

## Contents

<b>1</b>	<b>GENERAL INFORMATION FOR ALL CERTIFICATION PROGRAMS</b>	<b>5</b>
<b>1.1</b>	<b>ORGANIC SYSTEM PLAN</b>	<b>5</b>
<b>1.2</b>	<b>INSPECTION</b>	<b>6</b>
<b>1.2.1</b>	<b>ORGANIC SYSTEM PLAN/DESCRIPTION OF OPERATION</b>	<b>6</b>
<b>1.2.2</b>	<b>ON-SITE INSPECTION</b>	<b>7</b>
<b>1.2.3</b>	<b>VERIFICATION OF DOCUMENTS</b>	<b>8</b>
<b>1.2.4</b>	<b>INSPECTION/EVALUATION REPORT</b>	<b>8</b>
<b>1.2.5</b>	<b>POSSIBLE OTHER PROCEDURES</b>	<b>9</b>
<b>1.3</b>	<b>CERTIFICATION</b>	<b>9</b>
<b>2</b>	<b>AGRICULTURE (A)</b>	<b>9</b>
<b>2.1</b>	<b>ORGANIC SYSTEM PLAN</b>	<b>10</b>
<b>2.2</b>	<b>INSPECTION OF AGRICULTURAL OPERATIONS</b>	<b>10</b>
<b>2.2.1</b>	<b>ORGANIC SYSTEM PLAN/DESCRIPTION OF OPERATION</b>	<b>10</b>
<b>2.2.2</b>	<b>ON-SITE INSPECTION</b>	<b>10</b>
<b>2.2.3</b>	<b>VERIFICATION OF DOCUMENTS</b>	<b>11</b>
<b>2.2.4</b>	<b>INSPECTION REPORT</b>	<b>12</b>
<b>2.2.5</b>	<b>POSSIBLE OTHER PROCEDURES</b>	<b>12</b>
<b>2.3</b>	<b>CERTIFICATION</b>	<b>12</b>
<b>3</b>	<b>WILD COLLECTION (A1)</b>	<b>12</b>
<b>3.1</b>	<b>ORGANIC SYSTEM PLAN</b>	<b>13</b>
<b>3.2</b>	<b>INSPECTION OF WILD COLLECTION OPERATIONS</b>	<b>13</b>
<b>3.2.1</b>	<b>ORGANIC SYSTEM PLAN/DESCRIPTION OF OPERATION</b>	<b>13</b>
<b>3.2.2</b>	<b>ON SITE INSPECTION</b>	<b>13</b>
<b>3.2.3</b>	<b>VERIFICATION OF DOCUMENTS</b>	<b>14</b>
<b>3.2.4</b>	<b>INSPECTION REPORT</b>	<b>15</b>
<b>3.2.5</b>	<b>POSSIBLE OTHER PROCEDURES</b>	<b>15</b>

# KIWA BCS INSPECTION PROGRAM INTERNATIONAL



3.3	CERTIFICATION .....	15
4	BEEKEEPING OPERATIONS (A2) .....	15
4.1	ORGANIC SYSTEM PLAN.....	16
4.2	INSPECTION OF APICULTURAL OPERATIONS.....	16
4.2.1	ORGANIC SYSTEM PLAN/DESCRIPTION OF OPERATION.....	16
4.2.2	ON SITE INSPECTION .....	16
4.2.3	VERIFICATION OF DOCUMENTATION.....	17
4.2.4	INSPECTION REPORT.....	18
4.2.5	POSSIBLE OTHER PROCEDURES .....	18
4.3	CERTIFICATION .....	18
5	AQUACULTURE AND SEAWEED PRODUCTION/HARVESTING (A3) .....	18
5.1	ORGANIC SYSTEM PLAN.....	19
5.2	INSPECTION OF AQUACULTURE OPERATIONS AND SEAWEED HARVESTING SITES .....	19
5.2.1	ORGANIC SYSTEM PLAN / DESCRIPTION OF THE OPERATION.....	19
5.2.2	ON-SITE INSPECTION .....	20
5.2.3	VERIFICATION OF DOCUMENTS .....	21
5.2.4	INSPECTION REPORT.....	22
5.2.5	POSSIBLE ADDITIONAL PROCEDURES.....	22
5.3	CERTIFICATION .....	22
6	LIVESTOCK (A4) .....	22
6.1	ORGANIC SYSTEM PLAN.....	23
6.2	INSPECTION OF LIVESTOCK OPERATIONS.....	23
6.2.1	ORGANIC SYSTEM PLAN/DESCRIPTION OF THE OPERATION .....	23
6.2.2	ON-SITE INSPECTION .....	23
6.2.3	VERIFICATION OF DOCUMENTS .....	24
6.2.4	INSPECTION REPORT.....	25
6.2.5	POSSIBLE OTHER PROCEDURES .....	25
6.3	CERTIFICATION .....	26
7	PROCESSING (B) .....	26

# KIWA BCS INSPECTION PROGRAM INTERNATIONAL

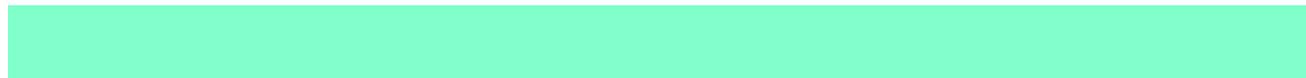


7.1	ORGANIC SYSTEM PLAN.....	26
7.2	INSPECTION OF PROCESSING FACILITIES.....	26
7.2.1	ORGANIC SYSTEM PLAN/DESCRIPTION OF THE OPERATION .....	26
7.2.2	ON-SITE INSPECTION .....	27
7.2.3	DOCUMENT VERIFICATION .....	28
7.2.4	INSPECTION REPORT.....	29
7.2.5	POSSIBLE OTHER PROCEDURES .....	29
7.3	CERTIFICATION .....	29
8	PROCESSING WINE (B1) .....	29
8.1	ORGANIC SYSTEM PLAN.....	30
8.2	INSPECTION OF WINE PROCESSORS (EU RELATED -> WINE SECTOR PRODUCTS).....	30
8.2.1	ORGANIC SYSTEM PLAN/DESCRIPTION OF THE OPERATION .....	31
8.2.2	ON-SITE INSPECTION .....	31
8.2.3	VERIFICATION OF DOCUMENTS .....	32
8.2.4	INSPECTION REPORT.....	33
8.2.5	POSSIBLE OTHER PROCEDURES .....	33
8.3	CERTIFICATION .....	33
9	TRADE AND WAREHOUSING (X – DIST -STO).....	33
9.1	ORGANIC SYSTEM PLAN.....	34
9.2	INSPECTION OF IMPORTERS, EXPORTERS, DISTRIBUTORS AND WAREHOUSES.....	34
9.2.1	ORGANIC SYSTEM PLAN/DESCRIPTION OF THE OPERATION .....	34
9.2.2	ON-SITE INSPECTION .....	35
9.2.3	VERIFICATION OF DOCUMENTS .....	36
9.2.4	INSPECTION REPORT.....	36
9.2.5	POSSIBLE OTHER PROCEDURES .....	37
9.3	CERTIFICATION .....	37
10	GROUPS OF OPERATORS (ICS) .....	37
10.1	ORGANIC SYSTEM PLAN.....	38
10.2	INSPECTION OF AGRICULTURAL OPERATIONS.....	38

# KIWA BCS INSPECTION PROGRAM INTERNATIONAL



10.2.1	ORGANIC SYSTEM PLAN/DESCRIPTION OF THE OPERATION .....	38
10.2.2	ON-SITE INSPECTION .....	38
10.2.3	VERIFICATION OF DOCUMENTS .....	39
10.2.4	INSPECTION REPORT .....	40
10.2.5	POSSIBLE OTHER PROCEDURES .....	41
10.3	CERTIFICATION .....	41
11	ANNEXES .....	43



## 1 GENERAL INFORMATION FOR ALL CERTIFICATION PROGRAMS

The following chapters cover all the technical topics that apply to each certification scope. Additional or special requirements are provided in separate sections. The current chapter explains the minimum requirements that must be taken into account in every single inspection process.

