



# DTAS ANNUAL CONFERENCE 2019

## *Administrative Update*

Ian Wakeling

*DTAS Scheme Administrator*



# MEMBERSHIP FEES 2019 – 2020

**Haulier Member and Industry Supplier fees held at 2018/19 levels for 2019/20**

	<b>Standard</b>	<b>2017/18</b> (Standard-10%)	<b>2018/19</b> (Standard-20%)	<b>2019/20</b> (Standard-20%)
<b>Haulier Members</b>				
• Per Depot	£250	£225	£200	£200
<b>Associate Members</b>				
• Dairy UK Milk Purchasers	£250	£225	£200	£225
• Non-Dairy UK Milk Puchasers	£350	£315	£280	£315
• Industry suppliers	£150	£135	£120	£120



# SCHEME STATISTICS

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
<b>Associate Members</b>						
Milk Purchasers						
Dairy UK Members	5	5	5	6	5	5
Dairy UK Non-Members	1	1	1	1	2	2
Industry Suppliers	7	9	13	17	15	18
<b>Haulier Members</b>						
Hauliers	35	50	54	56	63	63
Depots	65	82	84	82	90	90
<b>Assessments</b>						
Standard	59	78	81	72	83	
Random	3	4	4	3	4	
<b>Active Assessors</b>	19	17	19	22	20	



## MEMBERS LEAVING SCHEME IN 2018/19

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### 3 members left the scheme during 2018/19

Haulage Services

ET Rowlands & Son

XPO Bulk UK & Ireland

### 1 Associate Member left the scheme during 2018/19

Maisonneuve Tankers



## NEW MEMBERS 2018/19

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### 10 new members joined during 2018/19

Chew Valley Dairy

Dales Dairies

Euro Liquid Ltd

Frazer Haulage

Jacksons Dairies

John Mackirdy Ltd

MilkTrans

North Lakes Foods

ST Services (Shropshire) Ltd

G & J Shuttleworth

### 1 new purchaser member joined during 2018/19

County Milk Products



## MEMBERS LEAVING SCHEME IN 2019/20

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**2 members leaving the scheme in 2019/20**

Abbey Logistics Group

Bibby Distribution



## NEW MEMBERS 2019/20

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### 2 new members joining during 2019/20

Dale Farm Cooperative

JDW Freight

### 3 new Associate members joining during 2019/20

ADL Associates

Cross-Tank Solutions

GEA Process Technologies Ireland Ltd



# COMPLIANCE DATA

	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
<b>Depots Inspected</b>	61	60	69	82	81	75	87
<b>Non Conformances</b>	187	266	276	268	264	252	208
<b>Non-Conformance Rate</b>	5.5%	<b>7.6%</b>	6.9%	5.6%	5.5%	5.4%	<b>3.8%</b>

**Non-conformance rate halved in 5 years**



# NON-COMPLIANCE DATA (1)

## Scheme Year 2017/18

Standard		% non-compliant
D5.1	Securing unattended tankers	<b>26.7</b>
A4.4	On site CIP	21.3
C2.1	Milk measurement or metering systems	20.0
A2.4	Load rejection procedures	16.0
C1.3	Foodstuff only marking	14.7
C5.2	CIP flow rates	14.7
A4.1	Personal hygiene procedures	13.3
C1.2	Clean tanker exterior	12.0
A1.4	Self audits	10.7
A4.6	Third party CIP	10.7
A4.5	Onsite CIP procedures	9.3
B1.3	Staff training	9.3
B1.4	Training review	9.3
C2.3	Calibration of temperature probes	9.3
D2.1	Sample handling and storage	9.3

