

**BIOAGRICERT STANDARD  
FOR THE PRODUCTION OF INPUTS  
TO BE USED IN ORGANIC FARMING**

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## 1 GENERAL PRINCIPLES

The present Standard should be applied to single commercial products that can be used in organic farming

Organic production and processing methods are based on the use of natural resources, organic and renewable resources. Organic farming preserves soil fertility, first of all through the organic material.

The nutritional value of the soil, depends on the presence of organisms. Pests, weeds and diseases are treated, first of all, using cultivation methods. Organic animals are fed with organic feeds and are kept in conditions that avoid any sufferance and stress. Organic animals and products obtained using products that are processed only using physical, mechanical and organic procedures.

According to this principle, inputs production may avoid the use of substances that may damage human or animal health and the environment and the impoverishment of natural resources.

Inputs production should take into account at least: soil and water contamination, nutritional imbalance of cultivations where inputs are not used, risks for human and animal health, impoverishment of natural resources.

## 2 INPUTS PRODUCTION METHOD

In general, the production of inputs bases on the use of ingredients or raw materials included in those allowed by Bioagricert/IFOAM Standard and other official regulations (eg. EC Regulation 889/2008, NOP/USDA, JAS), preferably made with transformation / physical preparation (please see the list reported in Tables 1, 2, 3 - par. 4).

The evaluation methods of the production processes should be based on the "prevention and caution" principle.

When the activity of inputs production may damage human or animal health or the environment, the operator should take preventive measures to limit the risks even if the risks cannot be scientifically determined. The operator who applies for inputs certification should demonstrate to have identified the possible risks and the corrective actions to limit them.

The preventive measures protocol should include all the areas that may be damaged.

The preventive measures protocol should include all possible alternative solutions and also the case where no alternatives are available.

## 3 EVALUATION OF INPUTS FOR ORGANIC FARMING

*The evaluation of inputs to use in organic farming should be based on the following principles:*

- *Need of alternatives:* each input used is necessary for sustainable production, it is essential to keep product quantity and quality and it is the best available technology.
- *Origin of raw materials:* use natural resources, organic resources or renewable resources.
- *Human Health:* production methods protect human health and foodsafety.
- *Quality:* organic methods improve or keep product quality.

- *Social, Economic, Ethical:* inputs used in organic production meet consumers expectations without opposition. Their production is socially right and economically sustainable and it respects cultural differences and protects animal health.

The certification application should be sent together with a technical report on the production process.

### 3.1 Origin of raw materials and production process.

All dossiers should document the origin of raw materials and the production process:

- A description of the origin of each raw material should be supplied and also a GMO free declaration and a description of the process used to cultivate, extract, produce, prepare the substance. Plants, animals, Bacterium, fungus, leavens that may be found in nature are allowed. Substances that require a physical transformation through a mechanical process or an organic method, like in the case of compost, fermentation, enzymatic digestion, are usually allowed. Limitations should be applied considering different criteria. Substances that have been chemically processed are considered synthetic and should follow what is indicated in the last point below.
- A description of the resource and its availability should be supplied in case of non renewable resources (like minerals of extraction). The use of non renewable resources is usually subject to limitations and restrictions. Only if this resources are obtained by using physical or mechanical processes can be used in addition to organic renewable resources. Inputs that contain nanomaterials, heavy metals, radioactive isotopes are forbidden or subject to strong limitations.
- Synthetic substances that comes from non renewable resources are usually prohibited. Synthetic products that are identical to natural products that are not available in needed quantity and quality, can be allowed but only if all requirements described in Chapter 4 Table 3 are respected.
- Extracted, recycled, recovered inputs or made through techniques or technologies that may damage the environment are restricted or prohibited.
- During processing, chemical adjuvants that are used to make complex substances simpler and that not remain in the final composition of the final product, can be used.
- Equipment surface and utensils that might come into contact with organic products shall be free of contaminants such as **nanomaterials**, heavy metals, radioactive isotopes, unless there is verified absence of contamination risk.
- Application of prohibited substances, such as cleaning materials, to equipment or facilities shall not contaminate the input handled or processed therein.
- **When non-organic products are prepared or stored in the preparation unit, the operator shall inform the control body.**
- **When facilities required necessarily pest control, the operation's pest control should not contaminate the certified input.**
- Operators will not use packaging material that may contaminate the input.

