UFAS 2020 STANDARD

VERSION 2

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Including Scheme Rules

Contents

UFAS Scheme Rules

1 UFAS Scheme

1.1 The AIC UFAS Scheme is a voluntary scheme developed, owned and implemented by the Agricultural Industries Confederation (AIC) to certify animal feeds.

1.2 UFAS aims to protect human and animal health by ensuring safe practices throughout the feed chain for food producing animals and equines based on HACCP principles. It verifies that the industry is meeting its obligations under the appropriate feed safety related legislation and codes of practice, in maintaining safety in the feed and food chain. Farmers, farm assurance schemes, major food retailers and other stakeholders are consulted during revisions of the scheme.

1.3 UFAS is a Product Certification Scheme, accredited to International Standard ISO/IEC 17065. A list of Participants is publicly available via the AIC website www.aictradeassurance.org.uk.

1.4 UFAS is open to businesses engaged in the following activities:

- Merchanting of assured feed ingredients and compound feeds including blends, equine feeds and complementary feeds. It also covers merchanting and storage of assured and non-assured combinable crops for non-feed / food uses
- Production of all compound feeds, including blends, equine feeds, complementary feeds and premixtures as well as the marketing of all feeds
- Storage, packaging, loading, transport and delivery of feeds and combinable crops, including on behalf of third parties

1.5 To become UFAS certified a feed business must be assessed by the scheme Certification Body and demonstrate full compliance with the current version of the Standard.

The Certification Body administers the programme and, in most cases, performs the on-site audit. However, a Participant may select, if they wish, an alternative organisation to carry out the on-site audit activity from a list of approved Inspection Bodies appointed by the Certification Body for this purpose. The list of approved Inspection Bodies is available from the Certification Body.

All costs of certification are included in the annual fees charged by the Certification Body, with the exception of costs relating to extra/ immediate audits.

A schedule of Scheme fees is available on the AIC website.
https://www.aictradeassurance.org.uk/ufas/ufas-fees/

1.6 Renewable Energy Directive (RED)

UFAS Participants may demonstrate that trading activities related to combinable crops for use in manufacturing biofuels comply with the requirements of the Renewable Energy Directive (No 2018/2001/EU) by applying to the Certification Body to be audited against the AIC RED Module which can be found on the AIC website.

2 UFAS Scope

The UFAS Standard encompasses all the operations and activities of a Participant that may have a bearing on the safety and specification of the feeds supplied: from feed ingredient procurement and supplier approval, through to the point at which feeds are transferred to a third party (whether processed/ produced or merchanted by the Participant) as well as transport and storage of feeds and combinable crops (regardless of intended use, including food crops) for third parties. All feeds produced by, and sites operated by, a Participant must be included in the audit scope or, with the agreement of the Certification Body, clearly excluded from the scope of certification. The presence of feeds outside of the certification scope (or other materials) on site must not adversely affect the safety of certified products.

Audits will (as appropriate) therefore include:

- The original selection and sourcing of feed ingredients by Participants
- All transport to and from the Participants premises or designated store
- The process by which feeds are produced
- The storage of both feed ingredients and feeds
- Any offsite activities that may affect the safety of feeds
- Services provided to third parties that affect feed/ food safety, including Storage and Transport of combinable crops

3 Claims Associated with UFAS Certification

Participants who achieve successful certification against this UFAS Standard are reminded that UFAS is a product certification programme. Claims of UFAS certification may only be made in relation to those products included within the scope of the UFAS Certificate of Conformity.

The UFAS acronym is a registered certification mark and must only be used in compliance with the rules laid down by AIC. These rules can be found on the AIC website at: https://www.aictradeassurance.org.uk/scheme-logos/

4 Confidentiality

All information concerning Applicants and Certified Participants will be treated in confidence. Specific information (such as details of individual audit reports) will not be divulged to any third party without the written agreement of the Applicant / Participant. The exceptions are:

4.1 The Certification Body 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 at www.aictradeassurance.org.uk.

4.2 The provision of information to AIC in relation to audit findings and non-conformances as required to maintain the standards and credibility of the Scheme.

4.3 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, the Certification Body and the Competent Authority.

5 Becoming Certified to UFAS

UFAS is open to any company involved in the production and sale of feeds subject to complying with these scheme rules.

5.1 Application for UFAS Certification

In order to become a certified Participant, Applicants:

5.1.1 Shall apply for certification by completing an application form and returning it to the Certification Body. At this point, the applicant can nominate a preferred inspection body provided that the inspection body has appropriately qualified auditors **and is approved by the Certification Body.**

5.1.2 Shall liaise with the Certification Body over the scope and duration of the audit required with a view to the Certification Body providing a quotation.

5.1.3 Shall confirm that they agree to comply with the Scheme Rules, the current UFAS Standard, and Certification Body Terms and Conditions by signing the Certification Agreement contained in the quotation and returning it to the Certification Body. The quotation will indicate the duration of the Initial and subsequent Surveillance Audits. The duration of the audit is dictated by the time required to audit the premises, systems and procedures of the applicant fully. Examples of audit durations and associated fees can be found on the AIC website https://www.aictradeassurance.org.uk/ufas/ufas-fees/.

5.1.4 Shall pay all relevant fees as per the quotation.

5.1.5 Shall agree to an Initial Audit and rectify any non-conformances within a maximum of 6 months from the application date for new applicants. Re-application within 12 months will only be permitted at the discretion of the Certification Body.

5.1.6 Following the Initial Audit, when the Applicant has rectified any non-conformances that may have been identified, the Certification Body, after verification of these, will undertake a certification decision and 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.

5.1.7 By applying for certification to UFAS, the Applicant agrees that, if accepted, they will maintain compliance with the requirements of the UFAS Standard and any relevant associated documents.

5.1.8 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 sanction 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.

6 Maintaining UFAS Certified Status

6.1 Certificates of Conformity will be valid for three years from the date on which the Applicant demonstrated conformance with the Standard and expire on the third anniversary of the date of the audit.

6.2 Certificates are issued subject to:

- payment of all relevant fees to the Certification Body
- ongoing compliance with UFAS requirements
- subsequent satisfactory annual Surveillance Audit.

6.3 Participants will be contacted by a representative of the Certification Body prior to the anniversary of their Initial Audit to arrange a Surveillance Audit. The audit date must be within 30 days of the anniversary unless otherwise agreed with the Certification Body.

6.4 Participants shall comply with the Scheme Requirements at all times as defined in the UFAS Standard.

6.5 Participants shall advise the Certification Body of any significant changes to the business, typically but not limited to:

- Company ownership
- Scope of operations
- Key management

6.6 Participants and Applicants shall advise the Certification Body in the event of

- being subject to Formal Action that relates to their UFAS certified activities.
- Earned Recognition being revoked by the Competent Authority.
- Significant incidents on site (not limited to feed safety)

6.7 Where a Participant becomes aware of any occurrence regarding/impacting the feed processing, in which they are not directly involved but which could potentially threaten human or animal health, AIC must be informed. For contact details see www.aictradeassurance.org.uk/tell-aic/

6.8 Participants may be required from time to time to submit feed samples for analysis or feed sample test results in accordance with decisions made by the Scheme.

7 Verifying Compliance with the Standard

7.1 The Certification Body or the nominated inspection body will verify a Participant's conformance with the Standard. The Certification Body 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. UFAS audits are not of fixed duration but are determined on a case-by-case basis.

There are a number of types of audit within the UFAS Scheme:

7.1.1 Pre-Audit – (voluntary for new applicants). Pre-audits will evaluate a new Applicant's ability to meet the main criteria of UFAS. At the Certification Body's discretion, pre-audits will involve either an on-site or 'desk top' audit to confirm whether key feed safety controls are in place.

7.1.2 Initial Audit – A formal, in-depth, on-site audit to confirm that applicants comply with the requirements of UFAS. The duration of initial audits is dictated by the time required to fully assess the systems and procedures of the applicant. The number of days required will be indicated prior to audit but may be extended if circumstances require this. Certificates of Conformity are only issued on satisfactory correction of all non-conformances identified at Initial Audit. The details and scope of certification for certified sites will be added to the AIC Assurance Checker.

7.1.3 Surveillance Audit – a formal annual audit for certified Participants of the UFAS Scheme.

7.1.4 Short Notice Audit – an additional audit carried out at least once during the three-year certificate period. The Participant will be informed the working day before the audit is to take place.

7.1.5 Unannounced Audit – an audit carried out by the Certification Body as part of a programme of unannounced audits each year.

7.1.6 Extra / Immediate Audit – The Certification Body will carry out extra / immediate audits at their discretion; these may be unannounced. Extra audits may be on-site or a desk top exercise at the discretion of the Certification Body. Circumstances where they may be required include, but are not limited to:

7.1.6.1 In response to reports or intelligence suggesting a significant feed / food safety issue or breach of UFAS rules and requirements.

7.1.6.2 Signing off action points following an audit, particularly if the action points related to Major or Critical non-conformances.

7.2 Account is taken by the auditor during Unannounced and Short Notice Audits of the fact that key personnel may not be available, however, the business must be able to demonstrate ongoing compliance with UFAS requirements.

7.3 Refusal of entry to a premises for a Short Notice or Unannounced Audit will result in the client being charged a cancellation fee and a rearranged audit will normally take place within 2 months of the original planned date. Refusal to allow access may also result in suspension/withdrawal of certification.

7.4 Where a Participant finds it necessary to cancel an audit, they must contact the Certification Body as soon as possible. Depending on circumstances, a cancellation fee may be charged to cover irrecoverable costs incurred by the auditor.

7.5 The Certification Body will produce a report for its own audit purposes and identify any non-conformances to the Participant at the end of the audit. Any non-conformances will be classified as shown in para. 7.6 below and acted upon as stated in para. 7.7. When a Participant has rectified their non-conformances, the Certification Body will notify the client of their continuing certification or issue a UFAS Certificate of Conformance whichever is appropriate.

7.6 Classification of non-conformances

Classification	Cause
Critical	A gross or deliberate feed safety regulatory violation, or; A feed safety failure resulting in unsafe feed, 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 audit, or; A complete unwillingness to cooperate in the audit.
Major	A complete failure to implement a requirement of UFAS or a failure that may result in unsafe feed, or; A recurrence of a Minor Non-conformance raised at the preceding audit.
Minor	A partial failure to implement a requirement of UFAS or poor evidence to demonstrate implementation.

7.7 Response to Non-conformances

Classification	Initial audit	Surveillance audit
Critical	Certification refused. Full re-application and audit required.	Certification suspended with immediate effect. Extra audit required prior to reinstatement of certification.
Major	Certificate not granted until non-conformances rectified. Plan/evidence of corrective actions to be submitted within 15 calendar days of audit, and timescales to be agreed with the Certification Body. Verification of effectiveness of corrective action to be undertaken by Certification Body before certification is granted	Certification continues subject to plan/evidence of corrective actions to be submitted within 15 days of audit, and timescales for completion to be agreed with the Certification Body, typically no more than 60 calendar days from audit. Verification of effectiveness of corrective action to be undertaken by the Certification Body before certification is maintained/renewed. Failure to implement corrective actions and provide evidence to the Certification Body within agreed timescales will lead to suspension.
Minor	Certificate not granted until non-conformances rectified. Plan/evidence of corrective actions to be submitted within 30 calendar days of audit, and timescales to be agreed with the Certification Body.	Certification continues subject to plan/evidence of corrective actions to be submitted within 30 calendar days of audit, and timescales to be agreed with Certification Body, typically no more than 60 days from audit. Failure to implement corrective actions and provide evidence to the Certification Body within agreed timescales will lead to suspension.

7.8 Observations

Observations may be raised during UFAS 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.
- May constitute a non-conformance, but the assessor is unable to confirm this during the audit.

Observations do not require a formal response to the Certification Body unless it is upgraded to a non-conformance during the report review.

7.9 Report review

Upon completion of an audit report it will be submitted to the Certification Body for review. As part of this review process the Certification Body may, based on the evidence collected for the report:

- Seek additional information
- Remove non-conformance(s)
- Add additional non-conformance(s)
- Change the classification of non-conformance(s)
- Change observation(s) to non-conformance(s) or vice versa

7.10 Sampling of Retail Store Sites:

7.10.1 Where a Participant operates multiple retail store sites, there must be a "head office" site nominated at which central controls will be audited annually. At the Certification Body's discretion, sampling of retail sites **may** be possible if all sites have the same scope of certification. In these circumstances all sites must be audited before a certificate can be issued (or a new site added to an existing certificate), however, the surveillance audit programme may include sampling of sites in years two and three, provided all sites are audited during the duration of the certificate. For sites subject to sampling in this way, only one certificate will be issued to cover all sites. In the event of the certificate being withdrawn or suspended, all sites will cease to be certified.

Complaints and Appeals are covered in sections 9 & 10.

8 Suspension, Withdrawal and Reinstatement

8.1 The Certification Body, following discussions with AIC, may suspend/withdraw a Participant's Certificate of Conformity when the Participant has:

8.1.1 Non-conformances against the relevant UFAS Standard or the UFAS Scheme Rules, which are not resolved within the required time limits;

8.1.2 Critical non-conformances;

8.1.3 Refused access for an Audit

8.1.4 Refused or failed to supply information requested by the Certification Body as part of a feed safety investigation.

8.1.5 Failed to pay relevant fees.

8.1.6 Been found to have brought the certificated scheme into disrepute

8.2 Participants suspended for reasons of feed safety must correct the non-conformances and have a follow-up audit by the Certification Body to confirm that all non-conformances have been fully resolved within 1 month of suspension, in order to have their certification re-instated.

8.2.1 Participants suspended for non-payment of fees or failure to correct non-conformances will be reinstated provided all matters are resolved within 1 month of the suspension date.

8.3 Participants that do not demonstrate to the Certification Body that non-conformances have been resolved within 1 month of suspension will have their certificates of conformity withdrawn.

8.4 Participants that have their certification withdrawn will be required to undergo the complete audit process and will be considered as new Applicants, subject to satisfactory evidence that the issue(s) which led to the certificate being withdrawn have been rectified.

