


The logo for AMENITY Assured, featuring the word "AMENITY" in a bold, red, sans-serif font with a yellow dot over the 'i', and the word "Assured" in a smaller, red, sans-serif font below it. The logo is set against a light beige rectangular background.

AMENITY
Assured

THE AMENITY ASSURED STANDARD

for Integrated Approaches to
Professional Weed, Pest and Disease
Control in the Amenity Sector

A large, stylized yellow leaf graphic with white veins, positioned in the bottom right corner of the page. The leaf is oriented diagonally, with its base at the bottom left and its tip pointing towards the top right.

Introduction

The Amenity Assured Standard sets a benchmark of best practice methods for weed, pest and disease controls in Amenity situations.

Companies and organisations which achieve the Amenity Assured Standard demonstrate that their operating methods meet the compliance criteria for achievement of weed, pest and disease control through a variety of integrated approaches. The methods respect and incorporate high regards for safety to the public, the environmental, for water protection and cost effective programmes of work. Control strategies should also be considered before each treatment or specification.

Organisations and companies will be audited annually to achieve the Amenity Assured Standard and ensure on-going compliance.

The Standard is defined by BASIS in conjunction with the Amenity Forum, City & Guilds Land Based Services (NPTC) and the National Association of Agricultural Contractors. The Standard is operated by BASIS and is recognised by the Chemicals Regulation Directorate, which has responsibility for the Implementation and control of UK pesticides legislation.

The scheme operates in two parts:

1. A comprehensive, audit questionnaire to gain details of primary company/organisation features which is signed by the Senior Director/Manager in charge of weed, pest and disease control work.
2. An on-site visit and audit of the company/organisation to verify the return questionnaire and operational standards as required.

Benefits of being AMENITY ASSURED

Quality of work

- Procedures checked
- Methods examined

Confidence for the client

- Independent verification of organisation
- Trust in the work undertaken

Reliability

- Understanding of contract scope
- Consistent contract performance

Compliance with Standards

- Trained and qualified staff
- Compliance with the law and Codes of Practice

Verification

- Annual audit to maintain high standards
- New certificate each year when compliance confirmed

Best Practice

- Integrated Pest Management (IPM) methods incorporated
- Leading industry standards met

Procedures

Audit

- All organisations are (or wish to be) Amenity Assured will be audited each year using an Annual Questionnaire together with an on-site audit when required at a spraying site.

Inspections

- To ensure ongoing compliance with the Amenity Assured Standard there will also be an annual unannounced visit to a site where a pesticide application is taking place to check consistent adherence to the Standard.

Certification criteria

- Full certification will be granted following a successful audit.
- For a company to achieve certification under the scheme they must comply with all of the Standards containing 'must' and at least 70% of the standards containing 'should'.
- Non-compliance organisations will be suspended or have certification withdrawn.
- Full certification may be reinstated following successful completion of outstanding actions within 4 weeks from being notified of suspension by BASIS.

Appeals and complaints

- Appeals and complaints should be addressed in writing to BASIS Registration Limited, St Monica's House Business Centre, 39 Windmill Lane, Ashbourne Derbyshire DE6 1EY
- BASIS will respond within the timescales defined in the Scheme Governance guidelines.

Procedures Continued...

Data

- A list of organisations compliant with the Standard will be published annually.
- Organisations will be allowed access, upon written request to their own data held by BASIS

Scheme Logo

- Organisations wishing to use the BASIS or Amenity Assured logo must apply in advance to BASIS Registration Limited for permission to use either or both.

Client Satisfaction

- When applicable, companies/organisations which are part of the Amenity Assured Standard are required to record and action promptly any points of dissatisfaction notified by their clients.

Summary

The audit process to assess the applicant's operating practices and procedures is comprehensive. A brief synopsis is set out below of every aspect covered by the audit. Over time, changes are made to the law, Codes of Practice and what is considered 'Best Practice'. The Amenity Assured Standard will be amended to reflect such changes. The BASIS website (www.basis-reg.com) will show the up-to-date Standard at any point in time. In any major change is required (e.g. a change in the law) then organisations with (or wish to be) Amenity Assured, will be notified.

