



HOW THE RED TRACTOR ASSURANCE SCHEME WORKS

(Incorporating Membership Rules)

This booklet includes everything you need to know about how the Red Tractor Assurance Scheme works and what you as a member have to do.



Red Tractor Assurance

HOW THE RED TRACTOR ASSURANCE SCHEME WORKS

The Red Tractor Assurance Scheme (“Scheme”) includes a series of integrated standards for different farming enterprises and different steps in the food supply chain (“Standards”). As a business operating in the farming or food supply industry you can apply to join our Scheme for a single farming enterprise or food supply chain activity or whatever combination of enterprises or activities fits your business needs.

To become and remain a member you must conform to the Standards and the membership rules at all times.

To join the Scheme you should contact any one of the Certification Bodies who are licensed by us to manage membership¹. You will find all the enterprises and activities that our Scheme covers listed on the back page. You can apply to join at any time throughout the year and your membership must be renewed annually. Your chosen Certification Body will manage your initial application, assessment and certification against the Standards and your annual renewal. The same Certification Body will also be your routine point of contact.

Before applying you are advised to carefully read the membership rules (see inside) and the Standards which detail what you have to do and how you will be assessed. If you operate more than one farming enterprise or food supply chain activity, you can select which of these you want to be assessed and certified for². If applying for more than one, your Certification Body may apply a discount and will co-ordinate the assessment(s) together in a single visit where possible. Alternatively, you can choose more than one Certification Body for the different enterprises or activities and the assessments will be carried out separately.

You may change your chosen Certification Body at any time and still maintain your ‘Assured’ status as long as you have no outstanding non-conformances or obligations. If you are not satisfied with the way your application, assessment or certification decision has been conducted you may lodge an appeal in writing with your Certification Body within 14 days. All complaints will be properly investigated and dealt with fairly in accordance with the Certification Body’s appeals procedure.

RTA may change the Standards from time to time but we will always tell you what the changes are and when you have to implement them.

1. For dairy farms your milk first purchaser will choose a Certification Body and arrange your application or transfers as appropriate.
2. With the exception of:
 - a) Dairy, where your business has to be assessed and certified for beef too
 - b) Beef and lamb, where both have to be assessed and certified if cattle and sheep are farmed.

1. Application

Send application and fee to your chosen Certification Body detailing all the relevant holdings/premises. Receipt will be acknowledged in 14 days and the assessment will be arranged.

2. Initial Assessment

The assessor will talk to you about your business as you walk together around the facilities, look at the livestock/crop(s) as applicable and check your paperwork. They will need to talk to your staff too about what they do. Any areas which do not meet the standards (non-conformances) will be highlighted to you throughout the visit. They are not allowed to advise on, or suggest, how you need to correct things. You will be left or sent a report which will contain details of any non-conformances, an indication of the evidence you will be expected to provide (e.g. invoices, photos, photocopies, letter from vet) and the timescales for action.

3. Non-conformances

You must supply your Certification Body with evidence that you have corrected everything as explained in the non-conformance report. In some cases a re-visit may be required and this may incur a charge. Your application will lapse if you do not correct everything satisfactorily and in good time.

4. Issue Certificate of Conformity

Once satisfactory evidence has been provided you will be entered as 'Assured' on the Scheme Member Checker database and you can then sell your product(s) as 'Assured'. You may receive an actual certificate in electronic format or printed but the status on the Scheme Member Checker database is definitive.

5. Renewal

You will be invited to renew your membership annually, 12 months after the initial assessment and every 12 months thereafter. You will receive a renewal notice and a maximum of two reminder letters.

6. Routine Assessments and Spot Checks

An assessor will make regular visits similar to your initial assessment to check you are continuing to conform to the Standards at all times. These assessments will be once per membership year with the exception of the RTA dairy and beef and lamb farm schemes which will be once every 18 months. You may also be subject to random spot check visits. If you do not conform to any Standards you must provide evidence, normally within 28 days, that you have rectified them as outlined at Steps 2 & 3 above. If you have a serious non-conformance against what we consider to be a 'Key' standard (marked K in the manual) your certificate can be suspended until you have shown you have put this right.

Suspension: Your membership and certification can also be suspended if you have not put non-conformances right within the time stipulated. Suspension is only lifted once you have proved that you have corrected the non-conformances. In some cases a re-visit may be required. You must not sell products as 'Assured' whilst your certification is suspended.