8.5 Participants that no longer require UFAS certification must inform the Certification Body in writing.

8.6 The Certification Body will pass all necessary information to AIC to allow the AIC Assurance Checker to be updated with details of a Participant's changing certification status.

8.6.1 The AIC Assurance Checker

Those companies that achieve UFAS certification are listed on the AIC Assurance Checker. The checker includes details of the scope under which UFAS certificates have been granted. Interested parties may view the Assurance Checker via the AIC website at: www.aictradeassurance.org.uk

8.7 Suspended and Withdrawn Participants may not claim to be UFAS certified. No new contracts may be agreed with customers that require their suppliers of feed to be certified, until suspension has been lifted or re-application and certification process successfully completed.

8.8 Suspended and Withdrawn Participants must notify any customers with whom they have existing contracts for both goods and services immediately on their change of status. The Certification Body will write to the Participant confirming the reason for suspension or withdrawal from the scheme and a copy of this letter must be provided to customers when notifying the change in status. Evidence of the notifications will be examined during the re-audit following suspension and compliance with this requirement will be a condition of reinstatement.

8.9 Participants in all AIC schemes should generate a list of their suppliers of both goods and services. Where those suppliers are also participants in an AIC scheme, this can be done by using 'My Favourites' on the Scheme Register Checker on the AIC website www.aictradeassurance.org.uk

8.10 The names of suspended and withdrawn Participants will be published in the form of AIC Assurance Alerts.

9 Complaints

Complaints about either a UFAS Participant or the Certification Body (including their representatives) should be directed to the Certification Body where they will be acknowledged, reviewed and actions taken to resolve the cause of any problems.

The Certification Body is accredited by the United Kingdom Accreditation Service (UKAS) and works to strict codes of conduct. If Participants are not satisfied with the way in which the Certification Body handles the complaint, then they should refer the matter to AIC.

10 Appeals

10.1 A Participant has the right of appeal against decisions made by Certification Body. Appeals are dealt with in a similar way to complaints.

10.2 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.

10.3 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 and feedback to the Participant within timescales defined in the Certification Body operating procedures.

Activity Code Matrix

Activity Code	Activity title	Activity description	Relevant clauses
A	All Participants	Applicable to all UFAS Participants, including Invoice-only Merchants	Section A, Section B, C1, C 4&5, E1, E3.6, F2, I, J1, J2.1 & J2.6
Pa	Packaged Merchant	Merchant handling, storing and / or transporting packaged feeds only (includes contracting of storage or transport)	Code A + D1, D3.3, D5, E3, F1-4, F6, G1, G3 & 4, G6 & 7, G15-18, H2.2, H4, J2 (excluding J2.3 & J2.4)
B	Bulk Merchant	Merchant handling, storing and / or transporting bulk feeds (includes contracting of storage or transport)	Code A + D1, D3-5, E3, F1-7, F9.1-9.3, G1-7, G14-18, H (excluding H5.2-H5.4) J2 (excluding J2.4)
Pr	Processing Merchant	Bulk Merchant carrying out other activities such as simple processing of cereals, production of Mixed Poultry Corn and Packing of feeds	Code B + C2 & 3, D, F8, G8 & 9, G11, G13, H5.2-H5.4, J2.4
C	Compound Feeds	Production of Compound feeds including complementary feeds, dietetic feeds and premixtures	Code A + Section C, D, E, F (Excluding F9.4) G (Excluding G12), H, J
M	Medicated	Production and/ or sale of feeds containing Controlled Products including Medicated Feed	Code A, Pa, B, Pr, or R (Sale) or Code C (Production) + Section K
K1	Salmonella Kill Step (Poultry breeder feeds)	Production of poultry breeder feeds subject to a Salmonella Kill Step	Code C + G12
K2	Salmonella Kill Step (other feeds)	Production of non-breeder poultry feeds subject to a Salmonella Kill Step	Code C + G12.1- 12.6
S	Third party storage	Storage of bulk feeds/ combinable crops on behalf of a third party	Code B, Pr or C + G7.4, H7.3, J2.7
T	Third party transport	Provision of bulk transport services to a third party (feed/ non-feed)	Code B, Pr or C + F9.4
F	Formulation	Formulation and design of feed to be manufactured by a third party, may include sourcing and supply of feed ingredients	Code A + Section C, E, H 1, H 4-8
R	Retail Store Sites	Sites under the control of a UFAS Compounds or Merchant (not invoice only) that sells packaged feeds directly to the customer	A1.1-1.3, A1.5, A2-3, B, C1 & 5, F1-4, F6, G1, G3 & 4, G 6 & 7, I1 & 2, J2.2, J2.6

UFAS Standard

Section A Introduction A

A1 Scheme and Legislative Requirements R

A 1.1 NEW — The Participant must have access to a copy of the UFAS Standard and associated documents and be aware of any changes or updates.

A 1.2 NEW — The Participant must achieve standards of feed safety that both reflect the importance of feed within the human food chain and meet contractual and legal obligations or requirements in the country of production.

Where the Participant undertakes storage or transport of combinable crops for third parties, references to feed safety in this Standard must be read to include food safety where appropriate.

A 1.3 UPDATED — All feeds must comply with any contractual agreements and animal feed legislation in the intended country of sale and/ or use.

A 1.4 UPDATED — Where combinable crops are traded for non-feed use, they must comply with any contractual agreements and relevant legislation in the intended country of sale and/ or use.

A 1.5 UPDATED — Where required by legislation there must be evidence of current appropriate authority approval and / or confirmation of application for registration to the appropriate authority. This obligation includes all sub-contractors where necessary.

A 1.6 UPDATED — Participants must demonstrate that they have systems and procedures in place that ensure they remain up-to-date with regulatory requirements and any food / feed safety issues relevant to the feed they supply. All relevant feed legislation must be reviewed at least every 12 months.

Guidance — *Details of current applicable legislation can be found on the AIC website*

https://www.agindustries.org.uk/sectors/animal-feed/resources/feed-legislation-and-guidance.html

A 1.7 UPDATED — Where feed ingredients and/ or veterinary medicinal products not authorised for use in the country of manufacture are to be incorporated in feeds, or are incorporated at levels not permitted under national legislation for export use, the Participant must obtain:

- Authorisation from the relevant national authorities; and
- Evidence that the product meets regulatory requirements in the country where it is to be placed on the market

A 1.7.1 UPDATED These feeds must be clearly identified with labelling and documentation confirming feed is for export outside the country of manufacture and the country(ies) for which it is approved.

A2 Management Commitment R

A 2.1 The Participant must have a policy statement committing the business to supplying safe and legal feed, and compliance with this Standard. The policy must be reviewed at least every 12 months.

A 2.2 UPDATED The Participant must establish, document, implement and maintain an effective Quality Management System (QMS) in accordance with the requirements of this Standard. The QMS must be adapted to meet regulatory and other feed safety related developments, as they occur.

A 2.3 UPDATED There must be a designated person (or persons) responsible for the management of the QMS.

A 2.4 NEW Management must provide adequate resources for the implementation and control of the QMS.

A 2.5 NEW The management team must review the performance of the business against the requirements of the Quality Management System and its continuing effectiveness at least every 12 months.

Guidance *This can be carried out at the same time as the HACCP review and will provide an overarching view of the business operation and identify opportunities for improvement.*

A3 Organisational Chart and Job Descriptions R

A 3.1 There must be an organisational chart setting out all job titles linked to specific job descriptions.

A 3.2 NEW The organisational chart must be kept up to date with any changes within the business.

A 3.3 All personnel must be informed in writing of their duties, authority and responsibilities, which must be recorded as documented job descriptions or within the Participant's procedures.

A 3.4 The job descriptions must be reviewed when there are any changes to procedures, processes, authority or responsibilities.

A4 Communication with the Certification Body

A 4.1 Participants must advise the Certification Body in writing of any significant changes to the business that may materially affect the compliance with this Standard.

A 4.2 Participants and Applicants shall promptly advise the Certification Body in the event of being subject to Formal Action by the Competent Authority that relates to their certified activities.

A5 Maintenance of Supply

A 5.1 In the event of the Participant having to source alternative supplies of feed, the supplier must be currently certificated against UFAS (or another assurance scheme recognised by AIC) and meet customer requirements.

Section B HACCP and Documentation A, R

B1 HACCP and Feed Safety Risk Assessment

B 1.1 UPDATED There must be a formal feed safety HACCP risk assessment which identifies, monitors and controls hazards that may adversely affect the safety of any feed supplied. HACCP risk assessments must be carried out in accordance with recognised HACCP principles.

Guidance *The Participant may use Prerequisite Programmes (PRP) to provide controls over the basic operating conditions of the process.*

B 1.2 NEW There must be a defined scope for the HACCP risk assessment study. Where activities are provided as services to third parties (including storage and transport of combinable crops for food) these must be included in the HACCP scope.

Guidance *The HACCP scope must include all processes which could affect the safety of the feed being supplied.*

B 1.3 NEW There must be an effective multi-disciplinary risk assessment team, with members of the team having received appropriate HACCP training.

Guidance *There does not need to be formal external training, as long as the HACCP team is demonstrably effective.*

B 1.4 UPDATED The Participant must define the process flow / steps from feed ingredient supply to the point the feed is transferred to the customer / recipient.

B 1.5 UPDATED The Participant must carry out a hazard analysis identifying, as a minimum, chemical, physical and microbial risks as appropriate.

Guidance *This will include hazards arising from any non-feed activities on site. For Participants providing transport and storage to third parties, food allergens may need to be considered.*

B 1.6 UPDATED The Participant must identify control measures that can be applied for each identified hazard.

B 1.7 UPDATED The Participant must establish critical control points where appropriate.

B 1.8 UPDATED	For all critical control points, there must be defined critical limits which are measurable or observable in real time and can be quantified.
B 1.9 UPDATED	The Participant must establish a monitoring system for all critical control points.
B 1.10 UPDATED	The Participant must establish corrective action for when critical limits have been exceeded.
B 1.11 UPDATED	The Participant must establish documentation to detail the controls and monitoring of hazards identified in the HACCP study.
B 1.12 NEW	If PRPs are used, documentation must be established to detail the controls and monitoring of the programmes.
B 1.13 UPDATED	The HACCP team must carry out a review of the HACCP study at least every 12 months or sooner if there are any changes to processes or procedures, or incidents that could affect feed safety.
Guidance	*For additional guidance see the HACCP pages on the AIC website:* https://www.agindustries.org.uk/sectors/trade-assurance-schemes/haccp.html
B 1.14 NEW	The HACCP review must also include any PRPs where they are used.

B2 Documents

B 2.1	Documents must be maintained to demonstrate compliance with the UFAS Standard.
B 2.2	Changes to the documents must only be made by authorised personnel.
B 2.3	The title and purpose of the documents must be clear.
B 2.4	Documents must be dated, and systems must be in place to prevent the use of superseded documents.
B 2.5 NEW	The Participant must ensure that data and IT systems are secure and protected from both internal and external unauthorised access.
Guidance	*Security does not just mean physical security but also the security of computer systems and sensitive internal data, including archiving of paper records.*

B3 Internal Audit

B 3.1 UPDATED Participants must have a current programme of internal auditing covering compliance with:

- The requirements of this Standard
- The Participant's documentation and records
- Feed legislation

B 3.2 UPDATED The internal audit(s) must be effective and ensure that all relevant activities are audited at least once every twelve months.

Guidance *An effective internal audit will collect evidence of compliance, as well as non-compliance, and will record documents and records reviewed as part of the audit.*

The internal audit will be more effective if carried out halfway between annual UFAS audit dates.

B 3.3 Internal audits and their outcomes must be documented, and any non-conformances corrected within an appropriate timescale.

Section C Selection & Approval of Feeds and Feed Suppliers

C 1 Selection and Approval of Feeds A, R

C 1.1 NEW A list / database of approved feeds for incorporation, processing or merchanting must be maintained.

C 1.2 NEW All feeds used or merchanted must comply with relevant EU and national legislation in the intended country of sale or use.

C 1.3 UPDATED There must be a designated person responsible for the selection and approval of feeds.

C 1.4 UPDATED There must be a documented selection and approval procedure for each feed prior to use or merchanting, taking into account characteristics that may affect its safety or limit its use.

Guidance *These may include, but are not limited to:*

- *Origin*
- *Transport*
- *Storage*
- *Processing*
- *Handling*
- *Nutritional and physical characteristics*

Invoice-only and Packaged Merchants may rely on the labels provided by their suppliers.

C 1.5 NEW — Processed Animal Proteins and feeds containing them must be considered separately and be used only in accordance with the TSE regulations.

Guidance — *See APHA Guidance*

C 2 Feeds for Incorporation or Processing Pr, C

C 2.1 UPDATED — There must be a specification for each feed with sufficient information available to support the identification of potential feed safety hazards and limitations and / or conflicts on intended use.

Guidance — *Feed safety hazards may include deliberate adulteration.*

C 2.2 UPDATED — Where feed ingredients other than medicated premixtures are mixed together by a third party prior to purchase the individual components and inclusion levels of the mixture must be known to allow legally compliant labelling.

Guidance — *Legislation requires that suppliers of complementary and compound feeds, upon request, supply customers with a formulation within a +/- 15% tolerance. It may be necessary to sign a confidentiality agreement to obtain this information. In the case of premixtures, suppliers are required to provide details of the feed materials used as carriers.*

C 3 Suppliers of Feeds for Incorporation or Processing Pr, C

C 3.1 — All feeds, including those supplied by customers, for incorporation or processing by the Participant, must be sourced from assured suppliers.

Guidance — *See the AIC website for the current list of assurance schemes recognised by AIC:*

https://www.agindustries.org.uk/resource/feed-food-schemes.html

C 3.2 UPDATED — Participants must have a procedure for ensuring that each of their suppliers of feeds are approved, such that:

- Suppliers are assured against a scheme recognised by AIC with a scope that reflects the feeds supplied
- The specification of any feeds supplied is agreed and documented

C 3.3 UPDATED — A list / database of approved feed ingredient suppliers must be maintained.

The list / database must include details of each supplier's feed assurance certification.

