

NURTURE Module

Scheme Rules

English Version 11.2-1

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NURTURE Module Scheme Rules

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1. INTRODUCTION

This document describes the rules for any party seeking certification against the Tesco NURTURE Module Version 11.2 (hereinafter referred to only as NURTURE Module).

The NURTURE Module builds upon the GLOBALG.A.P. Integrated Farm Assurance (IFA) Standard in its currently applicable version and adds additional rules and control points.

Tesco developed Tesco Nature's Choice, re-branded as the Tesco NURTURE Scheme (TN), which has been implemented through a code of practice since 1991. This scheme identifies key principles and practices which when complied with by Tesco's producers and suppliers of fresh fruit, vegetables and flowers and ornamentals, will ensure that their production and produce handling systems are sustainable, environmentally sound and responsible.

In 2016 Tesco decided to restructure the scheme in a way that builds upon the current version of the GLOBALG.A.P. Integrated Farm Assurance Standard. A significant number of the producers that participate in the Tesco NURTURE Scheme also have GLOBALG.A.P. Certification. In order to increase efficiencies in the assessment process, Tesco identified the overlap of both schemes and decided to assess the control points that are specific to the NURTURE Program as the NURTURE Module on top of the GLOBALG.A.P. IFA Standards for fresh produce.

2. OWNERSHIP & SCOPE

This standard is called the "NURTURE Module" and is the property of Tesco plc. whose address is:

Tesco Stores Limited, Checkout Building, Shire Park, Welwyn Garden City, Hertfordshire, AL7 1GA, UK

The transition to the new scheme started in 2017 and will finish by the end of 2018, and ultimately the scope of the NURTURE Module will include all products that can be produced under the GLOBALG.A.P. IFA Standard for Fruit and Vegetables or Flowers and Ornamentals which are supplied to Tesco stores in the UK. The current GLOBALG.A.P. product list for Fruit and Vegetables and Flowers and Ornamentals also applies to the NURTURE Module.

3. VALIDITY OF THE DOCUMENTS

All assessments outside of the UK performed after 1 October 2018 shall be performed according to Version 11.2 only. Annex 1 of this document explains how producers can align the validity of their NURTURE and GLOBALG.A.P. certificates, in case this has not been done yet.

4. ADMINISTRATION AND CERTIFICATION

GLOBALG.A.P. c/o FoodPLUS GmbH is the appointed NURTURE Module service provider for the scheme administration. This includes management and integrity services with the certification bodies that carry out the certification of the producers as well as maintenance and provision of database services to Tesco and its primary suppliers.

The ongoing review of the scheme rules, control points and compliance criteria and guidance documents as well as the management of CB and auditor/inspector applications, complaints or appeals will be managed by the NURTURE Governance Committee (NGC).

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5. NORMATIVE DOCUMENTS

The producers and traders of products deriving from NURTURE Module certified producers have to be aware of the obligations and responsibilities as defined within the normative documents. The latest version of the normative documents can be downloaded on the GLOBALG.A.P. website. The normative documents may also be provided by the approved NURTURE Module certification bodies. The NURTURE Module normative documents will be periodically reviewed by the NURTURE Governance Committee (NGC).

The NGC might approve guidance to aid clarification of specific areas, which will be classified as supplementary scheme documents. These changes will be notified as described above. GLOBALG.A.P. shall inform the NURTURE approved CBs about changes in the normative documents, which shall in turn inform their NURTURE registered producers.

The following NURTURE Module normative documents provide information for the implementation and assessment of the NURTURE Module:

- a) **The NURTURE Module Scheme Rules** (this document) describe the basic steps and considerations relevant for the applicant producer to obtain the NURTURE Module certification. They set the rules on how the registration, audit and certification process, work, as well as describe the relationship between producers, Tesco, primary suppliers and certification bodies.
- b) **The NURTURE Module Certification Body & Integrity Program Rules** describe the relationships between the Certification Bodies (CBs), Tesco and GLOBALG.A.P. They set the rules for CB and inspector/auditor approval and the integrity program.
- c) **The NURTURE Module Control Points and Compliance Criteria (CPCC)**. The CPCC define additional compliance requirements that GLOBALG.A.P. certified producers are required to implement and to be audited against.
- d) **The NURTURE Module checklist**, which consists of the relevant GLOBALG.A.P. Integrated Farm Assurance checklists and of the additional NURTURE Module control points and compliance criteria.

There will be two different checklist versions:

- Individual Producer / Option 1 Multisite without QMS
- Producer Group / Option 2 / and Option 1 Multisite with QMS

The checklists shall be used for external audits, internal group assessments and self-assessments. The NURTURE audit becomes valid only when the completed checklist has been uploaded to the GLOBALG.A.P. Database.

The certification body shall upload the checklist to the GLOBALG.A.P. Database

- e) **The NURTURE Producer Confirmation Form (PCF)**, which is the document by which a Tesco Primary Supplier confirms that a producer/producer group is selected to supply products to Tesco. The NURTURE assessment becomes valid only when the PCF has been completed and sent by the primary supplier to the CB, and after the CB has uploaded it to the GLOBALG.A.P. Database.

Once the certification body uploads the NURTURE checklist and the Producer Confirmation Form, these documents will be visible to the following:

- The Tesco team
- The GLOBALG.A.P. Secretariat
- The Tesco primary suppliers (based on individual release by the producer)
- The certification body that is the producer's Trustee for NURTURE.

Visibility of data is described in Annex I.4 NURTURE Data Access Rules.

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5.1 Document Control

- a) The latest versions of the NURTURE Module documents can be downloaded free of charge from the GLOBALG.A.P. website and are available from all approved Certification Bodies.
- b) Language: Original documents are in English. The NURTURE documents are also available in other languages. In case of discrepancy between translations, the English version shall prevail.
- c) Changes to the documents:
 - (i) Normative documents are identified with a unique document code and a version number and date.
 - (ii) The date in the version name indicates the date of publication of the document.
 - (iii) Version number: A change in the first digit (e.g. change from 1.x to 2.0) indicates a version change. A change in the second digit indicates updates of the same version.
 - (iv) Updates can be made independently in the Scheme Rules, Certification Body Rules and Integrity Programme and Checklist, but a version change has an effect on all normative documents.
 - (v) The updates are sent as official communication by GLOBALG.A.P. to all NURTURE approved certification bodies and made available to Tesco primary suppliers on Tesco Supplier Network portal. It is the responsibility of the Certification Bodies to inform their clients of such updates.
 - (vi) The NURTURE Governance Committee (NGC) will be the final arbiter for all technical and scheme management decisions and interpretations.

