




ORGANIC CERTIFICATION

(Individual
farmer)

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APPLICATION PROCESS – UNDERSTAND N.P.O.P. STANDARDS

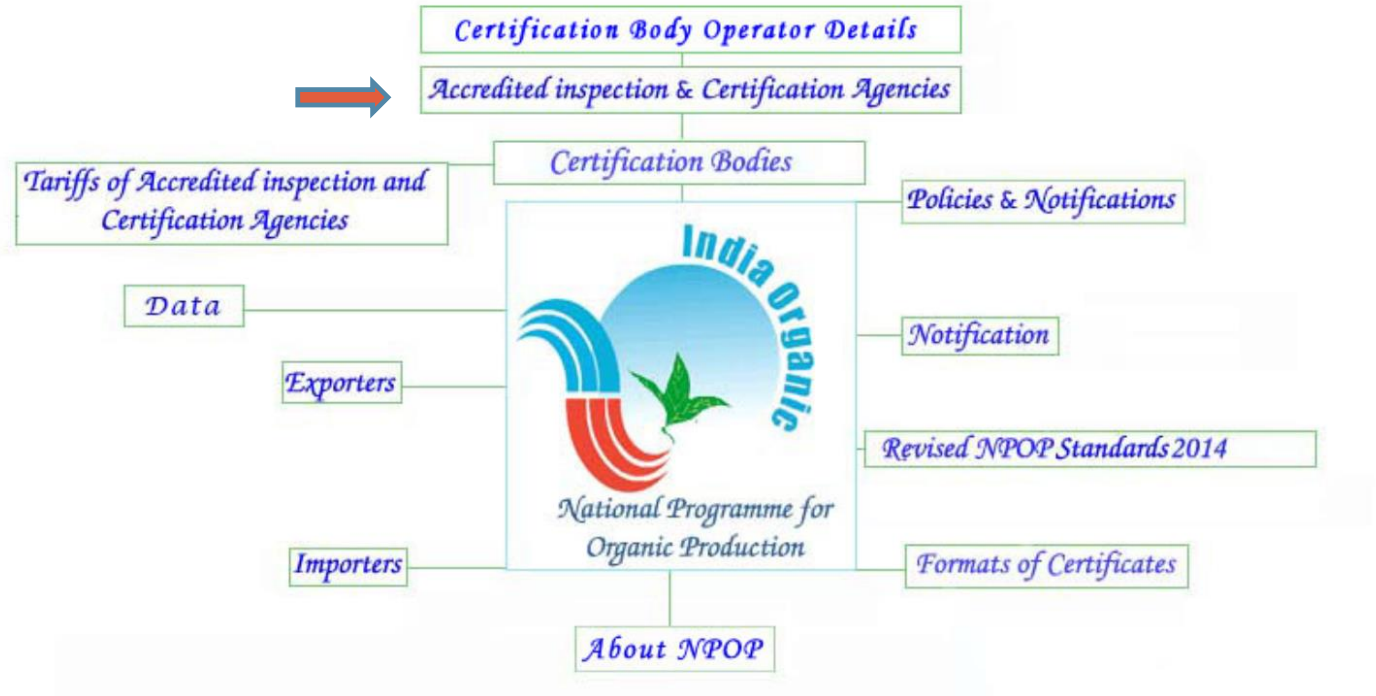
- A farmer who desires to obtain organic certification must follow these steps:
- Open www.apeda.gov.in website. Click on 'Organic' box on the Home Page.
- In the next page, you will find all details about 'organic' in blue letters.
- Download Revised NPOP Standards. Marked Arrow.....
- Read, understand and practice the standard procedures in the farm. Familiarize with organic practices.



APPLICATION TO CB

- After acquiring confidence, farmer should select an Accredited Organic Certification Body (CB)
- For this again visit APEDA website and click the Accredited Inspection & Certification Agencies. Arrow marked.
- Select an agency out of 29 listed there.
- Open the selected CB's website - Read rules and regulations and fee structure.
- From CB's website, download Application Form and Farm Management Plan forms.
- Fill up the forms and send them to the CB.