C 3.4 UPDATED

If a supplier has their certification suspended or withdrawn during the execution of a contract or agreement, the Participant must:

- Establish the reason for suspension or withdrawal with the supplier
- Take immediate steps to ensure that feed safety has not been compromised
- Cease use of the feed ingredients
- Inform the Certification Body of the suspension and the outcome of the investigation
- Not restart use of the feed ingredients until permission is received from the Certification Body or certification is reinstated

C 3.5

The list / database of feed ingredient suppliers must be subject to a review at least every 12 months, including their assurance status and the suppliers' scope, and additional reviews must be undertaken where significant non-conformances have occurred.

C 4 Feeds for Merchanting A

C 4.1 NEW

Where the Participant takes responsibility for the labelling of the feed, there must be a specification with sufficient information available to allow statutory labelling requirements to be met.

Guidance

Invoice-only and Packaged Merchants may rely on the labels provided by their suppliers.

C 4.2 NEW

Processed Animal Proteins and feeds containing them must be considered separately and be sold only in accordance with the TSE regulations.

Guidance

See APHA Guidance

C 5 Suppliers of Feeds for Merchanting A, R

C 5.1

Participants must have a procedure for ensuring that each of their suppliers of feeds for merchanting are approved.

All suppliers of feeds (other than those supplying feeds listed in C 5.5) must be assured against a scheme recognised by AIC with a scope that reflects the feeds supplied.

Guidance

See the AIC website for the current list of assurance schemes recognised by AIC:

https://www.aictradeassurance.org.uk/latest-documents/feed-food-schemes

C 5.2

A list / database of approved feed suppliers must be maintained.

The list / database must include details of each supplier's feed assurance certification.

C 5.3 If a supplier has their certification suspended or withdrawn during the execution of a contract or agreement, the Participant must:

- Establish the reason for suspension or withdrawal with the supplier
- Take immediate steps to ensure that feed safety has not been compromised
- Cease merchanting of the feeds
- Inform the Certification Body of the suspension and the outcome of the investigation
- Not restart merchanting of the feeds until permission is received from the Certification Body or certification is reinstated

C 5.4 UPDATED The list / database of feed suppliers must be subject to a review at least every 12 months, including their assurance status and the suppliers' scope, and additional reviews must be undertaken where significant non-conformances have occurred.

C 5.5 UPDATED Participants may merchant the following feeds from non-assured sources:

- Complementary Feeds, which are packaged and marketed in individual containers of less than 5kg / 5ltr
- Non-assured combinable crops
- Non-assured farm produced bulky feeds such as hay, straw, stockfeed vegetables
- Non-assured non-digestible mineral grit

C 5.6 The approval system must ensure that suppliers of non-assured feeds provide evidence from their Competent Authority that they are Feed Business Operators registered under the Feed Hygiene Regulation.

C 5.7 Where non-assured complementary feeds being merchanted are intended for feeding to food producing animals the Participant must check that the feeds are labelled according to legislation.

C 5.8 All non-assured combinable crops traded by UFAS Participants must be clearly identified as non-assured in all records and documents.

Non-assured combinable crops must be physically separated from assured cereals and full traceability from seller through store and/or transport to the recipient must be demonstrated.

Section D Suppliers of Subcontracted Services

D1 Selection and Approval of Suppliers of Subcontracted Services Pa, B, C

D 1.1 NEW — There must be a designated person responsible for the selection and approval of suppliers of subcontracted services that may affect feed safety.

Guidance *Contractors which may affect feed safety could include:*

- *Pest Control*
- *Hygiene operations*
- *Engineering & Maintenance*

D 1.2 NEW — A list / database of current approved suppliers of subcontracted services that may affect feed safety must be maintained. The list / database must include, where appropriate, details of each supplier's feed assurance certification.

D2 Subcontracted Processors Pr, C

D 2.1 — Subcontractor processors must be assured against a scheme recognised by AIC. Where no suitable scheme is available, the Participant must comply with clauses D 2.2 and D 2.3 to ensure the contractor does not compromise feed safety.

Before engaging a non-assured subcontractor the Participant must confirm with the Certification Body the absence of a suitable scheme.

Guidance *https://www.agindustries.org.uk/resource/feed-food-schemes.html*

D 2.2 UPDATED — A documented HACCP risk assessment must be carried out by the Participant and agreed with each non-assured subcontracted processor covering each subcontracted process prior to use. This assessment must consider all activities carried out by the subcontractor to ensure that any potential feed safety hazards are controlled. The assessment must also include confirmation of compliance with relevant feed legislation.

Guidance *The Certification Body reserves the right to visit any non-assured subcontracted processors (see Scheme Rules).*

D 2.3 UPDATED — Where a process is carried out on the supplier's premises, the Participant must carry out a physical audit of the premises and process prior to use and then at a predefined, risk assessed frequency to ensure compliance with all relevant clauses of this Standard.

D 2.4 — The approval system must ensure that non-assured subcontracted processors provide evidence from their Competent Authority that they are Feed Business Operators registered under the Feed Hygiene Regulation.

D3 Third-party Contracted Transport Pa, B, C

D 3.1 All bulk hauliers hired by a UFAS Participant to carry feed must be certificated participants of a scheme recognised by AIC (unless providing traction only).

Guidance *See the AIC website for the current list of assurance schemes recognised by AIC:*

https://www.agindustries.org.uk/resource/service-supplier-schemes.html

D 3.2 Where a haulier provides traction only (i.e. only transports feed using the Participant's trailer) the driver must be trained by the Participant.

D 3.3 Hauliers of packaged feeds or containers do not need to be assured but must be included in the approved supplier list / database.

D4 Selection of Third-party Bulk Storage Contractors for Feed B, C

D 4.1 All bulk stores contracted by a UFAS Participant for feed storage must be assured against a scheme recognised by AIC unless it meets the criteria outlined in D 4.2 below.

Guidance *See the AIC website for the current list of assurance schemes recognised by AIC:*

https://www.agindustries.org.uk/resource/service-supplier-schemes.html

D 4.2 Where a bulk store is contracted to a single Participant for a maximum of 3 months in any 12-month period, it does not need to be assured but it must be included within the Participant's procedures. The Participant must carry out a physical audit of the store to ensure compliance with all relevant clauses of this Standard prior to use. Store operators must be trained in feed safety.

Feeds and combinable crops belonging to a third party may not be stored in these seasonal stores.

D 4.3 The approval system must ensure that non-assured stores provide evidence from their Competent Authority that they are Feed Business Operators registered under the Feed Hygiene Regulation.

Guidance *The Certification Body reserves the right to visit any non-assured stores (see Scheme Rules)*

D5 Selection of Third-party Packaged Feed Stores Pa, B, C

D 5.1 Stores used for packaged feeds do not need to be assured but must be assessed as suitable and included in the approved supplier list.

Guidance *The Certification Body reserves the right to visit any non-assured stores (see Scheme Rules)*

D 5.2 UPDATED The Participant must carry out an audit of the store to ensure compliance with all relevant clauses of this Standard at least every 12 months unless assured against a scheme recognised by AIC.

Guidance *Based on the risk assessment carried out by the Participant this may be an on-site or desktop audit.*

See the AIC website for the current list of assurance schemes recognised by AIC:

https://www.agindustries.org.uk/resource/service-supplier-schemes.html

D 5.3 The approval system must ensure that non-assured stores provide evidence from their Competent Authority that they are Feed Business Operators registered under the Feed Hygiene Regulation.

D6 Management of Rail or Water Transport Pr, C

D 6.1 NEW All rail or water transport contracted by a UFAS Participant to carry feed must be certificated participants of a scheme recognised by AIC.

Guidance *See the AIC website for the current list of assurance schemes recognised by AIC:*

https://www.agindustries.org.uk/resource/service-supplier-schemes.html

D 6.2 NEW Where Participants are responsible for loading and / or discharging feeds into vessels or rail cars, they must designate a competent person (designated inspector) to ensure that the safety of any feed ingredients or feed is maintained.

Guidance *This may be specified in contractual agreements with the seller / buyer.*

D 6.3 NEW The designated inspector must be either:

- An employee or contractor from an accredited inspection company, operating under internationally recognised standards, or
- An employee or inspector authorised and trained by the Participant

D 6.4 NEW The inspector's duties must include confirmation that the safety of feed ingredients and / or feed has not been adversely affected during loading, transit or discharge as appropriate.

D 6.5 NEW Before loading commences the vessel hold or railcar must be inspected to ensure it does not present a feed safety risk.

D 6.6 NEW Before loading or offloading, handling equipment (grabs, conveyors, hoppers, dock transport, etc.) must also be inspected. The previous use of the handling equipment must be recorded and if necessary, equipment must be cleaned using cleaning agents identified by the manufacturer as suitable for use on feed / food contact surfaces and used in accordance with the manufacturers' instructions.

D 6.7 NEW — There must be a record of the previous three cargoes and any cleaning conducted in the vessel hold or railcar. Any cleaning carried out must be completed to ensure there is no feed safety risk.

Guidance — *The cleaning agents used should be assessed to ensure they do not introduce a feed / food safety risk.*

D 6.8 NEW — Before and during discharge the inspector must monitor the condition of the feed ingredients and / or feed to ensure it has not been adversely affected during transport.

Section E Sales, Formulations and Labels

E1 Sales Contracts / Agreements / Feed Specifications A

E 1.1 — There must be a clear understanding of the feed order requirements between the Participant and the customer/recipient, including delivery instructions, which may be in the form of a written contract.

Guidance — *This should include the species and type of livestock for which the feed is intended, but also any special customer requirements such as market to be supplied, or specifying absence or presence of specific feed ingredients.*

Also consider the registration/ approval status of the customer.

E 1.2 — Sales Agents appointed by the Participant who do not hold title to the goods sold and who are not themselves independent merchants, must act under the control of the UFAS certificated Participant in accordance with this Standard.

E2 Product Design and Formulations C, F

E 2.1 UPDATED — Feeds must be designed by a designated person(s) with appropriate experience and/ or training to ensure they are safe for the intended use.

Guidance — *Feed design may include limitations on use of specific feed ingredients, customer requests or rework.*

E 2.2 UPDATED — Feeds must be formulated by a designated person(s) with appropriate experience and/ or training to meet the feed design, cross contamination risks and production constraints.

E 2.3 — Each formulation must be uniquely identified.

E 2.4 UPDATED — Each version of a formulation must be uniquely identified with a version number and date.

E 2.5 — Formulations must be reviewed to ensure that feeds continue to meet design constraints.

E3 Labelling and Marketing Claims Pa, B, C, F

E 3.1 Labelling and claims must comply with current legislation.

E 3.2 All relevant information required by regulations must be included on delivery documents or on labels attached to the product packaging.

E 3.3 Where a feed / feed ingredient is comprised of several components, these must be identified and declared as required by legislation.

Guidance *Legislation requires that suppliers of complementary and compound feeds, upon request, supply customers with a formulation within a +/- 15% tolerance. It may be necessary to sign a confidentiality agreement to obtain this information. In the case of premixtures, suppliers are required to provide details of the feed materials used as carriers.*

E 3.4 UPDATED Where the Participant is responsible for the labelling of the feed, their company name, address, and where available, Feed Hygiene Approval Number and/ or VMD approval number must be shown.

In addition, where the Participant is not the producer of the feed, the producer's Feed Hygiene Approval or Registration Number and/ or VMD approval number must be shown.

Guidance *Feed businesses who are producing compound feeds which do not need to be approved may request an identifying number from the authorities (EU Regulation 767/2009 Article 17.1 c).*

E 3.5 UPDATED All feed supplied must show confirmation of the UFAS scheme ID number for the Participant company responsible for the labelling, either on the label or on delivery documents. The information to be provided must be as 'UFAS – NNNN' where NNNN is the Participant's UFAS scheme ID number.

E 3.6 UPDATED Where a Participant is not responsible for the labelling, confirmation of their UFAS Participant's certification must be provided to recipients by being included on contracts, receipts or invoices for all feeds.

The information to be provided must be as 'UFAS – NNNN' where NNNN is the Participant's UFAS scheme ID number.

Section F Premises, Equipment, Personnel and Own Transport

F1 Premises Pa, B, C, R

F 1.1 UPDATED
The layout and design of the site, buildings and drains must be such that:
- They are in a good state of repair
- They are fit for purpose
- Contamination and cross contamination is minimised

F 1.2 UPDATED
The Participant must ensure that appropriate and proportionate security measures are planned and implemented to monitor and prevent unauthorised access to those parts of the Participant's operations wherever this is deemed necessary to maintain feed safety.

Guidance
Appropriate and proportionate security measures need to be implemented to control access to protect feed from deliberate or accidental contamination.

These measures may include physical security, site access control, CCTV, control of visitors / contractors, etc.

For further guidance see PAS 96:2017

F 1.3 UPDATED
The Participant must have controls on eating, drinking and smoking/ vaping on site. If necessary, separate facilities must be provided.

F 1.4 NEW
Employees, contractors and visitors must be made aware of controls on eating, drinking and smoking/ vaping in areas where these activities may adversely affect feed safety.

F 1.5 UPDATED
In areas where there is a risk of contamination caused by eating, drinking and smoking/ vaping, these activities must not be permitted.

F 1.6 UPDATED
In areas where there is a risk of contamination, all personnel must wear protective garments. The garments must be maintained in a hygienic condition and cleaned as necessary.

F 1.7 UPDATED
In areas where there is a risk of contamination, visitors to those areas (including contractors) must be informed of hygiene requirements and must wear clean and hygienic protective garments.

F 1.8 UPDATED
Suitable washing facilities and toilets must be provided, separate from production and storage areas.

F 1.9 NEW
Washing and toilet facilities must be maintained in a hygienic condition.

