



DTAS ANNUAL CONFERENCE 2019

Proposed Changes to the DTAS Scheme Standards for 2019-20

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STANDARDS REVIEW GROUP

- A review of the 2018-19 DTAS Scheme Standards Version 8 (April 2018 to March 2019) was carried out by:
 - Robin Shipton First Milk
 - Chris Swain Müller Milk & Ingredients
 - Mark Mitchell Wincanton
 - Andy Flanagan SJ Bargh
 - Paul Charlton Independent
 - Peter Dick / Ian Wakeling Dairy UK
- Recommendations were discussed by the DTAS Management Committee and proposed changes circulated to all members on 4th April.



INTRODUCTION

A: Introduction

This scheme aims to combine food safety legal requirements, and other appropriate legislation, with recognised industry good practice and specific customer requirements to provide confidence in the supply chain.

These standards set out minimum requirements hauliers must have in place to ensure food safety including food hygiene, traceability and some operational matters. Hauliers must achieve these when handling and transporting milk (including goats milk) and milk fractions (cream, skim, skim concentrate, whey and whey concentrate). The standards are applicable at depots, sub-depots and outbased reload sites.

Haulage operations must be conducted in accordance with this scheme at all times both within the UK and abroad.

Hauliers are assumed to be fully compliant with ~~VOSA~~ DVSA and health and safety requirements.

For a list of definitions as applied to this code of practice, see Appendix 1

The haulier must be able to demonstrate compliance with the standard and the requirements set out in the guidelines.

Procedures must be periodically reviewed to ensure that they incorporate site specific changes to traffic rules, safety procedures or any other aspects relevant to the functions listed above.

In completing assessments against this standard assessors must ensure that procedures are in place and are implemented by all relevant personnel.

An R in the text indicates areas where there is a need to keep a record. All records must comply with the general criteria detailed in Appendix 2.

Key to highlighted questions:

Areas where there is a need to keep a record

Questions for Drivers



STANDARD A1.3 – Subcontractors membership of DTAS

	Standard	Guidance	Assessor Guidance
A1.3	<p>Subcontractors employed by the haulier for operations falling under the scope of this scheme must be scheme members.</p> <p>Where a regular 'traction-only' solution is provided to a haulier there is no requirement for the provider to be DTAS certified.</p> <p>R</p>	<p>Staff not directly employed by the haulier must be trained to carry out their role in compliance with the DTAS standards and records kept.</p>	<p>Documentation check and questioning managers. Look for evidence of the status of any subcontractors currently in use, typically a copy of the subcontractors scheme certificate.</p> <p>Look for evidence of the training of staff not directly employed by the haulier (if applicable).</p>

Addition of “**regular**” before “traction-only” solution

	Standard	Guidance	Assessor Guidance
A1.4	<p>Self audits must be carried out against this standard at least annually.</p> <p>R</p>	<p>Self audits must be undertaken by a competent person and timed in such a way as there will be an audit every six months, i.e.; if the external audit is in December then the internal audit should be in June.</p> <p>Such competency may be demonstrated by suitable auditing experience and /or participation in a DTAS training course, e.g. DTAS Awareness Course. Notes of self audit to be retained.</p>	<p>The designated competent person should be questioned about the process for self-auditing and actions taken particularly with respect to training. Check for notes of the self audit.</p>

- Addition of a requirement that self audits must be undertaken by a **“competent”** person.
- Guidance as to how “competency” may be demonstrated by either previous experience and /or participation in a DTAS training course.