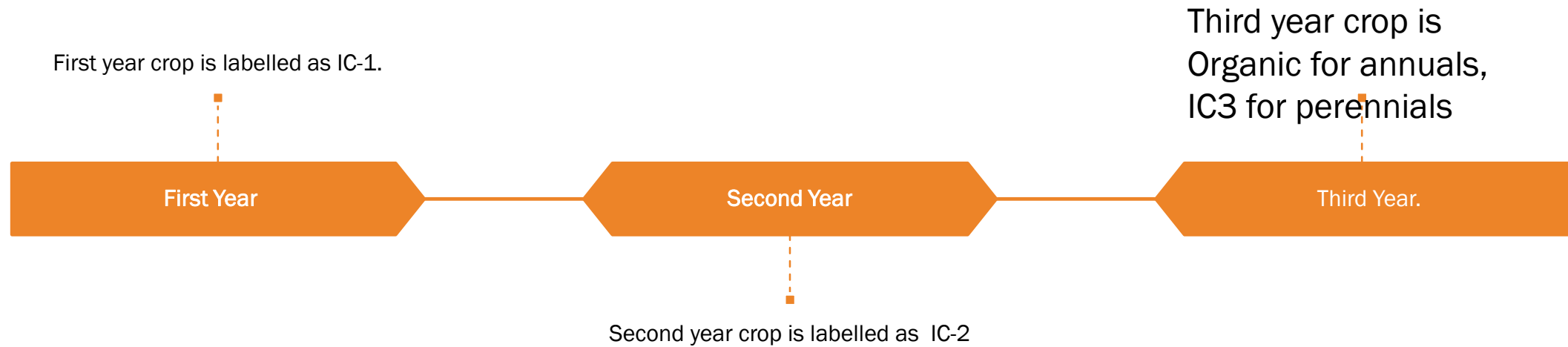
India Organic Logo



REGISTRATION OF THE OPERATOR (FARMER)

- On receipt the Application and Farm Management Plan, the Evaluator of the CB will review the details.
- CB will send a quotation to the farmer indicating the fees and other charges. Agreement 2 copies will be sent.
- Farmer will respond with payment of fee and send agreement signed by him (2 copies) to CB.
- CB will enter the farmer details in APEDA's TRACENET and generate the registration No.
- CB will send the receipt for payment, Log-in id and Password for TRACENET - to the farmer.
- CB will send later, the schedule of inspection of the farm by the CB's Inspector/Auditor.

TIME TAKEN TO ACHIEVE ORGANIC STATUS



STEPS INVOLVED IN INSPECTION OF FARMS (INDIVIDUAL)



PREPARATION

Actions	Details
1. Inform Inspection Schedule	Make sure- farmer/manager is available during inspection
2. Make your travel plan	Travel, Boarding and lodging is to be borne by the farmer.
2. Go through operator's file	Note whether it is first inspection or for renewal. Note previous N.Cs. Go through all details about the farm and current year's Farm Management Plan.
3. Take inspection kit	Check lists- Inspection report-N. C. Report- rubber stamps-GPS-reader- sample collection bags- clip pad etc.

INTRODUCTION

- On arrival, and after exchanging pleasantries, introduce yourself to the farmer and his staff.
- Inform the farmer about the purpose of your visit.
- Ask whether previous year's non-compliances were cleared and reported to CB. (If it is annual inspection- other than first inspection)
- Tell him the list of items you are planning to visit in the farm. Example: Field/plot details, crops grown in each plot, Buffer zones, Cattle shed, compost facility, store-room for inputs, store-room for agricultural produce. records, registers, invoice files etc.
- Inform him about your intention to take sample of soil, plant parts if there is a need.

FIELD INSPECTION

- Take GPS reading of the farm and note down
- See the plot-wise map of the farm and visit each plot and note down the crop variety, stage of crop, visually check for any sign of application of prohibited substances
- If there is suspicion, take sample of either the soil, or the plant part or both as required.
- Talk to the farmer about the inputs used and note.
- Note down yield obtained by farmer in previous years for similar crops.
- Analyze and note down any possible risks in field.