F 1.10 UPDATED	The building must be appropriately lit to ensure cleaning, processing and other activities can be undertaken effectively.
F 1.11 UPDATED	Potential chemical contaminants must be managed to maintain feed safety.
F 1.12 UPDATED	Potential physical contaminants must be managed to maintain feed safety.
F 1.13 UPDATED	Potential microbiological contaminants must be managed to maintain feed safety.
F 1.14 UPDATED	There must be a documented system to ensure all production and storage areas and equipment are effectively cleaned to maintain feed safety.
F 1.15 UPDATED	Cleaning and disinfection agents used for feed contact surfaces must be identified by the manufacturer as suitable for use on feed / food contact surfaces and used in accordance with the manufacturers' instructions.
F 1.16 NEW	Lubricants which may come into contact with feed during the process must be identified by the manufacturer as suitable for incidental feed / food contact and used in accordance with the manufacturers' instructions.

F2 Personnel A

F 2.1	All personnel must be competent in the tasks that they may be asked to undertake relevant to feed safety.
F 2.2	Deputies must be identified to undertake tasks relevant to feed safety.
F 2.3	All personnel must have received training in feed safety relevant to their role(s).
Guidance	*This includes temporary / agency personnel.*
F 2.4	Records of training must be traceable to the individual trained and confirm receipt and content of training provided.
Guidance	*Records may be paper or electronic.*
F 2.5 NEW	Personnel competence must be evaluated after training and reviewed at least every 12 months, or earlier if changes to the business or operations relevant to feed safety occur.

F3 Non-conforming Feeds Pa, B, C, R

F 3.1 UPDATED Feeds identified with feed safety related non-conformances must be controlled to prevent use whilst their destination, disposal or other remedial action is considered.

Guidance *Non-conforming feeds may arise or be identified at a number of points including, but not limited to:*

- *Intake*
- *In process*
- *Storage*
- *Outloading*
- *Delivery*
- *Customer complaints*

F 3.2 UPDATED There must be a documented risk assessment carried out by a competent individual before any non-conforming feeds are reused.

F 3.3 UPDATED All incidences of non-conforming feed must be recorded and decisions regarding actions to be taken must only be made by authorised personnel.

F 3.4 UPDATED The underlying cause of any non-conforming feeds must be investigated, and appropriate actions taken to prevent recurrence.

F4 Recycling and Disposal of Non-feed Products and Waste Pa, B, C, R

F 4.1 UPDATED Non-feed products, waste and material for recycling must be collected into suitable and clearly identified receptacles for removal to identified collection points away from the production areas.

Guidance *This may include solids and liquids (including water).*

Suitable receptacles should not provide harbourage or access to food sources for pests and vermin.

F 4.2 Unidentified feeds must be disposed of as waste.

F5 Water B, C, R

F 5.1 Water coming into contact with feed or feed contact surfaces must be of suitable quality for animal consumption.

Guidance *This should include not only the source of water but also the on-site water storage and distribution system.*

F 5.2 UPDATED Where water used is not from a potable water source it must be included in the HACCP risk assessment to confirm that any contaminants, pathogens and other hazards that may be present, are effectively controlled. Water analysis must be carried out based on the HACCP risk assessment.

F6 Pest Control Pa, B, C, R

F 6.1 UPDATED There must be an effective pest control system.

Guidance *Pest control will be more effective if facilities are maintained in a clean condition. Facilities should be adequately proofed against the ingress of wild, domestic, and feral vertebrates and invertebrates.*
The areas surrounding the buildings should be free from harbourage for vermin.

F 6.2 UPDATED There must be a nominated employee responsible for the management of the pest control systems.

Guidance *Pest control activities may be carried out by qualified employees of the Participant, or by a professional third-party contractor.*

F 6.3 The pest control plan must cover:

- The control of pests and vermin
- Regular inspection of all the premises at predetermined intervals
- Monitoring of stored goods
- Identification of bait station locations
- Types of monitoring and treatments to be used

F 6.4 UPDATED Results of inspections must be recorded, and any recommendations considered and actioned as appropriate.

F 6.5 UPDATED If the presence of pests is detected, investigations and appropriate remedial actions must be taken in a timely manner. Quantities, location and duration of treatments used must be recorded.

Guidance *The nature of actions required, and the timescales will vary according to the level of activity and the areas where it is found.*

F 6.6 UPDATED Where pest activity in production or storage areas, has led to damage to or fouling of feeds and / or packaging, immediate actions must be taken to maintain the safety of the feed.

F 6.7 UPDATED Any treatments used must comply with legislation.

F 6.8 NEW Where treatments are applied directly to feeds (e.g. fumigation), any residues must also comply with legislation.

F 6.9 Any treatment used must not contaminate the feed.

F 6.10 Where treatments are used, they must be applied by an appropriately qualified person with a current certificate.

Guidance *Appropriate qualifications:*

British Pest Control Association (BPCA)

National Pest Technicians Association (NPTA)

Irish Pest Control Association (IPCA)

Lantra Award Level 3 Award in Pest Management Services – Trained Professional User

RSPH Level 3 in Pest Management

Or other equivalent qualification

F 6.11 In cases where shooting takes place as part of the pest control programme, non-toxic ammunition must be used.

F 6.12 Bait station locations must be planned to avoid contamination of feeds and bait stations must be secured where appropriate.

F 6.13 Bait material that resembles feed used within the premises, must be distinctively coloured and be confined to bait boxes at specified and recorded bait stations.

F7 Handling and Processing Equipment B, C

F 7.1 All equipment must be constructed so that feeds are protected from contamination and cross contamination.

Guidance *Equipment design should permit effective cleaning and maintenance.*

F 7.2 UPDATED There must be a diagram showing each item of handling and processing equipment and identifying all points of addition and directions of flow, which is updated when any changes take place.

F 7.3 UPDATED All equipment must be maintained in a condition that ensures feed safety is not compromised.

F 7.4 NEW In the event of equipment breakdown or maintenance, systems must ensure feed safety is not compromised.

F 7.5 NEW All maintenance activities which could have an effect on feed safety must be recorded, including evidence of acceptability before the equipment is returned to service.

F 7.6 UPDATED Where equipment used for feeds is also used to handle non-feed products, feed safety must not be compromised.

F 7.7 Equipment used for the handling of feeds must never be used for handling materials on the current forbidden / exclusion list of the International Database for Transport of Feed (IDTF, including the AIC list of differences).

Guidance *See the International Coalition for Road Transport (ICRT) International Database for the Transport of Feed (IDTF) at www.icrt-idtf.com*

F8 Plant Calibration Pr, C

F 8.1 UPDATED There must be a list / database of all equipment requiring calibration that is essential for feed safety and / or meeting feed specifications.

Guidance *This could include, but is not limited to, devices used for measuring:*

- *Weight*
- *Volume*
- *Temperature*
- *Pressure*
- *Flow rate*
- *pH*
- *Moisture*

F 8.1.1 Weighbridges must be included in the list / database in F 8.1.

Guidance *The list / database should be maintained and reviewed e.g. after installation of new equipment.*

F 8.2 UPDATED All equipment on the calibration list / database identified in F 8.1 must be calibrated at intervals not exceeding 12 months, or more often if required by risk assessment.

Guidance *Calibration of equipment could be affected by maintenance and cleaning activities.*

F 8.3 NEW All equipment in the list / database in F 8.1 must be appropriate.

Guidance *Appropriate equipment will be sufficiently accurate and precise for the range being measured and meet defined tolerances.*

F 8.4 Calibration methods must be defined, cover the full range of measurement, be effective and traceable to national standards, where available.

F 8.5 UPDATED If equipment is found to be performing outside acceptable calibration limits, the Participant must investigate the effect this will have had on the conformity of any feed and take appropriate corrective action to recalibrate the equipment. Depending on the severity of the discrepancy and the nature of the test, the Participant must be able to demonstrate that appropriate action has been taken.

F9 Own Transport B, C

F 9.1 Vehicle Inventory and Identification

F 9.1.1 UPDATED Participants must enter UFAS vehicles on the AIC Vehicle Inventory which can be accessed on the AIC Portal. This includes owned or operated (including acquired new and second-hand bulk vehicles), hired or leased.

Information required for each entry in the inventory is:

- registration number (rigids only)
- type
- VIN/chassis number
- date of purchase or hire/leased
- date of disposal or removal from the scheme

Guidance *There is a link to the AIC Vehicle Inventory via the UFAS Participant Portal.*

For initial registration for the Vehicle Inventory contact uk.feed@kiwa.com.

F 9.1.2 UPDATED Hauliers must maintain an up to date inventory of Non-UFAS vehicles owned or operated (including acquired new and second-hand bulk vehicles), hired or leased.

Guidance *Non-UFAS vehicles may be added to the AIC Vehicle Inventory although this is not mandatory.*

F 9.1.3.1 UPDATED When a new, hired/leased or second-hand vehicle has been added to the Haulier's fleet, the Haulier must inform, and gain and retain written approval from the Certification Body.

F 9.1.3.2 UPDATED New vehicles require documented confirmation of purchase including VIN/chassis number.

F 9.1.3.3 NEW Rigid vehicles and all trailers hired/leased must be from a TASCC Haulage Certified company. (see TASCC Appendix 19)

F 9.1.3.4 UPDATED Before hiring/leasing or purchasing second-hand vehicles for carrying any feed or food, the Haulier must have as a minimum:

- a signed declaration that no materials on the current forbidden/exclusion list of the International Database for Transport of Feed (IDTF) (www.icrt-idtf.com) have been carried
- details of the last three loads carried
- cleaning and sanitising operations relating to these loads
- VIN/Chassis number
- Date of acquisition

F 9.1.4.1 All vehicles must be identified.
UPDATED

F 9.1.4.2 All vehicles must be uniquely numbered or lettered.
UPDATED

F 9.1.4.3 All vehicles must include the Haulier Scheme ID for identification purposes.
UPDATED

F 9.1.4.4 All vehicles identification must link to chassis/VIN number on the inventory.
UPDATED

F 9.1.4.5 Whatever the method of identification is, it must be permanently fixed and appear on both sides and the rear of the vehicle and be clearly visible.
UPDATED

F 9.1.4.6 The size must be no smaller than number-plate lettering and in a durable form that will not be damaged or erased by normal operations or cleaning.
UPDATED

F 9.1.4.7 Vehicle identification is also applicable to hired vehicles which operate under the Hauliers Scheme ID.
UPDATED

F 9.1.4.8 The Hauliers Scheme ID must not be displayed on vehicles unless a current and valid UFAS certificate is held.
UPDATED

F 9.1.5 Vehicle compartments will be specified by numbers in loading instructions where the lowest number is nearest from the cab unless otherwise documented.

F 9.2 Vehicle Construction, Cleaning and Maintenance

F 9.2.1 The load carrying areas and equipment of bulk vehicles and trailers must be constructed so that feeds are protected from contamination and cross contamination.

Guidance *Vehicle and equipment design should permit effective cleaning and maintenance.*

F 9.2.2 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/feed safe sanitisers recommendations and inspected. Proof of appropriate cleaning and inspection must be kept for audit.
UPDATED

F 9.2.3 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 in accordance with the operator's procedures, customer and legal requirements.
UPDATED

Guidance *Requirements may vary according to the species of livestock being fed and in the event of disease outbreaks.*

F 9.2.4 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.

A record is to be made when the vehicle has been inspected even if cleaning is not required.

F 9.2.5 UPDATED All hauliers and drivers must comply with the International Database for Transport of Feed (IDTF) (www.icrt-idtf.com) and the AIC Haulage Contaminant Sensitive List 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.

Guidance *The cleaning regimes as stipulated in the IDTF are:*

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.

B - Cleaning with water

Washing with hot water (70-80°C) 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 feeds.

C - Cleaning with water and a cleansing agent

Washing with a hot (70-80°C) solution of any food grade cleansing agent diluted in accordance with manufacturer's recommendations. All surfaces must be dry before handling or coming into contact with feeds.

D - Cleaning and disinfection

Pressure clean with a hot (70-80°C) solution of any combined food grade cleansing agent/disinfectant diluted in accordance with manufacturer's recommendations. All surfaces must be dry before handling or coming into contact with feeds.

F 9.2.6 All vehicles, their load carrying areas and equipment 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).

Alternatively, the frequency of cleaning and sanitising can be determined by implementing a fully documented HACCP.

F 9.2.7 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.

F 9.2.8 Cleaning and disinfection agents used for load carrying areas and equipment of bulk vehicles and trailers must be identified by the manufacturer as suitable for use on feed / food contact surfaces and used in accordance with the manufacturers' instructions.

F 9.2.9 UPDATED Vehicles that have carried material on the AIC Haulage Exclusion 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 not be presented for the carriage of goods.

Guidance *See the International Coalition for Road Transport (ICRT) International Database for the Transport of Feed (IDTF) at www.icrt-idtf.com.*

F 9.2.10 Vehicle maintenance must ensure that food/ feed safety is not compromised.

F 9.3 Haulage Operations

F 9.3.1 Records must be maintained for all previous loads carried for each bulk vehicle/ trailer, together with details of any relevant cleaning/ disinfecting operations.

F 9.3.2.1 UPDATED At collection/delivery points, drivers must be able to show evidence of the current load and three previous loads carried on bulk vehicles/trailers together with the cleaning or sanitising or inspecting operations relating to each load.

F 9.3.2.2 UPDATED Where a vehicle has several compartments, the current load and previous three loads for each compartment must be declared.

F 9.3.2.3 UPDATED 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.

F 9.3.2.4 UPDATED 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 cleaning regime.

F 9.3.3 When transporting combinable crops in the UK, the Participant must use the Combinable Crops passport and ensure that it is completed and signed by all relevant parties.

Guidance *The current combinable crops passport can be downloaded from the AIC website.*

F 9.3.4 UPDATED Any residues resulting from the cleaning or sweeping out of the delivery vehicle after a delivery has been made must be disposed of in the designated place, at the delivery premises with the consent of the site supervisor.

Where facilities are not available at a delivery site, then residues must be disposed of as per the Participant's procedures

F 9.4 Provision of Third-party Haulage T

F 9.4.1 UPDATED — The Participant must ensure that they receive written instructions (e.g. email, SMS, fax) from the company contracting the haulage covering the full details of the collection and delivery requirements. These must be passed on to the Driver.

F 9.4.2 — Participants must make the company contracting the haulage aware of the last three loads carried by the bulk vehicle or trailer that will be used for the work to establish customer acceptance.