STANDARD A2.4 – Load rejection procedures

	Standard	Guidance	Assessor Guidance
A2.4	<p>Load rejection procedures must be in place.</p> <p>R</p>	<p>Specific procedures will depend on the nature of the rejection but in all instances the driver must contact the depot for instructions to address both on-farm collection and delivery points.</p> <p>Written ABP policy must include traceability of the vehicle to ensure full CIP before being used again to transport milk or milk fractions.</p> <p>If required to transport ABP, proof of registration with Defra as a waste carrier must be demonstrated.</p>	<p>Documentation check (hauliers/drivers manual(s)) and questioning drivers and managers including:</p> <ul style="list-style-type: none"> • Examples of recent rejected loads. • In case of animal by-products examples of transfer notes and method of disposal. • Method of labelling tanker, e.g.; seals and signs. • Method of quarantine if appropriate. <p>Check CIP details following a recent ABP load:</p> <ul style="list-style-type: none"> • Ex farm route summary. • CIP log. <p>Check Manager / Supervisor knowledge of ABP traceability protocol.</p>

- Clarification that load rejection procedures must be in place for **both on-farm collection and delivery points.**
- **If hauliers are required to transport Animal by-products, they must be registered with Defra as a waste carrier.**



STANDARD A3.1 – Comprehensive traceability for all loads

Section	Standard	Guidance	Assessor Guidance	Notes
A3.1	<p>Procedures must be in place to ensure Comprehensive traceability for all loads.</p> <p>R</p>	<p>Records must include:</p> <ul style="list-style-type: none"> The description of the product. Date and time of the collection. Volume or quantity. Names and addresses of 'Consignor' and 'Consignee'. Name and address of the food business operator to whom the food is being sent. Reference enabling the lot, batch or consignment, as appropriate, to be identified. Data relevant to customer specifications for the type of milk or milk fraction being delivered e.g. geographical region; specialist; farm assured status; cream grade etc. D600/BCT55 should include confirmation of Red Tractor assurance status if applicable. <p>Farm collection data must be transferred to the relevant customer within the agreed time period and in the format requested by the customer. Checks must be in place to verify that this is achieved.</p> <p>The customer may have additional requirements for certain specific operations.</p> <p>The haulier must also have procedures for dealing with breakdowns in traceability.</p>	<p>Questioning managers and drivers; documentation check including tracing a load.</p> <p>Check random sample of recent reload deliveries & trace loads against guidance.</p> <p>If no reload deliveries then check ex-farm route summaries.</p> <p>Questioning of management: an example may be if the measurement system on the ex-farm tankers breaks down and cannot print a route summary; determine what are the procedures for providing traceability for that load.</p> <p>Check download tickets and select one downloaded route for presence of:</p> <ul style="list-style-type: none"> Producer I.D. (name and no.) Collection time. Collection temperature. Volumes collected. Milk type being RT followed by any other individual company required information. The haulier must maintain an index of any abbreviations used. <p>Question managers on treatment of exceptions.</p>	<p>TO BE DELETED</p> <p>It is recognised, however, that the software in all vehicles will need to be updated to comply with this so a derogation has been put in place until 31st March 2019 to allow any software changes required to be made.</p>

Removal of the derogation in the notes section as the date for this has now passed.

RED TRACTOR TRACEABILITY REQUIREMENTS



**Red Tractor
Assurance**

Dear
Membership Number:

RE: RED TRACTOR TRACEABILITY CHALLENGE PROGRAMME 2017- 2018

I am writing to let you know that we will be starting the 2017-18 Traceability Challenges on the 1st of April 2017. Acoura will continue to deliver the programme.

As you are aware, the challenges check that products being marketed as Red Tractor meet the required assurance criteria right back to farm. This includes any product you are making a Red Tractor claim against, whether you physically use the logo on pack or not.

As in the previous years, the auditors will be checking that you have the following systems in place:

1. If you are buying direct from farm / grower to process/pack, you are checking the assurance status of all incoming livestock / product
2. If you are buying in Red Tractor product from other companies, you are specifying your requirements for Red Tractor with those companies in a written product specification
3. If you are buying in Red Tractor product from other companies, you regularly validate those companies are supplying Red Tractor through your own challenges back to farm
4. If you are sourcing from Trading Companies/ Agents these suppliers hold their own current and valid Red Tractor licence
5. The assurance status of all product on site is clearly labelled at all times (If you are buying in Red Tractor product, you must also ensure that your supplier supplies labelled product)
6. All paperwork relating to the product such as delivery documentation, intake checks, invoices, etc. includes the detail of its Red Tractor / assurance status
7. Staff in areas that are key to delivering the traceability system / protecting the integrity of the Red Tractor logo (e.g. Intake checkers in abattoirs) are trained / aware of Red Tractor and the importance of the tasks they are employed to undertake
8. Systems to ensure the correct labels / packaging are taken to packing lines
9. Licensees producing dairy products carrying the logo only use milk that has been collected from farm by a Dairy Transport Assurance Scheme (DTAS) member

Red Tractor requirement that on any route summary documents the type of milk should be clearly identified to demonstrate that products being marketed as Red Tractor meets the required assurance criteria right back to farm.

