

FIASupdate



THE NEWSLETTER OF THE **FERTILISER INDUSTRY ASSURANCE SCHEME**

Welcome

FIAS continues to develop and as always is focused on the key elements of fertiliser security, safety and traceability and encouraging good practice within the industry.

These advances would not be possible without your participation – thank you everyone for your continued support in 2019.



Roberta Reeve
Technical Manager, AIC

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FIAS review progressing

The review of the FIAS standard is already underway. The Review Group, consisting of members from the Working Group, have had several meetings to discuss the detail of the standard.

The UK Accreditation Service (UKAS) has informed AIC that a period of 6 months is needed to review the new version of the Standard before issue – this impacts the total review timetable.

To take account of this, the new standard will be issued in February 2021. This date also aligns with the TASC scheme.

The review takes into account post-audit feedback from participants, as well as thoughts from auditors and a review of non-conformances. There is still time for your input into how the Standard could be improved – if you have any comments, please inform Roberta Reeve at AIC by emailing roberta.reeve@agindustries.org.uk

AIC Issues ID cards to approved auditors

To improve the robustness of AIC Services' assurance schemes further, all approved auditors have been issued with new photo ID cards.

These cards state the auditor's name and the schemes that they are approved to audit. To qualify for an ID card each auditor must have had industry experience and training as well as undertaking on-going mentoring, updating and further training. A good practice and site security measure would be to ask to see your auditor's card to confirm their identity upon arrival at your premises.



FIAS i-learning – new module launched

AIC Services are pleased to announce that the next addition to the AIC Trade Assurance Scheme i-learning portfolio is now live.

FIAS Merchant joins the existing **FIAS Transport** and **FIAS Driver** courses to support participants of the FIAS scheme.

FIAS Merchant consists of 5 modules which cover all requirements of the FIAS Merchant Standard: legislation, security, risk assessment, internal audits, supplier approval, product sales and delivery, training and record keeping.

FIAS Transport has 6 modules and builds learning through all requirements of the standard – legislation, health and safety, vehicle and load safety, security, risk assessment and record keeping.

FIAS Driver is a short course focusing on specific information for drivers.

These courses can be accessed on PC, tablet or smart phone. On completion of the course, a certificate is issued by email, which can be added to personal training records and used as evidence of training during an audit.

The next module to follow will be **FIAS Storage**.

Access to the courses is available to all participants via the i-learning portal on the AIC website, here <https://bit.ly/34VBxCj>

Log-in details can be requested from Kiwa at uk.feed@kiwa.com or **01423 878873**.



All our i-learning is tested before release, but we would love to have your feedback if you have tried the courses. Contact roberta.reeve@agindustries.org.uk

NaCTSO
National Counter Terrorism Security Office

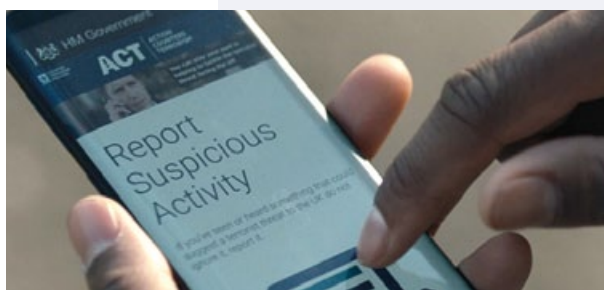
Stakeholder focus

FIAS was launched in 2006. Since then, development of the scheme has been guided by the FIAS Steering Group whose members include stakeholders from UK government departments, the fertiliser industry, trade associations and the certification body.

The Steering Group's role is to ensure that FIAS continues to ensure the supply of fertiliser is managed so that products can only be used for legitimate purposes.

One of our stakeholders is NaCTSO – the National Counter Terrorism Security Office. NaCTSO is a national unit which supports the government's counter-terrorism strategy.

NaCTSO supports a network of approximately 170 counter terrorism security advisors (CTSAs) who work within local police forces. Their primary role is to advise on regulation and provide guidance on all aspects of counter-terrorism and protective security for specified industry sectors such as fertiliser.



Updates from Kiwa – the FIAS Certification Body

AIC Trade Assurance Portal by Kiwa

The Portal allows access to a range of services to support the trade assurance certification, and is available to all AIC scheme participants.

