



TASCC Code of Practice for
Road Haulage

of combinable crops
and animal feeds

Effective from **February 2018**



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Codes of Practice for:

■ Haulage

of combinable crops and animal feeds

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Scheme Rules

Effective from February 2018

1	Introduction
1.1	The Trade Assurance Scheme for Combinable Crops (TASCC) is a voluntary scheme developed, owned and implemented by the Agricultural Industries Confederation (AIC).
1.2	TASCC aims to protect and build upon the integrity of farm assurance between the farmgate and delivery to the first processor. It provides a credible independent verification that the trade is meeting its legal obligations under food and feed legislation and associated codes of practice. Farm assurance schemes, food and feed manufacturers, other stakeholders and end users have been fully consulted during revisions of the scheme.
1.3	TASCC requires an independent verification that the Participant fully complies with current versions of the following Codes of Practice, as applicable to a Participant's operations: <ul style="list-style-type: none">• <i>AIC TASCC Code of Practice for Road Haulage of Combinable Crops and Animal Feeds</i>• <i>AIC TASCC Code of Practice for the Storage of Combinable Crops and Animal Feeds</i>• <i>AIC TASCC Code of Practice for Testing Facilities of Combinable Crops</i>• <i>AIC TASCC Code of Practice for the Merchenting of Combinable Crops</i>
1.4	TASCC approval demonstrates that a Participant meets the standards required by suppliers to: <ul style="list-style-type: none">• Feed compounders belonging to the AIC Universal Feed Assurance Scheme (UFAS)• Millers, Maltsters, Crushers and other food manufacturers
1.5	Renewable Energy Directive (RED) <ul style="list-style-type: none">1.5.1 The RED requirements as set out within TASCC apply to all Participants whose scope includes either the Merchenting and/ or Storage Modules. The Certification Body will confirm status and requirements with all Participants prior to Assessment.1.5.2 The Participant's certification status in relation to RED will be shown on the AIC Assurance Checker.
1.6	Complying with the scheme requirements by applying for approval to TASCC, the applicant agrees that, if approved, they will comply with the requirements of relevant TASCC Codes of Practice and the TASCC Scheme Rules. <ul style="list-style-type: none">1.6.1 Applicants to the TASCC scheme must identify the scope of their activities on the scheme application form. Subsequent amendments to the scope of the Participant's business must be communicated to the scheme Certification Body.1.6.2 Applicants can choose the Codes of Practice they wish to have covered by the scope of their TASCC certification. Applicants cannot, however, omit Codes of Practice that are integral to activities that are included within the scope of certification.<p>Any new or additional site/s operated by the TASCC Participant that is equipped to provide services as per the TASCC Participant's scope must be registered with the Certification Body.</p><p>Where a business operates on more than one site, then each site must be assessed before it can be certified. In cases where multiple sites are assessed as part of a surveillance Assessment programme then a sample of sites may be assessed each year provided that all sites are assessed by the end of the third full year of certification and have identical scope of certification.</p><p>Assessing a sample of sites is permitted where a company operates from more than one site operating a common quality system at each site and have identical scope of certification.</p>
1.7	The Applicant or Participant will have no claim against any officers, members or employees of AIC in the event of Expulsion, Suspension or a lesser punishment and/or the publication thereof as appropriate, nor have any claim against any of the above for any damages and/or compensation or costs for any financial loss occasioned thereby.
1.8	A register of Participants is on AIC's website at: www.agindustries.org.uk .
1.9	Electronic Communication <p>The Participant must provide the Certification Body (Kiwa) with an up to date electronic means of communication. This is preferably an email address. Where this is not possible a fax number or mobile number must be provided.</p>



2	Confidentiality
2.1	<p>All information about Applicants and certified Participants will be treated in confidence. Specific information (such as details of individual inspection reports) will not be divulged to any third party without the written agreement of the Applicant/ Participant. The exceptions are:</p> <p>2.1.1 Kiwa and/ or AIC will confirm the Scheme ID number, name and address and confirm if the company is a certified Participant, along with the expiry date and scope of certification. These details are also available on the AIC website.</p> <p>2.1.2 The provision of information to AIC in relation to Assessment findings and Non-conformances as required to maintain the standards and credibility of the Scheme.</p> <p>2.1.3 In the event of a Participant being involved or implicated in a feed safety incident, details may be discussed in confidence between representatives of AIC and The Competent Authority.</p>
3	Scheme Rules
3.1	TASCC Codes of Practice are effective from February 1st 2018.
3.2	<p>In order to become a certified Participant, applicants shall:</p> <p>3.2.1 Apply for certification by completing an application form and returning it to the scheme Certification Body (Kiwa). At this point the Participant can nominate a preferred inspection body providing that inspection body has appropriately qualified assessors and is approved by Kiwa</p> <p>3.2.2 Confirm that they agree to comply with the Scheme Rules, the current TASCC Standard, and Kiwa Terms and Conditions by signing the Certification Agreement contained in the quotation and returning to Kiwa. The quotation will indicate the duration of the Initial and subsequent Routine assessments. The duration of Initial assessments is dictated by the time required to assess the systems and procedures of the Participant fully.</p> <p>3.2.3 Pay all relevant fees as published on the TASCC pages of the AIC website and as agreed with the Certification Body.</p> <p>3.2.4 Shall agree to an Initial assessment and complete action points within the timeline as specified in the scheme rules. Re-application within 12 months will only be permitted at the discretion of the Certification Body.</p>
3.3	When the Applicant has been audited, and has corrected any Non-conformance that may have been identified, Kiwa will issue a Certificate of Conformity and will supply the Participant's details to AIC for publication in the AIC assurance checker on the AIC website.
3.4	The initial certificate of conformity will be valid from the date on which the applicant demonstrated compliance with the Codes of Practice and expire annually on the 31st March.
3.5	Those companies that achieve TASCC certification are listed on the AIC assurance checker. The checker includes details of the scope under which TASCC certificates have been granted. Interested parties may view the checker via the Feed and Assurance links of the AIC website at www.aictradeassurance.org.uk
3.6	Participants that wish to continue in the scheme must settle the KIWA invoice which will be sent by the Kiwa prior to 1st April each year. The AIC registration fee must be sent to Kiwa by the 1st July annually.
3.7	Participants will be contacted prior to the anniversary of their assessment to arrange a surveillance visit which must take place at least 60 days prior to the anniversary of their initial assessment date.
3.8	Participants shall comply with the scheme requirements at all times as defined in this Scheme Rules and the Codes of Practice.
3.9	<p>Participants shall advise Kiwa of any changes to the business, typically but not limited to:</p> <ul style="list-style-type: none"> • Company ownership • Scope of operations • Key management
3.10	Participants and applicants shall immediately advise Kiwa in the event that they are the subject of legal action that relates to TASCC accredited activities.
3.11	<p>Where in order to determine whether there has been any breach of the TASCC rules it is necessary to conduct an immediate assessment, the cost of such an assessment (additional to the routine annual assessment) and also any further assessment(s) to check if any non-conformances identified by the verifier have been rectified or otherwise have been carried out, shall be at the sole cost of the applicant or Participant – in accordance with the provisions of sections 4 and 9 below.</p> <p>AIC reserve the right to visit TASCC Participants to investigate any food/feed safety instances which may occur.</p>

Scheme Rules

Effective from February 2018

4	Passport Stickers
4.1	TASCC Combinable Crops Passport stickers shall be available to Participants that hold a current and valid certificate of conformity for use where grain from assured producers is kept in a TASCC approved store.
4.2	The sticker enables farm and trade assurance to be easily identified at the end user intake. Stickers shall relate to one scheme year, and shall carry the Participant's individual TASCC reference and certificate expiry date.
4.3	Stickers must only be used for assured grain grown under approved schemes which are to be found on the AIC website.
4.4	If evidence is found that there has been misuse of TASCC stickers, or any other assurance sticker, then appropriate action will be taken by the Certification Body and this action may result in suspension.
4.5	New Participants to the TASCC scheme will receive 1000 Combinable Crops Passport stickers free of charge on completion and return of non-conformances and payment after the initial assessment. These stickers are only valid for the TASCC scheme year and do not relate to the harvest (crop) year. The Participant must make contact with AIC so that the stickers can be ordered and dispatched in time for use. Existing Participants will have to purchase new stickers relating to the dates on their certificate. To order the stickers, participants must contact Debbie Walker at AIC on 01733 385235 or email debbie.walker@agindustries.org.uk .
5	Assessment of Participant Compliance with the Scheme
5.1	<p>Kiwa or the nominated inspection body will assess a Participant's conformance with the Scheme. Kiwa shall be given access to all relevant information needed to confirm conformance with the Standard and the right to inspect third parties subcontracted to perform work covered by the Standard, at the Participant's cost. TASCC assessments are not of fixed duration but are determined on a case-by-case basis. The certifying body will ensure that the same assessor will not assess the same company beyond a consecutive 3 year period. An assessor should have a break of at least 1 year. This is at the discretion of the certification body.</p> <p>There are a number of types of assessment within the TASCC Scheme:</p> <ul style="list-style-type: none">• Initial assessment a formal assessment for new applicants to the TASCC Scheme on a date agreed with the business during the application process. Business to submit traceability documents 3 months after certification.• Routine assessment a formal annual assessment for certified participants of the TASCC Scheme.• Short notice assessments Kiwa will carry out Short notice assessments on at least 5% of TASCC certified sites. Participants will be informed of unannounced assessments the day before the visit. The unannounced assessment programme will be funded from a small levy included in the cost of all initial and routine assessments and no additional charges will be made for unannounced assessments.• Extra/Immediate assessment Kiwa PAI will carry out extra/immediate assessments at their discretion – these audits may incur a cost. Circumstances where they may be required include, but are not limited to:<ul style="list-style-type: none">– In response to reports or intelligence suggesting a significant feed/ food safety issue or breach of TASCC rules and requirements.– Signing off action points following an assessment, particularly if the action points related to Major or Critical Non-conformance• Desktop assessments Scope extensions can be conducted in between annual audits by the Certification Body as a desk top assessment. This is for existing TASCC Participants who wish to add new activities on an existing TASCC certified site. There is a fee for conducting the desktop assessment, this can be found on the AIC website.
5.2	Account is taken by the assessor during Unannounced assessments of the fact that key personnel may not be available however the continued operation of the business to TASCC requirements is always expected.



