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Center for Smart Agriculture

Organic Certification and Inspection Systems



Module 4: Inspection and Certification Process
Session 6 : Procedures for Implementation of
Internal Control System



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Procedures for Implementation of Internal Control System

Registration of members: All members of the group will be formally (legally) registered under a single entity.

Provision of documents to the members of the grower group: Each member of the grower group will be supplied with docket in local languages, which will contain the following –



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- ❖ Copy of IQS manual
- ❖ Internal standards document
- ❖ Copy of National Standards of Organic Production document
- ❖ Definition of the production unit
- ❖ Farm Entrance Form (farm data sheet), including last use of prohibited inputs



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- ❖ Field records
- ❖ Prevailing farming system and package of practices available for the area
- ❖ Details and description of the various steps required for the process flow right from cultivation to harvest and sales of the products.



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- ❖ Written contract (for formal commitment) of each grower within the group
- ❖ Annual farm inspection checklist
- ❖ Information on training process and provision of advisory services by the field officers.



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- ❖ **Operating Document:** The quality manager shall prepare the operating document, which shall be followed by all the members of the group
- ❖ **An overview map (village or community map) showing location of each member's production unit.**



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- ❖ Farmer's list with code and name of the farmer, total area, area under crop , date of registration with the group, date of last use of forbidden products, date of internal inspection, name of internal inspector, result of internal inspection

- ❖ List of farmers who have been issued sanctions with the reason and the duration of the sanction

- ❖ The risk shall be assessed by IQS manager for the grower group every year. The risk assessment should be made at the farm level, processing, transporting and during trade.



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Critical control points for risk assessment

- ❖ Measures taken by the farmers to deal with part conversion.
- ❖ Conversion period
- ❖ Production rules for the whole production unit.
- ❖ Harvest and post harvest procedures.
- ❖ Processing and handling standards



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Internal Inspections

- ❖ At least two inspections of the group shall be carried out by the internal inspector and will be documented.
- ❖ The inspection will be carried out in presence of the member or his representative.
- ❖ The internal inspector will also verify if the internal standards have been followed and whether the conditions of the previous internal inspection have been fulfilled.



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- ❖ Size of holding
- ❖ Number of the members in the group
- ❖ Degree of similarity between the production system and crop system
- ❖ Inter-mingling / contamination
- ❖ Local hazards



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External Inspections: The external Inspector will re-inspect some of the farms for the evaluation of the grower group for efficient internal control system for compliance with these Rules.

The sampling plan for inspection shall be based on the inspector's perception of risk based on the following factors:



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THANK YOU