The certification procedure for organic production is regulated by the norms for the respective standard.

**For EU-certification in third countries:** Regulation (EU) 2018/848 as well delegated and implemented acts

**For the USA:** NOP 7 CFR 205

**For Japan:** the organic JAS

Nevertheless, the following chapters mention the applicable regulations for each of them. Kiwa BCS only certifies the respective scope if a set of regulations is clearly specified in the chapter.

The inspection program is structured as follows:

- a) Organic System Plan
- b) Inspection
- c) Certification

The Inspection Program is subject to modifications, it is a model and not conclusive. Specific situations in the operations can lead to variances from the described program. It serves for orientation during the execution of the certification procedure according to the respective standards under which Kiwa BCS Öko-Garantie GmbH is recognized for.

### 1.1 ORGANIC SYSTEM PLAN

The Organic System Plan has to be compiled and submitted to Kiwa BCS Öko-Garantie for verification before inspection. The Organic System Plan has to be updated continuously to reflect the current state of the operation and those updates always have to be communicated to the certification body as soon as possible, but no later than before the next inspection.

An Organic System Plan template is provided by Kiwa BCS. It consists of the following elements:

- Conformity Declaration of the Operation Manager for the respective standard

- Complete description of the operation and its facilities even operations not under the organic certification control, meaning operations that handle, produce conventional products under the same legal entity or in the same holding.
- Description of all production/handling procedures and –means, so Kiwa BCS can verify their compliance with the respective standard.
- In case the operator is interested in being certified under Reg. (EU) 2018/848, it is mandatory to provide a preventive measure plan mentioned in Reg. (EU) 2021/1698 Art. 10, 1. a) iii
- In addition to the OSP, NOP requires the submission of the following documents for approval: fraud prevention plan, exempt Handler affidavit (if applicable)
- All relevant annexes are mentioned in the OSP forms, those differs from the activities that the operator is performed. maps

## 1.2 INSPECTION

- During inspection the compliance of the operation/part of the operation with the requirements of the respective standard is verified. An announced inspection takes place at least once per calendar year.
- Further announced and/or unannounced inspections can be part of the certification procedure. The inspector is obliged and authorized to request and verify all documents, records and amenities as deemed necessary for the inspection.
- Under EU compliance if the operator runs several production units or premises, including purchase and collection centres, all production units or premises, including purchase and collection centres, used for non-organic products shall also be on-the-spot inspected at least once per year.

### 1.2.1 Organic System Plan/Description of Operation

- In general, the inspection is based on the verification of statements in the Organic System Plan and on a comparison with the findings in the facility. If needed, adjustments have to be made to the Organic System Plan.
- Cross checking of the reliability of the list of suppliers enshrined in the OSP is part of the inspection.

- For all standards, it is also necessary to compare information on maps, labels, inputs, seeds/plants and recipes with the information in the OSP.

## 1.2.2 On-site Inspection

In all cases the on-site inspection must include the following activities:

- Perform investigative and complete inspections, with a systematic approach of cross-checking declarations made by the operators and verification of a representative selection of original documents.
- Systematic cross checking of records of the activities conducted in the production units and interviews of the employees in charge of the critical tasks.
- While doing the mass balance exercise do not forget to take into account the stocks physical available and make the calculation for selected stock(s) to verify the accuracy of the documents provided by the operator.
- Verify that in any time the organic product is clearly identified specially when the operator has parallel or mixed production, in that scenario, separation measures must also be reviewed and determine if those are sufficient to grant the integrity of the organic product.
- If applicable, inspect the non-organic production units to ensure compliance with separation and traceability requirements.
- Under EU compliance, it is crucial to check the implementation of the measures described on the precautionary measure plan delivered by the operator and assess if those are enough to reduce the risk of contamination and ensure the organic integrity of the certified product.
- Under EU compliance, the inspection must be conducted focused on the risk assessment approach, although there are minimum requirements to check during the inspection, the inspector is free of taking samples, conduct more traceability and mass balance exercises, etc.
- Is strongly recommended to interview employees about the organic activities performed by the operator as well as the trainings (if applicable) received, this is a powerful tool of cross-checking what the person on charge of the certification process reports or presents during the inspection.

More details for on-site inspections are described by scope in the coming chapters.

## 1.2.3 Verification of documents

In all cases the following documents must be reviewed and request their upgrade if it is need:

- Maps/sketches of the holding must be available and up-to-date. It must include also the conventional operations, if applicable.
- Under EU compliance, operators should implement measures to grant the integrity of the product, some of them could have a sample strategy as internal control, check the results of them and the actions taken by the operator if available.
- Under EU compliance, it is crucial to assess the precautionary measure plan created by the operator and assess if it appropriate and proportionate to the operation itself.
- The traceability system described in the OSP must be checked against the documents presented during the inspection and conduct a complete exercise of traceability during the inspection.
- Cross-check electronic records with handwritten records and among different points of the operation.

More details for verification of documents are described by scope in the coming chapters.

## 1.2.4 Inspection/evaluation report

- The inspection report is the final document that describes the results of the inspection. It is compiled by the inspector and has to be signed by the operation manager. It is strongly recommended to work on the inspection report (on ECERT/Intact platform) while the inspection is conducted.
- Under EU compliance it reports detected non-compliances with the respective standard and which measures for correction of non-compliances have been determined, is it crucial to record all detected non-conformities even it those has been closed by the operator while the inspection is ongoing.
- For NOP the inspection report describes only areas of concern (no NCs) in detail, so that that reviewer can decide how to assess and classify the findings and, if necessary, create an NC . Inspection report MUST be sent to the operation together with the certification report.

- The results of the inspection report are the basis for certification.

## 1.2.5 Possible other procedures

- Sampling is always possible, but in moments of suspicion it is mandatory.
- Sampling of packaging and/or labelling materials
- Inspection of additional parts of the operation
- Verification of parcels that have been retroactively recognized as part of the conversion period.
- Additional inspections

More details for procedures (if needed) are described by scope in the coming chapters

## 1.3 CERTIFICATION

- Certification is based on the inspection report and the Organic System Plan
- If needed, conditions are imposed and communicated in written form
- If needed, notification is given with measures according to the catalogue of measures
- Tracing of implementation of conditions by Kiwa BCS
- Certification decision / issuance of certificate

More details for certification (if needed) are described by scope in the coming chapters

## 2 AGRICULTURE (A)

For the certification of plant production on agricultural operations, and seeds and other plant reproductive material, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:

### For EU-certification (Cat. a-g):

- Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, especially Art. 9, Annex II part I; Reg. (EU) 2021/1165 Art. 1, 2, 10, Annex I, Annex II, Annex IV and Annex VI; Reg. (EU) 2021/1698 Art. 9, 10, 24, 25. Reg. (EU) 2021/771 Art. 1

In addition, this inspection program covers the production of mate, sweetcorn, vine leaves, palm hearts, hop shoots, and other similar edible parts of plants and products produced therefrom, natural gums, resins, and cotton, which are listed in Annex I of Reg. (EU) 2018/848.

**For NOP** regulates Crop production in: §205.2 and § 205.200 to § 205.206

**For JAS** regulates plant production in: Notification 1605, 1830

The operator could be a single producer or a group of operators. In the last case, the inspection program for the group of operators (ICS) also applies.

