

**Trading Name:** \_\_\_\_\_**Cropping Season:** \_\_\_\_\_

## **GROWER PACK**

### **Background**

Australia currently averages production of 3.1 million tonnes of canola per annum from approximately 10,000 growers. Of this, around two thirds of production is exported to the EU for use in biodiesel production under accreditation to the Renewable Energy Directive 2009/28/EC amended through Directive (EU) 2015/1513 (RED).

In addition to the sustainable accreditation of canola, market demand has led to other crops such as malting barley being certified as sustainable under the ISCC accreditation program.

To streamline the accreditation process for the certification of canola for export to the EU, as well as providing the opportunity to broaden the market opportunities for other grains to be certified as sustainable, the Australian Oilseeds Federation (AOF) has established Sustainable Grain Australia (SGA). SGA aims to simplify the burden for growers in delivering certified sustainable grain, while also assisting growers through the audit process involved with supplying sustainable grain. Of all growers that supply certified sustainable grain under Sustainable Grain Australia, it is expected that less than 100 will be selected for an audit in any one year.

## Requirements

As per the requirement of the ISCC certification program, growers that have signed the ISCC Self Declaration through the NGR portal and delivered either sustainable canola, malting barley or other accredited grain, must conduct a self-assessment to ensure that they have the following records, procedures and infrastructure in place.

In addition, by signing the ISCC Self-Declaration, growers agree that they will:

- Supply to Sustainable Grain Australia (SGA) or their representative, this completed checklist and all the records as detailed below.
- Have the required infrastructure as detailed below in place.
- Participate and supply this information to SGA if selected for an audit.
- Participate in an “on-farm” audit that they have these procedures and requirements in place if selected by the external certification body.

Please note the following:

- Internal and External audits on randomly selected growers will occur each year to show compliance to the program. It is expected that growers adopt these requirements as part of their normal record keeping process.
- There may be developments/requirements under the ISCC program that may in future limit the use of certain chemicals. Growers must be aware of and comply with these requirements as directed.

All the forms and other information can be found on the Australian Oilseeds Federation Website.

REQUIREMENTS			Are documents and records available?	
Required Documents and Records	Comment	Supporting Documents (Reference documents and templates)	Yes	No
Business and Farm details including: <ul style="list-style-type: none"> <li>Physical Address</li> <li>Size (ha) of the farm</li> <li>Size (ha) of the cropping area</li> <li>Area (ha) of non-cropping land</li> <li>Location GPS coordinates</li> </ul>	To show the location and details of the farm.	<a href="#">F-001 Business and Farm Details</a>	<input type="checkbox"/>	<input type="checkbox"/>
Shire Rate Notice and or Lease Agreements	To prove ownership of the land. Any sensitive information can be deleted.		<input type="checkbox"/>	<input type="checkbox"/>
Environmental Impact Assessment (EIA) or building permits for any new buildings constructed in the past year.	To ensure that any new construction is not detrimental to the environment.	<a href="#">F-002 Environmental Impact Assessment.</a>	<input type="checkbox"/>	<input type="checkbox"/>
Production area (ha) and tonnages (ha) of last season's major three crops (include canola and barley).	To show that the quantity of grain produced is appropriate to the area sown.	<a href="#">F-019 Production and Area</a> (major 3 crops).	<input type="checkbox"/>	<input type="checkbox"/>

REQUIREMENTS			Are documents and records available?	
Required Documents and Records	Comment	Supporting Documents (Reference documents and templates)	Yes	No
Farm Review or Cropping Plan	<p>This is to show that an annual review is conducted each year to demonstrate the farm is financially sustainable.</p> <p>The auditor does not have to see the specific financial details. The grower only needs to demonstrate this occurs.</p>		<input type="checkbox"/>	<input type="checkbox"/>
Grain sales contracts	To show the relationship between the grower and the purchaser of the grain.		<input type="checkbox"/>	<input type="checkbox"/>
Weighbridge tickets and summary of deliveries to each trader.	To show proof of delivery.		<input type="checkbox"/>	<input type="checkbox"/>
Farm map(s) – to also show any re-vegetative areas.	To show the locations of the property, that there has been no unapproved land clearing events and that environmentally sensitive areas are not affected by the farming enterprise.		<input type="checkbox"/>	<input type="checkbox"/>
Soil Tests/Reports	<p>There must be at least one for the farm. It should include:</p> <p>pH</p> <p>Organic matter</p> <p>Nutrient requirements</p> <p>Recommendations</p>		<input type="checkbox"/>	<input type="checkbox"/>

