

Final Report

Removing barriers of food safety certification for vegetable exporters through GLOBALG.A.P. co-certification

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Freshcare Limited

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VG16019

Project:

Removing barriers of food safety certification for vegetable exporters through GLOBALG.A.P. co-certification (VG16019)

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Summary

The objective of this project was to deliver a “bolt-on” to Freshcare Food Safety & Quality Standard, to provide alignment with other international programs. This outcome allows producers that meet the criteria in the Freshcare Standards, plus the “bolt-on” to achieve GLOBALG.A.P. certification under GLOBAL G.A.P.’s Approved Modified Checklist scheme. Consequently, the producers electing to be certified to this scheme will have access to apply for and use the GLOBALG.A.P Number (GGN), as it provides an additional export market standard for Australian growers, with the familiar structure and resources of Freshcare.

The fully integrated farm assurance scheme Freshcare PLUS (IFA) has been fully completed and approved against GLOBALG.A.P IFA v5.2, utilizing Freshcare Food Safety and Quality Edition 4.1 (FSQ4.1) and Freshcare Environmental Edition 3 (ENV3), with the Produce Safety Assurance application and assessment underway. It is noted however, that the Produce Safety Assurance Scheme was only released publicly in January 2020 for benchmarking, and therefore although Freshcare recognises the value in completing the exercise, the completion of this project outcome only includes recognition against the fully integrated farm checklist which is illustrated in the structural diagram contained in Appendix 1. The eventual outcome planned is that Freshcare will offer two GLOBALG.A.P. recognised options for Australian growers, within a stepped compliance approach.

Freshcare therefore delivers Freshcare PLUS (IFA) (Appendix 2) as the outcome of this project. Under the GLOBALG.A.P. recognition process, this is defined as:

Approved Modified Checklist (AMC): *These are embedded checklists with their own G.A.P. requirements that are recognised by GLOBALG.A.P. as fully conforming with the GLOBALG.A.P. Control Point Compliance Criteria (CPCCs). The AMCs use the GLOBALG.A.P. General Regulations as scheme management rules for certification, and refer to “Checklist” on the GLOBALG.A.P site; (refer https://www.globalgap.org/uk_en/).*

The project has reached final reporting stage, however there are still several hurdles that need to be addressed before full implementation and auditing can occur. The timeframe for this has not yet been determined, as Freshcare has yet to assess the viability of this scheme under the current market conditions and in conjunction with its key stakeholders, including acceptance by Certification Bodies to add another scheme to their service provision. The scheme will also be required to undergo a formal process by our accreditation body partner JAS-ANZ to be able to issue accredited certificates against the scheme.

Keywords

GLOBALG.A.P.

INTEGRATED FARM ASSURANCE

FRESHCARE

BENCHMARK

GOOD AGRICULTURAL PRACTICE

EXPORT

RECOGNITION

FOOD SAFETY

Methodology

A complete review of the GLOBALG.A.P. criteria was undertaken, with gaps between the GLOBALG.A.P. and Freshcare schemes identified for the purpose of addressing through documenting the scope of the bolt-on module.

Once the gaps were identified, the GLOBALG.A.P. benchmark application checklist was completed, and the amendments written into the Freshcare materials to deliver an auditable standard. Several re-iterations were completed to enable compliance and agreement between Freshcare and GLOBALG.A.P.

When the project was re-opened in June 2019, the subsequent amendments to the feedback received from GLOBALG.A.P. in mid to late 2018, were developed and updated onto a revised benchmark checklist, with the recent amendments from publication of GLOBALG.A.P. v5.2 incorporated, in addition to updating the Freshcare FSQ4 elements to FSQ4.1, in line with the revised release of the Freshcare Standard in July 2019. This has resulted in the proposed standard being made into a standalone document that incorporates the full Freshcare criteria (FSQ4.1 and ENV3 standard components) and the additional GLOBALG.A.P. specific requirements that were identified by GLOBALG.A.P. as “gaps”. These gaps are mostly related to specific risk assessments, training, record keeping activities, worker welfare and safety.

The final document was sent to GLOBALG.A.P. for technical signoff (achieved 3rd October 2019) and the peer review comment period commenced 14th November 2019. This then resulted in the commencement of the creation of the audit checklist and resource materials for producers.

The final step in the process is the signoff by the GLOBALG.A.P. benchmarking committee and GLOBALG.A.P. Board. This was expected to be completed in early 2020, however due to the fact that we are Australian based, and GLOBALG.A.P. have no resources in this sector, the benchmark process has not been conducted according to their usual processes, which required additional benchmarking committee signoff. This signoff included a minor amendment to some wording within the Freshcare PLUS Standard, and final approval was given. This occurred on 25th May 2020, with contract between Freshcare and GLOBALG.A.P. enacted on 05 June 2020 (Appendix 2), and as such the reporting for this project has now concluded.

Outputs

1. Benchmark completed against GLOBALG.A.P. Integrated Farm Assurance v5.2 and approved by GLOBALG.A.P. Benchmarking Committee on 25th May 2020.

2. Refer attached contract from GLOBALG.A.P. dated 05 June 2020 (Appendix 2).

https://www.globalgap.org/uk_en/what-we-do/the-gg-system/benchmarking/BM-Equivalence/index.html

3. Freshcare PLUS (IFA) Standard Edition 1 20200601 in final published version – Appendix 3 (and as separate attachment).

Outcomes

From the milestone report MS102 tabled 5th January 2018, the key outcomes of the project to that point included the attainment of wide scale support from industry for a streamlined compliance process to access export markets. Whilst established as a vegetable industry project, Avocado, Mango, Summerfruit, Citrus and Table Grapes also indicated their support.

The preliminary benchmarking analysis provided an opportunity to review the Freshcare elements as well as the GLOBALG.A.P. criteria from a practical on-farm perspective. The development of the draft 'export addendum' and associated resources had provided a practical, user friendly tool for industry.

In early 2018, it was determined that the timeframe for the completion of the full benchmark exercise was unrealistic, and therefore the activities to follow (stakeholder workshops and farm trials) was inevitably delayed. A project variation request was submitted in January 2018 and accepted with amendments to budget and deliverable timeframes.

From the milestone report MS103 tabled 28th June 2018, the key outcome of the project at this point was the completion of the benchmark application for submission to GLOBALG.A.P. As detailed above, this proved to be a complicated and time-consuming process. Whilst the benchmark was being reviewed by GLOBALG.A.P., the Standard criteria was further refined to provide a clear approach to compliance in conjunction with the base Freshcare standards (refer Appendix 1).

Conflicting priorities including the Freshcare Food Safety and Quality Standard benchmarking to GFSI (expedited due to external pressures), and limited resource availability had again delayed the project timelines, and the project was put on hold until July 2019, when it was handed over to Freshcare's General Manager- Compliance for completion.

The amendments to the feedback received in mid to late 2018, were developed and updated onto the benchmark checklist, with the recent amendments from GLOBALG.A.P. IFA v5.2 also incorporated. Additionally, the Freshcare FSQ4 elements were updated to include the changes from the release of the Freshcare Standard FSQ4.1 in July 2019. At this point, in reviewing all the project related materials, it was noted that the application to GLOBALG.A.P. for benchmarking was submitted as an equivalence-approved modified checklist (AMO) scheme, rather than complete equivalence or recognition (https://www.globalgap.org/uk_en/what-we-do/the-gg-system/benchmarking/). This in fact means that it was no longer possible to deliver just a "bolt-on" to the current Freshcare Standards, and that an entirely new scheme needed to be documented, that included a provision to be compliant to the GLOBALG.A.P. General Regulations.

Freshcare continued to investigate how the finished product would look and function and developed a proposed style and format to align with the existing Freshcare Standards. This has resulted in the Freshcare PLUS standard being made into a standalone document, that incorporates the full Freshcare

criteria (FSQ4.1 and ENV3 standard components) and the GLOBALG.A.P. specific requirements that was indicated by GLOBALG.A.P. as “gaps”. These gaps were mostly related to specific risk assessments, training, record keeping activities, worker welfare and safety.

The final document was sent to GLOBALG.A.P. for technical signoff (achieved 3rd October 2019) and the peer review comment period commenced 14th November 2019. The next step in the process was the signoff by the GLOBALG.A.P. benchmarking committee and GLOBALG.A.P. board signoff. This was expected to be completed in early 2020, however due to the fact that we are Australian based, and GLOBALG.A.P. have no resources in this sector, the benchmark process was not conducted according to their usual processes, which necessitated additional benchmarking committee signoff. The signoff included a minor amendment to some wording within the Standard, after which final approval was given. This was achieved on 25th May 2020, therefore the reporting for this project concluded.

The publication of the Freshcare PLUS standards and related materials will follow once further consultation with key stakeholders is undertaken.

The mode of how project outcomes would be communicated to industry required a reconsideration of the original plan proposed in 2016, to better meet the needs of key stakeholders, producers growing for export and export businesses. It has been determined by Freshcare that grower trials and workshops are not the most effective use of project funding and that the industry’s uptake of this would be limited, therefore the strategy on how to move forward with implementation is still being considered.

This project has now reached final reporting stage. There are still several items that need to be addressed before full implementation and auditing can occur, these are addressed below.

Within the timeframe of this project, the external led requirements for GFSI benchmarking of the current Freshcare Standards has occurred, resulting in international recognition of Freshcare FSQ4.1. This potentially overrides the need for businesses to have GLOBALG.A.P. recognition in specific markets, however there is an indication from within the market that the ability of Freshcare certified businesses to receive a GLOBALG.A.P Number (GGN), may still warrant the uptake of the Freshcare PLUS standard.

The viability of Freshcare PLUS under the current market conditions, requires a viability analysis in collaboration with key stakeholders including, owner members, retailers’, and the Freshcare Board. In addition to deciding on whether to move forward with this initiative, an implementation plan defining timelines and actions is necessary. Acceptance by Certification Bodies to add another scheme to their service provision will also be required, however prior to this happening Freshcare PLUS will have to undergo a formal approval process by our accreditation body partner JAS-ANZ in order for Certification Bodies to be approved to issue accredited certificates against the scheme.

Monitoring and evaluation

In achieving expected outcomes, the project has delivered the option for producers to be able to implement the full GLOBALG.A.P. program, as well as gain a *Freshcare Food Safety & Quality* and *Freshcare Environment* certifications from the one audit. This will meet the compliance outcomes that producers need domestically and globally, with a single system.

What has been delivered is a complete standard which is underpinned by science and utilises Freshcare's prescriptive approach to providing resources and materials to assist sites with implementation of the standards. The intensive training that is imposed by Freshcare will remain a key component of certification to Freshcare PLUS which ensures businesses get the best outcomes from the systems they are implementing.

Recommendations

Freshcare will undertake a stakeholder consultative process to determine the viability of this scheme under current market conditions. This includes consultation with Certification Bodies in regards to their capability and capacity to add another scheme to their service provision after formal discussions and agreements are made with our accreditation bodies JAS-ANZ and possibly IOAS who must approve these Certification Bodies ability to issue accredited certificates against the scheme.

To enable final publication and therefore certification to the new Freshcare PLUS standards, the following activities still need to occur.

1. Finalise all related resource materials and forms.
2. Work with JAS-ANZ (and possibly other AB) to finalise process for accreditation of Freshcare as a new scheme.
3. Finalise Certification Bodies to deliver the scheme. At May 2020, AUS-QUAL and BSI are the only providers potentially able to deliver both schemes to deliver the Freshcare PLUS due to existing approvals between Freshcare and GLOBALG.A.P. schemes. Merieux has provisional approval with GLOBALG.A.P. and therefore can be considered.
4. Determine whether there needs to be a change in Freshcare Rules and CB criteria to accommodate Freshcare PLUS scheme, inclusion of GLOBALG.A.P. General regulations.
5. Gain access to GLOBALG.A.P. database for visibility of participating businesses and operational reporting.
6. Decision on how to manage the compulsory training component for both Freshcare Standards.
7. Determine whether additional stakeholder approval is required (e.g. Retailers).
8. Determine the commercial viability of the program offering.

9. Financial modelling and establishment of program fees.
10. Logo design and development.
11. Onboard Certification Bodies to be able to offer certification to the new standard.
12. GLOBALG.A.P. and JASANZ compliance and assessment audits.
13. Database update and program establishment, update FreshcareOnline with new Standards and all resources. Create appropriate database mechanisms to log audits, if required.
14. Printing of manuals.
15. Publish all material to Freshcare website and FreshcareOnline.
16. Deliver program information communications.

The resourcing requirements for the above activities have not been fully defined and therefore the timeframe for implementation for the published standard has not yet been determined. There is also the consideration of the significant costs in completing all the activities listed which were not adequately scoped yet need to be recovered at some stage.

While it was identified that a portion of the funding allocated, was targeted for activities that have not been undertaken, namely the stakeholder workshops and roadshows, these items remain a requirement of completion despite the fact that a significant amount of time and resource has been used to get to this point, which is over and above what was scoped when the project commenced in 2016.

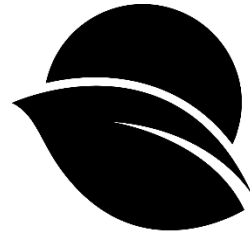
Intellectual property, commercialization and confidentiality

No IP, commercialization or confidentiality issues or development to report

Appendices

Appendix 1 - Freshcare Benchmarking – a stepped approach

Freshcare	Freshcare PLUS (PSAS) (Due late 2020)	Freshcare PLUS (IFA) Edition 1
		+ GLOBALG.A.P. elements (IFA)
	+ GLOBALG.A.P. elements (PSAS)	Freshcare ENV
Freshcare FSQ	Freshcare FSQ (GFSI Benchmarked)	Freshcare FSQ (GFSI Benchmarked)
GFSI Benchmarked	GLOBALG.A.P. Benchmarked	GLOBALG.A.P. Benchmarked "Approved Modified Checklist"



Freshcare

**Freshcare PLUS – IFA
Edition 1
“GLOBALG.A.P Equivalent”**

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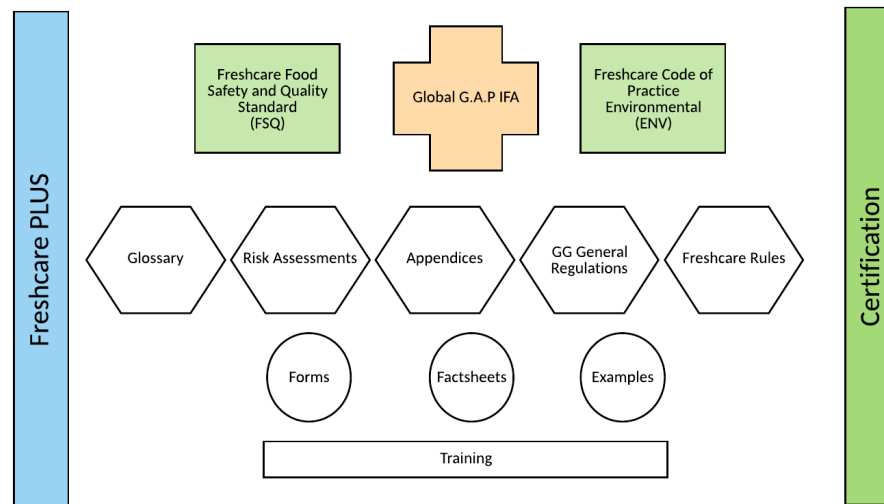
Introduction

Purpose and scope

The Freshcare PLUS Program is a combination of current Freshcare Food Safety & Quality Standard, Freshcare Code of Practice Environment and remaining elements from GLOBALG.A.P. The structure is as follows:

Freshcare	Freshcare PLUS (PSAS) (Due late 2020)	Freshcare PLUS (IFA) Edition 1
		+ GLOBALG.A.P. elements (IFA)
	+ GLOBALG.A.P. elements (PSAS)	Freshcare ENV
Freshcare FSQ	Freshcare FSQ (GFSI Benchmarked)	Freshcare FSQ (GFSI Benchmarked)
GFSI Benchmarked	GLOBALG.A.P. Benchmarked	GLOBALG.A.P. Benchmarked "Approved Modified Checklist"

As per the current structure of the Freshcare Programs, there are resources provided to support the implementation of the requirements of the standards. The Freshcare Rules, GLOBALG.A.P General Regulations and all legislative requirements are required to be met for a business to be certified to Freshcare PLUS.



Based on the principles of Hazard Analysis Critical Control Point (HACCP), the Freshcare Food Safety & Quality Standard describes the good agricultural practices required on farm to provide assurance that fresh produce is safe to eat and has been prepared to meet customer requirements.

The standard identifies good agricultural practices required to:

- identify and assess the risk of food safety hazards that may occur during land preparation, growing, harvesting and packing of fresh produce
- prevent or minimise the risk of food safety hazards occurring
- prepare produce to customer specifications
- identify, trace and withdraw/recall produce
- manage staff and documentation
- review compliance.

The Freshcare Code of Practice Environmental describes the practices required on farm to provide assurance that produce has been grown and packed with care for the environment.

The Freshcare PLUS Program offers benefits to both suppliers and customers. It verifies that an industry recognised food safety and quality program and environmental assurance programs are followed. With the benchmarking and co-certification to GLOBALG.A.P, it allows participating businesses to be certified to a single system and be recognised for both the domestic and international markets. The Freshcare PLUS Program meets the requirements of a wide range of customer groups.

Certification to the Freshcare PLUS Program is achieved through independent third-party auditing to the Standard by auditors working for approved Certification Bodies.

Freshcare continues to work closely with key customer groups, maintaining a level of awareness of program developments and ensuring continued compliance with market requirements.

Using the Standard

The standard is broken down into 4 key sections:

Section 1 – Freshcare Food Safety & Quality Standard (Management and Food Safety & Quality Elements) + GLOBALG.A.P. Food Safety Elements.

Section 2 – Freshcare Code of Practice Environment (Management and Environmental Elements) + GLOBALG.A.P. Environmental Elements.

Section 3 – Remaining GLOBALG.A.P. Elements that do not fit into FSQ or ENV (ie - Worker Health and Safety)

Section 4 – Appendices including Risk Assessments, Reference information, and clauses that cannot be exempted under the GLOBALG.A.P. Certification System, Residue monitoring, Glossary and Terms of use & Legal.

Each element describes the outcomes required, the practices needed to ensure compliance and records that may be required to demonstrate compliance. This forms the basis of Freshcare Training and together with the Freshcare Forms and Resources provides the foundations for the effective implementation of the Freshcare PLUS Program within a business.

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Food Safety & Quality Management


Element		Compliance Criteria	Records
M1 Scope and commitment			
M1.1	Define the business scope and the scope of Freshcare certification.	<ol style="list-style-type: none"> 1. The scope of Freshcare certification is defined by the owner or appropriate senior manager. 2. All business enterprises and activities undertaken are recorded. 3. Flowcharts are completed to document the crops and activities for which Freshcare certification is required. 	<p>Form – M1 Scope</p> <p>Form – M1 Flowchart</p>
M1.2	Identify property areas, infrastructure and local activities on a property map.	<ol style="list-style-type: none"> 1. A property map is documented and maintained. The map identifies: <ul style="list-style-type: none"> • property boundaries and adjacent infrastructure such as public roads and public places (schools, sports fields) • local activities that may impact food safety (other agricultural enterprises, waste treatment plants) • production areas and growing sites • farm houses, buildings, sheds, on-farm roads and access points • toilet facilities, septic tanks and seepage pads • workers accommodation and facilities • bulk fuel storage, including underground tanks • chemical storage areas, mixing areas, equipment clean-down areas, dip sites (postharvest, livestock) and disposal trenches/evaporation ponds • storage sites for waste, including controlled wastes (empty chemical containers awaiting collection) • fertiliser and soil additive storage, composting/ageing and mixing/loading areas • areas that are contaminated (persistent chemicals, heavy metals, fertilisers, waste, physical contaminants) • water sources, extraction points and delivery infrastructure. 	Property map
GM1.2	Identify property areas, infrastructure and local activities on a property map.	<ol style="list-style-type: none"> 1. A property map is documented and maintained. The map identifies: <ul style="list-style-type: none"> • soil types 	<p>Property map</p> <p>Land Use History</p>

Element	Compliance Criteria	Records	
	<ul style="list-style-type: none"> • each paddock/block with a unique name, number, or code. Alternatively, each paddock/block has a unique physical identifying sign. <p>2. Land use history detailing prior land use (for the past 5 years), shall be documented and available for review</p> <ul style="list-style-type: none"> • considering land was not used in a way that could pose chemical, allergen, physical or microbiological risks to future crops. Consideration should be given to naturally occurring heavy metal risks (Refer F1.2) due to soil geologic ancestry combined with agronomic practices – such as soil acidification to increase iron availability to plants. • land use history shall also include information relating to rotation of crops. 		
M1.3	<p>Define the roles, responsibilities and reporting relationships of workers responsible for the management of food safety and quality.</p>	<ol style="list-style-type: none"> 1. The owner and/or appropriate senior manager provides suitably qualified workers to implement, maintain, review and improve the food safety program of the business. 2. The organisational structure of the business is documented and must include: <ul style="list-style-type: none"> • workers responsible for the management of food safety and quality • reporting relationships of all workers whose roles may affect food safety and quality. 3. Position descriptions are documented for workers responsible for the management of food safety and quality. 4. The organisational structure, roles and responsibilities are reviewed at least annually or when changes occur. A record is kept. 5. The organisational structure, roles and responsibilities are communicated to all workers. 	<p>Organisational chart</p> <p>Form - M1 Position descriptions</p>
GM1.3	<p>Define the roles, responsibilities and reporting relationships of workers responsible for the management of food safety and quality.</p>	<ol style="list-style-type: none"> 1. The business shall nominate a competent person as responsible for the implementation of the hygiene procedures by all workers, contactors and visitors, such that that no violations of the hygiene instructions and procedures occur. 	<p>Form - M1 Position descriptions</p>


Element		Compliance Criteria	Records
M1.4	Document the business commitment to food safety and quality and the Freshcare Program.	<ol style="list-style-type: none"> 1. A Food Safety and Quality Policy is documented and must include measurable objectives. 2. The owner or appropriate senior manager signs the Food Safety and Quality Policy committing to support and comply with the Freshcare Food Safety & Quality Standard, Freshcare Rules and all legislative requirements. 3. The Food Safety and Quality Policy is communicated to all workers. 4. The Food Safety and Quality Policy is reviewed at least annually, and when changes occur that may impact food safety or quality. A record is kept. 	Form – M1 Food Safety and Quality Policy
GM1.4	Document the business commitment to Freshcare PLUS.	<ol style="list-style-type: none"> 1. The owner or appropriate senior manager signs the Freshcare PLUS policy. 2. The policy meets the requirements of M1.4.2 to M1.4.4. 	Form –GM1 Freshcare PLUS Policy
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – M1 Scope and commitment • Freshcare Crop List 	External Resources	


