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Module-4

Inspection and Certification Process



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Inspection:-

- Standard inspection procedures shall be followed by the inspection and certification agencies. The inspector shall have access to all relevant facilities, including accounts and other documentation of the Licensed Operator
 - (a) The basis for assignment of inspectors.
 - (b) Grounds for objection to inspection by Licensed Operator.
 - (c) Instructions for inspection visits.
 - (d) Inspection methods and frequency.
 - (e) Inspection requirements.
 - (f) Sampling requirements.
 - (g) Instructions for preparation of reports.



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Assignment:

- (a) The inspector shall be assigned by the Authorized Inspection and Certification Agencies. Prior to the assignment of the inspector, the Authorized Inspection and Certification Agency shall-
- i) Ensure sufficient expertise needed for the actual inspection.
 - ii) Exclude any possible conflict of interest.

The Licensed Operators shall have the right to be informed about the identity of the inspector before the inspection visit, and to raise objections related to any potential conflict of interest. This does not apply to unannounced inspections.

- (b) Continuous inspection by a single inspector for the same Licensed Operator should be avoided.



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Inspection Visit and Report:

Sufficient information shall be made available to the inspectors about the Licensed Operator to allow proper preparation by the inspector. This includes, among others, earlier inspection findings, a description of activities/processes, maps/plans, product specifications, and used inputs, earlier irregularities, infringements, conditions and disciplinary measures.

- (a) date and time of inspection
- (b) persons interviewed
- (c) crops/products requested for certification
- (d) fields and facilities visited
- (e) documents reviewed
- (f) In addition the report shall contain
- (g) inspector's observations
- (h) evaluation of compliance to standards, and certification requirements.



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Methods and Frequency

Inspection methods and frequency shall be determined by, among others-

- (a) Intensity of production.
- (b) Type of production.
- (c) Size of operation.
- (d) Outcome of previous inspections and the Licensed Operator's record of compliance.
- (e) Any complaints received by the Inspection and Certification Agency.
- (f) Whether the unit or Licensed Operator is engaged only in certified production
- (g) Contamination and drift risk.
- (h) Complexity of production.



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Inspection frequency: The Authorized Inspection and Certification Agencies shall have a written policy on inspection frequency and it shall interalia include-

- (a) Inspection of Licensed Operators shall take place at least once annually.
- (b) Inspection of sub-contracted Licensed Operators shall take place at least once annually.
- (c) A minimum number (percentage) of unannounced inspections to be carried out and the number shall be determined along with the basis for selection of the Licensed Operators to be subject to such inspections.
- (d) The manner in which the cost of "extra" inspection is to be borne. Timing of inspections shall not be so regular as to become predictable.



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Inspection methods: Inspections shall regularly include, but are not restricted to:

- (a) Visits of facilities, fields, etc.
- (b) Review of records and accounts.
- (c) Calculation of input/output norms, production estimates etc.
- (d) Assessment of production system of Licensed Operator.
- (e) Interview with responsible persons.