Fresh Produce Self-Assessment

This document has been provided for our members as a checklist which can be used at any time to determine if a farm is meeting the Red Tractor standards for Fresh Produce. This includes the wording of our standards; however, members should refer to the detail within the Fresh Produce Manual to ensure sound understanding of the 'How You Will Be Measured' section as this is what assessors will be auditing on farm.

Standard	Description	Do you meet the standard?			Corrective action
Risk Assessment					
RA.1	A documented risk assessment has been completed, covering all process steps for each relevant crop from site selection, drilling or planting through to packing, storage and transportation of product. All crop production processes are considered to identify any physical, chemical, allergenic or microbiological food safety risks and suitable preventative actions are implemented. (Revised)	Y	N		
RA.2	The Risk Assessment includes a flow diagram of the production process and identifies the points in the process where specifically identified risks occur.	Y	N		
RA.3	Preventative actions are defined and implemented. Where Critical Control Points (CCPs) are identified, these are managed effectively. (Revised)	Y	N		

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RA.4	The Risk Assessment and preventative actions must be reviewed regularly and whenever processes/products change. (Revised)	Y	N		
RA.5	Risk Assessment must be performed by suitably trained staff with a wide knowledge to ensure all aspects of the process have been thoroughly assessed.	Y	N		
RA.6	All production sites are risk assessed and deemed suitable for use. (Revised and Upgraded)	Y	N		
RA.7	The threat and potential of malicious contamination is fully considered within the Risk Assessment.	Y	N		
RA.8	Members understand the Red Tractor standards and complete Internal Audits to verify their effective implementation. (Revised)	Y	N		
Documents and Porcedures					
DP.1	The farm, as a whole, must present an acceptable and tidy appearance to the general public. The site management must not present a food safety, animal welfare or environmental risk. (New)	Y	N		
DP.1.1	A farm map must be present and areas of specific risk are identified.	Y	N		
DP.2	A documented plan for the effective management of serious incidents and potential emergency situations that threaten food safety, legality or the environment must be in place and known to those involved in farm tasks. (Revised)	Y	N		
DP.3	Systems must be in place for recording, investigating and resolution of any complaints	Y	N		

	that are relevant to the requirements of the Red Tractor Standards.				
DP.4	Where records are required by the standards, they must be retained for a minimum of two years unless otherwise specified.	Y	N		
DP.5	A completed and signed food safety policy declaration is recorded and updated annually.	Y	N		
DP.6	A documented Fire Risk Assessment for the control and prevention of fires in all farm buildings must be in place and known to key personnel.	Y	N	n/a	
Personnel					
PL.1	Systems must be in place to ensure all new personnel are effectively trained and deemed competent to carry out the activities they are required to do.	Y	N		
PL.2	Records of training must be kept.	Y	N		
PL.3	The performance and competence of employees must be regularly reviewed and refresher training implemented as required. (Revised)	Y	N		
PL.3.1	Where contractors are employed to undertake work on the production of crops, a Contractor's Commitment Document is in place which confirms that the contractor will comply with the Red Tractor Fresh Produce Scheme requirements.	Y	N	n/a	
PL.4	Where labour providers are used, they are licensed and a documented agreement is in place. (Revised)	Y	N	n/a	
PL.5	Health and Safety Policy in place and effectively communicated to workers.	Y	N	n/a	

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PL.6	Any temporary, on site accommodation provided must be habitable and have suitable basic services. (Revised)	Y	N	n/a	
PL.7	"A named person has responsibility for Health and Safety.	Y	N	n/a	
PL.8	"Documented Health and Safety meetings take place. (Upgraded)	Y	N	n/a	
PL.9	Appropriate first-aid requirements are defined and implemented. (Revised)	Y	N		
PL.10	There is consideration of increased risk for high-risk workers.	Y	N	n/a	
PL.11	Substances hazardous to health are identified by warning signs.	Y	N	n/a	
PL.12	COSHH assessments are completed and associated control measures are implemented. (Revised)	Y	N	n/a	
PL.13	Health checks are offered to workers applying PPPs when a need is identified within COSHH assessments. (Revised)	Y	N	n/a	
PL.14	"A procedure regulates re-entry intervals for PPPs applied to crops.	Y	N	n/a	
PL.15	Appropriate protective equipment is made available to workers using PPPs and usage is effectively controlled.	Y	N	n/a	
PL.16	Workers taking samples from controlled atmosphere stores are appropriately trained.	Y	N	n/a	
Traceability and Assurance					
TI.1	Systems must be in place that deliver traceability of product throughout the operation.	Y	N		
TI.2	Records of bought-in seeds or plants must be kept.	Y	N		