REQUIREMENTS			Are documents and records available?	
Required Documents and Records	Comment	Supporting Documents (Reference documents and templates)	Yes	No
Records of lime and/or gypsum purchased, and application rate.	To show the application of lime and gypsum is appropriate.		<input type="checkbox"/>	<input type="checkbox"/>
Burning Approval/Permits (If applicable).	To show that no non-approved burning occurs.		<input type="checkbox"/>	<input type="checkbox"/>
Irrigation – If applicable, water license.	To show that the application of water is appropriate.	If not applicable, leave the check boxes to the right blank.	<input type="checkbox"/>	<input type="checkbox"/>
Irrigation – If applicable, water application records.	To show that the application of water is appropriate.	If not applicable, leave the check boxes to the right blank.	<input type="checkbox"/>	<input type="checkbox"/>
Invoices showing the purchase of: Fertiliser Fuel Electricity Herbicides, Insecticides, Fungicides etc. Seed or seed cleaning	To show that approved farm inputs are applied.		<input type="checkbox"/>	<input type="checkbox"/>
Maintenance and calibration records of: Seeder Boom spray Fertiliser spreader	To show that the equipment used can apply seed, fertiliser and chemicals at the desired rates.	If a template is required, see <a href="#">F-003 Equipment Calibration Log</a> .	<input type="checkbox"/>	<input type="checkbox"/>
Paddock Inspection Records	To show that appropriate agronomic practices are adopted.		<input type="checkbox"/>	<input type="checkbox"/>

REQUIREMENTS			Are documents and records available?	
Required Documents and Records	Comment	Supporting Documents (Reference documents and templates)	Yes	No
Recommendations from Agronomist or advisor. Include: Dates of recommendations Targeted weeds, pests, diseases Agronomist name Company	To show that appropriate agronomic practices are adopted.		<input type="checkbox"/>	<input type="checkbox"/>
Chemcert or equivalent licence	To demonstrate that the person applying chemicals is competent.  If a Chemcert licence is not available, obtain a letter of competency from a consultant/agronomist.		<input type="checkbox"/>	<input type="checkbox"/>
Spray diary, showing at a minimum the: Name of the chemical applied Rate Date applied Operator name Paddock name Targeted weed, pest etc.	To show that the applied chemical was appropriate and who was responsible for the application.  These can be in book / diary / electronic format.		<input type="checkbox"/>	<input type="checkbox"/>

REQUIREMENTS			Are documents and records available?	
Required Documents and Records	Comment	Supporting Documents (Reference documents and templates)	Yes	No
Fertiliser plan, showing: Recommendations Application date Paddock name Fertiliser type Rate applied Operator's name	To show that the applied fertiliser was appropriate and who was responsible for the application.  These can be in book / diary / electronic format.		<input type="checkbox"/>	<input type="checkbox"/>
Cropping Rotation	Show how the cropping rotation is used to break pest/disease cycles and/or improve soil nitrogen. This can be used to demonstrate an Integrated Pest Management (IPM) plan.		<input type="checkbox"/>	<input type="checkbox"/>
Stock – presence	Are sheep or other stock present on the farm?  If Yes, are there records showing the stocking rates?		<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Chemical Inventory What is stored in the chemical shed?	To demonstrate what chemicals are yet to be used. This should be updated quarterly.	If a template is required, use <a href="#">F-007 Chemical Inventory</a> .	<input type="checkbox"/>	<input type="checkbox"/>

REQUIREMENTS			Are documents and records available?	
Required Documents and Records	Comment	Supporting Documents (Reference documents and templates)	Yes	No
Drum Muster Receipts	To show that empty drums are disposed of correctly.  All drums must be triple rinsed, and the washings applied back onto the paddock.		<input type="checkbox"/>	<input type="checkbox"/>
Waste Oil Collection Receipts	To show that any waste oil is disposed of correctly.		<input type="checkbox"/>	<input type="checkbox"/>
Farm Waste Management Plan	To show how waste products are managed.	If a template is required, see <a href="#">F-004 Waste Management Plan</a> .	<input type="checkbox"/>	<input type="checkbox"/>
Risk Assessment / Occupational Health and Safety Policy	A farm safe risk assessment should be carried out that identifies specific safety risks and where corrective actions and training is required.	If a template is required see <a href="#">F-008 Hazard Risk Assessment</a> .  Also see Page 133, Hazardous Substance Register, in reference document, <a href="#">Farmers' Guidebook to Work Health and Safety Safework SA</a> .	<input type="checkbox"/>	<input type="checkbox"/>



