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# Center for Smart Agriculture

## Organic Certification and Inspection Systems



**Module 4: Inspection and Certification Process**  
**Session 9 : Mandatory checks, Records /  
documentation, Inspection report**



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# Mandatory checks to be undertaken by the Authorized Inspection and Certification Agency during Inspection

## **For conversion to organic cultivation**

- ❖ The conversion plan and the measures referred by the Licensed Operator are to be checked by the inspector before approval by the Authorized Inspection and Certification Agency.
- ❖ The inspector should check that the above conditions are met in the case of production of seeds, vegetative propagating material and transplants.



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- ❖ Whether production area is a part of the conversion plan
- ❖ To check that whether the last part of the area in the farm would be converted to organic production in the shortest possible
- ❖ Appropriate measures are taken by the Licensed Operator for the separation of the products obtained from organic and non-organic units.



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## Plants and plant products at production site

- ❖ Licensed Operator shall inform in advance the Authorized Inspection and Certification Agency regarding harvest of every crop in the farm.
- ❖ After completion of the harvesting process, the Licensed Operator shall inform the Inspection and Certification Agency about the total quantity harvested on the units concerned.



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- ❖ The inspector should also inspect the storage area of non-organic input products
- ❖ Whether the farms and storage units are separated from non-organic farms and non-organic storage units.
- ❖ On suspicion of use of unauthorized products, samples for testing of products (products as well as inputs used) must be taken



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## For collection of wild products

- ❖ Inspection and Certification Agency must take all the precautionary measures to ensure compliance with the provisions under Organic Agricultural Produce Grading and Marking Rules.
- ❖ The inspector should countercheck to ensure that the guarantees given by the producer meet the provisions.
- ❖ Measures taken by the Licensed Operator for compliance with these Rules must be checked and noted.



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## Records / documentation

- ❖ The records /files maintained by the Licensed Operator should be checked by the inspector to trace the origin, nature and quantities of all raw materials purchased.
- ❖ To verify the application of all the inputs used are documented.
- ❖ Written or documentary receipts / accounts must be checked for the quantities and consignees of all agricultural products sold by the Licensed Operator.





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# Inspection of input storage units

## Transportation

Transportation units should be checked for confirming that the organic products are transported to other units, including wholesalers and retailers, in appropriate closed containers or packaging with a proper label.





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# Inspection for production of agricultural products and processed food stuffs composed of plant origin

- ❑ Undertaking from the Licensed Operator to perform the operations in such a way as to comply with Organic Agricultural Produce Grading and Marking Rules.
- ❑ Check the facilities available for the processing, packaging and storage of agriculture products before and after the operations.



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- ☐ Check whether the unit has separate areas within the premises for the storage of products, before and after the operations.
- ☐ Whether the operations must be carried out continuously until the complete run is over for organic products and are separated from similar operations performed for non-organic products



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- ☐ To ensure that if such operations are not carried out frequently, the Authorized Inspection and Certification Agency shall be informed in advance, for a particular day & time.
  
- ☐ Samples for testing of products should be taken. However, they must be taken where the use of unauthorized products is suspected.

## Inspection report



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- ☐ The report shall give a full description of the farms / units, collection areas highlighting the storage, processing, production and packaging operations
- ☐ The report shall also mention the date and time of last application of inputs on the farm / unit or collection.
- ☐ The report shall highlight conditions / sanctions any to be imposed for certification.
- ☐ In the event of suspicion of any infringement by the Licensed Operator, the inspector shall clearly mention in his report.



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## **Grant of Certification**

- ☐ The Applicant shall be entitled to use the certification or grade designation mark as provided under these Rules
- ☐ In the event of a withdrawal of the right to use the aforesaid Mark the License shall be returned to the Authorized Inspection and Certification Agency.
- ☐ The Applicant is entitled to the aforesaid Mark but shall be answerable for the safety of their products themselves.
- ☐ A License shall be granted on prescribed form for a period of one year



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- ☐ The Authorized Inspection and Certification Agency may, during the period of the validity of the License, alter by giving one month's notice to a Licensed Operator any terms and conditions subject to which the License has been granted.
- ☐ A License shall expire at the end of the period for which it is granted
- ☐ Certification/ Grade Designation Mark shall be entered in a register which will be inspected and evaluated by NAB





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