

# BT-18

Ver 0.0



Direct shipping from farms



ov@com  
*together for safety and quality*

## DOCUMENT HISTORY

Version and date of approval	Reason for revision	Revision scope	Ultimate date of application
0.0 25/04/2019	Introduction of new document	Entire document	01/07/2019

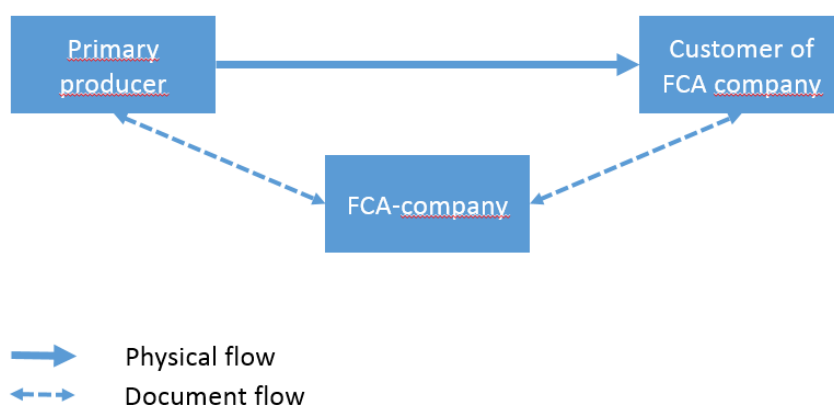
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# BT-18: Direct shipping from farms

## 1. Definition

**Direct shipping from farms:** the direct shipping of feed materials of plant origin, produced by a primary producer (farmer) from its own facilities to a customer of the certified FCA company. The shipping is executed on behalf of the certified FCA company, without passing through the facilities of the company.



## 2. Scope

This document is applicable to all "direct from farms" shipments regardless of the concerned feed material (i.e. cereals, potatoes, or roughage (straw, hay, etc.)).

This document does not apply to:

- shipments from the facilities of the primary producer intended for the facilities of the FCA certified company;
- storage services by a farmer on behalf of an FCA certified company (the FCA company remains the owner of the goods). Depending on the certification requirements (e.g. multi-site company or not), this service should be considered as storage for its own account or as storage for third parties.

## 3. Database of primary producers

The FCA company manages and regularly updates a list of primary producers from which he carries out direct shipping. This database must be present and sorted by feed material which (possibly) falls under the direct shipping from farms system by a minimum 'direct shipping from farms' (such as the denomination in the European Catalogue of feed materials). The combination of feed materials into groups is not allowed.

The data is managed according to the production season of the raw material (max. 1 year). In the course of a season, the company is free to add primary producers to this database. The company may also remove farmers, except when at least one direct delivery to a customer from the facilities of the primary producer has been carried out during the season.

For each primary producer on the list, the operator must possess:

- a commitment of the primary producer to respect the good practices from Annex 1 of this document (except if the primary producer is Vegaplan certified), and;
- a site description of the facilities of the primary producer who does the storage, and of the storage conditions of the feed materials. This written site description resumes at least the elements set out in Annex 2 of this document.

The commitment of the primary producer must be renewed every 3 years. The site description must be drawn up annually.

A direct shipping from a farm should not be performed if the FCA company does not possess the commitment (or the Vegaplan certification) or the site description.

## 4. Supervision

### 4.1. Primary producers

#### 4.1.1. Visit of the facilities and inspection of the goods for the contract

The company visits the facilities on site (see minimum content site description in Annex 2), and checks the feed material before signing the purchase contract with the primary producer. The parameters to be checked in the feed material must be specified in a document.

Finally, when closing the contract, the company communicates the following information to the farmer:

- the good practices from Annex 1;
- the specific guidelines to be applied in the context of this storage.

#### 4.1.2. Inspection of the good practices

The company has to make sure that the good practices from Annex 1 are applied for every primary producer. This inspection happens in the facilities of the primary producer. The minimum number of sites of primary producers which needs to be verified by the FCA company is included in the following table:

Number of primary producers x * of each feed material of plant origin on the list	Number of yearly inspections of sites of primary producers per year and per feed material
1 to 2	1
3 to 6	2
7 to 12	3
13 to 20	4
21 to 24	5
25 to 50	$2 + \sqrt{x}$ , rounded up
51 to 74	$3 + \sqrt{x}$ , rounded up
75 to 100	$5 + \sqrt{x}$ , rounded up

More than 100	$6 + \sqrt{x}$ , rounded up
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\*  $x$  stands for the number of primary producers included in the database, except for those in possession of a Vepaplan certification.

The FCA certified company determines which primary producer sites he wants to check. This is done on the basis of a specific hazard analysis. This analysis takes into consideration:

- the result of the site description of the facilities and the storage conditions of possible products (see Annex 2);
- the storage capacity;
- the facilities (e.g. ventilation);
- the identification of the derogations during the last inspection (vis-à-vis of the good practices defined in Annex 1).

