Based on AFDC 26 (4599) CD3:2026
ICS 67.080

DRAFT TANZANIA STANDARD

Audit checklist for compliance with Good Agricultural Practices (GAP) for the sustainable production and post-harvest handling of horticultural crops

TANZANIA BUREAU OF STANDARDS

1. Scope

This document describes the checklist used to guide the audit for sustainable production and post-harvest handling of horticultural crops based on AFDC 26 (4599) DTZ. It applies across primary production, harvesting, pack-house operations, post-harvest treatment, packaging, storage, transport and related worker and environmental controls.

2. General information

S/No.	GENERAL INFORMATION	DETAILS
1	Legal name of Farm/company	
2	Physical address	
3	Name of representative	
4	Title/Position	
5	Official contact details	
6	Crop(s) and variety/varieties audited	
7	Area audited (farm/store/others)	
8	Unique field/block or facility identifiers	
9	Lead auditor/Auditor name	
10	Auditor contact details	
11	Audit date(s)	
12	Audit duration (hours)	
13	Certification validity (valid from to date)	

3. Audit methods

Use one or more of the following methods and record objective evidence for every applicable control:

V	Visual assessment
I	Interview with the operator or personnel
D	Record or document review
X	Cross-checking of data, calculations, dates, lots and linked records
C	challenging the content and plausibility of the information

4. Compliance levels

Serial No.	Compliance level	Number of controls	Decision criterion
1	Major Must	233	100% of applicable controls
2	Minor Must	39	At least 85% of applicable controls
3	Recommendations	14	Not scored
	TOTAL	**282**	

Major Must controls are not eligible for a percentage-based waiver: every applicable Major conform. N/A may be used only where a control is demonstrably outside the audited scope, with justification recorded in the Evidence/Recommendation column.

5. Audit checklist on compliance levels

Mark one outcome for each control and record sufficient objective evidence to support the decision. A blank response is not a completed audit.

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
4	**MANAGEMENT SYSTEM**				
4.0	The production site establish, implement and maintain a Management System consisting of policies, procedures and organization structure that ensure effective planning, operationalization, monitoring and continued improvement of activities to achieve its objectives and fulfill its responsibilities.	Major Must	D V	☐ Yes ☐ No ☐ N/A	Committee confirmation required before final issue.
4.1	**General requirements**				
4.1.1	The production site have documented system detailing the organization management, responsibility, authority and interrelationship of all personnel who manage and perform activities in the production site.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
4.1.2	A management system audited at least once in a year. The audit report documented and made available to authorized personnel or institutions when required.	Major Must	D I X	☐ Yes ☐ No ☐ N/A	
4.1.3	The policy and procedure of addressing customer complaints be documented and implemented.	Major Must	D	☐ Yes ☐ No ☐ N/A	
4.1.4	Non-compliance with the requirements specified in the management system recorded and corrective measures taken.	Major Must	D X	☐ Yes ☐ No ☐ N/A	
4.1.5	Operators ensure that employees are given information, instruction, training and guidance to implement this standard.	Major Must	I	☐ Yes ☐ No ☐ N/A	
4.2	**Operator responsibilities**				
4.2.1	Ensure day to day management and implementation of this standard	Minor Must	I X	☐ Yes ☐ No ☐ N/A	
4.2.2	The operator demonstrate a commitment to continual improvement of their management system to ensure compliance to this standard.	Minor Must	I X	☐ Yes ☐ No ☐ N/A	
4.2.3	The operator provide access to third parties carrying out external verification of compliance to the requirements of this standard.	Major Must	I X	☐ Yes ☐ No ☐ N/A	
4.2.4	The operator ensure compliance with specific customer requirements.	Major Must	I X	☐ Yes ☐ No ☐ N/A	
4.2.5	The operator establish and implement environmental management plan to cover all aspects under the standard.	Minor Must	D I	☐ Yes ☐ No ☐ N/A	
4.2.6	The operator have a policy providing for procurement of inputs from registered and/or licensed suppliers.	Major Must	D I	☐ Yes ☐ No ☐ N/A	

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
4	**MANAGEMENT SYSTEM**				
4.2	**Operator responsibilities**				
4.2.7	The operator establish, communicate and implement a policy prohibiting the use of Genetically Modified Organisms (GMOs).	Major Must	D I	☐ Yes ☐ No ☐ N/A	
5	**TRACEABILITY**				
5.1	The operator establish, implement and document traceability system.	Major Must	D I X	☐ Yes ☐ No ☐ N/A	
5.2	The operator establish and test at least annually a documented recall and withdraw procedure to deal with any food safety hazard and to enable complete, rapid recall of any implicated lot of produce at any stage of supply chain.	Major Must	D I X	☐ Yes ☐ No ☐ N/A	
5.3	Growers and packers should have programs to ensure effective lot identification able to trace the sites and agricultural inputs involved in primary production and the origin of incoming material at the packing establishment in case of suspected contamination.	Recommendation	V I X	☐ Yes ☐ No ☐ N/A	
5.4	Grower's and packers information linked so that the system can trace products from throughout the supply chain.	Recommendation	I X	☐ Yes ☐ No ☐ N/A	
6	**DOCUMENTATION AND RECORD KEEPING**				
6.1	Operators ensure that records are accurately recorded, securely maintained, retrievable, legible and up to date.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
6.2	Records of produce production and distribution kept for at least two years to facilitate a recall and foodborne illness investigation, if required. This period could be much longer than the shelf life of horticultural crops. Documentation can enhance the credibility and effectiveness of the food safety control systems. .	Minor Must	D V X	☐ Yes ☐ No ☐ N/A	
6.3	The operator retain current and relevant information on agricultural activities such as the site of production, suppliers' information on; i) Agricultural inputs, ii) Lot/batch numbers of agricultural inputs, iii) Irrigation practices, iv) Use of agricultural chemicals, v) Water quality data, vi) Pest control, vii) Cleaning schedules for indoor establishments, premises, facilities, equipment and containers. viii) Harvest and postharvest records, ix) Workers' health, safety and welfare, x) Waste management, xi) Sales records.	Minor Must	D V I X	☐ Yes ☐ No ☐ N/A	

