User Guide
to the
food safety
certificate
for the potato
processing industry
[VVA Certificate]

2014-2015 cultivation and storage season

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1. General remarks

1.1 Terms used

The following terms are applied in this User Guide:

User Guide: this User Guide explains what the "Food safety certificate for the potato processing industry" (the VVA Certificate) is, how to qualify for it, how it is tested, by whom, and in what way. It also outlines how reports are submitted to specific links in the chain, for example to assist traceability. The User Guide is intended for IAs and buyers.

Grower Handbook: based on the "Food safety certificate for the potato processing industry" Handbook and written for potato growers, inspection authorities and buyers. It describes what the Food safety certificate for the potato processing industry (the VVA Certificate) is, how to qualify for it, how it is tested, by whom and in what way.

Food safety certificate for the potato processing industry: also referred to as the VVA Certificate. This is a certificate awarded to a potato grower if his firm complies with the measures listed under the evaluation criteria. These measures, which are based on the risk analysis of a potato cultivation firm with storage facilities, can minimise or, better still, eliminate the food safety risks that can arise during potato cultivation, harvesting, transport and storage. An accredited independent IAs will audit the potato cultivation firm and the potato grower in respect of these measures, conduct an administrative audit on the potato harvest registration forms and take specific or random samples to be tested for the presence or absence of crop protection agent residues. Once all the conditions have been met, the potato grower will be awarded a VVA Certificate.

Potato grower: the primary producer of the potato.

Potato cultivation firm: the company where the potatoes are grown. This is usually an arable farm. The term also covers the potato cultivation activities carried out by third parties (such as agricultural contractors) for the potato grower – in the form of harvesting, transport and storage - and for which the potato grower is responsible.

Parcel: a) a piece of arable land with one and the same history, intended for the cultivation of potatoes of the same variety and subject to the same crop treatment
b) a more detailed specification of a) including a more specific description, e.g. in the form of a parcel code, compiled in consultation with the buyer.

Buyer: a firm that purchases the potatoes from the potato grower before a) using them itself as an input for the production of potato products, or b) selling them on to VAVI members. This buyer is a member of the Dutch Potato Processing Association (VAVI).

IA: an independent authority recognised by VAVI with proven expertise in inspecting and auditing potato growers and potato cultivation firms. The authority employs experts who specialise in the independent inspection or auditing of guidelines / checklists pertaining to arable firms, on the basis of which VVA Certificates are awarded. The latest version of the accredited inspection authorities can be found at www.vavi.nl.

Evaluation criteria: The risks identified in the generic HACCP analysis and their accompanying control measures, which are assessed using a checklist applied to the potato cultivation firm, and based on the demonstrability and implementation of the measures concerned.

GMC: a genetically modified crop which in this context is specifically taken to mean the GMC Solanaceae or potato family.

GMP regulations: these regulations, implemented by the Product Board Animal Feed, enable companies demonstrably to guarantee that animal feed complies with the statutory regulations and the discretionary requirements agreed upon with chain parties.

1.2. Introduction

The 'Food safety certificate for the potato processing industry' (VVA Certificate) is a programme that has been developed by the Dutch Potato Processing Association (VAVI) and is presented in this "User Guide to the VVA Certificate".
To qualify for the VVA Certificate, a grower must begin by applying to a VAVI-accredited inspection authority (see chapter 2). The basic premise on which the VVA Certificate is based is that the cultivation of potatoes by the potato grower as an input for the processing industry takes place under conditions guaranteeing an optimum quality of food safety.
The VWA-Certificate lead to a sound and hygiene product intended for human consumption obtained by "Good Agricultural Practices".
And, moreover, that these are traceable in the chain from potato grower to buyer.
As well as supplying the potato processing industry, potato growers can also supply potatoes and potato by-products to buyers with a GMP animal feed certificate.
The package of requirements is based on a generic HACCP analysis of potato cultivation, harvesting, transport and storage in which each step of the potato cultivation, harvesting, transport and storage process is revealed. The inventory arising from this analysis means that at all stages of the potato cultivation, harvesting, transport and storage process, a study has been carried out to see where possible risks could lie with regard to food safety. The risks regarded as the most significant are highlighted and an indication is given as to what measures should be taken to reduce these potential risks to an acceptable level, or better still, to eliminate them altogether (see chapter 3).
The independent audit (see Annex A) is carried out by the VAVI accredited IAs (see www.vavi.nl) and is designed to check that during the potato cultivation, harvesting, transport and storage process, the necessary (preventive) control measures have been adequately applied, and that accurate records of crop protection agents, fertilisers and sprout inhibitors have been kept.
In order to support these control measures, specific or random samples of the potato crop itself or tubers can be taken to be analysed for the possible presence of residues of crop protection agents (see chapter 5).
The VVA Certificate is the proof that all the requirements set out in this User Guide to the VVA Certificate have been adequately met (see chapter 6).

The VVA Certificate is also included as a module in the VVAK Certificate (VVAK: crop farming food and feed safety).

Sustainability:
You as a grower now also can participate in the voluntary sustainability module VVAK in the context of the VVA certificate.
The Agriculture certification of the productship agriculture has developed the VVAK module "*Duurzaam Akkerbouw Bedrijf(DAB)*" .
It is proposed to Min EZ and with this plan agriculture durably complies with 'sustainable cultivation'. Agricultural enterprises can obtain the sustainability certificate if an independent certifying authority establishes that the enterprise meets all the criteria. Each agricultural enterprise in the Netherlands can participate. The sustainability plan enables agriculture and processing and sales channels to concretise and demonstrate 'sustainability'.
The instruction includes requirements re. biomass for energy purposes (directive for Renewable Energy RED) as well as for employment, flora and fauna, soil management, (local) economy, energy,

crop protection agents, water etc. the Min EZ has announced in 2012 that certification is a possible testing method for the green requirements of the (future) Common Agricultural policy. .
The sustainability requirements are included on a case-by-case basis in the self-assessment lists manual “Sustainable Agricultural enterprise”. You can find these in the last 12 pages of the Manual VVAK via the link www.Productschapakkerbouw.nl/teelt
In the growers manual VVAK a separate table is included on pag. 12, 23 and 14 which indicates which sustainability requirements a grower must meet.

2. Registration and deregistration procedure

A potato grower can register with one of the certified inspection authorities (see www.vavi.nl). By registering, the grower also gives permission to the designated inspection authority to send the details concerning the potatoes he grows to a buyer who has been specifically nominated or authorised by the grower. The buyer needs to receive these details well before the potatoes are supplied so that he can take delivery of and process these inputs in a responsible way. The data that must be sent on to the authorised buyer is shown in annex B.