5. The assurance status of all product on site is clearly labelled at all times (If you are buying in Red Tractor product, you must also ensure that your supplier supplies labelled product)

6. All paperwork relating to the product such as delivery documentation, intake checks, invoices, etc. includes the detail of its Red Tractor / assurance status.



STANDARD A3.1 – Comprehensive traceability for all loads

Amendments made for 2018/19

- Addition to Guidance section that **D600/BCT55 should include confirmation of Red Tractor assurance status if applicable.**
- Addition to Assessor Guidance that **Milk type being RT followed by any other individual company required information. The haulier must maintain an index of any abbreviations used.**

Red Tractor guidance:

The paperwork accompanying delivery of an incoming product which will carry the Red Tractor logo, or be sold on with a Red Tractor claim, must specify the assurance source.

Along with the suppliers company details the documents must state RT, Red Tractor, RT Assured or similar wording. Whichever reference is used. it must be clear to intake staff, and all staff in the supply chain that this refers to the product's Red Tractor status. It must also be clear to the auditor undertaking a traceability challenge.

WARNING: FAILURE TO COMPLY WILL RESULT IN NON-COMPLIANCE BEING RAISED

STANDARD C2.1 – Metering equipment

Section	Standard	Guidance	Assessor Guidance	Notes
C.2.1	The haulier must use a milk measurement or metering system that is capable of meeting the requirements of Trading Standards. R	<p>Hauliers must have adequate procedures in place for checking that collected and unload measurements are accurate and within current tolerances (+/- 0.5%) and must include:-</p> <ul style="list-style-type: none"> • Comparisons of collected litres vs Unload litres vs weighbridge litres. • Ensuring key measuring components are inspected and serviced at least annually, or as per manufacturers' specification, and records kept. • 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. • Where in use ensuring a Magflow / Turbine replacement schedule, and evidence of replacement being in line with the schedule. 	<p>Examples of equipment are those supplied by Systemic, Gardner Denver, Meller Flow Trans and Poul Tarp all of which have approval for operation in milk collection.</p> <p>Question Manager to ascertain agreed tolerances.</p> <p>Request evidence to demonstrate collection meter sealing process/systems.</p> <ul style="list-style-type: none"> • Collection meter ID plate/sticker to be visible in rear cabinet/back box detailing the following: Vehicle ID, collection meter ID, Certification date, expiry date and seal number. • Ask the haulier what they would do if a collection meter ID plate/sticker was missing. <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"> • Checking the unload measure • Checking whether the vehicle was re-weighed prior to the milk being discharged • Checking whether producer volumes are similar to previous collections from the farms. • If the meter is suspected as the problem, what action has been undertaken to remedy it: <ul style="list-style-type: none"> ○ replacing meter or appropriate parts if required, ○ suitable monitoring to ensure that the problem has been resolved. ○ Has the depot carried out a dummy collection of milk from another ex-farm vehicle? <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>	<p>TO BE DELETED</p> <p>Highlighted box effective 1st October 2017</p>

	Standard	Guidance	Assessor Guidance
C2.3	<p>All vehicle systems used to measure and record the temperature of milk or fractions at the point of collection must be calibrated reference tested on an annual basis and records kept. Maximum acceptable tolerances are +/- 0.5 degree centigrade.</p> <p>R</p>	<ul style="list-style-type: none"> Ensure that temperature probes are inspected, serviced—and calibrated—and reference tested, using a calibrated temperature recording device, at least annually, or as per manufacturers specification, and records kept 	<ul style="list-style-type: none"> Check vehicle history files for annual—calibration certificate—and—new—certificate reference testing records. Such records should be validated either in-house or by a flowmeter calibration provider. If this reference testing is undertaken in-house, the calibration certificate of the reference temperature recording device used should be available for inspection, and be seen to have been calibrated within the previous twelve months. If reference tested by a recognised calibration provider, a certificate should be available for inspection. Such reference testing records need to be obtained if faulty probes have been replaced, or re-calibrated, during the year. Certificates should also be present for new vehicles and new flowmeters acquired directly from the manufacturer.

