

**Inspection Program according to
Kiwa BCS organic production standard / reg.
EU 2018/848, NOP -Final Rule, Organic JAS for
Groups of operators**



依照 EU 2018/848, BCS 有机生产标准（等同欧盟法规）

NOP-Final Rule, 日本 JAS

小农户团体检查方案

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

有机农业的认证程序在相应的法规中作了相关的规定。

For EU-certification in Third Countries 在第三国申请欧盟认证:

For equivalent certification: the equivalent “BCS-organic-productions-standards”

对于等同认证: 参见等同的BCS有机生产标准

For compliant certification: reg. EU 2018/848 + delegated and implementing acts

对于符合性认证: 参见EU 2018/848 +授权和实施法案

For the US: the NOP Final Rule

美国有机认证: 参见NOP法规

For Japan: the organic JAS

日本有机认证: 参见JAS法规

For the certification of groups of operators, specifically, the following rules will be considered by Kiwa BCS, in line with the above-mentioned norms:

对于小农户团体认证, Kiwa BCS将根据上述法规要求具体参考以下条例:

For EU-certification in Third Countries 在第三国申请欧盟认证:

- For equivalent certification: Guidelines on imports of organic products into the European Union, 15.12.2008, Rev.1, section 8 "Guideline for group certification"
对于等同认证: 欧盟有机产品进口指南, 2008年12月15日, 第一版, 第8章节“小农户团体认证指南”
- For compliant certification: reg. 2018/848 art. 36; reg. 2021/279 art. 4; 5; 6; 7; 10; reg. 2021/771 art. 2; reg. 2021/1698 art. 9; 10
对于符合性认证: 参见2018/848第36章, 参见2021/279第4章, 第5章, 第6章, 第7章, 第10章, 参见2021/771第2章, 参见2021/1698第9章, 第10章

For the US 美国有机认证:

- NOP Policy memo 10-11,
NOP政策备忘录第10-11章节
- NOSB Recommendation, Adopted October 20, 2002, Criteria for Certification of Grower Groups,
NOSB建议, 2002年10月20日通过, 小农户团体认证标准
- Certifying Operations with Multiple Production Units, Sites, and Facilities under the National Organic Program, November 19, 2008
美国国家有机认证计划, 2008年11月19日发布, 对多个生产单元、场所和设施的认证操作

For Japan 日本有机认证:

- IFOAM Smallholder Group Certification - Compilation of results – March 2003
IFOAM小农户团体认证-结果汇编-2003年3月
- IFOAM Norms for organic Production and Processing (8.3 – Group Certification)– Version 2012
IFOAM有机生产和加工规范（第8.3章节-团体认证）-2012版
- IFOAM Smallholder Group Certification - Guidance Manual for Producer Organizations – May 2004
IFOAM小农户团体认证-生产者组织指导手册-2004年5月

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⇒ 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.

请注意：此针对小农户团体的检查方案与认证范围检查方案结合使用，例如农业种植检查方案，养蜂检查方案等。

The inspection program is structured as follows:

检查方案包括以下内容：

- a) Organic Systems Plan
有机体系规划
- b) Inspection
检查
- c) Certification
认证

1. Organic Systems Plan / 有机体系规划

The Organic Systems Plan must be compiled and submitted to Kiwa BCS Öko-Garantie for verification before inspection. The Organic Systems Plan must be updated continuously to reflect the current state of the operation. Changes always must be communicated to the certification body, but no later than before the next inspection.

有机体系规划（OSP）必须在实地检查以前提交给Kiwa BCS 并且必须及时更新，以使其与实际相符。同时应在实地检查前与认证机构及时就OSP所作的任何更改进行沟通。

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

Kiwa BCS 提供OSP模版。该模版由下列部分组成：

- Conformity Declaration of the Operation Manager for the respective standard
遵守相关标准操作规程的声明
- Complete description of the operation and its facilities
相关操作及设备的完整描述
- Description of all production procedures and –means, so Kiwa BCS can verify their compliance with the respective standard
产品加工步骤和方法描述，以便 Kiwa BCS 能按相关标准对其进行核实
- The OSP ICS
小农户团体的 OSP
- The farmers list (D-EN_09-222 for farmers; D-EN_09-226 in case of beekeepers)
农户清单（农业生产见 D-EN_09-222; 养蜂见 D-EN_09-226）
- Further annexes as listed in the OSP ICS
小农户团体 OSP 中列出的其他附件

2. Inspection of Agricultural Operations / 种植过程检查

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 year. 检查的过程中，应核实现操作/部分操作是否符合相关标准的要求。通知的检查每年至少一次。

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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 information as deemed necessary for the inspection.

还可以视情况增加通知或未通知的检查。检查员有义务同时也授权对所有的文件，记录或相关附件进行核实和检查。

2.1. Organic Systems Plan / 有机体系规划

In general, the inspection is based on the verification of statements in the Organic Systems Plan, including its annexes, and on a comparison with the findings in the facility. If needed, adjustments must be made to the Organic Systems Plan.