## 2.1 ORGANIC SYSTEM PLAN

Please refer to [1.1](#)

## 2.2 INSPECTION OF AGRICULTURAL OPERATIONS

Please refer to [1.2](#)

### 2.2.1 Organic System Plan/Description of Operation

Please refer to [1.2.1](#)

### 2.2.2 On-Site Inspection

- The on-site inspection encompasses all parts of the operation:
  - On-site inspection/Assessment of all agricultural fields, permanent crops, greenhouses, seedling cultivation, pastures, fallow lands or other relevant areas
  - Infrastructure for improvement measures, vehicle fleet, machinery, workshops and irrigation systems.
  - All agricultural buildings on the premises, including barns and stables.
  - Storage for harvested crops, e.g. silage, round bales, drying and dry storage, storage in the ground, hangers
  - Crop processing/handling/packaging, separation of crops

- Storage and application of input materials for the maintenance of soil fertility: fertilizers, manure storage, liquid manure operation, biogas plant, tanks, machinery for application to the fields
- Storage and application of input materials for plant protection: pesticides, storage of substances, security identification, infrastructure for application on the field, machinery for application
- Comprehension of the general situation of the operation in relevant areas (internal/external factors), national regulations, markets, unusual climate, personal factors, etc.
- Subject to inspection are all production procedures and – facilities of the operation, as well as all concrete measures regarding a compliance of the standard regarding:
  - Agricultural procedures, e.g. soil improvement measures
  - Measures of fertilization and for maintenance of fertility
  - Measures of plant protection
  - Use of seeds and seedlings in terms of quality, origin and GMO status
  - Use of other input materials
  - Measures against drift
  - Treatment of crops after harvest
  - Separation of organic products and non-organic products
  - Traceability of products
  - Packaging and identification of organic products (labels and delivery papers)
  - Flow of goods with regard to quantities (potentially) harvested and quantities sold
  - Precautionary measures in place to avoid risks of contamination of organic production and products with non-authorized products or substances
  - Additional for NOP: Buffer zones and their effectiveness § 205.2; §205.202 (c)

## 2.2.3 Verification of Documents

- The following documents must be made available to the inspector, if applicable:
  - Field maps (location, size, ownership and field history)
  - Maps of premises with adjacent buildings, storage, processing, packaging
  - Annual crop planning; planted crops, crop rotation, green manure and nurse crops
  - Application of all permitted/ prohibited substances according to the standard

- Listing of all organically and conventionally produced products
  - Listing of all suppliers, including documents for tracing, e.g. valid organic certificates, shipping papers, invoices, etc.
  - Listing of all products in storage
  - Date and quantities of harvest/production
  - Documentation of receipt of goods (receipts, purchasing log: lists or bookkeeping)
  - Documentation of shipping (books, numbers, cash, identification, shipping documents, invoices, transport)
  - Measures for traceability
  - Product reclamations, customer information/ customer service procedure in the case of irregularities
- The above-mentioned requirements concerning record-keeping apply to ALL and ANY certified products (listed on the certificate) regardless of if they are sold organic or not. Therefore, also in the case that certified products are sold without any reference to organic agriculture (sale as non-organic) full traceability and documentation must be available.

## 2.2.4 Inspection Report

Please refer to [1.2.4](#)

## 2.2.5 Possible other Procedures

Please refer to [1.2.5](#)

## 2.3 CERTIFICATION

Please refer to [1.3](#)

## 3 WILD COLLECTION (A1)

For the certification of wild collection, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:

**For EU-certification (Cat. a-g):** The Organic Council Regulation (EC) 2018/848, as applicable to the articles mentioned in chapters II, III, IV, Annex II part I. Reg. (EU) 2021/771 Art. 1

**For USA:** NOP §205.200 and §205.207 ; NOP Handbook 5022

**For Japan:** Organic JAS - in particular Notification 1605 and 1830 for wild collections.

## 3.1 ORGANIC SYSTEM PLAN

Please refer to [1.1](#)

For NOP § 205.207 (a) A wild crop that is intended to be sold, labelled, or represented as organic must be harvested from a designated area that has had no prohibited substance, as set forth in § 205.105, applied to it for a period of 3 years immediately preceding the harvest of the wild crop.

## 3.2 INSPECTION OF WILD COLLECTION OPERATIONS

Please refer to [1.2](#)

### 3.2.1 Organic System Plan/Description of Operation

Please refer to [1.2.1](#)

### 3.2.2 On site Inspection

- The on-site inspection encompasses all parts of the operation, resp. collection area, storage, collection stations, processing/packaging site
- Storage of equipment and tools, or any other stuff used in the collection activity
- Separation of products
- Subject to inspection are all production procedures and – facilities of the operation, as well as all concrete measures regarding a compliance of the standard regarding:
  - Annual collection times and other activities in the collection areas
  - Assessment of collection potential and ecological effects of the collection
  - Presentation of collection methods and their effects on the stability of the natural habitat and the preservation of the species in the collection area
  - Handling after collection
  - Separation of organic products from prohibited substances and non-organic products

- Traceability
- Identification (Labels and shipping papers) and packaging of wild collection products
- Flow of goods (quantities)
- Precautionary measures in place to avoid risks of contamination of organic production and products with non-authorized products or substances
- Furthermore, if organic and non-organic products are collected, prepared, stored, or transported simultaneously within your operation, the inspector will verify that:
  - Activities are separated by place or time.
  - Cleaning measures are implemented to prevent contamination or substitution.
  - Products are clearly identified at all times.
  - Storage before and after preparation is separated by place or time.
  - Traceability is ensured from each land parcel to the collection centre.

### 3.2.3 Verification of Documents

The following documents must be kept ready for inspection and made available to the inspector:

- Description of the collection area
  - Map with identification of collection areas
  - Any nature conservation laws or regulations or permits that permit the collection activity (if applicable)
  - Description of any in the collection areas lying or adjacent agricultural or silvicultural areas, especially regarding type and intensity of usage
  - Last conventional activity (especially forest pesticides, confirmation by authorities)
  - Map of buildings with indication of processing and storage
  - Declaration of harvesting the wild crop in a manner that ensures that such harvesting or gathering will not be destructive to the environment and will sustain the growth and production of the wild crop.
- Bookkeeping must give insight into:
  - Collection area, collection date, collectors, yield/production quantities, if applicable, losses
  - Listing of all collected crops

- Listing of all collectors, including documents for traceability
- Listing of all products in storage
- Documentation of receipt of goods (receipts, purchasing log, lists or bookkeeping)
- Documentation of shipping (books, quantities, cash, identification, shipping documents, invoices, transport)
- Traceability
- Product reclamations, customer information/customer service procedure in the case of irregularities

## 3.2.4 Inspection Report

Please refer to [1.2.4](#)

## 3.2.5 Possible other Procedures

Please refer to [1.2.5](#)

**Additionally:**

- Interviews with experts
- Interviews of other companies that are active in the collection area

## 3.3 CERTIFICATION

Please refer to [1.3](#)

## 4 BEEKEEPING OPERATIONS (A2)

For the certification of beekeeping operations (including the production/handling of beeswax), specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:

**For EU-certification (Cat. b-g):** Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, especially Art.9, Annex II part II, 1.9 ; Reg. (EU) 2021/1165 Art. 3 – 6, Annex III, IV, VI. Reg. (EU) 2021/771 Art. 1

**NOP** does not have specific regulations for organic apiculture but regulates these with the requirements for Livestock (§205.236 to §205.239 and Formal Recommendation by the National Organic Standards Board (NOSB) to the NOP October 28, 2010 Apiculture Recommendation.