Element		Compliance Criteria	Records
M2	Documentation		
M2.1	Procedures and work instructions are maintained for activities that impact food safety.	<ol style="list-style-type: none"> Procedures and work instructions are documented and implemented for activities that impact food safety. Procedures and work instructions are reviewed at least annually or when changes to processes occur. 	<p>Procedures</p> <p>Work instructions</p>
M2.2	Verify compliance with the Freshcare Standard through relevant documents and records.	<ol style="list-style-type: none"> Current editions of the Freshcare Food Safety & Quality Standard and the Freshcare Rules are kept. All records and documents required to verify compliance to this Standard are legible and must include: <ul style="list-style-type: none"> title date of issue or version number business name name of person completing the record and date of completion. As documents and records change, out-of-date versions are replaced. All records are securely stored and kept for a minimum of two years (or longer if required by legislation or customers). 	<p>Freshcare Food Safety & Quality Standard</p> <p>Freshcare Rules</p>
GM2.2	Verify compliance with the Freshcare Standard through relevant documents and records.	<ol style="list-style-type: none"> In addition to M2.2.1, current editions of the Freshcare PLUS Standard and GLOBALG.A.P. General Regulations are kept. All references to GLOBALG.A.P., including use of trademarks, QR codes, logos and GLOBALG.A.P. numbers (GGN) comply with the relevant General Regulations, Certification Rules, Sublicense and Certification Agreement. The relevant certification marks or numbers are used to identify Freshcare PLUS certified products from other products. Freshcare PLUS certification marks or numbers are used in accordance with GLOBALG.A.P. In the case the producer is registered for both Freshcare PLUS and Freshcare (where certified and non-certified products are produced and/or owned by one legal entity), all product packed in final consumer packaging (either from farm level or after product 	

Element	Compliance Criteria		Records
		<p>handling) shall be identified with a GGN where the product originates from a Freshcare PLUS certified process.</p> <p>5. The GGN shall not be used to label products that are not certified under this Standard.</p>	
	<p>Freshcare Resources</p> <ul style="list-style-type: none"> • Factsheet – M2 Documentation • Freshcare Food Safety & Quality Standard • Freshcare Rules • Freshcare PLUS Standard 	<p>External Resources</p> <ul style="list-style-type: none"> • https://www.globalgap.org/uk_en/documents 	

Element	Compliance Criteria		Records
M3	Training		
M3.1	Complete Freshcare training.	1. A management representative completes approved Freshcare Food Safety & Quality training. Evidence is kept. <i>(See Appendix A-M3).</i>	Training certificate
M3.2	Train all workers who complete tasks relevant to this Standard to ensure a base level of food safety awareness.	<ol style="list-style-type: none"> 1. Training is provided for workers who complete tasks relevant to this Standard. 2. All workers must receive basic food safety training before starting work. 3. Training is provided in the relevant language for workers, and/or pictorially. 4. A record of internal and external training is kept and must include: <ul style="list-style-type: none"> • name and signature of trainee • name of trainer or training provider • topic of the training • date of training and expiry date (when applicable). 5. A review of training is conducted at least annually or when processes and/or workers change. 	<p>Form – M3 Training record – internal FSQ</p> <p>Form – M3 Training record – other</p>
GM3.3	Train all workers who complete tasks relevant to this Standard to ensure a base level of food safety awareness.	<ol style="list-style-type: none"> 1. All workers, including owners and managers receive annual food safety training. 2. There shall be evidence that the workers received specific induction and annual training regarding the hygiene procedures for the harvesting and product handling activities. 	Form – M3 Training record – other
	Freshcare Resources <ul style="list-style-type: none"> • Appendix – A-M3 Approved Freshcare training • Factsheet – M3 Training 		External Resources

Element	Compliance Criteria	Records
M4	Internal audit and corrective action	
M4.1	<p>Conduct internal audits to verify ongoing compliance with this Standard.</p>	<p>1. An internal audit of all activities and records relevant to the Freshcare Food Safety & Quality Standard is conducted at least annually, or when changes occur that may impact food safety. A record is kept.</p> <p>2. Workers responsible for completing sections of the internal audit are identified and, where possible, are independent of the practices being assessed.</p> <p>Form – M4 Internal audit report</p>
GM 4.1	<p>Conduct internal audits (self-assessments) to verify ongoing compliance with this Standard</p>	<p>1. An internal audit of all activities and records relevant to Freshcare PLUS is conducted at least annually. A record is kept.</p> <p>2. Workers responsible for completing sections of the internal audit are identified and, where possible, are independent of the areas being assessed.</p> <p>3. Records must include details of evidence for all non-compliances and elements deemed not applicable.</p> <p>Form – M4 Internal audit report</p> <p>Form – M4 Corrective action record (CAR)</p>
M4.2	<p>Complete corrective actions for any non-compliance.</p>	<p>1. A Corrective Action Record (CAR) must be completed when the requirements of the Freshcare Food Safety & Quality Standard, Freshcare Rules or legislation are not being met, as identified by:</p> <ul style="list-style-type: none"> • routine activities • annual internal audits • annual external audits • complaints • produce identified as being contaminated, or potentially contaminated • incidents. <p>2. A Corrective Action Record must include:</p> <ul style="list-style-type: none"> • description of the problem • cause of the problem • whether or not the problem has occurred before • short term fix (action taken to fix the problem) • long term fix (action taken to prevent the problem recurring) <p>Form – M4 Corrective action record (CAR)</p>


		<ul style="list-style-type: none"> confirmation that short term and long term actions are completed and effective name and signature of person completing the review date of the review. <p>3. Reoccurrences of non-compliance are reviewed by the owner or appropriate senior manager.</p>	
GM4.2	Complete corrective actions for any non-compliance	1. The process for completing, reviewing and ensuring Corrective Actions are completed specifically for complaints is addressed in a complaint's procedure. The procedure shall include notification to the CB where it relates to a regulatory issue.	
M4.3	Conduct a management review of compliance and documentation.	<p>1. A management review of compliance is conducted at least annually. A record of the review is kept and must include:</p> <ul style="list-style-type: none"> internal and external audits corrective actions customer feedback complaints training the food safety and quality policy and measurable objectives. 	Management review minutes
	Freshcare Resources <ul style="list-style-type: none"> Factsheet – M4 Internal audit and corrective action 	External Resources	

Element		Compliance Criteria	Records
M5		Customer requirements	
M5.1	Comply with customer specifications.	<ol style="list-style-type: none"> 1. Where a written product specification has been provided by, or agreed with a customer, a copy of the specification is kept. 2. Product is checked to ensure it meets the agreed specification before dispatch. When required by the customer, a record is kept. 3. If product does not meet the agreed specification, the customer is informed of the variation and the agreed course of action is implemented and recorded. 	Product specifications Product inspection records
GM5.1	Comply with customer specifications	<ol style="list-style-type: none"> 1. A record of customer acceptance of Genetically Modified products is kept. 	Customer agreement
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – M5 Customer requirements 	External Resources <ul style="list-style-type: none"> • Freshspecs: Industry produce specifications www.freshmarkets.com.au/fresh-specs 	

Food Safety & Quality

Element		Compliance Criteria	Records
F1	Hazard analysis		
F1.1	Conduct risk assessments for persistent chemicals.	<ol style="list-style-type: none"> 1. Risk assessments are conducted for each growing site to determine the risk of persistent chemical contamination of produce from the soil/growing medium. A record is kept. <i>(See Appendix RA-F1.1).</i> 2. If the risk assessments conducted in F1.1.1 determine the risk of the hazard is high, relevant control measures, monitoring and verification activities are implemented. <i>(See Appendix RA-F1.1).</i> 	Form – F1 Risk assessment – persistent chemicals
F1.2	Conduct risk assessments for heavy metals.	<ol style="list-style-type: none"> 1. Risk assessments are conducted for each growing site to determine the risk of heavy metal contamination of produce from the soil/growing medium. A record is kept. <i>(See Appendix RA-F1.2).</i> 2. If the risk assessments conducted in F1.2.1 determine the risk of the hazard is high, relevant control measures, monitoring and verification activities are implemented. <i>(See Appendix RA-F1.2).</i> 	Form – F1 Risk assessment – heavy metals
F1.3	Conduct risk assessments for fertilisers and soil additives.	<ol style="list-style-type: none"> 1. Risk assessments are conducted for all growing sites to determine the risk of microbial contamination of produce from fertilisers and/or soil additives. A record is kept. <i>(See Appendix RA-F1.3).</i> 2. If the risk assessments conducted in F1.3.1 determine the risk of the hazard is high, relevant control measures, monitoring and verification activities are implemented. <i>(See Appendix RA-F1.3).</i> 	Form – F1 Risk assessment – fertilisers and soil additives
GF1.3	Conduct risk assessments for fertilisers and soil additives.	<ol style="list-style-type: none"> 1. Risk assessments are conducted for each growing site to determine the risk of chemical contamination of produce and introduction of weeds/seeds from organic fertilisers and/or soil additives. A record is kept. 2. If the risk assessments conducted in GF1.3.1 determine the risk of the hazard is high, relevant control measures, monitoring and verification activities are implemented. 	Form – GF1 Risk assessment
F1.4	Conduct risk assessments for preharvest water.	<ol style="list-style-type: none"> 1. Risk assessments are conducted for all preharvest water used to determine the risk of microbial contamination of produce from preharvest water. A record is kept. <i>(See Appendix RA-F1.4).</i> 	Form – F1 Risk assessment – preharvest water


		2. If the risk assessments conducted in F1.4.1 determine the risk of the hazard is high, relevant control measures, monitoring and verification activities are implemented. <i>(See Appendix RA-F1.4).</i>	
GF1.4	Conduct risk assessment for preharvest water.	<ol style="list-style-type: none"> 1. Risk assessments are conducted for all preharvest water used to determine the risk of physical and chemical pollution contamination of produce from preharvest water. A record is kept. 2. If the risk assessments conducted in GF1.4.1 determine the risk of the hazard is high, relevant control measures, monitoring and verification activities are implemented. Control measures include, but are not limited to: <ul style="list-style-type: none"> • treating water prior to use • preventing water contact with harvestable portion of the crop • protecting water supplies • increasing time between application and harvest. 3. Evidence of effectiveness of control measures are kept. 4. A Corrective Action Record (CAR (M4.2)) is completed if the risk assessments conducted in GF 1.4.1 or F1.4.1 is high. Actions shall take place before the next harvest season. 	Form – GF1 Risk assessment – preharvest water
F1.5	Where an additional food safety hazard is identified within the scope of this Standard, a risk assessment is conducted, and additional actions implemented if required by the hazard analysis.	<ol style="list-style-type: none"> 1. A risk assessment must be conducted for any additional food safety hazard identified within the scope of the Freshcare Food Safety & Quality Standard. A record is kept. 2. If the risk assessment conducted in F1.5.1 determines the risk of the hazard identified is high, relevant control measures, monitoring and verification activities are implemented. 	Form – F1 Risk assessment – other practices
GF1.5	Conduct risk assessments for other potential contaminants	<ol style="list-style-type: none"> 1. Risk assessments are conducted for each growing site to determine the risk of contamination of produce from allergens. A record is kept. 2. Risk assessments are conducted for all preharvest chemicals used on intended export crops to determine the risk of breaching MRLs in intended market. A record is kept. 3. Risk assessments are conducted for all growing sites to determine the risk of microbial contamination of produce from farming practices, neighbouring properties, adjacent 	<p>Form – F1 Risk assessment – other practices</p> <p>Form – GF1 Risk assessment – Hygiene</p>


		<p>activities, domestic animals, wildlife and other environmental sources. Risk assessments should consider the effectiveness of existing pest and animal control measures detailed in F9. A record is kept.</p> <ol style="list-style-type: none"> 4. Risk assessments are conducted for all Freshcare PLUS produce lines to determine the risk of physical, chemical and microbiological contamination of produce during harvest and post-harvest activities. A record is kept. 5. Hygiene Risk assessment is conducted for all production activities to determine the risk of microbial contamination of produce (covering physical, chemical and microbiological contaminants, spillage of bodily fluids (e.g. vomiting, bleeding), and human transmissible diseases). 6. Hygiene Risk assessment shall cover all harvest and product handling activities carried out by the producer, as well as personnel, personal effects, equipment, clothing, packaging material, transport, vehicles, and product storage (also short-term storage at farm) and be specific to the activities conducted. 7. Risk assessments should consider the effectiveness of existing control measures detailed in F10 and M3 of this Standard. A record is kept. 8. If the risk assessments conducted in GF1.5.1 - 1.5.6 determine the risk of the hazard to be high, relevant control measures, monitoring and verification activities, including residue testing are implemented. Records are kept. 	
F1.6	Where an aspect of this Standard is not implemented, it is supported by a risk assessment detailing reasons for exclusion.	<ol style="list-style-type: none"> 1. A risk assessment must be conducted to support any aspect of the Freshcare Food Safety & Quality Standard that is not implemented and must clearly detail the reason for any exclusion. A record is kept. 	Form – F1 Risk assessment – other practices
GF1.6	No exclusions permitted	<ol style="list-style-type: none"> 1. Mandatory elements as outlined in Appendix 4 of this Standard cannot be exempted. 	
F1.7	Review risk assessments at least annually.	<ol style="list-style-type: none"> 2. All risk assessments are reviewed at least annually, or when changes occur that may impact the significance of the hazards. 	
	Freshcare Resources	External Resources	

<ul style="list-style-type: none"> • Appendix – RA-F1.1 Risk assessment – persistent chemicals • Appendix – RA-F1.2 Risk assessment – heavy metals • Appendix – RA-F1.3 Risk assessment – fertilisers and soil additives • Appendix – RA-F1.4 Risk assessment – preharvest water • Appendix – RA F1.5 Risk Assessment - Other practices • Appendix – RA GF1.5 Risk Assessment - Hygiene • Factsheet – F1 Hazard analysis 	<ul style="list-style-type: none"> • Codex Alimentarius Recommended International Codes of Practice – General Principles of Food Hygiene CAC / RCP 1-1969, Rev 4-2003 • Guidelines for Fresh Produce Food Safety (2019) Chapter 3 Fresh produce food safety hazards, page 5
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Element		Compliance Criteria	Records
F2	Growing site		
F2.1	Manage growing sites to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. If the risk assessment conducted in F1.1 identified the risk of persistent chemical contamination of produce from the soil/growing medium is high, the additional control measures specified in the risk assessment are implemented. <i>(See Appendix RA-F1.1).</i> 2. If the risk assessment conducted in F1.2 identified the risk of heavy metal contamination of produce from the soil/growing medium is high, the additional control measures specified in the risk assessment are implemented. <i>(See Appendix A-F5 and RA-F1.2).</i> 3. Growing sites are assessed for potential of spray drift. 4. Where spray drift is likely, plantings are planned to minimise the risk of contaminating non-target produce. 5. For growing sites affected by a flood event, planting must be scheduled to ensure the period between flood water subsiding and harvest exceeds 90 days for produce where the harvestable part is grown in, or has direct contact with the soil, and may be eaten uncooked. 6. Livestock is not permitted on growing sites within: <ul style="list-style-type: none"> • 90 days of intended harvest date for produce where the harvestable part is grown in, or has direct contact with the soil, and may be eaten uncooked, or • 45 days of intended harvest date for all other produce. 7. Growing sites are assessed for potential of physical contamination. 8. Where physical contamination is likely, sites are inspected before ground preparation and physical contaminants are removed or managed to minimise the risk of contaminating produce. 9. Sites/areas contaminated with physical contaminants are identified on the property map. 	<p>Form – F1 Risk assessment – persistent chemicals</p> <p>Soil/growing medium test for persistent chemicals</p> <p>Produce residue test result for persistent chemicals</p> <p>Form – F1 Risk assessment – heavy metals</p> <p>Produce residue test result for heavy metals</p> <p>Form – F2 Livestock movement record</p> <p>Property map</p>

GF2.1	Manage growing sites to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. If the risk assessments conducted in GF1.5.1 through to GF1.5.6 identified the risk of contamination of produce, the additional control measures specified in the risk assessments are implemented. 2. Where microbiological contamination is likely risk minimisation strategies are implemented. 3. Records of all soil fumigants are kept and must include: <ul style="list-style-type: none"> • justification for use • application date • start and finish times • location • chemical used, including active ingredient • rate of application and quantity applied • equipment and/or method used to apply chemical • withholding period (WHP) or earliest harvest date (EHD) • pre-planting interval • name and signature of person who applied the chemical. 4. The use of Methyl Bromide as a soil fumigant is not permitted. 5. Off-site sterilisation activities comply with the requirements of F11.1. 	Form GF2- Soil Fumigation
GF2.2	Manage substrates to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. Records of all substrate sterilisation shall include: <ul style="list-style-type: none"> • application date • start and finish times • location • chemical used • rate of application and quantity applied • equipment and/or method used to apply chemical • withholding period (WHP) or earliest harvest date (EHD) • pre-planting interval • name and signature of person who applied the chemical. 	Form – GF2 Substrate Sterilisation

	<p>Freshcare Resources</p> <ul style="list-style-type: none"> • Appendix – A-F5 Limits for heavy metal contaminants in growing medium and fertilisers and soil additives • Appendix – RA-F1.1 Risk assessment – persistent chemicals • Appendix – RA-F1.2 Risk assessment – heavy metals • Factsheet – F2 Growing site 	<p>External Resources</p> <ul style="list-style-type: none"> • Guidelines for Fresh Produce Food Safety (2019) Chapter 5 Managing the growing site and planting material, page 17 • Food Standards Australia New Zealand (FSANZ): Food Standards Code – Section 1.4.1 Contaminants and natural toxicants, Section 1.4.2 Agvet chemicals and associated Schedules – Schedule 19, 20 and 21 www.foodstandards.gov.au • Australian Standard AS4454:2012 Composts soil conditioners and mulches
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Element	Compliance Criteria	Records
F3	Planting materials	
F3.1	Manage planting materials to minimise the risk of contaminating produce.	1. Planting materials are purchased from suppliers that are managed in accordance with the supplier requirements specified in F11.1.
GF3.1	Identify and manage sources of planting material.	1. Records of planting materials purchased in the last 2 years shall include: <ul style="list-style-type: none"> • variety • batch number • quantity • propagation material vendor • seed quality (where possible). 2. Seeds and /or propagation material complies with relevant intellectual property laws and any other legislation. 3. A record of crop planting is kept and is managed in accordance with the traceability requirements (GF13.1) and shall include <ul style="list-style-type: none"> • seeding rate • sowing date.
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – F3 Planting materials 	External Resources <ul style="list-style-type: none"> • Guidelines for Fresh Produce Food Safety (2019) Chapter 5 Managing the growing site and planting material, page 17 • Plant Health Australia • Plant Breeder's Rights Act 1994

Element	Compliance Criteria		Records
F4	Chemicals		
F4.1	Obtain properly labelled chemicals from approved suppliers and ensure labels remain legible.	<ol style="list-style-type: none"> 1. Chemicals are purchased from suppliers that are managed in accordance with the supplier requirements specified in F11.1. 2. Chemical containers are adequately labelled and in acceptable condition on receipt. 3. Deteriorating chemical labels are replaced immediately with a legible copy. 4. All chemicals purchased are recorded in a chemical inventory. A record is kept and must include: <ul style="list-style-type: none"> • date received • place of purchase • name of chemical • batch number (where available) • expiry date or date of manufacture • quantity. 	Form – F4 Chemical inventory
F4.2	Store, manage and dispose of chemicals to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. Chemical storage areas are: <ul style="list-style-type: none"> • located and constructed to minimise the risk of contaminating produce directly, or indirectly, through contamination of growing sites or water sources • structurally sound, adequately lit, well ventilated and constructed to protect chemicals from direct sunlight and weather exposure • equipped with a spill kit to contain and manage chemical spills • secure, with access restricted to authorised workers. 2. Chemicals are stored in designated separate areas for each category of chemical, and for chemicals awaiting disposal. 3. Chemicals are stored in original containers according to directions on the container label. If a chemical is transferred to another container for storage purposes, the new container is a clean chemical container and a copy of the chemical label is applied to the new container. 4. Stored chemicals are checked at least annually to identify and segregate chemicals for disposal that have: <ul style="list-style-type: none"> • exceeded the label expiry date • exceeded the permit expiry date 	Property map Form – F4 Chemical inventory Chemical disposal receipts. Chemical drum disposal receipts.

