | There must be a defined scope for the HACCP risk assessment plan. Where activities are provided as services to third parties (including storage and transport of Combinable Crops for food) these must be included in the HACCP scope. |  |
| G18.2.b  NEW   |  | | --- | | **R** | | There must be an effective multi-disciplinary risk assessment team, with a member of the team having received appropriate HACCP training. |  |
| G18.2.c  NEW   |  | | --- | | **R** | | The Participant must define the process flow / steps from food/feed supply to the point the food/feed is transferred to the customer / recipient. |  |
| G18.2.d  NEW   |  | | --- | | **R** | | The Participant must carry out a hazard analysis identifying, as a minimum, chemical, physical and biological, and allergen risks as appropriate. |  |
| G18.2.e  NEW   |  | | --- | | **R** | | The Participant must identify control measures that can be applied for each identified hazard. |  |
| G18.2.f  NEW   |  | | --- | | **R** | | The Participant must establish critical control points where appropriate. |  |
| G18.2.g  NEW   |  | | --- | | **R** | | For all critical control points, there must be defined critical limits which are measurable or observable in real time and can be quantified. |  |
| G18.2.h  NEW   |  | | --- | | **R** | | The Participant must establish a monitoring system for all critical control points. |  |
| G18.2.i  NEW   |  | | --- | | **R** | | The Participant must establish corrective action for when critical limits have been exceeded. |  |
| G18.2.j  NEW   |  | | --- | | **R** | | The Participant must establish documentation to detail the controls and monitoring of hazards identified in the HACCP study. |  |
| G18.3  NEW   |  | | --- | | **R** | | If Prerequisite Programmes (PRP) are used, documentation must be established to detail the controls and monitoring of the programmes. |  |
| G18.4  UPDATED   |  | | --- | | **R** | | The HACCP team (or sole Participant) must carry out a review of the HACCP plan at least every 12 months or sooner if there are any changes to processes or procedures, or incidents that could affect food/feed safety. |  |
| G18.5  NEW   |  | | --- | | **R** | | The HACCP review must also include any Pre-Requisite Programmes (PRP) where they are used. |  |

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| Clause Ref | Requirement |  |
| G19 |  | |
| G19.1.a  UPDATED   |  | | --- | | **R** | | Merchants, Storekeepers and Hauliers must keep traceability records. |  |
| G19.1.b  NEW   |  | | --- | | **R** | | The system of documentation and records must ensure that food/feed is traceable and can be made available when requested. |  |
| G19.2 | When the owner of the crops gives instructions to store crops from one specifically identifiable parcel with crops from other parcels, this must be confirmed in writing.  Details of a full auditable trail of all purchases and sales must be retained. |  |
| G19.3   |  | | --- | | **R** | | The following information for each individual delivery must be recorded as an aid to traceability:   * Quantity * Crop/animal feed description * Haulier name * Date of intake or despatch * Supplier * Delivery order or fixing reference where available for ex-store crops/animal feed * Supplying store or farm * Through stores – where crops/animal feeds are moved within the storage facility * Ship/vessel (if applicable) * Country of origin (if non-UK) * Assured status * Mycotoxin information/levels as per AHDB guidance (if applicable) * GM status (if applicable) * Organic status (if applicable) * Compliance with the Renewable Energy Directive (RED)   The above Traceability Information must be available to the competent authorities where it is believed a potential risk to food/feed safety exists. |  |

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| Clause Ref | Requirement |  |
| G20 | **COMPLAINTS MANAGEMENT** | |
| G20.1  UPDATED   |  | | --- | | **R** | | The Participant must register, record and address complaints relating to Combinable Crops/Feed in a timely manner. |  |
| G20.2  UPDATED   |  | | --- | | **R** | | Complaints must be reviewed with attention to severity and any trends, and  corrective action taken as necessary to prevent recurrence. |  |
| G20.3  NEW   |  | | --- | | **R** | | Combinable Crops/Feed which have been delivered to the customer/recipient and rejected following a complaint must be formally risk assessed, to determine use or disposal, with full traceability recorded. |  |