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TI.3	Systems must be tested annually to ensure the traceability system is effective.	Y	N		
Vermin Control					
VC.1	There must be effective control of vermin.	Y	N		
VC.1.1	Systems are managed in-house by a competent person or by an external contractor. (Revised)	Y	N		
VC.2	Toxic bait must be used responsibly. (Revised)	Y	N	n/a	
VC.2.1	All pest monitoring points are recorded on a site plan and regular checks are completed.	Y	N	n/a	
VC.3	Buildings used for packing and storing product must be maintained, proofed and managed in a manner that prevents the ingress of pests and vermin. (Revised)	Y	N	n/a	
VC.4	Domestic animals must not be allowed in any operational areas, including packing and storage areas.	Y	N		
VC.5	Precautionary measures are taken where appropriate to discourage pest and vermin activity in crops and cropping areas. (Upgraded)	Y	N	n/a	
Energy Efficiency/Environmental Impact					
EE.1	A written energy policy is in place detailing how energy is used and plans are in place to ensure optimal energy consumption.	Y	N		
EE.2	It is recommended that energy use on farm is monitored.	Y	N	n/a	
EE.3	A plan for the management of wildlife and conservation of the environment for the farm must be in place and activities implemented on farm.	Y	N	n/a	
EE.4	Producers must be aware of any practices that have an adverse environmental impact.	Y	N		

EE.5	It is recommended that consideration is given to the conversion of unproductive sites to conservation areas for the encouragement of natural flora, fauna and increase of biodiversity.	Y	N	n/a	
EE.6	It is recommended that a baseline audit to understand existing animal and plant diversity on-farm is undertaken.	Y	N	n/a	
Integrated Pest Management					
IM.1	Integrated Pest Management (IPM) must be in place to proactively manage crop production.	Y	N		
IM.2	Regular crop inspections must be undertaken and recorded.	Y	N		
IM.3	Relevant pests, diseases and weeds must be monitored regularly and recorded.	Y	N		
IM.4	Plans must be in place to minimise the use of PPPs without compromising product quality.	Y	N	n/a	
IM.5	A sample of each crop must be tested for pesticide residues at least annually, unless an evidence-based justification for less frequent testing is present. (Revised)	Y	N		
IM.6	Where maximum nitrate concentrations apply to crop commodities, the risk must be considered and appropriate testing regimes implemented. (New)	Y	N	n/a	
Soil Management					
SM.1	A Soil Management Plan (SMP) must be established and implemented.	Y	N	n/a	
SM.2	It is recommended that the Soil Management Plan is informed by site specific data and key information is shared with relevant personnel.	Y	N	n/a	

SM.3	It is recommended that the Soil Management Plan includes strategies for minimising compaction.	Y	N	n/a	
SM.4	Substrates (including peat and peat substitutes) are traceable to source and do not originate from designated conservation areas.	Y	N	n/a	
SM.5	Recycling of substrates must be undertaken where feasible and documented.	Y	N	n/a	
SM.6	Where crops are grown in substrates other than soil or water, traceability systems are in place and microbiological risks are considered and managed where necessary. (New)	Y	N	n/a	
Environment					
EC.1	Potential pollutants must be stored in a manner that minimises the risk of contamination and pollution to crops, feedstuffs, animals, soils, groundwater and watercourses. (Revised)	Y	N		
EC.1.1	The PPP store must be of a suitable design, construction and layout. (Revised)	Y	N	n/a	
EC.1.2	A list of stored PPPs must be available and updated on a minimum monthly basis. (Revised)	Y	N	n/a	
EC.2	In the case of packaging breakages PPPs must be transferred to a suitable container.	Y	N	n/a	
EC.3	Nitrogen based fertilisers must be stored in a way that minimises the risk of theft. (Revised)	Y	N	n/a	
EC.3.1	A list of stored manufactured fertiliser must be kept and updated regularly.	Y	N	n/a	
EC.3.2	It is recommended that you notify the relevant authorities if you are storing certain amounts and/or types of fertiliser.	Y	N	n/a	