6. APPLICATION OPTIONS

- a) Application to the NURTURE Module assessment is open only to individual producers or producer groups that supply Tesco. Producers will be registered in the GLOBALG.A.P. Database via an approved Certification Body (CB). Before the registration the CB needs to confirm that the producer is an existing Tesco producer or a prospective producer, directly linked to an approved primary supplier of Tesco.

6.1 Tesco Primary Suppliers

- a) Tesco Primary Suppliers are companies who sell directly to Tesco. They may be producers or traders.
- b) All Tesco Primary Suppliers, except those who are producers who sell directly to Tesco, shall contact GLOBALG.A.P. Secretariat and apply for a Bookmarking account. GLOBALG.A.P. will grant Tesco Primary Suppliers access to the GLOBALG.A.P. Database and provide instructions on how to manage lists of their producers in the database. A supporting document with bookmarking instructions for Tesco Primary Suppliers is available for guidance.
- c) The Tesco Primary Suppliers shall manage their certified supplier base via the GLOBALG.A.P. Bookmarking system.
- d) The Tesco Primary Supplier shall provide CBs with the Producer Confirmation Form, available at GLOBALG.A.P. website. Without this evidence the producer cannot be certified and any NURTURE assessment lacks validity.

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6.2 Producers

- a) Only producers who are connected with a Tesco-approved Primary Supplier and whose production processes are certified or in process of being certified against the GLOBALG.A.P. Integrated Farm Assurance Standard may apply for an assessment through a NURTURE Module approved CB. The NURTURE Module cannot be certified if the producer does not have a valid GLOBALG.A.P. Certification, as it relies on and complements the GLOBALG.A.P. Integrated Farm Assurance Standards.
- b) Applicants can apply for an assessment under one of the valid certification options as described below. A detailed description of the below described certification options is available in the current version of the GLOBALG.A.P. General Regulations.

6.2.1 Certification Options

Certification options follow the same rules as the currently valid GLOBALG.A.P. General Regulations.

Option 1 – Individual Certification

- a) Individual producer applies.
- b) The individual producer is the certificate holder once certified.

Option 1 – Multisite without Implementation of a Quality Management System (QMS)

- a) Individual producer or one organization owns several production sites that do not function as separate legal entities.

Option 1 – Multisite with Implementation of a Quality Management System (QMS)

- a) Individual producer or one organization owns several production sites that *do not* function as separate legal entities, but where a QMS has been implemented.
- b) In this case the rules of the GLOBALG.A.P. General Regulations Part II – Quality Management System Rules (QMS Rules) shall apply.

Option 2 – Group Certification

- a) A producer group applies for group certification.
- b) The group, as a legal entity, is the certificate holder once certified.
- c) A group shall have a QMS implemented and comply with rules set out in the GLOBALG.A.P. General Regulations Part II – QMS Rules.

7. REGISTRATION PROCESS

7.1 Registration

Registration for the relevant GLOBALG.A.P. IFA Standard in its current version is a pre-requisite for a producer (applicant) to apply for the NURTURE Module.

7.1.1 General

- a) The applicant shall register for the NURTURE Module via the CB that carries out the GLOBALG.A.P. IFA Certification. Contact information of NURTURE approved CBs is available on the GLOBALG.A.P. website.
- b) The CB is responsible for the registration of the applying producer in the GLOBALG.A.P. Database and for data updates.
- c) The registration process follows the GLOBALG.A.P. General Regulations in its currently applicable version.
- d) By registering, the applicant commits to comply with the following:
 - (i) Provision of additional registration data as specified in the NURTURE Module registration form and in the NURTURE Data Access Rules.
 - (ii) Communication of all data updates that are relevant for the registration to the CB. E.g.: update of responsible persons, detected non-conformities, new products, new sites.
 - (iii) Accept NURTURE Data Access Rules

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- e) Confidentiality and data access:
 - (i) The NURTURE Data Access Rules regulate the access of different users of the GLOBALG.A.P. Database.
 - (ii) During registration applicants give written permission to GLOBALG.A.P., Tesco and the appointed CB to use the registration data for internal processes and sanctioning procedures if applicable, as well as consent to Tesco, designated Tesco Primary Supplier and GLOBALG.A.P. to access the NURTURE checklist with the inspection/audit results.
 - (iii) Producers can assign additional data access (to the NURTURE Audit Checklist) to individual companies (NURTURE Module Observer companies). To identify these companies, the producer needs to provide their O-Key to the certification body.
 - (iv) The certification body shall ask Tesco for authorization to certify producers who declare two O-Key numbers (i.e. two primary suppliers) for the same product. Without Tesco's approval these scenarios shall not be certified.
 - (v) CBs may not release any data to other third parties without the written consent of the applicant.
- f) The NURTURE Scheme Management and the NURTURE Governance Committee reserve the right to refuse/terminate participation of a producer to prevent the scheme being brought into disrepute.

7.1.2 Parallel Production (PP) or Parallel Ownership (PO)

Parallel production of Nurture and non-Nurture products (GLOBALG.A.P. or not GLOBALG.A.P. certified) is allowed.

Control measures to prevent mixing of products shall comply with GLOBALG.A.P. IFA V5 AF 13 (Traceability and Segregation) and AF 14 (Mass Balance) and is evaluated under the requirement NM 5 in the Nurture Module checklist.

7.2 Acceptance

For the registration to be accepted, applicants shall satisfy *all* the following conditions:

- a) Submit to the CB the NURTURE Module registration form, which shall include all the necessary information. Applicants shall have formally committed to comply with the obligations indicated in this document.
- b) With the acceptance of the applicant in the GLOBALG.A.P. Database, GLOBALG.A.P. will charge the CB the applicable NURTURE Module certificate license fee as set out in the current NURTURE Module fee table.
- c) The registration and acceptance process shall be finalized *before* an assessment can take place.

8. ASSESSMENT PROCEDURES

8.1 Self-Assessments / Internal Inspections

The same rules as for GLOBALG.A.P. IFA apply.

Producers and producer groups shall also use the GLOBALG.A.P. and NURTURE Module combined checklist for their self-assessments and internal inspections, and assess compliance with all control points.

