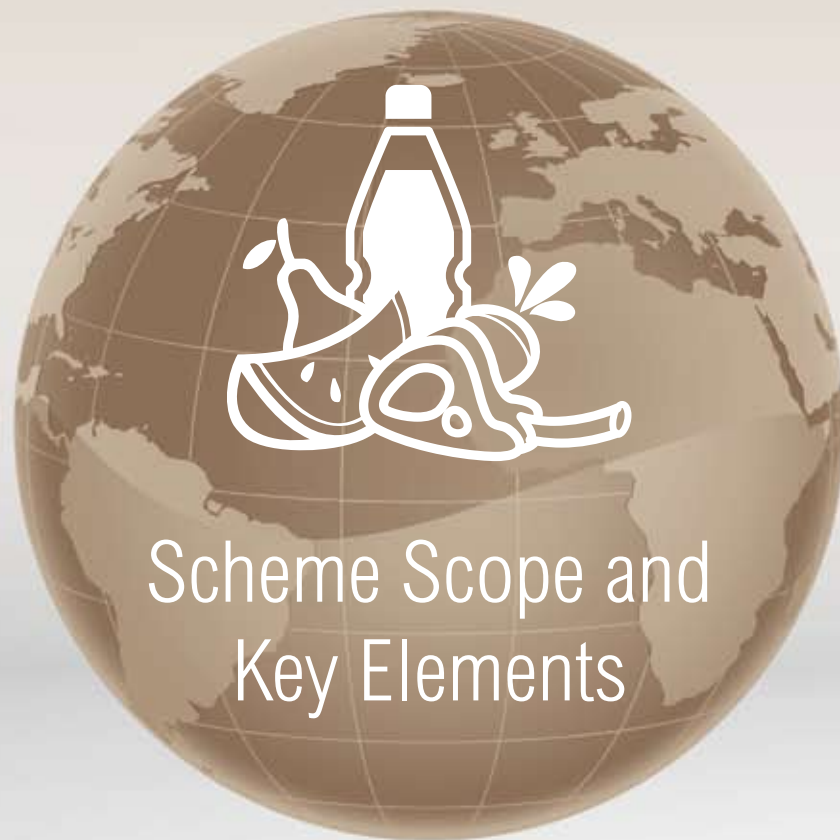


PART III



Scheme Scope and Key Elements

Scheme Scope and
Key Elements

Sixth Edition
Version 6.1

SCHEME SCOPE AND KEY ELEMENTS

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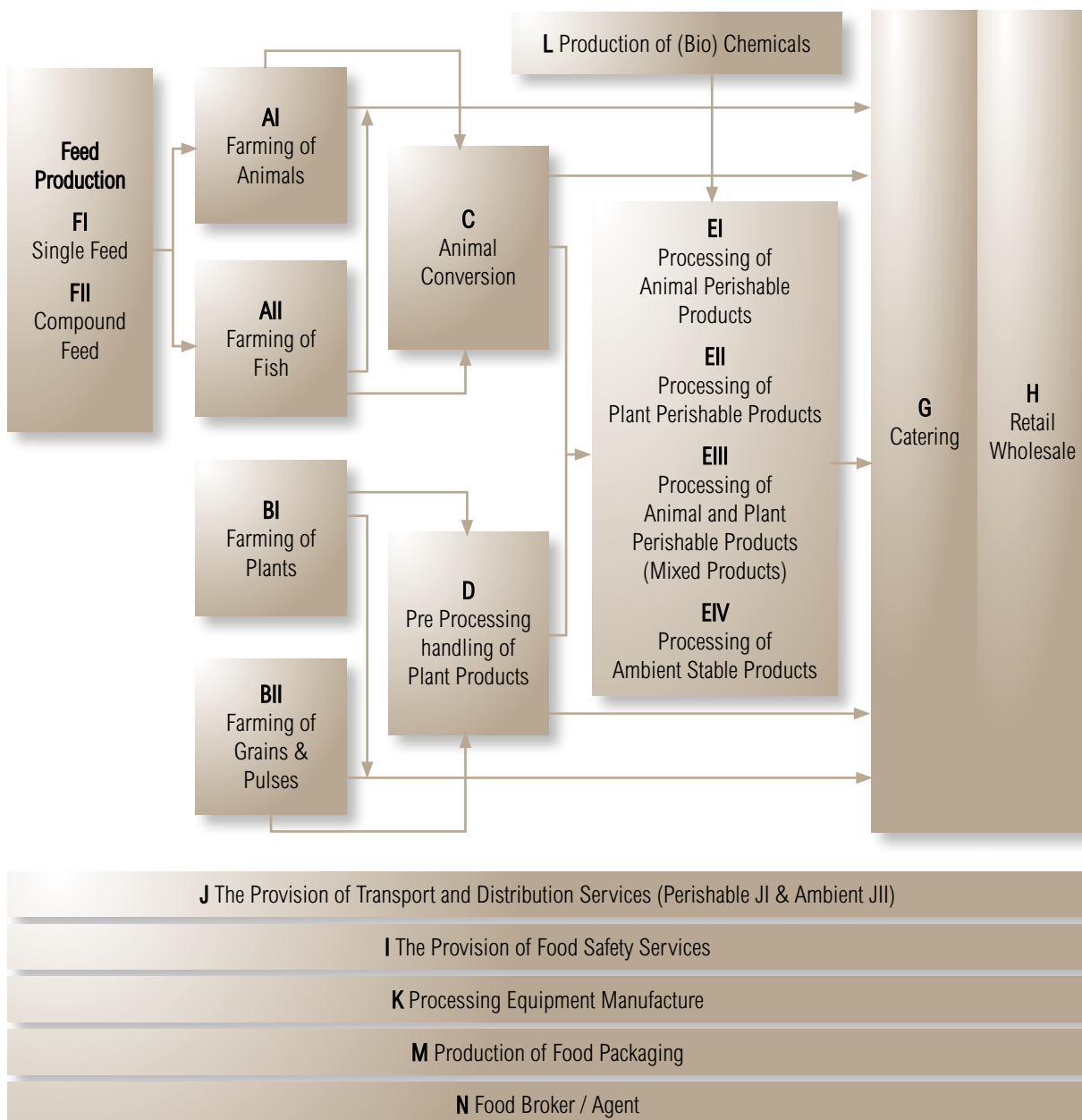
Introduction

This section is the third part of the Guidance Document, which has been developed and published by the Global Food Safety Initiative (GFSI) to specify the requirements for the recognition of food safety schemes.

The objective of Part III is to define:

- ▶ the requirements for the food safety management systems to be in place in the scheme's standard for each GFSI scope of recognition,
- ▶ the requirements for the Good Practice requirements to be in place in the scheme's standard for each GFSI scope of recognition,
- ▶ the requirements for HACCP or HACCP based requirements to be in place in the scheme's standard for each GFSI scope of recognition.

GFSI has worked closely with food industry experts to clearly define the requirements that shall be in place to provide food safety assurance in specific sectors of the food industry and for organisations providing services to the food industry. Although the principles are the same, these requirements differ from sector to sector of the food supply chain.



A scheme's standard and other guidance shall provide sufficient detail to ensure that the GFSI requirements in the following tables are met and that, within the benchmarking process, objective evidence of compliance can be found. The requirements for individual scheme standards must be independently developed, based on industry practice and shall not be a direct copy of the GFSI requirements.

The following tables identify the GFSI requirements for specific scopes. Scheme applicants must ensure that all requirements are considered for all scopes included in the application. This will include requirements from more than one table.

Table I: Food Safety Management Requirements - Scopes of Recognition - AI, AII, BI, BII, C, D, EI, EII EIII, EIV, L,M

Table II: Food Safety Management Requirements - Additional Specific Requirements AI

Table III: Food Safety Management Requirements - Additional Specific Requirements AII

Table IV: Food Safety Management Requirements - Additional Specific Requirements BI and BII

Table V: Food Safety Management Requirements - Additional Specific Requirements C

Table VI: Food Safety Management Requirements - Additional Specific Requirements D, EI, EII, EIII, EIV and L

Table VII: Food Safety Management Requirements- Scope of Recognition- M

Table VIII: Good Agricultural Practice - Requirements AI

Table IX: Good Agricultural Practice- Requirements AII

Table X: Good Agricultural Practice – Requirements BI

Table XI: Good Agricultural Practice - Requirements BII

Table XII: Good Manufacturing Practice – Requirements C

Table XIII: Good Manufacturing Practice - Requirements D

Table XIV: Good Manufacturing Practice - Requirements EI, EII EIII, EIV, L

Table XV: Good Manufacturing Practice – Requirements M

Table XVI: HACCP Requirements - AI, AII, BI and BII

Table XVII: HACCP Requirements – C and D

Table XVIII: HACCP Requirements - EI, EII, EIII, EIV and L

Table XIX: HACCP Requirements - M

Table I – Food Safety Management Requirements

Scopes of Recognition – AI, AII, BI, BII, C, D, EI, EII EIII, EIV, L, M

Clause Number	Clause Name	Requirements
FSM 1	Food safety management general requirements	<p>The standard shall require that the elements of the organisation's Food Safety Management System be documented, implemented, maintained and continually improved. The food safety management system shall:</p> <ol style="list-style-type: none"> identify the processes needed for the food safety management system, determine the sequence and interaction of these processes, determine the criteria and methods required to ensure the effective operation and control of these processes, ensure the availability of information necessary to support the operation and monitoring of these processes, measure, monitor and analyse these processes and implement actions necessary to achieve planned results and continuous improvement.
FSM 2	Food safety policy	The standard shall require the organisation has a clear, concise and documented food safety policy statement and objectives specifying the extent of the organisation's commitment to meet the safety needs of its products.
FSM 3	Food safety manual	The standard shall require the organisation has a Food Safety Manual or documented system having a scope appropriate to the range of business activities to be covered, including documented procedures or specific reference to them and describing the interaction of the related process steps.
FSM 4	Management responsibility	The standard shall require that the supplier establish a clear organisational structure, which unambiguously defines and documents the job functions, responsibilities and reporting relationships of at least those staff whose activities affect food safety.
FSM 5	Management commitment	The standard shall require that the organisation's senior management provide evidence of their commitment to establish, implement, maintain and improve the food safety system.
FSM 6	Management review	The standard shall require that the organisation's senior management review the verification of the food safety system, HACCP Plan or HACCP based plans, at planned intervals, to ensure their continuing suitability, adequacy and effectiveness. The HACCP Plan shall also be reviewed in the event of any change that impacts food safety. Such a review shall evaluate the need for changes to the food safety system, including the food safety policy and food safety objectives.

