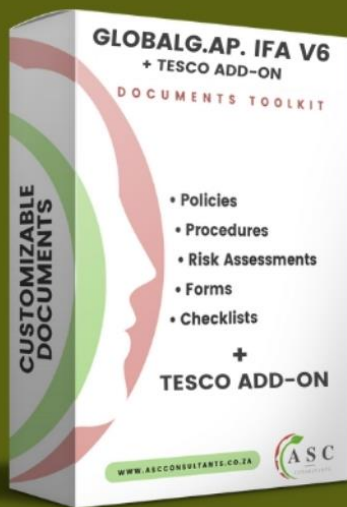


# GLOBALG.A.P. IFA VERSION 6 INCLUDING THE TESCO NURTURE MODULE ADD-ON DOCUMENT TEMPLATES TOOLKIT

**150+ documents**

**590+ pages**



*Complete Package Includes:*

POLICIES  
PROCEDURES  
FORMS  
CHECKLISTS

*VIEW THE COMPLETE LIST BELOW*



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**GLOBALG.A.P. IFA VERSION 6**  
**(INCLUDING TESCO NURTURE MODULE ADD-ON)**  
**Food Safety Management System**

DOC NO	DOCUMENT NAME	REF NO	PAGES
<b>TESCO Nurture Module Add-on</b>			
1	Approved Plant Protection List (PPL) for All Crops Registered for Supply to Tesco	NM 1	
	<i>Refer to Company Spray Records</i>	NM 2	
	<i>Refer to Company Spray Records</i>	NM 3	
2	Farm MRL Test Results (Pre and Post Harvest)	NM 4	
3	Chemical Handling, Application and Safety Procedure	NM 5	3
4	Identification and Traceability Procedure	NM 6	3
	<i>Refer to Chemical Handling, Application and Safety Procedure</i>	NM 5	
	<i>Refer to Plant Protection List</i>	NM 1	
	<i>Refer to "Derogation" on the "FoodExperts Platform"</i>	NM 9	
5	Corrective and Preventative Action Procedure	NM 10	5
	<i>Refer to Plant Protection List</i>	NM 1	
	<i>Refer to Product Specification from Packhouse or Market Agents</i>	NM 12	
6	Employee Health, Safety and Welfare Procedure	NM 13	13
7	Identification and Storage of Cleaning Equipment Procedure	NM 14	3
8	Daily Hygiene, Cleaning and Allocated Equipment Checklist	NM 15	2
9	Utilities (Efficient Use of Resources) Procedure	NM 16	6
10	Calibration Records	NM 17	
	<i>Refer to Chemical Handling, Application and Safety Procedure</i>	NM 5	
	<i>Refer to Chemical Handling, Application and Safety Procedure</i>	NM 5	
	<i>Refer to Identification and Traceability Procedure</i>	NM 6	

DOC NO	DOCUMENT NAME	REF NO	PAGES
	<i>Refer to Identification and Traceability Procedure</i>	NM 6	
	<i>Refer to Packhouse Invoices and Inventory</i>	NM 25	
11	Customer Notification Recall Form	NM 26	2
	<i>Refer to Customer Notification Recall Form</i>	NM 27	
	<i>Refer to communication records with Tesco (e.g. emails)</i>	NM 28	
12	Packhouse Pest Inspection Record	NM 29	1
	<i>Refer to Packhouse Pest Inspection Record</i>	NM 30	
<b>FV 01- Internal Documentation</b>			
GG001	Documentation Procedure	FV-GFS PRO 1.1.1	6
GG002	Master Document Control Registry	FV-GFS DOC 1.1.1	Excel
GG003	Site Inspection Risk Assessment	FV-GFS RA 1.1.2	2
GG004	Farm Management Plan	FV-GFS PLA 1.2.4	5
GG005	Annual Inspection Checklist	FV-GFS CHK1.2.3	2
GG006	Farm Policy Statement	FV-GFS POL 1.2.5	3
GG007	Internal Audit / Self-Assessment	FV-GFS IA 1.2.6	37
GG008	Corrective Actions Report	FV-GFS RC 1.2.7	1
GG009	Management Review	FV-GFS RC 1.2.2	5
GG010	Corrective Action Form	FV-GFS RC 1.4.2	1
GG011	Document Change Request Form	FV-GFS DOC 1.2	1
<b>FV 02 - Continual Improvement Plan</b>			
GG012	Continual Improvement Plan	FV-GFS PLA 2.1	6
GG013	Continual Improvement Plan and Soil Management	FV-GFS DOC 2.4	5
<b>FV 03 - Resource Management and Training</b>			
GG014	Appointment Letter	FV-GFS APP 3.1	2
GG015	Training Procedure	FV-GFS PRO 3.2	4
GG016	Training Attendance Register	FV-GFS TAR 3.3	2

