

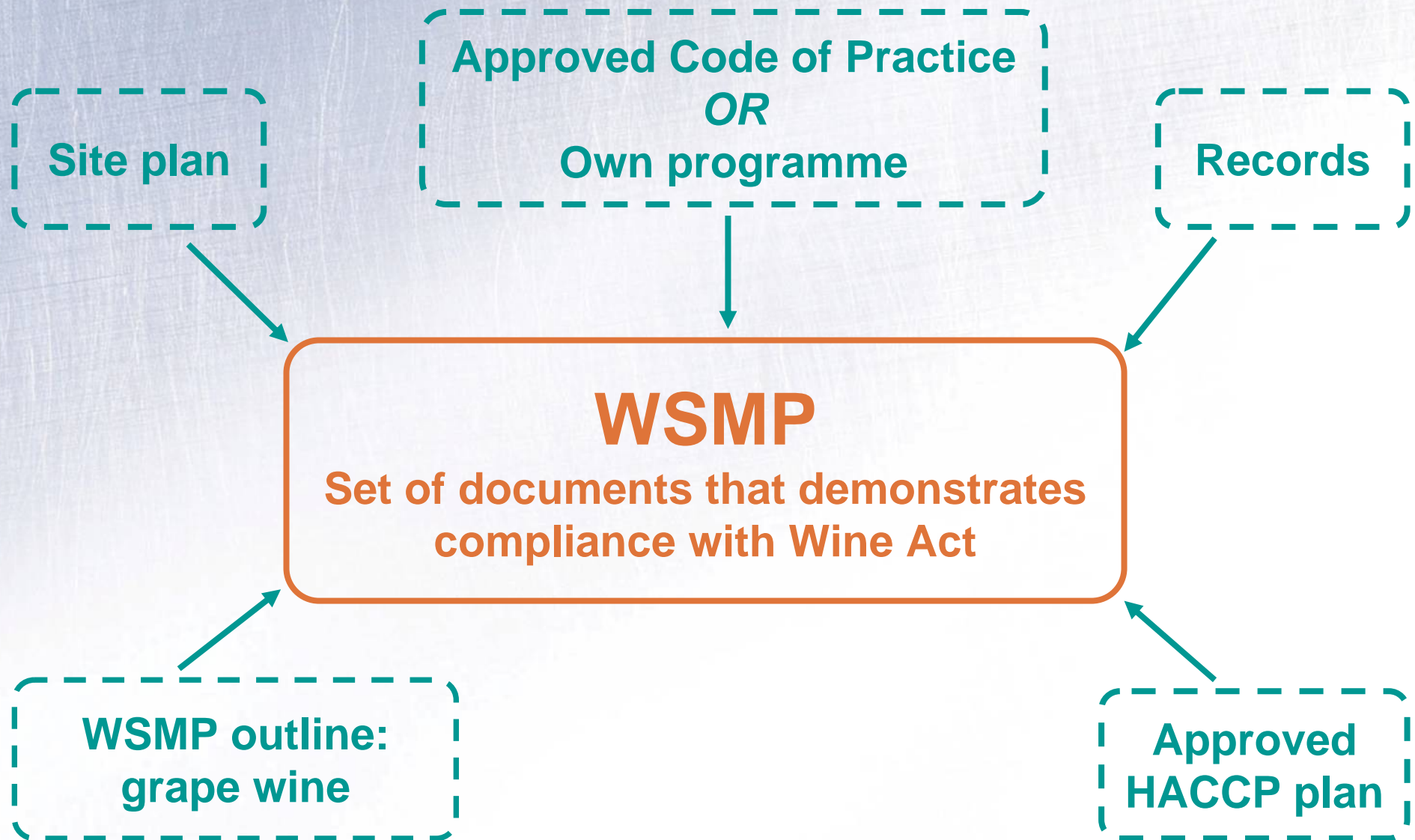


Te Pou Oranga Kai O Aotearoa

Wine Standards Management Plan