Clause Number	Clause Name	Requirements
FSM 7	Resource management	The standard shall require that the organisation's senior management determine and provide, in a timely manner, all the resources needed to implement, maintain and improve the food safety system.
FSM 8	General documentation requirements	The standard shall require that documentation procedures are in place to demonstrate compliance with the standard and ensure that all records required to demonstrate the effective operation and control of its processes and its management of food safety are securely stored for a time period required to meet customer or legal requirements, effectively controlled and readily accessible when needed.
FSM 9	Specified requirements	The standard shall require that the organisation ensure that, for all inputs to the process, items and services (including utilities, transport and maintenance) that are purchased or provided and have an effect on product safety, documented specifications are prepared, maintained, securely stored and readily accessible when needed. The standard shall require that a specification review process is in place.
FSM 10	Procedures	The standard shall require that the organisation establish, implement and maintain detailed procedures and instructions for all processes and operations having an effect on food safety.
FSM 11	Internal audit	The standard shall require that the organisation has an internal audit system in place to cover the scope of the food safety system, including the HACCP Plan or the HACCP based plan.
FSM 12	Corrective action	The standard shall require that the organisation has procedures for the determination and implementation of corrective action in the event of any significant non conformity relating to food safety.
FSM 13	Control of non conformity	The standard shall require that the organisation has effective processes in place to ensure that any product, which does not conform to food safety requirements, is clearly identified and controlled to prevent unintended use or delivery. These activities shall be defined in a documented procedure that is securely stored and readily accessible when needed.
FSM 14	Product release	The standard shall require that the organisation prepare and implement appropriate product release procedures.
FSM 15	Purchasing	The standard shall require that the organisation control purchasing processes to ensure that all externally sourced materials and services, which have an effect on food safety, conform to requirements. Where an organisation chooses to outsource any process that may have an effect on food safety, the organisation shall ensure control over such processes. Control of such outsourced processes shall be identified and documented within the food safety system.

Clause Number	Clause Name	Requirements
FSM 16	Supplier performance	The standard shall require that the organisation establish, implement and maintain procedures for the evaluation, approval and continued monitoring of suppliers, which have an effect on food safety. The results of evaluations, investigations and follow up actions shall be recorded.
FSM 17	Outsourcing	The standard shall require that, where an organisation chooses to outsource any process that may affect food safety, the organisation shall ensure control over such processes. Control of such outsourced processes shall be identified, documented and monitored within the food safety management system.
FSM 18	Complaint handling	The standard shall require that the organisation establish, implement and maintain an effective system for the management of complaints and complaint data to control and correct shortcomings in food safety.
FSM 19	Serious incident management	The standard shall require that the organisation establish, implement and maintain an effective incident management procedure, which is regularly tested for all products it supplies and covers planning for product withdrawal and product recall as required.
FSM 20	Control of measuring and monitoring devices	The standard shall require that the organisation identify the measurement of parameters critical to ensure food safety, the measuring and monitoring devices required and methods to assure that the calibration of these measuring and monitoring devices is traceable to a recognised standard.
FSM 21	Food defence	The standard shall require that the organisation has a documented risk assessment procedure in place to address food defence risks and establish, implement and maintain a system to reduce or eliminate the identified risks. The system shall cover Good Agricultural Practices or Good Manufacturing Practices and shall be supported by the food safety system.
FSM 22	Product labelling	The standard shall require that the organisation ensure that all product bears information to enable the safe handling, display, storage and preparation and use of the product within the food supply chain or by the consumer.

Table II – Food Safety Management Requirements

Additional Specific Requirements AI

Clause Number	Clause Name	Requirements
FSM AI 8.1	General documentation requirements	The standard shall ensure that the organisation keep comprehensive living stock records. The record will detail current living stock on the farm, an overview of recent living stock transactions and the recent loss situation within a population or living stock production unit.
FSM AI 9.1	Specified requirements	The standard shall ensure that the organisation be able to clearly identify living stock (and the records associated with that living stock) that has been treated with veterinary medicines and are within the manufacturer's recommended waiting period for that course of treatment.
FSM AI 15.1	Purchasing	The standard shall ensure that the organisation has in place specific policies for the procurement of feed from approved, certified sources.
FSM AI 15.2	Purchasing	The standard shall ensure that the organisation has in place specific policies for the procurement of approved veterinary medicines.
FSM AI 19.1	Serious incident management	The standard shall ensure that the organisation has the ability to take measures for the containment and quarantine of any living stock found to be infected with a notifiable disease.
FSM AI 19.2	Serious incident management	The standard shall ensure that the organisation has the ability to take measures for the withdrawal and containment of contaminated feedstuffs.
FSM AI 23	Traceability	The standard shall require that the organisation establish, implement and maintain appropriate procedures and systems to ensure: <ul style="list-style-type: none"> ▲ Identification of any outsourced production, inputs or services related to food safety, · A complete record of in-process material or final product and packaging throughout the production process, ▲ A record of purchaser and delivery destination for all animals and animal products supplied, ▲ Product identification that includes, as a minimum, the origin (producer and country) and the date of production or packing, ▲ Input product identification including feed and feed additives that includes, as a minimum, the name and address of the producer, Lot or batch number, ▲ Identification of any veterinary medication purchases and treatments, ▲ A record of all living stock inputs and outputs, movements on and off-site, to either animal or batch, as appropriate to the industry norm for the species.
FSM AI 24	Analysis of inputs (e.g. water, feedstuffs)	The standard shall require that the organisation prepare and implement a system to ensure that analysis of inputs critical to the confirmation of food safety is undertaken and that such analyses are performed to standards equivalent to ISO 17025.

Table III – Food Safety Management Requirements

Additional Specific Requirements All

Clause Number	Clause Name	Requirements
FSM AII 8.1	General documentation requirements	The standard shall require that the organisation keep comprehensive living stock records. The record will detail current stock on the farm, an overview of recent live stock transactions, including fry purchases and the recent loss situation within a population or stock production unit.
FSM AII 9.1	Specified requirements	The standard shall require that the organisation be able to clearly identify living fish stocks (and the records associated with that stock) that have been treated with veterinary medicines and are within the manufacturer's recommended waiting period for that course of treatment.
FSM AII 15.1	Purchasing	The standard shall require that the organisation has in place specific policies for the procurement of feed from approved certified sources.
FSM AII 15.2	Purchasing	The standard shall require that the organisation has in place specific policies for the procurement of approved veterinary medicines.
FSM AII 19.1	Serious incident management	The standard shall require that the organisation has the ability to take measures for the containment and quarantine of any living stock found to be infected with a notifiable disease, parasite or condition that would compromise food safety.
FSM AII 19.2	Serious incident management	The standard shall require that the organisation has the ability to take measures for the withdrawal and containment of contaminated feedstuffs
FSM AII 23	Traceability	The standard shall require that the organisation establish, implement and maintain appropriate procedures and systems to ensure: <ul style="list-style-type: none"> ▶ Identification of any outsourced production, inputs or services related to food safety, ▶ A complete record of in-process material or final product and packaging throughout the production process, ▶ A record of purchaser and delivery destination for all fish or seafood products, ▶ Product identification that includes, as a minimum, the origin (producer and country) and the date of production or packing, ▶ Input product identification including feed and feed additives that includes, as a minimum, the name and address of the producer, lot or batch number, ▶ identification of any veterinary medication purchases and treatments, ▶ A record of all living stock inputs and outputs, movements on and off-site, to either animal or batch as appropriate to the industry norm for the species.
FSM AII 24	Analysis of inputs (e.g. water, feedstuffs)	The standard shall require that the organisation prepare and implement a system to ensure that analysis of inputs critical to the confirmation of food safety is undertaken and that such analyses are performed to standards equivalent to ISO 17025.
FSM AII 24.1	Analysis of inputs (e.g. water, feedstuffs)	The standard shall require that the production and storage of ice, where used to store or transport at the point of slaughter, shall not compromise food safety.

Table IV – Food Safety Management Requirements

Additional Specific Requirements BI and BII

Clause Number	Clause Name	Requirements
FSM B 23	Traceability	The standard shall require that the organisation establish, implement and maintain appropriate procedures and systems to ensure: <ul style="list-style-type: none"> ▶ Identification of any outsourced production, inputs or services related to food safety, ▶ Product identification that includes, as a minimum, the name and address of the producer, ▶ A record of purchaser and delivery destination for all products supplied.
FSM B 24	Analysis of inputs (e.g. water, feedstuffs)	The standard shall require that the organisation prepare and implement a system to ensure that analysis of inputs critical to the confirmation of food safety is undertaken and that such analyses are performed to standards equivalent to ISO 17025.

Table V – Food Safety Management Requirements

Additional Specific Requirements C

Clause Number	Clause Name	Requirements
FSM C 15.1	Purchasing	The standard shall require that the organisation has in place specific policies for the procurement of animals, fish and seafood which are subject to control of prohibited substances (e.g pharmaceuticals, veterinary medicines, heavy metals and pesticides).
FSM C 23	Traceability	The standard shall require that the organisation establish, implement and maintain appropriate procedures and systems to ensure: <ul style="list-style-type: none"> ▶ Identification of any outsourced production, inputs or services related to food safety, ▶ A complete record of in-process material or final product and packaging throughout the production process, ▶ Traceability of all edible parts of the carcass is maintained until the carcass is deemed fit for human consumption which includes blood for human consumption, ▶ A record of purchaser and delivery destination for all animal, fish or seafood products, ▶ Product identification that includes, as a minimum, the origin (producer and country) and the date of production or packing.

