

# ISCC grower self-assessment & audit requirements (R-001)

Trading name: .....

Cropping season: .....



Scan to access the SGA resource library.

## BACKGROUND

To meet the ISCC sustainable grain requirements, growers and demonstrate they understand the schemes requirements, growers must complete their own self-assessment. This can be achieved by completing and retaining this form. If selected to be audited, this form will be required to be submitted to Sustainable Grains Australia (SGA).

Required document or evidence	Comment	Supporting document	ISCC P'ple #	Evidence is available		
				Y	N	N/A
<b>Farm summary including:</b> <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>Location GPS coordinates</li> </ul>	To show the location and details of the farm.	F-001 Farm summary Farm details				
<b>Production area (ha) and tonnages (ha) of last season's major three crops</b>	To show that the quantity of sustainable grain produced is appropriate to the area sown.	F-001 Farm summary Production area	6			
<b>Cropping rotation</b>	To show how the cropping rotation is used to break the pest/disease cycles and/or improve soil nitrogen. This can be used to demonstrate an Integrated Pest Management Plan.	F-001 Farm summary Cropping rotation	2			
<b>Stocking rate – soil compaction</b>	To demonstrate that the presence of stock does not cause soil compaction issues.	F-001 Farm summary Winter and summer stocking rates	2			
<b>Shire rate notice and or lease agreement</b>	To prove ownership of the land. Any sensitive information can be deleted.	Shire rate notice				
<b>Environmental Impact Assessment (EIA) or building permit</b>	This only needs to be provided if any significant structures have been built in the past year and is used to demonstrate that the new construction is not detrimental to the environment.	F-002 Environmental Impact Assessment	2			
<b>Cropping plan or farm review</b>	This is to show that an annual review is conducted each year to demonstrate the farm is sustainable.	Cropping plan	6			
<b>Grain sale contracts</b>	To show the relationship between the grower and purchaser of grain.	Grain sale contract				
<b>Weighbridge tickets and summary of deliveries to each trader</b>	To show proof of delivery.	Weighbridge ticket or summary				

Required document or evidence	Comment	Supporting document	ISCC P'ple #	Evidence is available		
				Y	N	N/A
<b>Soil test reports</b>	<p>There must be at least one report for the farm conducted within the past 5 years.</p> <p>It must include recommendations, nutrient status and a measurement of:</p> <ul style="list-style-type: none"> <li>• organic matter (carbon)</li> <li>• pH</li> <li>• other key elements.</li> </ul>	Soil test report	2			
<b>Burning approval</b>	To show that no non-approved burning occurs.	Burning permit (if applicable)	2			
<b>Irrigation</b>	To show that the application rates are appropriate.	Water licence and application records (if applicable)	2			
<b>Lime and/or gypsum</b>	To show the application of lime and gypsum is appropriate.	Lime and/or gypsum invoice or delivery docket	2			
<b>Farm input invoices</b>	To show that only approved inputs are applied.	Invoice for: <ul style="list-style-type: none"> <li>• fertiliser</li> <li>• fuel</li> <li>• electricity</li> <li>• herbicides etc.</li> <li>• seed or seed cleaning</li> </ul>	2			
<b>Maintenance and calibration records</b>	To show that the equipment used can apply seed, fertiliser and chemicals at the desired rates.	Records showing that the calibrations took place.  If a template is required use <u>F-003 Equipment calibration log</u> .	2			
<b>Paddock inspection and agronomist recommendations</b>	To include: <ul style="list-style-type: none"> <li>• dates of recommendation</li> <li>• targeted weeds, pests, diseases</li> <li>• agronomist Name and company.</li> </ul>	Paddock inspection and agronomist recommendations.	6			
<b>Chemcert or equivalent licence</b>	To demonstrate that the person applying chemicals is competent.	Chemcert or equivalent licence	3			
<b>Spray diary or application record</b>	To show that the applied chemical was appropriate and who was responsible for the application.  These can be in book/diary/ electronic format.	To show at a minimum: <ul style="list-style-type: none"> <li>• name of chemical applied</li> <li>• application date</li> <li>• application rate</li> <li>• paddock name</li> <li>• date applied</li> <li>• operator name</li> <li>• targeted weeds.</li> </ul>	2			
<b>Mixing facilities</b>	The site must be located so if there is an accident there is no runoff into environmentally sensitive areas.					
<b>Spill kits</b>	Must be located is readily assessable.  A spill kit can consist of a bucket of sand.					