Guidance — *Some food/ non-feed customers may have specific requirements e.g. food allergens.*

F 9.4.3.1 UPDATED — When collecting UK combinable crops, the driver must obtain from the farmer/storekeeper at the point of loading a completed and signed passport either:

- bearing a valid farm assurance/ TASCC/ UFAS sticker (if applicable); or a
- pre-printed valid farm assurance/ TASCC sticker/assurance number (with agreement from the customer/recipient)

F 9.4.3.2 UPDATED — 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.

F 9.4.3.3 UPDATED — 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.

F 9.4.3.4 UPDATED — 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.

Section G Operations

G1 Intake Pa, B, C, R

G 1.1 — The Participant must demonstrate that only approved feeds from approved suppliers can be accepted.

G 1.2 — Personnel must be available to inspect, approve and supervise the unloading and intake of all feeds in accordance with a documented intake procedure.

G 1.3 — Feeds arriving at the Participant's premises must be clearly identified and accompanied by appropriate documentation.

Guidance *Combinable crops in the UK should be accompanied by a completed Combinable Crops Passport, or other document containing the same information.*

G 1.4 The Participant must ensure that all intake facilities are designed and constructed in a manner that maintains the safety of feed.

G 1.5 Intake pipes and blow lines must be controlled to prevent incorrect intake.

G2 Bulk Intake B, C

G 2.1 Upon arrival, the bulk vehicle/trailer unique identification reference including the assurance scheme number of the Participant operating the vehicle must be checked on the vehicle, matched with accompanying paperwork and recorded.

G 2.2 There must be records of the three previous loads carried, together with details of any relevant cleaning/ disinfecting operations for each bulk vehicle/ trailer presented for unloading.

Vehicles presented without these records must not be accepted.

The descriptions of the three previous loads / cargoes must be precise and generic terms must not be used.

G 2.3 Vehicles or trailers that have previously carried materials forbidden by the IDTF (including the AIC list of differences), must not be allowed to unload.

Guidance *See the International Coalition for Road Transport (ICRT) International Database for the Transport of Feed (IDTF) at www.icrt-idtf.com.*

G 2.4 After unloading, vehicles delivering feed must be allowed to sweep / wash out on the site or be directed to a suitably equipped location where sweeping / washing out can take place.

In either case there must be facilities for reception and / or disposal of the sweepings / washings.

G3 Packaged feeds intake (including IBCs and big bags) Pa, B, C, R

G 3.1 Condition and integrity of packages must be checked as appropriate before use or resale. Any burst bags must be segregated and considered as non-conforming product.

Guidance *See F 3 Non-conforming product.*

G 3.2 Unlabelled packages must not be accepted.

G4 Identification of products not intended for feed use Pa, B, C, R

G 4.1 Any materials produced, used or stored in the same premises by the Participant but not intended for feed use, must be clearly segregated from feed and identified as such during all stages of production / processing, packing, storage, despatch and supply.

G 4.2 Adequate storage facilities must be provided for any materials not intended for feed use (including cleaning materials, lubricants, fuels, etc.), to prevent contamination of feeds.

G5 Bulk Storage Operations B, C

G 5.1 Bulk feed must be protected from deterioration, contamination and cross contamination.

G 5.2 All bulk feeds must be clearly separated, identifiable and traceable throughout storage and processing.

G 5.2.1 Intermediate products and finished feeds in store must be identified by product name or code, date and time of manufacture or batch identification as appropriate to the product type.

G 5.3 Carousel / micro-weigh hoppers must be clearly identifiable, their contents recorded, and lids must be securely fitted.

G 5.4 Vehicles and plant must be operated such that they cannot adversely affect stored feed.

G 5.5 There must be risk assessed, planned intervals for the inspection and cleaning of bulk storage facilities.

Guidance *This includes "tote bins" and other IBCs used internally for storage.*

G 5.6 For bulk stores storing more than one feed, bays, tanks and bins must be identified and there must be a storage plan.

Guidance *This includes "tote bins" and other IBCs used internally for storage.*

G 5.7 When there is a change of feed to be stored in a bulk bay, tank or bin, there must be a system to ensure it is empty and cleaned as necessary prior to refilling, to avoid cross contamination.

Guidance *This includes "tote bins" and other IBCs used internally for storage.*

G6 Packaged Storage operations Pa, B, C, R

G 6.1 Packaged feed must be protected from deterioration, contamination and cross contamination.

G 6.2 All packaged feeds must be clearly separated, identifiable and traceable throughout storage and processing.

G 6.3 Storage of packaged feeds must allow access to store walls for cleaning and pest control.

G 6.4 Feeds in opened bags or containers must be protected from contamination, cross contamination or incorrect use.

G 6.5 Any damaged or leaking packages, and products affected by them, must be segregated and considered as non-conforming products.

Guidance *See F 3 Non-conforming Feeds.*

G7 Stock Management Pa, B, C, R

G 7.1 There must be documented stock rotation practices in place for all feeds.

G 7.2 UPDATED No feeds which have exceeded the use by or best before dates may be used by the Participant or supplied to a customer unless evaluated and approved by a designated, responsible person.

G 7.3 Fishmeal, processed animal protein, and mixtures containing them must be stored in accordance with current legislation.

Guidance See APHA Guidance

G 7.4 Storage of Feed and Combinable Crops for Third Parties S

G 7.4.1 There must be a written agreement between the Participant and the owner of the goods.

Guidance *E.g. The AIC No. 9 Contract Note for the Storage of Grain, Oilseeds or Animal Feed Materials.*

G 7.4.2 NEW Where aeration is not available the Participant must notify the customer/owner of the goods.

G 7.4.3 If the Participant has been requested to carry out mass balance calculations to comply with the EU Renewable Energy Directive (RED) by the owner of the goods, appendix, the Participant must also be certified to the AIC RED Module.

Guidance *The AIC RED Module can be found on the AIC website.*

G 7.4.4.1 UPDATED All combinable crops of UK or Republic of Ireland (ROI) origin must be accompanied on receipt by a correctly completed Combinable Crops Passport.

G 7.4.4.2 UPDATED The Participant must confirm with the owner of the goods/customer whether a Combinable Crop Passport is required for imported combinable crops.

G 7.4.4.3 UPDATED The owner of the goods/customer must instruct the Participant whether the passport is completed for imported Combinable Crops.

G 7.4.4.4 UPDATED — Assured Combinable Crops passport must be pre-printed with the supplier's assurance status or have a valid farm assurance or trade assurance sticker attached.

Guidance — *For crops delivered from a FEMAS source, stickers are not available but written confirmation of the valid certificate and scope is sufficient to be included with the Combinable Crops Passport.*

G 7.4.4.5 UPDATED — The Participant must check the assurance status of growers to ensure that 'Production only' crops are collected before the end of the required Red Tractor Assurance period.

G 7.4.5.1 UPDATED — Any postharvest pesticide treatment recorded on the Combinable Crops Passport (Grain Passport) must be checked against the current Defra approved pesticides and fumigants list.

The Participant must confirm that any pesticides and fumigants applied to the incoming load are approved by the owner of the combinable crops.

Guidance — *The current list can be found here:*

https://secure.pesticides.gov.uk/pestreg/

G 7.4.5.2 UPDATED — The Participant must confirm that any pesticides and fumigants applied to the incoming load are approved by the owner of the combinable crops.

G 7.4.6 NEW — The Participant must have a written agreement in place to identify Mycotoxin levels in cereals at point of intake, subject to requirements of the owner of the goods/customer.

Guidance — *Identification of Mycotoxin levels could be from a declaration on section 5 of the passport, a test certificate or from analysis on intake.*

G 7.4.7 NEW — Where sampling is the responsibility of the Participant there must be a written sampling procedure. The sampling procedure must consider contractual standards and the owner of the goods / customer's specific requirements or instructions.

Guidance — *AIC grain and pulse contracts require sampling to comply with BS EN ISO 24333 (for Oil Seed Rape use BS EN ISO 542).*

G 7.4.8 NEW — Samples taken from each delivery must be analysed and retained by the facility in accordance with instructions from the owner of the goods / customer.

Crops sampled and equipment used for Salmonella testing must be in accordance with the Defra Code of Practice for the Control of Salmonella publication PB 13303.

G 7.4.9 NEW — If analysis is for contractual purpose (including charging for drying), this must be covered by the TASCC Testing Facilities Code, or other recognised scheme.

G 7.4.10 UPDATED
At the point of delivery the Participant must inspect, and record the results, of each intake sample prior to accepting the load and must check for the presence and identification of:

- Contaminants
- Hazardous impurities,
- Abnormal smell and / or appearance
- Infestation

G 7.4.11 UPDATED
Should any of the above be present in the sample and representing a food/feed safety hazard then the load must not be accepted unless the Participant agrees and has the written agreement of the owner of the goods/customer.

G 7.4.12 UPDATED
If the Participant advises the owner of the goods/customer of the presence in the load of a food/feed safety hazard the owner of the goods/customer must confirm to the Participant the action to be taken. This action must be carried as long as this does not create feed / food safety hazards for other onsite operations.

Guidance
Possible instructions from the owner of the goods may include:

Rejection: hazard identified cannot be removed.

Further Processing: further processing e.g. screening could eliminate the hazard.

Downgrading: goods may be accepted as meeting an alternative specification.

G 7.4.13 UPDATED
If assured and non-assured goods are mixed for storage, the whole bulk must be treated as non-assured.

G 7.4.14 UPDATED
Records must be available to demonstrate that all goods going into an assured bulk store are assured if they are to be finally sold as assured.

G 7.4.15 UPDATED
Weekly checks must be made and recorded for each store/silo/bay of goods, unless shown otherwise through risk assessment and agreed with the owner of the goods.

Guidance
Further guidance can be found on the AHDB website:

https://ahdb.org.uk/knowledge-library/grain-storage-guide

G 7.4.16 NEW
Where temperature monitoring of combinable crops or animal feed materials is a requirement but not possible due to the structure of the store or Health and Safety reasons (e.g. confined spaces), the Participant must provide a Risk Assessment for safe storage. The Participant shall provide documentary evidence showing that the owner of the goods being stored accept storage without temperature monitoring.

G 7.4.17 NEW
The Participant shall provide documentary evidence showing that the owner of the goods being stored accept storage without temperature monitoring.

G 7.4.18 NEW — Where a rising temperature or deteriorating condition is identified (including unusual odours and visual signs such as mould, steam, insect infestation) this must be reported by the Participant to the owner of the goods and any appropriate corrective action recorded.

G 7.4.19 NEW — The Participant must demonstrate that monitoring of goods is effective.

G 7.4.20 UPDATED — If a food or feed safety hazard is identified once the goods are in store then the customer or owner of the goods must be immediately notified. The owner of the goods/customer must confirm to the Participant the action to be taken. This action must be carried as long as this does not create feed / food safety hazards for other onsite operations.

G8 Operational Control Pr, C

G 8.1 — Operations must be planned, scheduled and controlled by a designated and competent person(s), to ensure compliance with feed specifications and operational parameters.

G 8.2 NEW — Operational parameters must ensure that batch integrity is maintained.

G 8.3 NEW — Where mixing forms part of the process, tests must be undertaken to establish initial effectiveness of equipment.

Guidance — *The risk assessment needs to take account of the nature of the feeds manufactured, variation in batch sizes, equipment maintenance or changes, process control changes and QC results.*

G 8.4 UPDATED — The coefficient of variation (CoV) must be calculated and compared to predetermined acceptance criteria for each test.

The target CoV must be set at a maximum of 10% unless the risk assessment demonstrates that a higher CoV is acceptable or a lower CoV is required for maintaining feed safety.

Guidance — *Further information on calculating CoV and interpretation of results can be found in the UFAS Guidance – Sampling and Testing.*

G 8.5 UPDATED — The actual weight of each ingredient added to a batch must be recorded.

If liquids are incorporated, there must be effective means of weighing or measuring these, and of incorporation.

Guidance — *Where pre-weighed bags of ingredients are used, the number of bags added may be recorded.*

G 8.6 UPDATED	The Participant must demonstrate that the feed is manufactured in accordance with the current approved formulation.
Guidance	*The Participant needs to consider evidence that all ingredients have been incorporated into the correct feed.*
G 8.7 NEW	Where Carousel / micro-weigh systems are used for batch-controlled feeds there must be a system for maintaining traceability.
G 8.8 NEW	Where ingredients are manually weighed in advance of production there must be a system for maintaining traceability.
G 8.9 NEW	In situations where breakdown or other unforeseen circumstances result in the production of feed that does not meet specification or operational parameters, the resulting products must be considered as non-conforming products (see F 3).
G 8.10	Automated processing equipment must be continuously monitored by devices which record the operating conditions, and alarm to indicate deviations from defined parameters set to achieve and maintain feed safety.
G 8.11 NEW	There must be procedures in place to manage alarms and deviations with records demonstrating actions taken in response.
G 8.12	Changes to processing equipment control parameters must only be made by designated responsible persons and must be recorded to show the date and time of change, the name of the person making the change and what was changed.

G 8.13 Emergency Feed Ingredient Substitutions

Guidance	*Use of the procedure should always be a last resort – reformulation is a better solution.*
G 8.13.1	Emergency substitutions must be controlled by a written procedure including approved Emergency Feed Ingredient substitution lists/ database.
G 8.13.2	There must be a designated person (or persons) responsible for the management of the emergency substitutions process.
G 8.13.3	Emergency Feed Ingredient substitution list/ database must also include a list/ database of Finished Products & Feed Ingredients which cannot be substituted (e.g. Fixed Formulation Products) where the feed cannot be produced in the absence of the required feed ingredients.
G 8.13.4	Emergency Feed Ingredient Substitutions must not be made for more than one feed ingredient at a time. Where more than one feed ingredient is not available, the feed must be reformulated.
G 8.13.5	Any substitution must be used for the shortest possible time preferably only to complete the batch being made, resulting in minimum stock being manufactured, and no longer than 15 hours continuously unless authorised.

G 8.13.6 Substitutions made must be recorded and reviewed regularly by the designated person.