Not conducting the self-assessment for the NURTURE Module will result in failure to achieve NURTURE certification.

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8.2 Third-Party Inspections / Audits

- a) NURTURE certification requires a third-party inspection/audit against the GLOBALG.A.P. IFA V5 Standard and the NURTURE Module conducted by a NURTURE approved auditor/inspector who meets the requirements set out in the NURTURE CB Rules and Integrity Program.
- b) The GLOBALG.A.P. IFA and the NURTURE Module shall always be assessed simultaneously and by the same assessor.
- c) The applicant shall give the CB and its inspectors/auditors reasonable access to all installations and documents that are seen to be relevant to the objectives and scope of the NURTURE Module assessment process.

8.2.1 NURTURE Module Audit / Inspection Timing

- a) The initial assessment of the NURTURE Module shall be timed to ensure that inspection takes place during the principle crop harvesting or handling activity period, so that all pesticide records, harvesting techniques and hygiene policies, etc. can be checked.
Principle crop is the one from which the producer sells the highest volume to Tesco.
- b) For initial inspections to producers who grow multiple NURTURE crops within a consecutive harvesting season, crop grouping is allowed as explained in GLOBALG.A.P. IFA General Regulations. In case of grouping crops, the initial NURTURE assessment shall also be carried out during the harvest or handling of the principle crop.
- c) For external assessments in subsequent years the assessment date will be timed to ensure that it is completed during, or as close as possible to the harvest period.
- d) The assessment date will preferably be by mutual agreement, but in cases where there is a conflict, the CB shall select the date of the visit.
- e) Failure to agree on an assessment date after two unfulfilled requests for assessment dates will lead to the suspension of the producer from the NURTURE Module.
- f) Transition between NURTURE V10 and NURTURE Module V11 and when a producer changes from one CB to another is considered re-certification, i.e. not initial certification.

8.2.2 QMS audit

Producer groups or individual producers with multiple sites and QMS who apply for certification of the NURTURE Module, shall implement a QMS that guarantees compliance with NURTURE Module and GLOBALG.A.P. IFA.

The CB auditor shall evaluate the implementation of the QMS using the GLOBALG.A.P. QMS checklist and the relevant requirement of the NURTURE Module.

For every control point, auditors shall assess whether the NURTURE Module has been taken into account.

8.2.3 Option 2 and Option 1 Multi-Site with QMS

- a) The CB shall conduct initial and subsequent evaluations (surveillance and re-certification) following the same rules as those set in current version of the GLOBALG.A.P. IFA General Regulations, especially those regarding:
 - Inspection timing.
 - Sampling of producer group members/production sites.
 - Initial inspection or first inspection by a new CB: as a minimum the square root (or next whole number rounded upwards if there are any decimals) of the total number of the producers/production sites in the certification scope shall be inspected before a certificate can be issued. During the validity period of the certificate, the surveillance inspection of (minimum) 50% square root of certified producers/production sites shall be carried out.

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- b) The CB shall make sure that in the sample taken for the IFA audit there is always a number of NURTURE producers in accordance with the calculation rules of sample size applicable to the different crop types (covered/non-covered/perennial).
- c) The producer/production site selection shall aim to cover all producer members/production sites of the producer group/company throughout the years, taking into consideration risk factors, new producers and random selection.
- d) Producers that move from one group to another shall have a higher possibility of being included in the sample of producers chosen by the CB.
- e) The scope of the inspection of the producers/production sites selected in the sample shall include:
 - All products registered for certification that they grow
 - All types of production i.e. Perennial, Open air, Covered
 - All sub-scopes for which they are registeredIn the case of recertification of Option 2 or Option 1 multi-site with QMS, the scope may be covered between the certification and the surveillance audits.
- f) Inspections carried out on members/production sites in which more than one production type or sub-scope is evaluated count as one inspection for each sub-scope or production type.

8.2.4 NURTURE Unannounced Inspections/audits

During the 12 months of validity of the certificates, the CB shall carry out unannounced inspections/audits of a minimum of 10% of all producers/producer groups the CB has certified for NURTURE. The CB shall follow the same rules as defined in the current GLOBALG.A.P. General Regulations for unannounced inspections/audits.

8.2.5 Subcontractors

- a) A Subcontractor is defined as the entity furnishing labour, equipment, and/or materials to perform specific farm operation(s) under contract with the producer (e.g. custom harvesting of grain, spraying and picking of fruit)
- b) Subcontractors shall agree that NURTURE approved CBs are allowed to verify the assessments through a physical inspection in cases of doubt.
- c) Remarks shall explain the applicable subcontracting scenario for the relevant control points.

8.2.6 Upload of the Producer Confirmation Form, the Checklist and Certification Decision

- a) The certification body shall upload the PCF to the GLOBALG.A.P. Database under the category "Other Document". The upload shall be done once for every Primary Supplier the producer supplies to and shall include all the products the producer delivers to the respective primary supplier.
- b) The CB shall always inspect the complete checklist of the NURTURE Module (this includes the IFA Checklist) and therein confirm the information that was provided by the applicant in the NURTURE registration form.
- c) Because all control points of the NURTURE Module are Major Musts, remarks and comments shall be given in all cases (Yes/No/NA) for every control point in all assessments.
Remarks and comments (e.g. which document(s) were sampled) shall be site-specific and included in the checklist, showing that all the control points have been properly inspected. Remarks and comments for the GLOBALG.A.P. IFA control points shall be given as indicated in the GLOBALG.A.P. IFA General Regulations.
- d) The CB shall upload the checklist with the results obtained on the day of the inspection.
- e) In Option 2 the CB only needs to upload the QMS checklist that includes the summary of the results from the producer inspections. It is not necessary to upload all producer inspection checklists.