Withdrawal: If within 3 months of the suspension date you do not demonstrate that you have corrected the non-conformances then the Certification Body will withdraw the certification and you will no longer be a member of the Scheme. You can only regain certification by following the procedure for a new applicant and as long as no other sanctions or non-conformances remain.

RED TRACTOR ASSURANCE MEMBERSHIP RULES

We are Assured Food Standards, trading as Red Tractor Assurance ('AFS' or 'RTA'), a not for profit company, owned and funded by the British farming and food industry.

1. These rules and the accompanying explanation of how the Scheme works (together, 'these Rules') govern the terms and conditions for membership of the Red Tractor Assurance Scheme ('the Scheme') owned by RTA. All applicants for membership of the Scheme are referred to in these Rules as the 'Applicant Business', all members of the Scheme are referred to as 'Members' and 'you' means such Applicant Business or Member as the context permits.
 2. These Rules must be complied with at all times.
 3. Failure to comply with these Rules will mean that your certification can be suspended and withdrawn and your membership of the Scheme can be terminated.
 4. You can only gain certification and obtain 'Assured' status for the purposes of the Scheme if you conform to the Standards and you must continue to meet the Standards at all times.
 5. The Scheme will update the Standards periodically. You will be given notice of the changes and when they come into effect and you must ensure full compliance with any changes to retain 'Assured' status.
 6. These Rules are additional to any statutory requirements. Nothing in these Rules shall be deemed to provide exemption from current legislation and you must comply with all legislation relevant to the scope of the Scheme at all times.
- Claiming Products / Services are 'Assured'**
7. You must not describe products you sell and/or services you provide as 'Assured' for the purposes of the Scheme until you have been through the application and assessment process and a certificate of conformity has been issued and thereafter:
 - a) if and to the extent that such products or services relate to businesses, locations or activities which are not included in the scope of your certification
 - b) if your certification has been suspended or withdrawn for any reason and remains suspended or withdrawn
 - c) if you do not renew your membership on time in accordance with these Rules or your membership is terminated for any reason
 - d) if you have voluntarily left the Scheme.

Application

8. Any business farming any one of the enterprises or carrying out activities covered by the Scheme can apply to be a member. Similar schemes operate in the devolved regions of the UK covering some enterprises or activities and where this applies (see: www.redtractorassurance.org.uk/schemes) you should join the local scheme.
9. You can apply to join the Scheme for a single farming enterprise or food supply chain activity or whatever combination of enterprises and/or activities fits your business needs. The exception to this is beef and lamb where both have to be assessed and certified if cattle and sheep are farmed and dairy where beef assurance is required for the cattle (see Rule 19).
10. You can only apply through a Certification Body licensed by RTA to certify the Scheme.
11. To be registered as a Member you must be a sole trader, partnership, limited or unlimited company or limited liability partnership or other form of business approved by RTA or the Certification Body and each Member must have at all times a named nominated person who has functional responsibility for the management decisions and operating systems being assessed in the Scheme.
12. The named nominated person of the Applicant Business (or some other duly authorised person) must sign the Certification Body's application and subsequent renewal forms. In submitting an applicant renewal fee and / or such forms, the Applicant Business is agreeing with RTA and the relevant Certification Body ('your Certification Body') to be bound by these Rules at all times.

13. Any false or misleading statement made on the application or renewal forms, during assessments, or in any other communication may lead to suspension or withdrawal of your certification and even exclusion from future membership of the Scheme.
14. Any act or omission to act (whether by you, your officers, employees or agents or a third party and whether taken or omitted to be taken on the premises, site or holding of the Applicant Business or elsewhere) which impacts on your conformance to the Standards, these Rules or any relevant legislation, will be deemed to be your responsibility for the purpose of assessing your compliance with the Standards and these Rules. Any rights and remedies available to and sanctions imposed by RTA or your Certification Body in respect of your non-conformance to the Standards or these Rules may, at the discretion of RTA or the Certification Body, be deemed to apply also to any other business which operates or proposes to operate from the same premises, site or holding as you and which is or wishes to become a member of the Scheme.