一般来说，检查是基于对有机体系规划的内容进行核实，并与现场检查中的发现进行比对。如必要，应对有机体系规划进行调整。

2.2. On-Site Inspection / 现场检查

The inspection visit aims to the evaluation and assessment of the set-up and functioning of the internal control system, of its effective application and to the compliance with the standards.

现场检查的目的是评估内部控制系统的设置、运作和其有效性是否符合相关标准。

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. The external re-inspection of a sample of group members must be undertaken to evaluate the effectiveness of the internal control system

Kiwa BCS 的现场检查（也可称为“外部检查”或“例行检查”）将包括对农户团体中每个成员的生产场所的实地检查。外部例行检查时必须对农户团体成员进行取样，以核查内部控制系统的有效性。

The minimum number of operators to be inspected by external inspectors depends on the risk factor of the project and 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.

外部检查员检查的农户团体成员的最低数量取决于项目的风险系数以及ICS的质量和有效性。在任何情况下，每年接受外部检查的农户不得少于10人。

For EU compliant certification, a minimum of 5 % of the operators will be subject to re-inspection every year.

对于欧盟符合性认证，每年至少有5%的农户成员需要接受例行检查。

According to the NOP each production unit must be inspected. It is possible to cluster several producers into one production unit.

根据NOP要求，每个生产单元都必须接受检查。可以将多个农户聚集到一个生产单元中。

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.

对单个农户成员的现场检查将按照适用范围的检查程序进行，如农业种植或养蜂。在对其生产场所现场检查时，外部检查选定的农户团体成员必须在场。

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In addition, the Kiwa BCS inspector will visit and assess premises and activities that are centrally managed by the group.

此外，Kiwa BCS检查将访问并评估农户团体集中管理的场所和活动。

During the inspection by Kiwa BCS, the Kiwa BCS inspectors must audit internal inspectors; in case of groups with several internal inspectors, the external inspector will audit at least one internal inspector.

在Kiwa BCS检查期间，Kiwa BCS检查员必须对内部检查员进行审核；如果农户团体中有几个内部检查员，外部检查员将至少审核一名内部检查员。

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.

Kiwa BCS检查员还将核实，ICS经理对新成员、~~新~~新生产单元或新生产活动的批准是否基于内部检查报告并符合农户团体管理程序。

Moreover, the Kiwa BCS inspector will assess whether the ICS manager fulfils all defined tasks. 此外，Kiwa BCS检查员将评估ICS经理是否完成了所有规定的工作。

2.3. Verification of Documents / 文件的核实

In addition to the OSP including annexes, the following documents must be made available to the Kiwa BCS inspector by the ICS manager 除了相关的OSP附件以外，ICS经理还须向Kiwa BCS检查员提供以下文件：

- written and signed membership agreement between each member and the group
农户团体成员和农户团体之间签订的书面协议
- internal inspection reports
内部检查报告
- training records of the ICS inspectors
ICS检查员培训记录
- training records of members of the group of operators
农户团体成员培训记录
- the records of the measures taken in case of non-compliance by the ICS manager
出现不符合项时，ICS经理所采取措施的记录
- traceability records
可追溯记录
- sketch maps of each farm including production, processing, and storage
地块图，加工和仓储单元平面图

Additionally, farmers must have their own farm management records available.

另外，农户团体成员必须拥有自己的农事管理记录。

2.4. Inspection Report / 检查报告

- The inspection report is the final document that describes the results of the inspection. It is compiled by the Kiwa BCS inspector and must be signed by the operation manager.
检查报告是最后的文件，说明检查的结果，由检查员整理填写，由项目操作者签名。
- It documents detected areas of concern / non-compliances with the respective standard.
报告应记录按不同法规标准所发现的需要关注的问题或不符合项。

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The results of the inspection report are basis for the certification.
检查报告的结果是认证的基础。

2.5. Possible other Procedures / 其他可能的步骤

Sampling is always possible, but in moments of suspicion it is mandatory. Note that sampling will be mandatory for EU compliant certification of groups of operators (refer to reg. 2021/279 art. 7 (d))

可以抽样，特别在有怀疑时必须抽样。请注意，针对农户团体的欧盟认证，抽样是强制性的（参见 2021/279 第 7 章第 (d) 部分）

- Sampling of packaging and/or labeling materials
包装/标签样品提取
- Inspection of additional parts of the operation
操作者其他部分的检查
- Additional inspections
附加检查

3. Certification / 认证

- Certification is based on the inspection report and the Organic Systems Plan
认证是基于检查报告和有机体系规划。
- If needed, conditions are imposed and communicated in written form
如必要，会以书面的形式提附加条件并告知客户。
- If needed, notification is given with measures according to the catalogue of measures
如必要，会以书面的形式提相关整改措施并告知客户。
- Tracing of implementation of conditions by Kiwa BCS
Kiwa BCS 跟踪整改措施完成的情况
- Certification decision / issuance of certificate
认证决定/签发证书

The Inspection Program 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 standard by Kiwa BCS Öko-Garantie GmbH. 检查方案是一个模式，并非不可更改。实际操作中，特定情况可能导致与所述程序的差异。此方案作为Kiwa BCS有机认证有限公司根据不同的标准进行认证一个参照。

The Inspection Program is subject to modifications.

如有变动请以现场实际安排为准