



# DTAS ANNUAL CONFERENCE 2017

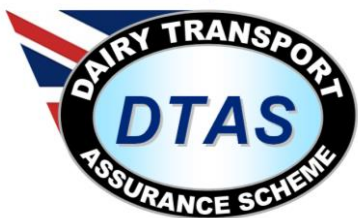
## *Proposed Changes to the DTAS Scheme Standards for 2017-18*

Robin Shipton  
Distribution Manager – First Milk



# STANDARDS REVIEW GROUP

- A review of the 2016-17 DTAS Scheme Standards Version 6 (April 2016 to March 2017) was carried out by:
  - Robin Shipton                      First Milk
  - Aidan Cookson                      S J Bargh
  - Mark Mitchell                      Wincanton
  - Adrian Yates                      Dairy UK
  - Vaughan Pendergest              Bibby Distribution (part only)
- Recommendations discussed by DTAS Management Committee and proposed changes circulated to members on 6<sup>th</sup> April.



# STANDARD A1.3

## A1 SITE MANAGEMENT

	Standard	Guidance
A1.3	<p>Subcontractors employed by the haulier for operations falling under the scope of this scheme must be scheme members.</p> <p><b>Where a 'traction-only' solution is provided to a haulier there is no requirement for the provider to be DTAS certified.</b></p>	<p><b>Staff not directly employed by the haulier must be trained to carry out their role in compliance with the DTAS standards and records kept.</b></p>

Clarification of the requirements for “traction-only”. Inclusion of additional guidance relating to staff not directly employed by the haulier.

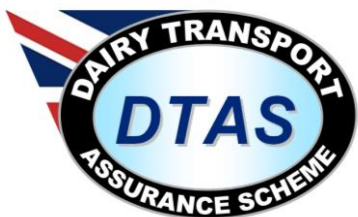


# STANDARD A2.10

## A2 INCIDENTS AND CONTINGENCY PROCEDURES

	Standard	Guidance
A2.10	Procedures must be in place to ensure that lay-bys are only used in emergencies. <b>R</b>	<ul style="list-style-type: none"><li>• The procedures must include, and ensure, the safety of employees and the public and the non-spillage of product.</li><li>• The date, time of use and location of the lay-by.</li><li>• The reason for the emergency use of the lay-by.</li></ul>

Moving the Standard introduced last year from Section A: General Management to Section E: Outbased reload sites as **Standard E1.4**.

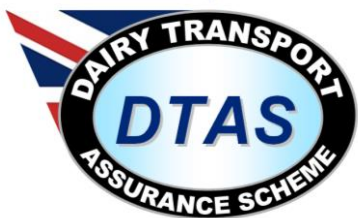


# STANDARD B1.3

## B1 PERSONNEL AND TRAINING

	Standard	Guidance
B1.3	<p>All staff, <b>(including non directly employed)</b> must be trained in all areas applicable to their role.</p> <p><b>R</b></p>	<p>Check training records and question staff / drivers.</p> <p>Training must ensure that, where language is a barrier, employees are trained effectively.</p> <p>Training must include the following as a minimum:</p> <ul style="list-style-type: none"><li>• An understanding of the purpose of DTAS standards.</li><li>• Personal hygiene requirements and hygiene / food safety legislation</li><li>• Spillage procedure.</li><li>• All areas applicable to their role as per the Drivers' Handbook and / or documented haulier procedures.</li><li>• On site milk testing operations and procedures.</li><li>• Customer specifications that cover unusual circumstances and/or abnormalities.</li></ul>

Inclusion of **“non-directly employed”** staff in those that are required to be trained in all areas applicable to their role.



# STANDARD B2.1

## B2 HYGIENE

	Standard	Guidance
B2.1	<p>Procedures must be in place to Health screen and manage all new and employed staff and <b>agency non-directly employed</b> staff in contact with the food product. These policies and procedures must include what actions to take where employees are deemed a risk</p> <p><b>R</b></p>	<p>Procedures should include:</p> <ul style="list-style-type: none"> <li>• Medical history questionnaire for new employees <b>(not pre-employment)</b></li> <li>• Disclose any illnesses/sickness while at work or on return to work.</li> <li>• Disclose any illnesses/sickness on return from abroad.</li> <li>• Where an employee has disclosed any illness/sickness on a return to work interview a suitable site procedure is to be followed. This should be in line with the FSA 'Food handlers fitness to work' procedure.</li> </ul> <p>Policy should include:</p> <ul style="list-style-type: none"> <li>• Categorising risk of illness/sickness to food product</li> <li>• Avoiding contact with food product where heat treatment is not expected.</li> <li>• Avoid contact with food product where processed product is transported.</li> </ul>

Changing of wording from “agency” to “**non-directly employed**” staff under the requirement of the standard.

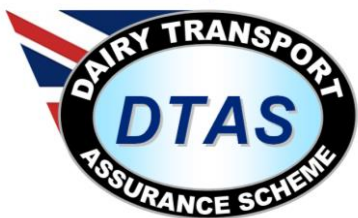
Also, the addition of “**not pre-employment**” in the guidance section relating to the medical history questionnaire for new employees.