### **3.2 Environment**

Processing should be sustainable for the environment. The environmental impact of each substance should be demonstrated and documented:

- The environmental impact of one substance should include (but it is not limited to) to following parameters: water toxicity, persistence, degradability, concentration area, chemical, physical and biological interaction with environment, including known synergic effects with other inputs used in organic agriculture.
- Effect of the substance on the agro-ecosystem, on soil organisms, on fertility and soil structure, on crops.
- The use of substances with a high level of salinity and medium toxicity to microorganism and collateral and persistent damages should be restricted and prohibited.

*The inputs used on cultivations should be considered also for their impact on breeding and natural life.*

### **3.3 Human health**

The impact of each substance on human health should be demonstrated and documented:

- Documentation regarding impact on human health includes (but it is not limited to) to high and chronic toxicity, radioactivity period of present substances on inputs (if applicable), products of degradation and metabolites. The use of substance with collateral effects on human health is prohibited.
- Documents should specify who can be exposed to possible risks during all processing steps: processing managers, farmers, people that work with by product of input processing. Environment waste from processing inputs, consumers exposed to ingestion of contaminated products.
- Products should be authorized and registered according to rules of the Country where the products will be sold.

### **3.4 Quality**

The effect of a substance on the quality of the finished agricultural product should be documented; for example: nutritional values, taste, appearance. In case the final product needs to be stored and the used input does not affect the storage, this should be described.

### **3.5 Social, economical, ethical observations**

Social, economic and cultural implications of the substance should be documented.

- Social and economical implications include: impact of the substance on the community where it is produced and used; consider if the use may improve the economical structure and if the use of the substance is part of a tradition.
- Consumers feelings on the compatibility of inputs should be considered. Inputs do not have to meet consumers opposition. Consumers, in fact, may consider an input not compatible with organic production in case there is scientific uncertainty on the impact of such input on the environment or on human health. Inputs should respect consumers' general opinion on "what is natural and organic".
- Operators shall not violate indigenous land rights.
- **Production that violates human rights and social justice requirements in this chapter cannot be declared organic.**

- Operators shall not use forced or involuntary labor or apply any pressure such as retaining part of the workers' wages, property or documents.
  
- Operators shall not interfere with the right of their employees, suppliers, farmers and contractors to organize and to bargain collectively, free from interference, intimidation and retaliation.
- Operators shall provide their employees and contractors equal opportunity and treatment, and shall not act in a discriminatory way.
- Operators shall have a disciplinary procedure with a system of warning before any suspension or dismissal. Workers dismissed shall be given full details of reasons for dismissal.
- Employees shall be granted the right to take at least one day off after six consecutive days of work. Operators shall not require workers to work more than the contracted hours and the national or regional sectorial legislation. Overtime shall be remunerated in the form of supplementary payments or time off in lieu.
- Operators shall never require an employee to work who is ill or requiring medical attention and shall not sanction an employee for the sole fact of missing work due to illness.
- Operators shall pay employees wages and benefits that meet legal minimum requirements of the operation's jurisdiction or, in the absence of this minimum, the sectorial benchmark
- Operators shall not hire child labor.
- Operators shall provide written terms and conditions of employment to both permanent and temporary employees.
- Operators shall ensure adequate access to potable water.
- Operators shall provide appropriate safety training and equipment to protect workers from noise, dust, sunlight and exposure to chemicals or other hazards in all production and processing operations.
- Operators shall provide residential employees with habitable housing and access to potable water; to sanitary and cooking facilities and to basic medical care. If families reside on the operation, the operator shall also enable access to basic medical care for family members and to school for children.
- Operators shall comply with minimum national social requirements in the countries of operation.
- Operators with more than 10 employees must have a written employment policy and maintain records to demonstrate full compliance with the requirements of this section. Workers will have access to their own files.

In this regard, the company must submit a dossier describing the process and, as a minimum, the documentation required by Chapter 5. The evaluation and certification will follow the provisions of Chapter 6.