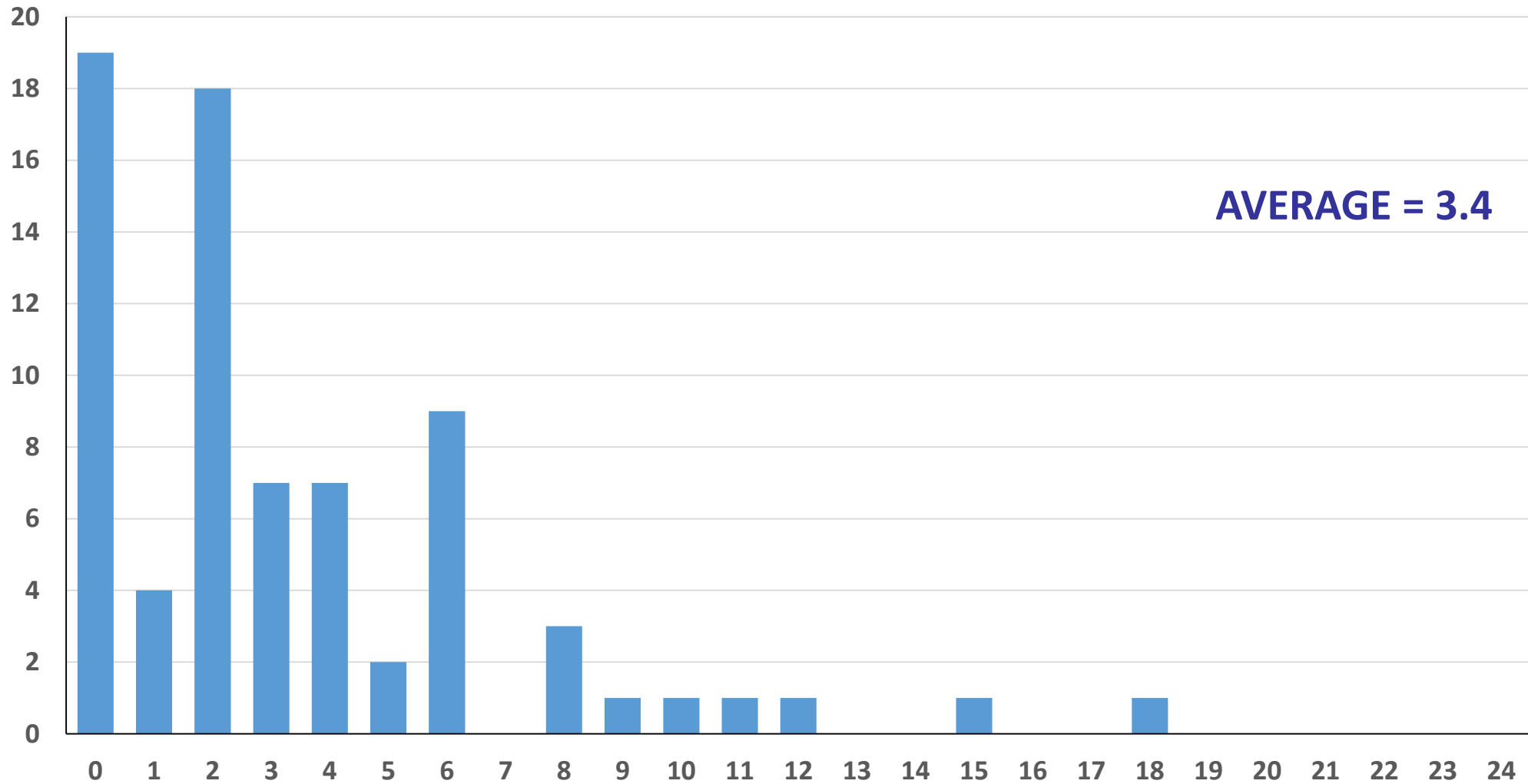
## Scheme Year 2018/19

Standard		% non-compliant
C2.1	Milk Measurement or metering equipment	16.1
D5.1	Securing unattended tankers	<b>12.6</b>
D1.3	Tanker hygiene monitoring	11.5
C5.2	CIP flow rates	10.3
A2.4	Load rejection procedures	9.2
A4.4	On site CIP	9.2
A4.6	Third party CIP	9.2
B1.4	Training review	9.2
A1.4	Self audits	8.0
C2.2	Hand held temperature gauges	8.0
C2.3	Calibration of temperature probes	8.0
A2.7	Contingency procedure re emergencies	6.9
B2.1	Health screen/staff at risk policy	6.9
C1.3	Foodstuff only marking	6.9