The operator could be a single producer or a group of operators. In the last case, the inspection program for the Group of operators also applies.

## 4.1 ORGANIC SYSTEM PLAN

Please refer to [1.1](#)

## 4.2 INSPECTION OF APICULTURAL OPERATIONS

Please refer to [1.2](#)

### 4.2.1 Organic System Plan/Description of Operation

Please refer to [1.2.1](#)

### 4.2.2 On site Inspection

- The on-site inspection encompasses all parts of the operation:
  - Collection area covered by the bees, considering the updated maps provided by the operator
  - Number of hives, count them carefully and compare against the operator´s record
  - Storage facilities
  - Processing / packaging facilities
- Subject to inspection are all production procedures and – facilities of the operation, as well as all concrete measures regarding a compliance of the standard regarding:
  - Materials for the fabrication of the hives
  - Separation of organic products from non-permitted materials and non-organic products,
  - Traceability

- Animal welfare, health care, nutrition and housing and husbandry practices
- Feeding of the bees (type of feed and quantity) and time of feeding
- Post harvest treatment
- Check whether additives may be added to the honey even though they are not permitted.
- Identification (labels, resp. shipping papers) and packaging of bee products
- Flow of goods (quantities) and potential production quantities
- Precautionary measures in place to avoid risks of contamination of organic production and products with non-authorized products or substances

## 4.2.3 Verification of Documentation

The following documents must be made available to the inspector, if applicable:

- Maps with indication of collection areas (period of moving), location and identification of the bee hives. Also surrounding cities/ residential areas have to be indicated. Description of the collection area within a radius of 3 km from the hives; types of plants visited by the bees, intensive crops sources of potential contamination.
- Maps of premises with identification of processing, extraction and refinery of wax, as well as packaging and storage rooms.
- The records or list of beehives must indicate the period of moving along the year.
- Bookkeeping documents must provide information about:
  - Origin of the colonies and queen bees, transition periods, losses
  - Prevention measures for animal health (e.g. Varroa-control) and disease prevention.
  - Applied medication.
  - Last application of non-permitted substances (according to standard)
  - List of all (organically and conventionally) produced apicultural products
  - List of all apicultural operations/suppliers, incl. documents for traceability, such as valid organic certificates, delivery papers, invoices, etc.
  - List of apicultural products in storage
  - Feeding, purchases of feed and feeding period.
  - Date and quantities of harvest/production quantities per bee colony

- Documentation of receipt of goods (purchasing, receipts, delivery documents certificates, receipts, purchasing log: lists or bookkeeping)
- Documentation of shipping (books, numbers, sales, identification, shipping documents, invoices, transport)
- Measures for traceability
- Product reclamations, customer information/customer service procedure in the case of irregularities

## 4.2.4 Inspection Report

Please refer to [1.2.4](#)

## 4.2.5 Possible other Procedures

Please refer to [1.2.5](#)

## 4.3 CERTIFICATION

Please refer to [1.3](#)

# 5 AQUACULTURE AND SEAWEED PRODUCTION/HARVESTING (A3)

For the certification of organic aquaculture, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:

**For EU-certification (Cat. c):** Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, especially Art. 9, 15, Annex II part III; Reg. (EU) 2021/1698 Art. 15, 26; Reg. (EU) 2021/771 Art. 1

**For NOP:** There are currently no USDA organic standards for aquatic animal products. They are outside the scope of USDA organic regulation and cannot be labelled or sold as organic. The same applies to organic JAS law.

- 1.) Algae and seaweed may be certified as organic under USDA organic regulations (see USDA Policy Memo 12-1 Production and Certification of Aquatic Plants) Wild harvest, if naturally occurring seaweed is collected from the sea . §205.200; § 205.201; §205.207; NOP Handbook 5022
- 2.) Crop production, especially if seaweed is cultivated in ponds or closed systems. § 205.200; §205.201 and §205.202 to §205.206

**For JAS:** The wild collection and aquaculture of seaweed and algae can be certified organic according to organic JAS as per technical criteria JAS 0018 : 2021.

The operator could be a single producer or a group of operators. In the last case, the inspection program for the Group of operators also applies.

## 5.1 ORGANIC SYSTEM PLAN

Please refer to [1.1](#)

## 5.2 INSPECTION OF AQUACULTURE OPERATIONS AND SEAWEED HARVESTING SITES

Please refer to [1.2](#)

### 5.2.1 Organic System Plan / Description of the operation

Please refer to [1.2.1](#)

#### **Additionally:**

On holdings with various production units with either organic, organic in transition, conventional production or production according to different organic standards all units are subject of the inspection. This includes physical inspections as well as document checks regarding sales of transitional and conventional aquaculture products, algae and/or wild collection of algae.

The distance between organic and non-organic (conventional) aquaculture production units are to be fixed based on the conditions specific to the site and in a way that they delimit the possibilities of

mixing/contamination between the different production sites (water supply, transport, post-harvest handling, storage, etc.). The distance shall also be determined based on the presence of physical barriers (if applicable) in between the different units. Considering all practical eventualities cross-contamination and mixing must be avoided.

## 5.2.2 On-Site inspection

- The on-site inspection encompasses all parts of the operation:
  - On-site inspection/Assessment of all organic and non-organic production areas (including areas for harvesting of seaweed), containment systems, pools, streams, laboratories, processing plants and storage and other relevant areas such as warehouses, containers, refrigerators, etc.
  - Evaluation of the general aquaculture husbandry practices and management of aquaculture animals
  - Evaluation of living organisms and their traceability in the process
  - Management of inflow and effluent water
  - Infrastructure (i.e. workshops, irrigation/pumping equipment, boats, input storage, etc.)
  - Places for post-harvest handling and packaging, storage and transport of live fish/animals
  - Storage and application of input materials: feedstuff, fertilizers, veterinary inputs, security identification, infrastructure for application, machinery for application, etc.
  - Comprehension of the general situation of the operation in relevant areas (internal/external factors), national regulations, markets, unusual climate, personal factors, etc.
- Subject to inspection are all production procedures and – facilities of the operation, as well as all concrete measures regarding a compliance of the standard regarding:
  - Sustainable aquaculture practices/harvesting practices, measure of prevention of water and soil contamination
  - Measures to protect aquaculture facilities and staff
  - Use of materials / substances free of GMOs
  - Use of allowed inputs (such as feed, feed additives, nutrients, fertilizers, etc.)

- Post-harvest treatment and functional conservation of water
- Separation of organic from conventional products and other prohibited materials
- Environmental safeguard measures and sustainable management
- Packaging and labelling of organic aquaculture products
- Flow of aquaculture products for potential amount of production and harvesting wild
- Precautionary measures in place to avoid risks of contamination of organic production and products with non-authorized products or substances
- Furthermore, if **organic, in-conversion, and non-organic** products are collected, prepared, stored, or transported simultaneously within your operation, the inspector will verify that:
  - Activities are separated by place or time.
  - Cleaning measures are implemented to prevent contamination or substitution.
  - Products are clearly identified at all times.
  - Storage before and after preparation is separated by place or time.
  - Traceability is ensured from each land parcel to the collection centre.

## 5.2.3 Verification of documents

- The following documents must be available to the inspector (if applicable):
  - Maps of premises with adjacent buildings, storage, processing, packaging facilities
  - Sustainable management plan and environmental impact assessment
- Access to the bookkeeping documents should provide information about:
  - All areas of production, location, size, owner, history of the area
  - Planned annual production /harvesting (biomass estimation)
  - Use of all substances as defined in EU Regulation (substances permitted/prohibited) as appropriate.