#### **4 PRODUCTS THAT CAN BE USED FOR THE PRODUCTION OF SIMPLE AND COMPOSED FERTILIZERS, AMENDERS, BIOSTIMULATORS.**

General conditions that can be applied to any kind of input:

- The use is allowed in organic farming only if the requirements indicated in the norm are respected.
- The use of the input in organic farming is allowed only in agreement with the National Norm of the State where the product is used that regulates the trading and use of such product.
- The mixing of the single products is possible except in case of different restriction for each single component.
- It is permitted the use of processing aids, preservatives, additives, carriers, already approved for food use (both organic and conventional), provided that these are no more than an appropriate percentage to perform the desired function and that their use has only for inputs effect and not for product, soil, animal, to which the inputs is intended.

**Table 1 Animal products and by-products, livestock manure**

<b>Name</b>	<b>Description, composition requirements, conditions for use</b>
Dried manure and dehydrated bird manure	Only from extensive livestock.
Animal manure, compost, chicken droppings and manure included	Description of animal species and composting method, in the organic system plan
Animal liquid dungs (sewage, urine, etc.)	To be used after controlled fermentation and/or suitable dilution. Description of animal species and composting method, in the organic system plan
Worms and insects manure (Vermicompost)	
Guano	
Composted or fermented mixture of plant material	Product obtained from mixtures of plant material that have been submitted to composting or to anaerobic fermentation.
Animal products and by-products listed below: <ul style="list-style-type: none"> <li>- Blood meal</li> <li>- Hoof meal</li> <li>- Horn meal</li> <li>- Bones meal, without cartilages</li> <li>- Bone black</li> <li>- Fish meal</li> <li>- Meat meal</li> <li>- Feathers</li> <li>- Wool</li> <li>- Hides</li> <li>- Leather and hair</li> <li>- Dairy products</li> </ul>	Maximum concentration in mg/kg of chromium dry material (VI): 0
Waste produced in the urban and household waste, from separate collection	Household waste, composted or fermented Product obtained from household waste separated at source, submitted to composting or anaerobic fermentation for biogas production. Only household waste plants and animals. Only if these are produced in a closed and monitored collection system, accepted by the Member State. Maximum concentrations in mg / kg of dry matter: cadmium: 0,7; Copper: 70; nickel: 25; Lead: 45; Zinc: 200; mercury 0.4; chromium (total): 70; Chromium (VI): undetectable

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Rev. 07 – Approved by Certification Committee on 24-08-2017

**Table 2 Plant products and by-products**

<b>Name</b>	<b>Description, composition requirements, conditions for use</b>
Plan products and by-products (e.g. oilseeds cakes meal, cocoa shell, malt sprouts, etc.)	
Peat	Only for the production of inputs for vegetable, flowers, arboreal crops and nurseries. To be reported on labels.
Mushroom waste	The substrate initial composition should be limited to products of this list.
Seaweed and seaweed products	If directly obtained through: <ul style="list-style-type: none"> <li>i) Physical process, including dehydration, freezing and milling;</li> <li>ii) Extraction with water or acid and/or alkaline solution;</li> <li>iii) fermentation</li> </ul>
Borland and borland extracts	Excluding borlands extracted with ammoniacal salts.
Sawdust and wood shavings	Wood not treated with chemical substances, after removal.
Composted bark	Wood not treated with chemical substances, after removal.
Wood ash	Belonging to wood not treated with chemical substances, after removal.
Waste produced in the urban and household waste, from separate collection	Household waste, composted or fermented Product obtained from household waste separated at source, submitted to composting or anaerobic fermentation for biogas production. Only household waste plants and animals. Only if these are produced in a closed and monitored collection system, accepted by the Member State. Maximum concentrations in mg / kg of dry matter: cadmium: 0,7; Copper: 70; nickel: 25; Lead: 45; Zinc: 200; mercury 0.4; chromium (total): 70; Chromium (VI): undetectable

