



Code of Practice

IGAS STANDARDS FOR GRAIN PRODUCTION & TEMPORARY STORAGE

IGAS STANDARDS FOR LONG TERM STORAGE

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IGAS members have undertaken to comply with this Code of Practice and should familiarise themselves with its contents.

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Code of Practice

PART 1

ABOUT THE SCHEME

1 INTRODUCTION

In recent years increased emphasis has been given to the production of quality farm produce. Consumers are becoming more discerning and seek assurance that produce meets high standards in respect of quality and safety.

Against this background the Cereals Association of Ireland (CAI) has introduced the **Irish Grain Assurance Scheme** (IGAS) for cereals and other combinable crops. The scheme is designed to assure consumers that grains are produced, handled, stored and transported according to a defined code of practice. The scheme places strong emphasis on record keeping and sets minimum standards which must be adhered to by all members.

2 AIMS OF THE SCHEME

The aims of the Scheme are:

To establish minimum standards for the growing, handling, storage and transport of grain and to ensure that grain produced by members of the Scheme meet these standards. This will be achieved through the operation of recording and audit systems. The benefits accruing will be enhanced consumer confidence and maintenance and expansion of markets.

3 STRUCTURE

The members of CAI are the Irish Farmers Association, The Irish Grain and Feed Association, Dept of Agriculture and Food, and Teagasc. Cropsure Ltd, on behalf of the CAI, manages IGAS and carries out the certification of its members.

The certification system is an independent third party system for determining conformity with product standards. It requires examination of the production processes, the production environment the distribution facilities and assessment of the quality management system. Acceptance after initial assessment is followed by ongoing surveillance.

4 JOINING IGAS

Complete the application form, which is available from your local merchant or directly from Cropsure.

On receipt of your application Cropsure will send you an information pack containing the IGAS Code of Practice and the IGAS Record Book. Study the standard and rules, satisfying yourself that you can meet the requirements.

The IGAS Record Book will last most growers a number of years. When it's full write to us quoting your IGAS registration number and we will send you new copy. Address can be found on the back page of this booklet.

4.1 IGAS Membership Categories:

IGAS membership is divided into three categories:

PO - (Production Only): for grain growers who do not store grain long term. Temporary storage can extend up to four weeks after harvest or until September 30th, whichever is later. Grain traded by PO members after this period will not be covered by your IGAS certification.

P+S - (Production and Storage): for grain growers who also store grain long term.

SO - (Storage Only): for members with long term grain storage who are not grain growers.

This **IGAS** Code of Practice covers grain production and temporary storage. There is a separate **IGAS** Code of Practice for long-term storage.

4.2 Initial Assessment

An initial assessment will normally be carried out within 28 days of receiving the application. An assessor will contact you to arrange the assessment.

Assessments will cover all aspects of the standard and will include an examination of the farm systems and physical features of the farm and equipment as they relate to the **IGAS** standards.

The Assessor will note all points on which the farm meets the **IGAS** Standards. He will also note any points where the applicant needs to take further action in order to achieve the **IGAS** standards.

At the end of the initial assessment growers sign a declaration agreeing to be bound by the scheme standards and operating procedures as outlined in this manual. In particular they agree to implement all improvements drawn to their attention during the assessment.

If the applicant cannot agree a suitable appointment date for assessment Cropsure will write to the applicant indicating that the onus is on the applicant to contact Cropsure when they are ready for the assessment. The applicant must contact Cropsure in writing within six months of this notice; otherwise their application will be withdrawn. This only applies to new applicants. Once certified, approved growers must make themselves available for assessment promptly.

4.3 Outcome of Initial Assessment

Once the assessment visit has been completed Cropsure will either make a decision to accept the applicant or defer membership pending the completion of corrective action to address non-compliances found during the assessment.

5 ONGOING SURVEILLANCE

Members' farms will be revisited during subsequent years of membership to check that they maintain the standards required by the scheme. These assessments may take place at any time throughout the year and will focus on specific standards identified as requiring attention.

All grower members are subject to a Production Assessment. Growers seeking Production and Storage certification are subject to an additional Storage Assessment. Both Assessments are normally carried out during the same visit.