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- f) Names and personal data of responsible persons or other employees shall not be entered in the "Remarks/Comments" field of the NURTURE Checklist.
- g) Certification decisions shall follow the principles as explained in the GLOBALG.A.P. General Regulations. That means the auditor/inspector doing the inspection/audit cannot take the certification decision alone, but it needs to be taken by NURTURE auditor independent from the one who conducted the assessment, or a certification committee where an independent NURTURE auditor takes part.
The certification decision will only be visible once the Checklist has been uploaded for at least one NURTURE product to the GLOBALG.A.P. Database.
- h) If certification is not achieved, i.e. if the non-compliances are not corrected, the NURTURE Module Checklist with all non-compliances, outstanding corrective actions and respective remarks, shall be uploaded to the GLOBALG.A.P. Database. This is then the final Checklist, which is also issued by the CB to the producer/producer group as proof of assessment.
- i) After the upload of the Checklist to the GLOBALG.A.P. Database, the electronic certificate validation tool is made available.
- j) The certificate may only be issued based on the information available at that time in the GLOBALG.A.P. Database for that unique GLOBALG.A.P. Number (GGN/GLN). In case of Option 2, the certificate also lists all members of the producer group that are accepted for the NURTURE Module.
- k) Certification bodies may issue paper certificates for the NURTURE Module in accordance with the NURTURE certificate template. The online certificate prevails over the paper certificate in case of discrepancy.
- l) The GLOBALG.A.P. and Nurture certificates shall be issued by the same certification body.

9. NURTURE MODULE COMPLIANCE SYSTEM

9.1 NURTURE Module Assessment Results

- a) The NURTURE Module is based on a scoring system and results in different compliance levels. The calculation of the compliance levels combines the scoring of the GLOBALG.A.P. IFA audit with the scoring of the NURTURE Module assessment as described below.
- b) The results of the NURTURE Module assessment are only displayed in the GLOBALG.A.P. Database if a valid GLOBALG.A.P. IFA Certificate is at hand.
- c) There is an overall 2-level rating for compliance with the NURTURE Module:
 - Certified (NURTURE Pass, silver or gold)
 - Open non-conformity / Suspension
- d) There is only one compliance level per certificate owner which applies to all the products in the NURTURE scope.
In the event of successive NURTURE assessments within a year, e.g. adding new crops to an existing certificate, unannounced inspections, etc. the compliance level will be the lowest obtained in any of the inspections carried out during the year.
- e) For Option 2 and Option 1 Multisite the compliance level is established as the result of the "weakest performing" producer group member during the external inspection. This means that if during the inspection of the samples of the producer group members the "weakest" producer group member achieves the compliance level "silver", the compliance level of the whole group can only be "silver".

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9.1.1 Compliance Levels:

The following statuses are set based on the results at the day of the assessment:

a) Certified – Gold:

Tesco NURTURE Module: 100% Major Musts

GLOBALG.A.P. IFA: 100% Major Musts; ≥ 98% Minor Musts; ≥50% Recommendations

b) Certified – Silver:

Tesco NURTURE Module: 100% Major Musts

GLOBALG.A.P. IFA: 100% Major Musts; ≥ 95% Minor Musts; ≥0% Recommendations

c) Certified – NURTURE Pass:

For producers who have non-conformities on the day of the assessment, i.e.:

- Tesco NURTURE Module: < 100% Major Musts; or
- GLOBALG.A.P. IFA: <100% Major Musts; or
- GLOBALG.A.P. IFA: < 95% Minor Musts

And have solved them implementing corrective actions.

d) Open Non-conformity: when the producer was not NURTURE certified and does not close the non-conformities during the time period set (maximum 28 days after the inspection/audit).

If the non-conformity detected is not resolved within three (3) months, a complete inspection shall be performed before a certificate can be issued.

e) Suspended: when the producer was NURTURE certified and does not close the non-conformities during the time period set (maximum 28 days after the inspection/audit).

9.2 Notification of non-conformities and corrective actions

- Whenever an inspector/auditor detects a non-conformity against a major must control point of the NURTURE checklist (GLOBALG.A.P. IFA and NURTURE Module), the CB shall notify this situation to Tesco and the Primary Supplier on the day of the assessment or a maximum of 2 working days later.
- The CB shall use the official Sanction Form and follow the instructions written on it to report non-conformities detected. The official Sanction Form is available on the GLOBALG.A.P. website.
- Corrective actions follow the same rules as set in the GLOBALG.A.P. IFA General Regulations.

9.3 NURTURE Certificate Cycle

- The NURTURE Certificate may only be issued if the producer has a valid certificate for the GLOBALG.A.P. Integrated Farm Assurance Standard.
- The NURTURE Certificate is not transferable from one legal entity to another.
- The NURTURE Certification cycle is 12 months and shall be harmonized with the cycle of the GLOBALG.A.P. IFA Certificate.
- It is not allowed to extend NURTURE V10 certificates. In order to align inspection dates with GLOBALG.A.P. IFA, producers shall request the CBs to shorten the validity of one of the certificates and to carry out the GLOBALG.A.P. and NURTURE Module assessment before the earlier expiry date. Certificate validities can then be matched avoiding a gap in the certification of both standards.
Annex 2 of this documents includes additional information for scenarios where validities of GLOBALG.A.P. and NURTURE certificates need to be aligned.

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9.3.1 Maintenance of Certificate

- a) The registration of the producer with the NURTURE Module shall be re-confirmed with the CB annually before the expiry date of the NURTURE Certificate.
- b) Inspections shall take place according to the Subsequent Inspections rules as explained in the GLOBALG.A.P. General Regulations.
- c) The validity of NURTURE certificates may be extended beyond the 12 months (for a maximum period of 4 months) only if there is a valid reason, which has to be recorded. Here are the only two reasons that are considered to be valid:
 - (i) The CB wants to schedule the on-site inspection/audit after the certificate has expired in order to observe a certain part of the production process, because it has not been seen in the previous inspection/audit, because it is considered to be a high-risk process in terms of product safety or to be able to see a newly added product, process or a new or particular member of a producer group.
 - (ii) The CB was not able to conduct the on-site inspection/audit and/or the producer was not able to receive the CB inspection/audit due to circumstances beyond its control (force majeure) e.g.: natural disaster, political instability in the region, epidemic or unavailability of the producer due to medical reasons, as described by the rules in the GLOBALG.A.P. General Regulations.

Resource constraints are not a valid reason.

9.4 Cancellation Regarding the Conformance with the NURTURE Module

- a) A cancellation of the contract between the CB and the producer shall be issued if:
 - (i) The CB finds evidence of fraud and/or lack of trust to comply with the NURTURE Module requirements; or
 - (ii) There is a contractual non-conformance.

The CB may report findings of serious fraud or breaches of legal requirements/crimes detected to the NURTURE Governance Committee (NGC).

- b) A suspension of the contract will result in the total prohibition (all products, all sites) of the use of the NURTURE Certificate and any communication that may be linked to the NURTURE Module.
- c) A producer who has received a cancellation shall not be accepted for the NURTURE Module for a period of 12 months after the date of suspension.
- d) In this case, the basic GLOBALG.A.P. IFA Certification may also be affected, depending on the reason for the suspension.