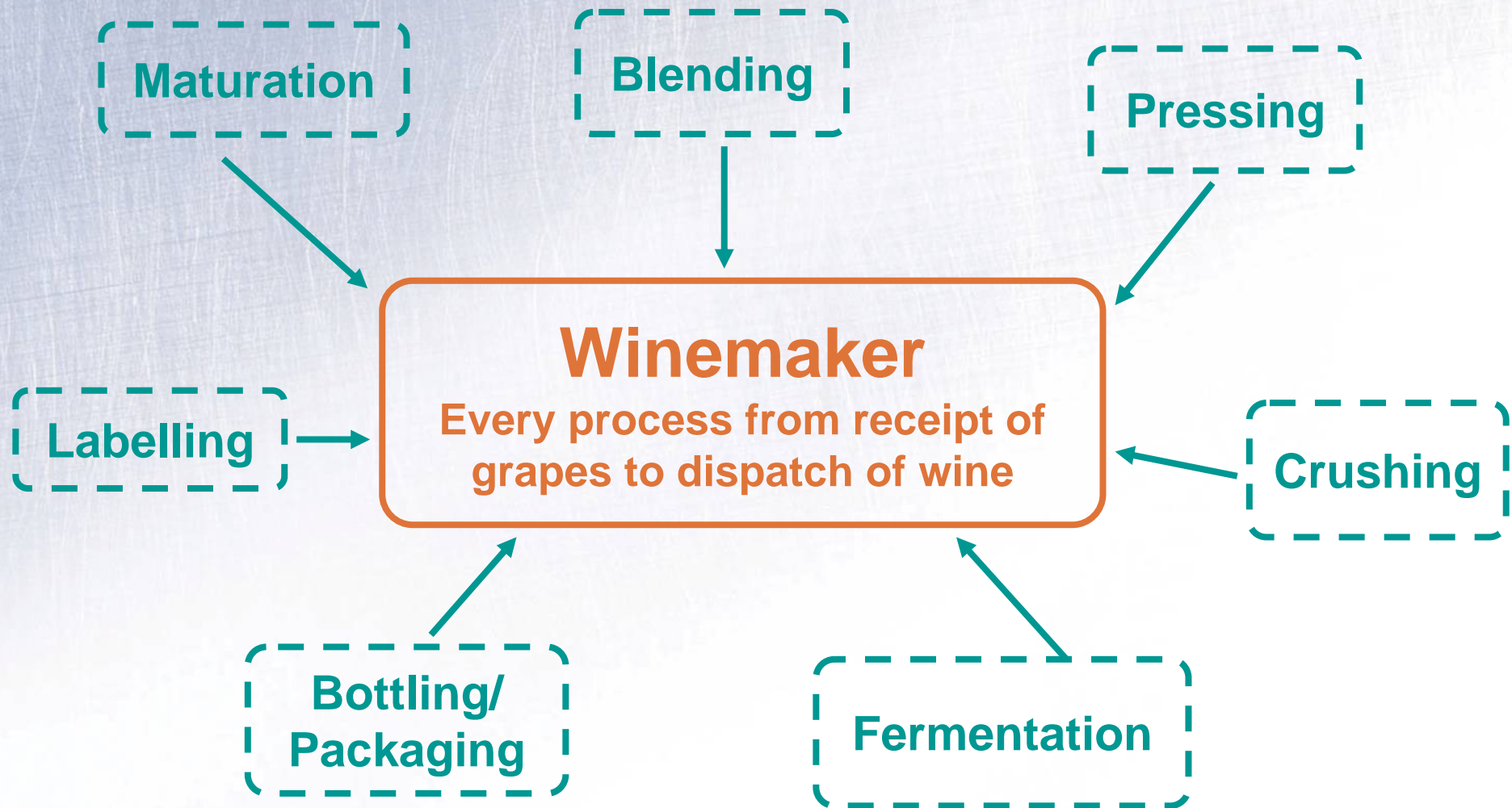


What is a Wine Standards Management Plan?





Who is a winemaker?





Who needs a WSMP?