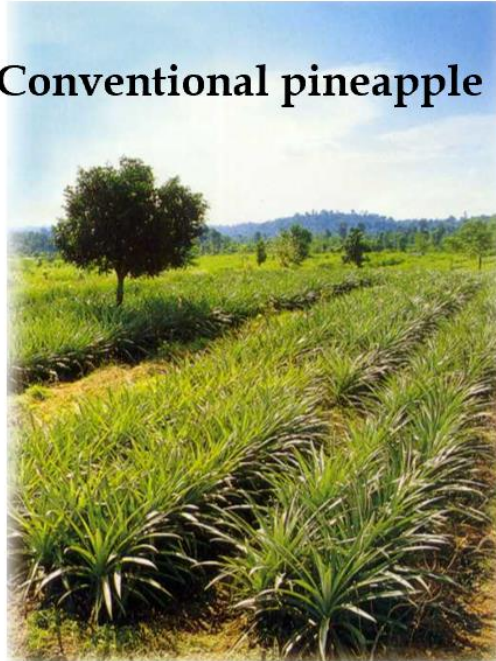
I.1_org_Inspection_by AOCA

FIELD INSPECTION - 2

- Check whether part conversion is practiced with organic and non-organic in the same farm.
- Check whether parallel production is practiced (same crop in organic and non-organic methods)

***Parallel Production not allowed:**

Conventional pineapple



Organic pineapple



INSPECTION OF BUFFER ZONE



- Walk around the field and look for any risk from the neighbouring farmer's fields.
- If non-organic crops are grown by the neighbors in adjoining the organic field of the farmer, then buffer zone of at least 10' width is provided on all sides of the field.
- The buffer zone can be a road, canal, row of trees or bushes covering at least 10' width.
- If buffer zone is not available outside the field borders, then the farmer should leave 10' width of his own field from the field bund as buffer zone.
- Crops harvested from such buffer zone must be stored accounted and sold separately as non-organic crop.

ANIMAL HUSBANDRY

- Check whether animals and poultry are allowed free range and not confined to cages.
- Check whether they use antibiotics, hormones or any allopathic medicines.
- If allopathic medicine administered, check whether recommended waiting period was allowed before selling as organic.
- Check whether feeding practice is as per recommended practice.



COMPOST FACILITY

- Animal residues and crop reduces from the organic farm is always recommended.
- Check raw materials used. Any animal residues brought from conventional dairies and poultries must be avoided due to presence of antibiotics and other prohibited substances.
- City compost must be tested before use in farm.
- Composting process must be carried out properly so that all pathogens and weed seeds are killed.



STORES AND GODOWN

- Check if chemicals and prohibited substances stored in the store-room.
- Check for approval in case of organic inputs.
- In the godown, check whether there is chance for co-mingling of organic and non-organic produce
- If organic and non-organic produce are stored in the same godown, whether they are clearly identifiable and separately stored.
- Verify farm machines, implements, packing materials, labels and the cleaning practice in the godown and machineries.