- Changing of the wording relating to Tanker Temperature Probes as the existing wording is unachievable.
- Addition of a requirement that **reference testing records need to be obtained if faulty probes have been replaced or re-calibrated.**

	Standard	Guidance	Assessor Guidance
C3.3	<p>The use of Quaternary Ammonium Compounds must be removed from the supply chain and suitable alternatives used.</p> <p>R</p>	<p>All chemicals that may come into contact with either the product or the internal surfaces such as cleaning agents, disinfectants and sanitisers cannot contain QAC's.</p>	<ul style="list-style-type: none"> • Review list of chemicals used onsite and during tankers wash functions • Look for evidence of use during onsite inspection. • Look for evidence to confirm that products being used are QAC free and that they are not present on site or being used. <p>Documentation for clarification of the chemicals used for the cleaning of tankers for tanker only operations, and by third party companies, is required to prove that QAC's are not being used.</p>

Assessor Guidance expanded to state that **“Documentation for clarification of the chemicals used for the cleaning of tankers for tanker only operations, and by third party companies, is required to prove that QAC's are not being used”**.

	Standard	Guidance	Assessor Guidance
C5.3	<p>Procedures must be in place to ensure that prior to use any tanker added to the fleet is inspected and is CIP'd</p> <p>R</p>	<p>Cleaning and internal inspection records must be available for audit.</p> <p>General Purpose Food Grade tankers would be exempt providing the haulier could prove to the assessor an adequate method of cleaning – e.g. record of swabbing results.</p>	<p>Complete an audit trail for the last vehicle added to the fleet.</p>

Addition of wording in the Guidance section to clarify that **“General Purpose Food Grade tankers would be exempt providing the haulier could prove to the assessor an adequate method of cleaning – e.g. record of swabbing results”**.

STANDARD D1.3 – Tanker hygiene monitoring

	Standard	Guidance	Assessor Guidance
D1.3	<p>An effective tanker hygiene monitoring system must be in place.</p> <p>R</p>	<p>An effective system must include an ATP system (Adenosine Triphosphate) and visual inspections.</p> <p>Procedures must be in place to ensure that corrective action is taken if samples exceed set levels of cleanliness.</p>	<p>Documentation check.</p> <p>Check that ATP system/tanker swabbing is being undertaken as per customer requirements. Check recent customer audits.</p>

Blue background has been removed as this item does not require questions to drivers.



SECTION D5 – Security and sealing

Section	Standard	Guidance	Assessor Guidance	Notes
D5	SECURITY AND SEALING			

The heading of this section has been changed to SECURITY **AND SEALING**



STANDARD E1.2 – Outbased reload site rules

	Standard	Guidance	Assessor Guidance
E1.2	The haulier must be able to demonstrate that each outbased reload site and lay-by meets all the requirements of the Dairy UK Best Practice Guide for determining suitability of outbased reload sites.	Access may be hard copy or electronic	Question managers/supervisors for presence of relevant best practice guide Check vehicle load security (seals/padlocks).

Amended to state that this Standard applies to outbased reload sites **and lay-bys**.

STANDARD E1.3 – Outbased reload site risk assessment

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

Amended to state that this Standard applies to outbased reload sites **and lay-bys**.



GUIDANCE RE THE USE OF LAY-BYS

The following guidance has been received from the Head of Highways & Infrastructure, Cornwall Council:

“Lay-bys form part of the public highway and, so long as any vehicle parked in them is licenced for use on the highway and is not obstructing access to the lay-by, then there is no issue with any vehicle making use of a lay-by”.