5.1 Assessment Procedure

The Assessment will examine the following:-

- Production, handling and storage records for the last five years, or since the scheme was joined, whichever is the most recent.
- Physical condition and maintenance records of equipment used in the production, storage and handling of crops.
- Physical condition and cleaning records of crop holding and storage areas.

- Pesticide storage area.
- Records of grain intake, drying, in-store monitoring, pest control and out-loading where grain is stored long term.

Members are notified by post or phone when an Assessment is due.

★ *Every reasonable effort is made to assess the member at a convenient time. Failure to make oneself available for assessment will result in suspension of membership.*

At the end of the Assessment a checklist is agreed with the member and the probable outcome is indicated to him. The checklist is signed and dated by both the member and Assessor. At this stage the member may record any comments he has on the Assessment sheet, a copy of which is left with him.

5.2 Assessment Outcome

The Assessors return the completed checklists to the certification body where the final outcome is decided.

Incurring a Critical Failure Point results in automatic rejection of the member from the scheme. Rejected members may reapply for membership when all Critical Failure Points have been remedied.

Otherwise members are either certified or suspended and may be issued with a Notice of Remedy for non-compliances. This notice details the areas where the member is not achieving the **IGAS** standard and gives the member a deadline by which improvements must be made in order to maintain **IGAS** approval

The producer should inform the Certification Body once the non-compliances have been remedied. The Certification Body may then arrange for a second assessment where applicable. The costs associated with these procedures, including any additional farm visits will be borne by the producer, but will be kept as low as reasonably possible.

See checklist appended.

6 APPEALS AND COMPLAINTS

Complaints, appeals and disputes brought to the attention of Cropsure are treated very seriously and are dealt with in a constructive and timely manner.

6.1 Appeals against Certification Decisions

- All appeals by members must be received in writing, outlining why the certification decision is incorrect and should also provide any relevant supporting evidence. Cropsure must receive this appeal within 14 days of the applicant receiving notification of the certification decision.
- Cropsure at this stage will make contact with the member in order to clarify the basis for appeal. This may lead to the issue being resolved or a re-assessment may be organised with another assessment officer appointed by Cropsure.
- If the issue is not resolved at this stage, Cropsure will appoint an Appeals Board. This board will meet within 30 days of the appeal being received. The member will be expected to attend this meeting.
- The decision of the appeals board is sent to the member within 10 days of the meeting taking place, and is final and binding for both the members and Cropsure.

6.2 Complaints

- Where a complaint is made to Cropsure the complainant will be asked to make the complaint in writing.
- All complaints will be properly investigated and all necessary action will be taken.

7 CONFIRMATION OF PARTICIPATION

Cropsure will treat all information about applicants and approved members with strictest confidence. Cropsure will routinely inform the listed grain buyers of approved members of their current membership status.

In addition Cropsure will respond to queries from third parties who wish to confirm the status of any approved member. Cropsure may notify those with a commercial interest (eg. other grain buyers) that an approved member's certification has been suspended or withdrawn.

Cropsure will not divulge more specific information (eg. details of individual assessment reports) to any third party without the applicant's or approved member's written agreement.



Code of Practice

PART 2

THE IGAS STANDARDS FOR PRODUCTION AND TEMPORARY STORAGE

IGAS is a dynamic scheme the standards of which will alter in response to consumer, trade and legislative concerns and requirements.

The manual standards are constantly reviewed and members will be kept fully informed of any changes in the standards and conditions that may affect them.

These are the standards required by IGAS for the production and temporary storage of grain. All grain produced by IGAS members must meet these standards.

8 PRODUCING THE GRAIN CROP

Members of the Scheme must keep detailed records of grain crops grown. These records will include details of crop type, variety, areas sown, sowing dates, harvesting dates, fertilisers and plant protection products.