EC.4	PPPs must be approved and appropriate for their intended use. (Revised)	Y	N	n/a	
EC.4.1	PPPs are mixed/handled in a manner that minimises the risk of contamination and pollution. (Revised)	Y	N	n/a	
EC.5	PPPs must be applied in a manner that minimises the risk of contamination and pollution.	Y	N	n/a	
EC.6	PPP application must be undertaken by competent operators.	Y	N	n/a	
EC.7	All PPP application equipment must be maintained and tested. (Revised)	Y	N	n/a	
EC.7.1	PPPs must be transported in manner that minimises the risk of contamination and pollution.	Y	N	n/a	
EC.7.2	Where Metaldehyde is used, it must be used in a manner that reduces the risk to water, birds and small mammals.	Y	N	n/a	
EC.7.3	Where granular nematicides are used, use must be in accordance with the Nematicide Stewardship Programme (NSP) Best Practice Protocol. (Revised)	Y	N	n/a	
EC.7.4	Anyone making recommendations on PPP use must be on the BASIS Professional Register. (Revised)	Y	N	n/a	
EC.7.5	Surplus spray mix must be dealt with in a manner that minimises the risk of contamination and pollution.	Y	N	n/a	
EC.7.6	It is recommended that records of disposal of surplus spray mix are kept.	Y	N	n/a	
EC.7.7	It is recommended that PPP application equipment is stored in a manner that	Y	N	n/a	

	minimises the risk of contamination or pollution.				
EC.7.8	It is recommended that records of PPP application instructions/ agronomist recommendations are kept.	Y	N	n/a	
EC.8	Records must be kept of all PPP applications. (Revised)	Y	N	n/a	
EC.8.1	Systems must be in place to ensure statutory harvest intervals for PPPs are complied with.	Y	N	n/a	
EC.8.2	Records must be held for any bought-in seed, rootstock or young plants that have been treated with PPPs.	Y	N	n/a	
EC.8.3	Records are kept of the introduction of biological control agents. (New)	Y	N	n/a	
EC.8.4	It is recommended that where professional guidance on the use of biological controls is provided by an agronomist or another party (e.g. supplier), this guidance is followed and documented records are retained. (New)"	Y	N	n/a	
EC.9	Manufactured fertilisers and organic manures must be applied in a manner that minimises the risk of contamination and pollution. (Revised)	Y	N	n/a	
EC.9.1	Anyone making recommendations on manufactured fertiliser use must be on the FACTS Professional Register. (Revised)	Y	N	n/a	
EC.9.2	Fertiliser rates must be based on a calculation of the nutrient requirements of the crop and on regular analysis of nutrient levels in soil, plant or nutrient solution.	Y	N	n/a	
EC.9.3	The supply and timing of nutrient application must be matched to meet crop demand.	Y	N	n/a	

EC.9.4	Documentary evidence detailing the chemical content (N, P, K) of all purchased, manufactured fertiliser must be retained.	Y	N	n/a	
EC.9.5	Documentary evidence must be kept which demonstrates that manufactured fertiliser is responsibly sourced and traceable, e.g. from a Fertiliser Industry Assurance Scheme (FIAS) approved supplier. (New)	Y	N	n/a	
EC.9.6	Records are kept of all recommendations for fertiliser and soil improvement products. (Revised)	Y	N	n/a	
EC.10	All manufactured fertiliser application equipment must be maintained and calibrated at least annually.	Y	N	n/a	
EC.10.1	Records must be kept of all applications of manufactured fertilisers, organic manures and other soil amendments.	Y	N	n/a	
EC.10.2	All manufactured fertilisers, organic manures and other soil amendments are safe and suitable for use and are carried out in accordance with the Safe Applications to Land appendix. (Revised)	Y	N	n/a	
EC.11	All wastes which cannot be utilised are disposed of in a manner that minimises the risk of contamination and pollution. (Revised)	Y	N		
EC.12	Systems are in place to manage waste responsibly.	Y	N		
EC.13	Crop waste is managed responsibly to minimise risk to other crops. (New)	Y	N	n/a	
Irrigation					
IG.1	Water used in crop production (irrigation, mixing of fertiliser and PPPs, crop and equipment washing) must be tested at a	Y	N	n/a	