Element	Compliance Criteria	Records	
	<ul style="list-style-type: none"> • had their registration withdrawn • containers that are leaking, corroded or have illegible labels. 		
GF4.2	Store, manage and dispose of chemicals to minimise the risk of contaminating produce	<ol style="list-style-type: none"> 1. Chemical storage areas are managed in accordance with legislative requirements and: <ul style="list-style-type: none"> • locked when not in use, with access restricted to authorised workers • equipped with graduated measuring equipment • equipped with scales that are calibrated annually (as per F8.6) • equipped with non-absorbent shelving • equipped with a spill kit • equipped with Safety Data Sheets. 2. The definition of chemicals applicable to this element (F4 Chemicals) extends to homemade and/or natural preparations (even if purchased) applied to crops being certified to this standard and therefore all requirements must be considered. 3. Chemicals are stored according to the temperature and other-directed requirements on their labels. 4. An accident procedure exists within 10m of all chemical storage areas and designated mixing areas. The procedure includes: <ul style="list-style-type: none"> • emergency contact numbers • basic primary care actions. 5. Transport of undiluted chemicals is safe and secure and in accordance with relevant regulations. 6. Chemicals are stored in designated areas for each category of chemical, for chemicals not used for commercial purposes, and for chemicals awaiting disposal. Covered areas are available to protect bulk chemicals (including inorganic fertilizers and soil additives) from atmospheric conditions. 7. Liquid chemical formulations are not stored above powder and granular chemical formulations. 8. Fertilisers and Plant Protection products are to be stored separately. Where applied together in the one application, the used of a sealed container is acceptable. 	<p><i>Chemical disposal receipts.</i></p> <p><i>Chemical drum disposal receipts.</i></p> <p><i>Safety Data Sheets</i></p> <p>Form – GF4 Chemical inventory (Freshcare PLUS)</p>


Element		Compliance Criteria	Records
		<p>9. In addition to requirements included in F4.2.4, there shall be an inventory maintained of chemicals and documents</p> <ul style="list-style-type: none"> • inventory is updated within a month after there is a movement of the stock (in and out) • the date of the check • name and quantity of chemicals awaiting disposal • name of authorised person conducting the check. <p>10. Unusable chemicals and empty chemical containers are legally disposed of through registered collection agencies or approved off-farm disposal areas, and to ensure they are managed in a way not harmful to humans and the environment. Record(s) of disposal are kept.</p>	
F4.3	Train and authorise workers who store, handle, apply and dispose of chemicals.	<p>1. Workers involved in the supervision of the storage, handling, application and disposal of chemicals:</p> <ul style="list-style-type: none"> • have successfully completed a recognised chemical users course, or equivalent (See Appendix A-F4) • are competent in chemical storage, handling, application and disposal as specified by the Freshcare Standard Food Safety & Quality. <p>2. Workers authorised to store, handle, apply and dispose of chemicals have been trained.</p> <p>3. A register of workers authorised to store, handle, apply and/or dispose of chemicals is maintained and displayed in the chemical storage area.</p>	<p>Record of completion of farm chemical users course</p> <p>Form – F4 Chemical authorisation record</p>
GF4.3	Ensure competency of all workers handling agricultural chemicals or operating dangerous or complex equipment.	<p>1. All workers involved with the storage, handling, application and disposal of chemicals have completed a recognised chemical users' course or equivalent, and any other training as required by legislation. A record is kept.</p> <p>2. If the risk assessments conducted in GG3.2 determine the risk of a hazard is high, relevant control measures, including completion of appropriate external training courses, monitoring and verification activities are implemented.</p> <p>3. Workers involved in the selection of chemicals, (including biocides, waxes and post-harvest chemicals), have relevant:</p> <ul style="list-style-type: none"> • practical experience and technical knowledge. 	<p>Training certificate</p> <p>Form – M3 Training record – other</p> <p>Records showing training, experience and technical knowledge available</p>

Element	Compliance Criteria	Records	
	4. Workers involved with calibration of chemical application equipment have successfully completed a recognised chemical users course, or equivalent. 5. Records are kept in accordance with M3 and/or F11 as applicable.		
F4.4	Use chemicals according to regulatory, label and market requirements.	1. Chemicals are used and applied: <ul style="list-style-type: none"> • according to label directions, or • under 'off-label permits' issued by the Australian Pesticides and Veterinary Medicines Authority (APVMA), with a current copy of the permit kept, or • according to relevant state legislation for 'off-label use', and • according to specific customer and/or destination market requirements. 2. Chemicals are checked for their withholding period before use.	Copies of applicable off-label permits
GF4.4	Use chemicals according to regulatory, label and market requirements.	1. A current list of all chemicals registered for use on crops grown under the requirements of Freshcare PLUS in the last 12 months is available. 2. The list includes brand/ trade names and active ingredients.	Form – GF4 Chemical inventory (Freshcare PLUS)
F4.5	Avoid potential for spray drift.	1. Chemicals are not applied when the risk of contaminating adjacent crops or off-target areas with spray drift is high. 2. Potential and actual spray drift incidents are identified. A record is kept.	
F4.6	Maintain and calibrate chemical application equipment.	1. Chemical application equipment is maintained and checked for effective operation before and during each use. 2. Equipment is calibrated at least annually or as per manufacturer's instructions and immediately after spray nozzles are replaced. 3. Equipment is calibrated using a recognised method. A record of calibration is kept and must include: <ul style="list-style-type: none"> • date of calibration • method of calibration and results • name of person calibrating the equipment. 	Calibration records Form – F8 Calibration record

Element		Compliance Criteria	Records
GF4.6	Maintain and calibrate chemical application equipment.	<ol style="list-style-type: none"> Where multiple pieces of application equipment are kept by the business, these shall be individually identified. The equipment used is stored in a secure way that prevents product contamination or other materials that may contact the edible part of the harvested products. 	Calibration records
F4.7	Manage mixing and disposal of chemical solutions to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> Chemical mixing areas are located to minimise the risk of contaminating produce directly, or indirectly, through contamination of growing site or water sources. Leftover chemical solutions are disposed of according to label directions where specified, or in a manner that minimises the risk of contaminating produce directly, or indirectly, through contamination of growing site or water sources. 	Property map
GF4.7	Manage mixing and disposal of chemical solutions to minimise the risk of contaminating produce	<ol style="list-style-type: none"> Chemical mixing is undertaken in accordance with the label. Chemical containers are triple rinsed and, wherever possible, rinseate is added to the spray vat or disposed of in accordance with F4.7. This requirement is documented and included in training of workers involved with handling, application and disposal of chemicals, in accordance with F4.3. Empty chemical containers are securely stored and disposed of in accordance with state legislation. Empty chemical containers are not re-used for any purpose other than containing and transporting identical product. 	<p>Chemical disposal receipts.</p> <p>Chemical drum disposal receipts.</p>
F4.8	Record all chemical applications.	<ol style="list-style-type: none"> Records of all preharvest chemical applications are kept and must include: <ul style="list-style-type: none"> application date start and finish times location and crop chemical used (including batch number if available) rate of application and quantity applied equipment and/or method used to apply the chemical withholding period (WHP) or earliest harvest date (EHD) wind speed and direction name and signature of person who applied the chemical. 	<p>Form – F4 Preharvest chemical application record</p> <p>Form – F4 Postharvest chemical application record</p>


Element	Compliance Criteria	Records
	<p>2. Records of all postharvest chemical treatments are kept and must include:</p> <ul style="list-style-type: none"> • treatment date and time • produce treated • chemical used (including batch number if available) • rate of application and/or quantity applied • equipment and/or method used to apply the chemical • withholding period (WHP) (where applicable) • name and signature of person who carried out the chemical treatment. 	
GF4.8	<p>Record all chemical applications.</p> <p>1. Records of all chemicals applied to seed and propagation materials are kept and shall include:</p> <ul style="list-style-type: none"> • application date • start and finish times • location and crop/variety • chemical used (including batch number if available) • rate of application and quantity applied • equipment and/or method used to apply the chemical, equipment used in accordance with GF4.6 • withholding period (WHP) or earliest harvest date (EHD) • additional weather conditions that may affect the effectiveness of the spray program • name and signature of person who applied the chemical. <p>2. In addition to requirements included in F4.8.1, records of all preharvest chemical applications are kept and shall include:</p> <ul style="list-style-type: none"> • name of technically competent person authorising application • additional weather conditions that may affect the effectiveness of the spray program • name of pest, disease or weed treated. • crop and/or variety treated (where applicable) • equipment used in accordance with GF4.6 	<p>Form – F4 Seed/ Seedling chemical application record</p> <p>Form – F4 Preharvest chemical application record</p> <p>Form – F4 Postharvest chemical application record</p>

Element	Compliance Criteria	Records	
	<ul style="list-style-type: none"> • harvest date. <p>3. In addition to requirements included in F4.8.2, records of all postharvest chemical applications are kept and shall include:</p> <ul style="list-style-type: none"> • reason for treatment and pest/disease being treated • lot or batch of harvested crop treated • location where treatment was undertaken • application date(s) • chemical used (name and active ingredient) (including batch number if available) • method(s) of application, rate of application and quantity applied • equipment and/or method used to apply the chemical, in accordance with GF4.6 • name and signature of person who applied the chemical. 		
F4.9	<p>Test produce for chemical residues to verify that chemicals are applied correctly, withholding periods are observed and produce complies with MRLs.</p>	<ol style="list-style-type: none"> 1. A chemical residue test is conducted before initial Freshcare certification and then annually, or more frequently, if required by a customer specification. 2. A chemical residue test is: <ul style="list-style-type: none"> • a multi-screen test that includes chemicals used in the spray program • conducted on a random sample of produce that has had all preharvest and postharvest chemical treatments completed and is ready for sale and/or consumption • conducted by a laboratory with NATA accreditation (or accredited to ISO/IEC 17025) for the analysis of chemical residues. 3. Chemical residue levels do not exceed: <ul style="list-style-type: none"> • Maximum Residue Limits (MRLs) as specified by Food Standards Australia New Zealand (FSANZ) • Maximum Residue Limits (MRLs) as specified by a customer and/or the importing country (where applicable). 	Produce residue test result
GF4.9	<p>Test produce for chemical residues to verify that chemicals are applied correctly, withholding periods</p>	<ol style="list-style-type: none"> 1. A list of current applicable MRLs for all markets where Freshcare PLUS produce is intended to be traded is available. 	

Element	Compliance Criteria	Records	
	<p>are observed and produce complies with MRLs</p>	<p>2. The participating business is responsible for sampling product and for ensuring the MRL testing protocol is followed in accordance with F4.9, using a competent laboratory, with full traceability maintained. A record is kept.</p> <p>3. Where other parties are responsible for the sampling and MRL testing (Second or Third party sampling) of a participating businesses product, then the requirements of Global G.A.P “Annex CB 5 Mandatory Minimum Criteria of a Residue Monitoring System (RMS)” shall be followed in full (refer Appendix 5).</p>	
	<p>Freshcare Resources</p> <ul style="list-style-type: none"> • Appendix – A-F4 Freshcare requirements for chemical user training • Factsheet – F4 Chemicals • Appendix 5 - <i>Mandatory Minimum Criteria of a Residue Monitoring System (RMS)</i> 	<p>External Resources</p> <ul style="list-style-type: none"> • Guidelines for Fresh Produce Food Safety (2019) Chapter 8 Managing chemicals, page 51 • Guidelines for Fresh Produce Food Safety (2019) Chapter 18 Testing page 90 • Australian Pesticides and Veterinary Medicines Authority (APVMA): Database of registrations and permits for Agvet chemicals www.apvma.gov.au • Food Standards Australia New Zealand (FSANZ): Food Standards Code – Section 1.4.2 Agvet chemicals and associated Schedules – Schedule 20 and 21 www.foodstandards.gov.au • Infopest: Comprehensive Agvet chemical database www.infopest.com.au • ChemClear: Disposal of Agvet chemicals www.chemclear.com.au • DrumMUSTER: Disposal of Agvet chemical containers www.drummuster.com.au • GLOBALG.A.P - https://www.globalgap.org/uk_en/documents 	


Element	Compliance Criteria	Records
F5	Fertilisers and soil additives	
F5.1	Manage fertilisers and soil additives to minimise the risk of contaminating produce.	<p>Property map</p> <p>Form – F1 Risk assessment – fertilisers and soil additives</p> <p>Copies of certification for suppliers of treated fertilisers and soil additives</p> <p>Certificate of analysis for treated fertilisers and soil additives</p> <p>Form – F5 Fertilisers and soil additives treatment record</p> <p>Form – F5 Fertilisers and soil additives application record</p>
	<ol style="list-style-type: none"> 1. Human effluent or biosolids are not used. 2. Fertilisers and soil additives comply with heavy metal limits specified in AS4454-2012 Composts soil conditioners and mulches. <i>(See Appendix A-F5).</i> 3. Storage sites for fertilisers and soil additives are located, constructed and maintained to minimise the risk of contaminating produce directly, or indirectly, through contamination of growing site or water sources. 4. Specified exclusion periods between application of fertilisers and soil additives and crop harvest (identified in the risk assessment conducted in F1.3) must be observed. <i>(See Appendix A-F5 and RA-F1.3).</i> 5. Fertilisers and soil additives containing manures and/or food waste used within the specified exclusion periods must be treated using an approved treatment process. Evidence is kept. <i>(See Appendix A-F5).</i> 6. Liquid or foliar sprays, derived from untreated manures, that may contact the harvestable part of the crop must not be used within: <ul style="list-style-type: none"> • 90 days of intended harvest date for produce that may be eaten uncooked, or • 45 days of intended harvest date for all other produce. 7. All other liquid or foliar sprays that may contact the harvestable part of the crop must meet preharvest water requirements. 8. Fertilisers and soil additives are not applied when the risk of contaminating off-target areas due to wind drift and/or runoff is high. 9. Records of all fertiliser and soil additive applications are kept and must include: <ul style="list-style-type: none"> • application date • location and crop • product used • rate of application • wind speed and direction • method of application/incorporation • name of person applying the fertilisers and soil additives. 	


Element		Compliance Criteria	Records
GF5.1	Manage fertilisers and soil additives to minimise the risk of contaminating produce	<ol style="list-style-type: none"> 1. With the exception of fertilisers applied with chemicals, all fertilisers and soil additives are stored separately from chemicals. 2. Fertilisers and soil additives are stored in a dry area, off the ground, in an area free from waste and where spillage and leakage can be cleared away. 3. Documents detailing major nutrient content of fertilisers are kept. Records are kept in accordance with M2.2 4. Documents detailing chemical content of fertilisers, including heavy metals (refer F5.1.2) are kept. Records are kept in accordance with M2.2 5. Workers involved in the selection and application of fertilisers and soil additives, have relevant practical experience and technical knowledge. Records are kept in accordance with M3 and/or F11 as applicable. 6. Fertiliser application equipment is identified, maintained, checked for operational efficiency and accuracy and calibrated using a recognised method at least annually. Records are kept. 	<p>Records of application</p> <p>Fertiliser Specification</p> <p>Equipment calibration</p> <p>Calibration records</p>
GF5.2	Manage organic fertilisers and soil additives to minimise the risk of contaminating produce	<ol style="list-style-type: none"> 1. A risk assessment as per GF1.3 has been conducted for use of organic fertilisers and includes <ul style="list-style-type: none"> • type of material • treatment method • microbial contamination • weed/seed content • heavy metal content • timing and placement of the material. 2. Where used, the interval between application and the harvest shall not compromise food safety. A record is kept. 3. When the organic material is not treated (raw manure), has the risk assessment in GF5.2.1 considered incorporation into the soil and the following: <ul style="list-style-type: none"> • Tree crops: prior to bud burst, or exceptionally it may be incorporated in a shorter interval based on a risk assessment (CB 4.4.2) but never shorter than 60 days prior to harvest • For other crops (except leafy greens): at least 60 days prior to harvest 	<p>Records of application</p>

Element	Compliance Criteria		Records
	<ul style="list-style-type: none"> For leafy greens: it is not permitted to be applied after planting. 		
	<p>Freshcare Resources</p> <ul style="list-style-type: none"> Appendix – A-F5 Limits for heavy metal contaminants in growing medium and fertilisers and soil additives Appendix – A-F5 Evidence of compliance for treated fertilisers and soil additives Appendix – RA-F1.3 Risk assessment – fertilisers and soil additives Factsheet – F5 Fertilisers and soil additives 	<p>External Resources</p> <ul style="list-style-type: none"> Guidelines for Fresh Produce Food Safety (2019) Chapter 6 Managing fertilisers and soil additives, page 25 Australian Standard AS4454: 2012 Composts soil conditioners and mulches 	

Element		Compliance Criteria	Records
F6	Water		
F6.1	Manage and maintain water sources and infrastructure.	<ol style="list-style-type: none"> 1. All water sources used preharvest and postharvest are identified. A record is kept. 2. Water sources are monitored and managed to minimise potential contamination from: <ul style="list-style-type: none"> • human activities • livestock and domestic animals • wildlife (where possible) • adjacent activities. 3. Water extraction points, water storage and delivery infrastructure and irrigation equipment is monitored and maintained. 4. Water storage tanks, water dumps, flumes and treatment tanks are: <ul style="list-style-type: none"> • Suitable for intended purpose • constructed of materials that will not contaminate the water • clean and maintained. 	<p>Form – F6 Water source record</p> <p>Property map</p>
F6.2	Manage preharvest water to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. Water sources contaminated by toxic algae are not used if preharvest water directly contacts the harvestable part of the crop. 2. Reclaimed or recycled water used meets the appropriate specification as defined in the Australian Guidelines for Water Recycling (2008). Water suppliers provide test results that verify water quality. 3. If the risk assessment conducted in F1.4 identified the risk of microbial contamination of produce from preharvest water use is high, all water used within 48 hours of harvest must meet <i>E. coli</i> <100 cfu/100mL. Evidence is kept. (See Appendix A-F6 and RA-1.4). 4. Produce that has come into contact with flood water is not harvested unless it meets limits of <i>E. coli</i> <10 cfu/g and <i>Salmonella</i> Not Detected/25g, or customer specifications. 	<p>Form – F1 Risk assessment – preharvest water</p> <p>Preharvest water test results</p>
GF6.2	Manage preharvest water to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. Preharvest water testing is carried out according to the Water Testing protocol which includes: <ul style="list-style-type: none"> • person responsible for collection of samples. • where sample is collected • how sample is collected • types of tests (microbiological and chemical) 	Preharvest water test results

Element	Compliance Criteria	Records	
	<ul style="list-style-type: none"> • acceptance limits, including those defined in F6.2. 		
F6.3	<p>Manage postharvest water to minimise the risk of contaminating produce.</p>	<ol style="list-style-type: none"> 1. Water sources contaminated by toxic algae are not used postharvest. 2. Water used postharvest for pre-washing (removing soil and debris) where there is a subsequent wash step, must meet E. coli <100 cfu/100ml . Evidence is kept. (See Appendix A-F6). 3. All other water used postharvest is suitable for the intended purpose and not a source of food safety risk, and meets, or is treated to achieve, E. coli <1 cfu/100mL. Evidence is kept. (See Appendix A-F6). 4. Water in recirculation systems, water dumps, flumes and treatment tanks, is treated and/or changed at an appropriate frequency to maintain water quality, E. coli <1 cfu/100mL. A record is kept. 5. Any variations to postharvest water quality must be supported by a risk assessment and associated documentation and be verified at audit. 	<p>Postharvest water test results</p> <p>Form – F6 Water treatment monitoring record</p>
GF6.3	<p>Manage postharvest water to minimise the risk of contaminating produce.</p>	<ol style="list-style-type: none"> 1. All water and ice used postharvest meets drinking water standards of <i>E.coli</i> <1cfu/100ml. Records are kept. 2. Recirculated water is filtered and disinfected, with pH, concentration and exposure levels/times to disinfectant are monitored. Records are kept. 3. The cleaning schedule for water filtration systems is documented. 4. Analysis of postharvest water samples is conducted by a laboratory with NATA accreditation (or accreditation to ISO/IEC 17025), as defined in glossary as “competent laboratory”, tested at least annually and sampled from point of use. 	<p>Postharvest water test results</p> <p>Form – F6 Water treatment monitoring record</p> <p>Form – GF6 Water filtration.</p>
F6.4	<p>Manage all other water usage.</p>	<ol style="list-style-type: none"> 1. Water used for hand washing is suitable for the intended purpose and not a source of food safety risk, and meets, or is treated to achieve, E. coli <1 cfu/100mL. Evidence is kept. Where water is not proven to meet E. coli <1 cfu/100mL an alcohol-based hand sanitiser must be used after washing hands with soap and water. (See Appendix A-F6). 	

Element	Compliance Criteria	Records
	<p>2. Water used for cleaning equipment, containers or other produce contact surfaces is suitable for the intended purpose and not a source of food safety risk, and meets, or is treated to achieve, E. coli <1 cfu/100mL. Evidence is kept. (See Appendix A-F6).</p> <p>3. Any variations to water quality must be supported by a risk assessment and associated documentation and be verified at audit.</p>	
	<p>Freshcare Resources</p> <ul style="list-style-type: none"> Appendix – A-F6 Evidence of compliance for water Appendix – RA-F1.4 Risk assessment – preharvest water Factsheet – F6 Water 	<p>External Resources</p> <ul style="list-style-type: none"> Guidelines for Fresh Produce Food Safety (2019) Chapter 7 Managing water, page 33 Australian Guidelines for Water Recycling (2008) Australian drinking water guidelines (2011) GLOBALG.A.P - https://www.globalgap.org/uk_en/documents

Element	Compliance Criteria		Records
F7 Allergens			
F7.1	Identify and manage potential sources of allergens.	<ol style="list-style-type: none"> 1. Raw material inputs are reviewed for known allergens. 2. If allergens are identified, an allergen management plan is documented and must include: <ul style="list-style-type: none"> • a list of all raw materials and/or produce containing allergens • how these products are used, stored and handled • control measures to prevent cross-contamination. 3. Workers are trained: <ul style="list-style-type: none"> • to identify, avoid introducing and remove allergens • in allergen control measures (where required). 	Form – F7 Allergen management plan
F7.2	Manage allergen labelling.	<ol style="list-style-type: none"> 1. Labelling of packed product that contains, or may contain, allergens is compliant with allergen labelling regulations in the country of production and/or the country of destination. 	
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – F7 Allergens 		External Resources <ul style="list-style-type: none"> • Guidelines for Fresh Produce Food Safety (2019) Chapter 16 Allergens, page 81 • Allergen Bureau www.allergenbureau.net


Element	Compliance Criteria		Records
F8	Premises, facilities, equipment, tools, packaging and vehicles		
F8.1	Construct and maintain growing, handling, packing and storage facilities to ensure they are suitable for the production and preparation of produce.	<ol style="list-style-type: none"> 1. Produce growing, handling, packing (including in-field packing) and storage facilities are located, designed, constructed and maintained (interior and exterior) to minimise the risk of contaminating produce. 2. Mezzanine floors, walkways and stairs are designed and constructed to minimise the risk of contaminating produce. 3. Lighting in growing, packing and storage areas is adequate for the tasks performed. 4. Lights above produce handling and storage areas are fitted with shatter proof covers and/or shatter proof bulbs. 5. Glass, hard or brittle plastic, ceramic or similar materials are removed from produce handling and storage areas. Where this is not possible, precautions are taken to ensure these materials do not contaminate produce. 6. Items that are not needed for production are removed from produce handling and storage areas. Items needed for production are managed to minimise the risk of contaminating produce. 7. Surfaces that contact produce in the packing area are cleaned and maintained to ensure they do not contaminate produce. 8. Produce is not stored with or near materials that may present a risk of contaminating produce. 9. Chemicals, grease, oil, fuel and farm machinery are segregated from packing and produce storage areas. 10. Workshop equipment is not operated during production or is screened to prevent contamination of produce. 11. Facilities are kept clean and are subject to regular cleaning. 	Form – F8 Facilities audit checklist
GF8.1	Construct and maintain growing, packing and storage facilities to ensure they are suitable for the production and preparation of produce	<ol style="list-style-type: none"> 1. Produce packed in the field is removed from the field at the end of the day and stored overnight in facilities constructed and maintained to minimise the risk of contaminating produce. 2. Written procedures exist for handling glass and /or clear hard plastic breakages. 3. Changing facilities are used for changing into protective clothing when required. 	