- It is recommended that crop records are kept in accordance with the format in the supplied IGAS record book. A member's own recording system will suffice on condition that it meets the minimum standards of the Scheme.
- Records must be retained for a minimum of five years from the sowing of the crop

8.1 Crop Protection Products

- Members should read and comply with Teagasc's Code of Practice for plant protection products. This booklet is entitled "Pesticides – the handling, application and storage of pesticides on farms."
- While the Teagasc booklet outlines in detail the standards which are required, special attention should be given to the following :
 - a) Only plant protection products approved by the Pesticide Control Service may be applied to crops.
- ★ *The Pesticide Control Service of the Department of Agriculture and Food is the national body responsible for approving pesticides and regulating how they may be used. Product labels contain the statutory conditions of use and it is an offence to apply pesticides outside of these conditions. This information should be read carefully.*
 - b) Maximum recommended rates of plant protection products must not be exceeded.
 - c) The manufacturers' recommended intervals between final application and harvesting must be fully adhered to.
 - d) Spraying must always be carried out with due recognition of health, safety and environmental requirements.
 - e) Sprayers must be properly maintained and have their output checked at least once a year. Adequate records of these operations must be kept.
- ★ *Poorly maintained sprayers will not apply pesticides effectively - this risks contamination of your crop and also gives poor value for your money.*
 - f) Pesticides must be stored in the original packaging in a locked secure store.
- ★ *Where small quantities of pesticide are stored, the use of lockable metal containers, eg disused chest deep freezers, is acceptable provided they are watertight and lockable. The Teagasc booklet should be consulted where larger quantities of pesticides are stored. Only product approved by the Pesticide Control Service may be stored.*

- g) All pesticide applications, whether carried out by a member or a contractor, must be recorded and records maintained for a minimum of five years.
- h) Only approved chemicals may be used for the treatment of home saved seed and applications must be recorded. Where certified seed is used, lot numbers should be recorded.
- i) The Reason for Use must be recorded for each application of a plant protection product.

8.2 Fertilisers

8.2.1 Soil Analysis

- Soil analysis must be carried out for each field at least every five years.

8.2.2 Application of Crop Nutrients

- Application of crop nutrients should be matched to the requirements of the crop, its growth stage and the prevailing weather conditions.
- ★ *Soil analysis is the basis for proper plant nutrition and is essential to optimise fertiliser applications and maximise soil potential.*
 - Fertiliser must be applied uniformly
- ★ *Fertilizer misses or excessive overlaps will affect both crop yield and quality. Care should be taken to prevent spreading fertilizer into hedges, drains etc.*

8.2.3 Fertiliser Records

- Records of fertiliser type, application rates and dates of application for each field must be kept. Machinery used to apply fertilizers must be properly checked and maintained.
- ★ *Application rates should be constantly monitored and adjusted for variations in fertilizer and weather conditions. Spreaders should be kept clean and worn parts replaced.*

8.3 Harvesters

- Members must ensure that combine harvesters are adequately maintained, correctly adjusted, clean and free of contaminants and odours. A record of the inspection must be kept.

8.4 Transport Vehicles

- Members must inspect and ensure that all trailers used for transporting grain from the field or from temporary storage are clean and free of contaminants and odours. Tractors and trailers must be free of oil leaks. A record of the inspection must be kept.
- ★ *Dirty combines and trailers can contaminate grain. A poorly adjusted combine will give a poor sample and may lead to rejection of the grain.*

9 GRAIN HOLDING

Grain holding areas are used to temporarily hold grain immediately after harvest and prior to delivery to permanent stores or buyers' premises. Grain must be moved out of temporary storage as quickly as possible, especially at higher moistures. Adequate aeration must be used.

Temporary storage can extend to a maximum of four weeks after harvesting, or until September 30th, whichever is later. Grain stored after this must be certified as complying with the terms of the IGAS Long Term Grain Storage Code of Practice.

★ *Temporary storage is intended primarily to facilitate the smooth delivery of grain to dryers and long term stores. Four weeks is the absolute maximum period for this type of storage and is only suitable for grain at very low moisture. Storage of grain at high moistures can lead to growth of moulds and the production of mycotoxins. These poisons can cause serious illness in humans and livestock and may lead to rejection of your grain.*

9.1 Grain Holding Areas

- Grain holding areas must be kept clean and free of contaminants, odours and oil spillages. A record of cleaning must be kept. Particular attention should be paid to the removal of any toxic material such as farmyard manure, rat bait, dressed seed, fertiliser residues, etc.
- Where livestock has been housed in the temporary storage area surfaces must be power washed and disinfected.
- Grain must only be stored on a sound concrete surface and there must be no risk of contamination.