G 8.13.7 Mill operational staff must be trained in Substitution Management.

G9 Process Cross-Contamination Controls Pr, C

G 9.1 Where different feeds and / or non-feeds are being processed in the same equipment, procedures must be in place to ensure that cross contamination is managed to ensure the safety of subsequent batches of feed.

G 9.2 NEW Rules to manage hazards, limitations and conflicts for ingredients (see C 1.4) and / or feeds (see E 2.2) must be developed by a competent person.

Guidance *Procedures may include scheduling rules and / or requirements for flush batches. Specific procedures relating to ingredients not authorised in the country of manufacture may be required.*

G 9.3 Flush procedures (where used) must be defined and validated.

G 9.4 Any flushes carried out must be accurately recorded either by the process control system or manually in the production records.

G 9.5 Flushings must be clearly identified and traceable

G 10 Manufacture of Premixtures, Mineral Feeds and Dietetic Feeds C

G 10.1 UPDATED For Premixtures, Mineral Feeds and Dietetic Feeds, process yields must be monitored and controlled.

G 10.2 NEW Where monitoring of process yields is based on batch records, this must be verified by product analysis.

G 10.3 UPDATED Where manufacture of Premixtures, Mineral Feeds and/ or Dietetic Feeds containing levels of additives above the maximum authorised levels is undertaken on the same site as the manufacture of other complete feeds and/ or complementary feeds, these must be produced on a dedicated production line unless the Participant can demonstrate that feed safety and legality is not compromised.

G 11 Rework Pr, C

G 11.1 UPDATED Where feeds are to be reworked, a system must be in place to ensure that they do not present a risk to the feed being produced.

Guidance *This may also include water where this is recycled in the process.*

G 11.2 NEW Reworks must be treated as a feed ingredient and formulated into feed.

G 11.3 Reworks must be separated based on limitations of each rework for future use and clearly identified by type.

G 11.4 NEW — The use of rework must be authorised by a designated person and its use recorded.

G12 Treatments used as a Salmonella Kill Step in Bulk Poultry Feeds K1, K2

G 12.1 — Breeder feeds for layer, broiler, duck or turkey parent or grandparent stock must be subjected to an effective salmonella kill step by heat or chemical treatment unless the customer specifies otherwise and this is documented.

Guidance — *The Salmonella kill step should be designed to achieve a defined microbiological specification in treated feed and any other written customer requirements. The specification should be established to ensure compliance with the current Defra Code of Practice for the Control of Salmonella or other national standards.*

The Defra Code of Practice for the Control of Salmonella in Feed can be found at:

www.agindustries.org.uk/resource/defra-salmonella-feed-code-of-practice.html

Trend analysis of indicator organisms (e.g. Enterobacteriaceae) isolations can be useful to highlight developing issues.

G 12.2 UPDATED — Where heat or chemical treatment is used, the process controls must be validated for the full production run including start up and shut down.

Guidance — *For heat treatment, historically 80^0C for 2 minutes at 15% moisture has been considered adequate to achieve this.*

For chemical treatments, manufacturers' efficacy data is not sufficient to validate the treatment method.

G 12.3 — The process controls must be monitored and recorded throughout production.

G 12.4 — Any feed not correctly processed must not be mixed with correctly processed feed nor delivered to farm. Records must show when divert or disposal from the process occurs.

G 12.5 NEW — The effectiveness of the treatment process must be re-validated at a frequency not exceeding 6 months.

G 12.6 UPDATED — Feed ingredients added to feed post-treatment must also be subject to a validated Salmonella kill step.

G 12.7 NEW — Where breeder feeds are manufactured, all other feeds produced through the same production route must also be processed to the same microbiological standards.

Where treating all feeds to the same microbiological standard is not possible, the Participant must obtain written confirmation from customers buying breeder feeds that this is acceptable.

G 12.8 UPDATED	Breeder feeds must be protected from post treatment bacteriological recontamination in production and transport.
Guidance	*Consideration should be given to the point at which fines or sievings are re-introduced.*
G 12.9 UPDATED	For heat-treated breeder feeds, the cooler air supply must be considered and appropriate filters used as indicated by the HACCP study, in order to limit recontamination.
G 12.10 NEW	Where air filtration is required by the HACCP study, the specification of system must be defined, and its performance monitored and maintained.
G 12.11 UPDATED	If a claim is made that heat or chemical treatment is used as a specific kill step for feeds other than poultry breeder feeds, G 12.1 to G 12.6 inclusive must be complied with.

G13 Packaging for Feed Pr, C

G 13.1 NEW	Feed packaging and pallets must be suitable for the means of delivery / transport used and the type of feed concerned. Packaging must be designed to protect the feed during normal storage, handling and delivery conditions.
G 13.2 UPDATED	Intermediate bulk containers (IBCs, including Flexible IBCs) to be used for delivery of feed must have covers in place to protect the product during transportation.
G 13.3 UPDATED	Feed packaging (including FIBCs) which has left the site must not be reused.
G 13.4	Subject to a risk assessment, FIBCs (big bags) which have not left the site may be reused.
G 13.5	All pallets and rigid containers which are returned must be inspected and if necessary, cleaned before re use.
G 13.6 UPDATED	Contamination / cross contamination during the packaging process must be managed to maintain feed safety.
G 13.7 UPDATED	Legible labels must be applied to all packaged feeds, including IBCs, as required by relevant feed legislation.
G 13.8	Measures must be taken to ensure only the current version of the correct label is used.
G 13.9	Unused labels must be managed or disposed of to avoid mislabelling of feed.

G14 Despatch of Feed in Bulk Road Transport B, C

G 14.1 UPDATED All bulk vehicles and trailers presented for loading (other than a farmer's own vehicle or trailer collecting feed for the farmer's own use) must be operated by a certificated Participant of a scheme recognised by AIC and the haulier's assurance scheme number must be checked and recorded.

Guidance *See the AIC website for the current list of assurance schemes recognised by AIC:*

https://www.agindustries.org.uk/resource/service-supplier-schemes.html

Note: Red Tractor farmers certified to the Crops and Sugar Beet Scheme are required to number their trailers, so where available these should be recorded.

G 14.2 UPDATED Where a farmer contracts a haulier to collect feed on their behalf, they must provide confirmation in writing that it is acceptable to load a bulk vehicle that is not clearly marked with a recognised assurance scheme number.

Guidance *Red Tractor Livestock schemes do not require the use of certified haulage for animal feed, but the Participant is legally responsible for assessing the suitability of transport before loading.*

G 14.3 UPDATED Bulk vehicles and trailers presented for loading (other than a farmer's own vehicle or trailer collecting feed for the farmer's own use) must show evidence of the three previous loads carried in each compartment of the vehicle or trailer.

The descriptions of the three previous loads must be sufficiently detailed and precise (avoiding generic terms) to allow potential risks to the feed to be loaded to be assessed.

Guidance *Examples in feed may include species, medication, presence of fishmeal.*

See the International Coalition for Road Transport (ICRT) International Database for the Transport of Feed (IDTF) at www.icrt-idtf.com.

G 14.4 UPDATED Bulk vehicles or trailers which have previously carried materials forbidden by the IDTF (including the AIC list of differences), must not be loaded.

G 14.5 UPDATED Bulk vehicles or trailers presented for loading (other than a farmer's own vehicle collecting feed for the farmer's own use) must show evidence of relevant cleaning/ disinfecting operations in accordance with the requirements of the International Database for Transport of Feed (IDTF), at the point of loading. Vehicles presented without such evidence must not be loaded.

Guidance *See the International Coalition for Road Transport (ICRT) International Database for the Transport of Feed (IDTF) at www.icrt-idtf.com.*

G 14.6 UPDATED	Bulk vehicle or trailer load compartments must be free from contamination and for non-liquid feeds, dry before loading. A signed record confirming the cleanliness of the loading compartments prior to loading must be retained.
G 14.7 NEW	There must be procedures in place to ensure that bulk vehicle or trailer compartments are large enough to accept the delivery and are not overfilled such as to risk cross contamination.
G 14.8 NEW	The vehicle or trailer and load compartment unique identification reference (and where available the haulier's assurance scheme number), must be checked, recorded and used on all collection / delivery documentation (other than a farmer's own vehicle or trailer collecting feed for the farmer's own use).
G 14.9 UPDATED	Bulk vehicle or trailer load carrying areas must only be uncovered when being loaded.
G 14.10 UPDATED	There must be procedures in place to minimise the possibility of cross contamination or incorrect loading.
G 14.11 UPDATED	Layering of feeds is permitted only if the following conditions are fulfilled: • No more than three feeds may be loaded in a single bulk vehicle or trailer compartment. • Each component of the load must be individually weighed and labelled in accordance with legislation. • Each component of the load is suitable for direct feeding to livestock on its own.

G15 Despatch of Packaged Feeds Pa, B, C

G 15.1 NEW	Vehicles and trailers contracted or operated by the Participant and presented for loading must not present a risk to the feed being loaded.
G 15.2 NEW	Vehicles and trailers contracted by the customer / recipient must not present a risk to the feed being loaded. If the load area of the vehicle is unsuitable, the customer must be informed, and they must provide confirmation in writing that it is acceptable to load the vehicle.

G16 Feed containing Processed Animal Protein Pa, B, C

G 16.1	Products containing processed animal proteins must be transported in accordance with the TSE Regulations.
Guidance	See APHA Guidance

G17 Despatch / Delivery Documentation Pa, B, C

G 17.1 UPDATED — All feeds despatched must be accompanied by the documents required by relevant feed legislation.

G 17.2 UPDATED — A label must be attached to each individual package (including each IBC) as required by relevant feed legislation.

G 17.3 UPDATED — The despatch documentation must also include any relevant information, including special requirements to maintain feed safety.

G 17.4 NEW — Sufficient information about the feed must be provided to the haulier to enable detailed and precise descriptions of three previous loads.

Guidance — *See also G 14.3.*

G 17.5 — All combinable crops despatched in the UK must be accompanied by a completed Combinable Crops Passport.

Guidance — *The current combinable crops passport can be downloaded from the AIC website.*

G18 Delivery of Bulk and Packaged Feeds by the Participant Pa, B, C

G 18.1 NEW — Procedures must be in place to ensure the delivery driver is informed of relevant delivery information and customer specific delivery requirements.

G 18.2 NEW — Procedures must be in place to demonstrate that deliveries were made in accordance with customer specific delivery requirements.

G 18.3 NEW — Procedures must be in place to instruct drivers on actions to take in the event of deviations from customer delivery instructions.

G 18.4 NEW — Procedures must be in place for the driver to contact the relevant individuals in the Participant's business in the event of a potential feed safety event / issue.

Section H Sampling and Analysis

H1 Sampling and Analysis Schedules B, C

H 1.1 UPDATED — Sampling and analysis schedules must be defined by risk assessment, taking into account regulatory and customer requirements.

Guidance — *See UFAS Guidance – Sampling and Testing*

The risk assessment should consider not only feed sampling but also environmental monitoring and mill performance.

Invoice only merchants, and those handling only packaged feeds, meet the requirements of this section by sourcing from an assured supplier.

H 1.2 UPDATED — The sampling system(s) must be appropriate to both the volume and nature of the feeds concerned and ensure samples are representative. Samples must be labelled to maintain traceability.

H2 Intake Samples Pa, B, C

H 2.1 A representative sample of each bulk feed intake (including liquids/ powders) must be taken and retained.

Guidance *Representative samples may be provided by the supplier where they cannot be obtained at intake.*

H 2.2 UPDATED The Participant must take and retain a sample of each packaged feed intake, unless alternative arrangements for timely access to a representative sample have been made.

Guidance *The Participant may arrange for the supplier to retain these samples.*

The requirement to retain samples does not apply to non-assured complementary feeds in small packages (see C 5.3).

H3 Feed Samples Pa, B, C

H 3.1 Each consignment of bulk feeds must be sampled at outloading, and the sample retained.

Guidance *Where this is not practical, traceable production samples may be retained instead.*

H 3.2 Each batch or run of packaged feeds must be sampled and the sample retained.

H4 Sample Retention and Disposal Pa, B, C, F

H 4.1 Feed samples must be retained and be available to the Competent Authorities for a defined period appropriate to the use for which the feed is placed on the market.

Guidance *Sample retention time should take into account the shelf life of the feed.*

H 4.2 Samples must be stored in such a way that deterioration is minimised.

H 4.3 Disposal of samples must be controlled. Where samples are incorporated back into feed, their re-use must be risk assessed and records maintained of where the samples have been used.

H5 Analysis B, C, F

H 5.1 UPDATED The analysis schedule must be risk based and take into account the volume and potential risks associated with the feed ingredient and feed concerned.

Guidance *See UFAS Guidance – Sampling and Testing*

Analysis conducted by suppliers may be taken into account, where results are made available and test methods are appropriate.

H 5.2 UPDATED Where mixing (dispersion) forms an essential part of the process, tests must be undertaken to monitor effectiveness of equipment at intervals of no more than 6 months or more frequently if determined by risk assessment.

Guidance *The risk assessment needs to take account of the nature of the feeds manufactured, variation in batch sizes, equipment maintenance or changes, process control changes and QC results.*

H 5.3 UPDATED The coefficient of variation (CoV) must be calculated and compared to predetermined acceptance criteria for each test.

Where additives (including vitamins and minerals) are incorporated the target CoV must be set at a maximum of 10% unless the risk assessment demonstrates that a higher CoV is acceptable or a lower CoV is required for maintaining feed safety.

Guidance *Further information on calculating CoV and interpretation of results can be found in the UFAS Guidance – Sampling and Testing.*

H 5.4 UPDATED Where carryover or cross contamination is identified as a hazard, tests must be undertaken on appropriate feeds at outloading/ packing to monitor effectiveness of cross contamination controls for the contaminant at intervals of no more than 12 months or more frequently if determined by risk assessment or plant performance.

Guidance *Further information on carryover testing can be found in the UFAS Guidance – Sampling and Testing*

H 5.5 NEW Sufficient analysis must be carried out to substantiate the labels and specifications of feed.