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GG017	Organogram	FV-GFS DOC 3.4	1
GG018	Training Matrix Internal	FV-GFS DOC 3.5	1
GG019	Training Matrix External	FV-GFS DOC 3.5.1	1
GG020	Skills Required for Each Job Description	FV-GFS DOC 3.6	1
GG021	Induction Training	FV-GFS DOC 3.7	4
GG022	Hazardous Chemical Substance Risk Assessment	FV-GFS RA 3.3	6
<b>FV 04 - Outsourced Activities (Subcontractors)</b>			
GG022	Outsourced Processes and Services Procedure	FV-GFS PRO 4.1	5
<b>FV 05 - Supplier Approval &amp; Performance Evaluation</b>			
GG023	Supplier Approval and Performance Evaluation Procedure	FV-GFS PRO 5.1	3
GG024	Approved Suppliers List	FV-GFS DOC 5.2	1
GG025	Supplier Checklist	FV-GFS DOC 5.3	1
GG026	Supplier Self Audit Questionnaire	FV-GFS QC 5.4	6
GG027	Fruit Supplier Questionnaire	FV-GFS QC 5.5	2
<b>FV 06 - Traceability</b>			
GG028	Identification and Traceability Procedure	FV-GFS PRO 6.1	3
GG029	Traceability Test	FV-GFS DOC 6.2	3
GG030	Product Release Procedure	FV-GFS PRO 6.1.1	2
<b>FV 07 - Parallel Ownership, Traceability and Segregation</b>			
GG028	<i>Refer to Identification and Traceability Procedure</i>	FV-GFS PRO 6.1	3
<b>FV 08 - Mass Balance</b>			
GG031	Mass Balance Verification Form	FV-GFS DOC 8.2	1
GG032	Bins In	FV-GFS DOC 8.3	1
GG033	Bins Out	FV-GFS DOC 8.1	1

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<b>FV 09 - Recall and Withdrawal</b>			
GG034	Incidents, Product Recall and Withdrawal Procedure	FV-GFS PRO 9	8
GG035	Product Withdrawal and Recall Form	FV-GFS RC 9.1.2	1
GG036	Emergency Contact Numbers	FV-GFS DOC 9.1.3	1
<b>FV 10 - Complaints</b>			
GG036	Customer Complaints Procedure	FV-GFS PRO 10.1	3
GG037	Customer Complaints Form	FV-GFS DOC 10.1.1	2
GG038	Whistle-blower Policy	FV-GFS POL 10.1.2	4
GG039	Complaint Register (Check 1 <sup>st</sup> Form)	FV-GFS RC 10.1.3	1
GG040	Whistle Blower Box Form	Excel	
GG041	Customer Notification Recall Form	FV-GFS RC 10.2	2
<b>FV 11- Non-Conforming Products</b>			
GG042	Control of Non-Conforming Products Procedure	FV-GFS PRO 11.1	4
GG043	Corrective Action Form (CAR)	FV-GFS RC 11.2	2
GG044	Corrective Action Register	FV-GFS RC 11.3	1
GG045	Corrective Action Trend Analysis	FV-GFS RC 11.4	2
<b>FV 12 - Laboratory Testing</b>			
GG046	Laboratory Testing Frequency	FV-GFS RC 12.1	1
<b>FV 13 - Equipment and Devices</b>			
GG047	Maintenance and Engineering Procedure	FV-GFS PRO 13.1	3
GG048	Scale Verification Checklist	FV-GFS CHK 13.1.1	1
GG049	Spraying Equipment Calibration Record	FV-GFS RC 13.1.2	1
GG050	Calibration Schedule	FV-GFS RC 13.1.3	1
GG051	Preventative Maintenance Plan	FV-GFS PLA 13.2	2
GG052	Master List of Equipment	FV-GFS DOC 13.3	Excel
GG053	Equipment Analysis Risk Assessment	FV-GFS RA 13.4	69