Element		Compliance Criteria	Records
F8.2	Construct and maintain facilities for handling and packing produce for retail sale (includes, but is not limited to, retail crates, pre-packs).	<ol style="list-style-type: none"> 1. The packing and storage of produce for retail sale is conducted in a designated clean area, and constructed and maintained to minimise the risk of contaminating packed produce. 2. Hand washing facilities are easily accessed by workers before entry into the packing area. 3. Facilities are reviewed at the start of the production season and at least weekly during operation. A record is kept. 	Form – F8 Facilities audit checklist
F8.3	Provide and maintain toilets and hand washing facilities to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. Toilets and hand washing facilities must be: <ul style="list-style-type: none"> • located to minimise the risk of contaminating produce and maximise accessibility • provided to accommodate the number of workers • kept clean, and regularly maintained and serviced • designed to ensure hygienic removal of waste and to minimise the risk of contaminating produce directly, or indirectly, through contamination of growing site or water sources • equipped with running water (as specified in F6.4.1), liquid soap, mechanism/s for effective hand drying, and waste disposal facilities (See Appendix A-F8) • hand washing instructions are displayed. 2. For produce that has an edible skin and may be eaten uncooked, all workers must apply hand sanitiser before handling produce or materials that may come into contact with produce. 	
GF8.3	Provide and maintain toilets, hand washing facilities and protective clothing to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. Toilets and hand washing facilities are located within 500m or 7 mins of place of work 2. Hand washing facilities are equipped with non-perfumed soap and water that meets the defined requirements as per F6.4. 3. Toilets in facilities do not open directly onto produce handling areas, unless the door is self-closing. 4. When the risk assessment in GF1.5 (Hygiene risk assessment) determines that specific clothing (e.g. smocks, aprons, sleeves, gloves, footwear) shall be used, it shall be cleaned when it becomes soiled to the point of becoming a risk of contamination, and shall be effectively maintained and stored. 	

Element		Compliance Criteria	Records
F8.4	Construct and maintain septic, waste and drainage systems to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. Septic, waste disposal and drainage systems are designed, located and constructed to minimise the risk of contaminating produce directly, or indirectly, through contamination of growing site or water sources. 2. Drains are designed to: <ul style="list-style-type: none"> • prevent ponding in areas where produce is handled and stored • prevent pests entering the facility • enable regular cleaning. 3. Drains must be kept clean. 	Property map
F8.5	Maintain and clean tools, equipment and containers that contact produce.	<ol style="list-style-type: none"> 1. Tools, equipment, and containers are made of substances that are non-toxic, and designed and constructed to enable regular cleaning and maintenance. 2. Tools, equipment, and containers are stored in a manner that minimises contamination. 3. Handheld harvesting tools are cleaned each day before use and accounted for at the end of each day. 4. For produce that has an edible skin, and may be eaten uncooked: <ul style="list-style-type: none"> • produce containers used at harvest are handled to avoid produce being contaminated by soil or other physical contaminants • a food grade liner is used when containers cannot be effectively cleaned. 5. Wooden bins and pallets are checked for cleanliness, foreign objects, pest infestation and protruding nails or splinters. Where required, bins and pallets are cleaned, repaired, rejected or covered with a protective material. 6. Containers used for storing waste chemicals or dangerous substances are clearly identified and not used for produce. 	
F8.6	Maintain monitoring and measuring equipment.	<ol style="list-style-type: none"> 1. Monitoring and measuring equipment is identified, checked for operational efficiency and accuracy, and calibrated using a recognised method at a predetermined frequency. A record is kept. 	<p>Form – F8 Measuring and monitoring equipment register</p> <p>Form – F8 Calibration record</p>
GF8.6	Maintain monitoring and measuring equipment.	<ol style="list-style-type: none"> 1. Monitoring and measuring equipment is identified, checked for operational efficiency and accuracy, and calibrated using a recognised method at least annually. A record is kept. 	<p>Form – F8 Calibration record</p> <p>Form – F11 Suppliers</p>


Element	Compliance Criteria	Records	
	2. Equipment calibration, where conducted by an independent calibration scheme, records shall be available to demonstrate competency.		
F8.7	Manage packaging materials to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. Packaging materials used for retail sale are food grade. 2. Packaging materials are stored in a manner that minimises contamination. 3. All packaging is checked for cleanliness, foreign objects and pest infestation. Where required, packaging is cleaned, rejected or covered with a protective material. 	Form – F11 Suppliers
GF8.7	Manage packaging materials to minimise the risk of contaminating produce.	1. Packaging materials contacting produce are food grade.	Form – F11 Suppliers Food Grade Status
F8.8	Construct and maintain cooling systems to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. Cooling systems are checked to ensure they are operating at specified temperatures. Systems are maintained and calibrated. 2. Measures are taken to prevent condensate and defrost water from cooling systems contacting produce. 	Form – F8 Calibration record
GF8.8	Construct and maintain cooling systems to minimise the risk of contaminating produce.	1. Procedures exist for monitoring temperature and /or humidity control of stored produce. Records are kept.	Form – GF8 temperature monitoring
F8.9	Manage produce transport vehicles to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. Produce is not transported under conditions or with other goods that present a potential source of contamination. 2. Transport vehicles are checked before use for cleanliness, foreign objects and pest infestation. Where necessary, vehicles are cleaned to prevent contamination of produce. 3. Transport refrigeration systems are checked to ensure they are operating at specified temperatures. 	

Element		Compliance Criteria	Records
GF8.9	Manage produce transport vehicles to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. Transport vehicles, including forklifts and other internal transport vehicles, are checked for cleanliness, foreign objects, pest infestation and potential of contamination through emissions before use. 2. Where necessary, vehicles are cleaned and maintained to prevent contamination of produce. 3. Where possible forklifts and other driven trolleys are electric or gas. 	
F8.10	Preventative maintenance, and cleaning is effective to minimise the risk of contaminating produce.	<ol style="list-style-type: none"> 1. A documented plan of preventive maintenance is followed. The plan describes: <ul style="list-style-type: none"> • areas/equipment • details of maintenance • frequency of maintenance • name of person responsible for ensuring maintenance is completed. 2. A documented plan is followed for cleaning of produce handling and storage areas, equipment, containers, materials and vehicles that come into contact with produce. The plan describes: <ul style="list-style-type: none"> • areas and items to be cleaned • cleaning agents and the methods used • frequency of cleaning • name of person responsible for ensuring cleaning is completed. 3. Chemicals used for cleaning are approved for use in a food handling area and are used according to label instructions. 4. Cleaning materials and equipment are stored and managed to minimise the risk of contaminating produce. 5. Monitoring activities are undertaken to ensure cleaning is effective. 	<p>Form – F8 Preventive maintenance plan</p> <p>Form – F8 Cleaning plan</p>


Element		Compliance Criteria	Records
GF8.10	Preventative maintenance, and cleaning is effective to minimise the risk of contaminating produce	<ol style="list-style-type: none"> 1. Records of maintenance and cleaning are kept. 2. Lubricants and other processing products that may contact produce are approved for use in food handling area, not be a source of contamination and are used according to label instructions. 3. These materials are stored and managed to minimise the risk of contaminating produce. 4. Irrigation and fertigation equipment is identified and maintained at least annually. A record is kept. 	<p>Form – GF8 Preventive maintenance records</p> <p>Form – F8 Cleaning Records</p> <p>Safety Data Sheets</p> <p>Maintenance records</p>
F8.11	Waste is managed and appropriately disposed of.	<ol style="list-style-type: none"> 1. Waste containers are provided, appropriate for use, clearly identified and emptied on a regular basis. 2. Waste disposal is appropriate for the type of waste generated. 3. Waste storage and disposal sites are located to minimise the risk of contaminating produce, are clearly identified and kept clean and tidy. 	Property map
GF8.11	Waste is managed and appropriately disposed of.	<ol style="list-style-type: none"> 1. The immediate vicinity of growing, packing and storage facilities are kept clean. All waste packaging materials are removed from the field. 2. Litter and waste, including fuel spills, are cleaned up. 	
	Freshcare Resources		External Resources
	<ul style="list-style-type: none"> • Appendix – A-F8 Approved mechanisms for hand drying • Factsheet – F8 Premises, facilities, equipment, tools, packaging and vehicles 		<ul style="list-style-type: none"> • Guidelines for Fresh Produce Food Safety (2019) Chapter 9 Managing facilities, page 55 • Guidelines for Fresh Produce Food Safety (2019) Chapter 10 Managing equipment and tools, page 59 • Guidelines for Fresh Produce Food Safety (2019) Chapter 11 Managing containers and packaging, page 64 • Guidelines for Fresh Produce Food Safety (2019) Chapter 12 Vehicle maintenance and hygiene, page 68


Element		Compliance Criteria	Records
F9 Animals and pests			
F9.1	Measures are taken to minimise animal and pest presence.	<ol style="list-style-type: none"> In and around areas where produce is grown, packed and stored, measures are taken to: <ul style="list-style-type: none"> minimise animal and pest presence exclude wildlife and domestic animals discourage roosting of birds. 	
F9.2	Document and implement a plan for managing pests.	<ol style="list-style-type: none"> A documented plan is followed to manage pests in and around growing, packing and storage areas. The plan must include: <ul style="list-style-type: none"> method used location of baits and traps frequency of checking baits and traps name of person responsible for placing, checking and restocking baits and traps. Method and chemicals used for pest management are: <ul style="list-style-type: none"> appropriate for use in growing, packing and storage areas used according to label instructions not applied to the harvestable part of the crop. Baits and traps used for pest management are located and contained to minimise the risk of contaminating produce, packaging containers, materials and equipment. Pest control measures are monitored to ensure they are effective. A record is kept. 	<p>Form – F9 Pest management plan</p> <p>Form – F9 Pest monitoring record</p>
 Freshcare Resources <ul style="list-style-type: none"> Factsheet – F9 Animals and pests 		External Resources <ul style="list-style-type: none"> Guidelines for Fresh Produce Food Safety (2019) Chapter 13 Managing animals , page 70 	

Element		Compliance Criteria	Records
F10	People		
F10.1	Food safety instructions are communicated to workers and visitors to minimise the risk of chemical, microbial and physical contamination of produce.	<ol style="list-style-type: none"> Written food safety instructions are provided to workers and visitors and must include requirements for: <ul style="list-style-type: none"> health status personal hygiene handwashing management of clothing and personal items use of protective clothing (where required) general behaviour. Food safety instructions are reinforced with prominent signs and/or basic written or pictorial training guides. Compliance with food safety and hygiene requirements is monitored. 	Form – F10 Food safety instructions
GF10.1	Food safety instructions are communicated to workers contractors and visitors to minimise the risk of chemical, microbial and physical contamination of produce.	<ol style="list-style-type: none"> In addition to the requirements in F10.1.1, written food safety instructions are provided to workers, contractors and visitors in the predominant language of the workplace and shall include requirements for: <ul style="list-style-type: none"> health status, including relevant infections or conditions handwashing before starting work, after using toilet, after handling contaminated material, after smoking or eating, after breaks and at any other times hands may become a source of contamination need to cover cuts restriction of smoking, eating, chewing and drinking, with the exception of drinking water, are confined to designated areas away from produce need to notify of product contamination with bodily fluids including where appropriate, the use suitable protective clothing to prevent product contamination any additional harvest and post-harvest processes based on risk assessment conducted under GF1.5.5. Compliance with food safety and hygiene requirements is monitored such that visual evidence shows that no violations of the hygiene instructions and procedures occurs. 	Form – GF10 Food safety instructions

		3. Written accident and emergency procedures, and contingency plans for identified risks exist and are displayed in accessible and visible locations for workers, visitors and contractors.	
F10.2	Manage access to the property, growing sites and product handling areas to minimise the risk of contamination of produce.	<ol style="list-style-type: none"> 1. Entry is restricted to authorised persons. 2. Workers or visitors known, or suspected to be suffering from or to be a carrier of a disease or illness likely to be transmitted through fresh produce: <ul style="list-style-type: none"> • must report to management • are not permitted to handle produce • are not permitted to enter food handling areas. 	
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – F10 People 	External Resources <ul style="list-style-type: none"> • Guidelines for Fresh Produce Food Safety (2019) Chapter 14 Managing People, page 72 • Signs are available for download on the Freshcare eLearning website www.freshcare.com.au/elearning 	


Element		Compliance Criteria	Records
F11	Suppliers		
F11.1	Identify and manage materials and services that may introduce a food safety risk.	<ol style="list-style-type: none"> Suppliers of materials and services that may introduce a food safety risk are identified. A record is kept and reviewed annually. Suppliers of materials and services identified in F11.1.1 must comply with the applicable requirements of the Freshcare Food Safety & Quality Standard. Evidence of compliance for suppliers of materials and services is kept and must include: <ul style="list-style-type: none"> independent evidence of compliance, or a written declaration to comply with requirements, or a record of inspection/assessment against requirements. Purchase records are kept for materials and services identified in F11.1.1 and must include: <ul style="list-style-type: none"> name of supplier date of purchase material or service supplied. Competent laboratories are used when testing to verify compliance with requirements of the Freshcare Food Safety & Quality Standard. 	<p>Form – F11 Supplier table</p> <p>Supplier acknowledgements of compliance</p> <p>Evidence of compliance to requirements</p> <p>Purchase and inspection records from suppliers</p>
GF11.1	Identify and manage materials and services that may introduce a food safety risk.	<ol style="list-style-type: none"> Purchase records are kept for seed and propagation materials and must include name of any chemicals used. 	Evidence of compliance to requirements
F11.2	Manage Freshcare certified produce.	<ol style="list-style-type: none"> All produce represented for sale as Freshcare certified must be: <ul style="list-style-type: none"> grown by a business currently certified to Freshcare Food Safety & Quality Standard or alternate, approved GFSI benchmarked standard (See Appendix A-F11) packed by a business currently certified to Freshcare Food Safety & Quality Standard or alternate, approved GFSI benchmarked standard (See Appendix A-F11). 	
GF11.2	Identify and manage materials and services	<ol style="list-style-type: none"> Suppliers of materials and services that may impact compliance this Standard are identified and comply with the applicable requirements of the Standard. A record is kept in accordance with F11.1.3 and reviewed annually. 	Form – F11 Supplier table

	impacting compliance with Freshcare Plus.	<p>2. Purchase records are kept for materials and services identified in the risk assessment and must include:</p> <ul style="list-style-type: none"> • name of supplier • date of purchase • material or service supplied. 	
GF11.3	Managed subcontracted services to ensure compliance with this Standard.	<p>1. The producer is responsible for observing the control points applicable to the tasks performed by the subcontractors who carry out activities covered in the Freshcare PLUS Standard, by checking and signing the assessment of the subcontractor for each task and season contracted. A record is kept.</p>	Contractor Records
	<p>Freshcare Resources</p> <ul style="list-style-type: none"> • Appendix – A-F11 Food Safety Programs Recognised by Freshcare • Factsheet – F11 Suppliers • List of food safety programs recognised by Freshcare is available on the Freshcare website www.freshcare.com.au 	<p>External Resources</p> <ul style="list-style-type: none"> • Guidelines for Fresh Produce Food Safety (2019) Chapter 15 Suppliers of inputs and services, page 79 	


Element		Compliance Criteria	Records
F12 Food defence and food fraud			
F12.1	Identify potential food defence threats that may impact food safety and implement control measures where required.	<ol style="list-style-type: none"> 1. A food defence vulnerability assessment is completed to assess the risk of intentional contamination of: <ul style="list-style-type: none"> • raw materials (business inputs or produce) • end product. 2. Where a food defence threat is identified, a control plan is documented and must include mechanisms for control to mitigate risk to public health. 3. The food defence vulnerability assessment and control plan is reviewed at least annually and updated when changes occur. 	Form – F12 Food defence vulnerability assessment and control plan
GF12.1	Identify potential food defence threats that may impact food safety and implement control measures where required.	<ol style="list-style-type: none"> 1. The food defence vulnerability assessment considers the risk posed by employee and subcontractors. Information on all employees and subcontractors will be maintained. 	Personnel and Supplier Records
F12.2	Identify potential vulnerabilities for food fraud that may impact food safety and implement control measures where required.	<ol style="list-style-type: none"> 1. A food fraud vulnerability assessment is completed to assess the potential risk of intentional adulteration, substitution or misrepresentation of: <ul style="list-style-type: none"> • raw materials (business inputs or produce) • end product. 2. Where a food fraud vulnerability is identified, a control plan is documented and must include mechanisms for control to mitigate risk to public health. 3. The food fraud vulnerability assessment and control plan is reviewed at least annually and updated when changes occur. 	Form – F12 Food fraud vulnerability assessment and control plan
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – F12 Food fraud and food defence 		External Resources

Element	Compliance Criteria		Records
F13	Product identification and traceability		
F13.1	Maintain a product identification and traceability system to enable produce to be traced from production to its destination.	<ol style="list-style-type: none"> 1. A record of all produce harvested is kept and must include: <ul style="list-style-type: none"> • crop/variety • growing site • earliest harvest date in consideration of exclusion periods • harvest date • packing date • batch identification code (where applicable) • quantity • destination. 2. Where harvested produce is sent to another business for packing or further processing, each delivery is clearly identified with supplier name and harvest or delivery date. 3. A record of all produce received from suppliers is kept and must include: <ul style="list-style-type: none"> • supplier business name • crop/variety • date received • packing date • batch identification code (where applicable). 4. All packed produce sent to a customer is marked with: <ul style="list-style-type: none"> • business name and physical address • packing date and/or batch identification code • other trade descriptions required by customer or legislation. 	<p>Form – F13 Harvest and packing record</p> <p>Form – F13 Supplier traceability</p> <p>Dispatch records</p>
GF13.1	Maintain a product identification, segregation and traceability system to enable produce to be traced from production to its destination.	<ol style="list-style-type: none"> 1. The product identification and traceability system is documented and includes how the identity of Freshcare PLUS certified and non (Freshcare PLUS) certified produce is maintained. 2. Freshcare PLUS certified product is segregated from other product. A record is kept and must include: <ul style="list-style-type: none"> • identification and traceability details for all Freshcare PLUS certified product • all other traceability details as required in F13.1. 	<p>Form – F13 Harvest and packing record</p> <p>Form – F13 Supplier traceability</p> <p>Dispatch/ Shipping records</p>

Element	Compliance Criteria	Records
	<ol style="list-style-type: none"> 3. Sales documentation will include details to permit traceability back to current Freshcare PLUS certification. 4. A record of all produce purchased from suppliers is kept and must include (in addition to the requirements of F13.1.3): <ul style="list-style-type: none"> • certification status, including copy of certificate(s) • receipt identification code(s) • traceability data/codes related to the purchased products • quantity received • purchase orders/ invoices 5. Records of all produce stored are kept and must include: <ul style="list-style-type: none"> • crop/variety • quantity • certification status • traceability data/codes identification code(s) 6. Records of all produce sold are kept and must include: <ul style="list-style-type: none"> • crop/variety • quantity sold • certification status • date shipped • traceability data/codes identification code(s) 7. A conversion or loss ratio from incoming product to pack out is calculated for each relevant handling process and losses are controlled where possible. 8. Records shall be kept reconciling: <ul style="list-style-type: none"> • quantity purchased and quantity sold • quantities of Freshcare Plus certified and non-certified produce sold (AF14.2) 9. A mass balance verification of is carried out separately for Freshcare PLUS certified and non-certified product. The frequency of the verification is appropriate to scale of operation but shall be at least annual. A record is kept. It shall include: <ul style="list-style-type: none"> • quantities grown, 	<p>Mass balance records</p>

Element	Compliance Criteria	Records	
	<ul style="list-style-type: none"> • quantities purchased, • quantities stored, • quantities packed and • quantities shipped. 		
F13.2	<p>Maintain product release procedures to enable produce that does not meet food safety requirements to be clearly identified and controlled to prevent unintended use or delivery.</p>	<ol style="list-style-type: none"> 1. Documented release procedures are maintained and implemented. 2. Product release procedures are reviewed at least annually. A record is kept. 	Product release procedures
GF13.2	<p>Maintain product release procedures to enable produce that does not meet food safety requirements to be clearly identified and controlled to prevent unintended use or delivery.</p>	<ol style="list-style-type: none"> 1. Documented release procedures are maintained and implemented, appropriately to the scale of the operation, for identifying certified and, when applicable, non-certified quantities purchased from different sources (i.e. other producers or traders) for all registered products. 2. Produce is checked before dispatch to ensure Freshcare PLUS certified and non Freshcare PLUS certified products are correctly identified and are in accordance with F13.2. A record is kept. 	Form – F13 Harvest and packing record
	<p>Freshcare Resources</p> <ul style="list-style-type: none"> • Factsheet – F13 Product identification and traceability 	<p>External Resources</p> <ul style="list-style-type: none"> • Guidelines for Fresh Produce Food Safety (2019) Chapter 17 Product identification, traceability and recall, page 84 	


Element	Compliance Criteria		Records
F14	Incident management, recall and withdrawal		
F14.1	Maintain an incident management procedure to ensure produce that does not meet food safety requirements is effectively managed	<ol style="list-style-type: none"> 1. An incident management procedure must include the requirements for: <ul style="list-style-type: none"> • incident reporting • product hold and release • product withdrawal and product recall 2. The incident management procedure is documented and must include: <ul style="list-style-type: none"> • workers responsible for incident management • name of person documenting the plan • date plan is developed. 3. A test of the incident management procedure is conducted at least annually. A record is kept. 4. The incident management procedure is reviewed at least annually, and following any event requiring the incident management procedure to be actioned. A record is kept. 	Form – F14 Incident management procedure
F14.2	Manage product recall and withdrawal.	<ol style="list-style-type: none"> 1. In the event of a potentially serious food safety incident, the matter is investigated to determine the extent of the problem. Where required, further action is taken. 2. Establish the level of recall (or withdrawal) relevant for the produce supplied to customers as a: <ul style="list-style-type: none"> • trade level recall, or • consumer level recall. 3. If a recall is required, the relevant recall is implemented. 4. Where produce is supplied direct to consumers, a mock recall is completed annually using the A&NZ Product Recall/Withdrawal form. A record is kept. 	Form – F14 Trade level recall form A&NZ Product Recall/Withdrawal form Mock recall record
GF14.2	Maintain a product recall system enabling unsafe produce to be effectively recalled.	<ol style="list-style-type: none"> 1. The recall must be able to trace product backward (including other product supplied to the business) and forward. 	Mock recall record


Element	Compliance Criteria	Records
	<p>Freshcare Resources</p> <ul style="list-style-type: none"> • Factsheet – F14 Incident management, recall and withdrawal 	<p>External Resources</p> <ul style="list-style-type: none"> • Guidelines for Fresh Produce Food Safety (2019) Chapter 17 Product identification, traceability and recall, page 84 • Updated copies of the A&NZ Product Recall/Withdrawal form can be found on the Australian Food and Grocery Council website www.afgc.org.au • Food Standards Australia New Zealand (FSANZ) www.foodstandards.gov.au/industry/foodrecalls