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
6	**DOCUMENTATION AND RECORD KEEPING**				
6.4	Packers retain current information concerning each lot/batch such as: i) Information on incoming materials (e.g. information from growers, lot numbers). ii) Data on the quality of processing water, iii) Pest control programs, iv) Cooling and storage temperatures, v) Chemicals used in postharvest treatments, vi) Cleaning schedules for premises, facilities, equipment and containers, etc. vii) Workers' health, safety and welfare. viii) Waste management.	Minor Must	V I X	☐ Yes ☐ No ☐ N/A	
7	**PRIMARY PRODUCTION**				
7.1	**Site management**				
7.1.1	**Site selection**				
7.1.1.1	A risk assessment conducted taking into account potential contaminants, type of soil, soil erosion, quality and level of ground water, availability of sustainable water sources, land use history, and records maintained.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
7.1.1.2	A management plan to address the risks identified in place and implemented.	Major Must	D	☐ Yes ☐ No ☐ N/A	
7.1.1.3	The site not used for agricultural activities when the risk assessments identify non-controllable aspects that are critical to human health and the environment.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
7.1.1.4	The farm shall be divided into blocks for different purposes including Production area, staff housing, toilets, drinking water points, waste disposal sites, wastewater treatment points, utility stores and social facilities.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
7.1.1.5	A recording system established for each field, orchard or greenhouse such that each is uniquely identified with a code.	Minor Must	D V	☐ Yes ☐ No ☐ N/A	
7.1.2	**Biodiversity management**				
7.1.2.1	Operator identified significant biodiversity interactions and implement appropriate measures to protect habitats and beneficial organisms without compromising food safety, workers safety and legal requirements. A key aim should be the enhancement of environmental biodiversity on the farm through positive conservation management.	Minor Must	D I	☐ Yes ☐ No ☐ N/A	
7.1.2.2	The operator assess and understand the existing animal and plant diversity on the production site.	Minor Must	D V I	☐ Yes ☐ No ☐ N/A	
7.1.2.3	Maintain a documented conservation policy that comply with the applicable national legislation governing wildlife and conservation issues.	Minor Must	D X	☐ Yes ☐ No ☐ N/A	
7.1.2.4	All non-cropped areas be managed to encourage biodiversity.	Major Must	V	☐ Yes ☐ No ☐ N/A	

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
7	**PRIMARY PRODUCTION**				
7.1	**Site management**				
7.1.2	**Biodiversity management**				
7.1.2.5	Create an action plan to enhance habitats and increase biodiversity on the production site.	Minor Must	D V	☐ Yes ☐ No ☐ N/A	
7.1.2.6	There should be a plan that is implemented to convert unproductive sites and identified areas that give priority to ecology into conservation areas where viable.	Recommend ation	D V	☐ Yes ☐ No ☐ N/A	
7.2	**Waste management**				
7.2.1	The operator have a waste management plan implemented and reviewed annually that consider reduce, reuse and recycling of wastes.	Minor Must	D V I X	☐ Yes ☐ No ☐ N/A	
7.2.2	The operator provide separate disposal bins for different kinds of waste.	Minor Must	V I	☐ Yes ☐ No ☐ N/A	
7.2.3	Holding areas for fuel and oils comply with the national requirements.	Major Must	X	☐ Yes ☐ No ☐ N/A	
7.2.4	Wastewater treatment and disposal systems comply with the national regulations.	Major Must	V X	☐ Yes ☐ No ☐ N/A	
7.2.5	Hazardous waste be disposed of in accordance with national regulations.	Major Must	V	☐ Yes ☐ No ☐ N/A	
7.3	**Planting materials**				
7.3.1	The operator procure/use planting materials from authorized sources.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
7.3.2	Where and when treatments are used by the grower, justifications for their use are documented.	Minor Must	I,D	☐ Yes ☐ No ☐ N/A	
7.3.3	Planting material treatment products be registered for use on the crop.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
7.3.4	Advice on the use of planting material treatment products be given by a competent person.	Minor Must	D I	☐ Yes ☐ No ☐ N/A	
7.3.5	Where treatment products are used, plant protection products requirements apply.	Major Must	D	☐ Yes ☐ No ☐ N/A	
7.4	**substrate management, soil health and fumigation**				
7.4.1	The operator carry out a soil testing.	Minor Must	D V I	☐ Yes ☐ No ☐ N/A	
7.4.2	Based on the results of the soil analysis, a soil management plan be developed.	Minor Must	D V	☐ Yes ☐ No ☐ N/A	
7.4.3	The method of tillage conserve soil structure and minimizes soil compaction.	Minor Must	V	☐ Yes ☐ No ☐ N/A	
7.4.4	The operator implement measures and practices that prevent or minimize the risk of soil loss from the production site.	Minor Must	V I	☐ Yes ☐ No ☐ N/A	

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
7	**PRIMARY PRODUCTION**				
7.4	**Soil and substrate management**				
7.4.5	The operator employ practices that improve soil drainage.	Minor Must	V I	☐ Yes ☐ No ☐ N/A	
7.4.6	Where soil fumigation is required, only chemicals registered by a competent authority be used in accordance with the manufacturer's instructions. The operator also understand chemical requirements for the market destination.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
7.4.7	Records be retained wherever soil and/or substrate fumigant are applied;	Major Must	D V	☐ Yes ☐ No ☐ N/A	
7.4.8	Substrates used are sourced from authorized sources.	Minor Must	V I	☐ Yes ☐ No ☐ N/A	
8	**IRRIGATION AND FERTIGATION**				
8.1	**General requirements**				
8.1.1	The operator conduct and document water safety analysis for irrigation/fertigation.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
8.1.2	There is a documented irrigation/fertigation plan based on the risk assessment.	Major Must	D	☐ Yes ☐ No ☐ N/A	
8.1.3	The operator maintain irrigation/fertigation records.	Minor Must	D I	☐ Yes ☐ No ☐ N/A	
8.1.4	Irrigation/fertigation water be obtained from sustainable sources.	Minor Must	V I	☐ Yes ☐ No ☐ N/A	
8.1.5	Irrigation/fertigation personnel be trained and competent.	Major Must	I	☐ Yes ☐ No ☐ N/A	
8.1.6	The operator undertake water conservation measures.	Minor Must	I	☐ Yes ☐ No ☐ N/A	
8.1.7	The operator able to determine irrigation requirement for their crops.	Minor Must	V I	☐ Yes ☐ No ☐ N/A	
8.1.8	The operator have a valid permit/license for water use issued by relevant Authorities.	Minor Must	D I	☐ Yes ☐ No ☐ N/A	
8.2	**Quality of irrigation water**				
8.2.1	Water used for irrigation shall complies with the specifications given in TZS 2067 and be analyzed based on the risk assessment at least once per year. Analysis results shall be documented.	Major Must	D	☐ Yes ☐ No ☐ N/A	
8.2.2	Untreated sewage water and raw effluent shall not be used for irrigation of grain for human consumption.	Major Must	D	☐ Yes ☐ No ☐ N/A	
9	**PLANT NUTRITION AND FERTILIZER USE**				
9.1	**General requirements**				