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GG054	Risk Assessment Rating	FV-GFS RC 13.4.1	1
GG055	Annual Foremen Inspection list	FV-GFS RC 13.4.2	1
GG056	Equipment Register	FV-GFS RC 13.4.3	1
GG057	Weekly Forklift Checklist	FV-GFS RC 14	1
GG058	Step Ladder Checklist	FV-GFS CHK 13.5	1
GG059	Weekly Vehicle Inspection Checklist	FV-GFS CHK 13.6	1
<b>FV 14 - Food Safety Policy Declaration</b>			
GG060	Food Safety Policy Declaration	Excel	
<b>FV 15 - Food Defense</b>			
GG061	Food Defence Procedure	FV-GFS PRO 15.1	5
GG062	Food Defense Risk Assessment	FV-GFS RA 15.2	14
GG063	Food Defense Checklist	FV-GFS RC 15.3	3
GG064	Food Safety Meeting Agenda	FV-GFS RC 15.4	3
<b>FV 16 - Food Fraud</b>			
GG065	Food Fraud Prevention Procedure	FV-GFS PRO 16.1	5
GG066	Food Fraud Vulnerability Risk Assessment	FV-GFS RA 16.2	5
GG067	Risk Assessment Matrix	FV-GFS DOC 16.3	1
<b>FV 17 - Logo Use</b>			
GG006	<i>Refer to Farm Policy Statement</i>	FV-GFS POL 1.2.5	3
<b>FV 18 - GlobalG.A.P. Status</b>			
GG006	<i>Refer to Farm Policy Statement</i>	FV-GFS POL 1.2.5	3
<b>FV 19 - Hygiene</b>			
GG068	Hygiene And Personnel Health Procedure	FV-GFS PRO 19.1.1	4
GG069	Food Hygiene Risk Assessment	FV-GFS RA 19.1.2	6
GG070	Code of Conduct and Hygiene Rules Policy	FV-GFS POL 19.2	5
GG071	Cleaning and Sanitation Procedure	FV-GFS PRO 19.4	3

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GG072	Toilet Cleaning Record	FV-GFS RC 19.5	1
GG073	Orchard Sanitation Record	FV-GFS RC 19.5.1	1
GG074	Master Cleaning Schedule	Excel	
GG075	Daily Hygiene Inspections	Excel	
GG076	Washing of PPE for Sprayers Form	FV-GFS RC 19.7	1
GG077	Washing of Picking Bags, Scissors and Bins	FV-GFS RC 19.6	1
<b>FV 20 - Workers Health, Safety and Welfare</b>			
GG078	Health and Safety Risk Assessment	FV-GFS RA 20.1.1	10
GG079	Employee Health, Safety and Welfare Procedure	FV-GFS PRO 20.1.2	11
GG080	OHS Representative Appointment Letter	FV-GFS APP 20.1.4	1
GG081	HSE Baseline Risk Assessment (Field Work)	FV-GFS RA 20.1.3	35
GG082	HSE Risk Assessment Rating	FV-GFS RC 20.1.5	1
GG083	Emergency Telephone Numbers	FV-GFS DOC 20.2.1.1	1
GG084	Emergency Chemicals Spillage Poster	FV-GFS DOC 20.2.1.2	1
GG085	Emergency Procedure Fire Poster	FV-GFS DOC 20.2.1.3	1
GG086	General Emergency Procedure	FV-GFS DOC 20.2.1.4	1
GG087	Fire Fighter Appointment Letter	FV-GFS APP 20.2.4.1	1
GG088	First Aider Appointment Letter	FV-GFS APP 20.2.4	1
GG089	First Aid Kit Contents	Excel	
GG090	PPE Procedure	FV-GFS PRO 20.3.1	3
GG091	PPE Issuing Register	FV-GFS RC 20.3.3	3
GG093	Health and Safety Meeting Minutes	FV-GFS DOC 20.4.1	4
GG094	Illness and Treatment Reporting Register	FV-GFS RC 20.2.3	1
GG095	Illness Reporting Register	FV-GFS RC 20.2.3	1
GG096	Near Miss Reporting Form	FV-GFS DOC 20.4.2	4