5.3 Refusal of entry to premises will result in the client being charged for the next Unannounced assessment which will take place within 2 months of the original planned date. Refusal to allow access may result in suspension of certification.

6 Reporting
 Kiwa will produce a report for its own assessment purposes and identify any non-conformances to the Participant at the end of the assessment. Any Non-conformances will be classified as per 6.1 below, and acted upon as per 6.2. When a Participant has rectified their Non-conformances, Kiwa will notify the client of their continuing certification or issue a TASCC Certificate of Conformance whichever is appropriate.

6.1 Classification of Non-conformances

Classification	Cause
Critical	A gross or deliberate food/feed safety regulatory violation, or; A food/feed safety failure resulting in unsafe products, or; A loss of traceability such that recall of unsafe goods would be impossible, or; A recurrence of a Major Non-conformance raised at the preceding assessment, or; A complete unwillingness to cooperate in the audit.
Major	A complete failure to implement a requirement of TASCC or a failure that may result in unsafe food/feed, or; A recurrence of a Minor Non-conformance raised at the preceding assessment.
Minor	A partial failure to implement a requirement of TASCC or Poor evidence to demonstrate implementation.

6.2 Response to Non-conformances

Classification	Initial assessment	Surveillance assessment
Critical	Certification refused. Full assessment required. Kiwa Scheme Manager to be contacted immediately.	Certification suspended with immediate effect. Certification will only be reinstated following the verification that the critical Non-conformances have been resolved. Extra assessments, at the cost of the Participant, may be required by the certification body in order to verify conformance with the TASCC Scheme.
Major	Certificate not granted until Non-conformances resolved. Plan of corrective actions to be submitted within 15 days of assessment, and timescales to resolve Non-conformances to be agreed with the Certification Body. Failure to resolve Non-conformances within agreed timescales will lead to a repeat Initial assessment or the application being archived by the Certification Body.	Certification continues. Plan of corrective actions to be submitted within 15 days of assessment, and timescales to be agreed with the Certification Body typically no more than 60 days from assessment. Failure to resolve Non-conformances within agreed timescales will lead to suspension.
Minor	Certificate not granted until Non-conformances rectified. Plan of corrective actions to be submitted within 30 days of assessment, and timescales to be agreed with Certification Body. Failure to resolve Non-conformances within agreed timescales will lead to a repeat Initial assessment or the application being archived by the Certification Body.	Certification continues. Plan of corrective actions to be submitted within 30 days of assessment, and timescales to be agreed with Scheme Manager, typically no more than 60 days from assessment. Failure to resolve Non-conformances within agreed timescales will lead to suspension.

6.3 Observations

Observations may be raised during TASCC assessments. These are points noted by an assessor that are not technical breaches of the Standard but could assist the Certification Body, Scheme Owner or Participant. Observations do not require a formal response to the Certification Body.

Scheme Rules

Effective from February 2018

7	Certificate Suspension and Withdrawal
7.1	The scheme Certification Body, in conjunction with AIC, may suspend or withdraw a participant's certificate of conformity when the participant has: <ul style="list-style-type: none">7.1.1 The sticker enables farm and trade assurance to be easily identified at the end user intake. Stickers shall relate to one scheme year, and shall carry the participant's individual TASCC reference and certificate expiry date.7.1.2 Critical non-conformances that have, or are likely to have, an adverse effect on product safety or legality. Non-conformances against requirements printed in bold italics in each code will result in suspension.7.1.3 Suspension/withdrawal following notification of potential feed/food safety issue.7.1.4 Revoking of Earned Recognition If a participant has Earned Recognition revoked by the FSA (Food Standards Agency) then they must inform AIC and the Certification Body immediately.7.1.5 Failed to pay the AIC annual registration or KIWA PAI certification fees.
7.2	Suspended Participants must demonstrate to the Certification Body that the non-conformances have been resolved in order to have certification re-instated. A follow up assessment by the scheme verifier to confirm this shall take place. The Participant will be invoiced for this follow up assessment.
7.3	Participants that do not demonstrate to the scheme Certification Body that Non-conformances have been resolved within 1 month of suspension will have their certificates of conformity withdrawn.
7.4	Participants that have their certification withdrawn would need to apply as new participants if they wish to regain certification. Withdrawn Participants will remain on the register for 18 months.
7.5	The scheme Certification Body will automatically update the register on the AIC website with details of a Participant's changed certification status which is confirmed as an AIC Assurance Alert.
7.6	Suspended or withdrawn Participants may not claim to be TASCC-approved, nor undertake contracts that specify TASCC registration without advising the customer.
7.7	Where a TASCC participant has their certification suspended or withdrawn, the scheme Certification Body will be entitled to provide an explanation of the reasons for suspension or withdrawal, on request, to other persons or organisations who own or have a contract with the suspended or withdrawn participant at the time of the suspension or withdrawal.
7.8	Where a TASCC Participant wishes to withdraw, this must be notified to the Certification Body in writing.
8	Complaints
8.1	Complaints about either a TASCC Participant or the scheme Certification Body should be directed to AIC and/or the scheme Certification Body where they will be acknowledged, reviewed and actions taken to resolve the cause of any problems.
8.2	The scheme Certification Body is accredited by the UK Accreditation Service (UKAS) and works to strict codes of conduct. If Participants are not satisfied with the way in which the scheme Certification Body handles the complaint, they should refer the matter to AIC.
9	Appeals
9.1	A Participant has the right of appeal against decisions made by certification body.
9.2	Appeals shall be made in writing to the certification body within 14 days of being advised of the decision that is the subject of the appeal.
9.3	The certification body will acknowledge the appeal and nominate a Manager independent of the decision to carry out an initial investigation to check the merits of the appeal.
9.4	If the nominated Manager concurs with the appeal then the certification body will correct the erroneous decision.



9.5	If the nominated Manager does not concur with the appeal then an independent panel will be convened within 30 days to handle the appeal.
9.6	The certification body, including the Scheme Manager, AIC and the Participant are entitled to attend the Appeals Panel and present information to the Panel.
9.7	The independent Appeals Panel will make a ruling based on the information supplied during the hearing.
9.8	The ruling of the Appeals Panel is binding and final on the certification body and the Participant.

10	Assessor Qualifications and Requirements
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10.1	<p>Minimum requirements for Assessors</p> <ul style="list-style-type: none"> • Experience Relevant experience within the feed/food industry • HACCP Qualification • Competence Assessors must have the ability to demonstrate a current knowledge of industry issues and legislation and be able to communicate effectively. To be ascertained through training, examination, shadow and witnessed assessments
10.2	<p>Confidentiality and Conflicts of Interest</p> <p>10.2.1 Confidentiality Assessors are required to sign and comply with the confidentiality agreement provided by Kiwa. In particular assessors must not during any contact with a Participant, especially at an assessment, discuss or name other feed businesses that they may have either assessed or have any knowledge of their operations.</p> <p>10.2.2 Conflicts of Interest Assessors must make Kiwa aware of any potential conflicts of interest (actual or perceived) relating to Participants they have been assigned to assess.</p> <p>10.2.3 Assessors must maintain a current register of business interests and supply this to Kiwa at least every 3 months.</p>

11	Arbitration
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11.1	In the event of a problem dispute, and in the absence of an arbitration agreement, recourse for settlement of claims will be to the appropriate court. Alternatively, the parties in dispute may agree to arbitration in accordance with another mutually agreed arbitration system.
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Introduction – Scope of TASCC

This Code of Practice comprises a set of minimum standards to ensure food/feed safety which the Participant must achieve when handling and transporting the following categories of goods. The list is not exhaustive but includes:

- **All combinable crops for food and feed – UK produced (whether assured or non-assured) or imported crops**
- **Feed Materials**
- **Compound feeds & additives**

TASCC Participants must ensure that the Scheme Rules, General section and the relevant sections (Haulage, Merchants, Storage and Testing) as per their scope are adhered to.

Where there is an **R** in the clause reference column, this refers providing records to meet the clause requirement.