# NON-COMPLIANCE DATA (2)

Number of non-conformances per depot 2017/18

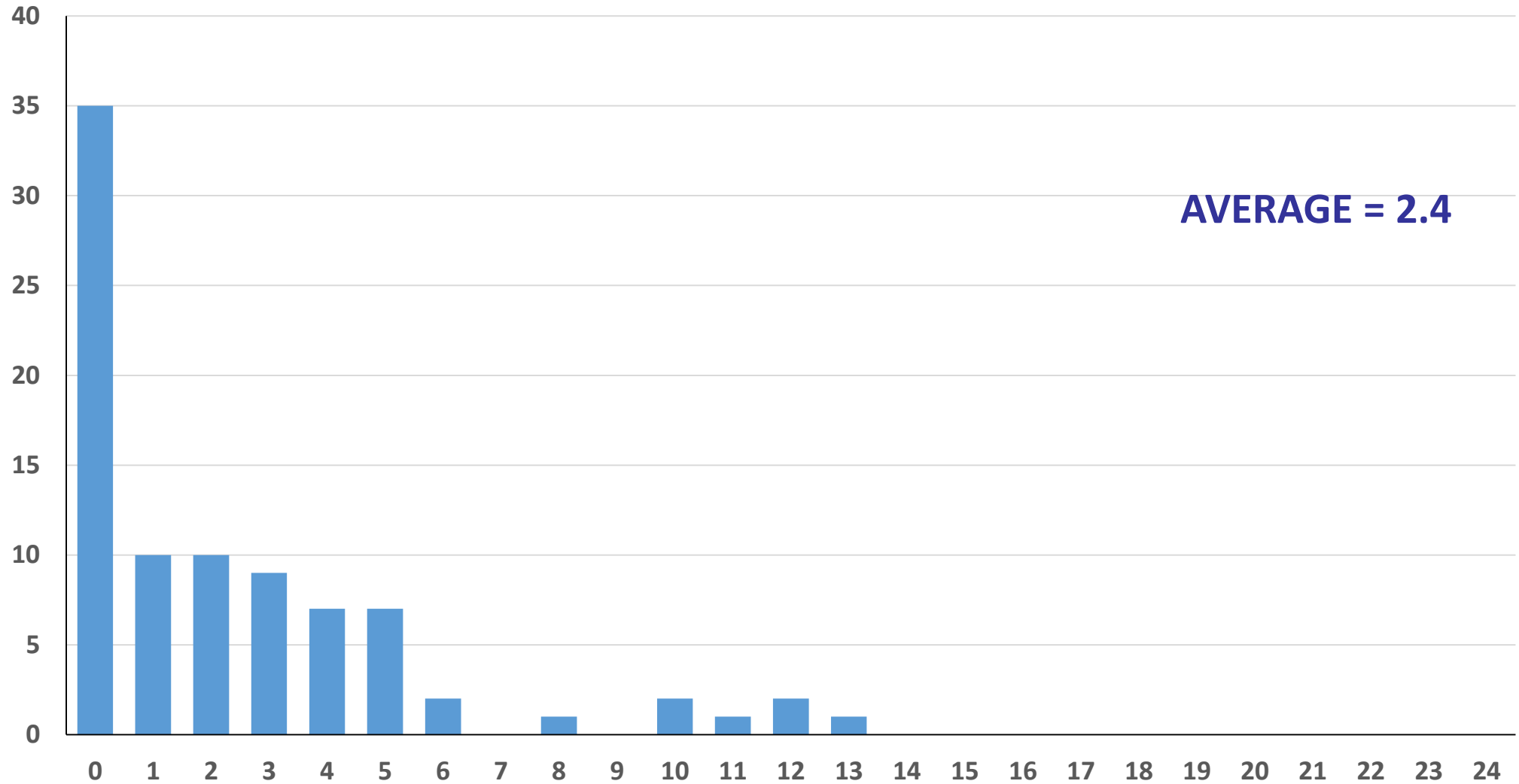


**AVERAGE = 3.4**



# NON-COMPLIANCE DATA (3)

Number of non-conformances per depot 2018/19





***DTAS Operating Protocol  
Version 7 (effective from 1 April 2019)***

***Proposed Changes to Version 6***



## ADDITION OF INDEPENDENT ASSESSOR ON MANAGEMENT COMMITTEE

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7. In addition, as independent assessors carry out the majority of the audits, the committee will benefit from their specialist knowledge by having them represented. On an annual basis, all independent assessors will be invited to join the committee and one will be selected by the committee from those that apply to become a member of the committee for the forthcoming year.

Any person applying for this position must not have any apparent conflict of interest with any existing services they provide for DTAS or demonstrate an apparent conflict of interest during their time on the committee.



## TEMPORARY ADDITION OF INVITED MEMBER ON TO MANAGEMENT COMMITTEE

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8. The committee has a collective responsibility for ensuring a balanced planning and skill set within those members who form the committee to undertake the necessary tasks. If the committee believes the specialist input is required to help with a specific topic, an additional member may be invited to join the committee on a temporary basis.



## RULES REGARDING ATTENDANCE AT MANAGEMENT COMMITTEE MEETINGS

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9. In order to maintain their membership, all members of the Management Committee must attend a minimum of three of the five meetings that are held each year, incorporating the four meetings of the Management Committee and the annual conference, or notify the secretariat of a suitable replacement who will attend in their absence.

All members must attend at least one meeting in person each year (not including the Annual Conference).

In the event that a member does not meet the above requirements, their ongoing membership of the committee will be reviewed.



## ADDITION OF PROTOCOL REVIEW GROUP TO MANAGEMENT COMMITTEE WORKING GROUPS

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11. The Management Committee may be supported by a number of working groups. Currently they consist of working groups covering:
- Training
  - HACCP
  - Standards Review
  - Protocol Review





## OUTBASED RELOAD SITES ADDED TO THOSE THAT ARE NON-COMPLIANT IF FAILURE TO COMPLY WITH STANDARDS

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31. Depots are the focal point of inspection by assessors. Assessors have discretion in visiting sub-depots and outbased reload sites linked to the main depot. Failure to comply with standards in a sub-depot is deemed to be a failure of the main depot, all its associated sub-depots **and outbased reload sites**.

**AND**

73. If non-conformances have not been rectified after 28 days then the haulier will no longer be deemed to be certified under the scheme for the individual depot, **and** its associated sub-depots **and outbased reload sites**. This will be registered with Dairy UK and made available on the website. To achieve re-certification, a further full assessment visit will be required (at the haulier's own expense) and all non-conformances rectified. At the discretion of the Management Committee, the visit may be in the company of an assessor drawn from the DTAS Management Committee.