Once a grower has registered for a VVA certificate, he will be asked each year by the IA whether he wants to extend his contract. The contract will be automatically renewed unless the grower specifies to the contrary. The grower is entitled to terminate his contract with the inspection authority before the start of the next growing season.

“Registered” status applies to growers who are registering for the first time and to growers who have previously been turned down by the inspection authority.

If the grower uses more than one company name, he must notify all these names when he registers in order for the certificate to be valid for all the potatoes grown by him, regardless of the name they are supplied under.

The IA selected by the grower will then contact him by telephone and/or in writing to arrange an appointment to carry out the physical audit of the cultivation firm.

Upon registering, the grower undertakes to cooperate with the audits carried out by the inspection authority. This means that he must set aside sufficient time for the audits.

It is possible to deregister at any time of the year and the certificate would then remain valid for the remainder of the growing season, unless the certificate’s validity expires prior to that.
An inspection firstly has to be conducted by the next Controlling Authority before a new certificate can be issued

3. Evaluation criteria

3.1 Introduction

The cultivation of potatoes in accordance with the evaluation criteria required for the VVA Certificate is divided into four important process stages, viz.:

- the cultivation phase (1);
- harvesting/warehousing (2);
- storage (3);
- ex-warehousing/supply (4).

At each individual stage of the process, an inventory is drawn up to identify which aspects (could) pose a risk to food safety. The inspection authority then indicates for each stage of the process what preventive measures should be taken from cultivation up to and including delivery to minimise and reduce to an acceptable level the chances of an accident or mishap that could pose a risk to food safety. The preventive measure to be applied by the potato grower is formulated in such a way that it also functions as a checkable norm for an independent inspection authority and as a self-assessment checklist for the potato grower (see annex C). This checklist must be completed by the potato grower before the first physical audit of the grower's premises is carried out.
An example is also given of how to report any accidents or mishaps (see annex D). The grower is not obliged to use the form illustrated; he can also register by alternative means.

3.2 GMC measures

The production of GMC potatoes for consumption is prohibited by law. In Western Europe, licences are only granted for field trials involving the limited cultivation of genetically modified crops on trial fields. In the evaluation criteria listed below, the following control measures have been adopted, based on a risk analysis carried out during the cultivation and storage phase, to prevent the risk of contamination via cross-contamination, crop storage or the mixing of crops:

- VVA-accredited potato crops may not be grown in fields at a distance of less than 10 metres from GMC trial fields;
- VVA-accredited potato crops may not be grown on parcels where GMC crops of the Solanum family (potatoes or tomatoes) have been grown in the last 4 years;
- GMC potato varieties may not be cultivated;
- During the year of production, machinery and storage equipment (boxes, storage bunkers, etc.) which have been used for the cultivation, storage, ex-warehousing, transport and processing of crops grown on GMC potato trial fields may not be used for VVA-accredited potato crops;
- Mandatory notification after having established the GMOs of the discovery of an incidence of GMC, including an indication of what corrective measure(s) have been taken.

3.3. Checklist of evaluation criteria

3.3.1. General

General remark: evaluation criteria that are not operational during the inspection will be regarded as having been satisfied if the grower describes the way they are implemented and this account accords with the guideline.

Key point to consider	Risk	Measure to be taken by grower (requirement)
- Self-assessment	- Party does not comply with VVA requirements	**1. Complete the self-assessment checklist annually prior to company audit (date and signature).**
- Use of machinery	- Contamination by foreign bodies (wood, glass, oil, grease, rubber, crop protection agents, GMCs, etc.)	2. Use properly maintained and clean machinery during cultivation, harvesting, transport, storage and delivery. This machinery should not show any leaks and/or loose (glass) elements. If there is direct contact between machinery oil and the product, then use food grade oil. 3. The use of machinery which, in the growing season, has been in contact with GMC potatoes during harvesting, transport, storage and delivery is not permitted.
- Traceability	- Mixing or switching crops	4. Clear registration of the identity of the parcel (register the location of the parcel). Clearly indicate which parcels qualify for a 'VVA Certificate'. 5. Register the identity of parcels / batches during storage (label, floor plan of the storage space, code). 6. All the registrations of cultivation and storage, audit reports and certificates for the audit of the VVA Certificate must be kept for at least 3 years. 7. Do not add (parts of) batches that do not meet 'VVA Certificate' criteria; keep these separate. 8. Grower is responsible for, and must oversee, the loading of the correct parcel / batch. 9. If a parcel / batch is switched, remove all the tubers from the warehousing / ex-warehousing equipment (conveyor belts, etc.). 10. Registration of batches supplied (date, buyer). 11. Keeping purchase records and/or invoices for seed potatoes, crop protection agents, fertilisers and biocides.

Key point to consider	Risk	Measure to be taken by grower (requirement)
- Accidents, mishaps or recall*)	- Foreign bodies (incl. quarantined crops, GMC and green tubers)	12. Mandatory registration; send registration and notify the buyer in the event of fire, accidents or detection of (the possible presence of) glass, oil, crop protection agents, quarantined crops, other harmful foreign bodies and/or GMC, including registration of what corrective measure(s) have been taken. Immediate supply of information about the batch to the buyer following a request to that effect. Moreover, in the event of detecting harmful or unfit products, the accident/mishap should be reported to the VWA. Please see the VWA reporting indicator at www.vwa.nl. Growers are responsible for this. On the basis of your administration, you should be able (after verbal contact) to give information within 4 hours on the origin of a batch, or part of a batch, supplied and on any other parts of the original batch (to whom supplied, date, quantity). If a batch is sold as animal feed, the accident/mishap must also be reported to the Product Board Animal Feed (PDV). Foreign growers should report any accidents/mishaps to the local competent authorities.
- Contract work	- Contamination by foreign bodies (oil, fat, chemicals, etc.)	13. If work is outsourced to contractors or subcontractors (grower must have a copy of this), they must - hold a certificate (VKL/VBL), or - be in possession of a food safety certificate for potatoes (VVA) or EUREPGAP, or - have been audited by an inspection authority as part of the VVA audit.