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
9	**PLANT NUTRITION AND FERTILIZER USE**				
9.1	**General requirements**				
9.1.1	The operator developed a fertilizer use plan based on soil analysis and plant growth stage.	Minor Must	D V I	☐ Yes ☐ No ☐ N/A	
9.1.2	The fertilizer use plan is based on integrated soil fertility management and fertilizer use risk assessment.	Minor Must	D V	☐ Yes ☐ No ☐ N/A	
9.1.3	There is no direct drainage to any water source of runoff water from land where fertilizer has been applied.	Major Must	V	☐ Yes ☐ No ☐ N/A	Committee confirmation required before final issue.
9.1.4	The person in charge of fertilizer application is competent.	Major Must	V I	☐ Yes ☐ No ☐ N/A	Committee confirmation required before final issue.
9.2	**Records of application**				
9.2.2	Records of fertilizer application retained.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
9.2.3	A work instruction for the fertilizer application clearly written and signed by a competent person able to interpret the crop soil analysis. The instruction indicate who, when, where and how to apply.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
9.3	**Application equipment**				
9.3.1	Fertilizer application equipment well maintained, routinely verified and where applicable, calibrated to ensure accurate delivery.	Minor Must	V X	☐ Yes ☐ No ☐ N/A	
9.4	**Nutrient requirements**				
9.4.1	The operator conduct fertilizer risk assessment.	Minor Must	D I	☐ Yes ☐ No ☐ N/A	
9.4.2	Fertilizer application based on the risk assessment, soil analysis and calculation of the nutrient requirements of the crop.	Minor Must	D V	☐ Yes ☐ No ☐ N/A	
9.5	**Fertilizer storage**				
9.5.1	Fertilizers be stored in structures which meet minimum requirements and conditions provided by relevant national regulatory Authority.	Major Must	V X	☐ Yes ☐ No ☐ N/A	
9.5.2	The fertilizer not be placed directly on the floor.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
9.5.3	The store be located away from water source.	Major Must	V	☐ Yes ☐ No ☐ N/A	
9.5.4	An up-to-date fertilizer stock inventory maintained .	Major Must	D	☐ Yes ☐ No ☐ N/A	
9.5.5	Fertilizers be stored separately from pest control products, acids, produce, food and feedstuffs, planting materials and any living quarters.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
9.6	**Organic fertilizers**				

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
9	**PLANT NUTRITION AND FERTILIZER USE**				
9.6	**Organic fertilizers**				
9.6.1	The operator have in place a documented risk assessment for use of organic fertilizer.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
9.6.2	Organic fertilizer stored in an appropriate manner to control the risk of contamination to the environment.	Major Must	V	☐ Yes ☐ No ☐ N/A	
9.6.3	Organic fertilizer application records are maintained.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
9.6.4	Based on risk assessment, analysis is carried out by an accredited laboratory.	Major Must	D	☐ Yes ☐ No ☐ N/A	
9.6.5	Human sludge (sewage sludge) not used in a production site.	Major Must	V	☐ Yes ☐ No ☐ N/A	
10	**CROP PROTECTION**				
10.1	**Pest and disease management**				
10.1.1	The operator have a documented plant protection plan based on the plant protection products risk assessment.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
10.2	**Integrated Pest Management (IPM)**				
10.2.1	The operator is trained and demonstrated competence on IPM.	Major Must	I	☐ Yes ☐ No ☐ N/A	
10.2.2	The operator have a documented IPM plan and procedures.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
10.2.3	The operator demonstrated knowledge on pests and diseases of the crop.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
10.2.4	The operator demonstrated implementation of the IPM plan.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
10.2.5	The operator monitored the pests and diseases in the production site.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
10.2.6	Tools and equipment used disinfected as per the plant protection products risk assessment.	Major Must	D V X	☐ Yes ☐ No ☐ N/A	
10.2.7	Water used in mixing of crop protection products, be free from physical, microbial and chemical contaminants.	Major Must	V	☐ Yes ☐ No ☐ N/A	
10.2.8	Each operator involved in crop protection, use appropriate personal protective equipment (PPE).	Major Must	V I	☐ Yes ☐ No ☐ N/A	
10.3	**Plant protection products use**				
10.3.1	The operator conducted and documented a plant protection products risk assessment and demonstrated an understanding of the associated risks.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
10.3.2	The advice on type of PPP is the responsibility of competent technical person or extension officer.	Recommendation	I	☐ Yes ☐ No ☐ N/A	

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
10	**CROP PROTECTION**				
10.3	**Plant protection products use**				
10.3.3	Where the PPP choice and use are made by the producer or designated employee, experience should be complemented by technical knowledge that can be demonstrated via technical documentation (e.g. product technical literature, specific training course attendance, etc.).	Recommend ation	D V I	☐ Yes ☐ No ☐ N/A	
10.4	**Selection of plant protection products**				
10.4.1	Plant protection products used complied with the relevant national regulations.	Major Must	D X	☐ Yes ☐ No ☐ N/A	
10.4.2	The operator consulted regularly and aware of any restrictions on Plant protection products used and maintained documentation on such restrictions.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
10.4.3	The technical person responsible for pesticide choice and application competent by training.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
10.4.4	There is a justification to show that the choice of pesticide is appropriate for the intended purpose.	Major Must	V	☐ Yes ☐ No ☐ N/A	
10.4.5	Over reliance on pesticides with similar mode of action avoided where repetitive applications are required to eliminate pest resistance.	Major Must	V	☐ Yes ☐ No ☐ N/A	
10.4.6	The application rate of pesticides per given area and the dilution rates comply with recommendations on the product label. Where a choice exists, a product that is safer to handle and has less environmental impact be chosen.	Major Must	V X	☐ Yes ☐ No ☐ N/A	
10.5	**Biological control**				
10.5.1	Environment and consumer safety considered when using competing biological organisms and/or their metabolites.	Major Must	D	☐ Yes ☐ No ☐ N/A	
10.5.2	The Operator use biological controls which are authorized by national regulatory Authority.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
10.5.3	Biological control be used according to the manufacturer’s instructions for the intended purpose.	Major Must	D	☐ Yes ☐ No ☐ N/A	
10.6	**Procurement of plant protection products**				
10.6.1	Purchasing and use of plant protection products only done for products that are: Registered for use on the crop, From licensed distributors.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
10.6.2	Purchase receipts of all PPP retained for at least 12 months.	Major Must	D V X	☐ Yes ☐ No ☐ N/A	
10.6.3	Records of all plant protection products used on the production site are maintained.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
11	**STORAGE OF PEST CONTROL PRODUCTS**				