WSMP

- All winemakers
- All contracted winemakers
- All bottling plants
- All mobile bottlers

No WSMP

- Grape growers
- Exporters
- Exempt businesses
 - Very small winemakers
 - Those that only affix labels



Requirements for:

Grape growers

- Must provide following information:
 - Source (e.g. geographical origin)
 - Description (e.g. quantity, variety, spray diary, field additions of SO₂)
 - Any contamination (e.g. MOG)



Requirements for:

Exporters

- Will need records for each wine that show:
 - each WSMP that wine was processed through
 - quantity, package type, storage location
 - next person in supply chain
- Will be included in NZFSA audit programme



Requirements for:

Very small winemaker exemption

- No WSMP if:
 - Make less than 10,000L wine / year
 - Don't export
- Notify NZFSA (Form WA3) every 2 years

Must comply with all wine standards

(follow Code of Practice)



Interface with Food Act

- Wineries that make food products (grape juice, verjuice, vinegar)
- Food manufacturers that make wine (cider base)
 - Subject to the Wine Act and Food Act - double compliance
- Aiming for fix with new Food Act

5 STEPS TO YOUR WINE STANDARDS MANAGEMENT PLAN

1. Apply the COP to your winery

2. Sign up your verifier

3. Fill in your WSMP details

4. Send in your WSMP for registration

5. Get verified



NEW ZEALAND WINE
PURE DISCOVERY



STEP 2: Sign up your verifier

Who is a verifier?

- Person recognised under Wine Act for verification

What do they do?

- Audit compliance with WSMP and export standards

What do I need to do?

- Choose a verifying agency
- Get a confirmatory letter from them

Where do I find them?

<http://www.nzfsa.govt.nz/wine/registers-lists/index.htm>



STEP 2: Sign up your verifier

Verifier rights

- WSMP gives the verifier freedom and access to:
 - place and facilities
 - documents and records
 - examine all necessary things
 - mark or identify wine, equipment, associated thing

6. Verification

Verifier's Freedom and Access to carry out Verification Functions (Wine (Specifications) Notice 2007, clause 24)

I authorise my contracted verifier to have the freedom and access necessary to allow him/her to carry out verification functions and activities, including —

- (a) having access to all parts of the wine making place and facilities within the physical boundaries of the wine standards management plan; and
- (b) having access to all documentation, records and information relating to, or comprising, the wine standards management plan; and
- (c) having freedom to examine all things necessary, including the wine making place, facilities, equipment, amenities, wine making inputs, packaging and labels, and open any containers, packages and other associated things to inspect their contents; and
- (d) having freedom to identify or mark any packaged wine or wine product, equipment, or associated thing.

7. Confirmation

-] A letter has been received from the verification agency confirming they will verify the wine standards management plan at all sites covered by it.
-] I confirm that all of the documents listed in Section 5 are appropriate for my operation.
-] I confirm that all facilities and equipment necessary to implement the WSMP are available and ready to operate.
-] I confirm that the WSMP, including all supporting documentation, has been authorised by me.
-] I confirm that the WSMP will be implemented as written, including all relevant parts of the code of practice.

Name: _____

Signature: _____

Day-to-day manager / Operator (circle one)

Date: / /

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STEP 3: Fill in your WSMP details

There are two forms to fill in:

- WSMP outline: grape wine
- WA4: Registration of wine standards management plans

www.nzfsa.govt.nz/wine/alldocuments/index.htm

Important that you fill them in correctly



Te Pou Oranga O Kai O Aotearoa

New Zealand Food Safety Authority
South Tower
68-86 Jervois Quay
PO Box 2835, Wellington
ph: (04) 894 2500, fax: (04) 894 2566

Application Form WA4: Registration of Wine Standards Management Plan (Section 18 Wine Act 2003)

This form must be used when applying to register a wine standards management plan (WSMP) with the Director-General of New Zealand Food Safety Authority under section 16 of the Wine Act 2003 (WA).

Send the completed application form together with the fee and other documentation required under s18 of the WA, to the New Zealand Food Safety Authority, Approvals & ACVM Group, attention Programme Manager (Production & Processing) at the above address.

If there is any change to the contact details provided in this application after the application has been submitted, you must promptly inform the New Zealand Food Safety Authority of the changes in writing.