Freshcare Code of Practice Environmental Edition 3


Environment Management


Element		Compliance Criteria	Records
M1 Scope and commitment			
M1.1	Define the business scope and the scope of Freshcare certification.	<ol style="list-style-type: none"> 1. The scope of Freshcare certification is defined by the owner or appropriate senior manager. 2. All business enterprises and activities undertaken are recorded. 3. Flowcharts are completed to document the crops and activities for which Freshcare certification is required. 	<p>Form – M1 Scope</p> <p>Form – M1 Flowchart</p>
M1.2	Identify property areas, infrastructure and surrounds on a property map.	<ol style="list-style-type: none"> 1. A property map is documented and maintained. The map identifies: <ul style="list-style-type: none"> • property boundaries, roads and surrounds (farming, school, sports fields, residential, etc.) • sensitive areas adjacent to the property boundary such as National Parks, World Heritage-listed areas, Ramsar-listed wetland areas, wildlife sanctuaries/corridors or other specified conservation areas • production areas and growing sites • farm houses, buildings, sheds, on-farm roads and access points • toilet facilities, septic tanks and seepage pads • worker accommodation and facilities • bulk fuel storage, including underground tanks • chemical storage areas, mixing areas, equipment clean-down areas, dip sites (postharvest, livestock) and disposal trenches/evaporation ponds • storage sites for waste, including controlled wastes (empty chemical containers awaiting collection, tyres) • fertiliser and soil additive storage areas, composting/ageing and mixing/loading areas • water sources, extraction points and delivery infrastructure • drainage lines and discharge points • natural waterways, wetlands, riparian areas and lakes • areas that are, or are at risk of being, highly degraded, eroded or contaminated 	Property map

Element	Compliance Criteria		Records
		<ul style="list-style-type: none"> • significant stands of remnant native vegetation • threatened species • other sensitive areas with high conservation value. 	
M1.3	Define the business organisational structure.	<ol style="list-style-type: none"> 1. The organisational structure of the business is documented and must include: <ul style="list-style-type: none"> • workers responsible for the management of environmental compliance • reporting relationships of all workers whose roles may affect environmental compliance. 	Organisational chart
M1.4	Document the business commitment to the Freshcare Code of Practice.	<ol style="list-style-type: none"> 1. The owner or appropriate senior manager signs a commitment statement to support and comply with the Freshcare Code of Practice Environmental, Freshcare Rules, Environmental Action Plan (E1) and all legislative requirements. 2. The commitment statement is communicated to all workers. 3. The commitment statement is reviewed annually in conjunction with the Environmental Action Plan (E1). 	Form – M1 Commitment statement
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – M1 Scope and commitment • Freshcare Crop List (available via FreshcareOnline) 		External Resources


Element		Compliance Criteria	Records
M2	Documentation		
M2.1	Verify compliance with the Freshcare Code of Practice through relevant documents and records.	<ol style="list-style-type: none"> 1. The current editions of the Freshcare Code of Practice Environmental and the Freshcare Rules are kept. 2. All records and documents required to verify compliance to this Code of Practice are legible and must include: <ul style="list-style-type: none"> • title • date of issue or version number • business name • name of the person completing the record, and date of completion. 3. As documents and records change, out-of-date versions are replaced. 4. All records are kept for a minimum of two years (or longer if required by legislation, customers or this Code of Practice). 	<p>Freshcare Code of Practice Environmental</p> <p>Freshcare Rules</p>
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – M2 Documentation 	External Resources	


Element		Compliance Criteria	Records
M3 Training			
M3.1	Complete Freshcare training.	1. A management representative completes approved Freshcare Environmental training. Evidence is kept. <i>(See Appendix A-M3).</i>	Training certificate
M3.2	Train all workers who complete tasks relevant to this Code of Practice to ensure a base level of environmental awareness.	1. Training is provided for workers who complete tasks relevant to this Code of Practice. 2. Training is provided in the relevant language for workers, or pictorially. 3. A record of internal and external training is kept and must include: <ul style="list-style-type: none"> • name and signature of trainee • name of trainer or training provider • title or topic of the training • date of training and expiry date (when applicable). 4. A review of training is conducted at least annually or when tasks and/or workers change.	Form – M3 Training record – internal ENV Form – M3 Training record – other
	Freshcare Resources		External Resources
	<ul style="list-style-type: none"> • Appendix – A-M3 Approved Freshcare training • Factsheet – M3 Training 		


Element		Compliance Criteria	Records
M4 Internal audit and corrective action			
M4.1	Conduct internal audits to verify ongoing compliance with this Code of Practice.	<ol style="list-style-type: none"> 1. An internal audit of all activities and records relevant to the Freshcare Code of Practice Environmental is conducted at least annually. A record is kept. 2. Workers responsible for completing sections of the internal audit are identified and, where possible, are independent of the practices being assessed. 	Form – M4 Internal audit report
M4.2	Complete corrective actions for any non-compliance.	<ol style="list-style-type: none"> 1. A Corrective Action Record (CAR) must be completed when the requirements of the Freshcare Code of Practice Environmental, Freshcare Rules or legislation are not being met, as identified by: <ul style="list-style-type: none"> • routine activities • annual internal audits • annual external audits • a valid complaint received from a neighbour, customer or regulatory authority • environmental harm has occurred/may occur as a result of property activity, neighbouring activity or a natural event. 2. A Corrective Action Record must include: <ul style="list-style-type: none"> • description of the problem • cause of the problem • whether or not the problem has occurred before • short term fix (action taken to fix the problem) • long term fix (action taken to prevent the problem recurring) • date action completed and the name of the person responsible • review and verify that short term and long term actions are complete and effective • name of the person completing the review and date of review. 3. Reoccurrences of non-compliance are reviewed by the owner or appropriate senior manager. 4. Corrective Action Records are retained for a minimum period of five years (or longer if required by legislation or customers). 	Form – M4 Corrective action record (CAR)
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – M4 Internal audit and corrective action 		External Resources

Element		Compliance Criteria	Records
M5 Customer requirements			
M5.1	Comply with customer requirements.	<ol style="list-style-type: none"> 1. Where a customer requires compliance with specific environmental, sustainable agriculture or greenhouse gas emission practices not covered in this Code, a written copy of these practices is kept. 2. These practices are complied with and included in M4 Internal audits. 	<p>Customer contract, agreement or specifications.</p> <p>Form – M4 Internal audit report</p>
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – M5 Customer requirements 	External Resources	

Environmental

Element	Compliance Criteria	Records	
E1	Environmental action planning		
E1.1	<p>Establish an Environmental Action Plan to identify planned future actions to manage environmental issues and improve the property's environmental values.</p>	<ol style="list-style-type: none"> 1. Conduct an assessment of the property and business operations to identify any environmental issues and assess environmental values. 2. Establish an Environmental Action Plan (EAP) that documents the actions planned to address the environmental issues and improve the environmental values of the property. The EAP must include: <ul style="list-style-type: none"> • date of plan development • environmental issue/value being addressed • location on the property of environmental issue/value • actions planned to address the issue and/or improve the value • worker/s responsible • target date of completion for each action • evaluation of action/s undertaken • date, name and signature of the person verifying action has been completed. 3. Evidence of progress towards and/or changes to planned actions is kept. 4. The Environmental Action Plan is reviewed and updated at least annually. The name of the person completing the review and the date of the review are documented. 	<p>Form – E1 EAP assessment</p> <p>Form – E1 Environmental Action Plan</p>
	<p>Freshcare Resources</p> <ul style="list-style-type: none"> • Factsheet – Environmental action planning 	<p>External Resources</p> <p>HIA Guidelines for Environmental Assurance www.horticulturefortomorrow.com.au</p>	

Element		Compliance Criteria	Records
E2 Land and soil			
E2.1	Manage land and soil, and minimise degradation, erosion compaction and contamination.	<ol style="list-style-type: none"> Soil conservation and crop production practices are chosen to: <ul style="list-style-type: none"> minimise soil degradation, erosion, compaction and contamination optimise soil organic matter and fertility relevant to the particular business enterprise. For identified areas, applicable records of these practices are kept. 	
GE2.1	Manage land and soil, and minimise degradation, erosion, compaction and contamination.	<ol style="list-style-type: none"> Soil conservation and crop production practices include, where possible, crop rotations for annual crops. 	
E2.2	Manage areas with highly degraded, eroded or contaminated soil.	<ol style="list-style-type: none"> Areas identified as being highly degraded, eroded or contaminated are: <ul style="list-style-type: none"> managed to minimise further degradation, erosion or contamination for contaminated soil, contained to minimise movement on and off-site. Remediation activities for areas identified in E2.2.1 are documented in the Environmental Action Plan. 	Form – E1 Environmental Action Plan
	Freshcare Resources <ul style="list-style-type: none"> Factsheet – E2 Land and soil 	External Resources HIA Guidelines for Environmental Assurance Chapter 1: Land and soil management www.horticulturefortomorrow.com.au	


Element		Compliance Criteria	Records
E3 Biosecurity			
E3.1	Manage biosecurity on the property.	<ol style="list-style-type: none"> A Biosecurity Management Program is documented and must include: <ul style="list-style-type: none"> date developed name of the person documenting the Program biosecurity threats related to crops grown strategies/practices to minimise risk (including quarantine regulations and requirements) worker/s responsible. Access to the property and growing sites is restricted to authorised persons. 	Form – E3 Biosecurity Management Program Signage
GE3.1	Manage biosecurity on the property	<ol style="list-style-type: none"> A plant health control system is in place for all in-house production of planting materials. Regular monitoring of production of planting materials occurs. Records detailing signs of pest or disease are kept. Production records identify parent materials and location of production activities (block/paddock). 	
E3.2	Monitor and report unusual findings.	<ol style="list-style-type: none"> Any unusual plant pest, disease or weed identified on the property must be reported to the local department of agriculture or Plant Health Australia. 	
	Freshcare Resources <ul style="list-style-type: none"> Factsheet – E3 Biosecurity 	External Resources <ul style="list-style-type: none"> Plant Health Australia www.planthealthaustralia.com.au Farm biosecurity www.farmbiosecurity.com.au 	

Element	Compliance Criteria	Records	
E4	Chemicals		
E4.1	Select pest and disease control strategies to minimise risk to the environment.	<ol style="list-style-type: none"> 1. Consideration is given to all available methods of pest and disease control (for example biological, chemical, cultural, mechanical and technological) before a control program is chosen. A record of control methods used is kept. 2. When necessary to apply agricultural chemicals, those which are less hazardous to beneficial organisms and/or have a lower environmental impact must be considered. 3. The decision to use agricultural chemicals is based on one or more of the following: <ol style="list-style-type: none"> a) Crop and/or weather monitoring for pest and disease pressure. Records must include: <ul style="list-style-type: none"> • date • area/crop and/or weather parameters monitored • monitoring result and action recommended • name of the person who carried out the monitoring activity. b) External agency pest and disease alerts. Records must include: <ul style="list-style-type: none"> • evidence of subscription alerts • date of alert • pest or disease the alert is issued for • source/agency that issued the alert. c) Documented preventive pest and disease control programs. Records must include: <ul style="list-style-type: none"> • date the program was documented • crop or area to be treated • target pest/disease/weed • chemical to be used • frequency of use (including any limitations on the frequency of chemical use per crop/season) or the stage of crop development • name of the worker/person/organisation that documented the control program. d) Industry preventive control programs or phytosanitary specifications. Records must include: <ul style="list-style-type: none"> • An up-to-date copy of the industry program or phytosanitary specification. 	<p>Form – E4 Pest and disease monitoring record</p> <p>Form – E4 Preventive pest and disease control program</p>


E4.2	Obtain, check and record chemicals.	<ol style="list-style-type: none"> 1. Chemicals are purchased from approved suppliers. <i>(See Appendix A-E4).</i> 2. Chemical containers are adequately labelled and in acceptable condition on receipt. 3. All chemicals purchased are recorded in a chemical inventory. A record is kept and must include: <ul style="list-style-type: none"> • date purchased/received • place of purchase • name of chemical • batch number (where available) • expiry date or date of manufacture • quantity 	Form – E4 Chemical inventory
E4.3	Store, manage and dispose of chemicals to minimise the risk of environmental harm.	<ol style="list-style-type: none"> 1. Chemical storage areas must be: <ul style="list-style-type: none"> • located and constructed to minimise the risk of contaminating the site and surrounding environment • structurally sound, adequately lit and constructed to protect chemicals from direct sunlight and weather exposure • equipped with a spill kit to contain and manage chemical spills • secure, with access restricted to authorised workers. 2. Chemicals are stored in designated separate areas for each category of chemical, and for chemicals awaiting disposal. 3. A current Safety Data Sheet (SDS) is kept for all chemicals stored in the chemical storage area. 4. Chemicals are stored in original containers according to directions on the container label. If a chemical is transferred to another container for storage purposes, the new container is a clean chemical container and a copy of the chemical label is transferred to the new container. 5. Deteriorating chemical labels are replaced immediately with a legible copy. 6. Stored chemicals are checked at least annually to identify and segregate chemicals for disposal that have: <ul style="list-style-type: none"> • exceeded the label expiry date • exceeded the permit expiry date 	Safety Data Sheet/s for all chemicals stored Form – E4 Chemical inventory Disposal receipts/records

		<ul style="list-style-type: none"> • had their registration withdrawn • containers that are leaking or corroded or have illegible labels. <p>7. A record of the check is kept and must include:</p> <ul style="list-style-type: none"> • date of the check • name and quantity of chemicals awaiting disposal • name of the authorised person conducting the check. <p>8. Unusable chemicals and empty chemical containers are legally disposed of through registered collection agencies, or in approved off-farm disposal areas. A record of disposal is kept.</p>	
GE4.3	Store, manage and dispose of chemicals to minimise the risk of environmental harm.	1. Chemical storage area must be able to retain 110% of the volume of the largest container of stored liquid.	
E4.4	Train and authorise workers who store, handle, apply and/or dispose of chemicals.	<p>1. Workers involved in the supervision of storage, handling, application and disposal of chemicals must:</p> <ul style="list-style-type: none"> • have successfully completed a recognised chemical users course or equivalent (See Appendix A-E4). • be competent in chemical storage, handling, application and disposal as specified by the Freshcare Code of Practice Environmental. <p>2. Workers authorised to store, handle, apply and/or dispose of chemicals are trained in practices that minimise the risk of environmental contamination from chemicals and in actions to be taken in the event of chemical spills, leakage or spray drift.</p> <p>3. A register of workers authorised to store, handle, apply and/or dispose of chemicals is maintained and displayed in the chemical storage area.</p>	<p>Record of completion of farm chemical users course</p> <p>Form – E4 Spill response procedure</p> <p>Form – E4 Chemical authorisation record</p>
E4.5	Use chemicals according to regulatory, label and customer requirements.	<p>1. Chemicals are used and applied:</p> <ul style="list-style-type: none"> • according to label directions, or • under ‘off-label permits’ issued by the Australian Pesticides and Veterinary Medicines Authority (APVMA), with a current copy of the permit kept, or • according to relevant state legislation for ‘off-label use’, and • according to specific customer and/or destination market requirements. 	Copies of applicable off-label permits


E4.6	Avoid potential for spray drift.	<ol style="list-style-type: none"> 1. Chemicals are not applied when the risk of contaminating off-target areas with spray drift is high. 2. Spray drift incidents are identified. A record is kept. 	
E4.7	Maintain and calibrate chemical application equipment.	<ol style="list-style-type: none"> 1. Chemical application equipment is maintained and checked for effective operation before and during each use. 2. Equipment is calibrated at least annually or as per manufacturer’s instructions and immediately after spray nozzles are replaced. 3. Equipment is calibrated using a recognised method. A record of calibration is kept and must include: <ul style="list-style-type: none"> • description of method and calibration results • date of calibration • name of the person calibrating the equipment 	Calibration records
E4.8	Manage mixing and disposal of chemical solutions to minimise risk to the environment.	<ol style="list-style-type: none"> 1. Chemical mixing areas are located, constructed and maintained to minimise the risk of contaminating the site and surrounding environment. 2. Leftover chemical solutions are disposed of according to label directions where specified, or in a manner that minimises environmental harm. 	
E4.9	Record all chemical applications.	<ol style="list-style-type: none"> 1. Records of all preharvest chemical applications are kept and must include: <ul style="list-style-type: none"> • application date • start and finish times • location and crop • chemical used (including batch number if available) • rate of application and quantity applied • equipment and/or method used to apply the chemical • wind speed and direction • withholding period (WHP) or earliest harvest date (EHD) • method of disposal of leftover chemical solutions • name and signature of the person who applied the chemical. 2. Records of all postharvest chemical treatments are kept and must include: <ul style="list-style-type: none"> • treatment date • chemical used (including batch number if available) 	Form – E4 Preharvest chemical application record Form – E4 Postharvest chemical application record


		<ul style="list-style-type: none"> • rate of application and/or the quantity applied • equipment and/or method used to apply the chemical • method of disposal of leftover chemical solutions • name and signature of the person who carried out the chemical treatment. 	
	<p>Freshcare Resources</p> <ul style="list-style-type: none"> • Appendix – A-E4 Approved suppliers for chemical purchases • Appendix – A-E4 Freshcare requirements for chemical user training • Factsheet – E4 Chemicals 	<p>External Resources</p> <p>HIA Guidelines for Environmental Assurance Chapter 3: Chemical management www.horticulturefortomorrow.com.au</p> <p>Australian Pesticides and Veterinary Medicines Authority (APVMA): Database of registrations and permits for Agvet chemicals www.apvma.gov.au</p> <p>Infopest: Comprehensive Agvet chemical database www.infopest.com.au</p> <p>ChemClear: Disposal of Agvet chemicals www.chemclear.com.au</p> <p>DrumMUSTER: Disposal of Agvet chemical containers www.drummuster.com.au</p>	


Element		Compliance Criteria	Records
E5 Fertilisers and soil additives			
E5.1	Select fertilisers and soil additives to minimise risk to the environment.	<ol style="list-style-type: none"> The decision to use fertilisers and soil additives is based on one or more of the following: <ul style="list-style-type: none"> results of soil/plant tissue/sap testing crop monitoring with monitoring records kept a recognised nutrition program. Fertilisers and soil additives used comply with heavy metal limits specified in AS4454-2012 Composts, soil conditioners and mulches. <i>(See Appendix A-E5).</i> Workers responsible for crop nutrition are competent to make recommendations relevant to the crops under their management. 	Test results, crop monitoring records
E5.2	Store and manage fertilisers and soil additives to minimise risk to the environment.	<ol style="list-style-type: none"> Storage sites for fertilisers and soil additives are located, constructed and maintained to minimise harm to off-target and sensitive areas from nutrient runoff or leaching. A current Safety Data Sheet (SDS) (where available) is kept for fertilisers and soil additives stored on the property. Workers are trained in practices that minimise the risk of environmental contamination from fertilisers and soil additives. 	Safety data sheet/s for fertilisers and soil additives
GE5.2	Store and manage fertilisers and soil additives to minimise risk to the environment.	<ol style="list-style-type: none"> Inorganic fertilisers are stored in well ventilated, dry area, off the ground. Liquid fertiliser storage tanks are bunded and are able to retain 110% of the volume of the largest container. 	
E5.3	Maintain and calibrate fertiliser and soil additive application equipment.	<ol style="list-style-type: none"> Equipment used to apply fertilisers and soil additives is maintained and checked for effective operation before and during each use. Equipment used to apply fertilisers and soil additives is calibrated at least annually or as per manufacturer's instructions. A record of calibration is kept and must include: <ul style="list-style-type: none"> description of method and calibration results date of calibration name of the person calibrating the equipment. 	Calibration records


E5.4	Record all fertiliser and soil additive applications.	<p>1. Records of all fertiliser and soil additive applications are kept and must include:</p> <ul style="list-style-type: none"> • application date • location and crop • product used • rate of application • wind speed and direction • method of application/incorporation • name and signature of the person applying the fertilisers and soil additives. <p>2. A record of hydroponic nutrient solution monitoring is kept and must include:</p> <ul style="list-style-type: none"> • monitoring date • location and crop • pH and electrical conductivity (EC) of the feed solution • pH and electrical conductivity (EC) of the drainage solution • quantity of drainage solution • name and signature of the person conducting the monitoring activity. 	<p>Form – E5 Fertiliser and soil additive application record</p> <p>Form – E5 Hydroponic nutrient solution monitoring record</p>
	<p>Freshcare Resources</p> <ul style="list-style-type: none"> • Appendix – A-E5 Limits for heavy metal contaminants in fertiliser and soil additives (AS4454-2012). • Factsheet – E5 Fertilisers and soil additives. 	<p>External Resources</p> <p>Australian Standard: AS4454 (2012) Composts, soil conditioners and mulches. HIA Guidelines for Environmental Assurance Chapter 4: Nutrient management www.horticulturefortomorrow.com.au</p>	


Element		Compliance Criteria	Records
E6	Water		
E6.1	Manage water use on the property.	<ol style="list-style-type: none"> 1. A Water Management Program is documented and must include: <ul style="list-style-type: none"> • date developed • name of the person documenting the Program • water resources available • crop water requirements • water budget • irrigation method • irrigation program including justification and schedule • contingency plans if water resources are unavailable. 2. Irrigation requirements are determined using soil/growing medium, crop or weather monitoring methods, or a combination thereof. 3. Irrigation systems are checked and maintained for operational efficiency. 4. Water efficiency must be considered in the selection and design of new irrigation systems and water storages. 5. The Water Management Program is reviewed and updated at least annually. The name of the person completing the review and the date of the review are documented. 	Form – E6 Water Management Program
GE6.1	Manage water use on the property	<ol style="list-style-type: none"> 1. A Water Management Program is documented and includes consideration of: <ul style="list-style-type: none"> • water collection from building roof surfaces • use of recycled water • potential for developing on farm water storage. 2. Any recycled water or collected from building roof must meet the requirements of F6. 3. Where available, forecasting data and monitoring tools should be used to optimize crop irrigation requirements. Where on-farm tools are in place, these should be maintained to ensure that they are effective and in a good state of repair. 4. The Water Management Program is reviewed and updated at least annually by the owner or appropriate senior manager. 	Form – GE6 Irrigation water use Form – M4 Corrective Action record