## STIPULATION THAT HALF-YEARLY SELF-ASSESSMENTS MUST BE UNDERTAKEN BY A **COMPETENT PERSON**

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32. It is for hauliers to nominate which depots are main depots and which depots are sub-depots and to which main depot any sub-depots are associated with. As an indicative definition a sub-depot is an operation, which may have drivers and vehicles based at the site, but is managed by a main depot and which does not have its own independent management and/or supervisory staff. However, the haulier would be obliged to reconsider its classification of depots if their milk purchaser or the DTAS Management Committee disagreed.

The scheme requires all hauliers to undertake a half yearly internal self-assessment, **undertaken by a competent person**, between the annual assessments to ensure standards are complied with. The scheme may undertake training for these individuals, but they are prevented from assessing their own company sites.

**A person may be deemed to be competent if they have suitable auditing experience and / or they have participated in a DTAS training course, e.g. DTAS Awareness Course.**



## OUTBASED RELOAD SITES ADDED TO THOSE HAVE TO BE ASSESSED

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33. To be certified as compliant with the scheme milk purchasers ~~undertake~~ **must ensure that an** annual assessments of all their own haulage depots, sub-depots **and outbased reload sites**, along with the depots, sub-depots and **outbased reload sites** of their contracted hauliers, **is undertaken**.



## REQUEST FOR DETAILS OF WHICH SUB-DEPOTS AND OUTBASED RELOAD SITES HAVE BEEN VISITED AT PREVIOUS ASSESSMENTS

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54. Prior to the visit, the assessor must ask the haulier **or Scheme Administrator** which sub-depots and outbased reload sites have been visited at previous assessments so that all the haulier's sub-depots and reload sites are visited by rotation.



# CONSEQUENCES OF FAILURE TO COMPLY WITH OPERATING PROTOCOL OR SCHEME STANDARDS

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## Consequences of failing to comply with Operating Protocol or Scheme Standards

60. Failure by a company to comply with any of the terms set out in the Operating Protocol, or adhere to any of the Scheme Standards, will result in the company's ongoing membership coming under review by the Management Committee.



## OUTBASED RELOAD SITES TO BE ADDED TO WORDING OF ANNUAL CERTIFICATE FOR DEPOT

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62. If, after the assessment visit, the assessor deems the depot to be fully compliant with the standards with no non-conformances, then they will inform Dairy UK by completion of parts A and C of the Certification Report (attached as Annex 1), which should be sent within five working days of the site visit. Dairy UK will then issue a physical certificate by post to the haulier for the depot, **its associated sub-depots and outbased reload sites.**

**AND**

72. Dairy UK will then issue a physical certificate by post to the haulier for the depot, its associated sub-depots **and outbased reload sites.** Dairy UK will issue certificates within 28 days of receipt of the relevant documentation from the assessor.



## MANAGEMENT OF AN IDENTIFIED NON-COMPLIANCE ISSUE

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64. During and after, but not before, the course of an assessment of a depot, sub-depot or outbased reload site, the assessor may use their experience to guide the DTAS member on how to manage **an identified** non-compliance issue and what would be a satisfactory outcome.



## PRE-AUDIT / MENTORING ROLES PROVIDED BY ASSESSORS

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65. On request, assessors may provide a mentoring role and/or pre-audit advice and/or assistance with preparation for an audit on a commercial basis.





## DIFFERENTIATION OF TIME ALLOWED TO RECTIFY NON-COMPLIANCES BETWEEN INITIAL AUDIT AND RENEWAL PROCESS

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67. **For an initial audit**, the haulier will have 28 days from the date of the assessment visit to rectify non-conformances against any of the standards. Where appropriate, evidence of rectification will be provided to the assessor. If necessary a re-visit by the assessor will be undertaken to ensure that non-conformances have been rectified.



## COLOURS USED TO IDENTIFY STATUS OF A DEPOT ON THE WEBSITE

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83. The status of each depot will be shown on the website, whereby:

- Green indicates that it is more than six weeks until the current certificate expires
- Amber indicates that it is less than six weeks until the current certificate expires
- Red indicates that the current certificate has expired
- **Black indicates that** the depot is awaiting **its** first assessment.



# REQUIREMENT TO NOTIFY SCHEME ADMINISTRATOR OF A SIGNIFICANT CHANGE IN OPERATIONS

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## Notification of a Significant Change in Operations

84. If a depot is subject to a significant change of operations, e.g.

- Changing from secondary to primary
- Installation of a CIP operation
- Collection of milk fractions

it must notify the Scheme Administrator of the relevant change.



## NOTIFICATION OF CHANGE OF OWNERSHIP

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87. **Prior to a change of ownership, and where** a depot changes ownership, and retains the existing site management, operational procedures and driver pool, then a request may be made to the Management Committee for there to be no need to re-audit until the expiration date of the current certificate.

If no such request is recorded then the depot will have to be audited within three months of a change of ownership.