Table VI – Food Safety Management Requirements

Additional Specific Requirements DI, EI, EII, EIII, EIV and LI

Clause Number	Clause Name	Requirements
FSM DEL 23	Traceability	<p>The standard shall require that the organisation establish, implement and maintain appropriate procedures and systems to ensure:</p> <ul style="list-style-type: none"> ▶ Identification of any outsourced production, inputs or services related to food safety, ▶ Product identification that includes, as a minimum, the name and address of the producer, ▶ A record of purchaser and delivery destination for all products supplied.
FSM DEL 24	Analysis of Inputs (e.g. water, ice)	<p>The standard shall require that the organisation prepare and implement a system to ensure that analysis of inputs critical to the confirmation of product safety is undertaken and that such analyses are performed to standards equivalent to ISO 17025.</p>

Table VII – Food Safety Management Requirements

Scope of Recognition- M

Clause Number	Clause Name	Requirements
FSM M 1	Food Safety Management for Packaging Materials General Requirements	<p>The standard shall require that the elements of the organisation's Food Safety Management System for packaging materials be documented, implemented, maintained and continually improved. The management system shall:</p> <ol style="list-style-type: none"> a) identify the processes needed for the effects of packaging of Food Safety Management system, b) determine the sequence and interaction of these processes and procedures, c) determine criteria and methods required to ensure the effective operation and control of these processes, d) ensure the availability of information necessary to support the operation and monitoring of these processes, e) measure, monitor and analyse these processes and implement actions necessary to achieve planned results and continual improvement, f) ensure that packaging used to impart or provide a functional effect on food such as shelf life extension shall be effective within its own specified criteria, where known, g) validate packaging design and development to ensure food safe and legal manufacture.

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Clause Number	Clause Name	Requirements
FSM M 2	Policy Statement	The standard shall require the organisation to have a clear, concise and documented policy statement and objectives that specify the extent of the organisation's commitment to meet the food safety and hygiene needs of packaging materials.
FSM M 3	Documented System	The standard shall require the organisation to have a documented system, having a scope appropriate to the range of business activities to be covered, including documented procedures or specific reference to them and describing the interaction of the related process steps.
FSM M 4	Management Responsibility	The standard shall require the supplier to establish a clear organisational structure, which unambiguously defines and documents job functions, responsibilities and reporting relationships of at least those staff, whose activities affect food safety. The structure effectiveness shall be periodically reviewed by management.
FSM M 5	Management Commitment	The standard shall require that the organisation's senior management provide evidence of their commitment to establish, implement, maintain and continually improve the food safety system.
FSM M 6	Management Review	The standard shall require that the organisation's senior management review the verification of the food safety system, HACCP Plan or HACCP based plans, at planned intervals, to ensure their continuing suitability, adequacy and effectiveness. The HACCP Plan shall also be reviewed in the event of any change that impacts food safety. Such a review shall evaluate the need for changes to the food safety system, including the food safety policy and food safety objectives.
FSM M 7	Resource Management	The standard shall require that the organisation's senior management determine and provide, in a timely manner, all the resources needed to implement, maintain and improve the food safety system for packaging materials.
FSM M 8	General Documentation Requirements	The standard shall require that the organisation's documentation procedures are in place to demonstrate compliance with the standard and ensure that all records required to demonstrate the effective operation and control of its processes and its management of food safety for packaging materials, are securely stored for a time period required to meet customer or legal requirements, effectively controlled and readily accessible when needed..
FSM M 9	Specified Requirements	The standard shall require that the organisation ensures that for all inputs to the process, items and services (including utilities, transport and maintenance) purchased/provided and having an effect on food safety from packaging materials, documented specifications are prepared, effectively controlled, maintained, securely stored and readily accessible when needed. The standard shall require that a specification review process is in place. The standard shall require that the suitability of all packaging materials shall be supported with evidence of compliance for the intended purpose and have legal compliance for the country of use, where known.

Clause Number	Clause Name	Requirements
FSM M 10	Procedures	The standard shall require that the organisation establish, implement and maintain detailed procedures, documents and controls for all processes and operations having an effect on food safety. This may include mutually agreed customer requirements and contracts.
FSM M 11	Internal Audit	The standard shall require that the organisation has an effective internal audit system in place to ensure compliance to process and operations procedures as well as to cover the scope of the effect of packaging on food safety systems including the Hazard and Risk Management system.
FSM M 12	Corrective Action And Preventive action	The standard shall require that the organisation has procedures for the timely determination and effective implementation of corrective action in the event of any significant non-conformity relating to food safety.
FSM M 13	Control Of non Conformity	The standard shall require that the organisation ensures that any packaging materials, which do not conform to food safety requirements, are clearly identified, separated and controlled to prevent unintended use or delivery. These activities shall be defined in a documented procedure.
FSM M 14	Product Release	The standard shall require that the organisation shall prepare, document, control, approve and implement appropriate release procedures.
FSM M 15	Supply Management	The standard shall require that the organisation controls the supply management processes to ensure that all externally sourced materials and services, which have an effect on food safe packaging materials, conform to specifier and regulatory requirements.
FSM M 16	Supplier Performance And Approval	The standard shall require that the organisation establish, implement and maintain documented procedures for the evaluation, approval and continued monitoring of its suppliers, which may have an effect on food safety through the packaging manufactured, stored, transported and potential use. The results of evaluations, investigations and follow-up actions shall be recorded.
FSM M 17	Outsourcing/ Sub Contracting	The standard shall require that where an organisation chooses to outsource/sub-contract any process that may affect food safety, the organisation shall ensure control over such processes. Control of such outsourced/ sub-contracted processes shall be identified, documented, and monitored within the effects of packaging on food safety management system.
FSM M 18	Complaint Handling	The standard shall require that the organisation establish, implement and maintain an effective system for the management of complaints and complaint data to control and correct non conformity.

Clause Number	Clause Name	Requirements
FSM M 19	Incident Management	The standard shall require that the organisation establish, implement and maintain an effective incident management procedure for all packaging materials it supplies. This shall cover planning for product withdrawal and product recall which shall be tested on an adequate and specified frequency.
FSM M 20	Control Of Measuring And Monitoring Devices	The standard shall require that the organisation identify the measurement of parameters critical to ensure food safety from packaging materials. The measuring and monitoring equipment required shall have an adequate degree of accuracy and methods recognised and validated. Routine calibration of these measuring and monitoring equipment shall be traceable to a recognised standard.
FSM M 21	Malicious Intervention	The standard shall require that the organisation has a documented risk assessment procedure in place to address food defence risks from packaging and establish, implement and maintain a system to reduce or eliminate the identified risks. The system shall cover Good Manufacturing Practices and shall be supported through the effects of packaging on food safety systems. This may include trademarked materials, site security, personnel selection, manufacturing processes and transport.
FSM M 22	Product Labelling	The standard shall require the organisation to ensure that all food packaging materials are suitably labelled/ identified.
FSM M 23	Traceability	<p>The standard shall require that the organisation establish, implement and maintain appropriate procedures and systems to ensure:</p> <ul style="list-style-type: none"> ▶ The ability to trace or follow a material or article through all stages of manufacture, processing and distribution ▶ Identification of any out-sourced product, inputs or service related to food safety, ▶ Product identification that includes as a minimum a unique product code and manufacturer's identification logo or mark to identify the batch or individual item as required by the customer. ▶ Record of purchaser and delivery destination for all products supplied. ▶ Identification of recycled materials and any other materials, from whatever source, that may give rise to food safety issues ▶ Implementation shall be timely and information produced shall be accurate <p>Traceability shall include the material source (one stage back), throughout all production processes, on to internal and external warehousing and the customer (one stage forward).</p>
FSM M 24	Packaging Material Testing	Where external product testing is required it shall be carried out by an accredited test facility or one that follows international test facility guidelines. Where in-house testing is carried out, calibration of equipment shall be carried out against national standards or other accurate means.

Table VIII – Good Agricultural Practice

Requirements AI

Clause Number	Clause Name	Requirements
GAP AI 1	Agricultural input requirements	The standard shall require that procedures are in place to ensure that agricultural and veterinary inputs are of adequate quality for the intended use, that the application of agricultural and veterinary inputs is managed properly to minimise the potential for microbial or chemical contamination [as defined under the Codex Alimentarius Recommended International Code of Practice – General Principles of Food Hygiene CAC/RCP1-1969, Rev 4 -2003 and specifically Code of Hygienic Practice for Meat CAC/RCP 58-2005] at levels that may adversely affect the safety of Meat / Milk / Eggs / Honey and that the producer is required to take into consideration the WHO guidelines on the safe use of waste water and livestock excreta in agriculture, as appropriate.
GAP AI 2	Water for primary livestock production	The standard shall require that procedures be in place to identify the sources of water used on the farm (municipality, re-used irrigation water, well, open canal, reservoir, rivers, lakes, farm ponds etc.) and to assess its microbial and chemical quality and its suitability for the intended use and identify corrective actions to prevent or minimise contamination (e.g. from livestock, sewage treatment, human habitation). Where necessary, water shall be tested for microbial and chemical contaminants. The frequency of testing will depend on the water source and the risks of environmental contamination including intermittent or temporary contamination (e.g. heavy rain, flooding etc.).
GAP AI 2.1	Water for primary livestock production	The standard shall require that measures are in place to protect agricultural water sources to minimise the risk of contamination. If agricultural water is stored, tanks, containers or cisterns must not be a source of contamination for water or product.
GAP AI 2.2	Water for primary livestock production	The standard shall require that water containing veterinary medicines should be clearly identified, suitably isolated and maintained.
GAP AI 3	Waste water and slurry	The standard shall require that untreated waste water and slurry from sewage plants must not be spread in areas that can be accessed by livestock, or used for the fertilisation of pasture land on which animal feed is growing.
GAP AI 4	Soils used for grazing and production of forage for feedstuffs	The standard shall require that soils be evaluated for hazards and contamination. Control measures shall be implemented to reduce hazards to acceptable levels.
GAP AI 5	Use of medicines and vaccines	The standard shall require that the medicines procured by the farmer must be properly marked by the manufacturer. The farmer must be able to demonstrate proof of purchase of animal medicines at all times through the use of veterinary medicine documentation, receipts from the veterinary pharmacy and copies of veterinary prescriptions or production orders for in-feed medicines. It must be ensured that all documentation is completed or verified by the veterinarian or recognised competent adviser
GAP AI 6	Location, design and layout	The standard shall require that structures be located, designed and constructed to ensure that all adjoining rooms, equipment, facilities and feeding systems are set out in such a way as to facilitate proper cleaning and pest control.