		<p>5. Where the deficiencies to the Water Management Program are identified, a Corrective Action Record (CAR) is completed (see M4.2).</p> <p>6. A record of irrigation water use is kept and includes:</p> <ul style="list-style-type: none"> • date • actual or estimate flow rate • actual or estimate volume applied <p>7. On farm water storage is maintained in a good state of repair and secured to prevent accidents if required and in accordance with any legislative requirements.</p>	
E6.2	Water is harvested, extracted, stored, used and discharged in accordance with licences and permits.	<p>1. Applicable licences and permits for infrastructure and activities in water harvesting, extraction, storage, use and discharge are current.</p> <p>2. Water licences and permits are adhered to.</p>	Water licenses and permits
E6.3	Manage water to minimise environmental harm.	<p>1. Water used for irrigation is assessed for risk of causing soil degradation by increasing soil salinity, soil acidity, soil alkalinity or soil sodicity.</p> <p>2. Water that may cause soil degradation is, where possible, treated before use or managed to avoid soil degradation.</p> <p>3. Water runoff or water discharge from property activities is managed or treated to minimise environmental harm on and off-site.</p> <p>4. Strategies are implemented to prevent contamination and sedimentation of water sources.</p>	
GE6.3	Manage water to minimise environmental harm	<p>1. Potentially contaminated wastewater from activities such as washing spray equipment, personal protective equipment and machinery is managed or treated to minimise environmental harm and harm to human health and is in accordance with any legislative requirements.</p>	
GE6.4	Conduct risk assessments for preharvest water	<p>1. Risk assessments are conducted to determine the risk of environmental impacts, on and off farm, associated with water management and use on the property. The risk assessment is completed after implementing all elements of E6.</p> <p>2. If the risk assessment conducted in GE6.4.1 determine the risk of the hazard is high, relevant control measures, monitoring and verification activities are implemented.</p>	Form – Risk Assessment
	<p>Freshcare Resources</p> <ul style="list-style-type: none"> • Factsheet – E6 Water 	<p>External Resources</p> <p>HIA Guidelines for Environmental Assurance Chapter 2: Water management www.horticulturefortomorrow.com.au</p>	

Element		Compliance Criteria	Records
E7 Biodiversity			
E7.1	Manage biodiversity on the property.	<ol style="list-style-type: none"> 1. A Biodiversity Management Program is established using strategies and practices to: <ul style="list-style-type: none"> • protect areas of biodiversity identified on the property map • reduce threatening processes • manage feral animals, invasive species, pests, environmental weeds and diseases on the property. 2. The Biodiversity Management Program is documented and must include: <ul style="list-style-type: none"> • date developed • name of the person documenting the Program • biodiversity issues or values • strategies/practices • worker/s responsible. 3. The Biodiversity Management Program is reviewed and updated annually. The name of the person completing the review and the date of the review are documented. 	Form E7 – Biodiversity Management Program
E7.2	Develop strategies to protect and improve biodiversity.	<ol style="list-style-type: none"> 1. Biodiversity protection and improvement strategies are developed with consideration of regional biodiversity priorities. 	
GE7.2	Develop strategies to protect and improve biodiversity	<ol style="list-style-type: none"> 1. Unproductive sites are reviewed for their suitability to become conservation areas. 2. Any unproductive areas suitable for this purpose are included in the Biodiversity Management Plan. 	
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – E7 Biodiversity 	External Resources HIA Guidelines for Environmental Assurance Chapter 5: Biodiversity management www.horticulturefortomorrow.com.au	

Element		Compliance Criteria	Records
E8 Waste			
E8.1	Manage waste on the property.	<ol style="list-style-type: none"> 1. A Waste Management Program is documented and must include: <ul style="list-style-type: none"> • date developed • name of the person documenting the Program • waste type and location • management methods • worker/s responsible. 3. Waste that cannot be avoided, reused or recycled, is disposed of in approved off-site facilities. 4. Records of waste transport and disposal of controlled wastes are kept. 5. All stored waste is managed to minimise the risk of contaminating onsite and off-site areas. 6. The Waste Management Program is reviewed and updated annually. The name of the person completing the review and the date of the review are documented. 	<p>Form E8 – Waste Management Program</p> <p>Transport and disposal receipts/records</p>
GE8.1	Manage waste on the property	<ol style="list-style-type: none"> 1. Sources of pollution (eg: oil, fuel, excess smoke, noise, effluent, excess chemicals) are included in the Waste Management program. 2. Organic wastes are included in the Waste Management Program. 3. Where there is minimal and manageable risk of microbiological contamination of produce, pest, disease or weed carry-over, composted organic wastes are used on the property. 4. If organic wastes are used as fertilisers, they comply with the requirements of F5.1. 5. Substrates (where used) are managed to minimise waste to landfill. If there is no participation in a recycling program available, it should be justified. A record is kept including quantity recycled and date. 	Substrate Recycling and Disposal
E8.2	Review input materials to reduce waste.	<ol style="list-style-type: none"> 1. Raw material inputs, size, quantity/weight, the potential for reuse or recycling, and the residual waste product must be considered in the selection of input materials. 	
 Freshcare Resources <ul style="list-style-type: none"> • Factsheet – E8 Waste 		External Resources HIA Guidelines for Environmental Assurance Chapter 6: Waste management www.horticulturefortomorrow.com.au	

Element		Compliance Criteria	Records
E9	Air		
E9.1	Manage air quality.	<p>1. An Air Quality Management Program is documented and must include:</p> <ul style="list-style-type: none"> • date developed • name of the person documenting the Program • issue/s to be addressed • area/location • management methods • worker/s responsible. <p>2. The Air Quality Management Program is reviewed and updated annually. The name of the person completing the review and the date of the review are documented.</p>	Form – E9 Air Quality Management Program
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – E9 Air 	External Resources <p>HIA Guidelines for Environmental Assurance Chapter 7: Air management www.horticulturefortomorrow.com.au</p>	

Code Element		Compliance Criteria	Records
E10 Energy and fuel			
E10.1	Energy and fuel efficiency is optimised throughout the production system.	<ol style="list-style-type: none"> 1. Electricity and fuel consumption is reviewed at least annually. 2. Efficient operating practices for premises, vehicles, machinery and equipment are identified and implemented. 3. Servicing and maintenance records are kept for vehicles, machinery and equipment. 4. Energy and fuel efficiency must be considered in the selection and/or design of new premises, vehicles, machinery and equipment. 	<p>Electricity and fuel consumption review</p> <p>Form – E10 Service and maintenance record</p>
GE10.1	Energy and fuel efficiency is optimised throughout the production system.	<ol style="list-style-type: none"> 1. Opportunities to improve to energy efficiency are documented in the Energy Efficiency Improvement Plan. A record is kept. 2. The Energy Efficiency Improvement Plan includes consideration of reducing reliance on non-renewable energy sources. 	Energy Efficiency Improvement Plan
E10.2	Bulk fuel is stored to minimise environmental harm.	<ol style="list-style-type: none"> 1. Bulk fuel storages are located, constructed and maintained to minimise the risk of environmental contamination and contain spillage. 2. A current Safety Data Sheet (SDS) is kept for all bulk fuel stored on the property. 	Safety Data Sheets
GE10.2	Bulk fuel is stored to minimise environmental harm.	<ol style="list-style-type: none"> 1. Bulk fuel storages are bunded. 2. Bunds are impervious and able to hold: <ul style="list-style-type: none"> • 110% of the largest tank stored within it, or • 165% of the largest tank stored within it if in an environmentally sensitive area. 3. Signage is present indicting no smoking and appropriate emergency directions provided for as per GG3.3.2 and GG3.5. 	
	Freshcare Resources <ul style="list-style-type: none"> • Factsheet – E10 Energy and fuel 	External Resources <p>HIA Guidelines for Environmental Assurance Chapter 8: Energy and greenhouse gas management www.horticulturefortomorrow.com.au</p>	

GLOBAL G.A.P. Elements

Element	Compliance Criteria	Records	
G1 Genetically Modified Organisms			
GG1.1	Manage genetically modified plant materials in accordance with national and state legislation.	<ol style="list-style-type: none"> If GM plant materials are present, copies of current relevant legislation, associated permits and any specific management advice are available. A record of the specific genetic modification and/or the unique identifier is kept. 	Planting Material Records
GG1.2	Maintain a product identification and traceability system for GM materials	<ol style="list-style-type: none"> A record of all GM cultivars and produce derived from genetic modification is kept and must include all information specified in F13.1. A control plan is documented and implemented detailing segregation measures for GM materials. 	
G2 Integrated Pest Management			
GG2.1	Measures are taken to implement Integrated Pest Control systems.	<ol style="list-style-type: none"> Personnel providing advice regarding IPM can demonstrate their technical competence. External advisers are selected, managed and reviewed in accordance with requirements of Suppliers under GF11.3. Records of skills and training courses attended by management or staff providing IPM advice are kept in accordance with M3.2.4 and M3.2.5. At least two activities per crop are taken to reduce the incidence and intensity of pest attacks. Records are kept. At least two monitoring activities are taken per crop to determine presence of pests and their natural enemies. Crop management strategies are developed based on this information. Records are kept. Where available, anti-resistance recommendations related to the use of chemicals are followed. Records are kept. 	Form - F11 Suppliers Form – M3 Training Records – Other Form – GG- IPM Records

GG3 Worker health and safety

GG3.1	Measures are taken to maintain worker health and safety.	<ol style="list-style-type: none"> 1. Risk assessments are conducted for the entire production process to determine the risk to workers health and safety. A record is kept. 2. If the risk assessments determine the risk of the hazard is high, relevant control measures and procedures are documented, monitoring and verification activities are implemented. 3. The health and safety procedures shall address the points identified in the risk assessment (AF 4.1.1) and shall be appropriate for the farming operations. They shall also include accident and emergency procedures (refer GG3.5) as well as contingency plans that deal with any identified risks in the working situation, etc. 4. The procedures shall be reviewed annually and updated when the risk assessment changes. 5. Responsibility for ensuring compliance with current occupational health and safety requirements (including legislative requirements) is assigned to a senior manager. A record is kept. 6. Regular communication between management and workers regarding occupational health and safety occurs. A record is kept including: <ul style="list-style-type: none"> • date • topics discussed • proposed outcomes, and • actions taken. 	Meeting Minutes (OHS)
GG3.2	Train all workers who complete tasks relevant to Freshcare Plus to ensure a base level of occupational health and safety.	<ol style="list-style-type: none"> 1. All workers shall receive basic occupational health and safety training before starting work. 2. Additional specific worker health and safety training is provided to address risks identified through the GG3.2 risk assessment and any legislative requirements defined 3. Training is provided in the relevant language for workers, and/or pictorially. 4. Where chemicals are used, specified labelling instructions around use of PPE shall be adhered to. 5. At least one person trained in first aid (and training is current according to relevant legislation) is present on farm whenever on farm activities are being carried out. 	Form - M3 Training – Other

		<p>6. A record of internal and external training is kept and must include:</p> <ul style="list-style-type: none"> • name and signature of trainee • name of trainer or training provider • topic of the training • date of training and expiry date (when applicable) <p>7. A review of training is conducted at least annually or when processes and/or workers change.</p>	
GG3.3	Construct and maintain property infrastructure and equipment to minimise risk to worker health and safety.	<p>1. The farm infrastructure, facilities and equipment (property infrastructure) shall be constructed and maintained in such a way as to minimize health and safety hazards for the workers to the extent practical.</p> <p>2. Permanent warning signs identify potentially hazardous areas.</p> <p>3. Signs are in the relevant language for workers, and/or pictorially.</p>	
GG3.4	Provide resources and materials to minimise risk to worker health and safety.	<p>1. First aid is managed in accordance with legislative requirements.</p> <p>2. First aid kits are maintained and accessible:</p> <ul style="list-style-type: none"> • at all permanent sites • for transport to field operations. <p>3. Where required, and in accordance with chemical label and/or safety data sheet and legislative requirements, personal protective equipment (PPE) is provided to and worn by all workers, visitors and subcontractors. It shall be readily available and be kept in a good state of repair. Instructions for use are available, where the items are not labelled accordingly.</p> <p>4. Personal protective equipment (PPE) is cleaned after use (where appropriate) and stored to prevent contamination of personal clothing. When items are no longer fit for use, they shall be disposed of appropriately and considering clauses E8.1 and F8.11.</p> <p>5. All protective clothing and equipment (PPE) including replacements filters, etc. shall be stored outside of the plant protection products/storage facility and physically separated from any other chemicals that might cause contamination of the clothing or equipment.</p> <p>6. There are procedures addressing re-entry times after application of chemicals. Re-entry times are based on label requirements. Where the label does not specify a re-entry time, spray must have dried before re-entry is permitted.</p>	

		<p>7. Facilities to deal with chemical contamination exist and include clearly marked:</p> <ul style="list-style-type: none"> • eye washing amenities • source of clean water within 10m • first aid kit appropriate for dealing with chemical contamination. <p>8. Workers who have contact with chemicals/ PPP's are offered the opportunity to have an annual health check. Health checks may be offered less frequently if supported by the risk assessment (GG3.2.1).</p> <p>9. Health checks comply with appropriate health regulations and privacy laws</p> <p>10. Worker facilities/ amenities are provided and include:</p> <ul style="list-style-type: none"> • food storage areas • designated rest areas • hand washing facilities • access to drinking water. <p>11. Where on-site living quarters are provided, they are habitable and have:</p> <ul style="list-style-type: none"> • a sound roof, windows and doors • access to drinking water • toilets • drainage in accordance with the requirements of the Standard. <p>12. Where transport is provided for workers it:</p> <ul style="list-style-type: none"> • is safe and • complies with road transport (and any other legislative) requirements 	
GG3.5	Accident and emergency procedures shall be clearly displayed and communicated to all persons associated with the farm activities	<p>1. Accident and emergency procedures shall be kept visibly displayed in accessible and visible location(s) for workers, visitors and subcontractors.</p> <p>2. These instructions are available in the predominant language(s) of the workforce and/or pictorially.</p> <p>3. The procedures shall include:</p> <ul style="list-style-type: none"> • The farm's map reference or farm address • The contact person(s). 	

		<ul style="list-style-type: none"> • An up-to-date list of relevant phone numbers (police, ambulance, hospital, fire-brigade, access to emergency health care on site or by means of transport, supplier of electricity, water and gas). <p>4. Examples of other procedures that can be included:</p> <ul style="list-style-type: none"> • The location of the nearest means of communication (telephone, radio). • How and where to contact the local medical services, hospital and other emergency services. (WHERE did it happen? WHAT happened? HOW MANY injured people? WHAT kind of injuries? WHO is calling?). • The location of fire extinguisher(s). • The emergency exits. • Emergency cut-offs for electricity, gas and water supplies. • How to report accidents and dangerous incidents. <p>5. When required to ensure appropriate action, information (e.g. website, telephone number, safety data sheets (SDS), etc.) is accessible.</p>	
G4 Suppliers			
GG4.1	Identify and manage materials and services that may have environmental impact.	1. Natural substrates do not come from designated conservation areas. A record is kept.	Form – F11 Suppliers

Appendix 1

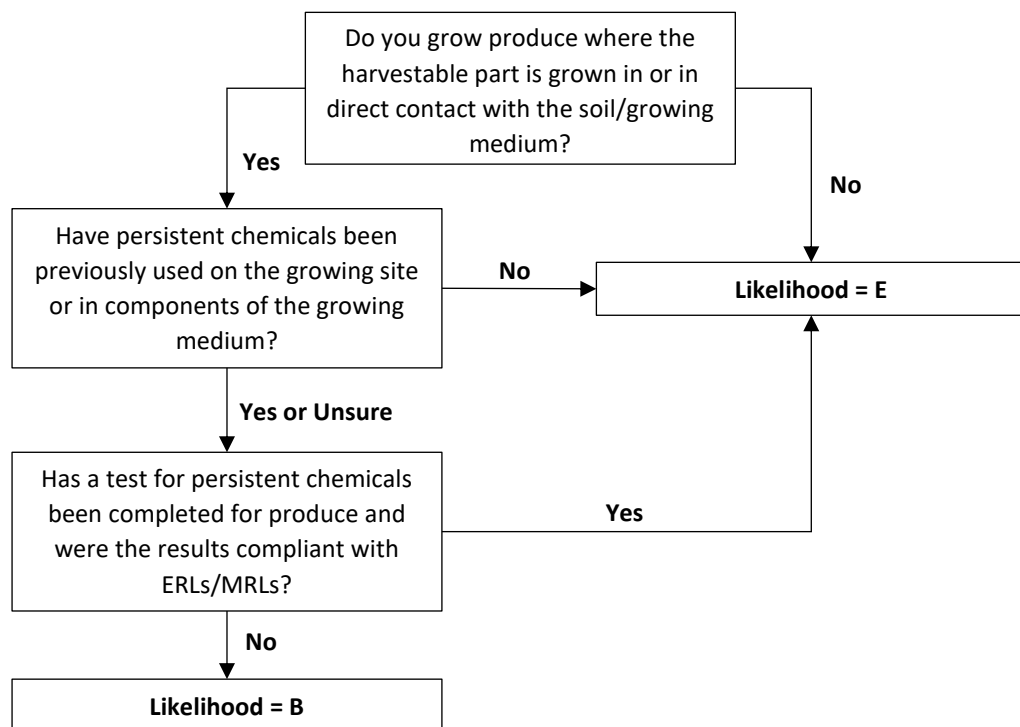
Reference table	
Reference	Compliance Criteria
A-M3	<p>Approved Freshcare training includes:</p> <ul style="list-style-type: none"> • <i>Freshcare Food Safety & Quality Edition 4.1 Training</i> • Freshcare Food Safety & Quality Edition 4 Training. <p>AND</p> <ul style="list-style-type: none"> • Freshcare Environmental Edition 3 Code of Practice training • Freshcare Environmental 2nd Edition Code of Practice training
A-F4 and A-E4	<p>Requirements for chemical user training, the following national competencies are included in all farm chemical user training qualifications:</p> <ul style="list-style-type: none"> • AHCCHM306 - Prepare and apply chemicals to control pest, weeds and diseases OR AHCCHM307 Prepare and apply chemicals for hand held application equipment • AHCCHM304 Transport and store chemicals <p>Note: this is the most recent qualification at time of publication. Confirm superseded units of competency via https://training.gov.au/Home/Tga</p>
A-E4	<p>Approved suppliers for chemical purchases can be demonstrated by:</p> <ul style="list-style-type: none"> • AgSafe accreditation. • establishing a supplier agreement that ensures: <ul style="list-style-type: none"> ○ all chemicals provided are adequately labelled and in acceptable condition ○ all chemicals provided are within Use By dates.
A-F5 and A-E5	<p>Limits for heavy metal contaminants in growing medium and fertilisers and soil additives comply with those specified in AS4454-2012:</p> <ul style="list-style-type: none"> • Cadmium <1mg/kg (dry weight basis) • Lead <150mg/kg (dry weight basis).
	<p>Evidence of compliance for treated fertilisers and soil additives containing manures and/or food waste:</p> <ul style="list-style-type: none"> • Sourced from suppliers with an approved certified treatment process – evidence of certification to AS4454-2012 is provided. • Sourced from suppliers that follow a documented, verified treatment process (AS4454-2012 or other equivalent time/temperature treatments) – details of the treatment process and a Certificate of Analysis for each batch of product supplied to verify the treatment process achieves <i>E. coli</i> <100 cfu/g, <i>Salmonella</i> Not Detected/25g. • Treated on farm to a documented, verified treatment process (AS4454-2012 or other equivalent time/temperature treatments) – treatment records are kept and must include: <ul style="list-style-type: none"> ○ product composition ○ description of treatment method

Reference table		
Reference	Compliance Criteria	
	<ul style="list-style-type: none"> ○ treatment start and end date ○ date and temperature readings ○ batch identification code ○ estimated quantity of batch ○ name of person that supervised the treatment. <p>A Certificate of Analysis for each batch of product is kept verifying the treatment process achieves <i>E. coli</i> <100 cfu/g, <i>Salmonella</i> Not Detected/25g.</p>	
A-F6	<p>Evidence of compliance for water quality:</p> <ul style="list-style-type: none"> ● External supplier e.g. town water – certificate of compliance, water test result/s. ● Water treated on-farm – water treatment process is documented, and water tested to verify treatment process is effective. Treatment and monitoring records are kept. If water source or treatment method changes, process is reviewed, documented and water tested to verify treatment process is effective. ● Untreated water – each water source is tested: <ul style="list-style-type: none"> ○ monthly during period of use, or ○ annually before use once it is historically proven to achieve specified limits (at least 4 consecutive tests below specified limits). 	
A-GF6	For high risk outcomes, where water is applied within 48 hours as per RA 1.4; evidence of compliance for crops must show 3 testing results through growing season.	
A-F8	<p>Toilets and hand washing facilities must be equipped with mechanism/s for effective hand drying. Hand drying facilities must be used effectively and properly maintained to minimise the risk of contamination to produce. Approved mechanisms for effective hand drying include:</p> <ul style="list-style-type: none"> ● disposable paper towels ● hand dryers. 	
A-F11	Food Safety Programs Recognised by Freshcare	
	Food Safety Program	Standard
	Freshcare	Food Safety & Quality (FSQ) Food Safety & Quality – Supply Chain (FSQ-SC)
	GLOBALG.A.P.	Integrated Farm Assurance (Option 1 only)
		Application
		Growers, Packers and Supply Chain
		Growers and Packers

	SQF	Food Safety Code for Primary Production Food Safety Code for Manufacturing Food Safety Code for Storage and Distribution	Growers, Packers and Supply Chain
	BRC	Global Standard for Food Safety Global Standard for Agents and Brokers	Packers and Supply Chain

Appendix 2

FSQ- RA F1.1 Risk assessment – persistent chemicals This risk assessment is to be conducted for each growing site/crop combination.



Additional actions for high significance

If the hazard analysis identified the risk of persistent chemical contamination of produce from soil/growing medium is high, the following additional control measures must also be implemented:

- Test the soil/growing medium for persistent chemicals AND/OR After harvest, test produce for persistent chemical residues.
- Sites/areas contaminated with persistent chemicals are identified on the property map.
- Contaminated sites are managed to ensure that produce grown at that site complies with ERLs/MRLs.

Persistent chemicals hazard analysis

Hazard	Possible cause(s)	Sev*	Li*	Sig*	Action
Chemical: Chemical residues in produce exceeds MRL/ERL.	Soil/growing medium contains residues of persistent chemicals.	3			If low significance , no additional action is required. If high significance , implement additional actions for high significance – persistent chemicals.