The AMENITY ASSURED STANDARD comprises the following key Points:

Company/Organisation

- Name, address, type, communication details
- Contact personnel and director responsible
- Staff qualifications relevant to pesticides
- Sub-contractor details (if any used)
- Type of work undertaken
- Geographic area covered
- Pesticide storage addresses
- BASIS Amenity Training Register compliant
- Codes of Practice in use on site (Code of Practice for Using Plant Protection Products and Code of Practice for Suppliers of Pesticides to Agriculture, Horticulture and Forestry (Yellow Code))

Application

- Equipment, type, testing arrangement, suitability
- Calibration and maintenance (written records)
- COSHH Assessments
- Site details (maps, location, area treated and type)
- Records of area, product, dose, date, operator[s], weather
- Risk Assessments, hazards, ect
- Integrated approaches used
- Relevant PPE
- Relevant safety equipment
- Water source

Summary continued...

- Mixing and filling arrangements
- Use of approved-for-purpose products only
- Safe disposal of empty containers
- Safe and compliant operating procedures
- Method statement
- Emergency procedures and contact details

Transport

- Product storage whilst in transit (segregated, secure, vapour proof)
- Load identification
- Driver training and qualification
- Safety equipment (PPE, spill, fire)
- Personal safety equipment (wash facilities, eyewash, clean water, ect)

Storage

- Inspection and registration
- Suitable and secure bunding
- Size/quantity stored
- Person responsible and qualification[s] held
- Records
- Safe waste disposal

AMENITY ASSURED STANDARD

The Amenity Assured Standard is operated on a fee structure and audit process geared to the size of each individual organisation.

BASIS recognises that some organisations operate as a franchise structure. For details of how franchise based companies can achieve the Amenity Assured Standard, please contact BASIS.

The following Amenity Assured Standards apply for the franchise based companies:

1. The parent company/organisation will be the certificate holder provided all the franchisees are compliant with the Amenity Assured Standards.
2. All franchisees will complete and return the questionnaire audit and meet compliance criteria.
3. A selection of the franchisees will be on-site audited at random.
4. The parent company will accept responsibility for all its franchisees in relation to Amenity Assured Standard conduct, compliance, and operational practices.
5. Should any one or more franchisees be non-compliant, at any stage, with the Standard requirement then the company and all its franchisees will be considered as non-complaint.
6. The parent company will be responsible for the payment of the Amenity Assured Standard fee[s] on the franchise company rates and pay within the BASIS terms of trade.
7. For minor non-compliance issues there will be a two week period to correct the issue[s] back to compliance status without loss of Amenity Assured Standard certification.
8. Where major non-compliance issue[s] occur there will be a period of up to six weeks to correct the issue[s] back to compliance status without loss of Amenity Assured Standard certification.

9. If non-compliance issues are not resolved within the prescribed timescales, then BASIS reserves the right to withdraw the company's Amenity Assured Standard certification and to remove it from the companies listed as compliant certificate holders.
10. Franchise Amenity Assured Standard certificate holders will have the same status as individual company Amenity Assured Standard certificate holders.
11. The scale (price of application) of fees for Amenity Assured Standard franchise companies are based on the number of franchisees within the organisation, as below:

<u>Number of Franchisees</u>	<u>Option to choose</u>
1 to 9	Option A
10 to 19	Option B
20 to 29	Option C
30 to 39	Option D
40 to 49	Option E
50 to 59	Option F

Introduction

The increased, recognition and scope of the Amenity Assured Standard is building over time to support the Amenity Sector. Best practice has come to mean different things over recent times, with changes in many areas.

Examples are:

- The Sustainable Use Regulations (2012)
- Changes to product labels e.g. no spraying of channels
- The compulsory requirement for sprayer testing in 2015
- The wide scale adoption and development of Integrated Approaches
- The removal of “grandfather” rights for sprayer operators

These changes, and more, are recognised and incorporated into the Amenity Assured Standard.

The adoption of the Standard is important to steer, guide and lead the way that Amenity weed and pest control work should be done.

It is therefore most important that the Amenity Assured Standard is supported and encouraged by both those conducting work in Amenity, using pesticides, and by others who support the principles, but who are not actually engaged in weed and/or pest control.

For those organisations, the Amenity Assured Standard Associate Member Category has been developed.

AMENITY ASSURED STANDARD—Associate Criteria

Associates will:

- a. support the principles and Standards as set out in the Amenity Assured Standard
- b. support Integrated approaches for weed and/or pest control in Amenity Areas
- c. support the principles of BASIS and its objectives in the Amenity Sector with regards to qualifications, CPD and the Amenity Assured Standard
- d. support Amenity Industry standards and frameworks (e.g. CRD National Action Plan, Amenity Forum) and their objectives.
- e. operate their own organisation in a manner which is commensurate with the aims and objectives of the Amenity Assured Standard.