- List of all aquaculture products produced / harvested (organic, in conversion to organic or conventional), including quantities, date of production, etc.
- Listing of all suppliers, including documents for tracing, e.g. valid organic certificates, shipping papers, invoices, etc.
- Listing of all products in storage
- Date of harvested and produced quantities
- Documentation of receipt of goods (receipts, purchasing log: lists or bookkeeping)
- Documentation of outgoing products (books, numbers, cash, identification, shipping documents, invoices, transport)
- Measures for traceability of the product
- Product reclamations, customer information/ customer service procedure in the case of irregularities

## 5.2.4 Inspection Report

Please refer to [1.2.4](#)

## 5.2.5 Possible additional procedures

Please refer to [1.2.5](#)

## 5.3 CERTIFICATION

Please refer to [1.3](#)

## 6 LIVESTOCK (A4)

For the certification of livestock, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:

**For EU-certification (Cat. b-g):** Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, especially Art. 9; 10, 14 ; Annex II part II; Reg. (EU) 2021/1165 Art. 3 – 6, annex III, IV, VI; Reg. (EU) 2021/771 Art. 1

**For NOP:** KIWA BCS currently only has an Accreditation for beekeeping under the Scope Livestock. (see 4. BEEKEEPING Operations (A2)).

Specific information concerning Livestock under NOP can be found at: § 205.236 to §205.242

If there are no specific requirements available in the regulations mentioned above, Kiwa BCS provides Policy Papers with production rules for specific species like e.g. silk worms. Camelids are handled like Equidae.

The operator could be a single producer or a group of operators. In the last case, the inspection program for the Group of operators also applies.

## 6.1 ORGANIC SYSTEM PLAN

Please refer to [1.1](#)

## 6.2 INSPECTION OF LIVESTOCK OPERATIONS

Please refer to [1.2](#)

### 6.2.1 Organic System Plan/Description of the operation

Please refer to [1.2.1](#)

### 6.2.2 On-Site Inspection

- The on-site inspection encompasses all parts of the operation:
- On-site inspection/Assessment of all livestock housing conditions, husbandry conditions, stocking density, open air areas, pastures, feed (nutritional requirements, in-conversion feed), veterinary treatments, disease prevention.
- Infrastructure for improvement measures, vehicle fleet, machinery, workshops.

- All agricultural buildings on the premises, especially feed storage facilities and stables/livestock housing facilities.
- Specific requirements of livestock housing conditions
- Management of animals
- Disease prevention and veterinary treatment
- Comprehension of the general situation of the operation in relevant areas (internal/external factors), national regulations, markets, unusual climate, personal factors, etc.
- Subject to inspection are all production procedures and – facilities of the operation, as well as all concrete measures regarding a compliance of the standard regarding:
  - Management of animals and livestock production
  - Specific requirements of housing conditions
  - Origin of organic animals
  - Origin and contents of animal feed
  - Stocking density
  - Verification of the minimum surface indoor and outdoor areas
  - Storage of products
  - Separation of organic products and non-organic products
  - Traceability of products
  - Packaging and identification of organic products (labels and delivery papers)
  - Flow of goods with regard to quantities (potentially) harvested and quantities sold
  - Precautionary measures in place to avoid risks of contamination of organic production and products with non-authorized products or substances

## 6.2.3 Verification of Documents

- The following documents must be made available to the inspector, if applicable:

- detailed maps of animal housing systems including all relevant data and measurements
- Maps of premises with adjacent buildings, storage, processing, packaging
- Access to the bookkeeping documents provides information about:
  - All fields, location, size, ownership and field history
  - Annual crop planning; planted crops, crop rotation, green manure and nurse crops; feed production
  - Application of all permitted/ prohibited substances according to the standard
  - Listing of all organically and conventionally produced products
  - Listing of all suppliers, including documents for tracing, e.g. valid organic certificates, shipping papers, invoices, etc.
  - Listing of all products in storage
  - Date and quantities of production
  - Documentation of receipt of goods (receipts, purchasing log: lists or bookkeeping)
  - Documentation of shipping (books, numbers, cash, identification, shipping documents, invoices, transport)
  - Measures for traceability
  - Product reclamations, customer information/ customer service procedure in the case of irregularities

## 6.2.4 Inspection Report

Please refer to [1.2.4](#)

## 6.2.5 Possible other Procedures

Please refer to [1.2.5](#)

## 6.3 CERTIFICATION

Please refer to [1.3](#)

## 7 PROCESSING (B)

For the certification of processing organic products, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:

**For EU-certification (Cat. d-e-g):** Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, in particular Art. 11, 14, Annex II part VI; Reg. (EU) 2021/1165 Art. 4, 6, 7, 10, Annex III, Annex V, Annex VI. Reg. (EU) 2021/771 Art. 1

The scope of this inspection program includes plant-based traditional herbal preparations, essential oils, natural gums, and resins which are listed in Annex I of the Reg. (EU) 2018/848 as well as the production of feed by the mixture of different raw materials.

**NOP** regulates Handling (see definition in § 205.2) in § 205.105; §205.200 to §205.201; § 205.270 to §205.272; § 205.605 and § 205.606.

**JAS** regulates processing in: Notification 1606

**Note:** This chapter applies also for the production of alcoholic beverages. Nevertheless, only under EU regulation, the certification of wine and wine sector products has its own chapter, see Chapter 8.

## 7.1 ORGANIC SYSTEM PLAN

Please refer to [1.1](#)

## 7.2 INSPECTION OF PROCESSING FACILITIES

Please refer to [1.2](#)

### 7.2.1 Organic System Plan/Description of the operation

Please refer to [1.2.1](#)

## 7.2.2 On-site Inspection

- The on-site inspection encompasses all parts of the operation:
  - On-site inspection/Assessment of all production rooms as well as adjacent buildings and packaging facility, as well as infrastructure and production facilities (Production areas for conventional products included)
  - Storage for raw materials, resp. post-harvest treatment, separation of products
  - Storage and use of input materials, cleaning of production equipment, tanks
  - Storage and use of input materials, identification, infrastructure
  - Comprehension of the general situation in relevant areas
  - (internal/external factors) governmental regulations, markets, personnel, etc.
- Subject to inspection are all production procedures and – facilities of the operation, as well as all concrete measures regarding a compliance of the standard regarding:
  - Post harvest treatment, if applicable
  - Storage and treatment of raw materials and the processed products
  - Any kind of processing such as: cleaning, washing, heating, sterilizing, pasteurizing, radiation, concentration, drying, thinning, separating, chemical, biological, enzymatic and mechanical processing, filtering, vacuuming, ripening, freezing, IQF, mixing etc.
  - All ingredients of agricultural origin as well as non-agricultural origins as well as all processing aids
  - Procedure for systematic identification of critical steps within the production process (Comingling, (Cross-)Contamination, Swapping)
  - Separation of organic products from foreign materials and non-organic products.
  - Traceability of products
  - Packaging and identification (labels resp. shipping papers)
  - Flow of goods and potential production quantities

- Precautionary measures in place to avoid risks of contamination of organic production and products with non-authorized products or substances
- Furthermore, if **organic, in-conversion, and non-organic** products are collected, prepared, stored, or transported simultaneously within your operation, the inspector will verify that:
  - Activities are separated by place or time.
  - Cleaning measures are implemented to prevent contamination or substitution.
  - Products are clearly identified at all times.
  - Storage before and after preparation is separated by place or time.
  - Traceability is ensured from each land parcel to the collection centre.