★ *There should be no risk of effluent or any other material leaking into this area. Domestic and farm animals must not be allowed to contaminate the storage area.*

9.2 Lights and Glass Materials

- All light bulbs, tubes, lamps, windows or any other glass material must be protected or constructed to avoid contaminating the grain. This applies to temporary holding areas, long-term stores and all grain movement areas.

9.3 Pest Control

- A pest control plan should be in place and procedures recorded. Particular emphasis should be given to the control of birds and rodents (with baiting points for the latter strategically located, but not within the storage area).



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PART 3

THE IGAS STANDARDS FOR LONG TERM STORAGE

IGAS is a dynamic scheme the standards of which will alter in response to consumer, trade and legislative concerns and requirements.

The manual standards are constantly reviewed and members will be kept fully informed of any changes in the standards and conditions that may affect them.

These are the standards required by IGAS for handling, transport and long-term storage of grain. Grain storers who grow grain should also refer to the IGAS Standards for Practice Grain Production and Temporary Storage.

10 HACCP

Hazard Analysis Critical Control Point (HACCP) based systems are now a legal and/or customer requirement in all food businesses. IGAS uses a HACCP approach to identify critical control points for each stage of transport, handling and storage of grain and constructs standards to control them. It also strongly encourages members to produce a documented HACCP plan for their own circumstances.

HACCP identifies the different stages of transport, handling and storage of grain, which must be carried out according to written procedures that define, check and control the critical control points at each stage. Records must be kept which confirm that procedures are followed and/or identify any departure from them.

- Members should be aware of, and comply with, all Food Safety legislation that relates to their business Responsibilities relating to the Food Safety Management System should be clearly defined.

★ *The "Compendium of Food Law in Ireland" is available from the Food Safety Authority of Ireland.*

- Adequate instruction must be given to all employees in all areas, including food safety, relating to their job.

11 HANDLING AND TRANSPORT

11.1 Vehicle Cleanliness

- Members must inspect and ensure that all vehicles transporting grain are clean. Vehicles must be free of contaminants, odours and oil leaks.

- Any vehicle that has carried farmyard manure or fertiliser must be thoroughly cleaned and sanitised.

★ *This also applies to vehicles that have carried livestock (including poultry), solid urban waste, sewage sludge, glass, scrap metal or any other toxic/hazardous material.*

- Vehicles which have ever been used to carry any of the following materials may not at any time be used to carry grain:

1. Meat and bone meal
2. Fish meal
3. Bovine by-products
4. Slaughterhouse waste

11.2 Previous Load History

- Vehicles hauling grain must be inspected and cleaned.
- Details of previous three loads carried in trailers transporting grain may be checked.
- ★ *Potential contaminants include fertiliser, fishmeal, glass, livestock (including poultry), farmyard manure, scrap metal, solid urban waste, sewage sludge and any other toxic/hazardous material.*

11.3 Handling Equipment

Members must inspect and ensure that all equipment used for handling and loading grain is maintained in a hygienic condition.

- Loaders must be clean and free of oil leaks. If they handle material other than grain they must be adequately cleaned and sanitised before returning to grain handling.
- Intake hoppers must be covered when not in use.
- Augers, conveyors and elevators must be regularly cleaned.
- ★ *Conveying may damage grain and make it more susceptible to insect, mite, fungal and mycotoxin attack. Handling equipment should always be adjusted to avoid such damage, e.g. augers should be run full.*