9.5 Notification and Appeals

The producer shall either resolve the non-conformances communicated or appeal to the CB in writing against the non-conformances, explaining the reasons for the appeal.

10. CONFIDENTIALITY

The results of the assessment process of the registered producer/producer group will be available to the GLOBALG.A.P. Secretariat, to Tesco plc., to the Tesco Primary Suppliers and to the CB.

Any other party requiring information on the NURTURE Module assessment process concerning a producer is required to obtain the written consent from the said producer.

In all other respects, the Scheme Management and its authorized agents will treat in confidence all information concerning an applicant obtained during the course of the assessment process other than that which is in the public domain or unless otherwise required to do so by law.

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The Scheme Management will, where appropriate, comply with and use all reasonable endeavour to ensure compliance by its authorized agents with the requirements of the UK Data Protection Act 1998 affecting any information held or stored concerning the producers and their activities.

11. DISCLAIMER

Under no circumstances shall Tesco, the Scheme Management or its appointed agents be liable for any losses, damage, charges, costs or expenses of whatever nature including consequential loss which any producer may suffer or incur by reason of, or arising directly or indirectly from, the activities of the Scheme, save to the extent that such losses, damage charges, costs and/or expenses may arise as a result of finally and judicially determined gross negligence or willful default of such person.

These Scheme Rules are subject to English Law and any litigation, claims or judicial actions will be judged in the courts of England.

If any competent authority considers any of the Scheme Rules to be unreasonable, then that individual regulation will be modified in order to be reasonable, but no other part of the Scheme Rules will be affected.

12. ABBREVIATIONS & DEFINITION OF TERMS

12.1 Abbreviations

These abbreviations apply to this and all other NURTURE Module-related documents:

CB	Certification Body
CC	Compliance Criteria
CL	Checklist
CoC	Chain of Custody
CP	Control Point
CPCC	Control Points and Compliance Criteria
FAQs	Frequently Asked Questions
GLN	Global Location Number
GGN	GLOBALG.A.P. Number
GR	General Regulations / Scheme Rules
IHT	In-house Trainer
PHU	Product Handling Unit
QMS	Quality Management System
NGC	NURTURE Governance Committee

12.2 Definitions

All definitions follow the GLOBALG.A.P. Definitions (Annex 1.4 to the current GLOBALG.A.P. General Regulations).

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ANNEX I.1 TRANSITION TO NURTURE MODULE V11

The transition of producers to the Nurture Module Version 11 began on 1st January 2017. The table below explains what producers from out of UK and supplying to Tesco will be inspected or audited against.

Product	Product type supplied to Tesco	Previous Nurture status	Standard
Fruit and vegetables	Conventional only	Certificated	GLOBALG.A.P. IFA Standard for Fruit and Vegetables plus Tesco NURTURE Module
	Conventional and organic	Certificated	GLOBALG.A.P. IFA Standard for Fruit and Vegetables plus Tesco NURTURE Module
	Organic only	Not certificated	GLOBALG.A.P. IFA Standard for Fruit and Vegetables (2017) GLOBALG.A.P. IFA Standard for Fruit and Vegetables plus Tesco NURTURE Module (2018)
		Certificated	GLOBALG.A.P. IFA Standard for Fruit and Vegetables plus Tesco NURTURE Module
Flowers and Ornaments	N/A	Certificated	GLOBALG.A.P. IFA Standard for Flowers and Ornaments
		Not certificated	GLOBALG.A.P. IFA Standard for Flowers and Ornaments

UK Producers may choose between any of these 2 options until further notice:

- Red Tractor Assurance
- GLOBALG.A.P. IFA V5 and Tesco NURTURE Module V11

ANNEX I.2 ALIGNMENT OF GLOBALG.A.P. AND NURTURE CERTIFICATES

With the introduction of Tesco NURTURE Module as an add-on to GLOBALG.A.P. IFA certification, there is need to align the validity of NURTURE and GLOBALG.A.P. certificates, which until now could have different “valid from” and “valid to dates”, because the assessments were done in different moments during the year.

Producers seeking NURTURE certification for the first time may also need to add the NURTURE certification to an existing GLOBALG.A.P. certificate.

The following tries to advise how to manage different scenarios around the inspection timing and certificate validity.

1. Aligning validities of GLOBALG.A.P. and NURTURE certificates

The rules for third party inspections/audits set in this document mean that:

- i. The TN Module assessment can only be performed **at the same time** as the GLOBALG.A.P. IFA V5 inspection, i.e. it is not possible to join a TN Module onto a GLOBALG.A.P. IFA V5 inspection carried out at a different time of the year.
- ii. When the combined GLOBALG.A.P. - TN Module assessment is done, both certificates may be issued with same cycle (“valid from” – “valid to” dates).

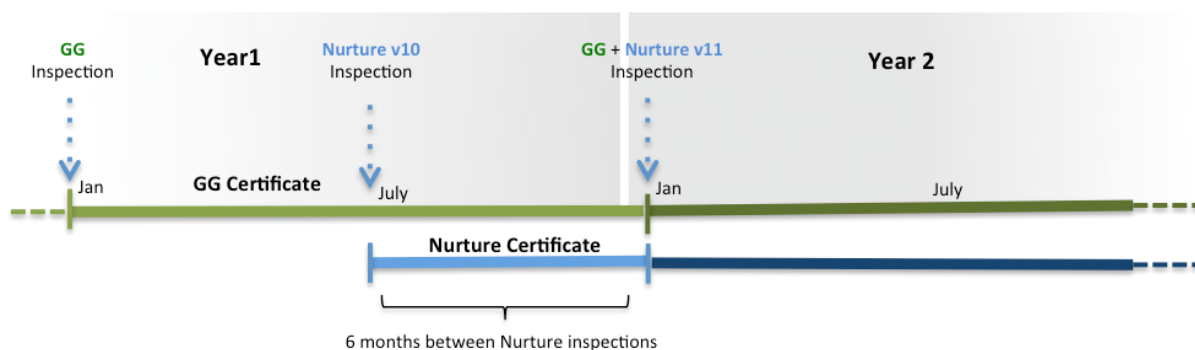
The information described below covers some common scenarios and complements the abovementioned rules.