Support AMENITY ASSURED STANDARD ASSOCIATES

BASIS will support Associate members by:

- a. including them in Amenity Assured Standard activities and information provision
- b. involving them in meetings and consultation for promotion of the Amenity assured Standard
- c. allowing the use of premises/facilities when appropriate for meetings and demonstrations
- d. allowing the use of the Amenity Assured Standard logo for literature, ect. in agreement with BASIS provided that the use is fully appropriate with the integrity of the Amenity Assured Standard
- e. including Associate members as an integral component of the Amenity Assured Standard

FAQ's

The BASIS team answer your questions about the Amenity Assured Standard.

The Plant Protection Products (Sustainable Use) Regulations 2012 came into force on the 18th July 2012 and transpose the Sustainable Use Directive in relation to the use of pesticides that are plant protection products. Existing Codes of Practice are also still applicable until replaced by new guidelines. These are the Code of Practice for Suppliers of Pesticides to Agriculture, Horticulture and Forestry (Yellow Code) and the Code of Practice for Using Plant Protection Products.

What is the Amenity Assured Standard?

The Standard is to show that contractors/users of pesticides in the Amenity Industry are working to legislative, regulatory and best practice standards. The Standard is endorsed by CRD, Amenity Forum and NAAC.

How much does Amenity Assured membership Cost?

This varies by the number of sprayer operators you employ and by your type of organisation. Please contact the BASIS office for details.

How do I become Amenity Assured?

An application form needs to be filled out and then an invoice will be sent along with a Self-Audit form. This invoice needs to be paid and audit completed and returned. BASIS will check your documentation and your on-site visit may be organised to check some of the information that you have provided. The process can take several months to and a certificate cannot be insured until all parts of the process have been completed.

Do I have to be qualified to apply pesticides?

Yes, a list of specified certificates are held on the CRD website. Anyone using professional pesticides should hold one of these. As of the 25th November 2015 the Grandfather rights will not be valid. You **must** hold a Level 2 Award in the Safe Use of Pesticides or equivalent. Details of the qualifications are available at: www.nptc.org.uk or by phoning 02476 857300.

FAQ's Continued...

What do I get out of being part of the Standard?

Membership of the Standard shows a high degree of professionalism and a willingness to work not just to the minimum Legislative or Regulatory Standards but also to the best Practice Standards. This will show a potential client that you are serious about what you do and that you want to do it to the best standard possible. Many Local Authorities and utility companies require the standard to have been met before you can tender.

A letter was issued by HSE/CRD to Chief Executives of the Local Authorities to point out their responsibilities when awarding contracts.

A list of compliant contractors is also published on the BASIS website.

Is the Amenity Register the same as Amenity Assured?

No, the Amenity Training Register is for individual operators, specifiers, managers and other individuals involved in the application of pesticides. If your company is Amenity Assured you may get a discount on the Amenity Training Register membership fee. Further details are available from ali@basis-reg.co.uk

I only treat Japanese Knotweed — Do I need to register for the Amenity Assured Standard?

Yes, all amenity focused companies are eligible to join the Standard but if you are dealing with invasive and injurious weeds joining the Standard may be one of the requirements for joining other more specialist associations such as INNSA. Many Property Care Associations may require you to be registered before you are able to tender for a contract. Remember Registration for the Standard can take several months as assessments have to be conducted.

I am part of a franchise organisation, can I still join the Standard?

Yes, you can join as an individual company or as a franchise organisation. For a franchise organisation, they hold the membership rather than the individual franchisee and will coordinate all the staff-audits and paperwork returns to the BASIS office.

I don't have a separate store but do keep pesticides on my vehicle over 24 hours, what should I do?

Your van would become your store and the requirements for such will apply to the vehicle to include a spill kit, PPE and signage. A storekeeper should be available to.

I currently use the Manufacturer or the distributor to give advice on the choice of product — is this still ok?

Yes, you can still use the Manufacturer or the distributor to obtain advice, the advisor role is a highly specialised and responsible profession. It is essential to be appropriately qualified. A formal agreement must be in place if you are obtaining advice from someone not directly employed by your company.

FOR MORE INFORMATION AND GUIDANCE PLEASE SEE THE BELOW WEB ADDRESS

<http://www.hse.gov.uk/pesticides/topics/using-pesticides/codes-of-practice/guidance-sustainable-use-of-ppp-regs-2012.htm#section3>

www.basis-reg.co.uk



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