12 GRAIN INTAKE

- A clearly labelled representative sample must be taken from each load and retained for three months.
- ★ *Where all grain to be stored has been produced under the storer's direct control it is not necessary to sample each load at intake. Due attention must be paid to intake moistures to avoid any deterioration of grain prior to drying.*
- Where grain from a number of growers is assembled, all grain not produced under the storer's direct control must have a representative sample taken at intake.
- Each sample must be visually inspected to ensure that it is sweet and sound and free of moulds and contaminants.
- The specifications for grain at intake should be documented. These may include moisture, screenings, hectolitre weight, protein and hagerberg.
- All sampling and testing equipment should be maintained according to manufactures instructions and must be calibrated regularly. Frequency of maintenance and calibration of equipment will depend on its level of use.
- For each intake of grain the following information should be recorded.
 1. Grower ID inc. IGAS registration no.
 2. Date and weighbridge docket number
 3. Sample No
 4. Weight
 5. Grain type and use (incl. variety where appropriate)
 6. Moisture content
 7. Appropriate quality parameters (e.g. screenings, hectolitre weight, protein, hagerberg)
 8. Confirmation of acceptance (initials of intake operator and supplier)
 9. Records for grain outside specification which has been accepted

13 GRAIN HOLDING

Grain holding areas are used to temporarily hold grain immediately after harvest and prior to delivery to permanent stores or buyers' premises. Grain must be moved out of temporary storage as quickly as possible, especially at higher moistures. Adequate aeration must be used.

Temporary storage can extend to a maximum of four weeks after harvesting. Grain stored after this must be certified as complying with the terms of the IGAS Long Term Grain Storage Code of Practice.

- ★ *Temporary storage is intended primarily to facilitate the smooth delivery of grain to dryers and long term stores. Four weeks is the absolute maximum period for this type of storage and is only suitable for grain at very low moisture. Storage of grain at high moistures can lead to growth of moulds and the production of mycotoxins. These poisons can cause serious illness in humans and livestock and may lead to rejection of your grain.*

13.1 Grain Holding Areas

- Grain holding areas must be kept clean and free of contaminants, odours and oil spillages. A record of cleaning must be kept. Particular attention should be paid to the removal of any toxic material such as farmyard manure, rat bait, dressed seed, fertiliser residues, etc.
- Where livestock has been housed in the temporary storage area surfaces must be power washed and disinfected.
- Grain must only be stored on a sound concrete surface and there must be no risk of contamination.
- ★ *There should be no risk of effluent or any other material leaking into this area. Domestic and farm animals must not be allowed to contaminate the storage area.*



13.2 Lights and Glass Materials


- All light bulbs, tubes, lamps, windows or any other glass material must be protected or constructed to avoid contaminating the grain. This applies to temporary holding areas, long-term stores and all grain movement areas.

13.3 Pest Control

- A pest control plan should be in place and procedures recorded. Particular emphasis should be given to the control of birds and rodents (with baiting points for the latter strategically located, but not within the storage area).

14 GRAIN DRYING

-  • All grain drying and ancillary handling equipment must be thoroughly cleaned before each season.
-  • Grain drying equipment must be maintained in line with the manufacturer's instructions.
- Direct-fired burners should be adjusted to avoid contamination of grain with unacceptable fumes.
- As grain must be maintained in a sweet and sound condition it should be dried to 13% - 15% moisture content soon after harvest. The acceptable range of moistures for grain ex-drier should be documented.
- Drying must not damage grain.
- Where drying is delayed the use of a ventilation system is strongly advised.

-  • The following records must be kept for each batch of grain dried:®

1. Dryer identity
2. Date and time
3. Grain type and use (incl. variety where appropriate)
4. Air-on temperature
5. Moisture in and moisture out
6. Grain temperature ex-drier
7. Grain storage destination
8. Operator initials

- Grain must be cooled to ambient temperature as soon as possible after drying.

- ★ *Cool storage extends grain storage life. It maintains quality and protects against infestation. Aim to get grain as close as possible to the ambient temperature before moving it to store.*


15 GRAIN STORES

IGAS must be notified of all stores (including rented and temporary) used by a member, even if approval is not sought.