2. Option 1 producers without QMS:

Individual producers without QMS who are already GLOBALG.A.P. IFA or NURTURE V10 certified and seek the certification of GLOBALG.A.P. IFA V5 and NURTURE V11:

- i. May add NURTURE when renewing their GLOBALG.A.P. certificate at the end of the cycle.

The NURTURE V11 certificate will supersede any NURTURE V10 certificate the producer might have. However, it is not necessary to cancel or shorten the NURTURE V10 certificate in NSF Database. This certificate will expire naturally.



To align the validities, the Certification Body (CB) shall enter the “Valid from” date of the next GLOBALG.A.P. certificate as “Date of Certification Decision” for NURTURE in the GLOBALG.A.P. Database, which will then be taken as the “Valid from” date for NURTURE certificate. This can only be done on the actual “Valid from” date or later;

or

- ii. May add GLOBALG.A.P. when renewing their NURTURE certificate at the end of the cycle.

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If the producer was already GLOBALG.A.P. certified, it will be necessary to shorten the validity of that certificate in order to align validity with the NURTURE one;



The validity of the GLOBALG.A.P. certificate may be amended by the CB by changing the "Valid to" date to the date when the NURTURE certificate expires

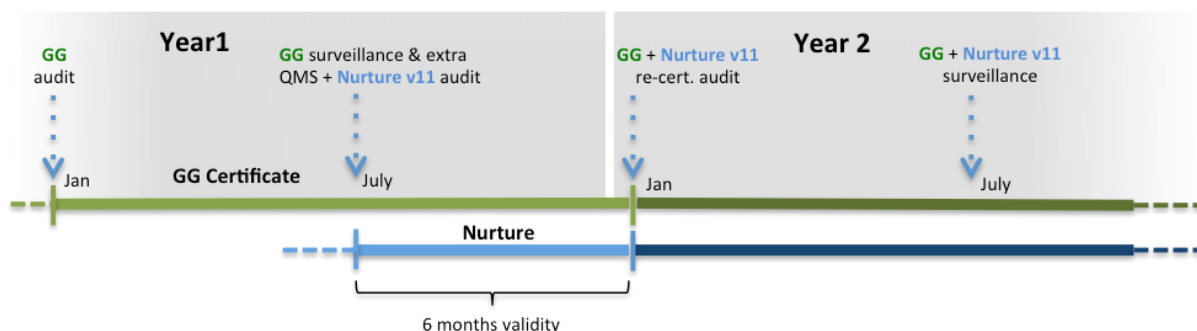
3. Option 2 producer groups and Option 1 multi-site producers with QMS:

Multi-site individual producers with and QMS or producer groups who are already GLOBALG.A.P. IFA or NURTURE V10 certified and seek the certification of GLOBALG.A.P. IFA V5 and NURTURE V11:

- i. May add NURTURE when renewing their GLOBALG.A.P. certificate at the end of the cycle; or
- ii. May add GLOBALG.A.P. when renewing their NURTURE certificate at the end of the cycle; or
- iii. In the GLOBALG.A.P. program, certified producer groups and multi-site individual producers with QMS receive two assessments per year: (re)certification at the end of the certificate cycle and surveillance during that cycle.

Surveillance audits are of the same scope as the (re)-certification audits (complete producer IFA checklist), but normally without audit of QMS and Packhouse.

A way of introducing NURTURE between GLOBALG.A.P. certification assessments, is to add the NURTURE assessment during the GLOBALG.A.P. surveillance audit to producer group members, provided the QMS requirements relevant to the production of NURTURE crops are also assessed for compliance (e.g. PPPL, product traceability and segregation, internal inspections). The NURTURE certificate issued, should be issued with same "valid to" date of the GLOBALG.A.P. certificate.



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This is only possible with surveillance inspections conducted against GLOBALG.A.P. IFA V5.

GLOBALG.A.P. IFA and NURTURE assessments shall thereafter follow the assessment process described in GLOBALG.A.P. General Regulations Part I 5.2. Both standards shall be assessed together in all re-certification and surveillance assessments to NURTURE producers, i.e. two CB visits every year to assess different sample of producers.

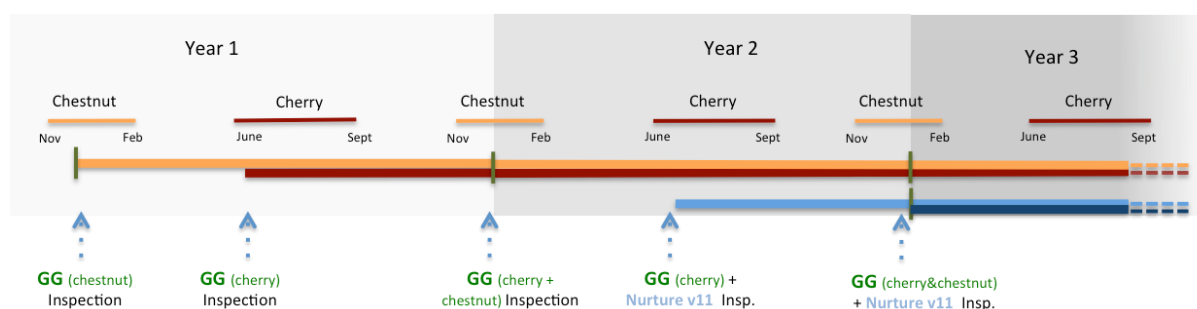
- iv. For initial NURTURE certifications, at least the square root of the NURTURE producers shall be inspected. This might mean an increase in the number of the producers to be inspected in the GLOBALG.A.P. surveillance and re-certification audits.
- v. For NURTURE re-certifications (transition from V10 to V11), the NURTURE certificate may be issued after the successful assessment of the 50% of the square root of NURTURE producers in the group, provided there are no non-conformities in the QMS audit and the producer inspections (see GLOBALG.A.P. General Regulations 5.2.3.d).

4. Multiple harvest windows within a year:

When the producer grows products whose harvest seasons do not coincide in time:

- i. Producers seeking NURTURE certification for a new product, may only add it to a NURTURE certificate after its entire production process has been completely checked, i.e. all control points shall be verified (same as for GLOBALG.A.P. crops as indicated in GLOBALG.A.P. GR Part I 5.3.1.c).
- ii. Each NURTURE product shall be assessed during harvest in the first year of their certification.
- iii. It is not necessary to conduct multiple visits during the different harvest windows if the NURTURE certification for those products is being renewed.
- iv. Re-certification assessments shall take place when at least one NURTURE crop is being harvested/handled.
- v. Surveillance assessments shall never take place when there is no NURTURE product being harvested/handled.
- vi. The CB shall make sure that all NURTURE crops are inspected during harvest within a 4-year cycle.
- vii. There are exceptions to this assessment taking place during harvest, such as when there is a very short harvest / handling window.