Sites/Holdings/Vehicles

15. You must disclose all holdings, sites, stores, vehicles (as relevant) and additional locations/vehicles on the application form (having regard to paragraphs 16, 17 and 18 below).
16. Where an application form lists more than one holding, site, store, or vehicle, they must all be under the same management control as the Applicant Business. A separate Scheme registration application must be made in respect of each holding, site, store or vehicle which is not under the same management control. For this purpose, assets and/or businesses shall be deemed to be under the “same management control” if and for so long as the same individual or individuals together hold the power to deal with the respective assets and/or businesses in accordance with his or their wishes by virtue of the holding of shares, or voting power, or powers conferred by any constitutional or corporate documents.

17. Unless RTA or your Certification Body otherwise permit in their absolute discretion, a separate registration will be required in accordance with the following principles:

Enterprise / Activity	Separate Registration per:
Farms	<ul style="list-style-type: none"> Farming enterprise Holding / site within the enterprise: subject to the provisions of paragraph 18 below.
Livestock Transport	Commercial Livestock Vehicle / Trailer
Livestock Market	Site with separate Animal Gatherings Order Approval Number
Livestock Collection Centre	Site with separate Animal Gatherings Order Approval Number
Meat Processing	Site with separate FSA Approval Number

18. Additional farm holdings may be allowed within a Business’s Scheme registration provided the holdings fall within the relevant description(s) set out below (and subject always to their being under the same management control as set out in paragraph 16).

Dairy	Chickens	Pigs	Beef/Lamb	Crops	Fresh Produce
Each milking premises requires a separate registration	A self-contained live poultry facility functioning with defined poultry stock management, operational control and bio-security standards	Main holding + max 3 small nursery or finishing units	Main site + additional sites where livestock are kept.	Main holding + any additional sites where fertilisers and pesticides are kept or harvested products stored or processed.	
		Additional sites must be close to the main unit and agreed by the Certification Body.			

19. Dairy farm assurance is normally organised by the first purchaser of your milk ('First Purchaser'). Cattle on dairy farms must also be beef assured (i.e. certification to the RTA beef Standards or the beef assurance scheme in any relevant devolved region of the UK – see paragraph 8). If you do not want your beef assurance to be assessed by the Certification Body which assesses your certification to the RTA dairy Standards, you must be able to demonstrate that your beef assurance is in place at the time of your dairy assessment and commit to it being maintained.

Initial Assessment and Certification

20. A complete full assessment must be carried out and you must conform to all the Standards (not including 'recommendations') before certification can be progressed.
21. To allow a complete full assessment you must
- give the assessor access to relevant parts of the holding, key members of staff and relevant records/documents
 - allow access to livestock as required, including in some cases allowing assessors to carry out welfare outcome scoring.
22. Assessors may refuse to carry out or finish an assessment
- in the presence of a third party who they believe may, intentionally or otherwise, influence its outcome in an inappropriate manner
 - if they feel threatened or that they have been subjected to abusive behaviour at any time during the visit
 - if the site is empty or non-operational.
23. If any Standards are not met then a non-conformance will be raised. Certification will be dependent upon you carrying out the required improvements to the satisfaction

of the Certification Body and within a time period they will specify.

24. Once issued, certificates and, where applicable, stickers are not transferable to other holdings or businesses and remain the property of your Certification Body. Whilst certificates and stickers may be useful in confirming the assured chain of custody, the definitive indication of certification 'Assured' status will always be the Scheme Member Checker database.

Membership Renewal

25. Your membership must be renewed annually. Failure to renew within one month after the renewal date will result in your membership being terminated and no further certification being provided. If you subsequently apply to re-join you will be treated as a new applicant and will not be certified until you have had a satisfactory initial assessment. In this instance your membership and certification will not be backdated.

Material Changes

26. You must keep your Certification Body informed of any material changes to your operation that might affect your certification. Examples of material changes include but are not limited to:
- additional holdings or sites (e.g. crop storage facilities, livestock grazing) not mentioned in the original application
 - a change in management control of the Member (to be construed in accordance with paragraph 16)
 - additional commercial livestock vehicles
 - if at any time the site is empty of livestock
 - if the site becomes restocked