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
11	**STORAGE OF PEST CONTROL PRODUCTS**				
11.1	Pest control product stored in suitably constructed and maintained stores.	Major Must	V	☐ Yes ☐ No ☐ N/A	
11.2	Only approved pesticides in original labelled containers be stored. No other commodities stored with pesticides.	Major Must	V	☐ Yes ☐ No ☐ N/A	
11.3	Pesticides be stored in a secure, dedicated room or store that is inaccessible to unauthorized personnel, children, and animals.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
11.4	Where cupboards are used, shelves fitted with front retaining lips to prevent containers from falling when doors are opened. Access be restricted to trained and authorized personnel only.	Major Must	I	☐ Yes ☐ No ☐ N/A	
11.5	Appropriate warning signs displayed prominently on the outside of the pesticide store in the language that is understood by the users. Safety warnings and hazard symbols, including “NO SMOKING,” “NO NAKED FLAMES,” and other relevant notices, be displayed both inside and outside the store.	Major Must	V	☐ Yes ☐ No ☐ N/A	
11.6	Stock inspected regularly and records maintained.	Major Must	D	☐ Yes ☐ No ☐ N/A	
11.7	Storekeepers and other personnel responsible for pesticide management receive training on pesticide hazards, safe storage, handling, dispensing, emergency response, and waste management.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
11.8	Written procedures established and maintained for responding to emergencies, including fire, spills, leaks, accidents, and pesticide poisoning. Such procedures visibly displayed in locations accessible to users and in languages understood by personnel.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
11.9	Pesticide stores equipped with adequate and appropriate firefighting equipment.	Major Must	V	☐ Yes ☐ No ☐ N/A	
11.10	Firefighting equipment routinely inspected, maintained, and records documented.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
11.11	Shelves in stores be made of non-absorbent and non-flammable material. Materials to deal with leakage and spillage available in the store. These may include sand, shovel, broom and empty disposal bin.	Major Must	V	☐ Yes ☐ No ☐ N/A	
11.12	Adequate handwashing and decontamination facilities, including clean water and soap, provided in close proximity to the pesticide store.	Major Must	V	☐ Yes ☐ No ☐ N/A	
11.13	The store bunded to contain any spillages and contaminated water used for cleaning or firefighting.	Major Must	V	☐ Yes ☐ No ☐ N/A	
11.14	Drainage directed to a sump or an adequate wastewater area, which located far from all water sources and not discharge into riparian land All such facilities adequately marked or labelled.	Major Must	V	☐ Yes ☐ No ☐ N/A	

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
11	**STORAGE OF PEST CONTROL PRODUCTS**				
11.15	All personnel working in pesticide stores have access to suitable Personal Protective Equipment (PPEs).	Major Must	V I	☐ Yes ☐ No ☐ N/A	
11.16	A pesticides and fertilizers stored separately, and away from detergents or disinfectants.	Major Must	V	☐ Yes ☐ No ☐ N/A	
11.17	A Pesticide store located at least 60 m away from water sources.	Major Must	V X	☐ Yes ☐ No ☐ N/A	
11.18	The principle of "First-In, First-Out (FIFO)" applied to ensure that older stock is used before newer stock and to minimize the accumulation of expired pesticides.	Major Must	V	☐ Yes ☐ No ☐ N/A	
12	**SOIL FUMIGATION**				
12.1	Use of fumigants justified and documented.	Major Must	D	☐ Yes ☐ No ☐ N/A	
12.2	Only fumigants registered and approved by the competent authority used for soil fumigation.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
12.3	Fumigants used in accordance with the manufacturer's instructions.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
12.4	Operators keep up to date with the most current list of acceptable plant protection products locally and internationally as applicable.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
12.5	Soil fumigation carried out only by trained and authorized personnel using appropriate equipment and personal protective equipment (PPE).	Major Must	V I	☐ Yes ☐ No ☐ N/A	
13	**PLANT PROTECTION PRODUCTS (PPP) APPLICATION AND RESISTANCE MANAGEMENT**				
13.0.1	Plant protection products (PPP) chosen to avoid over reliance or continued use of the same active ingredient, thus reducing the emergence of pesticide resistance.	Major Must	D V	☐ Yes ☐ No ☐ N/A	Committee confirmation required before final issue.
13.1	**PPP Application conditions**				
13.1.1	Pesticides not applied in adverse weather conditions such as wind, rain or during overhead irrigation.	Major Must	V	☐ Yes ☐ No ☐ N/A	
13.1.2	Spraying during high mid-day temperatures should be avoided.	Recommend ation	V I	☐ Yes ☐ No ☐ N/A	
13.2	**Dispensing of pesticides and hazardous chemicals**				
13.2.1	A designated area allocated for dispensing, measuring, and mixing of pesticides and other hazardous chemicals.	Major Must	V	☐ Yes ☐ No ☐ N/A	
13.2.2	The dispensing area equipped with: A workbench. Running water supply available within 5 m of the dispensing area. Wash basin and eyewash station. Accurate measuring equipment. Suitable containers for pre-mixing of pesticides/chemicals; and Clear marking on all equipment to indicate they are for use with pesticides/chemicals only.	Major Must	V X	☐ Yes ☐ No ☐ N/A	Committee confirmation required before final issue.