Example 1: An individual producer grows chestnut (harvest window between November and February) and Cherries (harvest window between June and September).



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Year 1: the producer seeks GLOBALG.A.P. certification only, so the Certification body conducts a first visit during the harvest of chestnut and issues the certificate for this product for 1 year in year 2.

During that year, a second visit to inspect cherries during harvest time allows adding the cherries to the certificate for chestnuts valid until November.

Year 2: the CB conducts the inspection for chestnuts and cherries during the harvest of chestnuts to renew the GLOBALG.A.P. certificate of both crops.

Later that year, the producer decides to obtain NURTURE certification for both crops.

Because the harvest of chestnuts has ended, the producer must wait until the harvest of cherries, when he will receive the inspection of the NURTURE V11 module and GLOBALG.A.P. for cherries to obtain NURTURE certificate for cherries. Chestnut cannot be certified until being inspected for NURTURE during harvest.

Year 3: the CB will assess GLOBALG.A.P. and NURTURE V11 module for cherries and chestnuts during the harvest of chestnuts (November). The GLOBALG.A.P. and NURTURE certificates will be issued for chestnuts and cherries with 1 year validity, until November in year 4.

It is not mandatory to conduct a surveillance inspection during the harvest of cherries to maintain the certificate.

- viii. However, it might not be necessary to conduct a new physical visit to the farm to inspect harvest activities of a new crop if a similar crop has already been assessed during harvest and added to the certificate, e.g. adding plums to a certificate which already includes peaches.

*Crop groups are defined based on similarities in production and harvest processes and their risks (GLOBALG.A.P. Crops Rules 4.1).

5. Expiration of NURTURE V10 certificates

- i. Alternatively in exceptional circumstances, if a NURTURE V10 certificate is due to expire just a month prior to the assessment due date for the GLOBALG.A.P. IFA V5 inspection, on a case by case basis with prior permission from Tesco, an exemption may be permitted whereby Tesco's requirements for Contingency Suppliers may be followed. For more information, please contact your Technical Manager at Tesco.



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ANNEX I.3 NURTURE Module Certificate Template

CB Logo

GGN: xxxxxxxxxxxxxxxxxxxxxx

Registration number of producer / producer group (from CB) xxxxxxxx¹



2

CERTIFICATE

XX₃ LEVEL

According to NURTURE Module
General Rules Version XX⁴

Option X

Issued to

Producer group / Producer
Company name, address

Country of production

The annex contains details of the producers, production sites and product handling units that are included in the scope of this certificate.⁵

The Certification Body [Company Name] declares that the production of the products mentioned on this certificate has been found to be compliant in accordance with:

NURTURE Module Control Points and Compliance Criteria Version XXX⁶

Product ⁷	GLOBALG.A.P. Product Certificate Number ⁸	Further columns scope, sub-scope or product specific (description see below) ⁹	Number of producers/ production sites ¹⁰	Parallel production	Parallel ownership

Date of issue (printing date of certificate): xx/xx/xxxx

Valid from: xx/xx/xxxx

Valid to: xx/xx/xxxx

Authorized by

Date of certification decision: xx/xx/xxxx

The current status of this certificate is always displayed at: <http://www.globalgap.org/search>

CB contact data

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Company name, Address (incl. Email)

ANNEX for GGN xxxxxxxxxxxxxxxxx

Date of issue: xx/xx/xxxx²⁰

Producer Group Members (Option 2 or 4)

GGN or GLN	Producer name and address	Product(s)	Product handling	Parallel production	Parallel ownership

Production Sites (Option 1 and 3)

Site name and address	Product(s)	Parallel production

Product Handling Units (PHUs)

GGN or GLN	PHU name and address ^s	Product(s)	Parallel ownership

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Notes

The certificate *shall be in English*. A second language may be added in the certificate.

This certificate template is based on GLOBALG.A.P. IFA certificate template. Please refer to GLOBALG.A.P. IFA General Regulations, for information on fields not explained in this document but which are common to both templates.

- 1 Optional: The registration number of a producer or producer group, which is assigned by the CB or from the benchmarked scheme *may* appear on all certificates. It consists of the term "CB-Short" and a number (with exactly one space character in between, CB-Short xxxxxxxxxxxx).
- 2 The logo of the scheme
- 3 The compliance level shall be identified: Gold Level / Silver Level / NURTURE Pass Level
- 4 Certification scheme and version: Please enter the applicable version of the NURTURE Module General Rules,
- 5 Applicable only if any of the following is true:
 - a) The certificate holder is a producer group (Option 2). All producer group members in the NURTURE scope shall be listed in the annex.
 - b) Product handling* or packing is included in the scope of the certificate. If the address is different, all product packing and handling unit(s) shall be listed in the annex.
 - c) The certificate refers to an Option 1 multisite certificate. All sites of the multisite operation shall be listed in the annex.
 - d) The certificate holder with multiple sites has registered for parallel production/ownership. All production sites and PHUs (packing and handling) with *certified* products shall be listed in the annex.
- 6 The applicable NURTURE Module Control Points and Compliance Criteria (CPCC) Version.
- 7 Certified product(s) shall always be listed according to the GLOBALG.A.P. product list. More detailed information *may* be included in brackets, e.g. in case of parallel production, variety (banana - cavendish). For the sub-scope of Flowers and Ornamentals, the certified species shall always be included in this column, e.g. indoor grown flowers – roses.
- 8 The GLOBALG.A.P. product certificate number shall be printed on the paper certificate. It is a reference code for the certificate in the GLOBALG.A.P. Database per product and certificate cycle. The GLOBALG.A.P. product certificate number is generated automatically in the system and consists of 5 digits, 5 letters and a suffix (#####-ABCDE-#####). All changes to the certificate in a given certificate cycle are reflected in the suffix.
- 9 The columns and corresponding attributes linked to the products in the table are scope, sub-scope or product specific.

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Product	GLOBALG.A.P. Product certificate number	Harvest included	Product handling included	Number of producers/production sites	Parallel production	Parallel ownership

Notes:

Harvest included: If produce handling is included, this data field (column) can be omitted.
 Note: If harvest is excluded, product handling is not applicable for the given product.