15.1 Physical Condition:




- Buildings used for long-term storage of grain must:
 1. be in sound structural condition;
 2. have solid floors and suitable walls and doors;
 3. be weatherproof - with all leaks, broken sheeting, gutters, etc. repaired prior to storage of grain;
 4. have external doors which are proofed against rodents and small animals;
 5. have all light bulbs, tubes, lamps, windows or any other glass material protected or constructed to avoid broken glass contaminating grain;
 6. be numbered and identifiable.
- Flat stores must have an adequate concrete loading apron.
- Roads and yards within the premises should be surfaced to avoid excessive dust or loose stones.
- ★ *It is important to avoid contamination of loading apron or temporary storage area with dust/mud or loose stones which may be swept up with grain.*
- If stores are clad with asbestos it should be assessed for safety and there should be procedures in place for safe removal, replacement and disposal of damaged sheets.
- All oil, water and chemical storage tanks must be bunded if there is any risk of a spillage contaminating grain. Particular care should be taken when refuelling dryers.
- All water storage tanks and reservoirs should be covered to prevent contamination by birds, rodents, etc.

15.2 Store Hygiene:





-  • Stores must be kept clean at all times including storage operations.
- Stores must be thoroughly cleaned before filling. Only approved pesticides or sanitizers may be used and only in accordance with approved use practices.

- Walls and roofs must be free of cobwebs, dampness, condensation and mould.
- Stores and silos must be bird and rodent proofed.
- Immediate surroundings of stores must be kept clean and free of weeds and debris.
- ★ *Pallets, building materials, etc. should be stored in clearly defined areas away from stores to avoid providing harbourage for rodents and insects. Other buildings on the site should be kept clean for the same reason.*
- Skips and waste containers must be kept tidy and should be covered when not in use. They should be located as far as possible from processing and storage areas.
- Store doors must be kept shut at all times except when loading and unloading grain.
- All persons entering stores, including visitors and sub-contractors, should wear suitable clothing and protective footwear when walking on top of grain to prevent contamination.
- Food should only be consumed in designated areas.

15.3 Store Management:

-  • Empty grain stores may be used for temporary storage of other food products and inert dry goods. Stores must be appropriately cleaned and sanitised before grain is stored again.
- Meat and Bone Meal (MBM) is a very special case and may not be stored in the same complex at the same time as food and feed products. MBM is stored in sealed stores, under the strict control of the Department of Agriculture and Food. There are strict sanitation protocols to be adhered to, to return MBM stores to general use.
-  • Any grain left over in stores from the previous harvest should be fully checked using a sieve test for insect infestation to avoid the risk of contamination of a new grain crop. When infestation occurs the grain must be fumigated.
- There must be effective specification and identification of different grain types.
-  • Grain, which does not meet the required standards should be immediately separated and removed.
- All cleaning products and pesticides should be stored in a locked designated store out of contact with grain.

15.4 In-store Monitoring

-  • Grain temperature must be monitored weekly.
- Adequate aeration must be used to achieve safe storage temperatures.
- ★ *Aim to get temperatures below 15 C as quickly as possible and then reduce to 5 C to eliminate all insect, mite and fungal activity. Appropriate action must be taken to remedy hotspots.*
-  • Stores must be monitored regularly for rodent activity.
- ★ *In addition to physical exclusion measures, all sites should have a rodent control programme with a site map showing the location of numbered baiting points. Baiting points strategically located at the boundaries of the site should prevent rodent access to the storage area. Bait boxes should be constructed, located and anchored to avoid contamination of grain.*
-  • Stores must be monitored regularly for bird activity.
- ★ *Birds contaminate grain as well as causing direct losses. Bird proofing, including the use of appropriate mesh or plastic curtains, can eliminate them from stores. It is important to keep doors closed when not in use and clean up grain spillages immediately.*
-  • Stores must be monitored regularly for insect and mite activity.