3.3.2 Cultivation

- Parcel	- Contaminated parcel (sewage sludge, glass, plastic, oil, heavy metals, mixing, crop protection agents, GMCs, quarantined crops etc.)	14. Cultivation is only permitted on parcels that have not been contaminated by unauthorised substances in the past 3 years. (e.g. polluted silt, glass oil, dioxins, heavy metals) or from when the cultivated earth has been chemically polluted by past cultivation or activities (e.g. fruit tree cultivation, dumping, industrial site).Mandatory removal of contamination (glass shards, plastic, etc., especially along public roads). If in doubt: analyse the soil. 15. Thorn apple (*Datura stramontium*) must be removed from the parcel by hand. 16. No cultivation permitted within a range of at least 10 metres from GMC potato trial fields. 17. No cultivation permitted on parcels where GMC potatoes have been grown in the last 4 years.
- Inputs	- Introduction of quarantined crops, GMCs	18. Only use officially approved propagating material. An official inspection certificate has to be available for each batch and an invoice or delivery note showing the scope and identity. This does not apply if the buyer

		ensures there is approved base material. When own propagation is carried out, a proof of approval has to be available in accordance with national legislation. 19. Cultivation of GMC varieties is not permitted.
- Fertilisation	- Overdose due to excessive nitrate content, crop protection agents, PCBs, heavy metals, etc.	20. Follow fertilisation recommendations to avoid pollution (preferably using analysis figures). 21. Use only soil improvers with a (product) certificate or analysis report which shows that the product complies with the Fertilisers Act and is almost totally free of contamination by glass. Green/ and biodegradable waste / compost has to be certified in accordance with "Keurcompost" *(Certified Compost),* unless the above analytical covers up to 1.000 tonnes of fresh compost and compliance with the glass standard, the quality mark pertaining to the sector Acceptable glass content: no more than 0.2% (m/m), on dry material, with a minimum particle size of 2 mm and a maximum particle size of 20 mm. 22. Do not use sewage sludge for organic fertiliser. 23. Store fertilisers in accordance with national and local legislation. 24. Store fertilisers away from crop protection agents. 25. Use only legally-approved fertilisers. 26. Use correctly-adjusted, clean and properly-functioning spreader. Calibration (audit of function, settings and distribution) must be carried out annually, with the date of the audit recorded on the self-assessment checklist (annex C) (calibration can be performed by the grower himself or by an external contractor). 27. Keep up-to-date records of fertilisers used (1 x per week).
- Crop protection (incl. seed potato treatment)	- Overdose: evidence of poisoning and presence of (unauthorised) chemical residues	28. The technical supervisor (grower and/or cultivation supervisors) for crop protection and fertilisation must be able to demonstrate his competence (e.g. by a sprayer licence) and to substantiate the use of crop protection agents (e.g. by a sprayer licence). A sprayer licence (for the Netherlands) is mandatory. Where it is not mandatory, the technical supervisor must show evidence of the necessary experience. 29. Store crop protection agents in accordance with national and local legislation. 30. Use a correctly-adjusted, clean, properly-functioning and approved sprayer. Follow the statutory inspection intervals (test certificate present). In countries without mandatory inspection, annual calibration must be carried out (date recorded on self-assessment checklist, annex C). 31. Maximum dosage and the number of applications in line with user instructions

		must not be exceeded. 32. Only use statutorily approved agents. When using crop protectors that still are in the testing phase, the approval of the customer is required for their use. 33. Comply with safety periods. 34. Keep up-to-date records of crop protection agents used (including notifying harvesting date in connection with waiting times; plus reason for application, name of applier and type of treatment; 1 x per week).
- Hunting	- Shot or shotgun pellets in product	35. Hunting prohibited if there is a risk of shot entering product.
- Water consumption	- Contamination of product by polluted water (bacteriological/chemical)	36. Only use good quality rainwater / sprayer water. If in doubt, consult analysis report.

* Annex D can be used to report accidents or mishaps.

3.3.3. Harvesting and/or warehousing in own storage facilities

Key point to consider	Risk	Measure to be taken by grower (requirement)
- Harvesting / warehousing machinery and transport from parcel	–Contamination by foreign bodies (wood, glass, oil, crop protection agents, GMCs, etc.)	37. Mandatory sailcloth over trailer and warehousing equipment if rain is expected. 38. No foreign bodies in means of transport (use clean trailers, boxes, etc.). 39. No broken transport/storage facilities (boxes, etc.)

3.3.4. Storage and warehousing in own storage facilities

Key point to consider	Risk	Measure to be taken by grower (requirement)
- Storage facilities	- Contamination by foreign bodies (wood, glass, oil, crop protection agents, iron splinters, faeces, GMCs, etc.)	40. Storage only in clean storage facilities (year-round clean storage facilities free of contamination). 41. Storage facilities must be in a good state of repair (no broken planks, insulation material, etc.). 42. Storage facilities must be clearly separated from machinery storage/workplace, unless soiling of walls and floor is prevented (e.g. covering with plastic or tarpaulin; for adjuvant intact packaging is also sufficient). 43. Pets and other animals may not come into contact with/settle on the product in the storage facilities. 44. Prevent the faeces of pets and other animals and birds from coming into contact with product, e.g. by applying mesh or netting to intake and outlet flaps. 45. No storage in storage facilities/boxes where GMC potatoes have been stored during the same growing season. 46. Never store crop protection agents or fertilisers in the storage facilities. 47. Waste (e.g. packaging materials, remains) and hazardous substances should be stored in such a way as to prevent contamination of the product.
- Vermin	- Transfer of pathogens via faeces	48. Preventing pests and (pet) animals and birds (excrements and nests) on product in storage space by sheltering adequately, e.g. close off access, no birds above parties, no pet animals in products, by installing nets in front of entry - and exit hatches etc. Place humane trap boxes for pests (in safe places) if necessary. When using pesticides take the possible built up resistance to these products in the area into account. Prevent contact of the product with pesticides.
- Sprout inhibitors	- Excess residues of chemical substances	49. Administer in accordance with statutory dosage regulations, instructions and other guidelines on the sprout inhibitor agent label. In relation to the use of shoot inhibitors, the technical person responsible (grower and/or cultivation supervisors) has to be able to demonstrate his competence (by means of, for example, a spraying licence) and substantiate the use of shoot inhibitors (by means of, for example, a spraying licence). A spraying licence (in the Netherlands) is compulsory, if not compulsory, the technically responsible person has to demonstrate his experience 50. Keep up-to-date records of sprout inhibitors used.

- Climate control	- Mycotoxins due to mould growth; legionella	51. Try to maintain optimum climate control (maintain correct water temperature in air humidifiers).
- Heating equipment	- Fuel vapours or oil residues in product	52. Only use correctly-adjusted, properly-installed and well-maintained heating equipment (do not place on or over product). 53. Only use fuels that are suitable for drying/heating products.
- Lamps above product	- Glass (splinters/shards) in product	54. Ensure presence of a protective plate, shatterproof lamps or a protective sheath where potatoes are being processed or stored.
- Thermometer in product	- Mercury and glass in product	55. Use of mercury and/or glass thermometer in or above the potatoes is prohibited.
- Direct daylight	- Green tubers	56. No direct daylight in storage facilities above product.
- Cooling equipment	- Coolant in product due to leak	57. Well-maintained cooling equipment, only with cover plate over product (STEK test certificate).