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
13	**RESISTANCE MANAGEMENT AND PESTICIDE APPLICATION**				
13.2	**Dispensing of pesticides and hazardous chemicals**				
13.2.2.1	Personnel handling hazardous chemicals wear appropriate personal protective clothing and equipment .	Major Must	V I X	☐ Yes ☐ No ☐ N/A	Committee confirmation required before final issue.
13.2.3	The dispensing area maintained in a clean and orderly condition and designed to prevent spills, contamination, and unauthorized access.	Major Must	V	☐ Yes ☐ No ☐ N/A	
13.2.4	Materials and equipment for managing accidental spills and leaks be readily available within or near the dispensing area.	Major Must	V X	☐ Yes ☐ No ☐ N/A	
13.2.5	The dispensing area should not used for storage of food, beverages, animal feed, and personal items.	Recommendation	V	☐ Yes ☐ No ☐ N/A	
13.3	**Application and worker protection**				
13.3.1	Operator ensure that workers receive adequate information, instruction, training and supervision to carry out their work safely and understand the health risks associated to plant protection product exposure and the precautions to be taken.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
13.3.2	Warning signs to restrict personnel access to area under plant protection products application or treated with plant protection products displayed.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
13.3.3	All spray workers and supervisors suitably trained on the application and risks of plant protection products by a recognized institution or body. A training Schedule for the workers and supervisors established and periodically reviewed.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
13.3.4	All spray workers wear personal protective clothing and equipment suitable for the task. Such personal protective equipment be provided by the operator at no cost to the workers.	Major Must	V I X	☐ Yes ☐ No ☐ N/A	
13.3.5	Secure, well-ventilated storage facilities provided for personal clothing.	Major Must	V X	☐ Yes ☐ No ☐ N/A	
13.3.6	Designated area provided for washing, drying and storage of the personal protective equipment (PPE). Appropriate changing rooms and double lockers for each worker be provided.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
13.3.7	All personal protective equipment (PPEs) properly cleaned after use.	Major Must	V	☐ Yes ☐ No ☐ N/A	
13.3.8	Application equipment dedicated for use in horticultural crops and properly cleaned immediately after use. Chemical wastewater collected, treated or disposed of in manner that minimizes environmental contamination.	Major Must	V	☐ Yes ☐ No ☐ N/A	

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
13	**RESISTANCE MANAGEMENT AND PESTICIDE APPLICATION**				
13.3	**Application and worker protection**				
13.3.9	Protective overalls when used laundered after use and kept separately from other clothing.	Major Must	X	☐ Yes ☐ No ☐ N/A	
13.3.10	All workers involved in the handling and application of plant protection products undergo medical check-up at least every six months.	Major Must	D V I X	☐ Yes ☐ No ☐ N/A	
13.3.11	All equipment used for spraying regularly inspected and well maintained and be verified by a competent person. Records of inspection maintained.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
13.3.12	Each application accompanied by clear instructions specifying crop location, product to be applied, application rate and application technique signed by the authorizing officer.	Major Must	V	☐ Yes ☐ No ☐ N/A	
13.3.13	All workers in or near areas being sprayed who are not wearing appropriate personal protective equipment (PPE) vacate the area before plant protection products application begins.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
13.3.14	Safety Data Sheets (SDS) of all plant protection products used be retained on file and readily accessible to relevant personnel.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
13.3.15	The mixing and application of PPP only carried out by trained personnel.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
13.3.16	Documented re-entry policy and procedure established and implemented as preventive measure to protect workers from pesticide exposure risks.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
13.3.17	Plant protection products application method ensure that non target organisms and beneficial organism are not adversely affected.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
13.3.18	The pre-harvest interval documented for all plant protection products applied.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
13.4	**Harvesting of produce**				
13.4.1	The operator take into account pre-harvest interval before harvest.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
13.4.2	Harvesting procedures be documented and implemented to ensure that required pre-harvest intervals are observed.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
13.4.3	Regular audits and training be conducted to ensure consistency in the process of harvesting practice.	Major Must	V	☐ Yes ☐ No ☐ N/A	
13.5	**Records of application**				
13.5.1	Records of PPPs application maintained.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
13.5.2	Spray workers' training records maintained.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
13.5.3	Accidents and incidents and the remedial actions taken documented.	Major Must	D	☐ Yes ☐ No ☐ N/A	

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
13	**RESISTANCE MANAGEMENT AND PESTICIDE APPLICATION**				
13.5	**Records of application**				
13.5.4	Emergency notices visibly displayed providing procedures and contact persons.	Major Must	D	☐ Yes ☐ No ☐ N/A	
13.5.5	Records of the appointed first aider and training records are available.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
13.5.6	Records of obsolete or expired PPP and empty containers maintained.	Major Must	D	☐ Yes ☐ No ☐ N/A	
13.5.7	Additional records and documentation to be kept in addition to those required by applicable legislation include: PPPs stock records; A list of all the PPP used in the production site; and A record of disposal of expired plant protection products, surplus PPP, empty PPP containers maintained.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
13.6	**Disposal of surplus plant protection products**				
13.6.1	Documented procedures for safe disposal of dilute PPP and empty containers be developed, approved and communicated to all those handling such products. The procedures include fail-safe measures to prevent pollution of ground water and soil from leakage or spillage.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
13.6.2	Obsolete and expired pest control products be clearly segregated and marked “obsolete and expired pest control products”.	Major Must	V	☐ Yes ☐ No ☐ N/A	
13.6.3	Disposal of obsolete and expired pest control products be done as per the national regulations and records kept.	Major Must	D V X	☐ Yes ☐ No ☐ N/A	
13.6.4	Surplus spraying mix and tank washings be disposed as per the national regulations.	Major Must	X	☐ Yes ☐ No ☐ N/A	
13.6.5	Disposal sites be securely fenced, locked and labelled with warning signs.	Major Must	V	☐ Yes ☐ No ☐ N/A	
13.6.6	Where disposal services are outsourced, the appointed disposal agent be approved by relevant authorities and records of all activities be retained.	Major Must	D	☐ Yes ☐ No ☐ N/A	
13.7	**Management of empty plant protection product containers**				
13.7.1	The reuse ofempty PPP containers for any purpose other than containing and transporting identical products shall be avoided	Major Must	V I	☐ Yes ☐ No ☐ N/A	
13.7.2	A designated and secure storage area provided for empty PPP containers.	Major Must	V	☐ Yes ☐ No ☐ N/A	
13.7.3	The disposal of empty containers carried out in compliance with applicable legislation and regulatory requirements.	Major Must	X	☐ Yes ☐ No ☐ N/A	
13.8	**Obsolute plant protection products**				

