

**SQC STANDARDS REVIEW PROCESS**

1. **Purpose of document**

To formalise SQC review processes in order to maximise the efficiency and integrity of the scheme, and increase engagement and transparency to members and stakeholders. This will include incorporating an annual review of the SQC Hazard Analysis and Critical Control Point (HACCP) system.

1. **Background**

Scottish Quality Crops (SQC) Limited owns the SQC Assurance Scheme for Scottish cereal producers which covers the production of crops. The Scheme has a set of documented Standards which are used as product certification standards.

Members of the Scheme are required to prove compliance to the Scheme Standards through a programme of regular surveillance assessments, which may also include additional unannounced spot checks. The assessments are delivered by a third-party Certification Body accredited to ISO 17065, which is licensed by SQC to use the Standards and provide certification.

1. **SQC Standards**

The SQC Standards are designed to increase consumer and trade confidence in both home and export markets by:

* Responding pro-actively to consumer concerns about crop production
* Improving food safety and meeting the requirements of the Food Safety Act (1990)
* Addressing the environmental responsibilities of crop production.
1. **SQC Standards review process (to be implemented from November 2022)**
* Establishment of SQC Standards Review Committee:
	+ Fiona Burnett – SQC Technical Director
	+ Andrew Moir – SQC Chairman
	+ John Hutcheson – SQC Vice Chairman
	+ Teresa Dougall – SQC Managing Director
	+ FIA representative(s)
	+ Scottish Agronomy representative
* Establishment of Scottish Crops Supply Chain Strategy Hub
	+ To provide an important source of communication and consultation - acting as an interface between SQC and supply chain partners.
	+ The hub should comprise of:
		- The SQC Standards Review Committee
		- FIA Technical Team
		- SAOS Supply Chain Development experts
		- Scotland Food and Drink and Knowledge Bank insight
		- SASA (Science and Advice for Scottish Agriculture)
		- Crop sector academia and research – SEFARI institutes / HEIs
		- SAOS grain marketing co-ops
		- Other technical experts by invitation where specific scheme developments pertain
		- And, consideration given to grain buyers / UFAS / Maltsters
	+ Quarterly review of crop assurance schemes to include developments within marketing and communications, standards consultations exercises and revisions to Scheme governance and processes:
		- * This will be undertaken by FIA who will provide a quarterly report to the SQC Standards Review Committee and Board
		- Provision of an annual detailed report and analysis
			* This will be provided by FIA each June
			* Summary report to be provided by SQC Managing Director, Teresa Dougall and circulated to the SQC Standards Review Committee and Board
		- Annual meeting in June of the SQC Standards Review Committee
			* To review the FIA annual report
			* To recommend changes to the standards / HACCP
			* To discuss how recommended changes may impact growers
			* To discuss any mitigation measures which may be required to protect the integrity of the SQC Assurance Scheme (in line with proposed changes)
			* To agree actions to be taken forward in line with proposed scheme changes
		- Annual meeting in June (subject to proposed changes), of the SQC – Scottish Crops Supply Chain Strategy Hub
			* To discuss proposed changes and impact
			* To agree mitigation measures, consultation requirements and actions to be taken forward
		- Adoption of communication measures to growers and stakeholders in terms of proposed changes
		- SQC refine standards and finalise for SQC Board approval
		- Production and distribution of Standards / HACCP by FIA