3.3.5. Ex-warehousing and/or delivery

Key point to consider	Risk	Measure to be taken by grower (requirement)
- Foreign bodies	- Contamination by foreign bodies (stones, glass, crop protection agents, waste, etc.) and green tubers	58. Deploy sufficient capacity to weed out foreign substances / green tubers during delivery.
- Safety period	- Overdose of chemical crop protection agents	59. Strictly comply with safety periods (waiting times) when using crop protection agents.

- Transport	- Contamination by foreign bodies (wood, glass, oil, fertiliser, stones)	60. In the event of transport under own management: clean vehicle after transporting the following: A. animal feed inputs: sweep out; B. soil/stones: clean with water (high pressure); C. artificial fertiliser: clean with water; D. packaged products: sweep out; E. dry stackable poultry and horse manure: clean and disinfect; F. wet fertiliser: clean, disinfect and release after external checks carried out by an ISO 17020-certified inspection authority. 61. In the event of transport by third parties at grower's request: Transporter must hold a GMP B4.1 transport certificate and must be able to show that he meets the necessary requirements (copy of certificate).

4. Audit system

4.1 Introduction

The independent audit is designed to establish whether a potato cultivation firm has adequately upheld the agreements made governing the cultivation, harvesting, transport, warehousing and storage of potatoes destined for the potato processing industry, such that accidents or mishaps relating to food safety are prevented.
The VVA Certificate is the demonstrable proof that the control measures stipulated in these evaluation criteria have been sufficiently met.
Broadly speaking, the audit system involves the following:

4.2 Audit during the potato cultivation phase and storage season

In order to be able to supply VVA-accredited potatoes, the potato grower's firm will be physically inspected (1.1 times per year on average), and an administrative audit will be carried out at the same time.
The physical inspection can take place at any time during the year, provided there are potatoes present (either in the field or in storage). For growers who are registering for the first time or who have previously failed to reach the required standard, the physical inspection will take place before the supply of the first batch. This physical company visit can take place as from 6 months prior to the expiry of the certificate until (which would be conditional) 3 months afterwards.

The audit procedure is as follows:
Growers who are registering for the first time or who have previously failed to reach the required standard are afforded the status "registered". Following the first physical inspection of their premises (before the supply of the first batch), during which an administrative audit is also carried out, this status may be further upgraded for each company (provided all the evaluation criteria have been met) to "definitive approval". The status of definitive approval will remain until the next physical (or administrative) audit. Unsuccessful growers will revert to the status "registered". If the entire company cannot be certified, certificates at parcel or variety level may still be issued. This is subsequently reported to the buyer.

In principle, all the (currently relevant) food safety requirements imposed on the grower or by the aforesaid evaluation criteria will be audited. Evaluation criteria which are not operational during the inspection will be regarded as having been satisfied if the grower describes how they are implemented and this description accords with the guideline.

The audit methods to be used are as follows:

- Physical audit of the premises:
  - Show updated cultivation registration of crop protection agents and fertilisers, up to the date of the audit and with due regard for the safety (i.e. waiting) periods
  - Audit of sprayer licence, where applicable
  - Audit of sprayer certification, where applicable
  - Audit of fertiliser sprayer certification, where applicable
  - Map of location of parcel; floor plan of storage area
  - The evaluation criteria used will be audited at the grower's premises and on one or more of the parcels.
  - Where applicable, an audit will also be carried out on the machinery being used by third parties (e.g. contractors) who are doing work for the potato grower in cultivation, harvesting and transport at the grower's premises.

- Sampling: this is carried out to test for the presence of residues of authorised or unauthorised and registered crop protection agents used in the cultivation of potatoes (for consumption). (see also chapter 5).

4.3 Specific checks during the potato cultivation phase and storage season

All potato growers are subjected to at least one physical company audit.
After the first physical company audit, the grower may be given the opportunity to (fully) implement a measure that he has not previously (fully) implemented.
This is then regarded as a non- (fully) implemented measure that does not pose a risk to food safety in the long term and is therefore referred to as a non-critical deficiency.
During the cultivation phase and the storage season, **10% of the participating potato growers can expect a second** physical company audit (surprise effect). These are usually specific unannounced audits (re-evaluations) targeted mainly at potato growers for whom a non-critical deficiency was detected during a first physical company audit. This is therefore an extra audit/re-evaluation of aspects for which it was agreed with the potato grower that they would be rectified in the near future and which do not pose a direct risk to food safety.

If a grower who has been designated for a **second** physical company audit during the growing/storage season concerned is not given a **second** physical company audit, his previous status shall remain unchanged. If, during the following growing/storage season, it appears that the measure concerned has not been (fully) implemented, then the VVA Certificate is immediately withdrawn during that season.

4.4 Potatoes supplied ex-land

The same system shall apply to potatoes supplied ex-land as to potatoes supplied from storage.

5. Residue analysis

5.1. Introduction

The purpose of the residue analysis is to meet the specifications of the residue check for crop protection agents in the context of the VVA Certificate. The residue check for pesticides and/or crop protection agents is an important section within the aforementioned evaluation criteria in the VVA Certificate programme, as a way of upholding the statutory requirements and the specifications laid down in the interests of food safety.
The residue monitoring programme should be seen as an integral part of a total monitoring programme in which physical and administrative audits are supported by a residue monitoring audit.

In addition to sampling and checking the end product at the moment of supply, a check is also carried out on the registration of the crop protection agents, fertilisers and sprout inhibitors used by the potato grower, by means of a residue check of the crop (leaf). This is additional to the physical company audit by the inspection authority. It also serves to check on substances which, while they may not leave a residue in the end product, are nevertheless prohibited in cultivation or are unregistered.

The residue check is crucial during various phases of the potato cultivation/production process:
Cultivation phase: check on the registration of agents used; analysis of residues of authorised and (recently-) prohibited agents. The results are compared with the registered use submitted by the potato grower.
Warehousing/storage/delivery: audit on the registration of the agents used after harvesting and on the residues detected at the time the product was released (testing for MRVs).

The inspection authority is responsible for taking samples and for ensuring that the residue analysis meets the specified conditions. The conditions that VAVI imposes on the residue monitoring programme are set out below.

5.2. Conditions governing the residue analysis

1. The check is designed to establish the presence of residues of crop protection agents in samples of crop (leaf) during the potato cultivation phase, and in the product (potato) after harvesting. The check takes the form of a broad screening of residues of crop protection agents which are relevant to potato cultivation and to current pesticide legislation. The "product" referred to is potatoes grown for consumption or for use as inputs for the potato processing industry. Sampling is carried out in such a way as to provide an accurate picture of the parcel / crop / batch. The results of the analysis are used to check the registration of the agents used, and the inspection authority can then establish whether the product meets the statutory norms governing the presence of residues of crop protection agents. Only substances permitted in the country in which potato production is taking place (Netherlands, UK, Germany, Belgium, France) may be applied, in accordance with the instructions for use. The maximum dosage according to the user instructions may not be exceeded.