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| Clause Ref | Requirement |  |
| G21 | **INTERNAL AUDITING** | |
| G21.1  UPDATED   |  | | --- | | **R** | | Internal audits must check that the Participant’s procedures are effective and reflect any activity changes and that they are being complied with.  The Participant must ensure that all relevant activities are covered by an internal audit annually. |  |
| G21.2.a  UPDATED   |  | | --- | | **R** | | The internal audit must cover the requirements of the TASCC Scheme. |  |
| G21.2.b   |  | | --- | | **R** | | The internal audit must cover the Participants procedures including HACCP. |  |
| G21.2.c   |  | | --- | | **R** | | The internal audit must cover 3rd Party Subcontractors listed on the Participant’s schedule of registration. |  |
| G21.2.d  NEW   |  | | --- | | **R** | | A traceability exercise must be completed by Merchants, Storekeepers and Hauliers. |  |
| G21.3.a  UPDATED   |  | | --- | | **R** | | Internal audits must be recorded including non-conformances found. |  |
| G21.3.b  UPDATED   |  | | --- | | **R** | | Corrective/Preventive actions must be taken to address any non-conformances within an appropriate timescale to prevent reoccurrence. |  |
| G21.3.c  NEW   |  | | --- | | **R** | | The internal audit must be reviewed at the Management Review (See G4.1). |  |

**MERCHANTS**

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| Clause Ref | Requirement |  |
| M1 | **CONTRACT CONFIRMATIONS** | |
| M1.1.a   |  | | --- | | **R** | | The Merchant must send or receive a contract confirmation to suppliers or customers confirming details of the sale/purchase. |  |
| M1.1.b  UPDATED   |  | | --- | | **R** | | Confirmations must include the Assurance, Organic, GM status, RED and other food/feed safety requirements where applicable. |  |
| M1.1.c  UPDATED   |  | | --- | | **R** | | Where there is a difference in the contract confirmation, this must be resolved when identified. |  |
| M2 | **DELIVERY/COLLECTION REQUIREMENTS AND ALLOCATIONS** | |
| M2.1   |  | | --- | | **R** | | There must be a system which records detailed information regarding delivery/collection requirements to all parties. |  |
| M2.2 | This information must be effectively communicated to all relevant personnel and third parties (Merchants, Hauliers, Storekeepers etc). |  |
| M2.2.a   |  | | --- | | **R** | | Combinable Crops, Feed Material and Compound Feed must be allocated correctly to meet all customer/recipient requirements. |  |
| M2.2.b  NEW | Any step where the assurance chain is broken will cause the assurance status of the goods to become non-assured. |  |
| M2.2.c  UPDATED   |  | | --- | | **R** | | Merchants must be able to demonstrate that the assurance status of Combinable Crops is maintained during the allocation/delivery process. |  |
| M2.3  UPDATED   |  | | --- | | **R** | | When a customer of the Merchant collects goods using non-assured vehicles, the Merchant must obtain written confirmation of approval from the customer and inform the Storekeeper/supplier not to attach an assurance sticker to the Combinable Crops Passport. |  |
| M2.4  UPDATED   |  | | --- | | **R** | | Merchants contracting Grower/Contractors to deliver their own Combinable Crops, either assured or non-assured, on their own vehicles must confirm in writing the requirement to comply with the AIC TASCC Haulage Code of Practice or employ a subcontracted TASCC certified Haulier. |  |

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| Clause Ref | Requirement |  |
| M3 | **SUPPLIER/SUB­CONTRACTOR ASSURANCE STATUS** | |
| M3.1a  UPDATED   |  | | --- | | **R** | | There must be a system in place to verify the current assurance status of the suppliers/sub-contractor. |  |
| M3.1.b  UPDATED | If a supplier/subcontractor has their certification suspended or withdrawn during the execution of a contract or agreement, the Merchant must establish the reason with the supplier/subcontractor and take steps to ensure that food/feed safety has not been compromised. |  |
| M3.1.c UPDATED | The Merchants’ certification body must be consulted if food/feed safety is compromised. |  |
| M4 | **MERCHANT SUPPLIERS** | |
| M4.1 | **Source assured crops**  Where Combinable Crops are not purchased direct from the producer, the Merchant must only purchase from suppliers who are certified in a recognised merchanting/trading assurance scheme recognised by AIC – see <https://www.aictradeassurance.org.uk/resource/feed-food-schemes/> |  |