**Table 3 Mineral substances**

<b>Name</b>	<b>Description, composition requirements, conditions for use</b>
Soft ground rock phosphate	Cadmium $\leq$ 90 mg/kg
Aluminium-calcium phosphate	Cadmium $\leq$ 90 mg/kg The limited use on basic lands (pH>7,5) should be reported on labels.
Potassium raw salts (e.g.: kainite, sylinite, etc.)	
Potassium sulphate, that may contain magnesium	Product obtained from potassium raw salt through a physical extraction process and that may contain magnesium salts too.
Clay (perlite, vermiculite, etc)	
Calcium carbonate of natural origin (e.g.: chalk, marl, whiting, lithothamnion, tides, phosphatic chalk, etc.)	
Magnesium k sulphate (e.g.: kieserite)	Only of natural origin.
Calcium chloride solution	Treatment on apple tree leaf, after calcium deficiency has been found.
Calcium sulphate (gypsum)	Only of natural origin.
Industrial sludges obtained from the production of salt through dissolution extraction	By-product of salt production through the dissolution extraction from natural brine on mountains.
Sulfur	
Microelements	
Sodium chloride	Only rock salt



Pulverized rock, stone meal	
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**Table 4 Other bio stimulators and products used to strengthen the natural defenses of crops or used directly for the protection of crops**

<b>Name</b>	<b>Description, composition requirements, conditions for use</b>
Azadirachtin extracted from Azadirachta indica (Neem tree)	Protection of crops from insects.
Beeswax	Pruning protection
Gelatin	Protection of crops from insects.
Lecithin	Protection of crops from pathogen fungus
Plant oil (e.g. peppermint oil, pine oil, caraway oil, etc.)	Protection of crops from insects.
Propolis	Crops natural defences bio stimulators
Plant aqueous preparations (e.g. nettle, equisetum, garlic, etc.)	Crops natural defences bio stimulators
Bio-dynamic preparations	Crops natural defences bio stimulators
Mycorhisa, fungus and Bioagricertterium, not genetically modified	Crop protection from pathogens.
Paraffin oil	Insecticide, acaricide Products specified in the Annex to Implementing Regulation (EU) No. 540/2011 (numbers 294 and 295).

As a **pre-requisite** for the certification of these products (tables 1 to 4), the **Authorization for the use in Agriculture** issued by the Authority of the Country where the product is produced and where the product should be sold (reported on the certificate) is necessary.

## 5 TECHNICAL INPUTS AND MATERIALS

Necessary for carrying out cultivation practices suitable for organic farming which remain for prolonged periods in contact with the ground and / or plants or animals.

Among these are:

- Mulching materials
- Hedging cloth
- Protective covers
- Traps insects
- Regulators pheromones

Such materials must have the composition and / or structure such as not to give polluting substances and contaminants to plants, animals and soil.

Will be evaluated the complete recyclability, biodegradability, the disposal of pollutants or toxic substances, the absence of phytotoxic effects and eco-toxic, for wildlife and for the man if by chance.

## **6 PREPARATION OF THE DOSSIER FOR THE REQUEST OF INPUTS CONFORMITY. MINIMUM REQUIREMENTS TO APPLY FOR CERTIFICATION**

- a) Flow chart and description of the processing unit
- b) Flow chart from raw materials to finished product
- c) Description of the handling process, indicating:
  - Physical treatments done both on raw materials and on finished products
  - Possible reactions or chemical treatments done
  - Any additives or coadjuvant used
  - When non organic products are prepared or stored in the preparation unit, the operator will inform the control body
- d) Description of each raw material used
- e) Indication of the origin of each raw material and its supplier
- f) Description and analysis of the finished product to check the quantity and quality of nutrients
- g) Analysis of the finished product to check pollutants, especially heavy metals, micro organic pollutants and hydrocarbons.
- h) Authorization for the use in organic farming issued by the Competent Authority of the Country where the product is produced and, if different, also of the Country where the product will be sold.

## **7 CERTIFICATION PROCESS - PROCEDURES FOR THE EVALUATION OF INPUTS CONFORMITY**

### **7.1 Application**

To start the certification procedure, the Operator should supply the following documents:

- Certification application documents: M 81 MTS; M 81 MT; M 81 MTR;
- Descriptive dossier (documents referred to in paragraph 5 of this Standard a-h);
- Product information sheet and any kind of advertising project and label;
- M 37 – Protocol agreement for the activity of control and Sub Licensee Contract – IFOAM Accredited seal (if requested), signed by the legal representative of the company.

Documents submitted must be signed by a duly authorized representative of the operator.

With the signing of the documents listed above the operator accepts all the rules laid down in the Bioagricert certification documents.