	frequency which is in response to the Risk Assessment and in line with the Water Matrix Appendix.				
IG.1.1	Controls and test results must be kept, regularly reviewed and any improvement action taken must be recorded for all water used in crop production (irrigation, mixing of fertiliser and PPPs, crop and equipment washing).	Y	N	n/a	
IG.1.2	Analysis of irrigation water is completed by a UKAS accredited laboratory (or another ISO 17025 standard) with E. coli testing of water samples within the scope of accreditation. (Upgraded)	Y	N	n/a	
IG.2	Untreated sewage water must not be used.	Y	N	n/a	
IG.3	A documented Water Management Plan must be produced and used to identify opportunities for water use efficiency and reducing waste.	Y	N	n/a	
IG.4	Crop irrigation must be based on an identified need.	Y	N	n/a	
IG.5	Records must be kept of irrigation water usage.	Y	N	n/a	
IG.6	Licenses are in place where required for water used on farm. (Revised)	Y	N	n/a	
Genetically Modified Organisms					
GM.1	There is no production of GM crops unless a valid derogation has been agreed with Red Tractor. (New)	Y	N		
Operational Area: Harvesting					
HS.1	Written staff hygiene policies and/or procedures must be in place, communicated	Y	N	n/a	

	to personnel and compliance monitored. (Revised)				
HS.2	All staff handling crops are given training in the Staff Hygiene Policy as part of the staff induction before starting work. (Revised)	Y	N	n/a	
HS.3	All visitors that enter crop production areas must be made aware of any site hygiene and Health and Safety requirements.	Y	N		
HS.4	Personal Protective Equipment (PPE) appropriate to the crop type being produced must be provided and maintained in good condition. (Revised)	Y	N	n/a	
HS.5	Clean and maintained facilities that are accessible to all personnel and enable them to ensure an appropriate degree of personal hygiene must be provided.	Y	N	n/a	
HS.6	Written procedures for reporting any infectious diseases must be in place and communicated to personnel and visitors. (Revised)	Y	N		
HS.7	All tools, equipment, crates, boxes and transportation used in harvesting must be kept clean and maintained to prevent product contamination.	Y	N	n/a	
HS.8	Containers/crates/boxes used to store and transport product must be dedicated to that use.	Y	N	n/a	
HS.9	Suitability of multi-purpose trailers must be assessed as part of the Risk Assessment and trailers are cleaned prior to being used to transport product.	Y	N	n/a	

HS.10	Controls must be in place to protect product from contamination with any broken glass, hard plastic, wood or other foreign bodies.	Y	N	n/a	
HS.11	Controls must be in place to prevent the risk of product contamination from knives and cutting blades, secateurs, maintenance tools, gloves and plasters.	Y	N	n/a	
HS.12	Daily start-up checks are completed for harvesting operations to ensure that any risks to product are identified and addressed. (New)	Y	N	n/a	
HS.13	A written procedure must be in place that details actions to be taken in the event of identification of contamination in a field crop.	Y	N	n/a	
HS.14	Procedures must be in place to ensure packaging used is clean and free from contamination. (Revised)	Y	N	n/a	
HS.15	Transportation and temporary storage of harvested products must be managed to minimise contamination risks. (Revised)	Y	N	n/a	
HS.16	Where product temperature is identified as a food safety or quality control within the Risk Assessment, product is cooled as soon as possible after harvest and in accordance with the defined cooling parameters. (Revised)	Y	N	n/a	
HS.17	All non-produce waste must be removed from fields and disposed of appropriately.	Y	N	n/a	
Operational Area: Produce Packing and Site Operations					
PP.1	Written hygiene policies and procedures must be in place, communicated to personnel and compliance monitored. (Revised)	Y	N	n/a	

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PP.2	All personnel handling fresh produce must be trained in personal hygiene requirements. (Revised)	Y	N	n/a	
PP.3	All visitors entering production areas must be made aware of the hygiene and Health and Safety requirements.	Y	N	n/a	
PP.4	Signs must be clearly displayed in the packing facilities which describe the main hygiene instructions for workers and visitors.	Y	N	n/a	
PP.5	Personal Protective Equipment (PPE) appropriate to the crop type being produced must be provided and maintained in good condition. (Revised)	Y	N	n/a	
PP.6	Clean and maintained facilities that are accessible to all personnel and enable them to ensure on appropriate degree of personal hygiene must be provided.	Y	N	n/a	
PP.7	Written procedures for reporting any infectious diseases must be in place and communicated to personnel and visitors. (Revised)	Y	N	n/a	
PP.8	Produce handling, loading, transporting, packing and storage facilities, including boxes, must be kept clean and routinely maintained to prevent product contamination.	Y	N	n/a	
PP.9	Water used post-harvest in direct contact with the product (including ice) must be deemed acceptable by the Water Matrix and Risk Assessment and is stored in a clean container. (Revised)	Y	N	n/a	
PP.10	Water analysis is completed by an ISO 17025 laboratory, test results are monitored and actions taken on poor results. (Upgraded)	Y	N	n/a	