Guidance *This includes analysis to confirm the exclusion of level-specific mandatory declarations (e.g. moisture, ash insoluble in acid, etc.) or voluntarily declared parameters.*

Where the level of an ingredient may decline over the life of the feed, end of life testing may be required.

See UFAS Guidance – Sampling and Testing

H6 Bacteriological Testing B, C, F

H 6.1 UPDATED The frequency and method of sampling, testing and reporting the presence of Salmonella must be determined in accordance with the current Defra Code of Practice for the Control of Salmonella in conjunction with the Participant's risk assessment.

Guidance *The Defra Code of Practice for the Control of Salmonella in Feed can be found here: www.agindustries.org.uk/resource/defra-salmonella-feed-code-of-practice.html*
Where feed is intended for export, requirements of the receiving country may need to be considered.

H 6.2 The Participant must have in place procedures to respond to Salmonella isolations.

Guidance *The procedures should consider both reporting to relevant authorities and corrective actions.*
Trend analysis of indicator organisms (e.g. Enterobacteriaceae) isolations can be useful to highlight developing issues.

H7 Testing Facilities B, C, F

H 7.1 UPDATED There must be access to a laboratory (or laboratories) which can carry out required analyses employing methods of analysis appropriate for the feed being tested.

H 7.2 UPDATED The effectiveness of testing laboratories for feed safety analyses, and those required for legal compliance monitoring must be regularly reviewed and approved by one or more of the following methods:

- accredited by a recognised body according to ISO / IEC 17025 or
- validated by participation in ring tests or
- validated by other means

H 7.3 UPDATED For testing of combinable crops stored on behalf of third parties on which contractual decisions are based, the AIC TASCC Code of Practice for Testing Facilities of Combinable Crops must be complied with.

H 7.4 UPDATED Formal validation is not required for methods of analysis used solely for process checks, unless such checks are identified as necessary for managing feed safety or labelling.

H8 Evaluation of Test Results B, C, F

H 8.1 UPDATED — All test results must be reviewed by an authorised person(s) with responsibility for ensuring that feed meets specified parameters.

H 8.2 — The test results must be compared against specified limits. Where results fall outside the specified limits, relevant action must be taken and documented.

H 8.3 — Where the specified limits are derived from legislation, the relevant Competent Authorities must be informed of exceedances.

H 8.4 — Records of analysis results must be maintained using in-house data and / or that available from third parties.

Section I Complaints, Recall and Feed Safety Controls A

I1 Complaints R

I 1.1 UPDATED — The Participant must register, record and address complaints relating to feed in a timely manner.

I 1.2 UPDATED — Complaints must be reviewed with attention to severity and any trends, and corrective action taken as necessary to prevent recurrence.

I 1.3 UPDATED — Feed which has been delivered to the customer / recipient and returned following a complaint must be formally risk assessed on its return, to determine use or disposal.

I 1.4 NEW — The destination of any returned feeds must be recorded.

I2 Feed Safety Incidents R

I 2.1 — There must be a designated person (or persons) with deputies, responsible for the management of feed safety incidents, including recall.

I 2.2 — There must be a feed safety incident management and recall procedure which is capable of being put into operation at any time and includes immediate notification to the Competent Authorities, affected customer(s), and the Certification Body where required.

The procedure must include up to date contact details, including out of hours, for relevant personnel and authorities.

I 2.3 — The Participant must notify the Certification Body where a feed safety investigation by a Competent Authority results in Formal Action or withdrawal of Earned Recognition.

I3 Product Recall

I 3.1 If a recall becomes necessary, the reasons for the recall must be recorded and assessed and corrective action taken as necessary to address both the immediate issue and the underlying cause.

I 3.2 Recalled feed(s) must be formally risk assessed on return, to determine use or disposal.

I 3.3 The destination of any recalled feeds must be recorded.

I 3.4 The operation of any recall must be reviewed after it has been carried out so that procedures can be modified if necessary.

I 3.5 UPDATED The recall procedure, including any traded feed products, must be tested at a frequency determined by risk assessment, and at least every 12 months.

Section J Traceability and Records

J1 General Traceability A

J 1.1 UPDATED Each delivery of feed must be traceable.

J 1.2 UPDATED The traceability system must encompass feed ingredients used and feed produced, as well as any merchanted feeds, and feeds or combinable crops stored or transported on behalf of a third party.

Guidance *The purpose of a traceability system is to facilitate recall or investigations into feed safety issues arising from a feed ingredient or feed. The extent of traceability required will be determined by the feed ingredient(s) and feed risk assessments. Records need to be sufficient to evidence traceability throughout sourcing, transport, process and despatch or other steps where hazards or contamination may arise.*

J 1.3 All handwritten records must be legible and indelible.

J 1.4 Any handwritten or electronic changes to records must show who has made the alteration and the nature of the change made, such that the original entry is still readable. Any changes must be traceable back to the person making the change and the date the change was made.

J 1.5 All relevant records must be retained for a defined period not less than two years, or as required by legislation, and be available to auditors.

J 1.6 All records must be stored to prevent any deterioration or damage and be easily retrievable.

J 1.7 NEW The Participant need not hold all relevant traceability records for feed but they must be capable of accessing such records, if required to do so by Competent Authorities or as part of a feed safety investigation.

J2 Records A, R

J 2.1 Purchase records must include details relevant to feed safety and traceability.

J 2.2 Intake records must include details relevant to feed safety and traceability.

J 2.3 Own bulk transport records must include details relevant to feed safety and traceability.

J 2.4 Operational documentation and records must include details relevant to feed safety and traceability.

J 2.5 Despatch records must include details relevant to feed safety and traceability.

J 2.6 Sales records must include details relevant to feed safety and traceability.

J 2.7 Traceability of Feeds and Combinable Crops stored for Third Parties S

J 2.7.1 NEW Traceability must include all internal movement of goods. When the owner of the goods/customer instructs the Participant to store goods from one identifiable parcel with goods from other parcels this must be in writing.

Originals or copies of the Combinable Crops Passport (Grain Passport) must be kept at the store.

J 2.7.2 NEW Records must be available to demonstrate that all goods going into an assured bulk store are assured if they are to be finally sold as assured.

K Feeds Containing Controlled Products (VMPs and SFAs) M

K 1 Competent Authority Approval

K 1.1 NEW — All businesses that place feeds containing Controlled Products (with the exception of complete feeds containing SFAs) on the market must be approved by the national Competent Authority.

Guidance *The Competent Authorities are as follows:*

Great Britain: Veterinary Medicines Directorate (VMD)

Northern Ireland: Department of Agriculture, Environment and Rural Affairs (DAERA)

Republic of Ireland: Department of Agriculture, Fisheries and Marine (DAFM)

Further UK guidance:

https://www.gov.uk/guidance/manufacturing-and-supplying-veterinary-medicines-for-animal-feed#approval-requirements-for-distributors-of-schedule-5-products

K 1.2 NEW — All premises where feeds containing Controlled Products are manufactured must be approved by the national Competent Authority.

Guidance *Great Britain: Veterinary Medicines Directorate (VMD)*

Northern Ireland: Department of Agriculture, Environment and Rural Affairs (DAERA)

Republic of Ireland: Department of Agriculture, Fisheries and Marine (DAFM)

K 1.3 UPDATED — All premises (other than manufacturing sites and the end user) where feeds containing Controlled Products are stored (with the exception of complete feeds containing SFAs) must be approved by the national Competent Authority.

Guidance *The Competent Authorities are as follows:*

Great Britain: Veterinary Medicines Directorate (VMD)

Northern Ireland: Department of Agriculture, Environment and Rural Affairs (DAERA)

Republic of Ireland: Department of Agriculture, Fisheries and Marine (DAFM)

Sites which store products "in transit" do not need to be approved subject to:

- *The feeds being allocated to an individual customer **AND***
- *The storage period does not exceed 24 hours*

In all other cases, a Category 8 approval will be required.

K 1.4 NEW	Where the Participant supplies feeds (including premixtures) containing Controlled Products to a manufacturer (including an on-farm mixer) or distributor (merchant), the Participant must ensure the recipient has the correct Approval.
Guidance	See VMD Guidance "Who can sell what to whom"
K 1.5 NEW	The Participant must have access to the Statement of Product Characteristics (SPC) for each VMP incorporated into feed.
Guidance	*Current SPCs can be found in the VMD Product Information Database:* *https://www.vmd.defra.gov.uk/ProductInformationDatabase/*
K 1.6 NEW	There must be procedures to ensure that VMPs are incorporated into feeds in accordance with the SPC.
Guidance	*The SPC may contain contraindications for other components of a feed.*
K 1.7 NEW	The Participant must have access to the Authorising Regulation for each SFA incorporated into feed.
Guidance	*Details of SFA approval regulations can be found via the EU Register of Authorised Feed Additives.*
K 1.8 NEW	There must be procedures to ensure that SFAs are incorporated into feeds in accordance with the Authorising Regulation.
Guidance	*The Authorising Regulation may contain contraindications for other components of a feed.*

K 2 Prescriptions (MFSp)

K 2.1	Where the Participant supplies a feed containing a VMP to the end user, the feed must not be delivered until the Medicated Feedingstuffs Prescription (MFSp) has been received.
K 2.2	Where an end user has requested a supply of feed containing a VMP and has not provided the Participant with the MFSp at point of order, the Participant may inform the vet that the order has been placed.
Guidance	*It is the responsibility of the customer to obtain a prescription from their veterinary surgeon.* *VMD guidance on the form of words to be used is available on the AIC website.* *https://www.agindustries.org.uk/resource/management-of-medicated-feedingstuffs-prescriptions-mfsps.html*

K 2.3 NEW — Where a MFSp is received for a feed which also contains an SFA, the prescribing vet must be informed in writing by the Participant.

Guidance — *Some VMPs are contraindicated for feeds containing certain SFAs.*

K 2.4 — A merchant can agree for MFSps to be managed by the manufacturer; in which case the manufacturer must hold the MFSp before delivery to an end user but a copy must ultimately be provided to the merchant who remains legally responsible.

K 2.5 — Where a manufacturer delivers to an end user on behalf of a merchant but does not manage the MFSps for the merchant, the order must be placed in writing, and a copy of the MFSp received.

Guidance — *In this case both the manufacturer and the merchant are considered to be a supplier, so both parties require a copy of the MFSp*

K 2.6 — All MFSps must be checked to ensure compliance with the relevant legislation.

Guidance — *For information on the legal requirements for MFSps see:*

https://www.agindustries.org.uk/resource/medicated-feeds-legislation.html

K 3 Point(s) of Addition C only

K 3.1 UPDATED — There must be diagram showing each item of handling and processing equipment and identifying all points of addition of Controlled Products and directions of flow, which is updated when any changes take place.

K 4 Storage and Handling of Controlled Products

K 4.1 UPDATED — Veterinary Medicinal Products (VMPs) must be stored in and issued from a secure area that is locked when not in use.

K 4.2 — Controlled Products must always be clearly identified and any opened bags or containers must be securely fastened or must be stored in clearly identified closable bins.

K 4.3 NEW — Where Controlled Products are pre-dispensed for later use within scheduled production, identity must be maintained and controlled up to the point and time of addition and correct addition demonstrated.

K 4.4 — There must be adequate records to permit verification of stocks and usage at all times.

K 5 Scheduling Rules for Feeds Containing Controlled Products C only

K 5.1 UPDATED
Procedures must be in place to ensure that cross contamination by Controlled Products is managed to ensure the safety of subsequent batches of feed.

These must include, where required, consideration of withdrawal periods for each species.

Guidance
Procedures may include scheduling rules and / or requirements for flush batches. Specific procedures relating to ingredients not authorised in the country of manufacture may be required.

K 5.2 UPDATED
Procedures must ensure that feeds for which an antimicrobial VMP is not authorised or is contra-indicated are protected from cross contamination.

Feeds containing an antimicrobial VMP must not be allowed to contaminate any feed above carryover / cross contamination limits defined in legislation.

Guidance
A list of antimicrobial active ingredients can be found in Annex II of REGULATION (EU) 2019/4.

Consideration should be given to withdrawal periods for the relevant species.

K 5.3 UPDATED
Procedures must ensure that feeds for which any other VMP is contra-indicated are protected from cross contamination.

K 5.4 UPDATED
Procedures must ensure that feeds for which an SFA is contra-indicated are protected from cross contamination.

Feeds containing an SFA must not be allowed to contaminate any feed above carryover / cross contamination limits defined in legislation.

K 5.5
Flush procedures (where used) must be defined and validated.

K 5.6 UPDATED
Any flushes carried out must be accurately recorded either by the process control system or manually in the production records.

K 5.7
Flushings must be clearly identified and traceable

K 6 Manufacture of Feeds containing Controlled Products C only

K 6.1
The expiry date of a Medicated/ Specified Feed Additives (SFAs) feed must reflect the stability of Controlled Products in the finished feed.

K 6.2 UPDATED
Where manufacture of Medicated premixtures, or premixtures containing Specified Feed Additives (SFAs), is undertaken on the same site as the manufacture of complete feeds and/ or complementary feeds, these must be produced on a dedicated production line.

Guidance
See definitions in Annex I – this requirement does not apply to manufacturers of "Medicated Concentrates".

K 7 Rework C only

K 7.1 UPDATED Reworks containing Controlled Products (including flush batches following feeds containing Controlled Products) must be kept separate by limitations on use and clearly identified.

K 7.2 Reworks containing Controlled Products must be treated as a feed ingredient and formulated into feeds.

K 7.3 UPDATED When rework containing a Controlled Product is included in a feed containing the same Controlled Product, it must be formulated to ensure the specified level of the active ingredient is achieved.

K 7.4 UPDATED Rework containing VMPs must only be incorporated:

- into feeds that contain VMPs that are not contra-indicated, and;
- in compliance with any other requirements in the SPC, and;
- at a level not exceeding 10%, and;
- such that levels of VMPs comply with current legal limits.

Guidance *National Competent Authorities may apply additional or alternative limitations on use of rework.*

K 7.5 Reworks containing Specified Feed Additives (SFAs) must only be formulated into feeds such that levels comply with current legal limits.