- f) changes to the activity being carried out on the site (e.g. a farm or haulier also operating as a collection centre, or a meat processor beginning to process new species such as pork or chicken).
27. If any individual owner of the Applicant Business (or of any other business under common management control as the Applicant Business) is unable to pay his debts as they fall due, is declared bankrupt or has a receiver appointed over any of his assets, or if the Applicant Business is unable to pay its debts as they fall due or becomes insolvent, goes into administration, appoints an administrative receiver or enters a compromise with its creditors or if any resolution is passed or action is taken relating to any of the above matters, you must inform your Certification Body immediately giving details of any person appointed or proposed to be appointed as administrator, administrative receiver, trustee in bankruptcy or liquidator (as the case may be).
28. When certified against the Red Tractor Fresh Produce standard only, you may ask your Certification Body for a voluntary suspension of one, some, or all of the crop types covered by the certificate.
29. Also, when certified against the Red Tractor Fresh Produce standard only, you may ask for your contract to be terminated at any time unless your membership is suspended or there are non-conformances outstanding.

Changing Certification Body

30. You can change your Certification Body at any time, in accordance with paragraphs 31 to 34.
31. You do not need to inform your previous Certification Body that you have transferred.
32. You must declare on your application to your new Certification Body if you have previously applied, or have been in the past, or are currently, a certified member of the Scheme. If so you must identify the Certification Body to whom you applied, previous Scheme membership number and details of any of the sites you operate which have previously been inspected under the Scheme (CPH number and PRIMO/Herd mark where applicable).

33. Your new Certification Body will request and be given access to your historical data and records from your previous Certification Body before confirming continued certification.
34. The Certification Body has the right to reject the application to transfer if you have outstanding non-conformances still to be rectified or any other certification or membership conditions which have been imposed which prevent the application from being accepted. In this case you must clear non-conformances to the satisfaction of the previous Certification Body before you can transfer, or, if conditions have been imposed (e.g. more frequent inspections), you must agree that these can be followed through by the new Certification Body.

Routine Assessments and Spot Checks

35. You must allow assessors to carry out routine assessments, revisits and spot checks as required.
36. RTA, your Certification Body or any third party duly authorised to act on their behalf has the right to carry out an assessment or spot check at short notice or without prior notice.
37. The assessor may be accompanied by an observer to witness the quality of the assessment.
38. If any Standards are not met then a non-conformance will be raised. Continued certification will be dependent upon you carrying out the required improvements to the satisfaction of the Certification Body and within a time period they will specify.

Suspension and Withdrawing Certification and Special Conditions of Certification

39. Your Certification Body has the right to suspend your certification in any of the following circumstances:
- a) if you unreasonably delay or refuse routine assessments, revisits or spot checks
 - b) if circumstances on the holding or site prevent the assessor from completing the assessment in full
 - c) if major non-conformances are identified against 'Key' Standards
 - d) if an excessive number of non-conformances are found during an assessment

- e) in the event of the same non-conformance being found on successive assessment visits
 - f) if you fail to rectify the non-conformances within the specified timescales; or
 - g) on receipt of reliable evidence from a third party, demonstrating that you are not maintaining the Standards to a material extent
40. If your certification is suspended and you do not take the necessary action to rectify notified non-conformances within the specified timescales your certification may be withdrawn with immediate effect by written notice served by RTA or your Certification Body.
 41. RTA and your Certification Body shall be entitled to 'specify 'Special Conditions of Certification' for your membership and/or continued certification of the Scheme. This may include, without limitation:
 - a) additional assessments by the Certification Body over and above the normal routine frequency at your cost; and
 - b) evidence from a third party expert (nominated by RTA or the Certification Body and appointed at your cost) that Standards are being met.
 42. In the event of very serious non-conformance to the Standards or these Rules, RTA and your Certification Body shall each be entitled [a] to withdraw certification in respect of the relevant holding, site or vehicle and/ or the Applicant Business in default (and if considered appropriate its owners and/ or any persons connected with such persons) and [b] to refuse to accept a new application from such persons or in respect of any such sites/assets for such period as RTA or your Certification Body may consider appropriate and even if the non-conformance in question has been rectified.
 43. RTA has the right to inform your customers of any change in your certification status.
- a) visits to additional holdings/sites not close to the main holding or site
 - b) visits to additional holdings/sites/ vehicles notified to the Certification Body after the initial assessment
 - c) the assessor to return to either complete the assessment report where initially it could not be completed in full or to check the non-conformances have been rectified
 - d) any additional assessments if required under any special conditions of certification agreed between you and your Certification Body from time to time, as contemplated in paragraph 41 above ('Special Conditions of Certification').
46. For dairy farms some of these fees may be met by the First Purchaser and you should contact them to discuss this.
 47. You are responsible for any external third party fees to meet the requirements of the Standards (e.g. Quarterly Veterinary Reports on farms certified to the RTA pig Standards) and any 'Special Conditions of Certification' as per paragraph 41.
 48. You are responsible for any costs you incur in meeting the Standards or rectifying your non-conformances.
 49. If you fail to pay any fees required to be paid by you under these Rules, RTA or your Certification Body shall be entitled to reject your application/renewal application and/ or to suspend or withdraw your relevant certification.