## RATIFICATION OF CHANGES TO STANDARDS AT ANNUAL CONFERENCE

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99. The scheme standards will be reviewed by the DTAS Management Committee on an annual basis accompanied by a consultation process (pre and post review). Queries and suggestions will be compiled by Dairy UK. The review will be initiated in October each year with revised standards notified to scheme members in January/February for implementation from 1st April, **following ratification at the Annual Conference.**



# ADDITION OF OUTBASED RELOAD SITES TO PART C OF ANNEXES 1 & 5

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## **PART C: CONFIRMATION OF COMPLIANCE**

I warrant that adequate evidence has been provided to demonstrate that [\_\_\_\_\_] depot, its associated sub-depots and outbased reload sites ~~is~~ are now fully compliant with the requirements of DTAS and can be certified as such.

Signature: \_\_\_\_\_

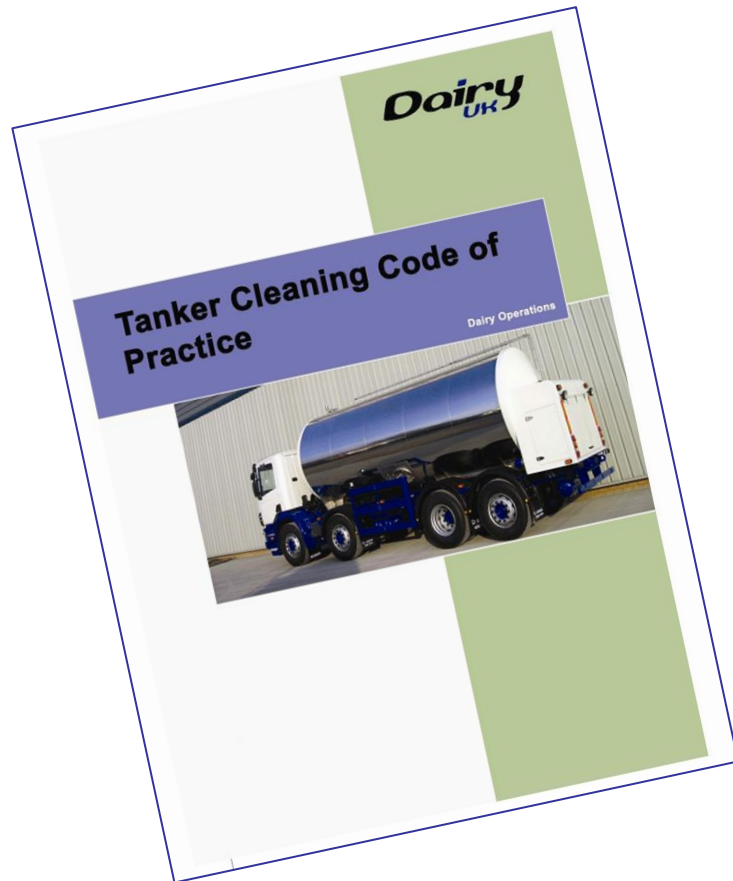
Date form signed: \_\_\_\_\_

*Please email form **on completion of Part C** to [iwakeling@dairyuk.org](mailto:iwakeling@dairyuk.org)  
or post to Ian Wakeling, Dairy UK, 6<sup>th</sup> Floor, 210 High Holborn, London WC1V 7EP*

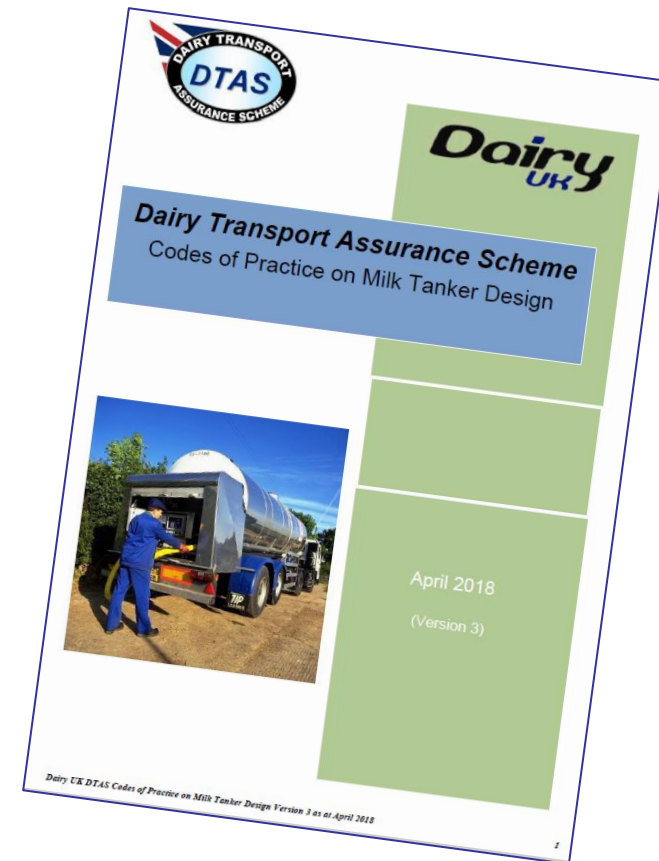
# REVIEWS OF CODES OF PRACTICE

Reviews being carried out on 2 Dairy UK / DTAS Codes of Practice

Tanker Cleaning Code of Practice



Codes of Practice on Milk Tanker Design





# DAIRY UK NEWS

Newsletter to keep members updated about membership, changes to Scheme documents (Scheme Standards, Operating Protocol, Codes of Practice etc. and important dates.