## 7.2.3 Document Verification

- The following documents are to be present at time of inspection and made available to the inspector:
  - Layout Plan of the production facilities (insofar applicable with schematic draft of production lines and diagram of flow of goods in the facility), with adjacent buildings, warehouse, packaging and labeling facility
  - Sample of used labels and identifications (also business papers: delivery papers/ invoice and advertising)
  - Raw material, product suppliers (if applicable), not only the availability of the valid certificates but also cross-checking with the reception documents of the operator and its financial documentation
- Access to the bookkeeping documents provides information about:
  - Production program/item lists, products from organic and non-organic production
  - Recipes
  - Processing protocols
  - Information about cleaning measures (intermediate cleaning, cleaning of rooms and facilities)
  - Application of all (permitted and prohibited – according to standard) substances

- Listing of all (organically and conventionally) produced products
- Listing of all suppliers (including documents for traceability, such as valid organic certificates, bill of delivery, invoices, etc.
- Documentation of receipt of raw materials (receipts, purchasing log, lists or bookkeeping) as well as processing aids and additives
- Warehouse bookkeeping
- Documentation of shipping of finished products (Books, quantities, sales, identification, shipping papers, invoices, transport)
- Measures for traceability
- Product reclamations, customer information/ customer service procedure in the case of irregularities

## 7.2.4 Inspection Report

Please refer to [1.2.4](#)

## 7.2.5 Possible other Procedures

Please refer to [1.2.5](#)

## 7.3 CERTIFICATION

Please refer to [1.3](#)

## 8 PROCESSING WINE (B1)

**EU related:** This part applies for the certification of processing wine and other products of the wine sector as referred to in point (1) of Art. 1 (2) of Regulation (EU) No 1308/2013.

	CN code	Description
(a)	2009 61 2009 69	Grape juice (including grape must)
	2204 30 92 2204 30 94	Other grape musts, other than those in fermentation or with fermentation arrested otherwise than by the addition of alcohol

	2204 30 96 2204 30 98	
(b)	ex 2204	Wine of fresh grapes, including fortified wines; grape must other than that of heading 2009, excluding other grape must of subheadings 2204 30 92, 2204 30 94, 2204 30 96 and 2204 30 98
(c)	0806 10 90	Fresh grapes other than table grapes
	2209 00 11 2209 00 19	Wine vinegar
(d)	2206 00 10	Piquette
	2307 00 11 2307 00 19	Wine lees
	2308 00 11 2308 00 19	Grape marc
(e)	ex 2202 99 19	- - Other, de-alcoholised wine with an alcoholic strength by volume not exceeding 0,5 % vol.

The certification procedure for organic production is regulated by:

**For EU-certification (Cat. f):** Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, especially Art. 18, as well as Annex II part VI; Reg. (EU) 2021/1165 Art. 4, 6, 7, 10, Annex III, Annex V, Annex VI. Reg. (EU) 2021/771 Art. 1, Reg. (EU) 2025/405. Other delegated acts such as Reg. (EU) 2019/934 and Reg. (EU) 2019/33

**Note:** Under NOP and JAS regulation the inspection and certification of wine and other alcoholic beverages are included in the technical criteria for processed organic products (see part of the Chapter 7. Processing).

## 8.1 ORGANIC SYSTEM PLAN

Please refer to [1.1](#)

## 8.2 INSPECTION OF WINE PROCESSORS

(EU

RELATED -> WINE SECTOR PRODUCTS)

Please refer to [1.2](#)

## 8.2.1 Organic System Plan/Description of the operation

Please refer to [1.2.1](#)

## 8.2.2 On-Site Inspection

- The on-site inspection encompasses all parts of the operation (as applicable)
- On-site inspection/Assessment of all production rooms as well as adjacent buildings and packaging facility, as well as infrastructure and production facilities
- Storage for raw materials, resp. post-harvest treatment, separation of products
- Storage and use of input materials, cleaning of production equipment, tanks
- Storage and use of input materials, identification, infrastructure
- Comprehension of the general situation in relevant areas
- (internal/external factors) governmental regulations, markets, personnel, etc.
- Subject to inspection are all production procedures and – facilities of the operation, as well as all concrete measures regarding a compliance of the standard regarding:
  - Post harvest treatment
  - Storage and treatment of raw materials and the processed products
  - Any kind of processing such as: cleaning, washing, heating, sterilizing, pasteurizing, radiation, concentration, drying, thinning, separating, chemical, biological, enzymatic and mechanical processing, filtering, vacuuming, ripening, freezing, IQF, mixing etc. and especially recognizing of Reg. (EU) 2018/848 Anx. II Part VI 3.2 and 3.3 (including in case of processing of de-alcoholised wine). Details to be checked at the on-site-inspection are mentioned in Annex 1.
  - All ingredients of agricultural origin as well as non-agricultural origins as well as all processing aids
  - Procedure for systematic identification of critical steps within the production process (Comingling, (Cross-)Contamination, Swapping)
  - Separation of organic products from foreign materials and non-organic products.
  - Traceability of products

- Packaging and identification (labels resp. shipping papers)
- Flow of goods and potential production quantities
- Precautionary measures in place to avoid risks of contamination of organic production and products with non-authorized products or substances

## 8.2.3 Verification of Documents

- The following documents are to be present at time of inspection and made available to the inspector:
  - Purchasing
  - Product Delivery information (verification of delivery of goods and documentation, supplier and/or seller, type and quantity of the received raw materials/additives/ processing aids/materials, specifications, contracts, shipping documents, certificates)
  - Warehouse Administration (warehouse bookkeeping, storage, flow of volume)
  - Shipping/sales (type and identification of products, quantities of products, identification in shipping documents, buyer/recipient/customers, all documentation of sales, use of certificates)
  - Layout Plan of the production facilities (insofar applicable with schematic draft of production lines and diagram of flow of goods in the facility), with adjacent buildings, warehouse, packaging and labeling facility
  - Sample of used labels and identifications (also business papers: delivery papers/ invoice and advertising)
  - Product reclamations, information procedure for buyer/customers in the case of irregularities, procedure of stoppage of goods
  - Measures for traceability
  - Commodities management, accounting, bookkeeping, if applicable, banking slips/bookings
  - Warehouse documentation/ - records
  - Storage protection, cleaning (applied substances, products)
  - Flow of goods (quantity calculations)

## 8.2.4 Inspection Report

Please refer to [1.2.4](#)

## 8.2.5 Possible other Procedures

Please refer to [1.2.5](#)

Check the amount of sulphite content in the organic wine to be certified.

## 8.3 CERTIFICATION

Please refer to [1.3](#)

## 9 TRADE AND WAREHOUSING (X – DIST -STO)

For the certification of labelling, trading and storing organic products, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:

**For EU-certification (by definition, all category of products might apply):** Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, especially Art. 30 -33, Annex III, Annex IV; Reg. (EU) 2021/2306 Art. 3; Reg. (EU) 2021/1698 Art. 16. Reg. (EU) 2021/771 Art.

**For NOP:** NOP regulation requires certification of all companies that buy, sell, export, import and store (if repacking or labelling is carried out) products. There are only a few exceptions for certification: see § 205.101. Some examples:

§205.101 (e) An operation that only receives, stores, and/or prepares for shipment, but does not otherwise handle, organic agricultural products that: (1) Are enclosed in sealed, tamper-evident Packages or containers prior to being received or acquired by the operation; and (2) Remain in the same sealed, tamper-evident packages or containers and are not otherwise handled while in the control of the operation.

§ 205.101 (f) An operation that only buys, sells, receives, stores, and/or prepares for shipment, but does not otherwise handle, organic agricultural products already labeled for retail sale that: (1) Are enclosed in sealed, Tamper-evident packages or containers that are labeled for retail sale prior to being received

or acquired by the operation: and (2) remain in the same sealed, tamper-evident packages or containers that are labelled for retail sale and are not otherwise handled while in the control of the operation.