The company documents and clarifies the criteria which it uses to establish this specific hazard analysis.

Should the company want to (and if conditions allow it), the verification of the good practices may be carried out at the same time as the visit for the contract.


In so far as possible, different sites should be verified each year by the FCA company, unless derogations were identified during a previous inspection.

The FCA company must:

- clarify the qualifications and skills of the personnel responsible for the site description and the inspection of the sites of the primary producers, and;
- train the personnel.

If derogations are found in relation to the good practices from Annex 1, the operator must draw up an action plan with the concerned primary producer.

During the supplier evaluation of the primary producer, the FCA company must verify whether this action plan is respected.

 <b>Standard NF V30-001 «good practices for cultivation and storage in the farm»</b>
<p>The NF V30-001 standard is a French standard developed by ARVALIS/Hyperion, which is only applicable in France. It consists of a collection of requirements and recommendations for good practices for cultivation and storage in the farm. The standard can be used by every primary producer of common wheat and durum wheat intended for human consumption, of malting barley, sweet corn, grain or fodder maize.</p> <p>Sites of primary producers to be audited within the framework of the V30 -001 standard can also be considered audited in the context of direct shipping from farms. The FCA company reserves the right to verify the good practices for the transport aspect as defined in Annex 1 (for example, in case of a complaint or a doubt).</p> <p>If the company wants to use the V30-001 standard as a tool for the inspection in the context of this document, it must still possess:</p> <ul style="list-style-type: none"> <li>• the commitment of the farmer to comply with the good practices from Annex 1, and;</li> <li>• the site description of the facilities of the primary producer (minimum content: Annex 2).</li> </ul>

## 4.2. Feed materials

The company integrates the volumes of feed materials which are delivered directly from the primary producer in its monitoring plan.

## Annex 1: Good practices of primary producers

### Storage

#### Preparation of the storage

The primary producer must:

1. take care of the maintenance of the direct surroundings of the buildings and/or the storage areas;
2. assure the good flow of rain water and drainage in order to avoid the degradation/decay of the stored products;
3. provide storage installations in which every possible mixture of the stored product with other products (seeds, plant protection products, ...), materials or waste is prevented;
4. keep the storage facilities and the transshipment material in good condition to reduce the risk of contamination by foreign objects and to avoid the development of fungi and insects;
5. clean the storage material and facilities before use;
6. make sure that the history of the building does not involve an uncontrollable risk for the quality of the products to be stored (anti-germ agents for potatoes, fertilizer, animals, etc.);
7. identify the storage areas;
8. if necessary, apply disinfestation and disinfection in the empty storage areas, in accordance with the regulations and possible specifications;
9. register the performed disinfestation and disinfection measures (date, pesticide and/or disinfectant, treated installation);
10. draw up a rat control plan where each contamination is avoided between the stored products and pesticides against rats;
11. if necessary, draw up a bird control plan;
12. make sure that pets are kept out of the storage areas;
13. inform the FCA company whenever there is a major change in the storage areas which may have an impact on the quality of the stored products.

#### Storage

The primary producer must follow the guidelines of the FCA company.

1. Before storing, he has to make sure that the product can be stored in good conditions (consider for instance moisture in case of cereals);
2. If necessary, the producer must make the product suitable for storage (e.g. drying for cereals);
3. If necessary, the producer has to disinfect the product which will be stored or treat it with pesticides, so that it meets the requirements of the law and possible specifications;
4. The producer must register the disinfestation and disinfection measures (date, product, dose, lot, handled tonnage) and communicate this on the basis of the guidelines of the FCA company.

#### Storage, monitoring of the storage

The primary producer must follow the guidelines of the FCA company. He must:

1. respect the guidelines of the operator as far as the monitoring of the stored products is concerned (e.g. ventilation);
2. check regularly the parameters of the stored product (e.g. register the temperature of the cereals) when storage of long duration (more than 4 months after harvest date);
3. check regularly the stored product (odour, visual inspection, presence of insects);
4. register every performed inspection (temperature, heating, decay of the product, presence of insects);
5. communicate to the FCA company any incident regarding the preservation which might have a negative influence on the quality of the stored products.