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
13	**RESISTANCE MANAGEMENT AND PESTICIDE APPLICATION**				
13.8	**Obsolute plant protection products**				
13.8.1	There be a documented policy regarding obsolete PPP.	Major Must	D	☐ Yes ☐ No ☐ N/A	
13.8.2	Obsolete PPP clearly labelled, secured and stored separately from products intended for use.	Major Must	V	☐ Yes ☐ No ☐ N/A	
13.9	**Pesticide residue monitoring**				
13.9.1	The operator ensure the produce comply with maximum residue limits (MRLs) established in the national produce standard	Major Must	D I X	☐ Yes ☐ No ☐ N/A	
13.9.2	MRLs monitoring conducted based on the MRL risk assessment.	Major Must	D	☐ Yes ☐ No ☐ N/A	
13.9.3	Operators aware of and have access of up-to-date market maximum residue limits (MRLs) requirements.	Major Must	I X, C	☐ Yes ☐ No ☐ N/A	
13.9.4	The operator provide evidence/records of residue testing done by an accredited laboratory.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
13.9.5	The operator establish a written action plan in the event of the MRLs being exceeded.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
14	**HARVESTING AND POST-HARVEST HANDLING OF PRODUCE**				
14.1	**Harvesting and post-harvest hygiene**				
14.1.1	A documented risk assessment for harvest and post-harvest hygiene in place.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
14.1.2	There a documented hygiene procedure based on the risk assessment.	Major Must	D	☐ Yes ☐ No ☐ N/A	
14.1.3	All personnel receive hygiene training.	Major Must	I	☐ Yes ☐ No ☐ N/A	
14.1.4	Basic hygiene instructions displayed within the produce handling areas.	Major Must	X	☐ Yes ☐ No ☐ N/A	
14.1.5	Surfaces in contact with the produce hygienically clean.	Major Must	V	☐ Yes ☐ No ☐ N/A	
14.1.6	Smoking, eating, chewing and drinking not allowed in produce handling areas.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.1.7	Sneezing or coughing over unprotected produce not be allowed.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.1.8	Personal effects such as jewellery, watches, pins or other items not be worn or brought into produce handling areas.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.1.9	Clean toilets and handwashing facilities provided to all personnel, visitors and sub-contractors in the vicinity of their work.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
14.1.10	Animals and children not allowed in produce handling areas.	Major Must	V I	☐ Yes ☐ No ☐ N/A	

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
14	**HARVESTING AND POST-HARVEST HANDLING OF PRODUCE**				
14.1	**Harvesting and post-harvest hygiene**				
14.1.11	Equipment used for produce handling cleaned, maintained and appropriate for use.	Major Must	V	☐ Yes ☐ No ☐ N/A	
14.1.12	Produce handling facilities comply with relevant national regulations.	Major Must	X	☐ Yes ☐ No ☐ N/A	
14.1.13	The produce handling facilities not used for activities not related to handling of produce.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.1.14	Produce handling facilities registered by the relevant government authority.	Major Must	D	☐ Yes ☐ No ☐ N/A	
14.1.15	Access to produce handling facilities restricted to authorized personnel only.	Major Must	I	☐ Yes ☐ No ☐ N/A	
14.1.16	The produce handling facilities ; a) prevent entry of domestic animals, insects, birds and rodents. b) have floors, doors and wall surfaces that are non-absorbent, non-toxic, washable and easy to clean and disinfect. c) have floors that are durable and allow easy drainage. d) have ceiling and overhead fixtures designed to prevent the accumulation of dirt, moulds, shedding of paint flakes or particles and prevent condensation. e) have adequate lighting to allow effective inspection of produce. f) Have glass lighting covered to prevent contamination of produce in case of shattering. g) have adequate ventilation. h) have a separate storage area for non-food items away from produce.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
14.1.17	There a glass and hard plastics handling policy to govern their use within the premises whenever they are used.	Major Must	D X	☐ Yes ☐ No ☐ N/A	
14.1.18	Floor layout allow for a smooth flow of produce from reception to finishing area.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.1.19	A loading and dispatch areas roofed and proofed to prevent contamination of produce.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.2	**Inspection**				
14.2.1	Personnel handling the produce competent and trained to carry out inspection.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
14.2.2	Produce clearly labelled to maintain traceability and integrity.	Major Must	D V X	☐ Yes ☐ No ☐ N/A	
14.2.3	The receiving area for the produce adequately lit and equipped with facilities for produce inspection.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
14.2.4	Produce inspection carried out at; reception at the pack house. quality-control during processing; final quality check when ready for dispatch; loading area.	Major Must	D	☐ Yes ☐ No ☐ N/A	
14.3	**Quality control**				

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
14	**HARVESTING AND POST-HARVEST HANDLING OF PRODUCE**				
14.3	**Quality control**				
14.3.1	The operator have a quality assurance system.	Major Must	I	☐ Yes ☐ No ☐ N/A	
14.3.2	All equipment used for weighing, sizing, temperature monitoring or any other measuring devices maintained and records kept.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
14.4	**Produce handling**				
14.4.1	Produce at different stages of preparation retained separate.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.4.2	Produce normally be processed on a "First In, First Out" (FIFO).	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.5	**Health status**				
14.5.1	Personnel working in a produce handling facilities undergo medical examinations for food handlers at least every six months.	Major Must	I	☐ Yes ☐ No ☐ N/A	
14.5.2	Where personnel are permitted to continue working, cuts and wounds covered by suitable waterproof dressings.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
14.6	**Personal cleanliness**				
14.6.1	Personnel always wash their hands; a) At the start of produce handling activities. b) Immediately after using the toilet; and c) After handling raw produce or any contaminated material.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.7	**Post-harvest washing**				
14.7.1	Water for washing produce potable water complying with TZS 789.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.7.2	Based on risk assessments, water for post-harvest washing be analyzed.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
14.7.3	Waste water disposed as per the national regulations.	Major Must	V X	☐ Yes ☐ No ☐ N/A	
14.8	**Post-harvest treatments**				
14.8.1	Use of post-harvest treatments justified and documented.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
14.8.2	All post-harvest treatment products used approved by a competent authority.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.8.3	The personnel responsible for post-harvest treatments competent.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.8.4	The batch/lot of treated produce appropriately documented.	Major Must	D X	☐ Yes ☐ No ☐ N/A	
14.9	**Handling of rejected produce**				
14.9.1	The operator demonstrate on; the procedure used to minimize wastage. dealing with any raw material or horticultural produce that is rejected.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
14.9.2	The produce disposed of safely to minimize negative impacts on human health, animal health and the environment.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.10	**Cold-chain management**				