Similar guidance has been sought from Devon County Council.

The DTAS Management Committee has agreed that a comprehensive list of lay-bys used for outbased reloading should be held on a central register and used for determining the locations to be included as part of the depot’s annual audit.

Members asked to submit a list of all lay-bys used for outbased reloading.

REMINDER: STANDARD E1.4 – Use of lay-bys

	Standard	Guidance	Assessor Guidance
E1.4	<p>Procedures must be in place to ensure that lay-bys are not used for milk transhipment other than in emergencies, and where local authority written permission has been granted.</p> <p>R</p>	<ul style="list-style-type: none"> • The procedures must include, and ensure, the safety of employees and the public and the non-spillage of product. • The date, time of use and location of the lay-by. • The reason for the emergency use of the lay-by. • A driver taking a rest break in a lay-by does not constitute an emergency. 	<p>Ask site Management if lay-bys have been used and review procedures/records.</p>

STANDARD E1.5 – Risk assessment for lay-bys

	Standard	Guidance	Assessor Guidance
E1.5	Risk assessments must be in place for transshipping milk in lay-by's that have been granted written permission from local authorities.	<p>Presence of up to date risk assessment</p> <p>Should include:</p> <ul style="list-style-type: none"> • Location of rivers/watercourses. • Access • Security • Employee safety • Yard surface quality • Location of livestock • Chemicals/fertilisers • Public safety <p>If a lay-by is in use without written permission then this should be raised as a non-conformance issue during an audit. If, however, there is any valid documentation to permit the use of the lay-by, it should be submitted to the auditor for review by the DTAS Management Committee.</p>	<p>Review all relevant risk assessments and ensure there is one for each site.</p> <p>Check for the presence of local authority written permission for each lay-by being used.</p>

Clarification in the Guidance section that, **in the event that a lay-by is used for transshipping without written permission, this should be raised as a non-compliance.**

If, however, there is written documentation to permit the use of the lay-by, this should be submitted for review by the DTAS Management Committee.

APPENDIX 1: DEFINITIONS (1)

Appendix 1-Definitions

Annual: Within a period of 365 days (366 if a leap year) from the date in question.

Employee/personnel: Includes agency and temporary workers.

ATP: Adenosine Triphosphate

ABP: Animal by-products

Product quality: the safety and quality of milk and milk fractions

Milk year: year from 1st April to 31st March.

Milk: raw milk

Milk Fractions: cream, skim, skim concentrate, whey and whey concentrate (carried as bulk liquids)

Managers: includes supervisory staff

Haulier: the operator of any vehicle falling within the scope of this code.

Loads: the dispatch of a tanker laden with milk or milk fractions.

Reload point: a location where milk is transferred from one vehicle to another.

Outbased reload (including lay-bys): a location where milk is transferred from one vehicle to another at a site that is not a depot or a sub-depot. Drivers are not based at these sites.

- **Inclusion of ABP: Animal by-products**
- **Outbased reload site expanded to include lay-bys.**



APPENDIX 1: DEFINITIONS (2)

Appendix 1-Definitions (continued)

CIP: clean in place

Subcontractor: Subcontracting is where part of an operation has been assigned to a third party. Management of the operation is key.

Non-directly employed staff: traction only and agency drivers are not subcontractors but drivers must be trained as per primary contractor's procedures.

The customer: the company for whom the goods are being transported

Haulier: the operator of any vehicle used under this code

HACCP: Hazard Analysis and Critical Control Point

Complaint: any expression of dissatisfaction from a customer about the goods or the service

Depot: premises where a haulier carries out farm collection/ re-load/ haulage operations

Sub-depot: an operation which may have drivers and vehicles based at the site, managed by a main depot and which does not have its own independent management and or supervisory staff (infrastructure in line with a main depot).

Third Party CIP: CIP Operations not audited by DTAS assessors or under the direct management of the Haulier.

~~VOSA: Vehicle and Operator Services Agency~~

DVSA: Driver and Vehicle Standards Agency

VOSA has been replaced by **DVSA**



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>



ANY QUESTIONS?

APPROVAL TO IMPLEMENT?