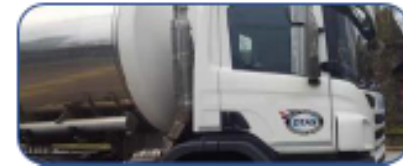
**Issue 1 (issued in March)** containing articles on Annual Conference, Use of lay-bys, Revision to Standard C2.3, DTAS Management Committee, Harmonisation Group, Services available from Auditors, Vehicle stickers and Complaints procedure.

**Please advise us of any of items of interest to DTAS Members**



## ***DTAS NEWS – Issue 1***

*Providing assurance for the transport of raw milk and milk fractions as part of the Red Tractor Assurance Supply Chain*



*Welcome to the first edition of DTAS News, a newsletter that we will be issuing as required to keep our members updated with information about membership, changes to Scheme documents (Scheme Standards, Operating Protocol, Codes of Practice etc.), courses and important dates.*

*If you have something that you think will be of interest to your fellow members (e.g. new products, training courses, etc.) then please send relevant details to Ian Wakeling for possible inclusion in a future edition.*

### ***Revision to Standard C2.3***

It has been brought to the attention of the DTAS Management Committee that the current wording of Standard C2.3, relating to Tanker Temperature Probes, needs to be amended.

Following consultation with the relevant equipment suppliers, it has become apparent that the current requirement that all temperature probes fitted to tankers must be calibrated on an annual basis, is unachievable as there is no means of adjustment / calibration.





# DTAS 2019/20 BROCHURE (1)

COVERING  
**OVER 95%**  
OF MILK  
HAULAGE CAPACITY  
IN THE UK

TRANSPORTING  
**14** BILLION LITRES  
OF ASSURED MILK  
PER ANNUM

PART OF THE  
RED TRACTOR  
ASSURANCE  
SUPPLY CHAIN   
**SINCE 2015**

 **STANDARDS COVERING:**  
FLEET & EQUIPMENT  
MILK QUALITY, HYGIENE & SECURITY  
OUTBASED RELOAD SITES  
PERSONNEL & TRAINING  
GENERAL MANAGEMENT



DAIRY TRANSPORT ASSURANCE SCHEME

c/o Dairy UK  
210 High Holborn  
London  
WC1V 7EP

t: +44 (0) 20 7025 0545  
e. iwakeling@dairyuk.org

[www.dairytransport.co.uk](http://www.dairytransport.co.uk)



## DAIRY TRANSPORT ASSURANCE SCHEME



PART OF THE RED TRACTOR  
ASSURANCE SUPPLY CHAIN



ADMINISTERED BY

**Dairy  
UK**



## ABOUT DTAS

The Dairy Transport Assurance Scheme (DTAS) provides assurance to milk purchasers that the transport of raw milk and milk fractions by hauliers meets food safety requirements, recognised industry good practice and specific customer needs.

The scheme is based on annual inspections of the milk haulage depots operated by scheme members and the assessment is conducted against a range of standards covering fleet and equipment; milk quality, hygiene and security; outbased reload sites; personnel and training; and general management.

In 2015, it became a requirement that all dairy products carrying the Red Tractor logo have to use milk hauled by a DTAS approved haulier.

DTAS is administered by Dairy UK and overseen by a Management Committee drawn from the major milk purchasers and hauliers in the UK as well as a representative from Red Tractor.

Membership of the scheme covers over 95% of milk haulage capacity in the UK.

## IMPLEMENTATION

### ANNUAL DEPOT ASSESSMENTS

Annual depot assessments are carried out by DTAS certified assessors and organised in conjunction with the milk purchaser and the haulage company with an additional half-yearly internal self-assessment for all hauliers. Depots fully compliant with the standards are awarded a certificate by Dairy UK via the assessor.

### DTAS ASSESSOR AND INTERNAL AUDITOR TRAINING

DTAS offers two-day assessor and internal auditor training courses including classroom training, a practice assessment and a final exam. For prospective assessors, an initial assessment must be successfully completed within three months of the exam, shadowed by a registered DTAS assessor. In order to retain their status, assessors must attend a training event either once a year or every two years depending on the number of audits undertaken per year.

### RANDOM AUDITS

In addition to the scheduled audits, a maximum of four random audits by independent assessors are authorised throughout the year to ensure consistent application of the standards.

### SHADOW AUDITS

Companies employing more than one active assessor must ensure that each one undertakes at least one shadow assessment with another assessor during the course of a year.

### AWARENESS COURSE

DTAS offers an Awareness Course to haulage and processing companies to improve their knowledge of the scheme.