An **i** in the Guidance column, indicates that further information is available from other sources than this book.

Introduction

Aim

This Code of Practice aims to combine food/feed safety legal requirements with recognised industry good practice and specific customer requirements to provide confidence in the food/feed chain.

Clause Ref	Requirement	Guidance
G1	Introduction	
G1.1 UPDATED	All relevant current EU and National food/ feed safety legislation must be complied with. The Participant must demonstrate how knowledge of current legislation and food/feed safety issues is maintained. Any applicable terms and conditions must be communicated to, agreed and understood by all relevant staff and subcontractors.	Participants need to demonstrate how specific customer Terms and Conditions are understood. The Terms and Conditions may include Insurance, Health and Safety requirements, allergens, TACCP 'Threat Assessment & Critical Control Point', VACCP 'Vulnerability Assessment & Critical Control Point' and NOPs (Naturally Occurring Prohibited Substances). Transport companies may receive specific delivery point requirements contained in customer's instructions. These may be considered as terms and conditions.
G1.2 UPDATED R	Any new or additional site/s operated by the TASCC Participant that is equipped to provide services as per the TASCC Participant's scope must be registered with the Certification Body.	Sites include stores, offices and testing facilities. See Scheme Rules section 1.6.2.

Management commitment – Updated

Aim

The Participant must provide resource to ensure compliance with legislation and TASCC Scheme requirements.

Clause Ref	Requirement	Guidance
G2	Management commitment	
G2.1	Management must be committed to the implementation of this Code of Practice and the operation of effective food/feed safety and quality systems.	
G2.2 UPDATED R	Code of Practice dated policy statement committing the Participant to supplying safe and legal food/feed in compliance with this Code of Practice. The policy must be reviewed on an annual basis.	



Clause Ref	Requirement	Guidance
G3 Management review		
G3.1 NEW R	<p>There must be an annual review including:</p> <ul style="list-style-type: none"> • Review policy statement (see G2.2) • Internal and external audits (see G21) • Complaints (see G20) • HACCP (see G18.2) • Incident corrective action • Training and processes • Internal procedures <p>Record of the management annual review meeting must be documented.</p>	
G4 Designated Person		
G4.1 R	A designated person must have authority and responsibility for the implementation of the requirements of this Code of Practice.	
G4.2	Management controls must be effective during all hours the Participant operates to secure compliance with the Code of Practice.	
G5 Procedures		
G5.1 R	The designated person must ensure that all staff covered by the scope of the Code of Practice are provided with written instructions that confirm their duties and the procedures.	<p>Written instructions can take the form of a flow chart.</p> <p>This refers to full time and temporary staff.</p>
G6 Organisation Chart		
G6.1 R	The interrelation of staff and job functions within the Participants operation shall be defined in an organisation chart.	

Records

Aim

To ensure Participants keep adequate records for legal and assurance purposes.

Clause Ref	Requirement	Guidance
G7 Records		
G7.1 NEW	<p>There must be a system in place to ensure that procedures and records required by this Code of Practice and legislation are documented and controlled.</p> <p>The system of documentation and records must ensure that food/feed is traceable and can be made available when requested by the competent authority.</p>	The Merchant and Storage Code of Practices have a product recall requirement. Haulage and Testing Participants may be required to provide records to assist with the product recall process.

General

Clause Ref	Requirement	Guidance
G7.2 NEW	Documents and records (handwritten or electronic) must be designed and prepared such that: <ul style="list-style-type: none"> • The title and purpose is clear • They are dated • Inadvertent use of superseded documents is prevented • Records are legible • Handwritten records are in ink • The name of the person making any entry alteration or deletion identifiable 	If access to a computer system is password controlled, a “signature” is not necessary provided traceability of record creation can be demonstrated.
G7.3 UPDATED R	All records must be retained for a period not less than two years, or as required by legislation, and be available to auditors at the next TASC audit.	All records should be kept for a period which is sufficient to deal with any potential claims. For example, some food legislation requires that records need to be kept for 3 years.
G7.4	Records must be legible and kept in suitable conditions that allow ready retrieval and prevent deterioration.	These records will also be important if enforcement authorities wish to carry out an investigation. It is therefore important that records are accessible and kept in good condition.

Legislative requirements

Aim

To ensure that the Participant conforms to all legal food/feed requirements. See appendix 9 for further Legislation information.

Clause Ref	Requirement	Guidance
G8	Legislative requirements	
G8.1 NEW R	A responsible person with deputies must be nominated to notify the relevant competent authority if the Participant has placed a food/feed on the market which could potentially cause a threat to human or animal health. Where Participants do not place food/feed on the market they must notify their customer of any potential threat to human or animal health allowing information through the chain of custody.	Where a business is a sole operator then there is no need to appoint a deputy. Relevant parties will be: <ul style="list-style-type: none"> • AIC • TASC Certification Body • FSA (Foods Standards Agency) • FSS (Food Standards Scotland) • FSANI (Food Standards Agency Northern Ireland) • FSAI (Foods Standard Agency Ireland) • APHA • Local Authorities Participants not placing food/feed on the market include hauliers, storekeepers and testing facilities.
G9	Code of Practice for the control of Salmonella	
G9.1 R	The current Defra Code of Practice for the Control of Salmonella must be complied with. The Participant must demonstrate they have access to the code.	Participants should consider the risk of Salmonella as part of their HACCP plan. Handling methods must minimise the production of dust to prevent the development of Salmonella.



Clause Ref	Requirement	Guidance
G10 Registration of food for human consumption and feed for food producing animals		
G10.1 R	<p>Participants must apply to the competent authority, and receive confirmation of receipt, to register their premises if they are:</p> <ul style="list-style-type: none"> transporting/storing/merchandising materials which may be destined for human consumption in accordance with the requirements of the Food Hygiene Regulation 2004, (EC No. 852/2004), and any subsequent amendments or regulations transporting/storing/merchandising materials which may be destined for food producing animals in accordance with the requirements of the Feed Hygiene Regulation 2005, (EC No. 183/2005), and any subsequent amendments or regulations <p>Records must be kept to show that applications have been made and/or responses received from the local council or competent authority.</p>	<p>NB: Registration applies to all sites whether physically handling crops or solely managing the Participant's activity.</p>
G11 Statutory declarations		
G11.1	<p>Delivery documents or labels for crops/feed materials intended for feed use/feed materials must comply with the Feeding Stuffs (England) Regulations 2010 (SI 2010 No. 3281).</p>	<p>Example of label for crops which can be used to satisfy this legislation below and covers Store to End User. The example below fits on A4 labels Avery 7165 Parcel (4 x 2) or equivalent.</p> <p>For other feed materials compulsory declarations can be found on https://www.agindustries.org.uk/sectors/animal-feed/legislation-and-guidance/marketing-labelling-and-composition-of-feeds/.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Material: Feed material Name: As defined in Schedule 2 Moisture: X% Net weight: see weighbridge ticket Batch: Include reference to traceability info Name and address of Merchant</p> </div>
G12 Registration of premises under TSE regulations		
G12.1 R	<p>Participants should note that under the Transmissible Spongiform Encephalopathies Regulations 2010 registration with Defra is required for storage/transport of bulk animal derived dicalcium phosphate and hydrolysed protein.</p> <p>The Participant must be able to show evidence of registration with Defra.</p>	<p>Defra www.defra.gov.uk</p> <p>TSE legislation www.legislation.gov.uk/uksi/2010/801/contents/made</p>
G13 Allergens		
G13.1	<p>EU legislation (Directive 2007/68/EC) identifies groups of materials in certain food ingredients which can cause allergic reactions in some people. If received, the Participant must check and comply with individual customers policies/requirements/terms and conditions.</p>	<p>Allergic reactions can cause a severe anaphylactic shock in some individuals which can be fatal.</p> <p>The list of allergens is contained in EU Directive 2007/68/EC Annex IIIa.</p>

General

Clause Ref	Requirement	Guidance
G14 Undesirable substances in food and feed stuffs		
G14.1	<p>Commission Regulation (EC) No 1881/2006 of 19 December 2006 sets the maximum levels for certain contaminants in foodstuffs.</p> <p>Commission Regulation (EC) No. 2002/32 of 7 May 2002 sets the maximum levels for certain contaminants in feedstuffs.</p> <p>The Participant must check and comply with individual customers policies/requirements/terms and conditions.</p>	This includes mycotoxins.
G15 Notifiable diseases		
G15.1	<p>Where notifiable disease restrictions are in force, e.g. avian influenza, foot and mouth disease, fowl pest (Newcastle disease), swine fever, etc., Defra or other regulatory authorities' orders must be obeyed at all times. If a Participant discovers that there is an outbreak they must seek advice before entering the designated area. This is essential and must be understood by all staff.</p>	AIC has written a Feed Delivery to Livestock Farms Biosecurity Protocol outlining steps necessary during a notifiable disease outbreak. This is available from the Trade Assurance publications page of the AIC website.
G16 Genetically modified crops		
G16.1 NEW R	<p>Legislation requires that Genetically Modified (GM) materials are clearly identified throughout the supply chain.</p> <p>GM crops must be segregated from non-GM crops; any mixing of GM and non-GM crops shall cause the whole bulk to lose its non-GM status.</p>	
G17 Organic crops		
G17.1 NEW R	<p>Organic materials can only be handled if the Participant has the relevant organic assurance scheme certification.</p> <p>Organic crops must be segregated from non-organic crops; any mixing of organic and non-organic crops shall cause the whole bulk to lose its organic status.</p>	Customers may have additional requirements in relation to organic crops.