Scheme Scope and Key Elements

Clause Number	Clause Name	Requirements
GAP AI 6.1	Location, design and layout	The standard shall require that all buildings be marked to indicate that they contain livestock and that there is no entry to unauthorised persons
GAP AI 6.2	Location, design and layout	The standard shall require that the site facility be fenced and the entry points controlled by lockable gates.
GAP AI 7	Personnel hygiene and sanitary facilities	The standard shall require that hygienic and sanitary facilities be available and maintained.
GAP AI 7.1	Personnel hygiene and sanitary facilities	The standard shall require that the facilities be located in close proximity to the fields and indoor premises and in sufficient numbers to accommodate personnel.
GAP AI 8	Water supply	The standard shall require that an adequate supply of potable or clean water with appropriate facilities for its storage and distribution be available in indoor, primary production facilities.
GAP AI 9	Drainage and waste disposal	The standard shall require that adequate drainage and waste disposal systems and facilities be provided. Systems shall be designed and constructed to avoid potential for contamination of water courses, highways and neighbouring fields with animal waste and silo seepage.
GAP AI 10	Personnel training	The standard shall require that a system be in place to ensure that all employees are adequately trained, instructed and supervised in food safety principles and practices, commensurate with their activity.
GAP AI 11	Personnel health and hygiene	The standard shall require that there be hygiene and health requirements in place to ensure that personnel who come directly into contact with livestock and feedstuffs are not likely to cross-contaminate them. Visitors shall adhere to the other personal hygiene provisions in this section.
GAP AI 12	Personal cleanliness	The standard shall require that hand washing procedures be in place to require hand washing and the wearing of protective equipment, which includes training and frequency of hand washing and disinfecting of protective clothing and footwear.
GAP AI 13	Equipment associated with production and feeding and animal health	The standard shall require that equipment and containers coming into contact with livestock and feedstuffs be made of materials that are non-toxic and designed and constructed to ensure that they can be cleaned, disinfected and maintained to avoid contamination.

Clause Number	Clause Name	Requirements
GAP AI 13.1	Equipment associated with production and feeding and animal health	The standard shall require that an effective calibration programme be followed for all equipment requiring calibration and posing a food safety risk.
GAP AI 13.2	Equipment associated with production and feeding and animal health	The standard shall require that equipment and feedstuffs be stored in designated area(s) so that they do not contribute to the contamination of products.
GAP AI 13.3	Equipment associated with production and feeding and animal health	The standard shall require that veterinary equipment, including disposable medical items used and unused, be stored securely and safely according to the manufacturer's instructions.
GAP AI 13.4	Equipment associated with production and feeding and animal health	The standard shall require that the cleanliness and suitability of medical instruments be ensured.
GAP AI 14	Transport	The standard shall require that all vehicles, including contracted out vehicles, used for the transportation of raw materials (including feedstuffs) be suitable for the purpose and do not contribute to the risk of cross-contamination.
GAP AI 15	Prevention of cross-contamination	The standard shall require that, during production, effective measures be taken to prevent cross-contamination from agricultural inputs, cleaning agents, veterinary medicines or personnel who come directly or indirectly into contact with other sites, animals or agricultural products.
GAP AI 16	Storage and transport	The standard shall require that livestock and products be stored, temporarily housed and transported under conditions, which minimise the potential for microbial, chemical or physical contamination.
GAP AI 16.1	Storage and transport	The standard shall require that animal feed be stored securely and handled separately from waste liquids, solid manure, hazardous substances, seeds, animal medication and cleaning chemicals. It must not be contaminated by packaging or other foreign materials.
GAP AI 16.2	Storage and transport	The standard shall require that storage sites for animal feed and animal feed components be checked at regular intervals for cleanliness, fungus, moulds and temperature and the sensory properties of the feed.

Clause Number	Clause Name	Requirements
GAP AI 16.3	Storage and transport	The standard shall require that the mixing of feeds from different species, growers or manufacturers be avoided by using separate silos and other means of storage. Suitable storage should allow the integrity of batch numbers, lot numbers or the originator's identification marks to be retained.
GAP AI 16.4	Storage and transport	The standard shall require that animal medicine be stored in accordance with the information on the label.
GAP AI 16.5	Storage and transport	The standard shall require that in-feed medicines be stored in such a way that the risk of unintentional feeding to animals is minimised.
GAP AI 16.6	Storage and transport	The standard shall require that equipment for the storage of liquid manure, contaminated yard water and silo seepage liquids be stable and permanently watertight.
GAP AI 17	Cleaning, maintenance and sanitation	The standard shall require that premises be kept in an appropriate state of repair and condition to facilitate cleaning and disinfection. Cleaning materials, veterinary medicines and hazardous substances such as agricultural chemicals shall be specifically identifiable and kept or stored separately in secure storage facilities. Cleaning materials, veterinary medicines and agricultural chemicals shall be used according to the manufacturer's instructions for their intended purpose.
GAP AI 18	Cleaning programmes	The standard shall require that cleaning and disinfection programmes be in place. Cleaning and disinfection systems shall be monitored, measured for effectiveness and shall be regularly reviewed and adapted to reflect changing circumstances and disease risk.
GAP AI 19	Cleaning procedures and methods	The standard shall require that the appropriate cleaning methods and materials be employed. Cleaning procedures will be reflective of the type of production system, its intensity and the animal species.
GAP AI 20	Pest control systems	The standard shall require that, when primary production is carried out in indoor establishments, the recommendations of the Codex Alimentarius Recommended International Code of Practice – General Principles of Food Hygiene CAC/RCP1-1969, Rev 4 -2003, and specifically Code of Hygienic Practice for Meat CAC/RCP 58-2005] shall be followed with respect to pest control.
GAP AI 21	Waste management	The standard shall require that suitable provisions be made for the storage and removal of general waste. Storage areas for waste shall be kept clean.

Clause Number	Clause Name	Requirements
GAP AI 21.1	Waste management	The standard shall require that suitable provisions be made for the storage and removal of veterinary clinical waste.
GAP AI 21.2	Waste management	The standard shall require that animal carcasses for disposal be stored outside production areas. Carcass disposal companies should not pass through the production facilities to remove carcasses.
GAP AI 21.3	Waste management	The standard shall require that farmyard manure be collected in a fixed location with suitable services fitted with a firm and tide water impermeable ground slab. Poultry manure is not regarded as solid manure and should be treated accordingly.
GAP AI 21.4	Waste management	The standard shall require that veterinary medicines that have reached their expiry date be disposed of according to the manufacturer's instructions and in compliance with national legislation.

Table IX— Good Aquaculture Practice

Requirements All

Clause Number	Clause Name	Requirements
GAP AII 1	Aquaculture input requirements	The standard shall require that procedures are in place to ensure that agricultural and veterinary inputs are of adequate quality for the intended use, that application of agricultural and veterinary inputs is managed properly to minimise the potential for microbial or chemical contamination [as defined under the Codex Alimentarius Recommended International Code of Practice – General Principles of Food Hygiene CAC/RCP1-1969, Rev 4 -2003 and specifically Code of practice for fish and fishery products CAC/RCP 52-2003] at levels that may adversely affect the safety of fish and fishery products.
GAP AII 2	Water for aquaculture production	The standard shall require that procedures be in place to identify the sources of water used for aquaculture production activities and to assess its microbial and chemical quality and its suitability for the intended use and identify corrective actions to prevent or minimise contamination (e.g. from living production stock, human habitation and chemical contaminants). Water shall be tested for microbial and chemical contaminants. The frequency of testing shall depend on the water source and the risks of environmental contamination including intermittent or temporary contamination (e.g. heavy rain, flooding, tidal flows etc.). Watershed water should be tested for potential contaminants such as PCB's and heavy metals based on a site risk assessment.
GAP AII 2.1	Water for aquaculture production	The standard shall require that water containing veterinary medicines or feed additives be clearly identified, suitably isolated and maintained.
GAP AII 3	Waste water and slurry	The standard shall require that waste water and slurry from ponds be disposed of legally and in a manner that prevents contamination of land and water courses.
GAP AII 4	Use of medicines and vaccines	The standard shall require that the medicines procured be legally permitted within that jurisdiction and properly marked by the manufacturer. The farmer must be able to demonstrate proof of purchase of veterinary medicines at all times through the use of veterinary medicine documentation, receipts from the veterinary pharmacy and copies of veterinary prescriptions or production orders for in-feed medicines.
GAP AII 4.1	Use of medicines and vaccines	The standard shall require that all documentation is completed or verified by the veterinarian or recognised competent adviser.