# STANDARD C2.1 – C2 CALIBRATION

Standard	Guidance	Assessor Guidance
<p>The haulier must use a milk measurement or metering system that is capable of meeting the requirements of Trading Standards.</p> <p><b>R</b></p>	<p>Hauliers must have adequate procedures in place for checking that collected and unload measurements are accurate and within current tolerances <b>(+/- 0.5%)</b> and must include:-</p> <ul style="list-style-type: none"> <li>• Comparisons of collected litres vs Unload litres vs weighbridge litres.</li> <li>• Ensuring key measuring components are inspected and serviced at least annually, or as per manufacturers' specification, and records kept.</li> <li>• Where dairy check weighing is undertaken comparisons of collected litres and unload / weighbridge litres must be carried out on a daily basis and must be part of a depots daily procedures.</li> <li>• Where in use ensuring a Magflow / Turbine replacement schedule, and evidence of replacement being in line with the schedule .</li> </ul>	<p>Examples of equipment are those supplied by Systemic, Gardner Denver, <b>and Meller Flow Trans, Piper Systems and Poul Tarp</b>, all of which have approval for operation in milk collection.</p> <p>Question Manager to ascertain agreed tolerances.</p> <p><b>Request evidence to demonstrate collection meter sealing process/systems.</b></p> <ul style="list-style-type: none"> <li>• <b>Collection meter ID plate/sticker to be visible in rear cabinet/back box detailing the following:</b> <b>Vehicle ID, collection meter ID, Certification date, expiry date and seal number.</b></li> <li>• <b>Ask the haulier what they would do if a collection meter ID plate/sticker was missing.</b></li> </ul> <p>Ask the haulier what they would do if they had a load with a significant variance between the collected and weighbridge litres. Examples could be:</p> <ul style="list-style-type: none"> <li>• Checking the unload measure</li> <li>• Checking whether the vehicle was re-weighed prior to the milk being discharged</li> <li>• Checking whether producer volumes are similar to previous collections from the farms.</li> </ul> <p>If the meter is suspected as the problem, what action has been undertaken to remedy it:</p> <ul style="list-style-type: none"> <li>• replacing meter or appropriate parts if required,</li> <li>• suitable monitoring to ensure that the problem has been resolved.</li> <li>• Has the depot carried out a dummy collection of milk from another ex-farm vehicle?</li> </ul> <p>Where metering systems are found to be out of specification the haulier must be able to demonstrate that prompt corrective action has been carried out to address the problem.</p>

Clarification of the allowable tolerance **(+/- 0.5%)** in the guidance section. Inclusion of **of Meller Flow Trans and Poul Tarp** as examples of equipment suppliers that have approval for operation in milk collection.

Additional guidance **(effective from 1<sup>st</sup> October)** on collection meter sealing process / systems.



# STANDARD C2.3

## C2 CALIBRATION

	Standard	Guidance
<b>C2.3</b>	All vehicle systems used to measure and record the temperature of milk or fractions at the point of collection must be calibrated on an annual basis and records kept. Maximum acceptable tolerances are +/- 0.5% <b>degree centigrade.</b> <b>R</b>	Ensure that temperature probes are inspected, serviced and calibrated at least annually, or as per manufacturers specification, and records kept

Correction of the maximum acceptable tolerances from “+/- 0.5%” to “**+/- 0.5 degree centigrade**”.





## C2.3 DEROGATION GUIDANCE

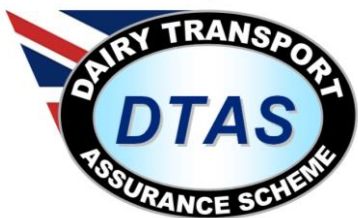
### C2 CALIBRATION

There may be difficulty in fulfilling the requirements for all temperature probes to be calibrated annually in relation to those supplied by Systemic and, when auditing a site that uses Systemic devices, this should be taken into consideration and a derogation can be given until this matter is resolved. The derogation will be reviewed on an annual basis.

Please follow the following guidance:

Temperature probes should be calibrated annually. Where Systemic temperature probes are used, these should be replaced annually with a pre-calibrated unit *or* closely monitored in order to ensure that performance of the probe remains within specification. Records should be kept of checks made and maintained for future reference.

Performance of temperature probes need to be monitored closely and hauliers must have a procedure to ensure that temperatures recorded by the vehicle are cross-referenced against the other available measures of temperature i.e. farm vat gauge (if known to be accurate), driver's hand-held thermometer and temperature records at dairy intake.



# STANDARD C3.3

## C3 CONTAMINATION

	Standard	Guidance	Assessor Guidance
C3.3	The use of Quaternary Ammonium Compounds must be removed from the supply chain and suitable alternatives used. <b>R</b>	Chemicals such as disinfectants and sanitisers can contain QAC's.	<ul style="list-style-type: none"><li>• Review list of chemicals used onsite and during tankers wash functions</li><li>• Look for evidence of use during onsite inspection.</li><li>• <b>Look for evidence to confirm that products being used are QAC free and that they are not present on site or being used.</b></li></ul>

Additional Assessor Guidance to “**look for evidence to confirm that products being used are QAC free and that they are not present onsite or being used**”.