Hazard analysis critical control point (HACCP)

Aim

To ensure that Participants complete a formal HACCP in accordance with current legislation. HACCP is a system which identifies, evaluates, and controls hazards which are significant for food and feed safety.

Clause Ref	Requirement	Guidance
G18	Records	
G18.1 UPDATED R	<p>A formal food/feed safety HACCP must be carried out with the aim of identifying and controlling any hazards that might adversely affect the integrity of food/feed. HACCPs must be carried out in accordance with recognised HACCP principles as summarised below:</p> <ul style="list-style-type: none"> • establish a HACCP team • define process steps • carry out hazard analysis • establish prerequisites • establish critical limits • identify Critical Control Points • implement control measures • establish corrective actions • establish documentation required 	<p>Participants may use documented operating procedures or work instructions covering activities included in the HACCP study.</p> <p>Control measures may be encompassed within a prerequisite programme.</p> <p>Ref to HACCP Appendix 7.</p> <p>Where testing for a grain intake is the responsibility of the Testing Facility, staff should be made aware of the merchant/storekeeper HACCP plan with respect to temperature and moisture content.</p>
G18.2	The HACCP study must be reviewed at least annually and when there are significant changes to the business.	See G3.1

Personnel and training

Aim

To ensure the Participants understand the requirements for staff hygiene, training and facilities.

Clause Ref	Requirement	Guidance
G19	Personnel and training	
G19.1 UPDATED	<p>All personnel must have the appropriate training, experience and/or qualifications.</p> <p>This includes:</p> <ul style="list-style-type: none"> • Agents purchasing/selling food/feed on behalf of the Merchant. Agents do not need to be independently certified but must form part of the Merchant's training programme • Drivers employed by hauliers on a traction only basis, must have the appropriate training, experience and/or qualifications before carrying out the TASCC work they undertake 	<p>Ensure that employees where English is not their first language are effectively trained.</p> <p>Traction only basis means tractor unit contracted to haul a Participant's trailer.</p>

General

Clause Ref	Requirement	Guidance
G19.2 NEW R	<p>Training and competence must be reviewed annually.</p> <p>Training records must be maintained for all relevant staff (permanent, temporary and occasional) within the business and include as a minimum:</p> <ul style="list-style-type: none"> • An understanding of the purpose of this Code of Practice • Any in-house procedures implementing the detailed requirements of this Code of Practice <p>Training records must show:</p> <ul style="list-style-type: none"> • Date • Signature and printed name of both trainer and trainee • Topics covered • Certificates (where held) obtained from internal/external training organisations • Self assessment reports where appropriate • Competency records 	<p>The interval between any training should reflect the complexity of the task, changes in the process and wherever a member of staff takes on a new role.</p> <p>Staff competence needs to be established through practical training and evaluation.</p> <p>Relevant staff means anyone who can affect food/feed safety or test results.</p> <p>A list format showing which members of staff are trained for each procedure can be used.</p> <p>There are online modules produced by the AHDB for Testing Facilities. Further information can be found in the TASCC Testing Code of Practice.</p>
R	<p>As a minimum, a designated person must complete the relevant AIC I-learning modules or equivalent training package (e.g. Driver CPC training in food/feed safety).</p>	<p>A designated person could be a Transport Manager, Store Manager, or Company Training Manager.</p>

Complaints and corrective/preventive actions

Aim

To ensure that all TASCC related complaints and corrective/preventive actions relating to the TASCC Code of Practice are managed effectively and consistently.

Clause Ref	Requirement	Guidance
G20 Complaints and corrective/preventive actions		
G20.1 UPDATED R	<p>There must be a system for registering, recording and processing all complaints and corrective/preventive actions relating to the TASCC Code of Practice in a timely manner. Designated person must be informed of the complaint.</p> <p>Records must include:</p> <ul style="list-style-type: none"> • Details of complainant • Nature of food/feed safety complaint • Investigation of cause • Correspondence with complainant • Corrective/Preventive actions taken <p>Complaints must be reviewed, with attention to any trends, and corrective action taken as necessary.</p>	<p>Complaints can be from internal or external sources.</p> <p>Template documents are available on the AIC website at www.agindustries.org.uk</p>

Internal auditing

Aim

To ensure that the Participant is checking that the controls implemented are working effectively to protect food/feed safety.

Clause Ref	Requirement	Guidance
G21	Internal auditing	
G21.1	<p>The Participant must complete an internal audit covering:</p> <ul style="list-style-type: none"> • The requirements of the Code of Practice • The Participants procedures including HACCP • Any 3rd Party Subcontractors listed on the Participant's schedule of registration <p>This must be carried out annually as a minimum.</p>	<p>Audits should check that the Participant's procedures are effective and reflect any changes and that they are being followed.</p> <p>An internal audit maybe carried out by a competent person, either within the Participant's organisation or an external auditor. See G3.1</p>
G21.2	<p>Internal audits must be recorded and any Non-conformances corrected within an appropriate timescale.</p> <p>Follow-up activities must be recorded and include verifying the corrective actions taken.</p>	<p>Appropriate must be relevant to the requirements of the Code of Practice and to food/feed safety.</p>

Haulage

Introduction

Aim

This Code of Practice aims to combine food and feed safety legal requirements with recognised industry good practice and specific customer requirements to provide confidence in the food/feed chain.

Clause Ref	Requirement	Guidance
H1 Haulier eligibility		
H1.1 UPDATED R	<p>This code applies to all goods carried in bulk by road transport.</p> <p>A grower's tractor and trailer or vehicle must not move goods for hire or reward unless they have the relevant "O" licence and TASCSC assured.</p>	<p>This can cover bulk tipping, blowing, walking floor and tanker vehicles.</p> <p>In this code, vehicle makes reference to a rigid or articulated bulk tipping, blowing, walking-floor and tanker vehicle or trailer.</p>

Vehicle hygiene

Aim

To ensure all vehicles are kept clean to maintain food/feed safety.

Clause Ref	Requirement	Guidance
H2 General		
H2.1 UPDATED R	<p>The Haulier must demonstrate a clear understanding that the goods they carry are food or feed products and subject to the General Food Hygiene Requirements (EC178/2002), irrespective of whether they are destined for food or feed consumption. Individuals must be able to explain the measures they take to prevent contamination of the goods.</p> <p>Hauliers and their drivers must be aware that Food and Feed legislation requires that any surface which comes into contact with food or feed must be clean. Surfaces include the following:</p> <ul style="list-style-type: none"> • Load carrying interior • Grain socks • Sheets (both sides) • Augers • Blower units and discharge pipes <p>It is a requirement at audit for Hauliers to make available a TASCSC registered vehicle for inspection.</p>	The vehicle can be presented at assessment loaded or unloaded.
H2.2 UPDATED R	Vehicles, equipment and load carrying areas must be inspected and if necessary, cleaned to remove any residue of the previous load and allowed to dry internally before loading	
H2.3 UPDATED R	A record is to be made when the vehicle has been inspected even if cleaning is not required.	
H2.4 R	Exteriors of all vehicles must not represent a contamination risk when presented for the carriage of goods. To ensure this, vehicles must be cleaned routinely depending on the operators procedures and road conditions.	It is important that the vehicles are kept suitably clean, even on the outside, as they are interacting with food/feed processors and therefore can present a source of contamination. Hauliers should note that dirty vehicles may not be loaded or accepted at the point of delivery.