Clause Number	Clause Name	Requirements
GAP AII 4.2	Use of medicines and vaccines	The standard shall require that there be no use of natural or synthetic hormones or antibiotic agents used with the purpose of a growth promoting effect.
GAP AII 5	Location, design and layout of structures and vessels	The standard shall require that structures be located, designed and constructed to ensure that all adjoining rooms, equipment, facilities and feeding systems are set out in such a way as to facilitate proper cleaning and pest control.
GAP AII 5.1	Location, design and layout of structures and vessels	The standard shall require that vessels be designed and constructed to ensure that all catch landing areas facilitate proper cleaning and are free from potential contaminants such as oils, grease, fuels and cleaning chemicals.
GAP AII 5.2	Location, design and layout of structures and vessels	The standard shall require that the aquaculture site facility be fenced and the entry point controlled by lockable gates.
GAP AII 6	Personnel hygiene and sanitary facilities	The standard shall require that hygienic and sanitary facilities be available and maintained.
GAP AII 6.1	Personnel hygiene and sanitary facilities	The standard shall require that the facilities be located in close proximity to the work station and of a sufficient number to accommodate all personnel.
GAP AII 7	Water supply	The standard shall require that an adequate supply of potable or clean water with appropriate facilities for its storage and distribution be available. Where water is supplied and used that is not of potable quality it will be clearly marked.
GAP AII 8	Drainage and waste disposal	The standard shall require that adequate drainage and waste disposal systems and facilities be provided. Systems shall be designed and constructed to avoid the potential for contamination.
GAP AII 9	Personnel training	The standard shall require that a system be in place to ensure that all employees are adequately trained, instructed and supervised in food safety principles and practices, commensurate with their activity.

Clause Number	Clause Name	Requirements
GAP AII 10	Personnel health and hygiene	The standard shall require that there be hygiene and health requirements in place to ensure that personnel are not likely to cross-contaminate products. Visitors shall adhere to the other personal hygiene provisions in this section.
GAP AII 11	Personal cleanliness	The standard shall require that hand washing procedures be in place to require hand washing and the wearing of protective equipment, which includes training and frequency of hand washing and disinfecting of protective clothing and footwear.
GAP AII 12	Equipment associated with production and feeding and animal health	The standard shall require that equipment and containers coming into contact with living stock and feedstuffs be made of materials that are non-toxic and designed and constructed to ensure that they can be cleaned, disinfected and maintained to avoid contamination.
GAP AII 12.1	Equipment associated with production and feeding and animal health	The standard shall require that an effective calibration programme be followed for all equipment requiring calibration and posing a food safety risk.
GAP AII 12.2	Equipment associated with production and feeding and animal health	The standard shall require that equipment and feedstuffs be stored in designated area(s) so that they do not contribute to the contamination of products.
GAP AII 12.3	Equipment associated with production and feeding and animal health	The standard shall require that veterinary equipment, including disposable medical items used and unused, be stored securely and safely according to the manufacturer's instructions.
GAP AII 12.4	Equipment associated with production and feeding and animal health	The standard shall require that the cleanliness and suitability of medical instruments be ensured.
GAP AII 13	Transport	The standard shall require that all vehicles, including contracted out vehicles, used for the transportation of raw materials (including ice, feedstuffs and fry) be suitable for the purpose and do not contribute to the risk of cross-contamination.
GAP AII 14	Prevention of cross-contamination	The standard shall require that, during production, effective measures be taken to prevent cross-contamination from inputs, cleaning agents, veterinary medicines or personnel who come directly or indirectly into contact with other sites or vessels.
GAP AII 15	Storage and transport	The standard shall require that aquaculture and fishery products be stored, temporarily stored and transported under conditions, which minimise the potential for microbial, chemical or physical contamination.

Clause Number	Clause Name	Requirements
GAP AII 15.1	Storage and transport	The standard shall require that aquaculture feed be stored securely and handled separately from waste liquids, hazardous substances, veterinary medication and cleaning chemicals. It must not be contaminated by packaging material or other foreign materials.
GAP AII 15.2	Storage and transport	The standard shall require that storage sites for aquaculture feed and aquaculture feed components be checked at regular intervals for cleanliness, fungus, moulds, temperature and other potential contamination.
GAP AII 15.3	Storage and transport	The standard shall require that the mixing of aquaculture feeds from different manufacturers be avoided by using separate silos and other means of storage. Suitable storage should allow the integrity of batch numbers, lot numbers or the originator's identification marks to be retained.
GAP AII 15.4	Storage and transport	The standard shall require that veterinary medicine be stored in accordance with the information on the label.
GAP AII 15.5	Storage and transport	The standard shall require that in-feed medicines be stored in such a way that the risk of the unintentional feeding of fish is minimised.
GAP AII 15.6	Storage and transport	The standard shall require that equipment for the storage of liquid waste products be stable and permanently watertight.
GAP AII 16	Cleaning, maintenance and sanitation	The standard shall require that premises and vessels be kept in an appropriate state of repair and condition to facilitate cleaning and disinfection. Cleaning materials, veterinary medicines and hazardous substances such as chemicals, fuels and lubricants shall be specifically identifiable and kept or stored separately in secure storage facilities. Cleaning materials and veterinary medicines shall be used according to the manufacturer's instructions for their intended purpose.
GAP AII 17	Cleaning programmes	The standard shall require that cleaning and disinfection programmes be in place. Cleaning and disinfection systems shall be monitored, measured for effectiveness and shall be regularly reviewed and adapted to reflect changing circumstances and disease risk.
GAP AII 18	Cleaning procedures and methods	The standard shall require that appropriate cleaning methods and materials be employed. Cleaning procedures shall be reflective of the type of capture and production system, the intensity and the animal species.
GAP AII 19	Pest control systems	The standard shall require that, when primary production is carried out in indoor establishments, the recommendations of the Codex Alimentarius Recommended International Code of Practice – General Principles of Food Hygiene CAC/RCP1-1969, Rev 4 -2003, and specifically Code of practice for fish and fishery products CAC/RCP 52-2003] be adhered to.

Clause Number	Clause Name	Requirements
GAP AII 20	Waste management	The standard shall require that suitable provision be made for the storage and removal of general waste. Storage areas for waste shall be kept clean.
GAP AII 20.1	Waste management	The standard shall require that suitable provision be made for the storage and removal of veterinary clinical waste.
GAP AII 20.2	Waste management	The standard shall require that dead fish for disposal be stored outside production areas. Disposal companies should not pass through the production facilities to remove waste.
GAP AII 20.3	Waste management	The standard shall require that veterinary medicines that have reached their expiry date be disposed of according to the manufacturer's instructions and in compliance with national legislation.

Table X – Good Agricultural Practice

Requirements BI

Clause Number	Clause Name	Requirements
GAP BI 1	Agricultural input requirements	The standard shall require that procedures be in place to ensure that agricultural inputs are of adequate quality for the intended use, that application of agricultural inputs is managed properly to minimise the potential for microbial or chemical contamination [as defined under the Codex Alimentarius Recommended International Code of Practice – General Principles of Food Hygiene CAC/RCP-1-1969, Rev 4 -2003] at levels that may adversely affect the safety of fresh fruits and vegetables and that the producer is required to take into consideration the WHO guidelines on the safe use of waste water and excreta in agriculture as appropriate.
GAP BI 2	Water for primary production	The standard shall require that procedures be in place to identify the sources of water used on the farm (municipality, re-used irrigation water, well, open canal, reservoir, rivers, lakes, farm ponds etc.) and to assess their microbial and chemical quality and suitability for intended use and identify corrective actions to prevent or minimise contamination (e.g. from livestock, sewage treatment, human habitation). Where necessary, water shall be tested for microbial and chemical contaminants. The frequency of testing will depend on the water source and the risks of environmental contamination including intermittent or temporary contamination (e.g. heavy rain, flooding etc.) or periods of drought
GAP BI 2.1	Water for primary production	The standard shall require that measures be in place to protect agricultural water sources to minimise the risk of contamination. If agricultural water is stored, tanks, containers or cisterns must not be a source of contamination for water or product.
GAP BI 3	Water for irrigation and harvesting	The standard shall require that water used for agricultural purposes be of suitable quality for its intended use.
GAP BI 4	Water for fertilisers, pest control and other agricultural chemicals	The standard shall require that water used for the application of water-soluble fertilisers and agricultural chemicals in the field and indoors does not contain microbial or chemical contaminants at levels that may adversely affect the safety of fresh fruits and vegetables.
GAP BI 5	Hydroponic water	The standard shall require that water used in hydroponic culture be changed frequently or, if recycled, be treated to minimise microbial and chemical contamination. Water delivery systems shall be maintained and cleaned, as appropriate, to prevent the microbial contamination of water.
GAP BI 6	Manure, bio solids and other natural fertilisers	The standard shall require that there be proper treatment procedures (e.g. composting, pasteurisation, heat drying, UVirradiation, alkali digestion, sun drying, management practices including appropriate delays between application of agricultural inputs and harvesting of the crop or combinations of these) that are designed to reduce or eliminate pathogens in manure, bio solids and other natural fertilisers. As a minimum, the use of untreated bio solids shall be prohibited.

Scheme Scope and Key Elements

Clause Number	Clause Name	Requirements
GAP BI 7	Soil	The standard shall require that soils be evaluated for hazards. Control measures shall be implemented to reduce hazards to acceptable levels.
GAP BI 8	Agricultural chemicals	The standard shall require that only agricultural chemicals, which are authorised for the cultivation of the specific fruit or vegetable be used and used according to the manufacturer's instructions, local regulations and for the intended purpose. Residues shall not exceed levels as established by the Codex Alimentarius Commission or local regulatory requirements.
GAP BI 8.1	Agricultural chemicals	The standard shall require that antimicrobial agents not significant to human and animal therapy be used only when unavoidable and in accordance with good agricultural practices and in a manner that achieves this objective.
GAP BI 8.2	Agricultural chemicals	The standard shall require that agricultural workers who apply agricultural chemicals be trained in the proper application procedures.
GAP BI 8.3	Agricultural chemicals	The standard shall require that documentation of agricultural chemical applications be maintained. Records shall include information on the date of application, the chemical used, the crop sprayed, the concentration, method and frequency of application and records on harvesting to verify that the time between application and harvesting is appropriate. Agricultural chemicals shall be legal within the local and market jurisdiction, correctly labelled, stored in a safe, well ventilated place away from production areas, living areas and harvested fruits or vegetables and disposed of in a manner that does not pose a risk of contaminating crops
GAP BI 9	Biological control	The standard shall require that only biological controls, which are authorised for the cultivation of the specific fruit or vegetable be used and are used according to the manufacturer's instructions for the intended purpose.
GAP BI 10	Indoor facilities associated with growing and harvesting	The standard shall require that, for operations where fresh fruits and vegetables are grown indoors (greenhouses, hydroponic culture, etc.), facilities be suitable and do not contribute to food safety risks for these products.
GAP BI 11	Location, design and layout	The standard shall require that structures be located, designed and constructed to avoid the contamination of fresh fruits and vegetables and the harbouring of pests such as insects, rodents and birds. Where appropriate, the internal design and layout shall permit compliance with good hygiene practices for the primary production of fresh fruits and vegetables indoors, including protection against cross-contamination between and during operations.
GAP BI 12	Personnel hygiene and sanitary facilities	The standard shall require that hygienic and sanitary facilities be available and maintained to avoid contamination of the growing sites, of fresh fruits and vegetables or of agricultural inputs. These facilities should be located in close proximity to the fields and indoor premises and in sufficient numbers to accommodate personnel.
GAP BI 13	Water supply	The standard shall require that an adequate supply of potable or clean water with appropriate facilities for its storage and distribution be available in indoor primary production facilities.