| M4.2.a | **Non assured crops**  Where non assured crops are merchanted, the Merchant can purchase from suppliers who are non-assured. Details of a full auditable trail of all non-assured purchases must be retained. |  |
| M4.2.b | Non assured goods must be stored/transported with assured Participants. |  |
| M4.2.c | Assurance stickers must not be used for these crops on the accompanying Combinable Crops Passport. |  |
| M5 | **FARM ­ASSURED PRODUCERS OF UK or ROI COMBINABLE CROPS** | |
| M5.1.a   |  | | --- | | **R** | | Only Combinable Crops which have been produced by a member of a UK or Republic of Ireland (ROI) farm assured scheme recognised by AIC can be described as UK or ROI assured. |  |
| M5.1.b   |  | | --- | | **R** | | Combinable Crops supplied must only be collected from approved sites listed on the relevant assurance checker. |  |
| M5.1.c   |  | | --- | | **R** | | Merchants must demonstrate that their assured supplier information matches the relevant farm assurance checker. |  |
| M5.1.d | Producer assurance status information must contain the trading name and/or farm name, the assurance number, site/collection address and postcode. |  |
| M5.1.e  NEW   |  | | --- | | **R** | | Non-assured Combinable Crops must be physically separated from assured Combinable Crops and full traceability from seller through store and/or transport to the recipient must be demonstrated. |  |
| NON-ASSURED PRODUCERS OF UK and ROI COMBINABLE CROPS | | |
| M5.2.a  NEW   |  | | --- | | **R** | | Non assured Combinable Crops must be stored / transported / merchanted / tested in compliance with the TASCC Scheme unless the customer confirms in writing that the end use is non-food/feed. |  |
| M5.2.b  NEW   |  | | --- | | **R** | | All non-assured Combinable Crops traded must be clearly identified as non-assured in all records and documents. |  |
| M5.2.c  NEW   |  | | --- | | **R** | | Non-assured Combinable Crops must be physically separated from assured Combinable Crops and full traceability from seller through store and/or transport to the recipient must be demonstrated. |  |
| M5.2.d  NEW | If assured and non-assured Combinable Crops are mixed, the whole bulk must be treated as non-assured. |  |
| M5.2.e  NEW | Assurance stickers must not be used for non-assured crops on the accompanying Combinable Crops Passport. |  |
| M6 | **SELECTION & APPROVAL OF PROCESSED FEEDS AND COMPOUND FEEDS**  (Not including Combinable Crops) | |
| M6.1  NEW   |  | | --- | | **R** | | A list / database of approved feeds for merchanting must be maintained. |  |
| M6.2  NEW   |  | | --- | | **R** | | There must be a designated person responsible for the selection and approval of feeds. |  |
| M6.3  NEW   |  | | --- | | **R** | | There must be a documented selection and approval procedure for each feed prior to merchanting, taking into account characteristics that may affect its safety or limit its use. |  |
| M6.4  NEW   |  | | --- | | **R** | | Processed Animal Proteins and Feeds containing them must be considered separately and be used only in accordance with the TSE regulations. |  |
| M6.5.a  NEW   |  | | --- | | **R** | | Where non-assured complementary feeds being merchanted are intended for feeding to food producing animals the Merchant must check that the feeds are labelled according to legislation. |  |
| M6.5.b  NEW | Merchants must only merchant the following feeds from non-assured sources:   * Complementary Feeds, which are packaged and marketed in individual demountable containers of less than 5kg / 5ltr * Non-assured farm produced bulky feeds such as hay, straw, stockfeed vegetables * Non-assured non-digestible mineral grit |  |
| M7 | **SERVICE SUPPLIERS** | |
| M7.1  UPDATED   |  | | --- | | **R** | | Merchants must have a procedure for ensuring that each of their service suppliers are certified to a scheme detailed on the Service Supplier Schemes Recognised by AIC list. |  |
| M8 | **BULK HAULAGE – SUBCONTRACTED** | |
| M8.1  UPDATED   |  | | --- | | **R** | | Where a Haulier is contracted by the Merchant for the carriage of bulk goods within the scope of this code, the Merchant must ensure that the Haulier is TASCC certified or a road transport scheme recognised by AIC. |  |
| M9 | **STORAGE SUBCONTRACTORS** | |