Required document or evidence	Comment	Supporting document	ISCC P'ple #	Evidence is available		
				Y	N	N/A
<b>Chemical inventory</b>	To demonstrate what chemicals are used and what is yet to be used.  To be updated quarterly. Within 3 months of the audit date.  Only require the name of the chemical and number of drums and or packages needs to be supplied. Not volume or weight.	<u>F-007 Chemical inventory.</u>	2 & 3			
<b>Disposal of residual or no longer required chemicals</b>	Record or have the receipt that shows the disposal of chemicals/ pesticides.	If chemical drums are tripled rinsed and sprayed out this will suffice.  Keep a record in your spray diary the date this occurred.  See <u>ChemClear</u>	2			
<b>Chemical storage shed</b>	Chemical sheds should be of an appropriate structure. They must be: <ul style="list-style-type: none"> <li>• lockable</li> <li>• signed</li> <li>• well ventilated and illuminated</li> <li>• have a sealed floor</li> <li>• have a RE30 rating i.e. will resist a fire for 30 min.</li> </ul>	If a guideline is required see <u>R-002 ChemCert guide to storing hazardous chemicals</u>				
<b>Access to fresh water</b>	Fresh water must be located near the mixing areas so it can be used to wash chemicals off if there is an accident. This can be the freshwater tank on the boom spray.					
<b>Workshop and use of empty chemical containers</b>	The workshop should be tidy to minimise the occurrence of accidents.  Empty containers that previous contacted poisonous material should not be used to store nuts, bolts or other material.					
<b>Drum Muster receipt</b>	To show that drums are correctly disposed.		2			
<b>Waste oil disposal or machinery service receipts</b>	To show that waste oil is correctly disposed.		2			
<b>Waste management plan</b>	To show how waste products are managed.  Rubbish collection invoices are sufficient.	If a template is required see <u>F-004 Waste management plan.</u>	2			
<b>Risk assessment / occupational health and safety policy</b>	A farm risk assessment is required that identifies specific risks and plan to mitigate.	If a template is required see <u>F-008 Hazard risk assessment.</u>	3			
<b>Emergency procedure</b>	An accident procedure must be in place that identifies what to do in the case of an accident.	If a template is required see <u>F-009 Emergency procedure</u>	3			

Required document or evidence	Comment	Supporting document	ISCC P'ple #	Evidence is available		
				Y	N	N/A
<b>Training records and licences</b> e.g. <ul style="list-style-type: none"> <li>• first aid</li> <li>• heavy vehicle, fork lift etc</li> <li>• TAFE, Reseller training days</li> <li>• apprenticeship or post school certificates.</li> </ul>	Provide a list of what training has been received to demonstrate competency.	See <a href="#">F-005 Individual training record</a> .	2 & 3			
<b>Fair work and corruption declaration</b>	Must be signed to show that the business abides by these requirements.	<a href="#">F-010 Fair work and corruption declaration</a>	4			
<b>Contractor agreement</b>	Agreements should be written not verbal.  The contractor must be appropriately licenced to undertake the assigned task.	If no agreement in place, provide a copy of invoices or correspondence detailing the plan.				
<b>Induction procedure</b>	This is required if staff are employed so they are aware of: <ul style="list-style-type: none"> <li>• the procedure in the case of an accident.</li> <li>• the location of the first aid kit is known.</li> <li>• high risk areas are known.</li> </ul>	If a template is required see <a href="#">F-006 Induction checklist</a> .	3			
<b>Fire extinguisher</b>	These should be strategically located in or near the workshop, machinery shed and harvester etc.					
<b>Safety and general signage</b>	Hazard signs must be placed on high risk areas such as chemical sheds.  It is ideal to have a sign that shows the location of first aid kits and fire extinguishers.					
<b>Personal protection equipment</b>	Safety equipment such as goggles, respirators, gloves must be available and used where appropriate.					
<b>Biodiversity and pollinator protection plan</b>	A plan or documentation that demonstrates that 5% of the arable and non-arable land, this can include fallow, legumes, hedges, shelter belts, bushland and plants that promote pollinators etc. must be in place.	A plan or appropriate documentation. If a template is required use <a href="#">F-018 Biodiversity and pollinator protection plan</a> .				
<b>Energy, GHG and air pollution plan</b>	A plan or documentation that demonstrates that air pollution and green-house emissions are being reduced.	A plan or appropriate documentation. If a template is required use <a href="#">F-019 Energy, GHG and air pollution plan</a> .				

**Please complete this checklist and keep on file.**

You are only required to send this form to SGA if you are selected to be audited.