## BENEFITS

### INDUSTRY BENEFITS

Alongside the Red Tractor Assurance Scheme for Dairy Farms, and the BRC Global Standard for food processing, the DTAS scheme completes the proposition behind the Red Tractor logo of farm to pack assurance of the dairy supply chain. This collaboration gives consumers even more reasons to trust the Red Tractor when buying dairy products as well as the hygiene/safety of the depots and transport fleet that haul the milk to produce them.

### MEMBERS' BENEFITS

According to DTAS standards, hauliers must have a documented **Hazard Analysis and Critical Control Point (HACCP)** in place that fully covers all aspects of milk collection and delivery. DTAS members have access to the Dairy UK HACCP to comply with these standards as long as the haulage depot is involved in the annual review process.

At the **DTAS Annual Conference**, members and assessors receive essential information on changes proposed by the Standards Working Group, new members, the HACCP review, forthcoming training, scheme statistics, non-compliance data and more.

DTAS certified hauliers have access to **communication and promotion material** to increase their visibility and showcase their scheme membership.





# POP-UP BANNERS AVAILABLE FOR EVENTS

**DAIRY  
TRANSPORT  
ASSURANCE  
SCHEME**



PART OF THE RED TRACTOR  
ASSURANCE SUPPLY CHAIN

ADMINISTERED BY  
**Dairy  
UK**

**DAIRY  
TRANSPORT  
ASSURANCE  
SCHEME**

**COVERING  
OVER 95%  
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**SINCE 2015**

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PART OF THE RED TRACTOR  
ASSURANCE SUPPLY CHAIN

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UK**



# ANNUAL HACCP REVIEW

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- HACCP Review Group meeting on May 17th
  - Tim Hampton
  - Mark Mitchell
  - Jen Shelton
  - David Whitham
- If you wish to use the generic Dairy UK HACCP to comply, please return questionnaire for your company if you have not done so already. Otherwise you will have to generate your own HACCP plan to remain compliant.



# DTAS AWARENESS COURSE

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- Courses already held on

## 2018

- 4 April
- 12 June
- 26 June
- 14 August
- 18 September
- 5 December

## 2019

- 27 February
- **21 May**
- **9 July**
- **26 September**
- **9 October**

- Further information from Paul Charlton later



## TRAINING FOR NEW ASSESSORS

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- Two-day course held in 2018
  - 3/4 July
- 2 courses to be held later this year



# NEW ASSESSORS

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Congratulations to:

- Craig McMinn                      Arla Foods
- John Whitelaw                      T.P. Niven Ltd

who have completed the training process to become certified DTAS Assessors.




## 2019 CPD TRAINING (1)

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- Assessors undertaking two or more assessments a year must attend an annual training event.
- Assessors undertaking only one assessment per year will be required to attend the training event at least once every two years.
- Courses to be run by Reaseheath Food Centre team
- To be held at:
  - **Gregory Distribution, Cullompton on September 18<sup>th</sup> or October 9<sup>th</sup>**
  - **SJ Bargh, Longton, Stoke-on-Trent on September 17<sup>th</sup> or October 8<sup>th</sup>**




# 2019 CPD TRAINING (2)



Reaseheath College

## DTAS Auditor CPD

COURSE OUTLINE



DTAS Auditor CPD    DAY 1    09.00 – 16.30


Dairy Science	
<b>Primary Production</b>	<ul style="list-style-type: none"> <li>milk production and the cow</li> <li>seasonality and composition</li> <li>factors affecting milk quality</li> <li>milk collection and testing at intake</li> <li>bactoscan and somatic cell count</li> </ul>
<b>Milk Constituents</b>	<ul style="list-style-type: none"> <li>fat and protein – factors affecting milk quality during storage, collection and transportation</li> </ul>
<b>Milk Microbiology</b>	<ul style="list-style-type: none"> <li>micro-organisms – types, pathogens, spoilage</li> <li>psychrotrophs and thermotolerants</li> <li>sources and factors affecting growth</li> <li>effects on milk products</li> <li>control – use of cooling</li> </ul>
<b>Food Safety and Quality</b>	<ul style="list-style-type: none"> <li>food safety legislation, HACCP, due diligence</li> <li>quality standards – BRC, SALSA, Red Tractor</li> </ul>
<b>CIP and Hygienic Design</b>	<ul style="list-style-type: none"> <li>3 energies in cleaning</li> <li>typical CIP sequence</li> <li>detergents and disinfectants</li> <li>factors to achieve effective CIP</li> <li>other factors affecting efficiency of CIP</li> <li>surfactants and sequestrants</li> <li>biofilms</li> <li>hygiene monitoring – swabs, ATP</li> <li>road tanker design</li> </ul>
<b>Auditing Skills</b>	<ul style="list-style-type: none"> <li>Audit cycle – preparation, audit, report</li> <li>Auditing skills – questioning, listening,</li> <li>What makes a good auditor</li> </ul>



# WEBSITE

New calendar page added showing dates of training courses, meetings etc.