| M9.1.a  NEW   |  | | --- | | **R** | | Before using a non-certified store or Temporary Holding, including additional store(s) in a certified facility, for assured and non-assured Combinable Crops and Feed Materials, Merchants must notify the TASCC Certification Body (CB). |  |
| M9.1.b  NEW   |  | | --- | | **R** | | The notification must be in writing to the CB and a response received detailing the CB's requirements before the store/temporary holding is used. |  |
| M9.1.c  NEW | Materials stored before the CB approves the store/temporary holding must not be despatched as TASCC assured. |  |
| M9.2.a  NEW   |  | | --- | | **R** | | Where a storage sub-contractor is employed by the Merchant to undertake work there must be a  written agreement between both parties. |  |
| M9.2.b  NEW | The store must either be:   * TASCC (or equivalent) certified   or   * listed on the Merchant’s schedule of registration |  |
| M9.2.c  NEW | TASCC Merchant Participants must notify the TASCC Certification Body (CB) of any additional stores. |  |
| M9.2.d  NEW   |  | | --- | | **R** | | The notification must be in writing to the CB and a response received detailing the CB’s requirements before the store is used. The notification must include the store identification, full address and postcode. |  |
| M9.2.e  NEW | Assured goods can only be dispatched from TASCC certified stores or equivalent. |  |
| M9.3.a  NEW   |  | | --- | | **R** | | Prior to using the store, the Merchant must carry out an internal audit of the store. |  |
| M9.3.b  NEW | For temporary holding of Combinable Crops in stores the Merchant must ensure that the temporary holding has been approved by the Certification Body. |  |
| M9.3.c  NEW | If a subcontract store is not used during the scheme year, and a Merchant wishes to use the store in a subsequent year, the store must be audited as part of TASCC. |  |
| M10 | **TESTING FACILITY/LABORATORIES SUB­CONTRACTORS** | |
| M10.1.a  UPDATED   |  | | --- | | **R** | | When external testing facilities/laboratories are employed to undertake contractual/food/feed safety analysis, the laboratory must be certified. |  |
| M10.1.b | The laboratory must only carry out tests that are included within the scope of their certification. |  |
| M11 | **SUPERINTENDENTS, SUBCONTRACTORS, IMPORTS/EXPORTS INCLUDING ELEVATION AND PORT SUBCONTRACOTORS** | |
| M11.1   |  | | --- | | **R** | | **Approval**  Where a Merchant employs a superintendent, they must be approved under the GAFTA Approved Superintendent scheme. |  |
| M11.2.a   |  | | --- | | **R** | | **Administration**  Where the Merchant employs a superintendent for the purpose of intake/out loading administration, instructions must be issued by the  Merchant and be documented. |  |
| M11.2.b   |  | | --- | | **R** | | Instructions to a superintendent must include the appropriate TASCC requirements. |  |
| M11.3   |  | | --- | | **R** | | **Supplier testing**  Where a Merchant employs a superintendent sub­contractor for the purpose of supplier contractual testing and a dispute arises the superintendent must submit the sample to a TASCC approved Testing Facility or equivalent. See S10.8.a of the Storage Code. |  |
| M12 | **DEMOUNTABLE CONTAINERS** | |
| M12.1.a  UPDATED   |  | | --- | | **R** | | **Owned Demountable Containers**  If the Merchant operates their own demountable containers they must maintain an up to date inventory of demountable containers used for the carriage of Combinable Crops and Feeds. |  |
| M12.1.b  NEW   |  | | --- | | **R** | | Merchants must enter Demountable Containers on the AIC Vehicle Inventory. |  |
| M12.2.a   |  | | --- | | **R** | | **Hired or leased Demountable Containers**  Operated containers including hired or leased must have records detailing the ID Number, date of use and/or hire period. |  |
| M12.2.b   |  | | --- | | **R** | | The Merchant must produce, or obtain, a documented risk assessment. |  |
| M12.2.c  UPDATED | Before loading/stuffing demountable containers, an inspection by the Merchant, or competent person, to verify that the container is clean or adequately lined must be completed. |  |
| M12.2.d   |  | | --- | | **R** | | Proof of appropriate cleaning and inspection must be maintained. |  |
| M12.2.e  UPDATED   |  | | --- | | **R** | | When loading/stuffing demountable containers supplied by the customer the Merchant must ensure that customer requirements are obtained detailing the controls required for loading/stuffing, inspection, cleaning, disinfecting, lining, sealing etc. A record of the Customer requirements must be maintained. |  |