Please refer to the Privacy Act 1993 notice at the end of this form regarding the collection of personal information by NZFSA about individuals.

Before Proceeding: Winemakers who make less than 10,000L of wine a year and do not export may be exempt under regulation 5A of the Wine Regulations 2006 from the requirement to register a Wine Standards Management Plan. If you meet the criteria for this exemption, you need to notify NZFSA using form WA3.

1. Business identification

A unique identifier must be assigned to each business operating a WSMP. Please choose 2 business identifiers in the event that the identifier chosen is not available for use. Identifiers must have at least 3, and no more than 10, characters, at least 1 numeric character and no leading zeros.

| | |
|--|--|
| <p>Business ID:</p> <p>Second Choice:</p> <p>(Self select – also used on WSMP outline (section 1))</p> | <p>WSMP No (01, 02, 03...):</p> <p>(use only where more than 1 plan covers the same operation)</p> |
|--|--|

Wine Standards Management Plan Outline: Grape Wine

Date: / /

| | | |
|---|---|--|
| 1. Business Identification | | |
| Business ID (self select): | | |
| 2. Operator Name, Business Address and Contact Details | | |
| Full legal name (Company, sole trader, partnership): | | |
| Trading name (if different): | | |
| Physical address(es) of winery: | Phone No: | |
| | Fax No: | |
| | E-mail: | |
| Postal address (for communication): | [] I give consent to being provided electronic information by the NZFSA. | |
| 3. Responsible Person | | |
| Role | Name, position or designation | Contact Details (if different from above) |
| Day-to-day WSMP Manager | | |

5 STEPS TO YOUR WINE STANDARDS MANAGEMENT PLAN

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NEW ZEALAND WINE
PURE DISCOVERY



STEP 4: Send in your WSMP for registration

There are five items to send in:

1. WA4
2. WSMP outline
3. Site plan (area covered by WSMP)
4. Letter from verifying agency
5. Payment - \$171.56



Send to NZFSA
(Address on WA4)



Once registered

You will get:

- WSMP outline (endorsed)
- Notice of registration
- Notice of conditions (if any)
- Date of first verification
- Receipt

Verifying agency will get notice of your registration

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- 5. Get verified**



NEW ZEALAND WINE
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STEP 5: Get verified

Organise time
with verifier

Start up / Entry
meeting

Verification

Assign an
outcome

Reporting

Follow up if
needed



Start-up / Entry meeting

- Sets scene
 - Understand the winery's operations
 - Responsibilities and duties of verifier
 - Operator's responsibilities and duties
 - Rights of verifiers
 - List all winemaking contracts
 - Contract and OSH matters

| Agenda Item | Main points to cover |
|--|---|
| 3. Confirm activities of wine business | <p>Confirm the scope of winery operations:</p> <ul style="list-style-type: none">• Grapes are own or purchased• Bulk wine/juice/concentrate purchased• Any imported juice/wine concentrate products• Contract winemaker• Bottling contracted• Contract bottler |
| 10. Discuss the Verification | <p>Include the following;</p> <ul style="list-style-type: none"><input type="checkbox"/> Verification outcomes – acceptable, unacceptable, critical non-compliance<input type="checkbox"/> Performance levels<input type="checkbox"/> Capacity building/Educative approach<input type="checkbox"/> Right of appeal & the appeal and clarification process<input type="checkbox"/> Reporting to NZFSA<input type="checkbox"/> Unscheduled verification<input type="checkbox"/> Management of non-compliances<input type="checkbox"/> Follow-up action |



Verification

- Verification scope notified in November
- **Scope will ALWAYS cover traceability**
- Focus in first year likely to be:
 - Bulk wine
 - Spray diaries
 - Confirming additives, processing aids, cleaning chemicals suitable for use in food premises

