	ORGANIC SYSTEM PLAN – IFOAM 2014 Handling and processing	M 262- rev 02
ISSUED BY: RS	VERIFIED BY: RAQ	APPROVED: CC 21-09-2016

Organic System Plan Handling and processing IFOAM 2014

Note: This document provides specific requirements IFOAM 2014 that are not dealt with exhaustively by the OSP M 81 C/EN submitted for certification in accordance with EU Reg. 834/2007

First Ifoam certification


Therefore, if the company intends to seek IFOAM 2014 certification (first certification) must submit the OSP M 81 C/EN for certification in accordance with EU Reg. 834/2007 and this document specifically for IFOAM 2014 (M262)

Renew of the Ifoam certificate

If the company wants to renew the Ifoam certificate must submit only the Master 262 (to comply with the requirements of the new standard IFOAM 2014) and indicate the OSP M 81 C/EN already submitted for certification in accordance with EU Reg. 834/2007.

Compulsory form to be attached:

- **M 260 Nano material declaration**
- **M 261 Social Justice declaration**

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GENERAL DESCRIPTION OF THE COMPANY

COMPANY NAME AND ADDRESS (stamp)	ORGANIC PRODUCTION ACTIVITY	(Please specify the type of activity by placing an X in the box of interest)
	Processing activity	
	Processing activity for thirds parts	
	Trading activity of company products	
	Trading activity of third parts products	
	Export activity	
OPERATIVE SEATS	OPERATIVE SEATS	OPERATIVE SEATS

Subcontracted Production or Processing when a certified entity (or applicant) has subcontracted production or <i>Processing</i> to an operation that is not certified in its own right	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Please specify <i>Subcontracted Production or Processing</i>		
Name of the subcontractor		
Subcontractor certified Ifoam	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Certification Body of subcontractor		

ORGANIC PRODUCTS AND CERTIFICATION SCHEME


LIST OF ORGANIC PRODUCTS (RECIPES)	IFOAM (IFOAM 2014)			

ORGANIC SYSTEM PLAN - M_081C already submitted	Date:
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ORGANIZATION CHART

Add the organization chart (if present)

LEGAL REPRESENTATIVE	
CONTACT PERSON FOR BIOAGRICERT	
RESPONSIBLE FOR THE ORGANIC PRODUCT CONFORMITY	
QUALITY ASSURANCE RESPONSIBLE	
NUMBER OF STAFF	

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AUTHORIZATIONS AND CERTIFICATIONS AUTORIZZAZIONI CERTIFICAZIONI	YES/NO	Document n.
<input type="checkbox"/> SANITARY AUTHORIZATION (or equivalent document)		
<input type="checkbox"/> OTHER AUTHORIZATIONS		
<input type="checkbox"/> QUALITY SYSTEM CERTIFICATION (ISO 9001)		
<input type="checkbox"/> ENVIRONMENTAL MANAGEMENT SYSTEM CERTIFICATION (ISO 14001 - EMAS)		
<input type="checkbox"/> ETHICS CERTIFICATION (SA 8000)		
<input type="checkbox"/> OTHER CERTIFICATIONS, TO BE SPECIFIED		
<input type="checkbox"/> OTHER ORGANIC CB CERTIFICATION		

Other useful information for the purposes of business activity and previous certifications (CB; Nonconformity, corrective action):

IFOAM 2014 – REQUIREMENTS	
Ifoam	Processing and Handling
7.1.6	The handler or processor shall identify and minimize risks of environmental pollution resulting from their activity. Please describe or attach evidence (e.g ISO 14000 certificate; certificate according to other private standard)
7.1.7	Processors shall respect the principles of good manufacturing practices. This shall include maintaining appropriate procedures based on identification of critical processing steps. Please describe: e.g. HACCP, GMP, ecc

3.1.2	Parallel Production Simultaneous production of the same products (parallel production) is only permitted where such production is undertaken in a way that allows clear and continuous and verifiable separation of all operations and products claimed as organic. Organic and non-organic units in parallel production must be physically, financially and operationally separated. Parallel Production: Any production where the same unit is growing, breeding, Handling or processing the same products in an organic system and in a non organic system. A situation with “organic” and “in conversion” production of the same product is also parallel production.
Please describe the measures taken to ensure the physical, operational and financial separation between the organic and conventional (production data; sales records for organic and conventional productions)	