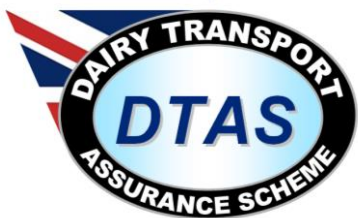


# STANDARD D1.5

## D1 HYGIENE

	Standard	Guidance
D1.5	Procedures must be in place for milk inspection and sampling at loading.	<p>Procedures must be in the drivers handbook or hauliers procedures and must include :</p> <ul style="list-style-type: none"><li>• Checking the temperature of the milk.</li><li>• Inspecting the milk (visual and smell).</li><li>• Taking samples.</li><li>• <b>Procedures for ensuring that drivers are not at risk when taking samples from farm vats by leaning over and or reaching and falling into large/tall/deep vats.</b></li><li>• Sampling requests outside normal sampling protocols.</li><li>• Procedures where milk is rejected and left on farm.</li><li>• Procedures for suspect tampering or contamination.</li><li>• Ensuring all relevant information for the load is completed and that a receipt is issued.</li></ul>

Additional guidance that there must be “**procedures for ensuring that drivers are not at risk when taking samples from farm vats by leaning over and/or reaching and falling into large/tall/deep vats.**”



# STANDARD E1.3

## E1 OUTBASED RELOADS

	Standard	Guidance	Assessor Guidance
<b>E1.3</b>	<p><del>Risk assessments must be in place for all out based reload sites and where collecting from roadside farm vats.</del></p> <p>Risk assessments must be in place for all outbased reload sites, <b>including the use of draw bar tankers and where collections are made whilst positioned on the public highway.</b></p>	<p>Presence of up to date risk assessment</p> <p>Should include:</p> <ul style="list-style-type: none"> <li>• Location of rivers/watercourses.</li> <li>• Access</li> <li>• Security</li> <li>• Employee safety</li> <li>• Yard surface quality</li> <li>• Location of livestock</li> <li>• Chemicals/fertilisers.</li> </ul>	<p>Review all relevant risk assessments and ensure there is one for each site.</p> <p>Check for presence of rivers/watercourses.</p> <p><b>Where draw bar trailers are used the transhipment point must be treated as an outbased reload site and a risk assessment is required.</b></p>

Addition of “**including the use of draw bar tankers**” and alteration of “where collecting from roadside farm vats” to “**where collections are made whilst positioned on the public highway**”.

Additional assessor guidance that “**Where draw bar trailers are used the transhipment point must be treated as an outbased reload site and a risk assessment is required.**”



# STANDARD E1.4

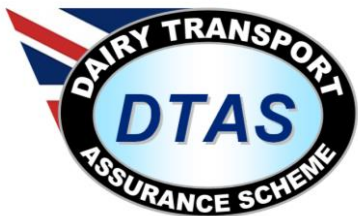
## E1 OUTBASED RELOADS

	Standard	Guidance
E1.4	Procedures must be in place to ensure that lay-bys are <b>only used in emergencies not used for milk transhipment other than in emergencies.</b> <b>R</b>	The procedures must include, and ensure: <ul style="list-style-type: none"><li>• The safety of employees and the public and the non-spillage of product.</li><li>• The date, time of use and location of the lay-by.</li><li>• The reason for the emergency use of the lay-by.</li></ul> <b>A driver taking a rest break in a lay-by does not constitute an emergency.</b>

This has been moved from Section A: General Management to Section E: Outbased reload sites.

Rewording from “lay-bys are only used in emergencies” to “**lay-bys are not used for milk transhipment other than in emergencies**”

Also the inclusion of further guidance that “**a driver taking a rest break in a lay-by does not constitute an emergency**”.



# APPENDIX 1: DEFINITIONS

## APPENDIX 1: DEFINITIONS

**Subcontractor:** Sub-contracting is where part of an operation has been assigned to a third party. Management of the operation is key.

~~Owner drivers~~ **Non-directly employed staff** ; traction only and agency drivers are not sub-contractors but drivers must be trained as per primary contractor's procedures.

**The customer;** the company for whom the goods are being transported

Change of definition from "Owner drivers" to "**Non-directly employed staff**".



## ADDITIONAL AMENDMENTS TO COME

- **A4.6** A full list of contact details of CIP sites used/owned by DTAS members is being drawn up for inclusion on the website.
- **D1.5** Additional guidance to be drawn up covering safe procedures for taking milk samples from farm vats.
- Red Tractor requirements re “Farm Assured” milk requirements re BCT55



## STANDARDS AVAILABLE ON WEBSITE

The current version of the Scheme Standards is available for view / download on the DTAS website.

<http://www.dairytransport.co.uk/dtas/documents.eb>