### **Transport / shipment from the customer to the operator**

In case of direct delivery of the goods from the facilities of the primary producer to the customer of the FCA company, the primary producer must:

1. communicate to the FCA company any incident regarding the preservation which might have a negative influence on the quality of the stored products, this has to be done before sending;
2. check the loaded goods for shipping (at least the presence of insects and fungi, odour, visual inspection);
3. check, before loading, preferably visually, if the containers (e.g. the truck):
  - a. are clean, dry, odourless and perfectly maintained;
  - b. do not contain parasites or rodents (in the widest sense of the word);
  - c. do not contain visible residues of previous loads and/or cleaning agents;
  - d. are compatible with the loading and the transport of specific products;
  - e. are suitable for the required transport and form a closed whole.
4. make sure that there is a representative sample of each shipment. This sample has to be kept in the appropriate circumstances. The shipping samples must be kept for a period of 3 months, without prejudice to the applicable legislation;
5. make sure that rain and precipitation cannot penetrate in the loading space during transport;
6. use clean and correctly mounted canvas;
7. make sure that the containers are identified (license plate, cell number truck, etc.);
8. keep the references of the used means of transport for each shipment.



## Annex 2: Site description of the facilities of the primary producers

### Identification

Name:

First name:

Company address:

Site address:

Building:

Capacity (in  
tonnes)

Date:

Questions	Answers	Remarks
<b>Reception</b>		
1. How do you fill the installations / storage areas?		
1.1 Direct emptying into the building?	Yes / No / NA	
1.2 Dumping pit?	Yes / No / NA	
1.2.1 If so, is it protected? Covered?	Yes / No / NA	
1.3 Other (clarify)	Yes / No / NA	
<b>Preparation storage</b>		
2. Do you clean your storage facilities before using?	Yes / No	
3. Do you have a system of rodent control?	Yes / No	
3.1 If so, is it about physical means? (e.g. traps)	Yes / No / NA	
3.2 If so, do you use pesticides against rats?	Yes / No / NA	
3.3 If so, which product?	Make a list	
4. Do you use pesticides on birds?	Yes / No / NA	
4.1 If so, which measures?	Indicate	
5. Do you have treatment agents for the (empty) facilities?	Yes / No / NA	
5.1 If so, which?	Indicate	
5.2 If treatment (e.g. control of insects), is it registered?	Yes / No / NA	
<b>The storage of the product</b>		
6. Do you check the product before storing? (e.g. for moisture)	Yes / No	
6.1 If so, do you register this information?	Yes / No	
7. If the product is not suitable for storage, do you take action?	Yes / No	



Questions	Answers	Remarks
7.1 If so, which measures do you take?	Indicate	
7.2 Do you possibly call on a third party for these measures?	Yes / No	
8. Do you have a dryer?	Yes / No / NA	
8.1 If not, do you call on a third party to have the product, which you want to store, dried?	Yes / No/ NA	
<b>Storage</b>		
9. In which way do you store the product?		
9.1 Flat?	Yes / No	
9.1.1 Storage capacity (in tonnes)	Clarify	
9.1.2 Type of soil (smooth concrete, polished concrete, tamped earth, etc.)	Clarify	
9.1.3 Dedicated storage for that product	Yes / No	
9.1.4 If not, which other product will be stored then?	Clarify	
9.1.5 If not, is there a physical separation or a separation in time between this (these) other activity (activities) and the storage activity?	Yes / No / NA	
9.2 In cells?	Yes / No / NA	
9.2.1 Storage capacity (in tonnes)	Clarify	
10. Do you identify the content (per product) of your different storage areas?	Yes / No	
11. Which material(s) may be stored in your facilities?	Clarify	
12. Are the stored products protected against bad weather conditions and other sources of moisture?	Yes / No	
13. Do you have cleaning material for the product? (stoner, sorter, etc.)	Yes / No / NA	
13.1 If so, do you use this systematically?	Yes / No / NA	
14. Do you have a ventilation system?	Yes / No / NA	
14.1 In case of ventilation, do you register these operations?	Yes / No	
15. Do you have pesticides against insects?	Yes / No / NA	
15.1 In case of pesticides against insects, do you register these operations?	Yes / No	
16. Do you have handling equipment?	Yes / No / NA	
16.1 In case of handling equipment, do you register these operations?	Yes / No	
17. Do you have disinfectants?	Yes / No / NA	
17.1 In case of disinfectants, do you register these operations?	Yes / No	

Questions	Answers	Remarks
<b>Monitoring during storage</b>		
18. Do you check the following things during storage:		
18.1 The odour?	Yes / No	
18.2 The presence of harmful organisms?	Yes / No	
18.3 The presence of fungi?	Yes / No	
18.4 Other parameters?	Clarify	
18.5 When it comes to cereals, do you additionally check...		
18.5.1 the presence of insects?	Yes / No	
18.5.2 the presence of cereals to germinate?	Yes / No	
18.5.3 the temperature of the cereals?	Yes / No	
18.5.3.1 If so, do you have an overview of the differences in temperature in the cereals?	Clarify	
<b>Product(s) possibly present on site description</b>		
19. Are there products present in the storage area(s)?		
19.1 If so, which ones?	Clarify	
19.2 If so, which is the general condition of these products?	Clarify	

**Remarks / Additional observations**