| M12.3  NEW   |  | | --- | | **R** | | A record of the Merchant/Customer requirements must be maintained and forwarded to the loading/receiving facility of actions to be carried out prior to loading/stuffing of the demountable containers. |  |
| M12.4  NEW   |  | | --- | | **R** | | Where demountable containers are used that have no evidence of the three previous loads complying with the International Database for the Transport of Feed (IDTF) or no liners installed before loading/stuffing, then the bulk goods must be contracted as non-assured |  |
| M13 | **TEMPORARY HOLDING OF COMBINABLE CROPS** | |
| M13.1.a  NEW   |  | | --- | | **R** | | The Merchant must agree in writing the actions to be taken with the owner of the goods/customer prior to using the temporary holding area. |  |
| M13.1.b  UPDATED | The Merchant must ensure that the Storekeeper has the temporary holding area on their scope. |  |
| M14 | **COMBINABLE CROPS PASSPORT** | |
| M14.1.a  UPDATED   |  | | --- | | **R** | | All loads of Combinable Crops of UK or Republic of Ireland origin must be accompanied on receipt by a correctly completed Combinable Crops Passport. |  |
| M14.1.b   |  | | --- | | **R** | | Merchants must confirm with their customers whether a Combinable Crops Passport is required for imported Combinable Crops. |  |
| M14.1.c   |  | | --- | | **R** | | Merchants must supply confirmation to the Storekeeper of their requirements relating to the Mycotoxin section (5) of the Combinable Crops Passport. |  |
| M14.1.d  UPDATED | Only UK or Republic of Ireland origin Combinable Crops produced and traceable under Feed/Food supplier scheme recognised by AIC or from crops produced from UK or Republic of Ireland assured farms remain assured when they are stored in a TASCC certified store and transported by a TASCC Transport company and a TASCC stores sticker can be applied to the passport. |  |
| M14.1.e | Assurance stickers must not be used for non-assured Combinable Crops delivered from TASCC stores. |  |
| M14.1.f | Assurance stickers must not be used for assured Combinable Crops delivered from a TASCC Participant’s store that has not been audited. |  |
| M14.1.g | Assurance stickers must not be used for assured Combinable Crops outloaded onto a non-assured vehicle. |  |
| M14.1.h | Assurance stickers must not be used for Combinable Crops imported from outside the United Kingdom, even where these are produced under an AIC TASCC recognised scheme. |  |
| M14.1.i | Where Combinable Crops are imported, then the word “IMPORTED” must be written across the top right hand sticker section of the Combinable Crops Passport. |  |

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| Clause Ref | Requirement |  |
| M15 | **SAMPLING, ANALYSIS AND INSPECTION** | |
| M15.1.a  UPDATED   |  | | --- | | **R** | | There must be a documented sampling and analysis plan prior to supply to assess the potential Food/Feed safety hazards of each Combinable Crop/Feed Material. |  |
| M15.1.b  UPDATED   |  | | --- | | **R** | | The Merchant must ensure that sufficient analysis, based on a risk assessment for each Combinable Crop/Feed Material  supplied, is carried out to demonstrate due diligence and to confirm adherence to food/feed safety legislation. |  |
| M15.1.c  UPDATED   |  | | --- | | **R** | | Where Combinable Crop/Feed Materials are to be analysed, there must be a written sampling procedure. |  |
| M16 | **TESTING FACILITIES/LABORATORIES** | |
| M16.1.a  NEW   |  | | --- | | **R** | | The Merchant must either:   * obtain analysis results from an accredited/certified Testing Facility.   Or   * have a written agreement with suppliers or customers to have access to relevant analysis data from an accredited/certified Testing Facility. |  |
| M16.1.b  NEW | The effectiveness of testing laboratories for food/feed safety analyses, and those required for legal compliance, monitoring and contractual analysis must be regularly reviewed and approved by one or more of the following methods:   * accredited by a recognised body according to ISO / IEC 17025 or * certified to the TASCC Code of   Practice Testing Facilities for Combinable Crops |  |
| M17 | **HAZARDOUS IMPURITIES** | |
| M17.1   |  | | --- | | **R** | | Merchants must have a procedure in place to ensure that when Combinable Crop/Feed Material contain hazardous impurities, details of these are communicated to merchanting personnel and effective corrective action taken. |  |