*Sev = Severity, Li = Likelihood, Sig = Significance

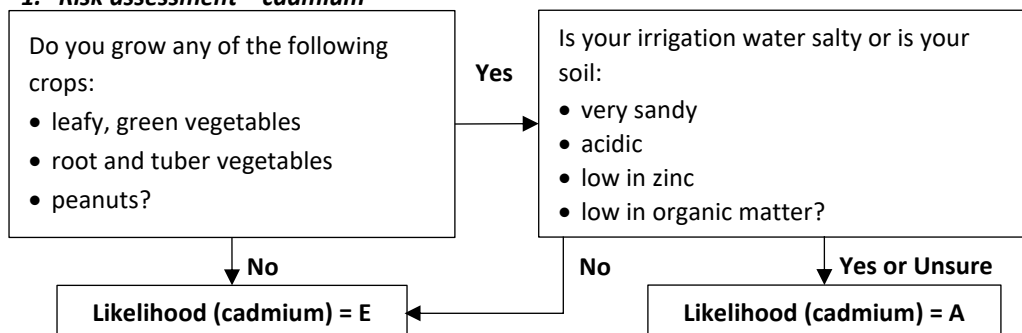
Significance matrix

Severity	Likelihood
1. Fatality	A. Common occurrence
2. Serious sickness	B. Known to occur
3. Product recall	C. Could occur
4. Customer complaint	D. Not expected to occur
5. Not significant	E. Practically impossible

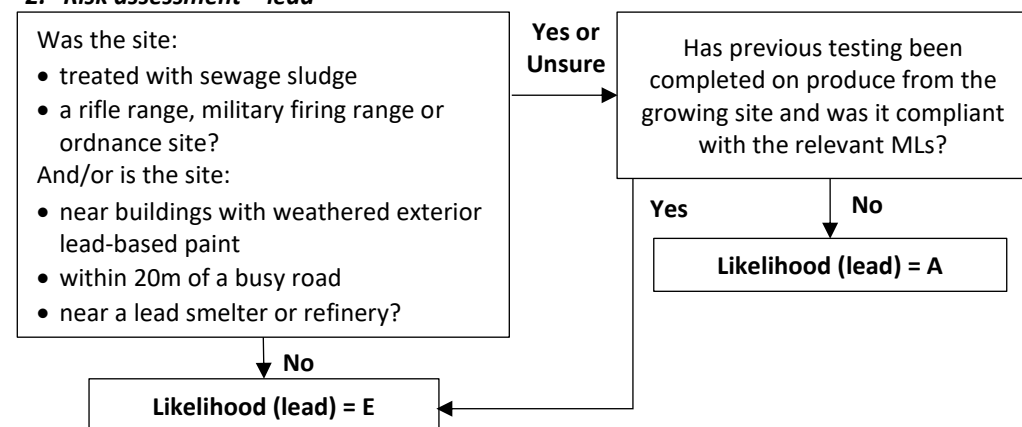
Severity	Likelihood				
	A	B	C	D	E
1	High	High	High	High	Low
2	High	High	High	Low	Low
3	High	High	Low	Low	Low
4	High	Low	Low	Low	Low
5	Low	Low	Low	Low	Low

FSQ RA-F1.2 Risk assessment – heavy metals: A risk assessment is to be conducted for each growing site/crop combination.

1. Risk assessment – cadmium



2. Risk assessment – lead



Additional actions for high significance

If the hazard analysis identified the risk of heavy metal contamination of produce from soil/growing medium is high, the following additional control measures must also be implemented:

- Test the produce for cadmium residues AND/OR Test the produce for lead residues.
- Sites/areas contaminated with cadmium and/or lead are identified on the property map.
- Contaminated sites are managed to ensure that produce grown at that site complies with MLs.

Heavy metals hazard analysis

Hazard	Possible cause(s)	Sev*	Li*	Sig*	Action
Chemical: Chemical residues in produce exceeds ML.	Soil/growing medium contains residues of cadmium from previous use of growing site.	3			If low significance , no additional action is required. If high significance , implement additional actions for high significance – heavy metals.
	Soil/growing medium contains residues of lead from previous use of growing site.	3			If low significance , no additional action is required. If high significance , implement additional actions for high significance – heavy metals.

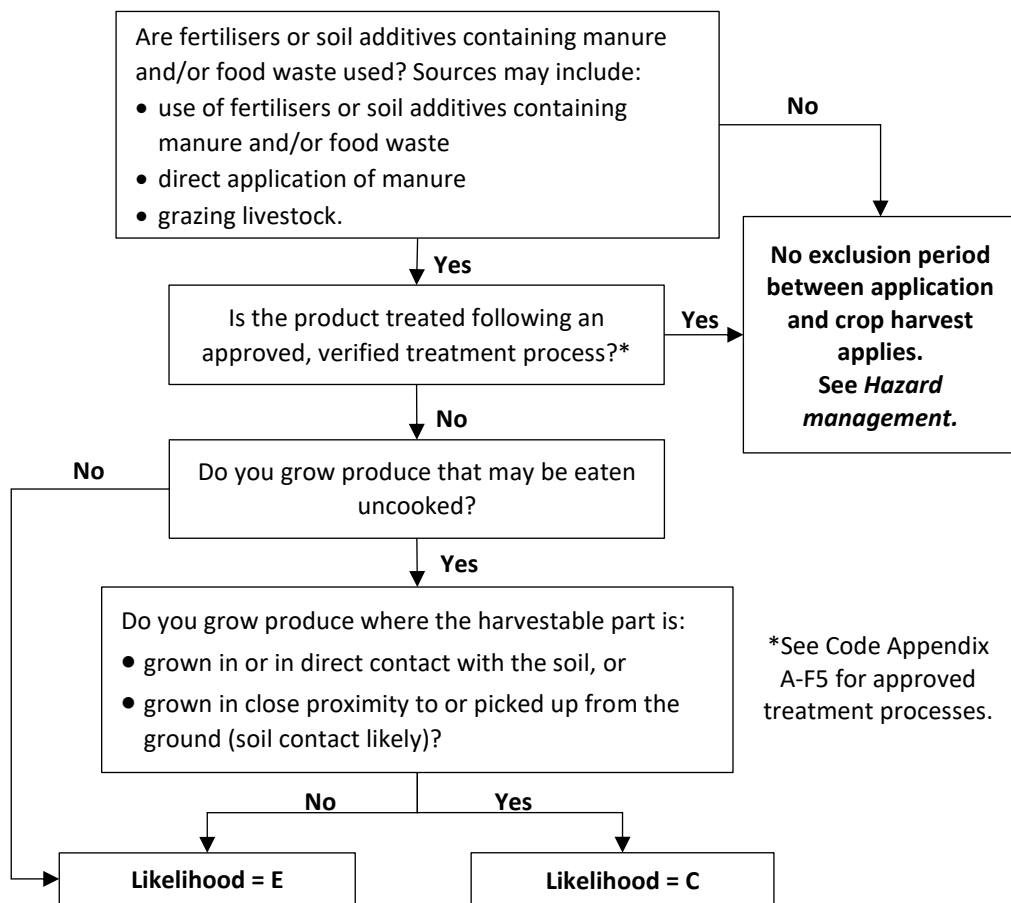
*Sev = Severity, Li = Likelihood, Sig = Significance

Significance matrix

Severity	Likelihood
1. Fatality	A. Common occurrence
2. Serious sickness	B. Known to occur
3. Product recall	C. Could occur
4. Customer complaint	D. Not expected to occur
5. Not significant	E. Practically impossible

Severity	Likelihood				
	A	B	C	D	E
1	High	High	High	High	Low
2	High	High	High	Low	Low
3	High	High	Low	Low	Low
4	High	Low	Low	Low	Low
5	Low	Low	Low	Low	Low

FSQ RA-F1.3 Risk assessment – fertilisers and soil additives: A risk assessment is to be conducted for each growing site/crop combination.



Significance matrix

Severity	Likelihood
1. Fatality	A. Common occurrence
2. Serious sickness	B. Known to occur
3. Product recall	C. Could occur
4. Customer complaint	D. Not expected to occur
5. Not significant	E. Practically impossible

Fertilisers and soil additives hazard management

Hazard management	Records
<input type="checkbox"/> Use only fertilisers or soil additives that do not contain manure and/or food waste.	Purchase records and product specification are kept.
<input type="checkbox"/> Use only fertilisers or soil additives containing manures and/or food waste that have been appropriately treated.	Maintain evidence of compliance for treated fertilisers and soil additives.

Fertilisers and soil additives hazard analysis

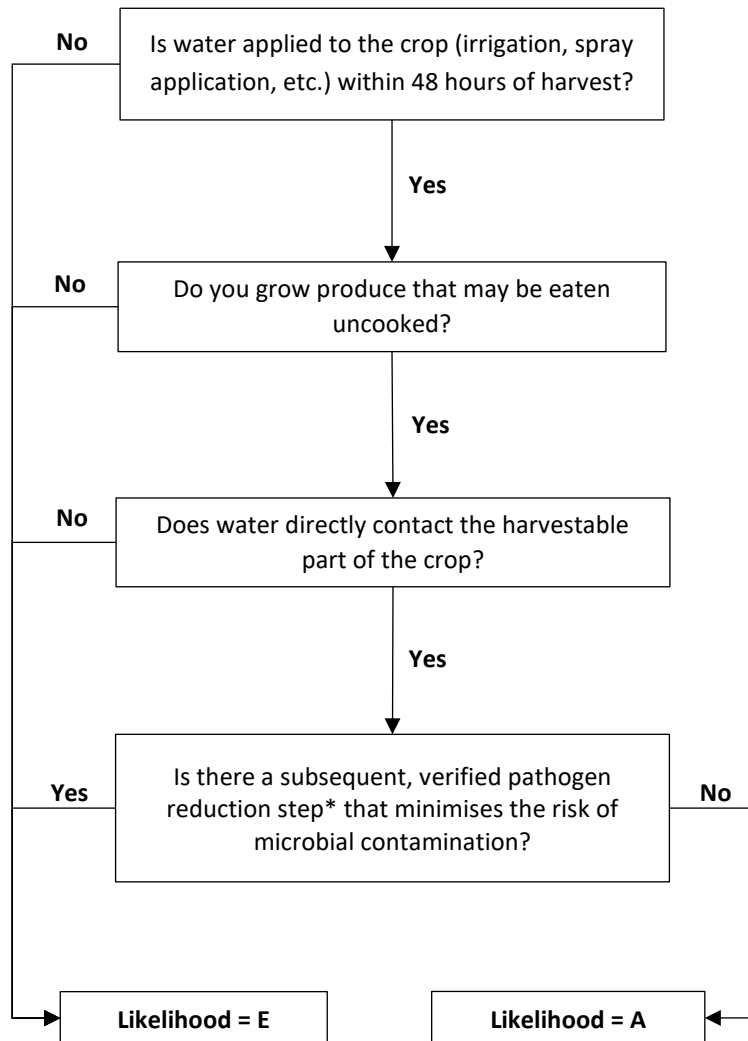
Hazard	Possible cause(s)	Sev*	Li*	Sig*	Action
Microbial: Microbial contamination of produce.	Microbial contamination of produce from: • manure remaining on growing site from livestock, or • use of untreated fertilisers or soil additives, or • ineffective treatment of fertilisers or soil additives.	1			If low significance , exclusion periods between application and crop harvest is 45 days. If high significance , exclusion periods between application and crop harvest is 90 days.

*Sev = Severity, Li = Likelihood, Sig = Significance

Severity	Likelihood				
	A	B	C	D	E
1	High	High	High	High	Low
2	High	High	High	Low	Low
3	High	High	Low	Low	Low
4	High	Low	Low	Low	Low
5	Low	Low	Low	Low	Low

FSQ RA-F1.4 Risk assessment – preharvest water –

A risk assessment is to be conducted for each water use/crop combination.



* Step that is proven to result in a microbiological reduction, supported by documented evidence and/or records.

Preharvest water hazard analysis

Hazard	Possible cause(s)	Sev*	Li*	Sig*	Action
Microbial: Microbial contamination of produce.	Microbial contamination of preharvest water source.	1			If low significance , no water quality limit applies to preharvest water use. If high significance , all water used within 48 hours of harvest must meet <i>E. coli</i> <100 cfu/100mL.

*Sev = Severity, Li = Likelihood, Sig = Significance

Significance matrix

Severity	Likelihood
1. Fatality	A. Common occurrence
2. Serious sickness	B. Known to occur
3. Product recall	C. Could occur
4. Customer complaint	D. Not expected to occur
5. Not significant	E. Practically impossible

	Likelihood				
Severity	A	B	C	D	E
1	High	High	High	High	Low
2	High	High	High	Low	Low
3	High	High	Low	Low	Low
4	High	Low	Low	Low	Low
5	Low	Low	Low	Low	Low

RA-F1.5 Risk assessment – Other Practices

Practice/step	Hazard/potential hazard (e.g. chemical, microbial, physical, quality)	Cause/risk	Sev*	Li*	Sig*	What control measures are in place?	Records/verification
Review/Approval							

*Sev = Severity, Li = Likelihood, Sig = Significance

Significance matrix:

Severity	Likelihood
1. Fatality	A. Common occurrence
2. Serious sickness	B. Known to occur
3. Product recall	C. Could occur
4. Customer complaint	D. Not expected to occur
5. Not significant	E. Practically impossible

	Likelihood				
Severity	A	B	C	D	E
1	High	High	High	High	Low
2	High	High	High	Low	Low
3	High	High	Low	Low	Low
4	High	Low	Low	Low	Low
5	Low	Low	Low	Low	Low

RA-F1.5 Risk assessment – Hygiene (Example)

Practice/step	Hazard/potential hazard (e.g. chemical, microbial, physical, quality)	Cause/risk	Sev *	Li* *	Sig* *	What control measures are in place?	Records/verification
Worker Injury	Microbial/ Physical	Blood/ Body Fluids Cuts and Lesions				Training First Aid Supervision	F10- Hygiene Instruction M3 Training
Foreign matter- People	Physical	Wearing of jewelry Personal items				Training Supervision Rules	F10- Hygiene Instruction M3 Training
Foreign Matter – Equipment	Physical Microbial	Unclean tools and containers				Procedure – Cleaning	M3 Training M2 – Procedures
Review/Approval							

*Sev = Severity, Li = Likelihood, Sig = Significance

Significance matrix:

Severity	Likelihood
6. Fatality	F. Common occurrence
7. Serious sickness	G. Known to occur
8. Product recall	H. Could occur
9. Customer complaint	I. Not expected to occur
10. Not significant	J. Practically impossible

	Likelihood				
Severity	A	B	C	D	E
1	High	High	High	High	Low
2	High	High	High	Low	Low
3	High	High	Low	Low	Low
4	High	Low	Low	Low	Low
5	Low	Low	Low	Low	Low

Appendix 3 – GLOBALG.A.P. Elements

The following tables indicate the elements within the GLOBALG.A.P. Standard that cannot be marked Not Applicable., with the corresponding Freshcare PLUS elements. The result is that none of these elements can be exempted under Freshcare PLUS Risk assessments (Refer F1.6).

Standard reference	GLOBALG.A.P. All Farm Base	Freshcare PLUS	GLOBALG.A.P. All Farm Base	Freshcare PLUS
Element/ Clause Reference	1.1.1	M1.2.1, GM1.2.1;	4.3.2	GG3.3
	1.1.2	GM1.2.2	4.4.2	GG3.4
	2.1	M2.2	8.1	GM4.2
	2.2	M4.1/ GM4.1	9.1	F14.2; GF14.2
	2.3	M4.2	14.1	F13.1/ GF13.1/ GF13.2
	3.1	GF1.5	14.2	GF13.1
	3.4	GF10.1	14.3	GF13.1
	4.1.1	GG3.1	15.1	M1.4/ GM1.4
	4.1.3	GG3.2		
	4.2.2	F4.3/ GF4.3		

Standard reference	GLOBALG.A.P. Crops Base	Freshcare PLUS	GLOBALG.A.P. Crops Base	Freshcare PLUS	GLOBALG.A.P. Crops Base	Freshcare PLUS
Element/ Clause Reference	1.1	GF13.1.1	7.1.3	GF4.8	7.7.6	F4.2/GF4.2
	2.1.2	GF3.1.2	7.1.4	F11.1.4	7.7.8	F4.2/GF4.2
	2.2.1	GF4.8.1	7.3.1	F4.8/GF4.8	7.7.9	F4.2/GF4.2
	3.1	E2.1/ GE2.1	7.3.2	F4.8/GF4.8	7.7.10	F4.2/GF4.2
	4.2.1	F4.8/GF4.8 & F5.1/GF5.1	7.3.3	F4.8/GF4.8	7.7.12	GF4.2.6
	4.2.2	F4.8/GF4.8 & F5.1/GF5.1	7.3.4	F4.8/GF4.8	7.7.14	GF4.2/ GG3.5
	4.2.3	F4.8/GF4.8 & F5.1/GF5.1	7.3.5	F4.8/GF4.8	7.7.15	GG3.4/GG3.5
	4.2.4	F4.8/GF4.8 & F5.1/GF5.1	7.3.6	F4.8/GF4.8	7.8.4	F4.7/ GF4.7
	4.2.5	GF4.6/ F5.1	7.3.7	F4.8/GF4.8	7.9.1	GF4.7
	4.2.6	F4.8/GF4.8 & F5.1/GF5.1	7.4.1	F4.8/GF4.8	7.9.2	GF4.7
	4.4.1	F5.1.1	7.5.1	F4.7/ GF4.7	7.9.4	GF4.7
	5.1.1	GE6.1.3	7.7.1	F4.2/GF4.2		
	5.2.1	E1.1/ F1.4/ GF1.4	7.7.2	F4.2/GF4.2		
	5.3.1	F6.2.2	7.7.3	GF4.2.2		
	5.3.3	F6.2/ GF6.2	7.7.4	F4.2.1		
	7.1.2	F4.4/GF4.4	7.7.5	F4.2/GF4.2		

Standard reference	GLOBALG.A.P. Fruit and Vegetables	Freshcare PLUS
Element/ Clause Reference	4.1.4	F4.9/ GF4.9 F6.1/6.2 & GF6.1/6.2
	5.1.1	GF1.5
	5.1.3	GM1.3.1
	5.2.1	F8.3/ GF8.3
	5.6.1	F9.1/9.2
	5.6.2	F9.2
	5.8.3	F4.4
	5.8.7	F4.8/GF4.8

Appendix 4 – Mandatory Minimum Criteria of a Residue Monitoring System (RMS) (Annex CB5_v5.2)

- *In order to ensure a harmonized interpretation and level of consistency across the residue monitoring systems used by producers, the following have been established as the minimum requirements that all residue monitoring systems shall comply with in order to be considered compliant with the GLOBALG.A.P. requirements. For ease of use it is directly replicated here, but should any query arise, then the latest version of the GLOBALG.A.P. documents take precedence. https://www.globalgap.org/uk_en/documents/*
- *Definitions of second and third party sampling – refer Appendix 6 - Glossary*
- *When an RMS uses different combinations of the above; it shall be classified according to the lower level (e.g. an RMS is using partly 2nd and partly 3rd party sampling, it shall be classified as a 2nd party sampling RMS).*

Reference Compliance Criteria	
Basic requirements	
1.1	The objective of the residue monitoring system is to provide evidence that the use of plant protection products by farmers complies with the MRLs in the country of destination of the produce (GF4.9.1)
1.2	The system shall be independent from the participating farmer(s). A producer group as defined by GLOBALG.A.P. is allowed to operate its own monitoring system.
1.3	The operator of the monitoring system shall keep current data of the participating farmers. This data shall at a minimum include producer name, identification code or GGN where available, address and crop specifications (i.e. product and area).
1.4	The RMS operator and the participating farmer shall have a mutual agreement on service conditions (e.g. a signed application form), <i>and in accordance with F11</i> . These conditions shall specify rights and duties regarding the usage of the monitoring system.
1.5	Registration is producer and crop specific. The producer needs to arrange other sampling means for those products not included in the RMS and the CB needs to evaluate that during the inspection accordingly.
Risk Assessment	
2.1	A risk assessment shall be carried out by the operator of the RMS, not by each producer participating in it.
2.2	The risk assessment shall take all relevant factors into consideration (e.g. crop/product, climatic conditions, history, active ingredients (AI), size of company and number of production sites, continuous harvest, country of production PPP registration restrictions, country of destination MRLs, etc.). Reference to sources (data) as evidence for an adequate risk analysis is required. The most critical period and locations should be determined for each crop.
2.3	The sampling frequency (number of samples to be taken per crop per season) shall be based on this risk analysis and clearly described. (CB 7.6.4. and this same Annex CB 5 above)
2.4	The analysis method to be used by the laboratories shall be determined. The range of ingredients (AI) to be analysed by the laboratory shall be defined based on a crop specific risk assessment.

Reference	Compliance Criteria
	The risk assessment shall take into consideration: <ul style="list-style-type: none"> - PPPs that could have been applied on the crop - PPPs actually applied - Any other contaminants (e.g. persistent environmental residues)
2.5	The risk assessment shall be carried out annually and result in an annual monitoring plan that includes the products, number of participants, number of samples, period of sampling and type of analysis.
Sample Taking	
3.1	Sampling shall take place according to the instructions of the EU Directive 2002/63/EC or other applicable local regulations. Where these do not exist, ISO 7002 (Agricultural Products), ISO 874 (Fresh Fruit and Vegetables), or Codex Alimentarius CAC /GL 33-1999 shall be followed.
3.2	Inert bags shall be used which shall be identified correctly (CB 7.6.5. and Annex CB 5). Samples shall be traceable to individual producers. Preferably, the sampling location shall also be recorded (e.g.: lot number, field number, greenhouse number, etc.). Mixed or pool of samples that contains sampled materials from more producers in sample is not allowed.
3.3	Sampling shall take place from harvestable or harvested produce. (refer F4.9)
Testing Results	
4.1	The laboratory that carries out the produce analysis shall be ISO 17025 accredited for the relevant testing methods (e.g. GCMS, LCMS). See CB 7.6.6. and annex CB.5). (refer F4.9)
4.2	The test results shall be compared with the applicable legislation (country of production and/or country of destination), (refer F4.9/ GF 4.9)
4.3	The test results shall always be reported in writing to the farmer concerned.
4.4	Test results shall be traceable to the farm concerned. Tests carried out by the producer's client are only valid if they are traceable to the producer.
Plan of Action (CB 7.6.7. and Annex CB. 5)	
5.1	Producers shall have a procedure (action plan) for situations when MRLs are exceeded or use of illegal/not approved plant protection products is detected. This procedure can be part of F14 Incident management, Recall and Withdrawal.
5.2	Producers shall keep records of all actions carried out in connection with incidences related to plant protection product residues, <i>in accordance with M4.2/GM4.2.</i>
5.3	The RMS shall inform the producer and the CB in case of an exceedance of the legal limit. This shall not lead to an automatic sanctioning of the producer; however, the CB shall investigate each case.
Records	

Reference	Compliance Criteria
6.1	Records (e.g. test results, correspondence with farmers and, if applicable, actions taken because of non-compliances) shall be kept for a minimum of 2 years, <i>in accordance with M2.2</i>
6.2	Records shall include: <ul style="list-style-type: none"> • System documentation including the risk assessments • Annual update of the risk assessments including the determination analysis method, the list of active ingredients to be analysed • The annual monitoring plan • Analysis reports • Records of follow up actions • Communication with producers • Annual summary of the result.
6.3	Producers do not need to keep the records on the farm but they shall be available during the audit (e.g. made available by the RMS operator on request).