§ 205.101 (g) A Customs broker (per 19 CFR 111.1) that only conducts customs business but does not otherwise handle organic agricultural products.

§ 205.101 (h) An operation that only arranges for the shipping, storing, transport, or movement of organic agricultural products but does not otherwise handle organic products.@

Exempt operations must keep records § 205.101 (i) (1) and (2)

NOP Handbook 4009

**Organic JAS laws** do not require operations that only trade and store (warehousing) organic ready packed products to become certified. Condition is that the organic goods are not re-packed, re-labelled or otherwise manipulated in any way by the trader or warehouse. If the product is manipulated in any way, such activity must be certified under organic JAS. However, companies that produce agricultural products or processed foods must also comply with the criteria for storage and warehousing as defined in this chapter.

## 9.1 ORGANIC SYSTEM PLAN

Please refer to [1.1](#)

## 9.2 INSPECTION OF IMPORTERS, EXPORTERS, DISTRIBUTORS AND WAREHOUSES

Please refer to [1.2](#)

### 9.2.1 Organic System Plan/Description of the operation

Please refer to [1.2.1](#)

## 9.2.2 On-Site Inspection

- The on-site inspection encompasses all parts of the operation (as applicable)
  - Offices, products delivery area, warehouse, commissioning, shipping area
  - Documentation and records in all areas of the operation
- Subject to inspection are all production procedures and – facilities of the operation, as well as all concrete measures regarding a compliance of the standard regarding:
  - Separation (space / time) of products regarding the different standards from products in all areas of the operation including the points of interface with delivery and customers
  - Storage Protection, Cleaning
  - Use of ionizing irradiation
  - Sealing and identification of raw goods and half and fully processed goods (e.g. shipper, Importer/Distributor, organic identification/organic status, product title, if applicable lot numbers)
  - Delivery logs for all goods/ items etc. (product name, type, quantity, quality, organic/conventional, if applicable item number), documentation with name and signature of the person in charge
  - Warehouse bookkeeping
  - Information regarding separation in space and time of products
  - Information regarding cleaning procedures (cleaning of rooms and facility)
  - Shipping Logs (type, quantity, buyer, if applicable item number)
  - Information regarding traceability (delivery of products, lot numbers and item numbers)
  - Precautionary measures in place to avoid risks of contamination of organic production and products with non-authorized products or substances
  - **NOP:** For importer: overview Imports, evidence that all imports were processed via the OID, evidence that container have not been treated with prohibited substances
- Furthermore, if **organic, in-conversion, and non-organic** products are collected, prepared, stored, or transported simultaneously within your operation, the inspector will verify that:

- Activities are separated by place or time.
- Cleaning measures are implemented to prevent contamination or substitution.
- Products are clearly identified at all times.
- Storage before and after preparation is separated by place or time.
- Traceability is ensured from each land parcel to the collection centre.

## 9.2.3 Verification of Documents

- The following documents are to be present at time of inspection and made available to the inspector:
  - Purchasing
  - Product Delivery information (verification of delivery of goods and documentation, supplier and/or seller, type and quantity of the received raw materials/additives/ processing aids/materials, specifications, contracts, shipping documents, certificates)
  - Warehouse Administration (warehouse bookkeeping, storage, flow of volume)
  - Shipping/sales (type and identification of products, quantities of products, identification in shipping documents, buyer/recipient/customers, all documentation of sales, use of certificates)
  - Product reclamations, information procedure for buyer/customers in the case of irregularities, procedure of stoppage of goods
  - Measures for traceability
  - Commodities management, accounting, bookkeeping, if applicable, banking slips/bookings
  - Warehouse documentation/ - records
  - Storage protection, cleaning (applied substances, products)
  - Flow of goods (quantity calculations)

## 9.2.4 Inspection Report

Please refer to [1.2.4](#)

## 9.2.5 Possible other Procedures

Please refer to [1.2.5](#)

## 9.3 CERTIFICATION

Please refer to [1.3](#)

## 10 GROUPS OF OPERATORS (ICS)

For the certification of groups of operators, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:

### **For EU-certification (by definition, all category of products might apply):**

Reg. (EU) 2018/848, Art. 36; Reg. (EU) 2021/279 Art. 4, 5, 6, 7, 10; Reg. (EU) 2021/771 Art. 2; Reg. (EU) 2021/1698 Art. 9, 10

### **For NOP:**

- NOP 7 CFR 205 : § 205.2 Definitions; § 205.201 (c) (1-10) § 205.400 (g) (1-11); § 205.403 (2)
- NOP Policy memo 11-10 Grower group certification
- NOP Handbook 2005-5 Witness Audit checklist for Grower Groups

### **For Japan:**

- IFOAM Smallholder Group Certification - Compilation of results – March 2003
- IFOAM Norms for organic Production and Processing (8.3 – Group Certification)– Version 2012
- IFOAM Smallholder Group Certification - Guidance Manual for Producer Organizations – May 2004

Please note: This inspection program for groups of operators applies in conjunction with the inspection programs according to the certified scopes, such as agricultural production, beekeeping etc.

## 10.1 ORGANIC SYSTEM PLAN

Please refer to [1.1](#)

**Additionally:**

- The OSP ICS
- The farmers list
- Further annexes as listed in the OSP ICS

## 10.2 INSPECTION OF AGRICULTURAL OPERATIONS

Please refer to [1.2](#)

### 10.2.1 Organic System Plan/Description of the operation

Please refer to [1.2.1](#)

### 10.2.2 On-Site Inspection

The inspection visit aims to the evaluation and assessment of the set-up and functioning of the internal control system (ICS), of its effective application and to the compliance with the standards. All members must be inspected internally by the ICS at least annually by the internal inspector.

The on-site inspection by Kiwa BCS (so called “external inspection” or “re-inspection”) will include on-site inspections at the premises of operators who are members of the group as well as all premises and activities that are centrally managed by the group.

The minimum number of operators to be inspected by external inspectors depends on the quality and efficacy of the ICS. In any case, the number of farmers subject to annual external inspection shall not be lower than 10.

The Kiwa BCS inspector will also verify whether new members, new production units or new activities have been accepted only after approval by the ICS manager based on the internal inspection report and according to the procedures of the group.

Moreover, the Kiwa BCS inspector will assess whether the ICS manager fulfils all defined tasks, the competence and impartiality of the designated internal inspectors.

**For EU** certification, a minimum of 5 % of the operators will be subject to re-inspection every year but it could be increased depending on the reliability of the ICS. The inspections conducted to the members cannot exceed six members per day of inspection. By regulation, the group of operators cannot have more than 2,000 members.

In case that the group has members who produce the same crop (or not easy to identify) in organic and conventional manner – parallel production, the member must convert their conventional system into organic system in a maximum five years otherwise the member must leave the group, this transition must be informed and accepted by Kiwa in a formal communication.

It is not allowed at all to have parallel production among the members or inside the member´s holding. While the transition period from conventional to organic, the ICS must pay a lot of attention and grant the organic integrity of the product at any time (separation, identification, traceability, etc). This practice is only allowed in perennial crops. In annual crops is not admitted parallel production.

**For NOP** § 205.403 (2) (iii) Individually inspect at least 1.4 times the square root or 2 % of the total number of producer group members, whichever is higher. All producer group members determined to be high risk by the certifying agent must be inspected. At least one producer group member in each producer group production unit must be inspected.

§ 205.403 (iv) Each handling facility must be inspected. The on-site inspection at the individual operator´s farm will be carried out in line with the inspection program for the applicable scopes, such as agricultural production or beekeeping. The group members selected for external inspection must be present during the on-site inspection of their premises.