REQUIREMENTS			Are documents and records available?	
Required Documents and Records	Comment	Supporting Documents (Reference documents and templates)	Yes	No
Training Records and Licences <ul style="list-style-type: none"> <li>• For dangerous equipment that may be used.</li> <li>• First aid.</li> <li>• Heavy vehicle and forklift etc.</li> <li>• TAFE, Reseller training days, etc.</li> <li>• Post school certificates etc.</li> </ul>	To demonstrate competency.	See <a href="#">F-005 Individual Training Record</a> .	<input type="checkbox"/>	<input type="checkbox"/>
Fair Work Declaration	Must be signed to show that the business abides by the Fair Work Act as set out by the Australian government.	See <a href="#">F-010 Fair Work Act Declaration</a> .	<input type="checkbox"/>	<input type="checkbox"/>
Contractor Agreements	These should be written and not verbal. The contractor must be appropriately licenced to undertake the assigned task.		<input type="checkbox"/>	<input type="checkbox"/>
Emergency Procedure	An emergency procedure must be in place that identifies what to do in the case of an accident.	If a template is required see <a href="#">F-009 Emergency Procedure</a> .	<input type="checkbox"/>	<input type="checkbox"/>

REQUIREMENTS			Are documents and records available?	
Required Documents and Records	Comment	Supporting Documents (Reference documents and templates)	Yes	No
Induction Procedure	<p>All staff are to be inducted so:</p> <ul style="list-style-type: none"> <li>• they are aware of the procedure in case of an accident;</li> <li>• they know the location of the first aid kit;</li> <li>• they are aware of high-risk areas; and</li> <li>• they are aware of areas they should not enter.</li> </ul> <p>Records need to be kept on who has been inducted and the time and date this took place.</p>	If a template is required, see <a href="#">F-006 Induction Checklist</a> .	<input type="checkbox"/>	<input type="checkbox"/>
Disposal of Chemicals/pesticides	<p>Records to show the disposal of Chemicals/ Pesticides.</p> <p>Redundant or surplus plant protection products must be disposed of appropriately as per required regulations.</p>	Empty drums and chemicals are stored in access-restricted areas and cannot be used for other purposes.	<input type="checkbox"/>	<input type="checkbox"/>

REQUIREMENTS			Are requirements met?	
Facilities	Comment	Supporting Documents (Reference documents and templates)	Yes	No
Chemical Storage Shed	<p>If chemicals are stored on farm it is a requirement that there is an appropriately constructed chemical storage shed.</p> <p>Chemical Sheds must be secure (lockable), dry, well ventilated, have sealed floors, be appropriately illuminated, isolated and constructed to contain, in the event of an accident, any spillage.</p> <p>Liquids are not allowed to be stored above powders and granules.</p>	See <a href="#">R-002 ChemCert Guide to Storing Hazardous Chemicals</a> .	<input type="checkbox"/>	<input type="checkbox"/>
Mixing facilities	The place where mixing of chemicals occurs should be located so that if there is an accident there is no runoff into environmentally sensitive areas.		<input type="checkbox"/>	<input type="checkbox"/>
Spill kits	<p>Must be located to be easily used if there is an accident.</p> <p>A spill kit can consist of a bucket(s) of sand.</p>		<input type="checkbox"/>	<input type="checkbox"/>
First Aid Kits	They must be strategically located so they can be readily used in case of an accident.		<input type="checkbox"/>	<input type="checkbox"/>

REQUIREMENTS			Are requirements met?	
Facilities	Comment	Supporting Documents (Reference documents and templates)	Yes	No
Access to fresh water	<p>Fresh water must be located near mixing areas so that it can be used to wash chemicals if there is an accident. This can be the freshwater tank on the boom spray.</p> <p>It is ideal for there to be a safety shower and/or eyewash located in the vicinity of the mixing area.</p>		<input type="checkbox"/>	<input type="checkbox"/>
Workshop and use of empty chemical containers	<p>The workshop should be neat and tidy to minimise the occurrence of accidents.</p> <p>Empty chemical containers that previously contained poisonous material should not be used to store nuts, bolts or other material.</p>		<input type="checkbox"/>	<input type="checkbox"/>
Fire Extinguishers	<p>These should be strategically located in or near the workshop, machinery shed and harvester, etc.</p>		<input type="checkbox"/>	<input type="checkbox"/>
Safety and General Signage	<p>Hazard signs, e.g. Hazchem, must be placed on high risk areas such as the Chemical Shed.</p> <p>A mustering point must be identified and signed.</p> <p>It is ideal to have a sign showing the location of fire extinguishers and first aid kits.</p>		<input type="checkbox"/>	<input type="checkbox"/>

REQUIREMENTS			Are requirements met?	
Facilities	Comment	Supporting Documents (Reference documents and templates)	Yes	No
Personal Protection Equipment	There must be safety equipment such as eyewashes or showers near pesticide filling areas.  Spray operators must wear appropriate PPE.		<input type="checkbox"/>	<input type="checkbox"/>