Appendix 5 – Glossary *NOTE: For a complete list of GLOBALG.A.P. definitions, please refer: 190201_GG_GR_Part-I_Annex_I-4_V5_2_on the GLOBALG.A.P website.*

Term	Definition
Adjacent	Immediately adjoining, neighbouring, surrounding, lying near or close by.
Air Quality	The state of the air around us. To maintain air quality, pollution from horticultural production, such as odours, dust, smoke and noise should be managed and minimised.
Allergen	Any substance that can induce an abnormally vigorous immune response in certain individuals in the population. Allergens can cause symptoms such as skin rashes, swelling, breathing difficulties or, in severe cases, potentially fatal anaphylaxis. The most common allergens are peanuts, tree nuts, milk, eggs, sesame seeds, fish, shellfish, soy, lupin, wheat and sulphites (>10mg/kg).
Approved supplier	A supplier who is approved by the business to provide a product or service that meets defined specifications.
AS4454 Composts, soil conditioners and mulches	An Australian Standard that specifies requirements for organic products and mixtures of organic products that are to be used to amend the physical and chemical properties of natural or artificial soils and growing media.
Audit	A systematic examination of compliance, to determine whether practices that have been implemented are being followed and to ensure that the system achieves its aims.
Australian Pesticides and Veterinary Medicines Authority (APVMA)	Australian government authority responsible for the assessment and registration of agricultural and veterinary chemical products.
Authorised person	A person delegated the right to perform a task or access specific areas of a business. Authorisation may be in consideration of training completed or position held.
Beneficial organism	Any organism that benefits the growing process, including insects, arachnids, other animals, plants, bacteria, fungi, viruses, and nematodes. Benefits include pest control, pollination, and maintenance of soil health. The opposite of beneficial organisms are pests, which are organisms deemed detrimental to the growing process.
Biodiversity	The variety of species of plants, animals and microorganisms, and the ecosystems they comprise, often considered in relation to a particular area.
Biosecurity	Managing and minimizing the risk and spread of pests and diseases on-farm.
Biosolid	Solid or semisolid by-product obtained from treated human sewage or wastewater.
Business enterprise	Any business undertaking occurring on the property that may have an impact on the food safety or quality of crops grown. May include, but is not limited to horticulture, broadacre, livestock and dairy operations.
Calibrate	To check, adjust, make corrections or determine accuracy by comparison with a standard.

Term	Definition
Chemical	Products such as insecticides, acaricides, herbicides, fungicides, growth regulators, pheromones and other organic treatments used to control pest, disease, weeds and growth, applied on or around the property, production areas and on harvested produce. It also includes other products used on-farm such as fruit waxes, sanitisers, cleaning agents and grease. (also refer Plant protection products PPP)
Cleaning	The removal of dirt, grease, plant parts, other foreign matter and microorganisms that may contaminate produce.
Commitment statement	A statement on behalf of a business committing to meeting the requirements of the Freshcare Code of Practice Environmental and Freshcare Rules. A commitment statement must be signed by the owner or appropriate senior manager and communicated to all workers.
Competent	Demonstration of knowledge and skills to complete tasks to specified performance criteria.
Competent laboratory	A laboratory with NATA accreditation, or accredited to ISO/IEC 17025, for the required scope of testing. Or a laboratory run by a local, state or federal government authority or university, that follows Australian Standard methods for the required scope of testing.
Conservation	The preservation, protection and management of the environment and natural resources.
Contamination	Food safety: The introduction or occurrence of a direct or indirect food safety hazard to produce. Types of contamination include physical, chemical, microbiological and allergenic. Contamination may be introduced via growing sites, water sources, packing facilities, people, pests or other sources. Environment: The introduction or occurrence of a hazard in the environment. In the case of soils, contamination may include, but is not limited to, persistent chemicals and heavy metals.
Control measure	Any action taken to prevent, minimise or eliminate a hazard.
Controlled waste	A waste that, unless properly managed, can harm human health and the environment. It is the most hazardous category of waste and disposal of controlled wastes is regulated. Types of controlled waste include agricultural chemicals, chemical containers, tyres and oil.
Corrective Action Record (CAR)	A written record of an issue, or issues, which must be addressed to demonstrate compliance with the Freshcare Standard(s) and Freshcare Rules. They may be documented during internal audits (self-assessment), external audits, or during routine farm activities.
Customer	A commercial packer, marketing group, wholesaler, exporter, processor, retailer or consumer who receives produce from a supplier.
Customer requirements	A written specification, agreement or contract between a customer and business.
Earliest Harvest Date (EHD)	The earliest date produce may be harvested in consideration of any exclusion periods that may apply from the application or use of preharvest water, fertilisers and soil additives, or chemicals.

Term	Definition
Ecological Communities	A unique group of plants, animals and micro-organisms that occupy, and interact within the same geographical space. Each ecological community is adapted to occur in a particular habitat type, usually determined by factors such as soil type, position in the landscape, climate and water availability.
Environment	Surroundings in which an organisation or property operates, including landscape, soil, air, water, flora, fauna, humans and their interrelation.
Environmental Action Plan (EAP)	The plan by which a business will take action on environmental issues, and the protection and improvement of environmental values on their property. The EAP must be reviewed and updated annually to record progress.
Environmental harm of significance	Significant adverse (negative) change in the environment, wholly or partially resulting from the organisation/ property's activities, products or services.
Environmental issue	The result of the negative impacts of human activity on the natural environment.
Environmental management	The management of the environment, particularly in relation to the balancing of the often-conflicting requirements of natural and human-made resources, so that the maximum use of the land can be achieved without causing environmental harm of significance.
Environmental Protection and Biodiversity Conservation Act 1999 (EPBC Act)	Australian Government legislation relating to the protection of the environment and the conservation of biodiversity. It provides a legal framework to protect and manage nationally and internationally important flora, fauna, ecological communities and heritage places.
Environmental value	Worth that a community or society places on environmental resources or services for their life sustaining, recreational, aesthetic or intrinsic ecological aspects.
Environmental weeds	A plant that requires some form of action to reduce its effect on the environment. They can be an exotic or a native species that colonises and persists in an ecosystem in which it did not previously exist.
Exclusion period	The time between the use of an input (e.g. preharvest water, fertilisers and soil additives) and the intended harvest date of the crop.
External audit	A third party audit of business operations and records against the Freshcare Standard(s) and Freshcare Rules to independently assess performance against the Freshcare Standard(s).
Extraneous Residue Limit (ERL)	The maximum permitted limit of a pesticide residue, arising from environmental sources other than the use of a pesticide directly or indirectly on the food, expressed in milligrams of the chemical per kilogram of the food (mg/kg).
Facility	A structure or building in which produce is grown, packed, or stored.
Feral animals	An introduced animal, formerly in domestication, with an established, self-supporting population in the wild.
Fertilisers and soil additives	Products that are added to the soil to improve fertility and structure or control weeds. Examples include inorganic (chemical) fertilisers such as lime and gypsum; and those of organic origin such as animal manure, sawdust, compost, compost tea, seaweed, fish-based products, other biological compounds and those derived from food waste.

Term	Definition
Flood event	The submersion or flooding of a growing site by water outside a grower's control that may contain microbial food safety hazards and may contact the harvestable part of the crop.
Flowchart	A diagram identifying the sequence of activities undertaken in a procedure or process.
Food defence	The protection of food products and raw materials from intentional contamination or adulteration. Food defence deals with the prevention, protection, response and action to be taken if a food defence vulnerability or threat is identified.
Food fraud	The deception of customers or consumers for economic gain by providing food, ingredients or packaging which is different to that specified. Food fraud can include presentation of substandard products as well as adulteration of food with undeclared or low-quality ingredients.
Food Standards Australia New Zealand (FSANZ)	A Government agency responsible for developing and administering the 'Australia New Zealand Food Standards Code'.
Food waste	Waste from the manufacture, preparation, sale or consumption of food but does not include grease trap waste or animal waste and must not be corrosive.
Freshcare Environmental (ENV) training	Training to the Freshcare Code of Practice Environmental, provided by an approved Freshcare trainer or via completion of the Freshcare Environmental eLearning course.
Freshcare Food Safety & Quality (FSQ) training	Training to the Freshcare Standard Food Safety & Quality, provided by an approved Freshcare trainer or via completion of the Freshcare Food Safety & Quality eLearning course.
Freshcare Rules	A document released by Freshcare Limited, detailing the requirements of businesses participating in the Freshcare Program(s).
Fuel	Petrol, diesel, LPG, kerosene, ethanol, oil, or any other gaseous, liquid or solid resource combusted for power or heat.
General Regulations	For GLOBALG.A.P. these documents describe the basic steps and rules for the applicant to obtain and maintain – GLOBALG.A.P. Certification as well as the role and relationship between GLOBALG.A.P., Certification Bodies and Applicants. Consists of three parts: Part I– General requirements; Part II – Quality Management System rules and Part III – CB and Accreditation Rules.
GLOBALG.A.P. Number (GGN)	A unique thirteen-digit number assigned by GLOBALG.A.P. to the producer at registration, which serves as a unique identifier for all GLOBALG.A.P. activities. It remains valid and attached the legal entity.
Global Location Number (GLN)	Provides the global supply chain solution for the identification of physical locations and legal entities. If a GLN is purchased by a legal entity it will replace the GGN. https://www.gs1.org/1/glnrules/en/
Plant Protection Products (PPP)	Any substance or mixture of substances intended for controlling insects, weeds, fungi, and other forms of plant or animal life considered to be pests to agricultural plants.
Good Agricultural Practices (GAP)	Practices used to prevent or minimise the risk of hazards occurring during growing, harvesting, packing, storage and transport of produce. The scope of hazards in this Standard is food safety and quality.
Growing site	Anywhere that fresh produce is produced. Includes paddocks, orchards, greenhouses, shade houses and growth rooms/chambers.

Term	Definition
Hazard	<p>FSQ: A chemical, physical or microbial agent in fresh produce that can potentially cause injury or illness to a consumer if not controlled.</p> <p>FSQ: A quality hazard is any factor that prevents produce from meeting customer, quarantine or legal requirements.</p> <p>ENV: A source of potential environmental harm or a situation with the potential to cause harm.</p>
Hazard analysis	The method of identifying potential hazards, assessing the significance of the risk posed by each hazard, and determining the practices that prevent or satisfactorily minimise the risk of the hazard occurring.
Hazard Analysis Critical Control Point (HACCP)	The process by which food safety hazards occurring within the operations of a business are assessed and managed.
Heavy metals	Usually defined as metals with a specific gravity of four or more, meaning they are at least four times heavier than water for a given volume. Some (not all) heavy metals are toxic, particularly cadmium, lead and mercury.
High conservation value area (HCVA)	Critical areas in landscape which need to be appropriately managed in order to maintain and enhance biodiversity, ecosystems, cultural identity and/or basic ecosystem services.
Highly degraded soil	Soil with three or more degradation factors (see soil degradation).
Historically proven	A number of consecutive tests conducted at a nominated frequency to demonstrate compliance to specified limits.
Input materials	Products, materials and services used by the business, that are received from an external source.
Integrated pest management (IPM)	Combines several pest management strategies to provide effective, economical control of pests, while minimizing damage to the environment. An understanding of the lifecycle and biology of pests underpins the IPM approach. A pest can be an insect, mite, vertebrate (such as birds), disease, or weed.
Internal audit	An audit conducted by the business to review its own processes and system management. In Global G.A.P referred to as self-assessments.
Invasive species	A species occurring, as a result of human activities, beyond its accepted normal distribution and which threatens environmental or other resources by the damage it causes.
Irrigation	The application of water to cultivated land or open space, to promote the growth of vegetation.
Irrigation program	An approach to irrigation developed in consideration of the water resources available, crop water requirements, soil or substrate water holding capacity, soil moisture monitoring methods, irrigation system delivery efficiency and uniformity, nutrient management and potential off target impacts from water use.
Livestock	Farm animals including, but not limited to, cattle, sheep, pigs, goats and poultry.
Management representative	An employee, worker, agent, officer, director, advisor, partner, consultant, contractor or sub-contractor who is appointed to represent and/or manage on behalf of a business.
Manure	Animal faeces, including that from livestock, poultry or wild animals, but not including human waste.

Term	Definition
Maximum Level (ML)	The maximum level of a specified contaminant, or specified natural toxicant, which is permitted to be present in a nominated food expressed, unless otherwise specified, in milligrams of the contaminant or the natural toxicant per kilogram of the food (mg/kg).
Maximum Residue Limit (MRL)	This is the legal limit for a specific residue in food. MRLs are set at levels that are unlikely to be exceeded if chemicals are used according to label instructions.
Microbial contamination	The unwanted presence of microbes. A microbe is a living microorganism, which can be single-celled or multicellular. In the context of food safety, microbes include bacteria, fungi and viruses as well as microscopic protozoan parasites such as <i>Giardia</i> .
Monitoring	A planned sequence of observations and measurements to assess whether control measures are effective.
Non-compliance	A failure to comply with the requirements of the Freshcare Standards, Freshcare Rules or Global G.A.P requirements.
Off-target	Any misplacement or movement away from the target to which the property activity is directed. For example, spray drift on to neighbouring area/crop or nutrient runoff into sensitive areas.
Organisational chart	FSQ: A diagram that clearly depicts the current organisational structure of a business and reporting relationships of workers whose roles may impact food safety and quality; ENV: A diagram that depicts the organisational structure of a business and relationships of workers' roles in relation to environmental management
Organisational structure	The chain of command or hierarchy of workers within an organisation or business.
Participating Businesses	Can be referred to interchangeably as business, growers, packers, owners, members, applicants.
Pathogen reduction step	A process which results in at least a 2-log reduction in the number of viable pathogens on a product or in water. This is equivalent to 99% mortality. Pathogen reduction steps often involve application of a sanitiser (e.g. 100ppm chlorine) but can also use a process such as curing or irradiation to achieve the same result.
Persistent chemicals	FSQ: Organochlorine pesticides and other chemical residues in the soil that may cause unacceptable residues in produce. ENV: Organochlorine pesticides and other chemicals that remain in the soil, water and surrounding environment for a significant time.
Pest (plant pest)	Organisms deemed detrimental to the growing process of crops.
Pests	Rats, mice, birds, cockroaches and other animals and insects that may be a source of contamination to fresh produce.
Phytosanitary specifications	The plant health status of products and compliance requirements for approved treatment protocols to control crop pest and disease for market access.
Planting materials	Seeds, seedlings, young plants, roots, corms, bulbs, bits and suckers used for planting to establish crops.
Postharvest	Any activity that is undertaken to produce that has been harvested.
Postharvest water	Water used after produce has been harvested. Includes water dumps, flumes, washing, grading, cooling, ice production/icing, and water used during postharvest treatments.
Preharvest	Any activity that is undertaken on-farm prior to the harvest of a crop.

Term	Definition
Preharvest water	Water used prior to harvest. Includes water used for irrigation, foliar fertilizer and chemical spray application.
Produce (fresh produce)	Includes but is not limited to fresh fruit, vegetables, herbs and nuts.
Product specification	Establish specific criteria for produce to meet. Product specifications will often include a description of the required features and quality of the product (variety, maturity, colour, etc.); any specific handling requirements (temperature management, handling instructions, packaging, transport, etc.); and any specific food safety requirements (compliance with a nominated standard such as Freshcare Food Safety & Quality).
Property	The whole property/farm and/or areas leased from other landholders for the purpose of agricultural production. It includes all houses, buildings, paddocks, production areas, roads, fauna and flora, watercourses, etc. within the surveyed boundaries of the property title and/or leased areas specified.
Property activity	Movement, development, commercial cropping, stock management, residential and maintenance activities conducted within and around the surveyed boundaries of the property and/or other leased sites.
Property map	Any combination of aerial photographs and topographical, cadastral or self-drawn maps or map overlays that document the relevant boundaries, infrastructure and features on, or adjacent to, the property.
Ramsar	A term adopted following an international conference, held in 1971 in Ramsar in Iran, to identify wetland sites of international importance. Often in relation to habitat for migratory birds.
Recall	Action taken to remove produce from the supply chain if there is a food safety or potential food safety risk to consumers. A consumer level recall involves recovery of produce from consumers and businesses in the supply chain whereas a trade level recall only involves recovery of produce from businesses in the supply chain.
Record	Documentary evidence to support compliance with the Freshcare Standard(s). The medium can be paper, photographic or electronic, or any combination thereof.
Regional biodiversity	Biodiversity that is endemic; specific to an area, region, community or state.
Rinsate	The result of rinsing together water with remnants of the chemical (or PPP), and the resultant solution from rinsing machinery and containers
Riparian vegetation	Vegetation on or near the banks of a waterway (creeks, streams, rivers, wetlands).
Risk	The chance of a hazard occurring, measured in terms of likelihood and severity.
Risk assessment	An assessment of both the likelihood and the severity of the consequences should a hazard occur. This gives a guide as to the overall significance of the risk.
Safety Data Sheet (SDS)	A reference document for chemicals, fuels and other hazardous products that includes information on the products: physical and chemical properties; safe handling, storage, transport and disposal procedures; first aid; health hazards; impacts on the environment; and what to do in accidents and emergencies. Also known as Material Safety Data Sheet, in 2012, the term 'material' was removed with a 5 year transition period for naming change.

Term	Definition
Salinity	The presence and level of soluble salts in soil or water. Salinity occurs both naturally and as a result of human activity. Its use here is taken to mean salinity increase, caused by property (human) activity.
Sampling (for MRL)	<p>Second-party sampling body: The sampling organization is a 2nd party sampling body when it is a separate, but identifiable part of an organization that is involved in production, supply, purchase and/or ownership of the products sampled by the RMS (e.g. the option 2 QMS runs an RMS for their members; a customer's sampling program on their supplier, an independent laboratory runs an RMS).</p> <p>Second-party sampling bodies supply sampling services only to their related organization.</p> <p>A second-party sampling body may form a part of a user or supplier organization, or an intermediate or end customer of the products sampled.</p>
	<p>Third-party sampling body: The sampling organization is a 3rd party sampling body when it is a separate organization that is not involved in production, supply, purchase or ownership of the products sampled (e.g. an independent company, an inspection body or a CB runs an RMS).</p> <p>It shall demonstrate that it does not have common ownership with the sampled producer, nor have common ownership appointees on the boards (or equivalent) of the organizations, is not directly reporting to the same higher level of management, does not have contractual arrangements, informal understandings or other means that may have an ability to influence the outcome of the sampling.</p>
Scope	Business production activities undertaken, for which Freshcare Certification is required. The Scope will include a description of the business type (grower only, grower and packer, or packer only), site addresses, the crops grown, and the destination market (if known).
Sensitive areas	Areas at high risk of environmental harm caused by property activity. Sensitive areas may include, but are not limited to: Regionally Significant Vegetation, National Parks, World Heritage-listed areas, Ramsar-listed wetlands, biodiverse areas, other crops, livestock, watercourses, marine areas, wetlands, remnant native bushland, soils, neighbouring properties and public areas.
Signature	A personal recording by the individual of their name or a mark representing it. Signatures can be produced manually by the individual in written, digital or electronic format.
Significant harm	Harm (to the environment) that is irreversible, of high impact or wide-spread, or occurs in an area of high conservation value.
Sodicity	A relatively high proportion of Sodium ions adsorbed to clay particles in the soil, causing soil structure decline and soil instability on wetting.
Soil	Ground or earth. Environmental harm to soil means the degradation of soil chemical, biological and physical characteristics in response to an additive or activity.

Term	Definition
Soil acidity	Increasing the acidity of soil. This can occur naturally or be increased through prolonged heavy use of some nitrogenous fertilisers, the removal of alkaline soil materials and the leaching of calcium and magnesium. Soil acidity development can reduce soil productivity, soil biology and runoff water quality.
Soil carbon	Organic carbon stored within soil that is part of the soil organic matter (SOM). SOM is made up of plant and animal materials in various stages of decay and includes other important elements such as calcium, hydrogen, oxygen, and nitrogen. Materials on the surface of the soil, such as leaf litter, are not part of the organic matter until they start to decompose.
Soil degradation	Loss of soil structure or function. Degraded soil has poor structure and/or organic carbon, salinity, pH and nutrient levels that are outside the acceptable range for producing healthy crops in an economically and environmentally sustainable manner.
Soil fertility	A measure of the ability of soil to provide plants with sufficient amount of nutrients and water, and a suitable medium for root development to assure proper plant growth and maturity.
Standard	Refers to “Code of Practice” as presented in previous editions of this Standard and other published Freshcare standards. The two terms can be used interchangeably through the resources and materials.
Supplier	An individual or business that supplies materials or services.
Target	The item or site to which property activity is directed. For example, the application of a chemical to a target crop for control of a target pest/disease or the application of a fertiliser to a target paddock for target crop nutrition.
Threatened species	Any native species (including animals, plants, fungi) that is listed as vulnerable, endangered or critically endangered under the <i>Environment Protection and Biodiversity Conservation Act 1999</i> . Threatened species are also listed and recognised on a State by State basis under relevant State or Territory legislation.
Toilets	Includes fixed and portable units, used for persons to defecate and urinate in a hygienic manner and in privacy.
Training	Provision of knowledge and skills to perform tasks to a specified competency. Training can be delivered on-the-job or through qualified external providers.
Vegetative inputs	Includes mulches, fertilisers and soil additives containing or made from vegetative origins.
Verification	A set of procedures, processes and tests designed to ensure the food safety system is working effectively.
Waste	Unwanted, unusable and rejected materials.
Weed of National Significance (WONS)	Weeds that have been identified by Australian governments because of their invasiveness, impacts on primary production and the environment, potential for spread, and socioeconomic impacts.
Withholding Period (WHP)	The required period of time that must elapse between the crop treatment and harvest.
Workers	All people working in the business, including directors, owners, family members, staff and contractors working on the property or in the business.
World Heritage listed	Properties forming part of the cultural and natural heritage which the World Heritage Committee considers as having outstanding universal value.

Appendix 6 - Terms of Use and Other Legal Information

Copyright notice

Freshcare encourages growers and industry to access the Freshcare PLUS on the path to certification and encourages the exchange of information.

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Review Process

The Freshcare Technical Committee is responsible for the review and amendment of components of this Standard. Participating Freshcare businesses are advised of all updates and should ensure that they are always operating with the current edition of the Standard.

Freshcare encourages suggestions for improving this Standard from all users. Suggestions should be submitted in writing to Freshcare Ltd.

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Freshcare also thanks contributors to previous editions of Freshcare Standards.