2. At the request of the inspection authority and/or VAVI members, in the event of an accident or mishap or in response to specific field results, samples of other substances than those listed in the existing package can be screened.

3. Before the start of the cultivation season (before April), the inspection authority will submit the proposed analysis method to VAVI, together with the list of the substances to be analysed.

4. In order to include as many other substances as possible with the standard package of substances to be checked, the screening will be based on the so-called multi-residue analysis methods. Use will be made of the analysis packages GC-MS (gas chromatography with mass spectrometric detection) and LC-MS (liquid chromatography with tandem mass spectrometry). All samples have to be investigated in accordance with the GC-MS technique and the LC-MS analysis method.

5. The inspection authority will have the samples analysed by an internal or external laboratory with a STERLAB (or similar) accreditation for both the analysis packages GC-MS and LC-MS. This laboratory will perform the analysis in accordance with the Good Laboratory Practices (GLP). The analysis will be carried out in accordance with ISO 17025 guidelines for accredited or similar analyses in other EU member states.

6. Samples will be collected by the inspection authority and sent to a laboratory. The samples will be analysed in the laboratory and the results will be reported to the potato cultivation firm and the authorised buyer(s) of the potatoes within 3 weeks.

7. The results of residue analyses must be known to the buyer before delivery.

5.3. Frequency of sampling

If a large number of batches of the product and small number of MRL infringements (e.g. 1%) are anticipated, a large number of samples (>459) will be needed to detect at least one infringement with a 99% reliability. This number of samples is so high that in practice a statistically responsible random sample would not be economically feasible, nor would it be required, since the residue monitoring programme usually forms an integral part of a total monitoring package of which the physical business and administrative audit provides the basis. A more limited random sample will therefore suffice. The historic residue data are an important factor in the size of the random sample taken (is there a high risk of MRL infringements?). Moreover, the checks that the inspection authorities carry out during the physical and administrative audits of the participating companies (based on practical experience) are enough to prevent misuse and to persuade these companies that the risk of being caught by the proposed sampling frequency are sufficiently high.

Based on this, a targeted sampling frequency of roughly 12% of the participating potato growers is regarded as acceptable.
The sampling frequency applies to all leaf and product samples. The inspection authority is responsible for ensuring a balanced distribution of samples from the various analysis packages. The distribution of crop (leaf) and product (tuber) samples is shown in the table below.

Table: Spread of sampling frequency

Type of residue analysis	**Crop**	**Product**
Percentage of growers sampled	2	10

Based on new information (analysis results, indications from the field, food alerts, etc.) or specific wishes on the part of the buyers of these potatoes, the sampling frequency can be increased and the package of substances being checked can be expanded. These adjustments can be made on an interim basis (based on signals from the market) and on the strength of the annual evaluation.
If the residue samples exceed the MRVs, VAVI will ask the inspection authorities to carry out a more intensive residue monitoring evaluation focusing mainly on the residues of the substances detected. This supervision of the monitoring evaluation will be continued until it is known what is causing these excessive amounts.

6. Issuing the VVA Certificate

The designated inspection authority issues the VVA Certificate to the potato grower when it has been formally authorised to implement of the evaluation criteria with the accompanying measures in its business operations, following the physical company audit and the final administrative audit of the registered potato parcels.

The VVA Certificate consists of the following data:

VVA Certificate:

- Food safety certificate for the potato processing industry
- Year and date of certification
- Period of validity (expiry date) of the certificate
- Certificate number
- Issued to:....(name of potato grower)...
- Address (town):.....
- Registration number (of the inspection authority)
- Place (of signature by inspection authority)
- Signature (inspection authority)

If the entire company cannot be certified, certificates at parcel or variety level may be issued. These consist of the following data:

VVA Certificate at parcel or variety level:

- Year of certification:
- Date of issue:
- Period of validity (expiry date) of the certificate
- Name: (potato grower)
- Address:
- Postal code / Town:
- Certificate number:
- Variety:
- Surface area:
- Number of parcels:
- Description of parcel (or code issued by buyers):

7. Objections

7.1 Procedure for registering objections

A potato grower who is given a negative assessment by the VVA Certificate audit can register a formal objection.
Once the potato grower has been notified in writing by the inspection authority that he will not be issued with a VVA Certificate (with accompanying reasons), he can lodge an objection in writing with this inspection authority. This must be done within 2 weeks.
The objection must clearly set out why the refusal of a VVA Certificate is unjustified, and accompanying proof must be enclosed.
These documents will, if possible, be considered within 4 weeks by the inspection authority. Whether or not an objection is dealt with within 4 weeks will depend on the issue involved.
If there has been a clear administrative error by the potato grower which can be demonstrated by providing sufficient documentary evidence, then the inspection authority can reply within 4 weeks.
If the objection and the documentary proof are not conclusive, the objection will not immediately be upheld. The potato grower will be notified in writing that his objection cannot be handled in a straightforward manner, and that it will be dealt with by the 'joint industrial committee'.

7.2 Joint industrial committee

Objections that cannot be dealt with in a straightforward manner by the inspection authority will be collected together by the inspection authority and substantiated and elucidated. These objections will be considered once every quarter by the joint industrial committee. This committee consists of 1 representative of the buyers (VAVI members), 1 representative of an inspection authority (to be designated by VAVI), 1 representative from the potato-growing industry (to be designated by LTO in the Netherlands or by a comparable body in the country concerned), and, if necessary, an independent specialist in the area to which the objection relates (to be designated by the three aforementioned committee members). Once the committee has considered the objection, it will issue recommendations to the relevant inspection authority. The inspection authority will notify the potato grower in question as to whether or not his objection is to be upheld.

If a potato grower cannot accept the inspection authority's response to his objection, he can apply to VAVI to go to arbitration (see the Purchasing Terms and Conditions governing Potatoes, the Potato Processing Industry / Growers and the Arbitration Rules for 2004).

8. Summary

The 'Food Safety Certificate for the Potato Processing Industry' (VVA Certificate) is a programme that has been compiled by the Dutch Potato Processing Association (VAVI) in the form of a "User Guide to the VVA Certificate".
The User Guide describes how potatoes can be grown as inputs for the processing industry under conditions that guarantee an optimum quality of food safety, and how the crop can be traced throughout the chain from potato grower to buyer. Potato growers can also supply potatoes and potato by-products to buyers with a GMP animal feed certificate.