Clause Number	Clause Name	Requirements
GAP BI 14	Drainage and waste disposal	The standard shall require that adequate drainage and waste disposal systems and facilities be provided. Systems shall be designed and constructed to avoid the potential for contamination of fresh fruits and vegetables, agricultural inputs or the potable water supply.
GAP BI 15	Personnel training	The standard shall require that a system be in place to ensure that all employees are adequately trained, instructed and supervised in food safety principles and practices, commensurate with their activity.
GAP BI 16	Personnel health and hygiene	The standard shall require that there be hygiene and health requirements in place to ensure that personnel who come directly into contact with fresh fruits and vegetables during or after harvesting are not likely to contaminate them. Visitors shall adhere to the other personal hygiene provisions in this section.
GAP BI 17	Health status	The standard shall require that people known, or suspected to be suffering from or to be a carrier of a disease or illness likely to be transmitted through fresh fruits and vegetables, not be allowed to enter any food handling area.
GAP BI 17.1	Health status	The standard shall require that any person so affected immediately report illness or symptoms of illness to the management.
GAP BI 18	Personal cleanliness	The standard shall require that hand washing procedures be in place to require hand washing, including training and frequency of hand washing.
GAP BI 19	Personal behaviour	The standard shall require that agricultural workers refrain from behaviour that could result in the contamination of food, for example: smoking, spitting, chewing gum or eating or sneezing or coughing over unprotected fresh fruits and vegetables. Personal effects such as jewellery, watches or other items shall not be worn or brought into fresh fruit and vegetable production areas if they pose a threat to the safety and suitability of the food.
GAP BI 20	Equipment associated with growing, harvesting and storage	The standard shall require that growing and harvesting equipment and containers coming into contact with fresh fruit and vegetables be made of materials that are non-toxic and designed and constructed to ensure that they can be cleaned, disinfected and maintained to avoid the contamination of fresh fruits and vegetables.
GAP BI 20.1	Equipment associated with growing, harvesting and storage	The standard shall require that an effective calibration programme be followed for all equipment requiring calibration and posing a food safety risk.
GAP BI 20.2	Equipment associated with growing, harvesting and storage	The standard shall require that equipment be stored in designated area(s) so that it will not contribute to the contamination of products.

Clause Number	Clause Name	Requirements
GAP BI 21	Growing and harvesting procedures	The standard shall require that effective and appropriate procedures specific to a given crop be in place to prevent contamination (e.g. hilling potatoes during the growing period to prevent greening, surveying the greenhouse for broken glass panes prior to harvesting etc.)
GAP BI 22	Transport	The standard shall require that all bins, containers and vehicles, including contracted out vehicles, used for the transportation of raw materials (including packaging), field product and packed product be suitable for the purpose and do not contribute to cross-contamination.
GAP BI 23	Prevention of cross-contamination	The standard shall require that, during primary production, effective measures be taken to prevent cross-contamination of fresh fruits and vegetables by agricultural inputs or personnel who come directly or indirectly into contact with fresh fruit and vegetables.
GAP BI 24	Storage and transport from the field to storage facilities	The standard shall require that fresh fruits and vegetables be stored and transported under conditions, which minimise the potential for microbial, chemical or physical contamination.

Table XI – Good Agricultural Practice

Requirements BII

Clause Number	Clause Name	Requirements
GAP BII 1	Agricultural input requirements	The standard shall require that procedures be in place to ensure that agricultural inputs are of adequate quality for the intended use, that application of agricultural inputs is managed properly to minimize the potential for microbial or chemical contamination [as defined under the Codex Alimentarius Recommended International Code of Practice – General Principles of Food Hygiene CAC/RCP1-1969, Rev 4 -2003.] at levels that may adversely affect the safety of grains and pulses and that the producer is required to take into consideration the WHO guidelines on the safe use of wastewater and excreta in agriculture as appropriate.
GAP BII 2	Water for primary production	The standard shall require that procedures be in place to identify the sources of water used on the farm (municipality, re-used irrigation water, well, open canal, reservoir, rivers, lakes, farm ponds etc.) and to assess its microbial and chemical quality and its suitability for the intended use and identify corrective actions to prevent or minimize contamination (e.g. from livestock, sewage treatment, human habitation). Where necessary, water shall be tested for microbial and chemical contaminants. The frequency of testing will depend on the water source and the risks of environmental contamination including intermittent or temporary contamination (e.g. heavy rain, flooding, etc.).
GAP BII 2.1	Water for primary production	The standard shall require that measures be in place to protect agricultural water sources to minimise the risk of contamination. If agricultural water is stored, tanks, containers or cisterns must not be a source of contamination for water or product.
GAP BII 3	Water for irrigation and harvesting	The standard shall require that water used for agricultural purposes be of suitable quality for its intended use.
GAP BII 4	Water for fertilisers, pest control and other agricultural chemicals	The standard shall require that water used for the application of water-soluble fertilisers and agricultural chemicals in the field and indoors does not contain microbial or chemical contaminants at levels that may adversely affect the safety of grain and pulse crops.
GAP BII 5	Manure, bio solids and other natural fertilisers	The standard shall require that there be proper treatment procedures (e.g. composting, pasteurisation, heat drying, UV irradiation, alkali digestion, sun drying, management practices including appropriate delays between application of agricultural inputs and harvesting of the crop or combinations of these) that are designed to reduce or eliminate pathogens in manure, bio solids and other natural fertilisers. As a minimum, the use of untreated bio solids shall be prohibited.
GAP BII 6	Soil	The standard shall require that soils be evaluated for hazards. Control measures shall be implemented to reduce hazards to acceptable levels.

Clause Number	Clause Name	Requirements
GAP BII 7	Agricultural chemicals	The standard shall require that only agricultural chemicals, which are authorised for the cultivation of the specific grains and pulses be used and used according to the manufacturer's instructions, local regulatory requirements and for the intended purpose. Residues shall not exceed levels as established by the Codex Alimentarius Commission or local regulations.
GAP BII 7.1	Agricultural chemicals	The standard shall require that antimicrobial agents not significant to human and animal therapy be used only when unavoidable and in accordance with good agricultural practices and in a manner that achieves this objective.
GAP BII 7.2	Agricultural chemicals	The standard shall require that agricultural workers who apply agricultural chemicals be trained in proper application procedures.
GAP BII 7.3	Agricultural chemicals	The standard shall require that documentation of agricultural chemical applications be maintained. Records shall include information on the date of application, the chemical used, the crop sprayed, the concentration, method and frequency of application and records on harvesting to verify that the time between application and harvesting meets the required withholding period. Agricultural chemicals shall be stored in a safe, well ventilated place, away from production areas, living areas and harvested crops and disposed of in a manner that does not pose a risk of contaminating crops.
GAP BII 8	Biological control	The standard shall require that only biological controls, which are authorised for the cultivation of the specific grains and pulses be used and are used according to the manufacturer's instructions for their intended purpose.
GAP BII 9	Location, design and layout	The standard shall require that structures be located, designed and constructed to avoid contaminating grains and pulses during handling and storage and to avoid the harbouring pests such as insects, rodents and birds. Where appropriate, the internal design and layout shall permit compliance with good hygiene practices for the production, storage and handling of grains and pulses, including protection against cross-contamination between and during operations.

Clause Number	Clause Name	Requirements
GAP BII 10	Personnel hygiene and sanitary facilities	The standard shall require that hygienic and sanitary facilities be available and maintained to avoid contamination of the growing sites, stored products or agricultural inputs. These facilities should be located in close proximity to the fields and indoor premises and in a sufficient number to accommodate the personnel.
GAP BII 11	Water supply	The standard shall require that an adequate supply of potable or clean water with appropriate facilities for its storage and distribution be available in sanitary facilities.
GAP BII 12	Drainage and waste disposal	The standard shall require that adequate drainage and waste disposal systems and facilities be provided. Systems shall be designed and constructed to avoid potential for the contamination of harvested crops, agricultural inputs or the potable water supply.
GAP BII 13	Personnel training	The standard shall require that a training system be in place to ensure that all employees are adequately trained, instructed and supervised in food safety principles and practices, commensurate with their activity.
GAP BII 14	Personnel health and hygiene	The standard shall require that there be hygiene and health requirements in place to ensure that personnel who come directly into contact with crops during or after harvesting are not likely to contaminate them. Visitors shall adhere to the other personal hygiene provisions in this section.
GAP BII 15	Health status	The standard shall require that people known, or suspected to be suffering from, or to be a carrier of a disease or illness likely to be transmitted through grains and pulses, not be allowed to enter any food handling area. Any person so affected shall immediately report illness or symptoms of illness to management.
GAP BII 16	Personal cleanliness	The standard shall require that hand washing procedures be in place to require hand washing, including training and frequency of hand washing.