Clause Ref	Requirement	Guidance
H2.5 R	All vehicles, their load carrying areas and equipment (see H2.1), must be cleaned routinely and sanitised at least every six weeks, or as required by International Database for Transport of Feed (IDTF) (www.icrt-idtf.com) – see Appendix 4 , 1 and 2 (refer to H3 and 4). Alternatively, the frequency of cleaning and sanitising can be determined by implementing a fully documented HACCP. (See Appendix 6 for addresses of Manufacturers of food grade sanitisers).	See Appendix 6 for guidance on appropriate cleaning chemicals. The Haulier should be able to demonstrate that the product is suitable, using the container label, product data sheet or other information from the supplier. Where a vehicle is not being used it is not necessary to clean and sanitise every six weeks.
R	Inactive periods must be recorded, and the vehicle must be cleaned and sanitised prior to use if the inactive period is outside of the normal cleaning and sanitising cycles.	Customers may require sanitising of the vehicles before loading certain products (e.g. Heat treated feed). See the Appendix 4 and 2 for further details. Cleaning must be carried out before sanitising.
H3 Forbidden/excluded loads		
H3.1	No vehicle that has carried Excluded material on the TASCC list or those in the list of differences as shown as Forbidden in the International Database for Transport of Feed (IDTF) (www.icrt-idtf.com) shall be presented for the carriage of goods.	If a TASCC Participant has any doubts over an unfamiliar product before loading, they must obtain a product data sheet and fax it to AIC on 01733 385270 or call the AIC Trade Assurance helpline on 0870 3000532 or email enquiries@agindustries.org.uk for further clarification and advice.
H4 Previous load cleaning protocols		
H4.1 UPDATED R	All hauliers and drivers must ensure their vehicles comply with the IDTF (www.icrt-idtf.com) (see Appendix 4), which defines the required regime of cleaning and sanitising of the vehicle and its load carrying area/equipment to be carried out following carriage of the goods.	<p>Cleaning will depend on the types of goods carried and the residues remaining.</p> <p>The cleaning regimes as stipulated in the IDTF are:</p> <p>A Dry cleaning In most cases where the material is dry, thorough brushing or vacuuming is sufficient, however if the material is caked or damp washing will be necessary.</p> <p>B Cleaning with water Washing with hot water (70-80C) is recommended wherever possible. Where this is not practically possible cold water may suffice. All surfaces must be dry before handling or coming into contact with goods.</p> <p>C Cleaning with water and a cleansing agent Washing with a hot water (70-80C) solution of any combined food grade cleansing agent (food grade sanitiser/disinfectant) diluted in accordance with manufacturer’s recommendations. All surfaces must be dry before handling or coming into contact with goods.</p> <p>D Cleaning and disinfection Pressure clean with a hot (70-80C) solution of any combined food grade sanitiser/disinfectant diluted in accordance with manufacturer’s recommendations. All surfaces must be dry before handling or coming into contact with goods.</p> <p>Further information can be found in Appendix 4.</p>
H4.2	Cleaning protocols therefore vary and the haulier must be able to justify the cleaning methods selected. Before carrying goods on the International Database for Transport of Feed (IDTF) (www.icrt-idtf.com) (Appendix 4), hauliers should check with customer acceptance of the goods in question.	Some customers exclude otherwise sensitive materials from previous loads.

Haulage

Clause Ref	Requirement	Guidance
H5 Environmental considerations		
H5.1 R	Sweepings, washings and similar residues from vehicles should be disposed of in the designated place at collection or delivery premises with the consent of the site supervisor. Any cleanings and residues occurring from any journey in connection with the movement of goods must be disposed of in any suitable receptacle provided or in some other environmentally and ecologically acceptable manner (ie residues must not be indiscriminately discharged).	Intake sites should provide a safe area to clean out vehicles. Where these are not provided the Haulier may wish to inform the intake site management and then AIC if this is not successful.
H6 Subcontract haulage		
H6.1 UPDATED R	The TASC Participant must only further sub-contract work to AIC recognised Road Transport schemes. Hauliers must maintain a list of subcontractors detailing their assurance status. Detailed information, including customer requirements, regarding delivery/collection must be effectively communicated to subcontract hauliers.	A list of AIC recognised schemes can be found on the TASC pages of the AIC website: www.aictradeassurance.org.uk/latestdocuments/feed-food-schemes . Hauliers of packaged or container transported feeds/crops do not need to be assured but must be included in the approved supplier/subcontractor list. This may be evidence of TASC approval or audit records. The AIC Assurance Checker can, by utilising the Saved Scheme Participants feature, be used for this and is found at www.agindustries.org.uk . Delivery/collection requirements are commonly referred to as fixings. Records of previous loads, fixings, allocations, transport and delivery are required for traceability purposes under food and feed legislation.
H6.2 NEW R	Traction only All personnel, including Subcontracted Hauliers drivers employed on a traction only basis, must have the appropriate training, experience and/or qualifications before carrying out the TASC work they undertake.	Traction only basis means tractor unit contracted to haul a Participant's trailer.
H7 Cleaning companies		
H7.1	Sub-contract cleaning companies must produce records that comply with this code, including evidence of the use of chemicals suitable for use on food contact surfaces. These records must be vehicle specific.	Product safety data sheets should be kept for all chemicals used. A list of cleaning sites can be obtained from AIC. Telephone 01733 385230 or email enquiries@agindustries.org.uk



Haulage operations

Aim

To ensure that the Participant operates their business with respect to food/feed safety.

Clause Ref	Requirement	Guidance
H8 Haulage operations		
H8.1 R	<p>All TASCC/UFAS vehicles must be uniquely numbered or lettered, and must include the Participants TASCC/UFAS membership ID, for identification purposes and linked to chassis number.</p> <p>Whatever the method of identification it must appear on both sides and the rear of the trailer and be clearly visible from a distance.</p> <p>The identification must be used on all collection/delivery documentation.</p> <p>This is also applicable to hired trailers which operate under the TASCC/UFAS Participant's membership number.</p> <p>TASCC/UFAS membership ID must not be displayed on vehicles unless a current and valid certificate is held.</p>	<p>For example, the identification mark has to be capable of being seen by the weighbridge operator for the purposes of traceability.</p> <p>Recommended size is no smaller than number-plate lettering and in a durable form that will not be damaged or erased by normal operations or cleaning.</p> <p>For rigid vehicles the registration number will be sufficient for the ID.</p> <p>When removing the vehicle from the TASCC inventory, ensure that the TASCC numbers are removed.</p>
H9 Vehicle inventory		
H9.1 UPDATED R R	<p>Hauliers must maintain an up to date inventory of vehicles owned or operated (including acquired second hand bulk vehicles), hired or leased detailing:</p> <ul style="list-style-type: none"> • the registration number • type and use • the TASCC membership ID • manufacturer's chassis number • date of purchase or hire • date of disposal or removal from the scheme <p>When a second hand, new or hired vehicle has been added to the Haulier's fleet, the Haulier must inform and gain approval from Kiwa either by fax, letter or email (see Guidance) with details of the vehicle before use within the TASCC scheme.</p> <p>The Participant must retain confirmation from Kiwa regarding approval of any new or additional vehicle.</p> <p>This inventory must include vehicles used for TASCC and non-TASCC work.</p>	<p>The inventory can be in written, electronic or via the AIC Vehicle Inventory module.</p> <p>This trailer ID only applies to TASCC/UFAS approved trailers.</p> <p>Templates are found on the AIC website and Kiwa will confirm receipt.</p> <p>www.aictradeassurance.org.uk/tascc/documents/haulage-documents/</p> <p>Kiwa, The Inspire, Hornbeam Park, Harrogate HG2 8PA</p> <p>Email: feed@Kiwa.co.uk</p> <p>Tel: 01423 878873</p> <p>Fax: 01423 878870</p>

Haulage

Clause Ref	Requirement	Guidance
H10 New, hired and second hand rigid vehicles		
H10.1 UPDATED	<p>New vehicles require documented confirmation of purchase including chassis/ministry number.</p> <p>Before hiring or purchasing second hand vehicles for carrying any goods covered by the TASC Code, the Haulier must have as a minimum:</p> <ul style="list-style-type: none"> a signed declaration from the previous operator/s that no materials on the current forbidden/exclusion list of the International Database for Transport of Feed (IDTF) (www.icrt-idtf.com) (see Appendix 4) have been carried details of the last three loads carried cleaning and sanitising operations relating to these loads Chassis number Date of sale <p>Before using any vehicle (including new) it must be thoroughly pressure cleaned and sanitised (to include all surfaces that come into contact with food or feed) in accordance with the manufacturer of food grade sanitisers recommendations and inspected. Proof of appropriate cleaning and inspection must be kept for audit of the following:</p> <ul style="list-style-type: none"> Grain socks, Vehicle sheets, Augers, Blower units and discharge pipes Cleaning equipment 	<p>The signed declaration from a commercial garage will not be sufficient. Hauliers hiring/ buying vehicles from non TASC companies will need to demonstrate additional care to ensure that all records are available. To demonstrate full compliance with this clause, the company should have records available before they hire or sell the vehicle to the TASC Participant. In order to hire or sell second hand vehicles to TASC Scheme Participants, the company can become a Participant and comply with the AIC Hire and 2nd Hand Trailer Company Appendix on the AIC website – www.agindustries.org.uk.</p> <p>Hauliers cleaning new trailers should ensure the removal of fragments of swarf, weld etc. before use.</p>
R		
R		
R		
H11 Vehicle compartment identification		
H11.1 UPDATED	<p>Vehicle compartments will be specified by numbers in loading instructions where the lowest number is nearest from the cab unless otherwise documented.</p>	<p>A clear means of identifying the compartments, whether a paper record, physical identification or other means is only needed if the convention of nearest cab = 1 is not followed.</p> <p>Design of vehicle compartments and blowing/ conveying equipment should aim to reduce the possibility of residues and hence contamination.</p>
R		
H12 Walking on loads		
H12.1 UPDATED	<p>Drivers must not walk on their loads unless absolutely necessary and a suitable risk assessment has been carried out.</p>	<p>Walking on the load should only be done in extreme circumstances where it is unavoidable. Drivers must be aware of the potential risks to food/feed safety. As well as H&S requirements associated with working at height most site procedures will forbid walking on loads and climbing on vehicles.</p>
R		