- Where grain is treated for insects or mites only approved pesticides may be used in accordance with approved use practices.
- ★ *Where grain is fumigated it must be done uniformly and full records of products used, rates and dates of use must be kept. Withdrawal periods between application on grain and marketing of that grain must be observed.*
- Physical condition of stores must be monitored regularly and necessary maintenance carried out promptly.
- ★ *Members should have a maintenance programme and record repairs.*

16 GRAIN OUTLOADING

- For each load of grain dispatched the following information must be recorded on a grain outloading docket or stamped weighbridge statement. Grain outloading forms are available from IGAS.
 1. IGAS Registration no.
 2. TAGS no where appropriate
 3. Date.
 4. Docket Number.
 5. Store ID.
 6. Grain Type and use.
 7. Analysis results as appropriate.
 8. Customer /Destination.
 9. Order Number (if applicable)
 10. Haulier.
 11. Transport Reg No and Trailer I.D
 12. Previous three load history
 13. Confirmation that transport and loading equipment clean.
 14. Sample No.
 15. Weight
 16. Confirmation of approval of load (signature of outloading operator and haulier)
- When grain is being outloaded a clearly labelled representative sample must be taken from each load and retained for three months.
- As is the case for loading into stores, any grain spillage must be quickly removed from loading areas
- Vehicles should be covered at all times.
- Members should have a documented product recall and incident management procedure (IMP) in place.
- ★ *A documented procedure enabling the recall of grain, either in transit to the customer or already in the customer's premises should be on file. The document must identify management responsibilities should an incident arise. The member must also maintain an up to date list of all customer contacts and those working for regulatory authorities in the event of a serious Food Safety issue.*

APPENDIX

See overleaf for a sample of the IGAS Production Assessment Check-list.

IGAS PRODUCTION ASSESSMENT CHECK-LIST

Name: IGAS Reg No:

Address: Serial No:

..... Tel: IACS No:

HECTARES GROWN	YES <input checked="" type="checkbox"/>	No Action Required
Barley _____	NO <input checked="" type="checkbox"/>	Corrective Action Required
Wheat _____	N/A <input type="checkbox"/>	Explanation Required
Other _____		

- Minor Non Compliance - Corrective action must be taken before next assessment
- Major Non Compliance - Refer to separate 'Corrective Action Sheet'
- Critical Failure Point - REJECTION FROM SCHEME

COMMENTS AND CORRECTIVE ACTIONS TO BE UNDERTAKEN

- 1. RECORDS**
 - ◆ 1.1 Are current year's records kept
 - ◇ 1.2 Are previous years' records kept
 - ◇ 1.3 Are records kept to the minimum standard
- 2. CROP PRODUCTION**

Have records been kept of

 - ◇ 2.1 Grain type
 - ◇ 2.2 Variety
 - ◇ 2.3 Area sown
 - ◇ 2.4 Sowing date
 - ◇ 2.5 Harvest date
- 3. CHEMICAL APPLICATION**
 - 3.1 Are only approved pesticides used at approved rates and timings
 - ◆ **Have records been kept of**
 - ◆ 3.2 Plant protection products used
 - ◆ 3.3 Applications dates
 - ◆ 3.4 Rates applied
 - ◇ 3.5 Reasons for use
- 4. FERTILISER APPLICATION**
 - ◆ 4.1 Is recent soil analysis available
 - ◆ **Have records been kept of**
 - ◇ 4.2 Applications dates
 - ◇ 4.3 Fertiliser type used
 - ◇ 4.4 Rates applied
- 5. EQUIPMENT**
 - ◇ 5.1 Is sprayer output check recorded
 - ◇ 5.2 Is sprayer clean and in good condition
 - ◇ 5.3 Is fertiliser spreader clean and in good condition with output checked
 - ◆ 5.4 Is maintenance of transport vehicles and harvesters recorded
- 6. PREMISES**
 - 6.1 Are grain holding areas suitable for temporary storage of grain
 - ◆ 6.2 Is cleaning of grain holding areas recorded
 - ◆ 6.3 Are pesticides kept in a suitable locked store

Signed by - Assessor: _____ Date: _____

Signed by - Grower: _____ Date: _____

Certifying Officer: _____ Date: _____ Outcome: _____



Name: IGAS Reg No:

Address: Serial No:

Tel: Production Check-List Ref No:

Address of Grain Store for this check-list:

YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> If not please list on a separate sheet the Names the IGAS No.'s and tonnages supplied by other growers.	YES <input checked="" type="checkbox"/> No Action Required NO <input checked="" type="checkbox"/> Corrective Action Required N/A <input type="checkbox"/> Explanation Required	◇ Minor Non Compliance - Corrective action must be taken before next assessment ◆ Major Non Compliance - Refer to separate 'Corrective Action Sheet' ■ Critical Failure Point - REJECTION FROM SCHEME
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B1. GRAIN STORES