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	<p>All ingredients used in an organic processed product shall be organically produced except for those additives and processing aids that appear in Appendix 4.</p> <p align="center">Regional or other exception</p> <p><i>In cases where an ingredient of organic origin is commercially unavailable in sufficient quality or quantity, operators may use non-organic raw materials, provided that:</i></p> <p><i>a. they are not genetically engineered or contain nanomaterials , and</i></p> <p><i>b. the current lack of availability in that region is officially recognized¹ or prior permission from the control body is obtained.</i></p> <p><i>c. the requirements in section 8.1.3 shall be met</i></p> <p>Please describe</p>
7.2.1	
7.2.4	<p>Minerals (including trace elements), vitamins and similar isolated ingredients shall not be used unless their use is legally required or where severe dietary or nutritional deficiency can be demonstrated in the market to which the particular batch of product is destined.</p> <p>Please describe</p>
7.2.5	<p>Preparations of micro-organisms and enzymes commonly used in food processing may be used, with the exception of genetically engineered micro-organisms and their products. Cultures that are prepared or multiplied in-house shall comply with the requirements for the organic production of microorganisms.</p> <p>These may be used as ingredient or processing aids with approval from the control body:</p> <ul style="list-style-type: none"> • Organic certified micro-organisms • Preparations of micro-organisms • Enzymes and enzyme preparations <p>Please describe</p>
7.2.6	<p>For the production of organic micro-organisms for processed food and feed, only organically produced substrate shall be used.</p> <p>Please describe</p>
7.2.5	<p>Operators may use:</p> <ul style="list-style-type: none"> • organic flavoring extracts (including volatile oils), and, if not available, • natural flavoring preparations approved by the control body. Such approval shall include assessment that natural flavors shall meet the following criteria: <ul style="list-style-type: none"> - the sources are plant, animal or mineral - the process of production is in accordance with a recognized organic standard <ul style="list-style-type: none"> - They are produced by means of solvents such as vegetal oils, water, ethanol, carbon dioxide and mechanical and physical processes. <p>Please describe</p>
	<p>Please describe</p>

¹This may be by inclusion on a government or certification body list of permitted non-organic agricultural ingredients.



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7.3.1	Techniques used to process organic products shall be biological, physical, and mechanical in nature. Any additives, processing aids, or other material that reacts chemically with organic products or modifies it must be organically produced or appear in Appendix 4 Table 1 and shall be used in accordance with noted restrictions.
Please describe	
7.3.2	Substances and techniques shall not be used that: <ul style="list-style-type: none"> a. reconstitute properties lost by the processing and storage of organic products; b. conceal negligent processing; c. or may otherwise be misleading as to the true nature of these products. Water may be used for re-hydration or reconstitution.
Please describe	
7.3.3	Solvents used to extract organic products shall be either organically produced or food grade substances that appear on Appendix 4, Table 1 consistent with the annotation.
Please describe	
7.3.4	Irradiation is not permitted for any ingredient or the final product.
Please confirm	
7.3.5	Filtration equipment shall not contain asbestos, or utilize techniques or substances that may contaminate the product. Filtration agents and adjuvants are considered processing aids and therefore must appear in Appendix 4
Please describe	
7.3.6	The following conditions of storage are permitted (for allowed substances in these conditions, see Appendix 4 <ul style="list-style-type: none"> a. controlled atmosphere; b. temperature control; c. drying; d. humidity regulation.
Please describe	
2.3.5	The use of nanomaterials is prohibited in organic production and processing, including in packaging and product contact surfaces. No substance allowed under this standard shall be allowed in nano form.
7.3.7	Intentional manufacture or use of nanomaterials in organic products is prohibited.
7.3.8	Equipment surfaces and utensils that might come into contact with organic products shall be free of nanomaterials, unless there is verified absence of contamination risk
Please describe and attach Nanomaterials Declaration M 260 (Compulsory)	
Ifoam	Pest and Disease Control
7.4.2	Prohibited pest control practices include, but are not limited to, the following substances and methods: <ul style="list-style-type: none"> a. pesticides not contained in Appendix 3; b. fumigation with ethylene oxide, methyl bromide, aluminum phosphide or other substance not contained in Appendix 4 Ifoam; c. ionizing radiation.
7.4.3	The direct use or application of a prohibited method or material renders that product no longer organic. The operator shall take necessary precautions to prevent contamination, including the removal of organic products and related packaging materials from the storage or processing facility, and measures to decontaminate the equipment or facilities. Application of prohibited substances to equipment or facilities shall not contaminate organic product handled or processed therein. Application of prohibited substances to equipment or facilities shall not compromise the organic integrity of product handled or processed therein and shall be documented to attest this.