It is managed by Kiwa Agrifood on behalf of AIC. For access, you will require log-in details available from Kiwa (see below). The portal has recently been overhauled making it faster and easier to navigate. For FIAS participants the benefits are ability to view audit reports and corrective action and ease of access to i-learning courses.

How to access the portal

- 1 For your log-in, contact Kiwa on uk.feed@kiwa.com or 01423 878873**
- 2 Go to the AIC website www.agindustries.org.uk**
- 3 Click on** 

How to use the Audit Reports function

Any audit report or non-conformances raised at your premises are downloaded into the client's bespoke area upon request.

Documentation of corrective actions for each non-conformance can be uploaded and the status of the audit tracked. Benefits include visibility of the audit's progress, speedier review when corrective actions are attached to the relevant clause and the ability to keep relevant audit documentation on-line.

The Kiwa auditing system eCert, went live for FIAS during the summer. The system helps auditors with data entry and thus allows more time to spend on site looking at compliance in practice.

Dangerous Goods Safety Advisers – required by consignors

Some FIAS merchants may now require a Dangerous Goods Safety Advisor (DGSA) in their own right if they arrange transport of fertilisers falling under the ADR regulations.

Under ADR 2019 the requirement to appoint a (DGSA) is now extended to companies who act as consignors of dangerous goods **including office-based consignors**. ADR states that each undertaking, the activities of which include the consigning or carriage of dangerous goods by road, or the related packing, loading, filling or unloading, shall appoint one or more safety advisor(s) for the carriage of dangerous goods. The advisors are responsible for helping to prevent the risks inherent in such activities with regards to persons, property and the environment.

Given the significance of the changes and the potential impact on companies, a transitional provision has been implemented into ADR until 31 December 2022.

A consignor is defined as the enterprise which consigns dangerous goods either on its own behalf or for a third party. If the transport operation is carried out under a contract for carriage, then the consignor should be identified in the contract for carriage.

For further information, contact AIC or visit the Transport pages on the AIC website here: agindustries.org.uk/transport/

What is NaCTSO's view of FIAS now?

"Quantifying the success of any scheme like this is notoriously difficult. However, you only have to look at the shift in materials used for bomb-making to see that schemes like FIAS have made it difficult and risky to procure those raw ingredients from the agricultural industry. NaCTSO supports assurance schemes that ensure the effective management

of fertiliser. Everyone has a part to play in making it harder for terrorists to access and use these substances in their attacks; schemes such as FIAS reinforce that."



NaCTSO offer online training through the Action Counters Terrorism programme: <https://bit.ly/2YcEfR8>

There is a confidential reporting line for suspicious behaviour: act.campaign.gov.uk/

For further information please visit the NaCTSO website: <https://bit.ly/33JrDSV>

Top Non-conformances in the scheme

One way that AIC and the FIAS Committees assess the scheme's effectiveness is to look at the type and number of non-conformances raised at audits. The data below is from between May to the end of September 2019.

The most repeated non-conformances across all sectors of the scheme are listed below, with some information about why the requirement is there and how to meet it.

Clause	Requirement	Why this is required and how to comply
2.1.6 Mi	The senior management shall review the operation of the company's systems and procedures annually.	It is important that the senior management or owner/operator of a FIAS approved business reviews the FIAS scheme formally once a year. This shows how well you are complying with the standard and is an opportunity to find any gaps that need attention. Keep a record of your meeting and the outcomes.
2.6.1 Mi	The company shall plan and conduct internal audits.	There is an AIC FIAS internal audit checklist that can be downloaded (www.aictradeassurance.org.uk/fias/documents/fias-checklists) to help ensure all areas are covered. Internal audits tell you your systems are working – why wait until your FIAS audit?
2.5.1 Mi	The company shall identify and provide any training that is needed.	Train all staff working on FIAS-related tasks so they can complete their jobs as required. The iLearning modules provide an easy way to introduce FIAS principles.
2.5.1a Mi	Records of training and competence shall be kept.	Records are required as evidence at audit – otherwise there is no proof that training was completed. Keep certificates of attendance or completion of courses for you and your staff.
H8.3.1a Mi	Where the company also transports loads classified as dangerous goods, the company must hold a copy of the DGSA's certificate and Annual report.	Make sure that you have a record on site of your DGSA's certificate and report. This should be included in your risk assessment and available for the auditor to see to check that it is current.



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