Termination of Membership and Withdrawing Certification

50. RTA and the Certification Bodies may refuse future applications or impose particular conditions for re-entry into the Scheme where an application relates to businesses/ premises which have had their certification withdrawn in accordance with these Rules.
 51. RTA and the Certification Bodies will not accept a renewal or registration application (including from a new applicant) if the application relates to a site or holding or vehicle in respect of which sanctions are in force under these Rules unless it can be demonstrated to the satisfaction of RTA and the Certification Body that the 'new' applicant is not connected to the Applicant Business which is subject to sanctions
44. You must pay an annual membership fee to your Certification Body at the point of application and annually thereafter.
 45. You must pay any additional charges your Certification Body may impose for:

other than by virtue of the fact that it is operating from the same premises or holding (and there are no other reasons for refusing such an application).

52. Each of the Certification Bodies and RTA may, in its absolute discretion, refuse/terminate membership and/or withdraw certification if it considers that it is necessary to do so to prevent the Scheme from being brought into disrepute.

Prosecutions, Regulatory Sanctions and Third Party Evidence

53. You must notify your Certification Body of any prosecutions brought or likely to be brought against you, or in relation to any business, site, holding or vehicle owned or occupied by you or referred to in a Scheme registration or renewal application, which relates to any issues covered in the Standards, including without limitation food safety, product traceability, animal health, animal welfare, animal identification and movements, veterinary medicine records, trade description, animal transport, environmental legislation or relevant consumer protection legislation.
54. For the purpose of paragraph 53, "prosecutions" shall include, in respect of farms, any penalties relating to Cross-Compliance requirements that directly relate to issues covered in the Standards.
55. You will be asked to sign a declaration relating to prosecutions and penalties in the initial application form, registration renewal forms and other Scheme documents. Any information received by RTA or your Certification Body will be investigated on a case-by-case basis and appropriate action taken.

Confidentiality

56. Your details will be treated in confidence, but in applying to join the Scheme you agree that RTA may confirm, to any third parties who have a legitimate interest in knowing the same, your certification status (being full, suspended, withdrawn or a non-member), the date of your last assessment visit, and your certification expiry date and renewal date. You also agree that this information can be made available through the on-line RTA Scheme Member Checker.

57. A list of certified members and/or suspended members of the Scheme may be published by RTA from time to time.
58. RTA and your Certification Body may release information from its database about your certification to a person/business/body with a legitimate interest in knowing that information, if provision of the data is reasonably considered by RTA or your Certification Body (as the case may be) to be in your best interests.
59. The Scheme may produce and publish statistical reports drawing upon aggregated Scheme data in such a way that individual performance data cannot be traced back to you.
60. Membership data may be retained on the databases and will be treated as specified above for a reasonable time after you have ceased to be a member of the Scheme.
61. The Scheme reserves the right to receive copies of assessment reports from the Certification Body.
62. In exceptional circumstances, where a Scheme assessor or RTA comes across evidence of an immediate and significant risk of unacceptable animal welfare, food contamination or environmental pollution RTA or your Certification Body may immediately notify any competent authorities notwithstanding any other provision of their Rules.

Trade Marks and Logos

63. Using the RTA Scheme member logo: For so long as you are a certified member of the Scheme you are entitled to indicate that you hold a certificate and, for that purpose only, you may use the Scheme member logos ('Scheme Member logos') on stationery and publicity materials provided that you follow all directions on use of the logos given from time to time by RTA or set out in its website at www.redtractorinsurance.org.uk. You agree to observe all such directions.
64. Using the Red Tractor logo on food: You cannot use any version of the Red Tractor logo on food packs or at the point of sale of food products unless you have a packer licence issued by RTA. To apply for a licence go to www.redtractorlicenceapplication.org.uk.