The inspector must approve the internal control system and must check, if internal inspection of each producer group member at least annually has been done by internal inspector. This must include mass-balance audits and reconciliation of each producer group member´s and each producer group production unit´s yield and group sales.

## 10.2.3 Verification of Documents

- In addition to the OSP including annexes, the following documents must be made available to the Kiwa BCS inspector by the ICS manager:

- The eligibility of the members based on the regulations
- written and signed/fingerprinted membership agreement between each member and the group
- internal inspection reports signed/fingerprinted by the members for the current certification process
- complete and up-to-date list of members, risk assessment of their members
- training records of the ICS inspectors
- training records of members of the group of operators
- the records of the measures taken in case of non-compliance by the ICS manager
- traceability records, recordkeeping systems must be implemented to ensure traceability from each production group member to sale and transport.
- sketch maps of each farm including production, processing, and storage
- The appointment of the ICS manager
- The appointment of the ICS inspectors as well as the list of ICS inspectors.
- The ICS manual (documented procedures)
- Records of inputs, pest management, harvest etc.
- Receipts of products bought, if applicable, and sales for traceability and control of product flow
- Additionally, members must have their own farm management records available.
- The risk category assessed by the ICS manager to each member of the group
- For EU: Catalogue of measures for different infringements of the rules and its follow-up (records of the measures taken in case of non-compliance by the ICS manager). In addition any communication to Kiwa BCS regarding suspicion of major or critical non-conformities and also in case that some members has been suspended or withdrawn by the ICS.

## 10.2.4 Inspection Report

Please refer to [1.2.4](#)

## 10.2.5 Possible other Procedures

Please refer to [1.2.5](#) and take into consideration the following:

Regarding the external inspection conducted by Kiwa BCS, their inspectors will select the members to be audited based on a risk-assessment approach. Factors for evaluating individual risk include, but are not limited to:

- producer/member is new
- the surface is bigger than the one of other members (in terms of hectares or number of hives, ponds, etc depending on the activity of the member)
- the estimated yield is higher than the one of other members
- the member produces organic, in conversion and non-organic products
- non-conformities have been detected during internal inspection
- non-conformities were found in last external inspection
- A residue case has occurred in the past three years
- producer was not externally inspected in past years
- the risk assessment level determined by the ICS

Sampling is mandatory for EU compliant certification of groups of operators (refer to reg. 2021/279 art. 7 (d)), 2% of the members must be sampled during the external inspections.

During the inspection Kiwa BCS must assess the performance of the internal inspectors through witness audits; in case of several internal inspectors, Kiwa BCS inspector will audit at least one internal inspector.

## 10.3 CERTIFICATION

Please refer to [1.3](#) and in addition:

**Under EU Regulation:** The following deficiencies will lead to withdraw the certificate of the entire group of operators in case Kiwa BCS detect them:

- a) Producing, processing, preparing or placing on the market of products from suspended/withdrawn members or production units.
- b) Placing on the market of products for which the ICS manager has prohibited the use of reference to organic production in their labelling or advertising.
- c) Adding new members to the list of members or changing the activities of existing members without following the internal approval procedure.
- d) Not carrying out the annual physical on-the-spot inspection of a member of the group in a given year.

- e) Failing to indicate the members which have been suspended or withdrawn in the list of members.
- f) Serious deviations in findings between internal inspections carried out by the ICS inspectors and official controls carried out by the competent authority or, where appropriate, the control authority or control body.
- g) Serious deficiencies in imposing appropriate measures or carrying out the necessary follow-up in response to non-compliance identified by the ICS inspectors or by Kiwa BCS or the competent authority.
- h) Inadequate number of ICS inspectors or inadequate competences of ICS inspectors for the type, structure, size, products, activities and output of organic production of the group

## 11 ANNEXES

### Annex 01. Inspection program for Wine producers under EU regulation

The purpose of this annex is to describe the details of prohibited processes and substances in wine production to make it clear for auditors and certification staff, which conditions must be observed by wine processors.

#### 1. Practices / processes

##### 1.1. Prohibited oenological practices

- Partial concentration due to cold
- Partial dealcoholisation
- Desulphurisation through physical processes
- Treatment by electro dialysis
- Treatment with cation exchangers

##### 1.2. Authorised oenological processes

- Thermal treatments (only up to 75 °C; also for e.g. mash heating!)
- Centrifugation and filtration with or without inert filter aids (pore size not less than 0.2 micrometres)

#### 2. Substances authorised according to Annex V Part D of Regulation (EU) 2021/1165

- Air	- Calcium sulphate: only for vino generoso, Spain	- Potassium caseinate
- Gaseous oxygen	- Sulphur dioxide	- Protein (albumin) <sup>2</sup>
- Nitrogen	- Potassium bisulphite	- Bentonite
- Carbon dioxide	- Potassium metabisulphite	- Silicon dioxide (silica sol)
- Argon (must not be used for bubbling)	- L-ascorbic acid	- Tannins <sup>2</sup>
- Pieces of oak wood	- Oenological charcoal (activated charcoal)	- Chitosan (from <i>Aspergillus niger</i> )
- Tartaric acid (L(+)-)	- Diammonium hydrogen phosphate	- Yeast protein extracts <sup>2</sup>
- Lactic acid	- Thiamine hydrochloride	- Potassium alginate
- Potassium L(+)-tartrate	- Yeast autolysates	- Potassium bitartrate
- Potassium bicarbonate	- Yeast bark	- Citric acid
- Calcium carbonate	- inactivated yeast	- Metatartaric acid
- Yeasts <sup>1</sup>	- Edible gelatine <sup>2</sup>	- Gum arabic <sup>2</sup>
- Lactic acid bacteria	- Plant proteins (wheat, peas, potato) <sup>2</sup>	- Yeast mannoproteins
- Copper citrate	- Hausen bubble <sup>2</sup>	- Pectin lyases <sup>3</sup>
- Aleppo pine resin (only in Greece!)	- Casein <sup>2</sup>	- Pectin methylesterase <sup>3</sup>
- Wine yeasts (only from organic production)	- Hemicellulase <sup>3</sup>	- Polygalacturonase <sup>3</sup>
	- Cellulase <sup>3</sup>	

<sup>1</sup> For the individual yeast strains: if available, obtained from organic raw materials.

<sup>2</sup> Additives and treatment agents must be of organic origin, if available

<sup>3</sup> Only for oenological purposes during clarification

### 3. Wine category SO<sub>2</sub> limit value

The sulphite content is limited for wines from organic cultivation. The total sulphur dioxide content at the time of placing on the market for direct human consumption applies.

Reference: Reg. (EU) 2021/1165 Anx. V Part D, based on Reg. (EU) 2019/934 Anx. I Part B

Red wine < 2 g/l RZ 100 mg/l

Red wine > 2 g/l and < 5 g/l RZ 120 mg/l

>=Red wine 5 g/l RZ 170 mg/l

White and rosé wine < 2 g/l RZ 150 mg/l

<White and rosé wine > 2 g/l and 5 g/l RZ 170 mg/l

>=White and rosé wine 5 g/l RZ 220 mg/l

Late harvest >= 5 g/l RZ 270 mg/l

>=Auslese 5 g/l RZ 320 mg/l

>=Beerenauslese, TBA, Eiswein 5 g/l RZ 370 mg/l

Liqueur wine < 5 g/l RZ 120 mg/l

Liqueur wine > 5 g/l RZ 170 mg/l

Quality sparkling wine 155 mg/l

Other sparkling wines 205 mg/l

=+RZ Residual sugar (fructose Glucose)

Increase due to weather conditions if determined by the competent authority: 50 mg/l (40 mg/l for liqueur and sparkling wines)

## 4. Flow chart wine processing