### **7.2 Review of the Application document**

At this stage the Bioagricert evaluator (TV/RDP) makes a technical assessment of the documentation submitted by the applicant in order to determine that it is complete and properly filled in, and to ensure that products and processes comply with all requirements for certification.

In particular RDP evaluates:

- the conformity of the application documents: M 81 MTS; M 81 MT; M 81 MTR;
- the conformity of products and processes, as determined by the Standard;

- the conformity of advertising projects and labels, as determined by the Standard.
- the risk assessment form (M\_MT RA) to assign the risk level and relative frequency of audit, based on the following criteria:

Risk Factor	Value		
	1	2	Notes
RAW MATERIAL (OGM RISK)	Animal origin	Vegatable, algae, mychorriza and fungi origin	
NON CONFORMITY OCCURRED LAST YEAR	No important irregularity	Infractions	
SIZE	Protocol amount < 3000€	Protocol amount > 3000€	<i>Defined case by case basis</i>
N IN FERTILIZER	N < 3%	N > 3%	<i>Mandatory testing</i>
PESTICIDE	//	For all products	<i>Mandatory testing</i>

Control frequency	Value
Every 3 years	< 5
Every 2 years	6 - 8
Every year	9-10

In case of detection of deviations / significant deficiencies (e.g., inconsistency or fail for lack of documentation), the evaluator notifies a Noncompliance to the Operator (according to the par. 12 - Non-Conformity and sanction system and Bioagricert Regulation - current version) with the description of the NC and the timing to be respected. If the Operator sends in a timely manner the documentation integrative in response to the deficiencies and integrative documentation is satisfactory, RDP schedules the **Initial Inspection**. The TV/RDP tells the inspector about the deviations found and the adjustment requests.

### 7.3 Initial inspection

For inspection, Bioagricert selects an inspector with specific skills (qualifications, no conflicts of interest, knowledge of the language); the selection of the inspector is also based on geographic location of the company.

The inspection protocol includes the following key elements:

- Opening meeting (to confirm the scope of verification and proceed with the planning of specific activities, identifying staff member);
- Evaluation of operators documents submitted in order to check the correspondence between the production site and what declared in the documentation;
- Verification of the effectiveness of the concrete measures taken by the Operator and the application of the: good working practises; formulation, processing, storage and transport system; separation and identification of raw materials and products; labeling;
- Review of boo-keeping (records and accounts) in order to verify flow of goods (input/output reconciliation, mass balance calculation, batch traceability and shipments);
- Verification that non-conformities issued previously (e.g. NC arose from the evaluation of documents or from the inspection) have been resolved and associated corrective action have been implemented;

- Closing meeting to present the results of the inspection and the eventual Non-conformities: during the closing meeting the inspector presents the results of inspection, discusses the non-conformities identified and provides explanations on the iter, process and timing for management of non-conformity (the inspector notifies the Non compliances to the Operator, according to the par. 12 - Non-Conformity and sanction system and Bioagricert Regulation - current version, with the description of the NC and the timing to be respected).

#### **7.4 Reporting**

The inspector during the visit will use the following specific forms provided by Bioagricert:

- M 214\_Checklist MT IFOAM
- M 214 Annex A
- M 214 Annex B
- M 214 Annex C
- Master 32 – Sampling
- M34 - Non-conformity

The inspector can also collect a samples of product or raw materials for the execution of laboratory tests or analysis (if required by Bioagricert sampling plan).

The results of inspection are formalized in the following form: Inspection report (214\_Checklist MT IFOAM; M 214 Annex A; M 214 Annex B; M 214 Annex C); Master 32 – Sampling (if required by the sampling plan) and M34 - non-conformity (if presents), countersigned by the operator (or delegate) who receives a copy. All inspection documents are sent to the Bioagricert office, by the inspector.

#### **7.5 Final evaluation and proposal of certification**

At this step the Evaluator reviews the completeness of documents, in particular:

- Inspection Report;
- non-conformity reports (eventual);
- test reports (eventual);
- eventual additional inspection visit - for verification closure of NC;
- Labels and advertising projects.

If the evaluation result is positive, TV/RDP proposes the certification to the Sector Manager for the operator's enrolment in the **List of Licensees (LdL)** and the granting of the **Certificate of Conformity**.