A generic HACCP analysis of potato cultivation, harvesting, transport and storage is carried out in such a way that each stage in the potato cultivation, harvesting, transport and storage process is revealed.
The survey investigates where there may be potential risks relating to food safety. The most significant risks are indicated. These risks are cited in the evaluation criteria, and the evaluation also states what measures must be taken to reduce the potential risk to an acceptable level, or better still, to eliminate it.
The independent audit by a VAVI accredited inspection authority is designed to ensure that the necessary (preventive) control measures have been adequately applied during the potato cultivation, harvesting, transport and storage process and that accurate records have been kept of crop protection agents, fertilisers and sprout inhibitors used.

To enable these control measures to be supported, random or specific samples of crops or tubers are taken to be analysed for the possible presence of residues of crop protection agents.

The designated inspection authority issues the VVA Certificate to the potato grower when registered potato parcels meet the evaluation criteria, following the combined physical and administrative company audit (and provided the residue analyses do not show evidence of excessive or divergent amounts).
The VVA Certificate is the proof that all the requirements specified in the User Guide to the VVA Certificate have been adequately met. If the entire company cannot be certified, certificates at parcel or variety level may be issued. This is subsequently reported to the buyer.

A potato grower who is given a negative assessment by the VVA Certificate audit can lodge a formal objection. Once the potato grower has been notified in writing by the inspection authority that it will not be issued with a VVA Certificate (with accompanying reasons), it can lodge an objection in writing with this inspection authority.
Objections that cannot be dealt with in a straightforward manner by the inspection authority will be collected together and considered by a joint industrial committee.
If a potato grower cannot accept the outcome of his objection by the inspection authority, he can apply to VAVI to go to arbitration.

Table showing audit system and audit frequency

Period	Type of audit / activity
Year-round	• **Registration** of potato parcels according to variety, parcel, level and surface area (ha) by the inspection authority, and including, where applicable, the buyer
April to October (cultivation phase)	**Before the first delivery of parcels registered for the first time and for ex-land potatoes:** • **Physical company audit** (maintenance of machinery, above-ground tubers, traceability, etc.) and **administrative audit** (maintain accurate records, safety periods, statutorily approved substances, dosages, etc.) • **Sampling for residue analysis** (use of unauthorised substances) **Where necessary or if provided for:** • Physical company audit of potatoes for winter storage if not performed during cultivation phase • **Targeted physical company audit** (among 10% of the registered growers) • **Sampling for residue analysis** (infringement of MRVs and/or use of unauthorised substances, among 12% of the registered growers)
October to July (storage phase)	**Before the first delivery of registered parcels / batches:** • **Physical company audit** (audit of storage area, traceability, etc.) and **final administrative audit** (maintain accurate records, safety periods, statutorily approved substances, etc.) **Where necessary or if provided for:** • **Targeted physical company audit** (among 10% of the registered growers). • **Sampling for residue analysis** (infringement of MRVs and/or use of unauthorised substances) **Before the delivery of registered parcels / batches:** • **Issue of VVA Certificate** • Evaluation of residue monitoring package with VAVI members

References

[1] Websites MRVs: NL: http//www.rikilt.wageningen-ur/nl/vws/index.html;
EU MRVs: www.europa.eu.int/comm/food/fs/ph_ps/pest/index_en.htm
[2] Crop protection agents database, see: http//www.ctb-wageningen.nl
[3[Fytorom, Nefyto, The Hague (www.fytorom.nl)
[4] Information about crop protection: www.bib.wau.nl/gbk, www.ctb-wageningen.nl, www.milieumeetlat.nl, www.fytoweb.fgov.be, www.bba.de, http://e-phy.agriculture.gouv.fr/

Abbreviations

VVA Certificate	= Food Safety Certificate for the Potato Processing Industry
VAVI	= Dutch Potato Processing Association [DPPA]
GMC	= genetically modified crop
HACCP	= Hazard Analysis Critical Control Point
MRV	= Maximum Residue Value
EU	= European Union
CTB	= College voor de Toelating van de Bestrijdingsmiddelen [Crop Protection Agents Board]
GC-MS	= gas chromatography with mass spectrometric detection
LC-MS/MS	= liquid chromatography with tandem mass spectrometry
LOD	= limit of detection
EC/NL	= European Commission / the Netherlands
Codex alimentarius	= Joint FAO/WHO food programme (hygiene)
GMP	= Good Manufacturing/Managing Practice

ANNEX A: Criteria governing inspection authorities

An inspection authority must satisfy the following criteria:

EN-ISO/IEC 17021:2011 for certification authorities

Inspection/audit:	
NL:	NEN-EN-ISO/IEC 17020:2004
European norm:	EN-ISO/IEC 17020:2004
or	
Product certification:	
NL:	NEN-EN-ISO/IEC 45011:1998
European norm:	EN-ISO/IEC 45011:1998

The independent inspection authority must also have proven expertise in the inspection and auditing of potato growers and potato cultivation firms. It must employ personnel who are experts in the independent inspection/auditing of guidelines (checklists) on arable farms and who can convert these to a VVA Certificate and the issuing of such a certificate.

A number of criteria are required for:

- an independent audit organisation: autonomy, neutrality, objectivity, confidentiality, and the ability to lodge an appeal. The authority concerned must be able to demonstrate that it has the necessary expertise to offer a professional judgement.
- inspectors/auditors: operational independence => any involvement with competitive entities that could influence the neutral and unbiased judgement of these inspectors concerning the businesses to be inspected is prohibited.

Inspection authorities that wish to launch their activities with the VVA Certificate programme must first be accredited by VAVI.

VAVI reserves the right to assess the performance of inspection authorities or to have them assessed by a third party. The EN-ISO/IEC 17021:2011 certification governing certification authorities will be used as a basis for this.

ANNEX B: Information and data for the buyer

Following his application for a VVA Certificate from a recognised inspection authority, the potato grower authorises the inspection authority to supply the following data to the buyer he has designated:

- In an Excel overview:
  - **Designated** buyer
  - **Grower number/customer number** with buyer
  - **Number** with inspection authority
  - **Audit date**
  - **Expiry date of certificate**
  - **Surname**
  - **Name**
  - **Address**
  - **Town**
  - **Result**
  - **Certificate number**
  - **Reason** (non-approval following audit)
  - **Description** (non-approval following audit)
  - **Residue sample** (sample of crop or tuber)
  - **Results of residue sample**

- The inspection authority must supply the data using the format in the report file at www.vavi.nl.
  The inspection agency is obliged to ensure that the growers' database is available digitally.

- Copy of the results of the residue sample of the grower of the authorised buyer.

ANNEX C: Self-assessment checklist for potato growers
(evaluation criteria measure 1)

Name of company: …….

Date: …….

Signature: …….