K 8 Medicated Premixtures

K 8.1 UPDATED Reworks of premixtures containing Controlled Products may be reformulated only into products containing the same Controlled Products

K 9 Packaging

K 9.1 Packaging including FIBCs for medicated premixtures and medicated feeds must be sealed in such a way that the package cannot be reused.

K 10 Labelling Feeds containing Controlled Products

K 10.1 All feeds containing Controlled Products must be labelled in accordance with relevant legislation.

K 10.2 The expiry date of a feed containing a VMP must take into account the contents of the SPC.

K 10.3 The expiry date of a feed containing an SFA must take into account the shelf life in the feed defined by the manufacturer of the SFA.

K 10.4 The feed manufacturer's VMD (or appropriate national authority) approval number must be shown on the label. This replaces the Feed Hygiene Regulation number.

Guidance *This requirement does not apply to Medicated Premixtures*

K 11 Storage of Packaged Feeds containing VMPs (Medicated Feedingstuffs)

K 11.1 Packaged Feeds containing VMPs must be clearly identified and stored separately from other feeds.

Guidance *Full segregation is not required but storing medicated feeds on mixed pallets is not permitted.*

K 12 Loading, Transport and Delivery of Bulk Feed Containing Controlled Products

K 12.1 UPDATED There must be written rules covering vehicle scheduling and the order of loading and unloading of feed containing Controlled Products to minimise the risk of contamination.

K 12.2 Feed containing Controlled Products must not be sieved at the bulk out loading point, unless disposal of the sievings is controlled to prevent the contamination of feeds as detailed in section K 7.

K 12.3 When delivering bulk feeds containing Controlled Products, the quantity of feed delivered along with details of the bulk bins (or other storage areas/containers) into which the feeds are unloaded must be recorded.

K 12.4 UPDATED Procedures must be in place to instruct drivers on actions to take in the event of deviations from customer delivery instructions for feeds containing Controlled Products.

K 12.5 NEW Procedures must be in place for the driver to contact the relevant individuals in the Participant's business in the event of a potential feed safety event / issue involving feed containing Controlled Products.

K 12.6 UPDATED The risk of cross contamination to subsequent deliveries of feed from feed containing Controlled Products must be considered and managed.

K 12.7 Any residues from cleaning must be disposed of safely in accordance with K 7.

K 13 Sampling and Testing

K 13.1 UPDATED Samples must be tested to monitor the recovery of all Controlled Products (where tests are available).

The minimum number of samples is calculated as the square root of 1 % of the total annual manufactured volume of feed containing Controlled Products.

Guidance *The total number tested can include those carried out by third parties and the results of mixer trials.*

K 13.2 UPDATED Tests must be undertaken on feed at outloading/ packing to monitor effectiveness of cross contamination controls for residues of Controlled Products at intervals of no more than 12 months or more frequently if determined by risk assessment or plant performance.

Guidance *When testing for carryover of Controlled Products into non-target feeds, the laboratory undertaking the analyses should be able to achieve the Limits of Quantification appropriate to the maximum permitted level (MPL) for carryover of the active substance, where specified in legislation, or as low as reasonably possible where no MPL is specified.*

K 14 Records for Feeds containing Controlled Products

K 14.1 UPDATED Records for feeds containing Controlled Products must include details relevant to legal requirements, feed safety and traceability, including MFSp for feeds containing a VMP.

K 14.2 UPDATED All records relating to feeds containing Controlled Products must be retained for a minimum period of five years.

Appendix UFAS Definitions

Term	Definition
Batch	An identifiable quantity of feed determined to have common characteristics, such as origin, variety, type of packaging, packer, consignor or labelling, and, in the case of a production process, a unit of production from a single plant using uniform production parameters or a number of such units, when produced in continuous order and stored together. (Regulation (EU) No 183/2005 as amended)
Bulk Merchant	A UFAS Participant that trades, stores, transports or otherwise handles bulk feed or contracts third parties to store, transport or handle feed on their behalf. This does not include packing or repacking feed, processing of cereals or production of mixed poultry corn (see Processing Merchant).
Calibration	The demonstration that a particular instrument or device produces results within specified limits by comparison with those produced by a reference or traceable standard over an appropriate range of measurements.
Carryover	The level of transfer of a portion of one production batch to the immediate subsequent batch.
Certification Body (CB)	The independent company contracted by AIC to certify Participants to the UFAS Scheme
Complementary Feed	A compound feed which has a high content of certain substances but which, by reason of its composition, is sufficient for a daily ration only if used in combination with other feed (EU Reg 767/2009)
Complete Feed	A compound feed which, by reason of its composition, is sufficient for a daily ration (EU Reg 767/2009)
Compound Feed	A mixture of at least two feed materials, whether or not containing feed additives, for oral animal-feeding in the form of complete or complementary feed (EU Reg 767/2009)
Contamination	The undesired introduction of impurities of a chemical or microbiological nature or of foreign matter during production, sampling, packaging or repackaging, storage or transport.

Control Measure	Any action and activity that can be used to prevent or eliminate a feed / food safety hazard or reduce it to an acceptable level. (Codex Alimentarius Recommended International Code of Practice General Principles of Food Hygiene CAC/RCP 1-1969, Rev. 4-2003(Codex), adapted)
Controlled Products	VMPs, SFAs, premixtures containing VMPs and/ or SFAs
Corrective Action	Any action to be taken when the results of monitoring, inspection or auditing indicates a loss of control or a trend towards loss of control.
Critical Control Point (CCP)	The last step in a process at which control can be applied and is essential to prevent or eliminate a feed / food safety hazard or reduce it to an acceptable level. (Codex adapted).
Critical Limit	A criterion that separates acceptability from unacceptability. (Codex) The critical limit should represent some measurable or observable parameter related to the CCP that can be quantified in a timely manner.
Cross Contamination	The unintentional introduction of a feed or additive into another at unacceptable levels
Customer	The party purchasing the feed from the Participant.
Dietetic Feed	A 'feed intended for particular nutritional purposes' which can satisfy a particular nutritional purpose by virtue of its particular composition or method of manufacture, which clearly distinguishes it from ordinary feed. Feed intended for particular nutritional purposes does not include medicated feedingstuffs (EU Reg 767/2009)
Feed (or Animal Feed)	Any substance or product, including additives, whether processed, partially processed or unprocessed, intended to be used for oral feeding to animals. (Regulation (EC) No 178/2002)
Feed Additives	Substances, micro-organisms or preparations, other than feed material and premixtures, which are intentionally added to feed or water in order to perform, in particular, one or more of the functions mentioned in Article 5(3) 1831 2003
Feed Hygiene	The measures and conditions necessary to control hazards and to ensure fitness for animal consumption of a feed, taking into account its intended use (Regulation (EC) No 183/2005)
Feed Ingredients	Feed materials, premixtures and / or feed additives.

Feed Material	Products of vegetable or animal origin, whose principal purpose is to meet animals' nutritional needs, in their natural state, fresh or preserved, and products derived from the industrial processing thereof, and organic or inorganic substances, whether or not containing feed additives, which are intended for use in oral animal-feeding either directly as such, or after processing, or in the preparation of compound feed, or as carrier of premixtures. (Regulation (EC) No 767/2009)
Food (or Foodstuffs)	Any substance or product, whether processed, partially processed or unprocessed, intended to be, or reasonably expected to be ingested by humans. 'Food' includes drink, chewing gum and any substance, including water, intentionally incorporated into the food during its manufacture, preparation or treatment. 'Food' shall not include: feed; live animals unless they are prepared for placing on the market for human consumption; plants prior to harvesting; medicinal products; cosmetics; tobacco and tobacco products; narcotic or psychotropic substances; residues and contaminants. (Regulation (EC) No 178/2002)
Formal Action	The taking of action against a Feed Business Operator as set out in legislation, for example the service of a statutory notice to remedy non-compliance with legal requirements, the issuing of a Simple Caution or the institution of legal proceedings for breaches of legal requirements. (Food Standards Agency Feed Law Code of Practice (England) adapted)
HACCP (Hazard Analysis & Critical Control Points)	A system that identifies, evaluates and controls hazards that are significant for food / feed safety. (Codex adapted)
Hazard Analysis	The process of collecting and evaluating information on hazards and conditions leading to their presence to decide which are significant for food / feed safety and therefore should be addressed in the HACCP plan. (Codex adapted)
Hazard	A biological, chemical or physical agent in, or condition of, food / feed with the potential to cause an adverse health effect. (Codex adapted)
Invoice-only Merchant	A UFAS Participant that trades feeds without storing, transporting or otherwise handling them or contracting a third party to store, transport or handle feed on their behalf

Manufacture/ Production	All operations including receipt of materials, production, packaging, repackaging, labelling, relabelling, control, release, storage, and distribution of premixtures, compound feed and medicated feed and the related controls
Medicated Feed	any mixture of a veterinary medicinal product or products and feed or feeds which is ready prepared for marketing and intended to be fed to animals without further processing, because of its curative or preventive properties or other properties as a medicinal product
Medicated Premixture	A mixture of a veterinary medicinal product or a specified feed additive with feed materials, not intended for direct feeding to animals. For the purpose of this Standard medicated compound feeds for further mixing on farm ("medicated concentrates") are not defined as medicated premixtures but are described as medicated complementary feeds
MFS Prescription (MFSp)	a prescription made out by a registered veterinarian and personally signed and dated by such veterinarian
Mineral Feed	A complementary feed containing at least 40 % crude ash
Mixed Poultry Corn	A mix of whole plant grains, seeds and fruit intended for feeding to poultry.
Packaged Merchant	A UFAS Participant that trades, stores, and or transports packaged feeds only or contracts a third party to store, transport or handle packaged feed on their behalf
Participant	A company holding certification against this standard or another scheme recognised by AIC.
Particular Nutritional Purpose	The purpose of meeting the specific nutritional needs of animals whose process of assimilation, absorption or metabolism is, or could be, temporarily or irreversibly impaired and who can therefore benefit from the ingestion of feed appropriate to their condition. (EU Reg 767/2009)
Premixture	A mixture of feed additives or mixture of one or more feed additives with feed materials or water used as carriers, not intended for direct feeding to animals. For the purpose of this Standard, compound feeds for further mixing on farm ("concentrates") are not defined as premixtures but are described as complementary feeds.

Prerequisite Programmes (PRP)	Programmes which manage the basic environment and operating conditions of the facilities and process operation, i.e. hazards that are 'generic' (not specific to a particular process step).
Process Flow/ Steps	A systematic representation of the sequence of steps or operations used in the production or processing of a particular feed. (Codex adapted) i.e. a flow diagram
Processing Aid	Any substance not consumed as a feeding stuff by itself, intentionally used in the processing of feeding stuffs or feed ingredients to fulfil a technological purpose during treatment or processing which may result in the unintentional but technologically unavoidable presence of residues of the substance or its derivatives in the final product, provided that these residues do not have an adverse effect on animal health, human health or the environment and do not have any technological effects on the finished feed. (Regulation (EC) No 1831/2003).
Processing Merchant	A Bulk Merchant that also processes feed, including packing or repacking feed, processing of cereals or production of mixed poultry corn
Producer	Organisation or person that produces, manufactures, processes or grows the feed ingredient. If they supply direct to the UFAS manufacturer, they are also suppliers.
Quality Management System (QMS)	An organised system of documented procedures, controls and practices with the specific purpose of ensuring that the standards of food / feed safety and quality intended by the company are met during the course of its activities.
Recipient	The party receiving the feed from the Participant.
Record	A document, whether electronic or physical in format, providing evidence of a necessary action having been carried out.
Reworks	Unsaleable feeds (including returns) which following risk assessment can safely be incorporated into subsequent feed production
Risk	A function of the probability of an adverse health effect and the severity of that effect, consequential to a hazard. (Regulation (EC) No 178/2002).

Run/ Lot	A specific quantity of finished products that is expected to be homogeneous within specified limits. A run may correspond to a defined fraction of the production and be composed of one or several batches. A run size may be defined either by a fixed quantity or the amount produced in a fixed time interval.
Safe	Feeds shall be deemed to be safe if they do not have an adverse effect on human or animal health and do not make the food derived from food-producing animals injurious to health or unfit for human consumption when the feed concerned is used as intended and in accordance with normal industry or feeding practice (Regulation (EC) No 178/2002; adapted). In addition, safe procedures and practices shall ensure the maintenance of those quality parameters that if breached may cause harm to a target class of livestock, or to humans subsequently consuming affected livestock products, through the excess or deficit of critical nutrients or the presence of anti-nutrients not expected under normal circumstances nor declared by the Participant to the customer.
Site / Premises	Factories / buildings at the same location, under the same senior management control.
Specified Feed Additive (SFA)	Feed additives with the following functions: a. coccidiostats, b. histomonostats, and c. all other zootechnical additives except: i. digestibility enhancers, ii. gut flora stabilisers, and iii. substances incorporated with the intention of favourably affecting the environment
Standard	The document containing the essential principles of assurance, compliance with which will confirm adherence to the requirements of the UFAS Programme.
Supplier	The external organisation(s) or person(s) that provides the feed ingredients (from which the Participant will produce feed) and services related to feed production, processing, transport and storage, or that provides feed for onward sale without further processing.

Traceability	The ability to trace and follow a substance intended to be or expected to be incorporated into a feed, through all stages of sourcing, production, processing and distribution. (adapted from Regulation (EC) No 178/2002)
Undesirable Substance	Any substance or product, with the exception of pathogenic agents, which is present in and / or on the product intended for animal feed and which presents a potential danger to animal or human health or to the environment or could adversely affect livestock production. (Directive 2002/32/EC)
Validation	Obtaining evidence that the elements of the HACCP plan are effective. (Codex)
Verification	The application of methods, procedures, tests and other evaluations, in addition to monitoring to determine compliance with the HACCP plan.
Veterinary Medicinal Product (VMP)	a. any substance or combination of substances presented as having properties for treating or preventing disease in animals; or b. any substance or combination of substances that may be used in, or administered to, animals with a view either to restoring, correcting or modifying physiological functions by exerting a pharmacological, immunological or metabolic action, or to making a medical diagnosis