Clause Ref	Requirement	Guidance
H13 Evidence of previous loads and cleaning		
H13.1 UPDATED R	<p>At collection/delivery points, drivers must be able to show evidence of the current load and three previous loads carried on vehicle together with the cleaning or sanitising or inspecting operations relating to each load.</p> <p>The vehicles must be inspected and be visually clean by both the person responsible for loading and the driver.</p> <p>Where a vehicle has several compartments, the current load and previous three loads for each compartment must be declared.</p> <p>Generic terms (e.g. biomass, fertiliser, ash, stone or dust) must not be used and descriptions must be as detailed as is necessary to accurately identify the goods.</p> <p>Where the previous load has been rejected due to contamination, the trailer must be cleaned as per subsequent customer terms and conditions and/or IDTF.</p>	<p>Evidence of three previous loads can be on collection/delivery tickets, passports, load sheets, vehicles diaries but cannot be by word of mouth.</p> <p>The most recent (last) load carried is normally regarded as the first load listed of the previous three carried. This is the industry standard.</p> <p>Some generically named materials may be listed as Forbidden in the IDTF database.</p>
H14 Sheeted loads		
H14.1 UPDATED R R	<p>As a legal requirement and integral for load security and food/feed safety, vehicles must be kept sheeted/covered at all times except when loading or sampling is taking place.</p> <p>Hauliers can operate unsheeted bulk vehicles whilst carrying some goods.</p>	<p>Sheeting is necessary even when empty. This is best practice. However, due to the site owners policy or infrastructure, it may not be possible to fully implement this requirement at some delivery sites.</p> <p>After using unsheeted vehicles, customers may require additional sanitising as per International Database for Transport of Feed (IDTF) (www.icrt-idtf.com) (see Appendix 4). i</p> <p>Examples include of goods carried on unsheeted vehicles:</p> <ul style="list-style-type: none"> • root crops • fruit • sugar beet • peat • Untreated wood chip

Haulage

Clause Ref	Requirement	Guidance
H15 Collection/delivery instructions		
H15.1 UPDATED R	<p>The Haulier and/or Driver must receive written instructions (e.g. email, SMS, fax) from the Customer or Transport office covering the full details of the collection and delivery requirements. If clear instructions have not been received, then the haulier must seek clarification from the customer in writing.</p>	<p>These instructions may include:</p> <ul style="list-style-type: none"> • Collection/delivery address • Contact numbers • Collection/delivery reference • Goods to be transported (variety if applicable) • Specific delivery terms and conditions • Prohibited previous loads (e.g. NOPS, Allergens) • Specific cleaning required prior to loading • Assurance status (if applicable) • Dates/times/restrictions of • Collection/delivery • Weighing instructions on route (if applicable) • Other relevant collection/delivery information <p>Instructions received by SMS should be followed up by written confirmation.</p>
H15.2 NEW R	<p>Vehicle compartments will be specified by numbers in loading instructions where the lowest number is nearest from the cab unless otherwise documented.</p>	<p>Delivery/collection requirements are commonly referred to as fixings. Records of trading, fixings, allocations, transport and delivery are required for traceability purposes under food and feed legislation.</p>
H16 Collection		
H16.1 R	<p>At the collection loading point, the driver must:</p> <ul style="list-style-type: none"> • Supply a secure system incorporating a consignment note including references that contain sufficient information to identify, as appropriate, the type, grade and quantity of goods to be loaded • Declare the 3 previous loads and relevant inspection, cleaning or sanitisation records • Receive instructions on where the vehicle is to be inspected for cleanliness and be loaded • Ensure the vehicle is loaded correctly and safely • Sheet and secure the vehicle • Sign for the receipt of the goods where required • Collect any relevant documents e.g. Combinable Crops Passport (Grain Passport), animal feed statutory declaration 	<p>Drivers presenting an unclean vehicle with incorrect paperwork are likely to be rejected. A secure system means either an electronic or hard copy that provides the required amount of information to correctly identify the goods and give assurance that the collection has been approved. 'Correctly and safely' means with due regard to maintain the integrity of the goods e.g. a secure and sealed tailgate to retain the goods and a sheet with no holes to allow ingress of water. Vehicles not fulfilling this criteria are likely to be rejected at the point of collection or delivery.</p>



Clause Ref	Requirement	Guidance
<p>H16.2</p>	<p>If the vehicle is divided into compartments then:</p> <ul style="list-style-type: none"> • The internal doors must be checked to ensure that there is no leakage between compartments • The vehicle must be loaded in such a way that goods cannot leak over the top of the internal doors during transport or when the vehicle is tipped up to unload. Where the loading point instructs that compartments must be loaded in a particular sequence, drivers must follow the instructions and ask for guidance if they are unclear 	
<p>H16.3</p> <p>R</p>	<p>In case of any difficulties or doubts about the goods, the quantity or the condition that cannot be resolved at the collection point, the driver must notify the owner of the goods and/or the Haulier before loading and seek further instructions.</p>	
<p>H17 Combinable crop passports (grain passports)</p>		
<p>H17.1</p> <p>UPDATED</p> <p>R</p>	<p>When collecting UK combinable crops the driver must obtain a completed and signed passport including a valid farm assurance/TASCC sticker (if applicable) from the farmer/storekeeper at the point of loading.</p> <p>The passport includes a declaration that the vehicle has been inspected and found to be visually clean by both the person responsible for loading and the driver.</p> <p>The driver must ensure that the vehicle does not leave the collection point until a completed and signed Combinable Crop Passport has been obtained. Drivers must ensure that sections 2 and 3 of the Combinable Crop Passport have been completed and signed.</p> <p>The passport must accompany the load to the point of delivery. Any load that arrives at a delivery point without a fully completed passport will not be accepted.</p>	<p>Electronic versions of the Combinable Crop Passport may be available and acceptable.</p> <p>A passport contains details of the vehicle number, the goods carried, date and year of sowing, a declaration of post harvest pesticides applied, a cleanliness declaration from the grower/storekeeper and the driver and a record of whether the crop is assured or not. A passport is still required for non-assured Combinable crop movements.</p> <p>Incomplete or incorrectly completed Combinable Crop Passports may lead to rejections and delays at delivery destinations.</p> <p>Where the driver is also the owner/grower of the crop, it is acceptable for all sections to be completed by the driver.</p> <p>Mycotoxins: drivers should check that the mycotoxin section of the Combinable Crop Passports (Grain Passports) has been completed by the grower/storekeeper to avoid delays at intake.</p> <p>A mycotoxin (DON and ZON) risk assessment score with a test result dependent on the processor requirements for wheat deliveries is a year round requirement.</p> <p>Requirements of the completion of Section 8 (RED) may vary.</p> <p>Hauliers should confirm with their customers whether a Combinable Crop Passport is required for imported combinable crops.</p>

Haulage

Clause Ref	Requirement	Guidance
H18 Transportation		
H18.1 R	When it is necessary to park or leave a loaded vehicle unattended, the haulier/driver must take all reasonable precautions to ensure that the load is protected from deliberate or accidental contamination or damage. Hauliers must provide drivers with a list of checks to be made on the vehicle before leaving and returning to it.	Ideally, vehicles should be routed directly from collection point to delivery point - wherever practical. There should also be clear guidance of emergency out of office hours contact numbers.
H18.2 R	If any incident occurs during loading, transportation or unloading which could result in contamination or loss of the goods, the circumstances must be reported to the owner of the goods or customer, and work must not proceed until clearance has been given by the owner of the goods or customer.	Delivery/collection requirements are commonly referred to as 'fixings'. Records of trading, fixings, allocations, transport and delivery are required for traceability purposes under food and feed legislation.
R	If any such incident does occur then the owner of the goods or customer must confirm what actions to take. If the owner of the goods or customer is unwilling to confirm this then the haulier must at least be able to prove that the owner of the goods or customer has been informed of the incident.	
H19 Delivery		
H19.1	Where samples are required, they must be taken before un-loading commences except for some liquids, moist co-products and bags where special sampling arrangements may apply.	
H19.2	Drivers must attend their vehicles while unloading.	Attend means to stay in control of their vehicle.
H19.3 R	If there are any excess goods left on the vehicle due to the bulk facility being full, this must not be put into any other bulk facility unless directed by the recipient. If this occurs, the driver must note what has happened on the delivery receipt note which will be returned to the owner of the goods or customer and the delivery note left with the recipient.	Drivers should seek instructions and not make these decisions on their own.
H19.4 R	If any goods are spilled during unloading the approximate quantity of the spillage must be noted by the driver. This estimated quantity should be noted both on the delivery receipt note to be returned to the owner of the goods or customer and on the delivery note left with the recipient.	
H19.5 R	If any goods cannot be unloaded and are returned or re-routed, the driver must record the destination of the goods.	