Dryer

Capacity of Store:

Tonnage in store during assessment:

Type of Grain Stores: *Comments and additional records to be kept:*

Type of Ventilation:

- ◇ B1.1 Are the walls of the stores in good structural condition?
- ◆ B1.2 Are the floors of the stores in good structural condition?
- ◆ B1.3 Are the stores waterproof?
- ◆ B1.4 Are the electric light fittings protected?
- B1.5 Are pest control measures visible?
- ◆ B1.6 Are the stores clean?

Comments and additional work to be undertaken:

.....

.....

Storage

For each lot of grain stored is the following information recorded?

- ◇ B2.19 Store Identity
- ◇ B2.20 Date of Filling
- ◇ B2.21 Grain Type and Use (incl variety where appropriate)
- B2.22 Chemical(s) Applied and Rates
- B2.23 Were only Approved Chemicals Used?

Dates and Results of Visual Inspection:

- ◆ B2.24 - For Infestation
- ◆ B2.25 - For Store Conditions
- ◆ B2.26 Dates of Temperature Readings
- ◆ B2.27 Maximum Temperature

Comments and additional records to be kept:

.....

.....

B2. RECORDS

Pre-Harvest

- ◇ B2.1 Are all stores identifiable?
- ◆ B2.2 Were all stores cleaned pre-harvest and details recorded?
- B2.3 If chemicals were applied were the products, rates, reasons for use and dates recorded?
- B2.4 Were only approved chemicals used?
- ◆ B2.5 If chemicals were applied were the "Earliest Re-Use" dates recorded and adhered to?

Comments and additional records to be kept:

.....

.....

Drying

For each batch of grain dried is the following information recorded?

- ◇ B2.13 Dryer Identity
- ◇ B2.14 Date
- ◇ B2.15 Grain Type and Use (incl variety where appropriate)
- ◇ B2.16 Air Temperature
- ◇ B2.17 Moisture In and Moisture Out
- ◇ B2.18 Grain Temperature ex Dryer

Comments and additional records to be kept:

.....

.....

Comments and additional records to be kept:

Out-Loading

For each lot of grain out-loaded is the following information recorded?

- ◇ B2.28 Store Identity
- ◇ B2.29 Date
- ◇ B2.30 Docket/Passport No.
- ◇ B2.31 Grain Type and Use (incl variety where appropriate)
- ◇ B2.32 Customer/Destination
- ◇ B2.33 Haulier
- ◇ B2.34 Vehicle Registration No.
- ◇ B2.35 Cleanliness of Trailer
- ◇ B2.36 Cleanliness of Loader
- ◇ B2.37 Sample No.
- ◇ B2.38 Weight

Comments and additional records to be kept:

.....

.....

Signed by - Assessor: _____ Date: _____

Signed by - Grower: _____ Date: _____

Certifying Officer: _____ Date: _____



IGAS CORRECTIVE ACTION REPORT

Name: IGAS Reg No:

Reference No. of Question Failed:	Assessment Check List Ref. No:	Work to be Completed by:
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FAILURE TO TAKE CORRECTIVE ACTIONS WITHIN THE TIME ALLOWED WILL RESULT IN SUSPENSION OF IGAS APPROVAL. Members must inform IGAS once these corrective actions have been completed. Where possible, this should be done by submitting documentary evidence (eg copies of invoices) no later than the completion date indicated above. If adequate documentary evidence is not available IGAS may arrange for a second assessment, the cost of these procedures will be borne by the member, but will be kept as low as reasonably possible. The signature of the member or member's representative confirms their agreement and understanding of the contents of this report and their commitment to undertake corrective actions as detailed to address all non-compliances raised.

Signed by - Assessor: _____ Date: _____

Signed by - Member: _____ Date: _____

Approved by Certifying Officer: _____ Date: _____





*The Irish Grain Assurance Scheme is owned by the
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