In case of non-conformities which compromise the proposal of certification, RDP sets out the reasons and submits the dossier to the attention of the Sector Manager who puts on the agenda the following Certification Committee meeting.

In case of non-conformities which compromise the granting of the certification, the Bioagricert Sector Manager submits the dossier to the Certification Committee (CC), who asks the operator to apply corrective actions and the integration of the documentation, deciding the time for the adjustment.

The Operator must submit to Bioagricert, on time, a comprehensive documentation which shows that preventive and corrective actions have been implemented.

If within the deadline the operator demonstrates he has carried out the corrective actions, eliminating the lacks found, Bioagricert will repeat only the necessary parts of the initial inspection and of the tests and the CC deliberates for the certification. In the contrary case, the CC rejects the application specifying the reasons for denial.

All Non-compliances that may arise during the certification process will be managed according to the par. 12 - Non-Conformity and sanction system and Bioagricert Regulation - currentversion.

## **8 CERTIFICATION DECISION - CERTIFICATE OF CONFORMITY**

**Deliberation of certification:** the proposal of certification made by TV/RDP is submitted to the Sector Manager who, if approves it, deliberates the operator's enrolment in the *List of Licensees (LdL)* and the granting of the *Certificate of Conformity*, in accordance with the criteria set out in the Standard

With the deliberation of the Sector Manager or the Certification Committee, there is the:

- granting of the *Certificate of Conformity* and authorization to use the indications of conformity;
- operator's enrolment in the *List of Licensees (LdL)* for the certified products;
- approval of the labels and granting the Logo application.

The Certification decisions may include the request for correction of minor non-conformities within a specified time period. The Operator must submit to Bioagricert, on time, a comprehensive documentation which shows that preventive and corrective actions have been implemented.

The Certificate of Conformity does not replace any authorization provided for by the law and not cover the specific requirements established by each Country where the product may be produced or sold. It is the operator itself that should check that the product complies with the requirements provided for by the law of the country where the product is produced and/or used.

## **9 LABELING**

All products that are sold for use in organic farming should be labeled in conformity with the official regulation of the Country where the products are produced and/or sold and they should also indicate:

- Production unit
- List of the single inputs used in the composition (it is possible not to indicate the quantities)
- Purpose of use
- The indication "can be used in organic farming"
- The reference to Bioagricert control to check the conformity with the present Standard
- Bioagricert Inputs trademark (optional).

An example of label concerning a fertilizer is reported below.

Fertilizer based on organic and mineral products

Produced by company XXXXXXXXXXXXXXXX address xxxxxxxxxxx control code BAC YYYYYY

Suitable for use in organic farming, according to "Standard Bioagricert-IFOAM Inputs" Composition:XXXXXXXXXXXXX

Controlled by Bioagricert



The products can be sold only after all advertising projects and labels have been approved.

The Logo Bioagricert - IFOAM Inputs can be used if the licensee subscribes the Sub Licensee Contract for use of the IFOAM Accredited seal. All details regarding licensing and labeling are defined in the Sub Licensee Contract – IFOAM Accredited seal.

## 10 MAINTENANCE OF CERTIFICATION

Once the certificate is issued, the Operator should always maintain compliance with this standard and with the law.

In order to maintain the conformity, the Operator should:

- always comply with Bioagricert Regulation, with Bioagricert Protocol of agreement for certification and Sub Licensee Contract – IFOAM Accredited seal;
- provide to Bioagricert and Accreditation Personnel the right of access to all appropriate facilities and all relevant documentation and records, including financial records;
- cooperate with Bioagricert inspectors and supply documents, information and records concerning the activities related certified products;
- communicate to Bioagricert (within 30 days) any changes in the product, process or management system which may modify the conformity (Descriptive documents should be updated, completely or in part, any time there is a change in the product or the process);
- inform Bioagricert on any accidental events that may modify the conformity and if he is involved in legal proceedings concerning the product conformity;
- records complaints and keep all documents concerning corrective actions taken. The operator should consider also complaints coming from sub licensees for whom he is responsible;
- send advertising projects concerning certified products to Bioagricert for approval before publishing them; deceptive advertisements are considered a non conformity and lead to a sanction. The incorrect use of trademarks and certificates, for example due to printing mistakes, may lead to the suspension and withdrawal of the certification and also to damage claim if no corrective actions are immediately taken (e.g. prove it was only a mistake). False assertions and the counterfeiting of trademarks and certificates are legally prosecuted.