PP.11	Chemicals and lubricants used must be authorised for food industry use and technical data sheets held and stored in a dedicated area.	Y	N	n/a	
PP.12	Controls must be in place to protect product from contamination with any broken glass, hard plastic, wood or other foreign bodies. (Revised)	Y	N	n/a	
PP.13	Controls must be in place to prevent the risk of product contamination from knives, cutting blades, maintenance tools, gloves and any other relevant equipment. (Revised)	Y	N	n/a	
PP.14	Containers/crates/boxes used to store product must be dedicated for that purpose.	Y	N	n/a	
PP.15	Controls must be in place to ensure packaging is suitable for product, clean and free from contamination.	Y	N	n/a	
PP.16	Controls must be in place to ensure that the correct packaging and coding is applied to all packed product.	Y	N	n/a	
PP.17	Equipment used for weighing or temperature control of product must be calibrated in line with equipment suppliers' recommendations and verified where deemed necessary by risk assessment.	Y	N	n/a	
PP.18	Controls must be in place to ensure that products are not contaminated with allergens.	Y	N	n/a	
PP.19	Where preventative actions cannot guarantee a product is not contaminated with a known allergen on site, the product is labelled.	Y	N	n/a	
PP.20	It is recommended that forklifts and other driven equipment used within the packhouse are maintained to avoid product	Y	N	n/a	

	contamination, with special attention given to emissions.				
Operational Area: Storage					
ST.1	Storage areas must be managed and maintained in a safe hygienic condition to ensure crops stored do not become contaminated - e.g. glass, hard plastic, etc.	Y	N		
ST.2	Temperature and humidity of storage facilities used to store packed product must be monitored and documented to ensure correct storage conditions are maintained.	Y	N	n/a	
ST.3	Stored packed product must be rotated to ensure product quality and safety.	Y	N	n/a	
ST.4	Product stores must be cleaned each season, inspected and maintained.	Y	N		
ST.5	Where PPPs are used as store treatments, all use must be based on qualified recommendation. (New)	Y	N	n/a	
ST.6	Where PPPs are used as store treatments, operators must be able to demonstrate competence. (New)	Y	N	n/a	
ST.7	Systems must be in place to ensure that post-harvest treatments do not contaminate other products/crops. (Revised)	Y	N	n/a	
ST.7.1	It is recommended that contractors used for post-harvest treatment of potatoes are certified to the National Association of Agricultural Contractor's ALBC Post-Harvest Potato Storage Treatment Standard. (New)	Y	N	n/a	
ST.8	Where third party storage facilities are being used to hold harvested or packed product a contract or formal agreement must be in place defining storage requirements.	Y	N	n/a	

ST.9	Regular checks of storage providers to ensure they are meeting requirements (or a suitable alternative form of assurance) must be in place.	Y	N	n/a	
Operational Area: Post-Harvest Washing					
PW.1	Water used post-harvest for product washing or other process where it is in direct contact with the product (including ice) must be deemed as acceptable by the Water Matrix and Risk Assessment. (Revised)	Y	N	n/a	
PW.2	Water analysis is completed by an accredited laboratory, test results are monitored and actions taken on poor results. (Upgraded)	Y	N	n/a	
PW.3	Where water is recirculated, a documented water treatment process must be in place to ensure the water remains suitable for product contact. (New)	Y	N	n/a	
PW.4	Category 0, 1 & 2 only Wash processes are designed and managed to ensure product may not be cross contaminated by soiled product from an earlier stage in the process. (New)"	Y	N	n/a	
PW.5	Members hold a valid Environmental Permit where required for discharge of water from post-harvest processes. (New)	Y	N	n/a	
Operational Area: Protected Cropping					

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PC.1	Appropriate entrance controls for workers and visitors entering protected crop production areas are defined and implemented. (New)	Y	N	n/a	
PC.2	Risk based cleaning programmes are in place for permanent and reusable surfaces and structures which are in direct contact with fresh produce or in indirect contact with the potential to pose a risk to food safety. (New)	Y	N	n/a	
PC.3	E. coli testing must be used to monitor and verify the safety of end products for category 0 crops. Testing must be performed by a UKAS accredited laboratory (or another ISO 17025 standard) with E. coli testing of food samples within the scope of accreditation.	Y	N	n/a	
PC.4	Members hold a valid Environmental Permit where required for discharge of water from irrigation systems. (New)	Y	N	n/a	