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
14	**HARVESTING AND POST-HARVEST HANDLING OF PRODUCE**				
14.10	**Cold-chain management**				
14.10.1	Where available, cold chain facilities of satisfactory structural conditions.	Minor Must	V I	☐ Yes ☐ No ☐ N/A	
14.10.2	Produce should be maintained under recommended temperature and relative humidity at all times.	Recommendation	V I	☐ Yes ☐ No ☐ N/A	
14.11	**Produce transport**				
14.11.1	The transport vessel built and equipped to ensure maintenance of optimal temperatures and hygiene to prevent damage, contamination and spoilage of produce.	Major Must	V	☐ Yes ☐ No ☐ N/A	
14.11.2	Vessels maintain the temperature and humidity levels prescribed in the specific produce standards.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.12	**Temperature monitoring**				
14.12.1	Produce temperature monitored based on recommended temperatures and records kept.	Minor Must	D	☐ Yes ☐ No ☐ N/A	
14.13	**Packaging**				
14.13.1	The packages should comply with the requirements set under the TZS 538 - Packaging, marking and labelling of foods and TZS 1003 - Guide to the pre-packaging of fresh fruits and vegetables.	Recommendation	V X	☐ Yes ☐ No ☐ N/A	
14.13.2	The operator have a documented packaging risk assessment.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
14.13.3	There procedures of storage, handling and stock control of packaging materials.	Major Must	D V	☐ Yes ☐ No ☐ N/A	
14.13.4	Packaging material for produce of food grade quality and of such a design as to protect the produce from any contamination.	Major Must	V	☐ Yes ☐ No ☐ N/A	
14.13.5	Staples not used in produce packaging.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
14.13.6	Where required, fumigation or heat treatment of pallets and containers be done in accordance with the relevant legislation.	Major Must	V	☐ Yes ☐ No ☐ N/A	
14.13.7	The operator committed to the use of environmentally friendly packaging materials.	Major Must	I	☐ Yes ☐ No ☐ N/A	
14.14	**Cleaning materials**				
14.14.1†	Potable water used in handling of the produce.	Major Must	V I	☐ Yes ☐ No ☐ N/A	Committee confirmation required before final issue.
14.14.2	Materials used for cleaning stored and maintained in a designated secure area away from produce and other non-cleaning chemicals.	Major Must	V	☐ Yes ☐ No ☐ N/A	

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
14	**HARVESTING AND POST-HARVEST HANDLING OF PRODUCE**				
14.14	**Cleaning materials**				
14.14.3	Adequate facilities provided for cleaning and disinfecting of work tools and equipment.	Major Must	V	☐ Yes ☐ No ☐ N/A	
14.14.4	All post-harvest cleaning materials rapproved by competent authority.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
14.15	**Marking and labelling**				
14.15.1	Prepackaged horticultural produce labelled with clear instructions to enable the next person in the food chain to handle, display, store and use the produce safely.	Major Must	V	☐ Yes ☐ No ☐ N/A	
14.15.2	The labelling in Swahili/English including the following particulars Name of the produce by common name; including variety/cultivar, Name, postal and physical address of the packer and/or dispatcher, Lot/batch identification, Country of origin, Commercial specification, i.e. type, class, size expressed as minimum and maximum diameter, Net weight, Brand or trade mark, if any. Storage instructions, Pack date and How to dispose used package.	Major Must	V X	☐ Yes ☐ No ☐ N/A	
15	**WORKER HEALTH, SAFETY AND WELFARE**				
15.1	**Health**				
15.1.1	Health requirements followed to ensure that personnel who come directly into contact with produce are not likely to contaminate them.	Major Must	I	☐ Yes ☐ No ☐ N/A	
15.1.2	Potable water available to staff at all times. Containers or outlets of water unsuitable for drinking appropriately marked.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
15.1.3	The workstation provided with first aid kits and have personnel trained.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
15.1.4	Written accident and emergency procedures on how to deal with serious injuries requiring medical attention visually displayed indicating contact person telephone number or institution.	Major Must	D	☐ Yes ☐ No ☐ N/A	
15.1.5	Workers changing rooms, eating and resting areas together with sufficient clean toilets, hand washing facilities, and food grade soap provided.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
15.1.6	The operator undertake a survey of health conditions of the personnel in accordance with the operator health policy.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
15.1.7	The operator promote safe and hygienic work culture that establishes controls to address and minimize risks identified.	Major Must	I	☐ Yes ☐ No ☐ N/A	
15.1.8	Operator should ensure workers have health checks at least twice a year.	Recommend ation	I X	☐ Yes ☐ No ☐ N/A	
15.2	**Safety measures**				
15.2.1	The operator document a worker health and safety risk assessment.	Major Must	D I	☐ Yes ☐ No ☐ N/A	

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
15	**WORKER HEALTH, SAFETY AND WELFARE**				
15.2	**Safety measures**				
15.2.2	The operator document an occupational health and safety policy.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
15.2.3	Machinery used suitable for its purpose and equipped with operational safety devices.	Major Must	V	☐ Yes ☐ No ☐ N/A	
15.2.4	Machinery with internal combustion engines not be used in confined areas.	Major Must	V	☐ Yes ☐ No ☐ N/A	
15.2.5	Only trained operators operate machinery.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
15.2.6	Personnel operating equipment trained on the safe use of equipment.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
15.2.7	Fire extinguishers and other appropriate firefighting equipment be available, easily accessible and regularly maintained.	Major Must	V	☐ Yes ☐ No ☐ N/A	
15.2.8	Fire alarms fitted to each floor above the exit and there be evidence of evacuation drills.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
15.2.9	There clearly marked emergency exits, which fitted with fire safety break locks or remain unlocked during working hours.	Major Must	X	☐ Yes ☐ No ☐ N/A	
15.2.10	Relevant safety rules and precautionary safety measures clearly displayed.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
15.2.11	The emergency plan and accident procedures made available to all employees and displayed in common notice boards.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
15.3	**Worker welfare**				
15.3.1	The operator implement a worker-welfare programme. Documentation related to this action should be available and should clearly identify names of the members of management who are responsible for ensuring its compliance.	Major Must	D I X	☐ Yes ☐ No ☐ N/A	
15.3.2†	Health and Safety Risk Assessment conducted and documented.	Major Must	D	☐ Yes ☐ No ☐ N/A	Committee confirmation required before final issue.
15.3.3†	Facilities at the production site appropriate for the comfort of the workers.	Major Must	V I	☐ Yes ☐ No ☐ N/A	Committee confirmation required before final issue.
15.3.4	The operator ensure that food provided to workers meets public health requirements.	Major Must	I	☐ Yes ☐ No ☐ N/A	
15.3.5	The operator provide suitable resting areas. The eating and storage facilities, if available, be separated from the working areas.	Minor Must	V I	☐ Yes ☐ No ☐ N/A	