65. The above right to use Scheme Member logos is limited to using the entire designation and the right to use the Red Tractor logo is limited to using the Red Tractor logo in an identical form or forms to that or those used by RTA. The rights are personal to you as a certified member and may not be assigned, transferred or sub-licensed to any other person.
66. As a certified member of the Scheme you shall not use (or authorise or license others to use) the Scheme Member logos and/or the Red Tractor logo in any way other than as expressly permitted in these Rules (or in a packers licence) and you shall not use or authorise or license others to use any name, mark, sign or device confusingly similar to the Scheme Member logos and/or the Red Tractor logo nor file or cause to be filed any trade mark or company name registration application containing or confusingly similar to the Scheme logos and/or the Red Tractor logo. You will not oppose or cause any oppositions to be filed to any trade mark applications filed by RTA, register the Scheme Logos and/or the Red Tractor Logo anywhere in the world nor otherwise cause any question to be raised concerning RTA's ownership of the Scheme logos or the Red Tractor logo.
67. RTA may terminate your right to use any Scheme logo and/or the Red Tractor logo in accordance with these Rules (a) by giving you one month's [written] notice or (b) immediately on [written] notice if (i) you have failed to observe the directions of RTA with regard to the use of the such logos or (ii) your membership of the Scheme has been suspended, withdrawn or terminated for any reason.
- Disclaimer**
68. Nothing in these Rules shall limit or exclude the liability of RTA or any Certification Body or any of their respective officers, employees, agents or subcontractors for (a) death or personal injury caused by the negligence of any such person; or (b) fraud or fraudulent misrepresentation.
69. Subject to paragraph 68:
- a) neither RTA nor any Certification Body, nor any of their respective officers, employees, agents or subcontractors, shall under any circumstances be liable, whether in contract, tort (including negligence), breach of statutory duty, or otherwise, for any loss of profit, loss caused by business interruption, or any indirect or consequential loss arising under or in connection with the Scheme, its administration and/or your membership of (or application for membership of) or the suspension or termination of your membership of the Scheme; and
- b) RTA's liability and that of its officers, employees or agents in respect of all other losses, damages, charges, costs or expenses of whatever nature, arising under or in connection with the Scheme, its administration and/or your membership of or the suspension or termination of your membership of the Scheme, whether in contract, tort (including negligence), breach of statutory duty, or otherwise, shall in no circumstances exceed the total fees paid or payable by you to your Certification Body under these Rules in the 12 months prior to the event giving rise to such losses, damages, charges, costs or expenses.
70. RTA is not a party to the contract you must enter with your Certification Body to govern the assessment of your conformance (or non-conformance) to the Standards. Subject to paragraph 68, RTA shall not under any circumstances be liable, whether in contract, tort (including negligence), breach of statutory duty, or otherwise, for any acts or omissions of your Certification Body in connection with that contract.
71. RTA shall be entitled at any time to alter the Standards and RTA and each Certification Body shall be entitled at any time to alter their operating procedures where, in their absolute discretion, they consider it necessary to do so.
72. These Rules and the Standards represent the entire understanding between you and RTA in relation to your membership of the Scheme and you acknowledge that you have not relied upon any statement (written or oral) which is not contained in such documents in applying to be certified to the Standards.

RED TRACTOR ASSURANCE SCHEME

The Red Tractor Assurance Scheme includes the following integrated standards for different farming enterprises and different activities along the food supply chain.

Farm Standards:

- Combinable Crops and Sugar Beet
- Fresh Produce
- Beef and Lamb
- Chicken (Broilers and Poussin, Free Range, Hatchery, Breeder Layers and Breeder Replacements)
- Dairy
- Pigs

Food Supply Chain Standards:

- Livestock Transport
- Livestock Markets
- Livestock Collection Centres
- Chicken Catching & Transport
- Chicken Lairage & Slaughter
- Meat Processing

Details of the Certification Bodies licensed by RTA to manage the application, assessment, certification and membership of the RTA Scheme can be found in the Standards manuals and on www.redtractorassurance.org.uk

Contact details

E: memberhelp@redtractor.org.uk
www.redtractorassurance.org.uk

Details of telephone contacts can be found in the relevant Standards manuals and on the website.



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