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Please confirm that no Prohibited pest control practices are used:

Ifoam	Packaging
7.5	<p>General Principle Organic product packaging has minimal adverse impacts on the product and on the environment. Recommendation: Polyvinyl chloride (PVC) and aluminum should be avoided.</p>
Please describe	
7.5.1	Operators shall not use packaging material that may contaminate organic products. This includes reused bags or containers that have been in contact with any substance likely to compromise the organic integrity. Packaging materials, and storage containers, or bins that contain a synthetic fungicide, preservative, fumigant, or nanomaterials are prohibited.
Please describe and attach Nanomaterials Declaration M 260	
7.5.2	Operators shall demonstrate efforts to minimize packaging and/or choose packaging materials with minimum environmental impact. The total environmental impact of production, use and disposal of packaging must be considered.
Please describe	

Ifoam	Labeling	Please annex Label of Ifoam products
8.1.1	Products produced in accordance with this standard may be labeled as organic.	
8.1.3	<p>Processed products shall be labeled according to the following minimum requirements:</p> <p>a. Where 95 to 100% of the ingredients (by weight) are organic, the product may be labeled as "organic".</p> <p>b. Where less than 95% but not less than 70% of the ingredients (by weight) are organic, these product cannot be labeled as "organic", but phrases such as "made with organic ingredients" can be used, provided the proportion of organic ingredients is clearly stated.</p> <p>c. Where less than 70% of the ingredients (by weight) are organic, the product cannot be labeled as "organic", nor bear phrases such as "made with organic ingredients" on the package front, nor bear any certification body seal, national logo, or other identifying mark which represents organic certification of a product or product ingredients, but individual ingredients may be called "organic" in the ingredients list.</p> <p>Notes on calculating percentages: Water and salt are not included in the percentage calculations of organic ingredients.</p>	
8.1.4	All ingredients of a multi-ingredient product shall be listed on the product label in order of their weight percentage. It shall be apparent which ingredients are of organic certified origin and which are not. All additives shall be listed with their full name. If herbs and/or spices constitute less than 2% of the total weight of the product, they may be listed as "spices" or "herbs" without stating the percentage.	
8.1.5	"In-conversion" ingredients may be used in multi-ingredient feed. However the ingredient list must identify their status and the total percentages of "in-conversion", organic and non-organic ingredients on a dry matter basis.	
8.1.6	Multi-component products, live or unprocessed (such as vegetable boxes) may be sold or marketed as organic only if all the components are organic.	
8.1.7	The label for in-conversion products shall be clearly distinguishable from the label for organic products. Only single ingredient plant products may be labeled as "in-conversion".	



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<p align="center">STORAGE, including port facilities</p>	<p align="center">NA</p>	<p align="center">SPECIFICATIONS Specify the references to internal documents and attachments and to justify the NA</p>	<p align="center">Documents and recordings:</p>
<p>the operator shall ensure that during the storage of organic products are clearly identifiable at all times and that stores are managed in order to avoid that organic products can be mixed or contaminated with products and / or substances not in compliance with organic standards. The operator that is organic and non-organic products, guarantees that:</p> <ol style="list-style-type: none"> 1. the pre-packaged organic products are adequately protected, labeled and stored in identified areas; 2. organic products in bulk (non-protected products): <ul style="list-style-type: none"> • they are kept distinct from other agricultural products and / or food; • has been carried out a proper cleaning of equipment and warehouses prior to storage, of which the effectiveness has been verified; • cleaning operations are recorded. 	<p align="center">□</p>		<p>recordings:</p> <ul style="list-style-type: none"> • stock accounts (inputs, outputs, stocks) • cleaning warehouses and efficiency of the cleaning tests (if any); • disinfectant treatments (if any).