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
15	**WORKER HEALTH, SAFETY AND WELFARE**				
15.3	**Worker welfare**				
15.3.6	Employees whose work entails standing for long periods be provided with facilities for sitting to enable them to take periods of rest.	Minor Must	I	☐ Yes ☐ No ☐ N/A	
15.3.7	Operators provide occupational health & safety, first aid and hygiene training to the workers.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
15.3.8	The expectant and nursing mothers should be exempted from heavy duty and work related to pesticide handling.	Recommend ation	V	☐ Yes ☐ No ☐ N/A	
15.3.9	Maternity leaves, return to work arrangements and breast feeding breaks shall comply with applicable national labours laws and regulations.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
15.3.10	In case worker housing is provided, it be safe, habitable, and hygienic, with access to drinking water, toilets, and drainage.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
16	**LABOUR, EMPLOYMENT AND SOCIAL ISSUES**				
16.1	Worker employment conditions comply with national legislation with regard to wages, workers age, working hours, conditions, job security, unions, pensions, and all other legal and health requirements.	Major Must	I X	☐ Yes ☐ No ☐ N/A	
16.2	All labour, employment and social issues at a minimum meet the requirements of the national labour and employment legislations including but not limited to; staff recruitment & promotions, induction & training, work contracts, work hours & leave days, expectant & nursing mothers, termination, workers' compensation, freedom of association & participation, grievance and disciplinary procedures, forced labour, discrimination/harassment, child labour and their records are kept.	Major Must	D I X	☐ Yes ☐ No ☐ N/A	
16.3	Where a collective bargaining is negotiated, it in accordance with national labour regulations.	Major Must	V I	☐ Yes ☐ No ☐ N/A	
17	**ENVIRONMENTAL MANAGEMENT**				
17.1	The operator have a documented environmental risk assessment.	Major Must	D I	☐ Yes ☐ No ☐ N/A	
17.2	An environmental management plan developed based on the risk assessment.	Minor Must	D	☐ Yes ☐ No ☐ N/A	
17.3	The environmental management plan shall be reviewed as per relevant regulations	Minor Must	D I	☐ Yes ☐ No ☐ N/A	
18	**ENERGY MANAGEMENT**				
18.1	The operator have an energy management policy.	Recommend ation	D I	☐ Yes ☐ No ☐ N/A	
18.2	The operator have written an energy management plan in place.	Recommend ation	D I	☐ Yes ☐ No ☐ N/A	
18.3	The operator monitor energy use to optimize energy efficiency.	Recommend ation	I	☐ Yes ☐ No ☐ N/A	
19	**WASTE MANAGEMENT**				

Section	Standard compliance principle	Level	Audit method	Compliance (Yes/No/N/A)	Evidence / recommendation
19	**WASTE MANAGEMENT**				
19.1	The operator have a waste management plan.	Major Must	D V I	☐ Yes ☐ No ☐ N/A	
19.2	The operator provide separate disposal bins for different kinds of waste.	Minor Must	V I	☐ Yes ☐ No ☐ N/A	
19.3	Holding areas for fuel and oils comply with the national requirements.	Minor Must	X	☐ Yes ☐ No ☐ N/A	
19.4	Wastewater treatment and disposal systems comply with the national regulations.	Major Must	V X	☐ Yes ☐ No ☐ N/A	
19.5	Hazardous waste disposed of in accordance with national requirements.	Major Must	V	☐ Yes ☐ No ☐ N/A	
20	**LEGAL AND CONTRACTUAL OBLIGATIONS**				
20.1	**Legal compliance**				
20.1.1	Operators comply with applicable national laws and regulations and with applicable international treaties and agreements.	Major Must	I X	☐ Yes ☐ No ☐ N/A	Committee confirmation required before final issue.
20.2	**Contractual obligations**				
20.2.1	Operators in contract farming (outgrower schemes): Provide written contracts in Swahili/English, input credit (seed, fertilizer, pesticide), technical support, purchase price (with minimum guaranteed price), quality parameters, and payment terms.	Major Must	D V I X	☐ Yes ☐ No ☐ N/A	
20.2.2	The operator identify, document and comply with all applicable specific buyer requirements.	Major Must	D I X	☐ Yes ☐ No ☐ N/A	Committee confirmation required before final issue.
20.3	**Non-compliance**				
20.3.1	Non-compliance with legal or contractual obligations recorded, and corrective action implemented and verified within specified timeframe	Major Must	D X	☐ Yes ☐ No ☐ N/A	Committee confirmation required before final issue.

6. Summary of compliance and calculations

Calculate compliance using applicable controls only. Recommendations are reported separately and do not affect the conformity decision.

Item	Major Must	Minor Must	Recommendations
Total controls in checklist	233	39	14
Non-applicable controls (N/A)			
Applicable controls (Total − N/A)			
Compliant controls (Yes)			
Non-compliant controls (No)			
Compliance percentage	**(Yes ÷ Applicable) × 100**	**(Yes ÷ Applicable) × 100**	**Not scored**
Required threshold	**100%**	**≥85%**	**No limit**

Audit conclusion

Major Must compliance	________ %
Minor Must compliance	________ %
Overall decision	☐ Conforms ☐ Does not conform ☐ Follow-up required
Auditor's conclusion and basis	

Corrective-action follow-up

Control No.	Non-conformity	Corrective action / owner	Due date	Verification / closure

Lead auditor		**Date**	
Operator representative		**Date**	