Please advise us of any of events of interest to DTAS Members



- [Home](#)
- [List of Scheme Members](#)
- [Industry Suppliers](#)
- [Approved Assessors](#)
- [Contact Us](#)
- [Related Organisations](#)
- [Calendar / Training](#)
- [DTAS Awareness Course](#)

## Dairy Transport Assurance Scheme

<a href="#">&lt; April 2019</a> <b>May 2019</b> <a href="#">June 2019 &gt;</a>						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 DTAS Annual Conference (for members only)	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
	21 DTAS Awareness Course - SJ Bargh Ltd, Lancaster, Lancashire					
20		22	23	24	25	26
27	28	29	30	31		



# ADMINISTRATION

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- Invoices for April 2019 – March 2020 year will be issued following the Conference.
- Based on information held by Dairy UK.
- Please provide full details of any changes in number of depots, sub-depots etc. to Dairy UK.
- Reminder is sent to each depot six weeks in advance of expiry of current certificate.
- Depot to notify Dairy UK when audit is scheduled.
- Failure to rectify non-compliances in time will result in depot no longer being deemed to be certified under the scheme and full assessment, at haulier's expense, required for re-certification.



# HI-VIS WAISTCOATS FOR AUDITORS

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# CONFERENCE GIFTS

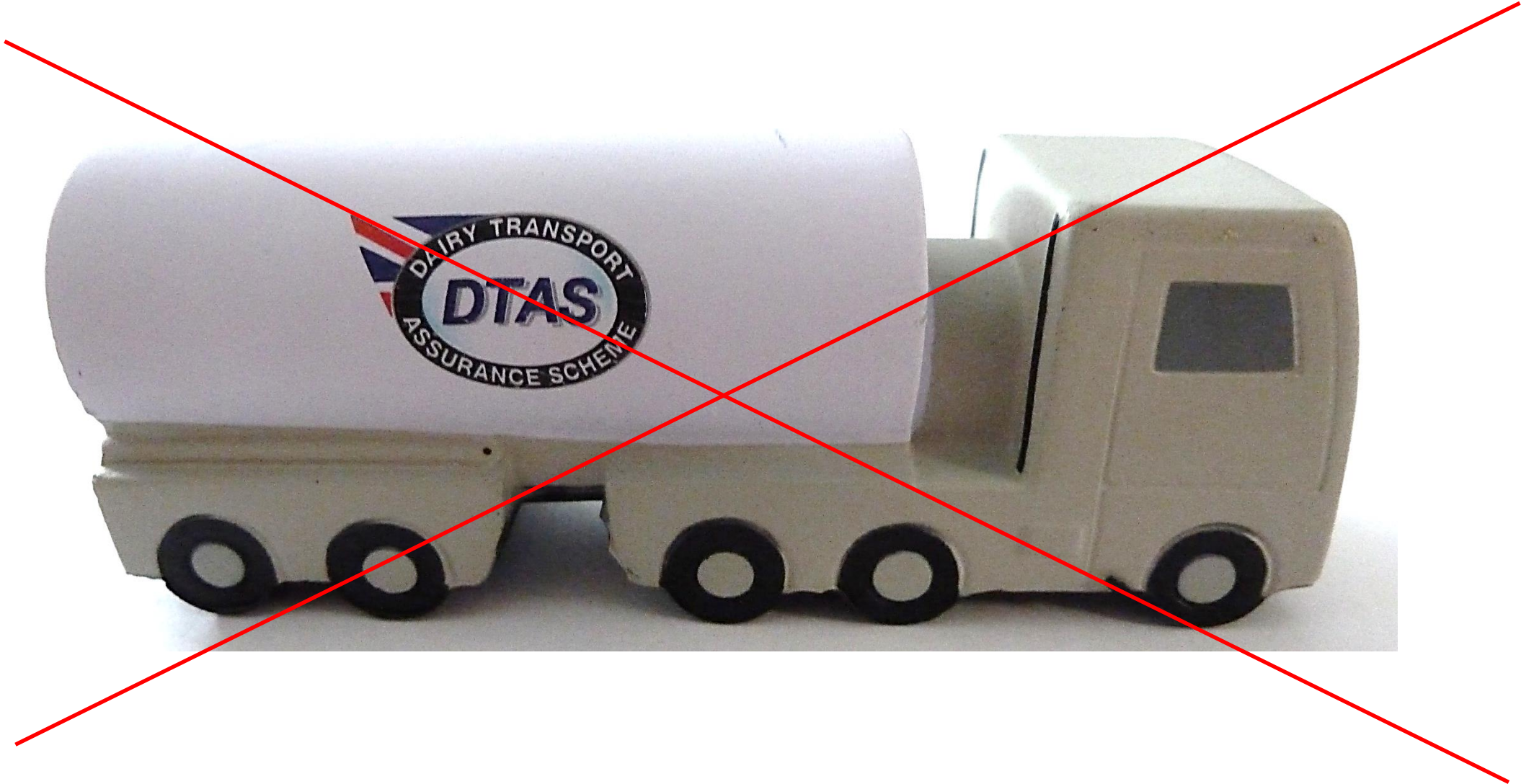
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# STRESS-FREE YEAR AHEAD

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ANY QUESTIONS?