Clause Ref	Requirement	Guidance
<p>H19.6 UPDATED</p> <p>R</p>	<p>Delivery to non-farm premises</p> <p>On arrival at the delivery destination drivers must:</p> <ul style="list-style-type: none"> Operate safely and follow explicitly all relevant site rules Report to the weighbridge or other site-designated point, handing over the delivery note or Combinable Crops Passport for the load and evidence of the vehicle's three previous loads/cleaning records Under no circumstances discharge their load before the documentation has been checked, sampling completed and the vehicle weighed Obtain instructions identifying where to unload. Drivers should only discharge bulk materials in a designated area, as instructed by intake staff, and should ensure that they leave the intake area in an acceptable and clean state Obtain copies of signed receipt notes and weighbridge ticket if applicable and check they are accurate 	<p>A signed weighbridge ticket is accepted in lieu of a receipt note. If drivers are unsure about where to unload and cannot obtain advice at the destination, they should contact the Transport Office and not commence unloading until they have had instructions that identify the correct facility into which to unload.</p> <p>A 'non-farm premises' means a mill, crush, maltings, distillery, port or commercial store.</p>
<p>H19.7 UPDATED</p> <p>R</p>	<p>Deliveries to farm premises</p> <p>On arrival at the destination drivers must:</p> <ul style="list-style-type: none"> Operate safely and follow explicitly all relevant site rules When present, ensure the farmer or farm employee signs for the receipt of goods When the farmer is not present, sign the receipt/delivery note ticket stating the time and date <p>When present, the farmer or farm employee must sign for the receipt of goods. Otherwise the driver must sign the receipt/delivery note ticket stating the time and date.</p> <p>If drivers are unsure about where to unload and cannot obtain advice at the destination, they must contact the Transport Office and not commence unloading until they have had instructions that identify the correct facility into which to unload.</p>	<p>See also the AIC Feed Delivery to Livestock Farms Biosecurity Protocol on the AIC website.</p> <p>www.aictradeassurance.org.uk/tascc/documents/feed-guidance/</p> <p>i</p> <p>A farm premise means a farm where the goods delivered would be fed to livestock.</p>

Haulage

Clause Ref	Requirement	Guidance
H20	Weighbridges	
H20.1 UPDATED	<p>Where the goods are weighed at either the collection or delivery points, the driver must:</p> <ul style="list-style-type: none"> • Position vehicle correctly on the weighbridge • Ensure that the gross, tare and net weights or other measurements/calculations agree with the amount ordered and are accurate • Seek guidance from the delivery point regarding the clearance of any significant quantity of water or snow from the sheet before weighing • Draw the attention of the weighbridge operator to the presence of any passengers and follow instructions • Check and confirm the tare weight of the vehicle before loading or after discharge • Check and confirm the gross weight of the vehicle before discharge or after loading • Obtain a copy of the weighbridge ticket <p>Where a loss greater than 150kg occurs between the collected and delivered weight of a bulk load, the driver must report the loss to the haulier/customer so that an investigation can take place.</p>	<p>Drivers must make every effort to ensure that weights are accurate by eliminating any sources of error.</p> <p>The driver should be aware of the tare weight of their vehicle and the expected gross weight. Some sites do not allow passengers on site without prior agreement with the owner.</p>
R		

Bulk blowers and bulk pressure tankers carrying liquids and powders

Aim

To ensure that the Participant operates bulk blowers and bulk pressure tankers carrying liquids and powders with respect to food/feed safety.

Clause Ref	Requirement	Guidance
H21	Introduction	
H21.1 R	Liquid or dry materials must be cleaned from the upper sides of the tank interior, from all surfaces including interior ladders, seals, crevices and under fluidising pads.	
H21.2 R	Special attention must be paid to the cleaning and overall condition of hoses for both dry and liquid materials. Details of cleaning must be specifically noted in cleaning records. Blower unit outlet pipes must always be capped when not in use. All hoses must be stored on the vehicle so that they are kept as free as possible from contamination from road spray.	
H21.3	Drivers must only couple up to the fixed intake pipes and only load/discharge when instructed by site personnel. Drivers must remain in the vicinity of the vehicle at all times during the discharge of their load.	



Clause Ref	Requirement	Guidance
H22 Fats and oils		
H22.1	<p>Vehicles used for the conveyance of bulk fats and oils must conform to the SCOPA Code of Practice for the Transport of Edible Oils for the carriage of animal feed fat, or the Feed Fat Association Regulations.</p> <p>The SCOPA Code of Practice refers to FOSFA lists. The SCOPA website is www.scopa.org.uk.</p>	<p>If the HACCP dictates, tankers must be cleaned and sanitised more frequently than the six week minimum. The Carriage of Oils and Fats includes a protocol for preventing contamination during the transport of oils in bulk. This protocol includes the FOSFA lists of banned and acceptable previous cargoes.</p> <p>The lists of Banned Immediate Previous Cargoes and Acceptable Previous Cargoes are available via the FOSFA website: www.fosfa.org.</p> <p>For the carriage of used cooking oils, go to the Animal Health website (see below). animalhealth.defra.gov.uk/managingdisease/animalbyproducts/food-and-feed-businesses/use-of-oils-and-fats-in-farm-animalfeed.htm.</p>
H22.2	<p>Where mill sampling of oils/fats tankers discloses that 'free' water may be present at the bottom of the tank, drivers must co-operate in draining off into drums/receptacles before discharge commences. The weight of any water drained off must be recorded on the weighbridge ticket.</p>	
H23 Liquids other than fats and oils		
H23.1	<p>Vehicles and demountable containers used for the transport of bulk liquid animal feed materials must be assessed for the likelihood of microbial or chemical contamination as well as oxidation potential. Where appropriate, vehicles/containers must be cleaned between loads.</p>	
H24 Dry goods		
H24.1	<p>Where tankers have been washed out, they must be thoroughly dried, inspected and shown to be dry before loading dry goods.</p>	
H24.2	<p>Drivers must remain in the vicinity of the vehicle at all times during loading and discharge and must also be aware of dust emissions from filters, pipes and hoses, or from the operation of silo pressure relief valves. They must monitor silo level indicators to avoid overfilling and any resulting escape of dust.</p>	
H24.3	<p>Care must be taken when blowing off powder tankers to avoid excess pressure at the end of the blow in order to avoid over-pressure in silos. Where any of these events occur drivers must stop discharge immediately and refer to site personnel.</p>	



Appendix 1

AIC Haulage Exclusion List

If a TASC Participant has any doubts over an unfamiliar product before loading, they must obtain a product data sheet and email it to AIC enquiries@agindustries.org.uk or fax it to AIC on 01733 385270, or email enquiries@agindustries.org.uk or call the AIC Trade Assurance helpline on 0870 3000532 for further clarification and advice. To be read in conjunction with the TASC Code of Practice for Road Haulage.

1 Bulk carrying vehicles (tipper, tankers, walking floors, rigids and trailers etc)	
Category 1, 2 and 3 animal by-products except processed pasteurised milk and products thereof, pasteurised egg and products thereof, animal derived dicalcium phosphate, hydrolysed proteins, fish meals, fish oils, fish protein concentrate, fish and fish by-products and tallow produced in plants authorised for use into animal feed in accordance with the EU 1069/2009 Animal By-products Regulations (see Sensitive List).	Excluded materials are, for example, meat and bone meal, meat meal, bone meal, blood meal, dried plasma and other blood products, hoof meal, horn meal, poultry offal meal, feather meal, dry greaves, and any other similar products, and includes mixtures, feedingstuffs, feed additives and premixes containing these products. This is not an exhaustive list.
All wastes obtained from the various phases of the urban, domestic and industrial waste water treatment process.	Irrespective of any further processing of these wastes and also irrespective of the origin of the waste waters unsuitable for human consumption for reasons of freshness.
Animal & poultry wastes	
Asbestos	or materials containing asbestos.
Bituminous products	e.g. tar chips, tarmac planings, rag and recycled aggregates.
Cereal and other seeds treated with toxic dressing	
Glass	(including cullet) and products thereof.
Hide treated with tanning substances	including its waste.
Livestock, including poultry	also including carcasses.
Mammalian protein	Including any feed containing these materials e.g. (a) mammalian protein (including greaves), other than processed animal protein (see below), derived from the whole or part of any dead mammal by the process of rendering; or (b) any material derived from mammalian protein, and for this purpose 'protein' means any proteinaceous material which is derived from a carcass but does not include milk or other milk products.
Manures, litter and composts (including Green Waste)	AIC Code of Practice for Deep Cleaning of Road Haulage Vehicles. Bulk tipping vehicles which have carried manures, litter or composts but no other Exclusion List materials may be eligible to re-enter the TASC Scheme by cleaning in accordance with the above Code of Practice. For more details see the TASC Codes of Practice page on the AIC website, or contact Kiwa on 01423 878878.



Mineral clays	which have been used for detoxification purposes.
Old tyres	
Other products not responsive to normal detergent cleaning	
Pharmaceutical waste	
Radio-active materials	
Recycled sand	Under the prefix 'Eco' – could be, for example, crushed glass or tarmac planings or used equine sand from livery yards.
Refuse Derived Fuels (RDF)	Check product data sheet.
Scrap metal	including fragmented metal and 'frag rubber'.
Solid urban waste	such as household waste, including products processed from this material.
Toxic & corrosive materials	and any packaging used for these materials or any materials (e.g. timber) treated with these products.
Untreated waste from eating places	except certain food stuffs of vegetable origin considered. Check with Kiwa or AIC for clarification before commitment.

NB: Many products now are of a recycled nature (or pre-fixed 'Eco' or 'Green') (e.g. recycled aggregates which can contain bitumen, scrap metal and glass) so ensure that a product data sheet is obtained and, if in doubt, contact AIC for clarification.