GENERAL ASPECTS

Key point to consider	Measure to be taken by grower	Applied		
		Yes	**No**	**N.A.**
- Self-assessment	**1. Complete the self-assessment checklist annually prior to company audit (date and signature).**	**O**	**O**	**O**
- Use of machinery	2. Use properly-maintained and clean machinery during cultivation, harvesting, transport, storage and delivery. This machinery should not show any leaks and/or loose (glass) elements. If there is direct contact between machinery oil and the product, then use food grade oil.	**O**	**O**	**O**
	3. The use of machinery which, in the growing season, has been in contact with GMC potatoes during harvesting, transport, storage and delivery is not permitted.	**O**	**O**	**O**
- Traceability	4. Clear registration of the identity of the parcel (register the location of the parcel). Clearly indicate which parcels qualify for a 'VVA Certificate'	**O**	**O**	**O**
	5. Register the identity of parcels / batches during storage (label, floor plan of the storage space, code).	**O**	**O**	**O**
	6. All the registrations of cultivation and storage, audit reports and certificates required for the audit of the VVA Certificate must be kept for at least 3 years.	**O**	**O**	**O**
	7. Do not add batches that do not meet 'VVA Certificate' criteria; keep these separate.	**O**	**O**	**O**
	8. Grower is responsible for, and must oversee, the loading of the correct batch.	**O**	**O**	**O**
	9. If a parcel / batch is switched, remove all the tubers from the warehousing / ex-warehousing equipment (conveyor belts, etc.).	**O**	**O**	**O**
	10. Registration of batches supplied (date, buyer).	**O**	**O**	**O**
	11. Keep purchase receipts and/or invoices for seed potatoes, crop protection agents, fertilisers and biocides.	**O**	**O**	**O**

- Accidents, mishaps or recall *)	12. Mandatory registration; send registration and notify the buyer in the event of fire, accidents or detection of (the possible presence of) glass, oil, crop protection agents, quarantined crops, other harmful foreign bodies and/or GMC, including what corrective measure(s) have been taken. Immediate supply of information about batch to buyer following receipt of a request to this effect. Moreover, in the event of detecting harmful or unfit products, the accident/mishap should be reported to the VWA. Please see the VWA reporting indicator at www.vwa.nl. Growers are responsible for this. On the basis of your administration, you should be able (after verbal contact) to give information within 4 hours on the origin of a batch, or part of a batch, supplied and on any other parts of the original batch (to whom supplied, date, quantity). If a batch is sold as animal feed, the accident/mishap must also be reported to the Product Board Animal Feed (PDV). Foreign growers should report any accidents/mishaps to the local competent authorities.	**O**	**O**	**O**
- Contract work	13. If work is outsourced to contractors or subcontractors (grower must have a copy of this), they must - hold a certificate (VKL/VBL), or - be in possession of a food safety certificate for potatoes (VVA) or GLOBALGAP, or have been audited by an inspection authority as part of the VVA audit.	**O**	**O**	**O**

* See also the example of the form for notifying accidents or mishaps (annex B)

CULTIVATION

Key point to consider	Measure to be taken by grower	Applied		
		Yes	**No**	**N.A.**
- Parcel	14. Cultivation is only permitted on uncontaminated parcels which have not been contaminated in the past 3 years by the application of unauthorised substances. (e.g. polluted silt, glass oil, dioxins, heavy metals) or from when the cultivated earth has been chemically polluted by past cultivation or activities (e.g. fruit tree cultivation, dumping, industrial site). Mandatory removal of contamination (glass shards, plastic, etc. especially along public roads). If in doubt: analyse the soil.	**O**	**O**	**O**
	15. Thorn apple (*Datura stramontium*) must be removed from the parcel by hand.	**O**	**O**	**O**
	16 No cultivation permitted within a range of at least 10 metres from GMC potato trial fields.	**O**	**O**	**O**
	17. No cultivation permitted on parcels where GMC potatoes have been grown in the last 4 years.	**O**	**O**	**O**
- Inputs	18. Only use officially approved propagating material. An official inspection certificate has to be available for each batch and an invoice or delivery note showing the scope and identity. This does not apply if the buyer ensures there is approved base material. When own propagation is carried out, a proof of approval has to be available in accordance with national legislation.	**O**	**O**	**O**
	19. Cultivation of GMC varieties is not permitted.	**O**	**O**	**O**
- Fertilisation	20. Follow fertilisation recommendations (preferably using analysis figures).	**O**	**O**	**O**
	21. Use only soil improvers with a (product) certificate or analysis report which shows that the product complies with the Fertilisers Act and is almost totally free of contamination by glass. Green/ and biodegradable waste / compost has to be certified in accordance with “Keurcompost” *(Certified Compost)* the quality mark pertaining to the sector, unless the above analytical covers up to 1.000 tonnes of fresh compost and compliance with the glass standard Acceptable glass content: no more than 0.2% (m/m), on dry material, with a minimum particle size of 2 mm	**O**	**O**	**O**

	and a maximum particle size of 20 mm.			
	22. Do not use sewage sludge for organic fertiliser.	**O**	**O**	**O**
	23. Store fertilisers in accordance with national and local legislation.	**O**	**O**	**O**
	24. Store fertilisers away from crop protection agents.	**O**	**O**	**O**
	25. Use only legally-approved fertilisers.	**O**	**O**	**O**
	26. Use correctly-adjusted, clean and properly-functioning spreader. Calibration (audit of function, settings and distribution) must be carried out annually, with the date of the audit recorded (calibration can be performed by the grower himself or by an external contractor). Date= …..	**O**	**O**	**O**
	27. Keep up-to-date records of fertilisers used (1 x per week).	**O**	**O**	**O**
- Crop protection agents (incl. seed potato treatment)	28. The technical supervisor (grower and/or cultivation supervisors) for crop protection and fertilisation must be able to demonstrate his competence (e.g. by a sprayer licence) and to substantiate the use of crop protection agents (e.g. by a sprayer licence). A sprayer licence (for the Netherlands) is mandatory. Where it is not mandatory, the technical supervisor must show evidence of the necessary experience.	**O**	**O**	**O**
	29. Store crop protection agents in accordance with national and local legislation.	**O**	**O**	**O**
	30. Use correctly-adjusted, clean and properly-functioning sprayer. Follow the statutory inspection intervals (test certificate present). In countries without mandatory inspection, annual calibration must be carried out (date recorded). Date= ……	**O**	**O**	**O**
	31. Maximum dosage and the number of applications in line with user instructions must not be exceeded.	**O**	**O**	**O**
	32. Only use statutorily approved agents. When using crop protectors that still are in the testing phase, the approval of the customer is required for their use.	**O**	**O**	**O**
	33. Comply with safety periods.	**O**	**O**	**O**
	34. Keep up-to-date records of crop protection agents used (including notifying harvesting date in connection with waiting times, reason for application, name of user and type of treatment; 1 x per week).	**O**	**O**	**O**
- Hunting	35. Hunting prohibited if there is a risk of shot entering product.	**O**	**O**	**O**
- Water consumption	36. Only use good quality rainwater / sprayer water. If in doubt, consult analysis report.	**O**	**O**	**O**