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SHIPPING and PROTECTION PRODUCTS the operator shall:	NA	SPECIFICATIONS Specify the references to internal documents and attachments and to justify the NA	Documents and recordings:
<p>1. carry organic products in other units, including wholesalers and retailers, only in appropriate packaging, containers or vehicles closed in such a way that the contents can not be replaced if achieved without manipulation or damage of the seal;</p> <p>2. Only use packaging, containers or vehicles suitable for use and properly cleaned</p> <p>Notwithstanding, it is not required the closing of packaging, containers or vehicles if</p> <p>a) transportation is direct between two operators, both subject to the organic control system;</p> <p>b) the transport of bulk products is not mixed with non-organic products;</p> <p>c) both the consignor that the recipient, keep the documents relating to the transport available to the authority or body responsible for the control of such operations.</p>	<input type="checkbox"/>		Documents and recordings: fiscal of transport documents (e. DDT), transaction documents (DT), documents or records of cleaning and washing. Either issued or received.
<p>TRANSPORT *, IDENTIFICATION OF PRODUCTS:</p> <p>The operator agrees to identify biological products transported by a label, in addition to other indications of the law, indicates:</p> <p>a) the name and address of the operator and, where different, of the owner or seller of the product;</p> <p>b) the name of the product accompanied by a reference to the organic method;</p> <p>c) the name and / or number of the control code;</p> <p>d) identification of the lot, and which permits to link the lot with the accounts of the operator.</p> <p>The information above under letters a) to d), may be included in an accompanying document which must contain information on the supplier and the carrier and can be undeniably linked with the packaging, container or means of transport of the products</p>	<input type="checkbox"/>		

* unless the transport is not already certified in their own

Ifoam	Social Justice	Please annex Master 261 Social Justice declaration (Compulsory)
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ENCLOSED DOCUMENTS

DOCUMENTS	YES/NA	ANNEX. N°
M 260 Nano material declaration	Compulsory	1
Master 261 Social Justice declaration	Compulsory	2
Labels of Ifoam product		
GMO Free declaration and Data sheets for Preparations of micro-organisms, Enzymes and enzyme preparations		
Organic certified micro-organisms		
Others documents		

OPERATOR'S ENGAGEMENT

The organic productions responsible undertakes to communicate Bioagricert about all changes of information reported in the report and in all enclosed documents and to respect the applicable rules for the organic production.

1. make operations in compliance with the current rules on organic production : Not Use chemical inputs; declare the yield per Ha forecasted and really harvested; apply the organic standard of production.
2. adopt preventive measures to avoid the contamination risk with prohibited substances or products;
3. clean properly facilities, installations and equipment, to check their effectiveness and to register the operations;
4. adopt proper measures to avoid that non organic products are placed on market with reference to the organic production
5. accept, in case of infractions or irregularities, the application of all measures foreseen by the rules for organic production and by the Bioagricert Certification Procedure for Organic products
6. accept and inform, in writing, all purchasers of the product that is not conform, in order to cancel all references to organic production on that production;
7. assure that information reported in this organic system plan and in the enclosed documents are true and updated;
8. maintain all records applicable to the organic operation, as described in the OSP, for not less than 5 years beyond their creation. Certified operations must make records available for review and inspection by the NOP, the applicable State program's governing State official, and Bioagricert during normal business hours (§ 205.103(c)).
9. notify, promptly, all modification to the information reported in this organic system plan and, if necessary, to send to Bioagricert and to the competent Authorities, a new application;
10. allow Bioagricert, for the control, to enter in all parts of the controlled activity, to accounts, and to all documents and registration of control;
11. pay the certification fees according to the Protocol of Agreement and to the current Bioagricert price list
12. assure a proper training to the staff on the good manufacturing practices of organic productions. On this purpose, we indicate the following people as responsible for the process of organic production:

Mr./Mrs. Function


Mr./Mrs..... Function

13. delegate to assist the CB staff during the inspection, with the power to sign documents:

Mr./Mrs. Function

declares also:

14. that they know and accept the content of the current Bioagricert Certification Procedure for Organic Products, as can be found on the web site www.bioagricert.org
15. that they received from Bioagricert all documents, foreseen by the certification scheme, that are available on the web site www.bioagricert.org

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16. to give the consent, and that of probable contractors, to the exchange of information within certification bodies about the certified operations (if the operator and contractors are certified by different certification bodies)

17. to give the consent to activities sub contracted by Bioagricert or, alternatively, makes the following observations:
.....
.....
.....

Date, ___/___/___

Legal Representative
company stamp and signature

I confirm that points from 1 to 17 are clear and understandable. I undertake to respect what is indicated in these points. I also declare that I have all documents available and the necessary tools to respect the rules, in order to comply with the requirements foreseen by the rules.

Date, ___/___/___

Legal Representative
company stamp and signature

technical report evaluation by Bioagricert evaluator	
Complete ()	Incomplete ()
date, evaluator signature and stamp	