Product handling: Enter "no" in case no product handling is included. If product handling is included, indicate whether it takes place in-field ("in-field") or in a facility ("facility") or both ("in-field + facility").

Quantity (voluntary): Area (in ha) may be included per product. In case quantity (in ha) is displayed, "non-covered" and "covered" shall be segregated.

- ¹⁰ In the case of producer groups (Option 2), enter the number of approved producers, which are listed in the annex. In case of Option 1 multisite producers, enter the number of registered production sites, which are listed in the annex. ^[1]_{SEP}

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ANNEX I.4 DATA ACCESS RIGHTS

These are the GLOBALG.A.P. Data Access Rights as set for the NURTURE Module. More details e.g. on the definition of the general data access groups (e.g. GLOBALG.A.P. Staff, certification bodies) are available in the GLOBALG.A.P. Data Access Rules.

This document is normative and sets out the rules to which different user groups of the GLOBALG.A.P. Database have access to producer and product related data that is collected during the GLOBALG.A.P. and NURTURE audits/inspections.

The Data Access Group "NURTURE Observer" always includes Tesco plc. "NURTURE Observers" are also Tesco Primary Suppliers, who will have access to the data only from producers who authorized so by declaring their Primary Supplier O-KEY to be entered in the GLOBALG.A.P. Database. If a producer gives a specific NURTURE Observer Company access to his checklist, this NURTURE Observer will automatically have access to all registration data that is filled in the Checklist.

Important:

- All data fields are mandatory and must be completed in the Checklist as well as in the GLOBALG.A.P. Database.
- The below listed data access rules only apply for information that is registered in the GLOBALG.A.P. Database.
- * Data Entry Fields that are marked with a "*" are currently only available in the checklist but will in future be available and obligatory in the GLOBALG.A.P. Database.

The "X" marks that the data is visible to users assigned to the respective data access group.

1. General visibility of the NURTURE module in the GLOBALG.A.P. Database

The NURTURE Module is **not** visible to the public.

	Data Access Groups			
	GLOBALG.A.P. Staff	Certification Body	NURTURE Observer	Public
Standard visibility - NURTURE module	X	X	X	

2. Producer data

The information listed below is linked to the following legal entities that are registered in the GLOBALG.A.P. Database:

- Option 1 individual producer
- Option 1 Multi-site Producer
- Option 2 Producer Group (legal entity)
- Option 2 Producer Group Members (legal entities)

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	Data Access Groups			
	GLOBALG.A.P. Staff	Certification Body	NURTURE Observer	Public
COMPANY INFORMATION				
Company name	X	X	X	
Company address ¹⁾	X	X		
Company city	X	X	X	
Company country	X	X	X	
Company contact information ²⁾	X	X	X	
GGN / GLN	X	X	X	
Previous GGN	X	X	X	
Legal registration per country*	X	X	X	
Location ³⁾	X	X	X	
CB registration number ⁴⁾	X	X	X	
CONTACT PERSON (RESPONSIBLE FOR LEGAL ENTITY)				
Contact name ⁵⁾	X	X		
Contact information ²⁾	X	X		
PRODUCT HANDLING UNIT/SITE INFORMATION*				
Name of the Product Handling Facility/Sites	X	X	X	
PHU / site address ⁶⁾	X	X	X	
PHU / site contact Information ²⁾	X	X	X	
Sub-GLN(s)	X	X	X	
Location ³⁾	X	X	X	
Products per PHU / site	X	X	X	

Notes

1) Company address includes: street address (or information available to describe the producer/company location), postal address, postal code, federal state.

2) Contact information includes (if available): phone number, fax number, email address.

3) Location includes: Northern/Southern latitude + Western/Eastern longitude.

4) Number assigned by the Certification Body (CB) to the producer

5) Contact name includes: title, first name and last name.

6) PHU / SITE contact address includes: street address (or information available to describe the SITE / PHU location), postal address, postal code, city, and country.

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3. Product related data

Product Data is specific per product and only visible if the product is in an active status (e.g. "accepted").

	Data access groups			
	GLOBALG.A.P. Staff	Certification Body	NURTURE Observer	Public
Product	X	X	X	
Product status	X	X	X	
Certification option	X	X	X	
For producer groups: Number of producer group members	X	X	X	
Certificate validity date	X	X	X	
Certification body	X	X	X	
GLOBALG.A.P. certificate number	X	X	X	
Countries of destination	X	X	X	
Quantity data	X	X	X	
Product attributes ¹⁾	X	X	X	
Certification data ²⁾	X	X	X	
NURTURE Checklist ³⁾	X	X	X	
			Important: The Checklist is not visible to all NURTURE Observer Companies, only to those ones authorized by the producer	

Notes

- 1) Product attributes are additional information linked to a product in an active status. Product attributes of NURTURE Module: parallel production, parallel ownership, exclusion/inclusion of harvest, exclusion/inclusion of produce handling, status of the NURTURE certification (Gold/Silver)
- 2) Data includes 'valid from' date of the certification and date of certification decision
- 3) Inspection/audit report details (checklist) linked to the certificate

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EDITION/VERSION UPDATE REGISTER

New document	Replaced document	Date of publication	Description of Modifications
170929_NURTURE-Scheme_Rules-V_11_1_en	170101_NURTURE-Scheme_Rules-V_11_0_en	29.09.2017	Changes to adapt the Scheme Rules to the existence of the new CB Rules & Integrity Programme document, and to the introduction of clarifications made during the validity of TN v11.0 like a new compliance level (NURTURE Pass), or the alignment of GLOBALG.A.P. and TN certificates. Inclusion of the TN certificate template and the Data Access Rules as Annexes.
180910_NURTURE-Scheme_Rules-V_11_2_en	170929_NURTURE-Scheme_Rules-V_11_1_en	10.09.2018	Changes regarding the producer confirmation form to align the Scheme Rules with the updated producer confirmation procedure defined in the CB Rules & Integrity Programme. Update of some definitions. Alignment of several rules to IFA General Regulations. Minor formatting and spelling corrections Amendment of Data Access Rules
190315_NURTURE-Scheme_Rules-V_11_2-1_en	180910_NURTURE-Scheme_Rules-V_11_2_en	15.03.2019	Change in 8.2.6 f) to keep the personal information anonymous.

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