All operator's seats must be opened to the Bioagricert inspector who carries out the inspection activity (and Accreditation Personnel, if present), at any time during the working hours and there must always be someone who should cooperate with the inspector.

## 11 SURVEILLANCE ACTIVITY

The surveillance activity has the aim to guarantee always the conformity with the requirements required by the Standard, and in particular to:

- ensure that products marketed with references to the certificate comply with the characteristics referred to the Standard;
- ensure the maintenance of the adequacy of structures, organization and process;
- ensure the full implementation of all the provisions of the Standard;
- ensure that changes to the product, the manufacturing process or quality system not compromise the conformity of the product and they comply with the provisions of the Standard.
- ensure that Non-conformities issued previously (e.g. NC arose from the evaluation of documents or from the inspection) have been resolved and associated corrective action have been implemented;
- ensure that changes to the standards and to related requirements have been effectively implemented;
- verify that the trademarks on the product and advertising are used in accordance with the provisions of the Bioagricert Regulations and the Standard;
- take samples of products and / or raw materials for the execution of tests or laboratory tests, in accordance with the sampling plan.

The **Surveillance inspection is performed every 3 years**, with a minimum of 1 inspection during the 3 years period. During the 3 years period all activities concerning the certified products should be checked. For the surveillance inspection the same rules described in par. 6.3 of this Standard apply.

In case where any change in the process or product occurs, Bioagricert may evaluate the necessity to schedule an additional inspections.

All Non-compliances that may arise during the surveillance activity will be managed according to the par. 12 - Non-Conformity and sanction system and Bioagricert Regulation - current version.

## 12 RENEWAL OF CERTIFICATION AND EXTENSION OF CERTIFICATION

### Renewal of certification

In general, re-evaluation follows the procedures for initial evaluation.

Operator shall send to Bioagricert the application for Renewal of certification (M 81 MTS) 1 month before the expiration date of the certificate in order to maintain the validity of certificate.

### Extension of certification

The following possibilities for the license extension are provided:

- extension of the *Certificate of conformity* to new products;
- extension to new kind of activities and/or new structures: fields, breeding, processing lines, productive seats.

Operator shall send to Bioagricert the following documents: M 81 MTS and, if applicable, M 81 MT and M 81 MTR. The Sector Manager, evaluates the necessity of new inspections and evaluation procedures. On the



basis of the evaluation and inspections result, the Sector Manager or the CC, decides on the license extension and grants the new certificate.

### **13 NON-CONFORMITY AND SANCTION SYSTEM**

#### **NON CONFORMITY - definition**

Missed satisfaction of a requirement (UNI EN ISO 9000:2000).

NCs can be caused by the operator or by events that are not due to the operator's direct responsibility. The community regulation provides for two different kinds of non conformities according to the capability of influence or not the production process: **irregularity and infraction**. A different sanction corresponds to each one of them. Sub licensees non conformities are also protested against the licensee of reference.

#### **Irregularity - definition**

It is the missing fulfilment of formal aspects of the production process, auto control system, documentation management and application of the norms; irregularities should not be prolonged and should not be due to devices, deceptions, concealments and/or fraudulent means. Irregularities usually do not affect the reliability of the production process and/or auto control system on the production process.

Furthermore, irregularities are divided into **major (important)** and **minor (light)**.

This division considers the importance that the lack has on the process conformity and/or on the respect of the laws.

#### **Infraction - definition**

It is the missing fulfilment of an important aspect that may compromise fundamental aspects of the production process, auto control system, documentation management and application of the norms, contract obligation; infractions are prolonged and/or due to devices, deceptions, concealments and/or fraudulent means. Infractions really compromise one or some aspects of the production process.

They are divided into **major (important)** and **minor (light)**.

#### **Repetition-definition**

A repetition (or reiteration) happens when an operator falls two or more times in the same non conformity. This event, that is repeated more times in a certain period of time, is considered more serious. The non conformities of the same kind are summed for a maximum of 24 months for irregularities and 36 months for infractions. So if an operator commits the same irregularity after 24 months or the same infraction after 36 months, it is not calculated in the sum. The repetition is not applied to non conformities which do not depend on the operator's responsibility.