NB: Generic terms (e.g. biomass, fertiliser and ash) should not be used and descriptions should be as detailed as is necessary to accurately identify the product.

Appendix 2

AIC Haulage Contaminant Sensitive List

If a TASC Participant has any doubts over an unfamiliar product, they must - **before loading** - obtain a product data sheet and email it to AIC enquiries@agindustries.org.uk or fax it to AIC on 01733 385270 or call the AIC Trade Assurance helpline on 0870 3000532 for further clarification and advice. To be read in conjunction with the TASC Code of Practice for Road Haulage.

Before handling any goods contained within the contaminant sensitive list, TASC Participants are advised to check customer terms and conditions.

1 Pressure cleaning/sanitising

Lorries must be pressure cleaned with a 1% hot (70-80C) solution of a combined detergent/sanitiser suitable for use on food contact surfaces after they are used for carrying the goods listed below. The vehicle sheet must also be pressure cleaned in this way. The vehicle and sheet must be drained and dry before re-use for other loads. Proof will be required to be given that appropriate cleaning operations have been undertaken and they must be recorded on the consignment note of a subsequent load.

Animal-derived dicalcium phosphate and hydrolysed protein (some Category 3 materials)	produced in plants authorised by the competent authority in accordance with the Animal By-Products Regulations 2011.
Any product known to be Salmonella positive	
Food stuffs of vegetable origin considered unsuitable for human consumption	for reasons of freshness.
Packaging and parts of packaging from products used in agriculture or the food industry	
Silage	
Strong smelling materials	excluding fishmeals (see 7 – Fishmeal) – Strong smelling materials should normally be carried in dedicated vehicles which are not used for transporting other goods, because cross-contamination or taint of subsequent loads can lead to rejection and substantial claims for which the haulier may be held liable.
Tallows/Used cooking oils	

NB: Hauliers may find that some customers may not accept goods in vehicles which have carried these materials.

2 Washing/brushing/vacuuming

Proof will be required to be given that appropriate cleaning operations have been undertaken when the following materials have been carried prior to the carriage of goods covered by this Code. In most cases where the material is dry thorough brushing or vacuuming will be sufficient. However, if the material is caked or damp, washing will be necessary.

Clean and un-used rubber bedding	including playground and arena mixes.
Coal/fly ash/coal by-products	Before delivering or collecting oil seed rape, check with customer the correct cleaning regime. Ash may contain Mammalian Protein and would be classified as Forbidden Material.
Fertiliser	Fertiliser may contain Mammalian Protein and would be classified as Forbidden Material.
First time quarried aggregates/stone	not including bitumous or recycled products (see Exclusion List).
Medicated feed products	
New tyres	
Peat	
Sand (First time quarried/clean/builders sand)	
Salt	
Sheeted/Unsheeted root crops and fruit	
Untreated wood, sawdust or other materials derived from wood	

3 Moist co-products

Vehicles that carry moist co-products must be clean and have any excess moisture removed before loading.

Vehicles used for the delivery of moist co-products must be cleaned and sanitised with a food grade sanitiser every three weeks as a minimum. This cleaning must include load carrying areas and the sheet inside and out.

Vehicles that carry moist co-products must be washed/brushed/dried before carrying dry products.

4 Infested products

Vehicles which have carried infested products must be thoroughly steam cleaned. The vehicle sheet must also be steam cleaned in this way. The vehicle's load carrying area and sheet must be drained and dry before re-use for other loads. Proof will be required that appropriate cleaning operations have been undertaken and they must be recorded on the consignment note of a subsequent load. The use of smoke bombs is not likely to be effective and is not recommended.

5 Materials causing allergic reactions

EU legislation (Directive 2007/68/EC) identifies several groups of materials as causing allergic reactions in some people. In certain cases these reactions can cause severe anaphylactic shock, which can be fatal.

Participants must check and comply with individual customers policies/requirements/terms and conditions before handling any of the following products:

- Crustacean and products thereof
- Fish and products thereof
- Milk and products thereof
- Eggs and products thereof
- Peanuts and products thereof
- Nuts

i.e. Almond (*Amygdalus communis* L.), Hazelnut (*Corylus avellana*), Walnut (*Juglans regia*), Cashew (*Anacardium occidentale*), Pecan (*Carya illinoensis* (Wangenh.) K. Koch), Brazil (*Bertholletia excelsa*), Pistachio (*Pistacia vera*), Macadamia/Queensland (*Macadamia ternifolia*) and products thereof.

For example, Peanuts, Nuts and Sesame Seeds can be found in products such as confectionary waste, biscuit meal, animal feed blends, chocolate bars, cereal bars and some bread products) (Be aware that products described as nuts (e.g. 'Sugar Beet Nuts') must not be confused with nuts as defined above as they are not necessarily allergens. As part of their due diligence, Hauliers must provide clear evidence to customers of the difference)

- Celery and products thereof
- Sulphur dioxide and sulphites at concentrations of more than 10mg/kg or 10mg/litre expressed as SO₂
- Lupin seeds and products thereof
- Mustard and products thereof
- Molluscs and products thereof
- Sesame seeds and products thereof

(Cereals containing gluten (i.e. wheat, rye, barley, oats, spelt, kamut and their hybridized strains) and Soya are also identified in EU legislation as causing allergic reaction)

6 Organic and genetically modified goods

6.1 Organic goods

Hauliers must check individual companies' policies before carrying organic goods.

6.2 Genetically modified goods

Hauliers must check individual companies' policies before carrying genetically modified goods.

7 Fishmeal/fish oil

Only fishmeal/fish oil which has been produced in plants authorised by the competent authority, in accordance with the Animal By-Products Regulations 2005, is permitted to be carried under this Code.

(NB: Attitudes towards and acceptance of fishmeal differ between end-user companies. Hauliers must check individual company policies before carrying this commodity).

If a vehicle is used for the transport of fishmeal and is subsequently used for the transport of other goods intended for:-

- **Non-ruminant animal feed materials or finished feeds** - It must be thoroughly cleaned, in accordance with section 2 of this list and inspected before and after the transport of fishmeal.
- **All other purposes** - It must be thoroughly cleaned and sanitised, in accordance with section 1 of this list and inspected after the transport of the fishmeal. This is particularly important where the goods may be used for human consumption.

8 Naturally Occurring Prohibited Substances (NOPS)

Naturally Occurring Prohibited Substances (NOPS) are defined as 'either naturally present within certain feed ingredients or occur as a result of inadvertent cross contamination during growing (as weed seeds) or processing, and are listed in the BETA NOPS Code'.

Examples of materials in which NOPS are commonly found include bakery and biscuit products, confectionary and poppies (seeds, heads and straw). The NOPS Code aims to reduce the risk of contamination of horse feed from NOPS at every stage of the supply chain, from field to finished product. Hauliers must confirm with their customers the compatibility of previous loads transported to ensure requirements of BETA customers regarding NOPS are met.

Further details can be found from BETA – <http://www.beta-uk.org/pages/feed-safety/beta-nops-scheme.php>

Appendix 3

TASCC Sensitive list matrix

NB: This matrix is shown as a guide only – a full description can be found in the IDTF (International Database Transport (for) Feed) www.icrt-idtf.com/en/index.php

Material	Pressure Cleaning AND Sanitising	Washing OR Brushing OR Vacuuming
Aggregates including first time quarried aggregates/stone – not including bituminous or recycled products.		✓
Animal-derived dicalcium phosphate and hydrolysed protein produced in plants authorised by the competent authority in accordance with the Animal By-Products Regulations 2009.	✓	
Clean and un-used rubber bedding.		✓
Coal/fly ash/coal by-products. Ash may contain Mammalian Protein and be classed as an exclusion list material.		✓
Fertiliser. May contain Mammalian Protein and be classed as an exclusion list material.		✓
Fishmeal/fish oil – when next load is non ruminant animal feed materials or finished feeds.		✓
Fishmeal/fish oil – when next load is any other material.	✓	
Foodstuffs of vegetable origin considered unsuitable for human consumption for reasons of freshness.	✓	
Infested products.	Steam clean	
Medicated feed products.		✓
Moist co-products.	3 weeks maximum	✓
Packaging and parts of packaging from products used in agriculture or the food industry (excepting where there is a risk of contamination from Forbidden/Exclusion List materials).	✓	
Peat and some top soil.		✓
Sheeted/unsheeted root crops and fruit.		✓
Salmonella positive products.	✓	
Salt.		✓
Sand (First time quarried/clean/builders sand).		✓
Silage.	✓	
Strong smelling materials, excluding fishmeals.	✓	
Tallows/Used cooking oils.	✓	
New tyres.		✓
Untreated wood, sawdust or other materials derived from wood.		✓
Check customer's company policy regarding cross contamination		
Allergy causing materials.		
Organic and genetically modified goods.		
Naturally Occurring Prohibited Substances (NOPS).		



This document supersedes any information on TASCC published in earlier AIC member briefings and other documents. An update will be published for February 1st 2018.

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Agricultural Industries Confederation
Confederation House
East of England Showground
Peterborough
PE2 6XE

T 01733 385230

F 01733 385270

E enquiries@agindustries.org.uk

W www.agindustries.org.uk