Clause Number	Clause Name	Requirements
GAP BII 17	Personal behaviour	The standard shall require that agricultural workers refrain from behaviour that could result in the contamination of food, for example: smoking, spitting, chewing gum or eating or sneezing or coughing over unprotected grains and pulses. Personal effects such as jewellery, watches or other items shall not be worn or brought into production and storage areas if they pose a threat to the safety and suitability of the food.
GAP BII 18	Equipment associated with growing, harvesting and storage	The standard shall require that growing, harvesting, and storage equipment and containers coming into contact with grain and pulse crops be made of materials that are non-toxic and designed and constructed to ensure that they can be cleaned, disinfected and maintained to avoid contamination.
GAP BII 18.1	Equipment associated with growing, harvesting and storage	The standard shall require that an effective calibration programme be followed for all equipment requiring calibration and posing a food safety risk.
GAP BII 18.2	Equipment associated with growing, harvesting and storage	The standard shall require that equipment be stored in designated area(s) so that it will not contribute to the contamination of product.
GAP BII 19	Growing and harvesting procedures	The standard shall require that effective and appropriate procedures specific to a given crop be in place to prevent contamination.
GAP BII 20	Transport	The standard shall require that all vehicles, including contracted out vehicles, used for the transportation of raw materials (including packaging) and product be suitable for the purpose and not contribute to cross-contamination.
GAP BII 21	Prevention of cross-contamination	The standard shall require that, during primary production, effective measures be taken to prevent cross-contamination from agricultural inputs or personnel who come directly or indirectly into contact with harvested crops.
GAP BII 22	Storage and transport from the field to storage facilities	The standard shall require that harvested grain and pulse crops be stored and transported under conditions, which minimise the potential for microbial, chemical or physical contamination.

Table XII – Good Manufacturing Practice

Requirements C

Clause Number	Clause Name	Requirements
GMP C 1	Facility environment	The standard shall require that the site or facility be located and maintained so as to prevent contamination and enable the production of safe products.
GMP C 2	Local environment	The standard shall require that all grounds within the site or facility be maintained to an appropriate standard.
GMP C 3	Facility design, construction, layout and product flow	The standard shall require that premises, site and / or plant be designed, constructed and maintained, both the exterior and the interior, to control the risk of product contamination.
GMP C 4	Fabrication (input and material handling, preparation, product handling, packing and storage areas)	The standard shall require that the fabrication of the site, buildings and facilities be suitable for the intended purpose.
GMP C 5	Equipment	The standard shall require that equipment be suitably designed for the intended purpose and shall be used and stored so as to minimise food safety risks.
GMP C 6	Maintenance	The standard shall require that a system of planned maintenance be in place covering all items of equipment, which are critical to product safety.
GMP C 7	Staff facilities	The standard shall require that staff facilities be designed and operated so as to minimise food safety risks.
GMP C 8	Inspection	The standard shall require an inspection process to be in place at lairage and/or at evisceration to ensure animals are fit for human consumption

Clause Number	Clause Name	Requirements
GMP C9	Physical and chemical product contamination risk	The standard shall require that appropriate facilities and procedures be in place to control the risk of physical, chemical or biological contamination of products intended for human consumption.
GMP C10	Segregation and cross-contamination	The standard shall require that procedures be in place to prevent contamination and cross-contamination of carcass and parts.
GMP C11	Stock management	The standard shall require that a system be in place to ensure that materials and ingredients are used in the correct order and within the allocated shelf life.
GMP C12	Housekeeping, cleaning and hygiene	The standard shall require that appropriate standards of housekeeping, cleaning and hygiene be maintained at all times and throughout all the stages. Cleaning materials shall be suitable for their intended use and stored appropriately.
GMP C13	Water quality and utility management (including ice)	The standard shall require that the quality of water (including steam and ice) that comes into contact with food, be regularly monitored and shall present no risk to product safety. Water for post-harvest washing shall be potable. Potable water shall be used and checked for contaminants at an appropriate frequency. Where applicable, storage of water and storage and handling of ice shall occur so as to prevent contamination.
GMP C14	Waste management	The standard shall require that adequate systems be in place for the collation, collection and disposal of waste material.
GMP C15	Pest control	The standard shall require that a system be in place for controlling or eliminating the risk of pest infestation on the site or in the facilities.
GMP C16	Post slaughter chilling and freezing	The standard shall require defined post slaughter time /temperature requirements to be in place in relation to the chilling or freezing of product.
GMP C17	Storage	The standard shall require that product be stored, temporarily stored and transported under conditions, which minimise the potential for microbial, chemical or physical contamination.

Clause Number	Clause Name	Requirements
GMP C18	Transport	The standard shall require that all vehicles, including contracted out vehicles, used for the transportation of finished product be suitable for the purpose and do not contribute to the risk of cross-contamination.
GMP C19	Personal hygiene, protective clothing and medical screening	The standard shall require that documented personal hygiene standards based on risk of product contamination be in place and personnel trained in them. Hand washing and toilet facilities shall be provided. Suitable and appropriate protective clothing shall be provided. A medical screening procedure shall be in place. In all cases, these requirements shall also apply to contractors and visitors.
GMP C20	Training	The standard shall require that a system be in place to ensure that all employees are adequately trained, instructed and supervised in food safety principles and practices, commensurate with their activity.

Table XIII – Good Manufacturing Practice

Requirements D

Clause Number	Clause Name	Requirements
GMP D 1	Facility environment	The standard shall require that the site or facility be located and maintained so as to prevent contamination and enable the production of safe products.
GMP D 2	Local environment	The standard shall require that all grounds within the site or facility be maintained to an appropriate standard.
GMP D 3	Facility design, construction, layout and product flow	The standard shall require that premises, site and / or plant shall be designed, constructed and maintained, both the exterior and the interior, to control the risk of product contamination.
GMP D 4	Fabrication (input and material handling, preparation, product handling, packing and storage areas)	The standard shall require that the fabrication of the site, buildings and facilities be suitable for the intended purpose.
GMP D 5	Equipment	The standard shall require that equipment be suitably designed for the intended purpose and is used and stored so as to minimise food safety risks.
GMP D 6	Maintenance	The standard shall require that a system of planned maintenance be in place covering all items of equipment, which are critical to product safety.
GMP D 7	Staff facilities	The standard shall require that staff facilities be designed and operated so as to minimise food safety risks.
GMP D 8	Physical and chemical product contamination risk	The standard shall require that appropriate facilities and procedures be in place to control the risk of physical, chemical or biological contamination of product.
GMP D 9	Segregation and cross-contamination	The standard shall require that procedures be in place to prevent contamination and cross-contamination of raw materials, packaging and finished product, covering all aspects of food safety including micro-organisms, chemicals and allergens.

Clause Number	Clause Name	Requirements
GMP D 10	Housekeeping, cleaning and hygiene	The standard shall require that appropriate standards of housekeeping, cleaning and hygiene be maintained at all times and throughout all the stages. Cleaning materials shall be suitable for the intended use and stored appropriately.
GMP D 11	Water quality and utility management (including ice)	The standard shall require that the quality of water (including steam and ice) that comes into contact with food, be regularly monitored and shall present no risk to product safety. Water for post harvest washing shall be potable. Potable water shall be used and checked for contaminants at an appropriate frequency. Where applicable, storage of water and storage and handling of ice shall occur so as to prevent contamination.
GMP D 12	Waste management	The standard shall require that adequate systems be in place for the collation, collection and disposal of waste material.
GMP D 13	Pest control	The standard shall require that a system be in place for controlling or eliminating the risk of pest infestation on the site or in the facilities.
GMP D 14	Transport	The standard shall require that all containers and vehicles, including contracted out vehicles, used for the storage and transportation of raw materials (including packaging), intermediate / semi-processed product and finished product (including packed, fresh product in final packaging) be suitable for the purpose and maintained in good repair and be clean.
GMP D 15	Personal hygiene, protective clothing and medical screening	The standard shall require that documented personal hygiene standards based on risk of product contamination be in place and personnel trained in them. Hand washing and toilet facilities shall be provided. Suitable and appropriate protective clothing shall be provided. A medical screening procedure shall be in place. In all cases these requirements shall also apply to contractors and visitors.
GMP D 16	Training	The standard shall require that a system be in place to ensure that all employees are adequately trained, instructed and supervised in food safety principles and practices, commensurate with their activity.
GMP D 17	Packing and storage of product	The standard shall require that packaging materials be obtained with knowledge of origin, be appropriate for use and are used and stored so as not to be a source of contamination to product. Product shall be handled, sorted, graded and packed in a manner that minimises sources of biological, chemical and physical contamination. Product shall be held or stored in designated areas and handled under the proper conditions to minimise contamination.

Table XIV – Good Manufacturing Practice

Requirements EI, EII, EIII, EIV, I

Clause Number	Clause Name	Requirements
GMP EL 1	Facility environment	The standard shall require that the site or facility be located and maintained so as to prevent contamination and enable the production of safe products.
GMP EL 2	Local environment	The standard shall require that all grounds within the site or facility be maintained to an appropriate standard.
GMP EL 3	Facility design, construction, layout and product flow	The standard shall require that premises, site and / or plant be designed, constructed and maintained, both the exterior and the interior, to control the risk of product contamination.
GMP EL 4	Fabrication (input and material handling, preparation, product handling, packing and storage areas)	The standard shall require that the fabrication of the site, buildings and facilities be suitable for the intended purpose.
GMP EL 5	Equipment	The standard shall require that equipment be suitably designed for the intended purpose and shall be used and stored so as to minimise food safety risks.
GMP EL 6	Maintenance	The standard shall require that a system of planned maintenance be in place covering all items of equipment, which are critical to product safety.
GMP EL 7	Staff facilities	The standard shall require that staff facilities be designed and operated so as to minimise food safety risks.
GMP EL 8	Physical and chemical product contamination risk	The standard shall require that appropriate facilities and procedures be in place to control the risk of physical, chemical or biological contamination of product.
GMP EL 9	Segregation and cross-contamination	The standard shall require that procedures be in place to prevent contamination and cross-contamination of raw materials, packaging and finished product, covering all aspects of food safety including micro-organisms, chemicals and allergens.