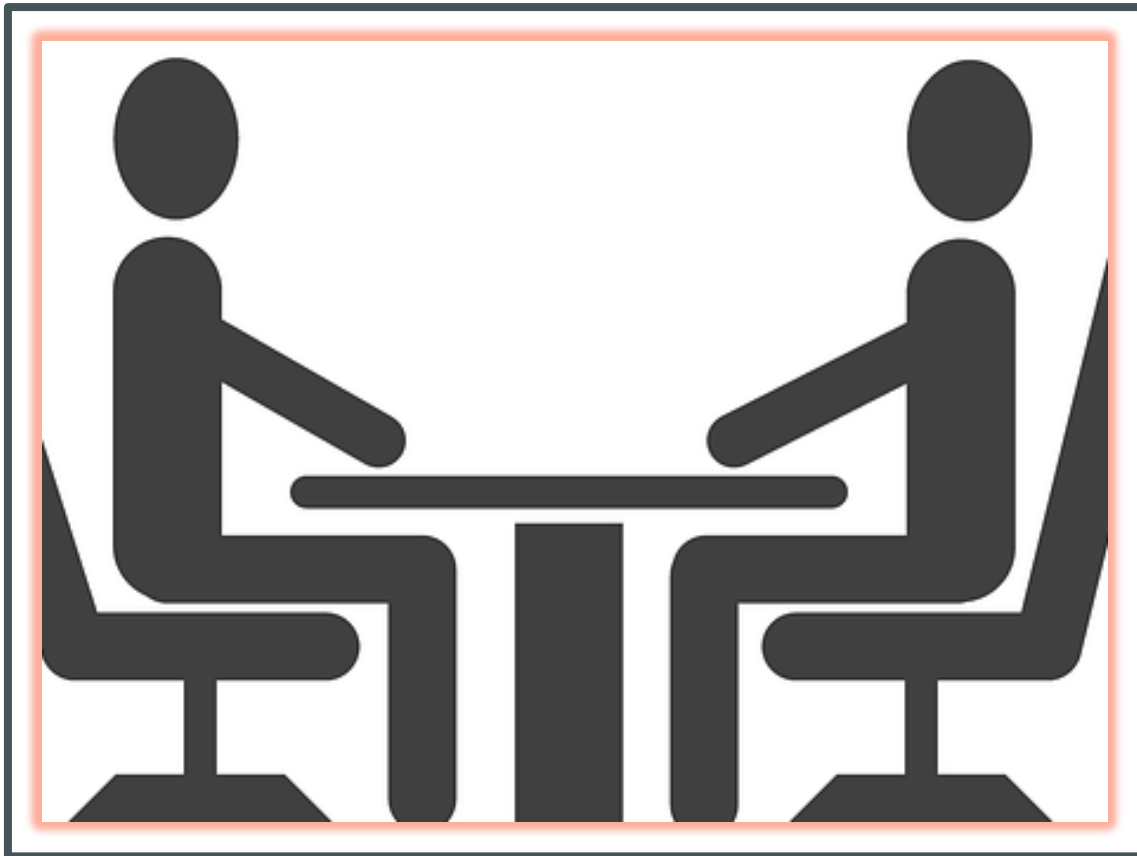


RECORDS, REGISTERS AND PURCHASE AND SALES INVOICES

- Check legal status, ownership records of farm.
- Check Farm Diary, Input Register, Harvest Register, Sales Register, cleaning records etc. Inspector will sign, affix 'verified' rubber stamp of the CB and date
- Check source of seeds, planting materials, organic off-farm fertilizer and pesticide sources, their organic approval status,
- GMO-free declarations for inputs used in farm



CLOSING MEETING



- Inspector will explain to the farmer about all his findings during the inspection.
- He will point out the non-compliances noticed during the inspection and record them in the NC form. The farmer will indicate the deadline for correcting NC.
- Inspector will complete his inspection report and non-compliance report and take signature on them from the farmer.
- He will collect all the required photocopies of records, samples (if any) and return to his HQ.

CERTIFICATION PROCESS

- The inspector will hand over the report to the Evaluation Manager. He will check whether the inspection process was carried out properly and send his observations to the Certification Officer.
- The Certification Manager with the help of a committee decide the certification after looking into all merits. The decision will be informed to the farmer. (Farmer can appeal if decision is not acceptable to the farmer)
- Certification will be issued as per the current status i.e. IC-1; IC-2; IC-3 or ORGANIC.
- Annual inspection is essential so long as the farmer wants to keep his organic status of the farm.



Certificate

Certificate number.....

Company's Name
Company's Address

This is to certify that the product(s) and areas(s) of the mentioned organisation inspected by are in accordance with requirements of
India's National Programme for Organic Production standards
(considered equivalent to Council Regulation (EC) No. 834/2007 and Swiss Organic Farming Ordinance for plant products originating in India)

For the following process, this
Scope of Certification
is issued.

This certificate is valid from
dd/mm/yy until dd/mm/yy

This certificate is valid for those product(s) and area(s) that are specified in the annexe.

The validity of this certificate solely depends on the continued compliance with the required standards and is subject to annual surveillance inspections.

Authorised by:

Organic Certification Manager



Accreditation No. under NPOP
NPOP/NAB/xxxx