HARVESTING AND/OR WAREHOUSING IN OWN STORAGE FACILITIES

Key point to consider	Measure to be taken by grower	Applied		
		Yes	No	N.A.
- Harvesting-warehousing machinery and transport from parcel	37. Mandatory sailcloth over trailer and warehousing equipment if rain is expected.	O	O	O
	38. No foreign bodies in means of transport (use clean trailers, boxes, etc.).	O	O	O
	39. No broken transport/storage facilities (boxes, etc.).	O	O	O

WAREHOUSING AND STORAGE IN OWN STORAGE FACILITIES

Key point to consider	Measure to be taken by grower	Applied		
		Yes	**No**	**N.A.**
- Storage	40. Storage only in clean storage facilities (year-round clean storage facilities free of contamination).	**O**	**O**	**O**
	41. Storage facilities must be in a good state of repair (no broken planks, insulation material, etc.).	**O**	**O**	**O**
	42. Storage facilities must be clearly separated from machinery storage/workplace, unless soiling of walls and floor is prevented (e.g. covering with plastic or tarpaulin; for adjuvant intact packaging is also sufficient).	**O**	**O**	**O**
	43. Pets and other animals may not come into contact with/settle on the product in the storage facilities.	**O**	**O**	**O**
	44. Prevent the faeces of pets and other animals and birds from coming into contact with product, e.g. by applying mesh or netting to intake and outlet flaps.	**O**	**O**	**O**
	45. No storage in storage facilities/boxes where GMC potatoes have been stored during the same growing season.	**O**	**O**	**O**
	46. Never store crop protection agents or fertilisers in the storage facilities.	**O**	**O**	**O**
	47. Waste (e.g. packaging materials, remains) and hazardous substances should be stored in such a way as to prevent contamination of the product.	**O**	**O**	**O**
- Vermin	48. Preventing pests and (pet) animals and birds (excrements and nests) on product in storage space by sheltering adequately, e.g. close off access, no birds above parties, no pet animals in products, by installing nets in front of entry - and exit hatches etc. Place humane trap boxes for pests (in safe places) if necessary. When using pesticides take the possible built up resistance to these products in the area into account. Prevent contact of the product with pesticides.	**O**	**O**	**O**
- Sprout inhibitors	49. Administer in accordance with statutory dosage regulations, instructions and other guidelines on the sprout inhibitor agent label. In relation to the use of shoot inhibitors, the technical person responsible (grower and/or cultivation supervisors) has to be able to demonstrate his competence (by means of, for example, a spraying licence) and substantiate the use of shoot inhibitors (by means of, for example, a spraying licence). A spraying licence (in the Netherlands) is compulsory, if not compulsory, the technically responsible person has to demonstrate his experience	**O**	**O**	**O**
	50. Keep up-to-date records of sprout inhibitors used.	**O**	**O**	**O**
- Climate control	51. Try to maintain optimum climate control (maintain correct water temperature in air humidifiers).	**O**	**O**	**O**
- Heating equipment	52. Only use correctly-adjusted, properly-installed and well-maintained heating equipment (do not place on or over product).	**O**	**O**	**O**
	53. Only use fuels that are suitable for drying/heating products.	**O**	**O**	**O**
- Lamps above product	54. Ensure presence of a protective plate, shatterproof lamps or a protective sheath where potatoes are processed or stored.	**O**	**O**	**O**
- Thermometer in product	55. Use of mercury and/or glass thermometer in or above potatoes prohibited.	**O**	**O**	**O**
- Direct daylight	56. No direct daylight in storage facilities above product.	**O**	**O**	**O**
- Cooling equipment	57. Well-maintained cooling equipment, only with cover plate over product (STEK test certificate).	**O**	**O**	**O**

EX-WAREHOUSING AND/OR DELIVERY

Key point to consider	Measure to be taken by grower	Applied		
		Yes	**No**	**N.A.**
- Foreign bodies	58. Deploy sufficient capacity to weed out foreign substances / green tubers during delivery.	**O**	**O**	**O**
- Safety periods	59. Strictly comply with safety periods (waiting times) when using crop protection agents.	**O**	**O**	**O**
- Transport	60. In the event of transport under own management: clean vehicle after transporting the following: a. animal feed inputs: sweep out; b. soil/stones: clean with water (high pressure); c. artificial fertiliser: clean with water; d. packaged products: sweep out; e. dry stackable poultry and horse manure: clean and disinfect; f. wet fertiliser: clean, disinfect and release after external checks carried out by an ISO 17020-certified inspection authority.	**O**	**O**	**O**
	61. In the event of transport by third parties at grower's request: Transporter must hold a GMP B4.1 transport certificate and must be able to show that he meets the necessary requirements (copy of certificate).	**O**	**O**	**O**

ANNEX D: Notification of complaints and accidents or mishaps (evaluation criterion no. 12)

Name of potato grower					
Address					
Postal code	***Town***				
Country					
Tel. no.	***Fax no.***				
Buyer			***Fax no.***		
			e-mail		
Inspection authority			***Fax no.***		
			e-mail		

COMPLAINT/ACCIDENT

Parcel (code)	**Variety**				*Action **
Storage (code)					
Date of accident		.....-.....-.....			
Description of complaint/accident		----------			
Measure number checklist		*(nos. 1 to 61)*			
Corrective measure		----------			
Improvement measures (how to prevent complaint/accident in future)		----------			
Where is the product in question now?		**On the growers' farm/ at the buyer's premises/ in temporary storage/ ..**			
Date of notification to buyer (incl. faxes or e-mails)	.....-.....-.....	**For the attention of:**	**Mr/Ms**		
Date of notification to buyer (incl. faxes or e-mails)	.....-.....-.....	**For the attention of:**	**Mr/Ms**		
Date of notification to PDV (incl. faxes or e-mails)**	.....-.....-.....	**For the attention of Reporting Centre:**	**Mr/Ms**		

Date of notification to GMP+* (incl. faxes or e-mails)**	**.....-.....-.....**	**For the attention of Reporting Centre:** **Mr/Ms**	
If applicable: date of notification to VWA (incl. faxes or e-mails)	**.....-.....-.....**	**For the attention of:** **Mr/Ms**	

**) to be completed by buyer / inspection authority IA*
***) if sold as animal feed, report to PDV (reporting centre: fax +31 (0) 70 3708290 or via www.pdv.nl)*
****) notification centre: +31 (0) 70 3708215*