| References | Requirements | | Objective evidence comments |
|---|-----------------------------------|---|--|
| Grape CoP Section 2: Receipt of Grapes | Spray Dairies | How do you obtain and check spray dairies to ensure: <ul style="list-style-type: none"> – only legally permitted sprays are used – harvest intervals are complied with Refer NZ Winegrowers Export Wine Grape Schedule | Spray dairies were readily available and checked The current 2007/2008 Spray Schedule was available. |
| | | Select grapes/wine and confirm that legally permitted sprays and pre-harvest intervals are complied with. | Reviewed the spray dairy for 2007 xx harvested xx.0x.07. Some canopy spraying had occurred and the pre-harvest intervals were met. |
| | | Have there been any non-compliances? If yes what steps were taken to reject grapes or ensure resulting wine complies with NZ MRLs if sold in NZ. | No non-compliances |
| Grape CoP Section 3: Chemicals & Winemaking Inputs | Identification & Storage of Goods | Check the all food additives, processing aids, non-food chemicals are clearly and correctly identified Check the non-food chemicals are stored in a designated area segregated from dry goods, food additives, processing aids, bottles and other wine-contact packaging | There is a store room for additives. Vineyard chemicals are in a dedicated cabinet outside. Another storeroom has caustic and anti-freeze as well as obsolete equipment. |



Assigning an outcome

- Every verification visit will be assigned an outcome:
- **Acceptable**
 - Complying with NZ and export requirements
 - Where departures, identified and dealt with
- **Unacceptable**
 - Not satisfied that operator is in compliance with regulatory requirements
 - Critical non-compliance

| Scope | Outcome (Acceptable, Non-compliance, Critical non-compliance) |
|--|--|
| Follow up of issues identified at previous verification visits | Not applicable |
| Pre-vintage Checklist | Not yet completed |
| Document and Record Keeping Requirements. | Acceptable |
| Receipt of Grapes | Acceptable |
| Chemicals and Wine Making Inputs | Non-compliance |
| Wine Making | Acceptable but water non-compliance |
| Transfer of Bulk Wine or Juice | Acceptable |
| Winery Hygiene | Acceptable |
| Bottling / Packaging | Not applicable |
| Labelling | Acceptable |
| Storage and Dispatch | Acceptable |
| Staff and Visitors | Non compliance |
| Recalls | Not checked |
| General Export Requirements | Acceptable |
| EU Requirements | Acceptable |
| USA Requirements | Acceptable |



Reporting

- Verbal at conclusion of visit
- Written within 5 working days
 - Verification outcome
 - Non-compliances and corrective actions
- Verifier will also report to NZFSA:
 - Verification outcome
 - Critical non-compliance (within 24 hours)

| NZFSA CHECKSHEET/REPORT FOR VERIFICATION OF WINE STANDARDS MANAGEMENT PLAN | | | |
|--|---------------------------------|--|-----|
| WSMP Identifier | | Contact Telephone | |
| Verification Date | | COP or Customised | COP |
| Audit Period | Mock Verification | Overall Report Outcome: | |
| Verifier | | Acceptable | |
| Recommendation concerning verification | Standard Verification Frequency | Date report completed and sent to operator/NZFSA | |
| CARs issued | None | | |

| Executive Summary of Verification |
|---|
| <p>The outcome for the audit is acceptable</p> <p>The operator has begun developing systems to meet the requirements of the Wine Standards Management Plan Code of Practice for Grape Wine.</p> <p>Sufficient progress has been made to determine the operator is substantially complying with the regulatory requirements.</p> <p>The following non-compliances need to be addressed;</p> <ul style="list-style-type: none"> • Water testing • Suitability of additives, process aids and other chemicals <p>Recommendation:</p> <ul style="list-style-type: none"> • That you keep training and induction records for any new staff that you hire. <p>Not all areas were audited. It is recommended that the company uses the report as a check sheet to ensure all requirements of the WSMP are implemented</p> |



You have the right to appeal

- If you disagree with the verifier's decision, you have the right to appeal
 - to the verifying agency in first instance
 - To NZFSA if not resolved



Verification costs

- Set by the verifier
- Time guidelines:
 - small 2 – 4 hours
 - medium 3 – 6 hours
 - large 4 – 8 hours
- Prepare for visit



Compliance and Investigation Group

- Monitor compliance
- Assess systems and people
- Conduct investigations
- Take prosecutions
- You will be audited by them:
 - Winemakers
 - Very small winemakers
 - Exporters