Clause Number	Clause Name	Requirements
GMP EL 10	Stock management	The standard shall require that a system be in place to ensure that materials and ingredients are used in the correct order and within the allocated shelf life.
GMP EL 11	Housekeeping, cleaning and hygiene	The standard shall require that appropriate standards of housekeeping, cleaning and hygiene be maintained at all times and throughout all the stages. Cleaning materials shall be suitable for their intended use and stored appropriately.
GMP EL 12	Water quality and utility management (including ice)	The standard shall require that the quality of water (including steam and ice) that comes into contact with food, be regularly monitored and shall present no risk to product safety. Water for post-harvest washing shall be potable. Potable water shall be used and checked for contaminants at an appropriate frequency. Where applicable, storage of water and storage and handling of ice shall occur so as to prevent contamination.
GMP EL 13	Waste management	The standard shall require that adequate systems be in place for the collation, collection and disposal of waste material.
GMP EL 14	Pest control	The standard shall require that a system be in place for controlling or eliminating the risk of pest infestation on the site or in the facilities.
GMP EL 15	Transport	The standard shall require that all vehicles, including contracted out vehicles, used for the transportation of raw materials (including packaging), intermediate / semi-processed product and finished product (including packed, fresh product in final packaging) shall be suitable for the purpose, maintained in good repair and be clean.
GMP EL 16	Personal hygiene, protective clothing and medical screening	The standard shall require that documented personal hygiene standards based on risk of product contamination be in place and personnel trained in them. Hand washing and toilet facilities shall be provided. Suitable and appropriate protective clothing shall be provided. A medical screening procedure shall be in place. In all cases, these requirements shall also apply to contractors and visitors.
GMP EL 17	Training	The standard shall require that a system be in place to ensure that all employees are adequately trained, instructed and supervised in food safety principles and practices, commensurate with their activity.

Table XV – Good Manufacturing Practice

Requirements M

Clause Number	Clause Name	Requirements
GMP M 1	Facility	The standard shall require that the site or facility shall be located and maintained to prevent contamination of the packaging materials and enable the production of safe products. The standard shall require that the manufacturing process is controlled throughout in order to ensure that the packaging material produced is food safe.
GMP M 2	Local environment	The standard shall require that all grounds within the site or facility shall be maintained to an appropriate standard.
GMP M 3	Facility design, construction, layout and product flow	The standard shall require that premises, site and/or plant shall be designed, constructed and maintained, both exterior and interior, to control the risk of packaging material contamination.
GMP M 4	Fabrication including Raw Materials Intake Manufacturing Process, Storage and Despatch.	The standard shall require that the fabrication of the site, buildings and facilities be suitable for the intended purpose.
GMP M 5	Equipment	The standard shall require that equipment is suitably designed and validated for the intended purpose and be used and stored so as to minimise food safety risks from packaging materials.
GMP M 6	Maintenance	The standard shall require that a system of planned maintenance be in place covering all items of equipment, which is used to produce food safe packaging.

Clause Number	Clause Name	Requirements
GMP M 7	Staff facilities	The standard shall require that staff facilities, such as toilets, lunch facilities, changing/locker rooms are designed and operated to minimise food safety risks. The standard shall require staff and visitor access definitions and include visitor and contractor control.
GMP M 8	Product Contamination Risk	The standard shall require that appropriate facilities and procedures be in place to control the risk of physical, chemical, biological or allergen contamination of product.
GMP M 9	Segregation and cross-contamination	The standard shall require that procedures are in place to prevent contamination and cross-contamination of product including the possibility of contamination from recycled materials and mixing of raw materials, if the effect of the material gives rise to food safety issues.
GMP M 10	Housekeeping, cleaning and hygiene	The standard shall require that appropriate standards of housekeeping, cleaning and hygiene be maintained at all times and throughout all the stages with validation and recording of the effectiveness of the cleaning. Cleaning materials shall be suitable for intended use and stored appropriately.
GMP M 11	Air and Water Quality Management	The standard shall require that the quality of air, compressed air and water (including steam) that comes into contact with packaging material shall present no risk to product safety. Clean water, suitable for the process, shall be used. Where applicable, storage of water shall occur so as to prevent contamination.
GMP M 12	Waste management	The standard shall require that adequate systems be in place for the collation, collection and disposal of waste material.
GMP M 13	Pest control	The standard shall require that a system be in place for controlling or eliminating the risk of pest infestation on the site or in the facilities.

Clause Number	Clause Name	Requirements
GMP M 14	Transport	The standard shall require that all vehicles, including contracted out vehicles, used for the transportation of raw materials or packaging materials, intermediate/semi processed product and finished product shall be suitable for the purpose, maintained in good repair and be clean. There shall be no potential for contamination from other materials carried on the same vehicle. Hazards and risk shall be considered.
GMP M 15	Personal hygiene, protective clothing/ workwear and medical screening	The standard shall require that documented personal hygiene standards based on risk of product contamination shall be in place. Hand washing and toilet facilities shall be provided. Suitable and appropriate protective clothing shall be provided. A medical screening procedure may be in place. In all cases these requirements shall also apply to contractors and visitors.
GMP M 16	Training	The standard shall require that an effective system is in place to ensure that all employees are adequately trained and instructed and the effectiveness of the training is monitored in packaging hygiene, quality and food safety principles and practices, commensurate with their activity.
GMP M 17	Packaging and Storage of Product	The standard shall require that packaging material shall be packaged, handled, segregated in a manner that minimizes sources of physical, chemical, biological and allergen contamination. Product shall be held or stored in designated areas and handled under the proper conditions to minimize contamination.
GMP M 18	Trademarked material	The standard shall require that a system be in place to control the disposal of trademarked material.
GMP M 19	Product Recall/withdrawal	The standard shall require that a system be in place to manage product recall and withdrawal. The system shall be recorded and tested at an appropriate frequency.
GMP M 20	Inventory Management	The standard shall require that a system be in place to ensure materials and ingredients are used in the correct order and within the allocated shelf life.

Clause Number	Clause Name	Requirements
GMP M 21	Allergens	The standard shall require that the use of any known allergens used in packaging manufacture are identified, recorded and labelled accordingly.
GMP M 22	Material Claims	The standard shall require that where recycled material, plant based material or functional additives are used there shall be sufficient data to ensure safe food contact and documentation of claims.
GMP M 23	Printed Materials Management	The standard shall require that where packaging materials are printed with product ingredient list(s), allergens, identification code and other critical information, they shall be managed in a manner that prevents misprinting. The standard shall require that the organisation has controls in place to ensure printed materials are not mixed or intermingled including in-process and re-worked materials.

Table XVI – HACCP

Requirements AI, All, BI and BII

Clause Number	Clause Name	Requirements
HACCP AB 1	Hazard Analysis and Critical Control Point (HACCP)	<p>The standard shall require that the organisation have in place a HACCP or HACCP based system including pre-requisite programmes. It shall prescribe the measures taken to apply those critical controls to assure, monitor and maintain food safety. The HACCP-based system shall:</p> <ul style="list-style-type: none"> i. Be prepared in accordance with Codex or NACMCF HACCP development methodology and ii. Cover a product or a product grouping and its production and iii. Include documented Standard Operating Practices (SOP's) and Work Instructions (WI's) as required and applicable to the organisation's Scope of Certification. The results of the hazard analysis shall demonstrate food safety management. The scope of the HACCP or HACCP based system shall be required to be defined per product or product grouping and per production type.

Table XVII – HACCP

Requirements C and D

Clause Number	Clause Name	Requirements
HACCP C D 1	Hazard Analysis and Critical Control Point (HACCP)	<p>The standard shall require that the organisation have in place a HACCP or HACCP based system including prerequisite programmes, to demonstrate food safety management. The HACCP based system shall be systematic, comprehensive and thorough and shall be based on the Codex Alimentarius HACCP principles or those principles specified by the National Advisory Committee on Microbiological Criteria for Foods (NACMCF). The HACCP based system shall be capable of accommodating change, such as advances in equipment design, processing procedures or technological developments. The hazard analysis, where appropriate, shall include allergens.</p> <p>The 7 Codex Alimentarius HACCP principles and all 12 HACCP implementation steps must be implemented and documented and shall apply for all processes except for some cases of handling where the hazard analysis outcome may show that not all of the HACCP principles are necessary.</p> <p>The scope of the HACCP based system shall be required to be defined per product / product category and per production line / production-location.</p>

Table XVIII – HACCP

Requirements EI, EII, EIII, EIV and L

Clause Number	Clause Name	Requirements
HACCP EI 1	Hazard Analysis and Critical Control Point (HACCP)	<p>The standard shall require that the organisation have in place a Hazard Analysis and Critical Control Point system (HACCP) to demonstrate food safety management. The HACCP system shall be systematic, comprehensive and thorough and shall be based on the Codex Alimentarius HACCP principles or those principles specified by the National Advisory Committee on Microbiological Criteria for Foods (NACMCF). The HACCP system shall be capable of accommodating change, such as advances in equipment design, processing procedures or technological developments. The hazard analysis, where appropriate, shall include allergens.</p> <p>In all cases, the 7 Codex Alimentarius HACCP principles and the 12 step logic sequence for application of HACCP specified in the document, Recommended International Code of Practice – General Principles of Food Hygiene CAC/RCP 1-1969, Rev. 4 -2003, shall apply.</p> <p>The scope of the HACCP system shall be required to be defined per product / product category and per process line / process-location.</p>

Table XIX – HACCP

Requirements M

Clause Number	Clause Name	Requirements
HACCP M1	Hazard and Risk Management System	<p>The standard shall require that the organisation have in place a Hazard and Risk Management system including pre-requisite programmes. This may be a HACCP based system or another Hazard and Risk Management system that covers the Codex Alimentarius HACCP principles.</p> <p>The scope of the Hazard and Risk Management system shall cover all processes of the materials encompassed within the standard to ensure that none of their components parts or the whole material could compromise food safety.</p>