| M18 | **MONITORING GOODS IN STORE** | |
| M18.1.a  NEW   |  | | --- | | **R** | | The Merchant must confirm in writing with the Storekeeper as to levels of monitoring and records required by the Merchant. |  |
| M18.1.b  NEW   |  | | --- | | **R** | | Where the Merchant has carried out additional monitoring, this must also be recorded and reported to the Storekeeper and effective corrective action agreed. |  |
| M18.1.c  UPDATED   |  | | --- | | **R** | | Any monitoring records received by the Merchant must be reviewed and effective corrective action taken where required. |  |
| M19 | **REVIEW OF TEST RESULTS** | |
| M19.1  UPDATED   |  | | --- | | **R** | | Where test results fall outside legal limits, internal control limits or customer specified requirements within the Combinable Crop/Feed Material specification, the Merchant must be able to demonstrate effective corrective action taken. |  |

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| Clause Ref | Requirement |  |
| M20 | **NON¬CONFORMING PRODUCT** | |
| M20.1.a  UPDATED   |  | | --- | | **R** | | Procedures and/or records maintained by the Merchant must confirm how Combinable Crops/Feed Materials rejected for food/feed safety contamination, internal control limits or customer specified requirements are managed after rejection. |  |
| M20.1.b  UPDATED   |  | | --- | | **R** | | In certain cases, Combinable Crops/Feed Materials may be safely processed to remove physical impurities. Actions of this type must be recorded. |  |
| M20.2  UPDATED   |  | | --- | | **R** | | The Merchant must be able to demonstrate that destinations accepting Combinable Crops/Feed Materials that have been rejected for physical impurities have been advised of the impurity contained within the delivered Combinable Crops/Feed Materials. |  |
| M20.3.a  UPDATED   |  | | --- | | **R** | | Contaminated Combinable Crops/Feed Materials must not be directed to food/feed destinations, unless customer/recipients’ terms and conditions, or contract, allow. |  |
| M20.3.b   |  | | --- | | **R** | | The Merchant must have evidence that the destinations have been advised accordingly unless receivers terms and conditions, or contract, allow. |  |

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| M21 | **FOOD/FEED SAFETY INCIDENTS** |  |
| M21.1  UPDATED   |  | | --- | | **R** | | There must be a designated person (or persons) with deputies, responsible for the management of food/feed safety incidents, including recall. |  |
| M21.2.a  UPDATED   |  | | --- | | **R** | | There must be a food/feed safety incident management and recall procedure which is capable of being put into operation at any time and includes notification to the Competent Authorities and affected customer(s) within 3 days. |  |
| M21.2.b  UPDATED   |  | | --- | | **R** | | The Certification Body must be notified within 3 days. |  |
| M21.3  NEW   |  | | --- | | **R** | | The procedure must include up to date contact details, including out of hours, for relevant personnel and authorities. |  |
| M21.4  NEW   |  | | --- | | **R** | | The Merchant must notify the Certification Body where a food/feed safety investigation by a Competent Authority results in Formal Action or withdrawal of Earned Recognition. |  |

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| M22 | **PRODUCT RECALL** | |
| M22.1.a  UPDATED   |  | | --- | | **R** | | If a recall becomes necessary, the reasons for the recall must be recorded and assessed and effective corrective action taken as necessary to address both the immediate issue and the underlying cause. |  |
| M22.1.b  UPDATED   |  | | --- | | **R** | | Recalled Combinable Crops/Feed(s) must be formally risk assessed, to determine use or disposal. |  |
| M22.1.c   |  | | --- | | **R** | | The destination of any recalled Combinable Crops/Feeds must be recorded. |  |
| M22.1.d   |  | | --- | | **R** | | The operation of any recall must be reviewed after it has been carried out so that procedures can be modified if necessary. |  |
| M22.1.e  UPDATED   |  | | --- | | **R** | | Contact details of Local Authorities, DEFRA, FSA, DoH, Certification Body and AIC must be documented and tested annually to ensure the details are correct. |  |
| M22.2   |  | | --- | | **R** | | Product Recall must be tested at least annually. Records of tests must be kept and any effective corrective actions that arise must be implemented and recorded. |  |