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<b>FV 21 - Site Management</b>			
GG097	Orchard Risk Assessment	FV-GFS RA 21.1.1	2
GG098	Crop Growing Hazard Analysis	FV-GFS RA 21.1.2	6
GG099	Farm Management Plan	FV-GFS PLA 21.2	5
GG100	Allergen Management Procedure	FV-GFS PRO	8
<b>FV 22 - Biodiversity and Habitats</b>			
GG101	Wildlife and Environmental Statement	FV-GFS PLA 22.1.1	5
GG102	Biodiversity Management Plan	FV-GFS PLA 22.1.2	11
GG103	Wildlife and Landscape Conservation Enhancement Plan	FV-GFS PLA 22.1.3	3
GG104	Environmental Officer Appointment Letter	FV-GFS APP 22.1	1
<b>FV 23 - Energy Efficiency</b>			
	<i>Refer to your company invoices</i>	FV-GFS RC 23.01	
GG105	Energy Efficiency Plan	FV-GFS PLA 23.02	3
<b>FV 24 - Greenhouse Gases and Climate Change</b>			
GG102	<i>Refer to Biodiversity Management Plan</i>	FV-GFS 22.1.2	11
<b>FV 25 - Waste Management</b>			
GG106	Waste Management Procedure	FV-GFS PRO 25.1	4
GG107	Waste and Pollution Identification Action Plan	FV-GFS PLA 25.2	2
<b>FV 26 - Plant Propagation Material</b>			
	<i>Refer to Your Company Spray Records</i>	FV-GFS RC 26.04	1
GG108	Fruit Evaluation – Seed Count	FV-GFS DOC 26.1	1
<b>FV 27 - Genetically Modified Organisms (GMO)</b>			
GG109	Non-GMO Foods Policy	FV-GFS POL 27.1	1
<b>V 28 - Soil and Substrate Management</b>			
GG110	Soil Moisture Test Form	FV-GFS RC 28.1.2	1
GG111	Soil Safety Procedure	FV-GFS PRO 28.1.1	4
GG112	Soil Moisture Measurement Record	FV-GFS RC 28.1.3	1

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<b>FV 29 - Fertilizers and Bio stimulants</b>			
GG113	Fertilizer Procedure	FV-GFS PRO 29.1	2
GG114	Fertilizer Inventory Register	FV-GFS RC 29.2	1
GG115	Fertilizer Application Form	FV-GFS RC 29.3	1
<b>FV 30 - Water Management</b>			
GG116	Utilities Procedure (Efficient Use of Resources)	FV-GFS PRO 30.1.3	7
GG117	Irrigation Water Risk Assessment	FV-GFS RA 30.1.2	3
GG118	Water Safety Risk Assessment	FV-GFS RA 30.1.1	3
GG119	Water and Irrigation Policy	FV-GFS POL 30.1.4	3
GG120	Water Management Plan	FV-GFS PLA 30.1.5	13
GG121	Irrigation Monitoring Form	FV-GFS RC 30.1	1
<b>FV 31 - Integrated Pest Management</b>			
GG122	Integrated Pest Management	FV-GFS PRO 31.1	3
GG123	Daily Crop Monitoring Form	FV-GFS RC 31.1.3	1
GG124	FCM & Fruit Fly Register	FV-GFS 31.5.2	1
GG125	Pest Control Procedure	FV-GFS PRO 31.4	4
<b>FV 32 - Plant Protection Product</b>			
GG126	Plant Protection Product Procedure	FV-GFS PRO 32.1	8
GG127	Empty Chemical Container Register	FV-GFS RC 32.4.1	1
GG128	Disposal of Empty Chemical Containers Form	FV-GFS RC 32.4.2	1
GG129	MRL Monitoring Form	FV-GFS RC 32.7.1	1
GG130	MRL Exceeding Procedure	FV-GFS PRO 32.7.1	4
GG131	Controlling MRL's Procedure	FV-GFS PRO 32.7.1	3
GG132	MRL Risk Assessment	FV-GFS RA 32.7.2	4
GG133	Hazardous Chemical Substances Risk Assessment	FV-GFS RA 32.10.1	6
GG134	Hazardous Material Risk Assessment	FV-GFS RA 32.10.2	3
GG135	Foreign Object Material Procedure	FV-GFS PRO 32.02.2	6
GG136	PPP Application Form	FV-GFS RC 32.02.6	1

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<b>FV 33 - Post Harvest Handling</b>			
GG137	Storage Facilities Procedure	FV-GFS PRO 33.4.15	3
GG138	Distribution and Transport of the Final Product Procedure	FV-GFS PRO 33.4.16	3
GG139	Glass Breakage Register	FV-GFS DOC 33.2.1	1

## OTHER USEFUL INFORMATION

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