#### **Warning**

It is an action that does not compromise the certification. Bioagricert warns the operator to close the non conformity by identifying its causes and planning suitable actions in order not to repeat it. The corrective action is controlled at the following inspection. If the operators does not respect the warning, the NC becomes more serious. An inspector or an evaluator (documents responsible/RDP) usually issues a warning.



The following are some examples of NCs	Kind of NC	Sanction
Failure or partial adoption of preventive measures foreseen, with no effect on product certification	<b>Irregularity minor (light)</b>	<b>Warning</b>
Deficiencies in the management of the documents provided by the control system that do not impact on the process and the product: compilation errors, outdated information, documents sent, and / or sent after the deadline, inadequate record-keeping.	<b>Irregularity minor (light)</b>	<b>Warning</b>

### **Distrust**

It is an action that does not compromise the certification if the NC is closed within the prescribed time. Bioagricert sends a final warning to the operator who has to close the NC, find its causes and plan suitable actions in order not to repeat it. The corrective action is verified at the following inspection. If the operator does not respect the notice, the NC becomes more serious. An evaluator (documents responsible/RDP) usually issues distrust.

The following are some examples of NCs	Kind of NC	Sanction
Inadequate production practices, with no effect on product certification	<b>Irregularity major (important)</b>	<b>Distrust</b>
Failure or partial implementation of the checks, prior to acceptance, products from other units or controlled operators.	<b>Irregularity major (important)</b>	<b>Distrust</b>

**SUPPRESSION OF THE CONFORMITY INDICATIONS** to the **Bioagricert Standard**: the operator should not make - in any label or document concerning the non conforming products and/or lot - any reference to the conformity indication. The corrective action is verified at the following inspection. If the operator does not respect the suppression of the conformity indications, the NC becomes more serious. A sector manager usually decides on the suppression of the conformity indications.

The following are some examples of NCs	Kind of NC	Sanction
Inadequate production practices, with effects on product certification	<b>Infraction minor (light).</b>	<b>Suppression of the conformity indications</b>
Lack of identification, separation or conservation of the means of production and of the product during processing, storage and transport to other operators or units.	<b>Infraction minor (light).</b>	<b>Suppression of the conformity indications</b>

**SUSPENSION OF THE CERTIFICATION**: it is the temporary withdrawal of the certification of conformity and it is usually applied when the operator's reliability is compromised. The operator should not sell any product

with references to the **Bioagricert-IFOAM Standard for the production of inputs to use in organic farming** and certification for the prescribed time. The suspension of the certification may involve one or more areas of production or single processing lines. Bioagricert verifies the corrective action within the prescribed modalities and times. If the operator does not respect the suspension, the NC becomes more serious. Bioagricert CC decides on the suspension.

The following are some examples of NCs	Kind of NC	Sanction
Inadequate production practices, with effects on product certification	<b>Infraction minor (light).</b>	<b>Suppression of the conformity indications</b>
Lack of identification, separation or conservation of the means of production and of the product during processing, storage and transport to other operators or units.	<b>Infraction minor (light).</b>	<b>Suppression of the conformity indications</b>

**EXCLUSION OF THE OPERATOR:** Bioagricert decides to exclude an operator only if his reliability is completely compromised and also when he always repeats the same infractions (recidivism) or when he does not respect the engagements towards the Competent Authorities and Bioagricert.

Bioagricert CC decides on the exclusion.

The following are some examples of NCs	Kind of NC	Sanction
Fraudulent use of licenses, certificates, trademarks and Declarations of Conformity.	<b>Infraction major (important)</b>	<b>Exclusion of the Operator</b>
Failure to observe a suspension	<b>Infraction major (important)</b>	<b>Exclusion of the Operator</b>
Denied access to business structures	<b>Infraction major (important)</b>	<b>Exclusion of the Operator</b>

### **Times for the issue of the sanctions**

The times for the decisions about the sanctions (from the first signalling to the communication of the sanction to the person involved) are within 20 days for all the infractions and 60 days for the irregularities.

The sanctions shall be final 15 days after notification, if the operator no appeals the decision or closing the application.