

Group Certification (GC) Management

Functions and benefits

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- Local implementation partner (IP)
 - initial training for the grower group
 - ongoing support
- Reliable IT equipment in the office
 - power, internet, printer etc.
 - ➔ internal inspectors can continue to work paper based or using mobile devices (notebook, tablet)

In case no local IP is available, contact Organic Services for support.

- Database to enter
 1. Farm data
 - contact data
 - crops and yields
 - livestock (if applicable)
 - standards applied
 - internal inspections conducted
 - Inspection results
 - certification status per standard and crop
 - non-conformities and due dates
 - conflicts of interest
 - file upload (maps, documents etc.)

- Database to enter
 2. ICS Management information and documents in one checklist, for example
 - Description of ICS
 - Management structure
 - Internal regulations
 - List of all Internal Inspectors and trainings
 - Product flow/purchased and sold quantities
 - Farmer and operator contracts
 - Basic production data and maps
 - Internal inspection reports and detected non-conformities / imposed corrective actions
 - Internal sanctions
 - Farmer list

- Development of a combined checklist
 - Checklist is automatically created according to the standard applied for production
- Presetting of standards
 - private and public regulations:
 - Organic (EU, NOP, JAS, Naturland, Bio Suisse, Demeter)
 - Fairtrade
 - UTZ Certified
 - GLOBALG.A.P.

- Reports in English, Spanish and other languages
 - farmer lists per standard, crops, last inspection, inspector etc.
 - farmer membership card (ID-card)
 - inspectors list
- Excel data exports:
 - non-conformities and corrective actions

- Farm inspections
- ICS management

e CERT

e-Cert IT GmbH
A-8403 Lebring
www.e-cert.net

e-Cert Software
Version: 7.2.0.61

e-Cert Login

Mandant: Ceres_Prod

User: Frank

Password:

✓ Login ↻ Change Password ✕ Cancel

- no hardware maintenance on your side
- no installation
- daily backup and on-going maintenance
- updates in case of changing of standards
- full support

- All contacts in the system
 - farmer
 - inspector
 - ICS manager
 - others

The screenshot displays the 'Person' contact page for 'John Farmer' in the e-Cert software. The interface is annotated with five red circles and numbers 1 through 5, highlighting key features:

- 1:** Sidebar with functions and characteristics (1.1. Numbers, 1.2. Functions/characteristics, 2.1. Crops, 2.2. Livestock, 3. Standards, 4. Inspection, 5. Certification, 6. Corrective actions, E-mail journal, Facilities, Farm products, Files, Inputs, Links).
- 2:** Contact data, including GPS data and GEO codes (Address, GPS, GEO codes, John Farmer, Address name, Address type: Home Address, Postal Service, Street 1: Paradise Road, Street 2, Country: INDIA, Post code, Town: Victoria, Municipality, District, State: Kerala, Default).
- 3:** Functions/characteristics table (Groups: Farm processor, Farmer).
- 4:** Additional functions and characteristics table (Groups: Checklist: Irrigation existing, Prepared for GLOBALG.A.P. certification).
- 5:** Standards table (Year, Service, Contract status, Inspection body, Certification status).

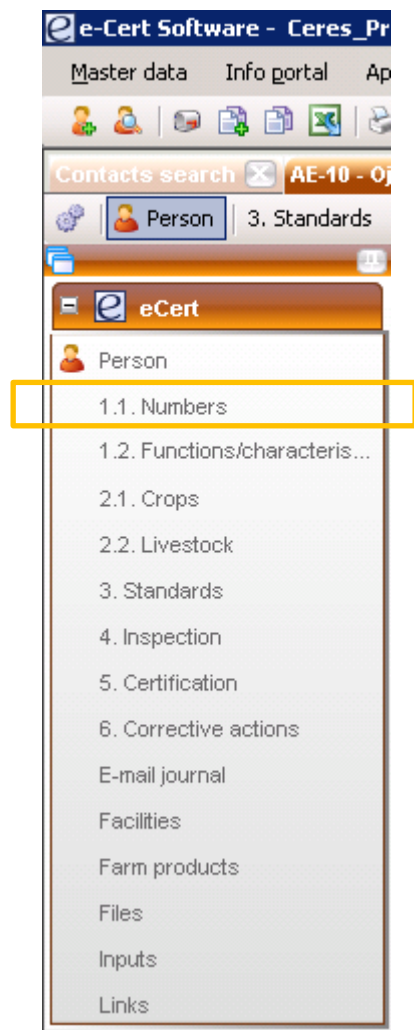
Standards Table:

Year	Service	Contract status	Inspection body	Certification status
2012	Organic - NOP	Active	CAFECOOP	Organic
2012	Organic - JAS	Active	CAFECOOP	Organic
2012	Organic - EU	Active	CAFECOOP	Organic
2012	Fairtrade (FLO)	Active	CAFECOOP	Certified

Responsibilities Table:

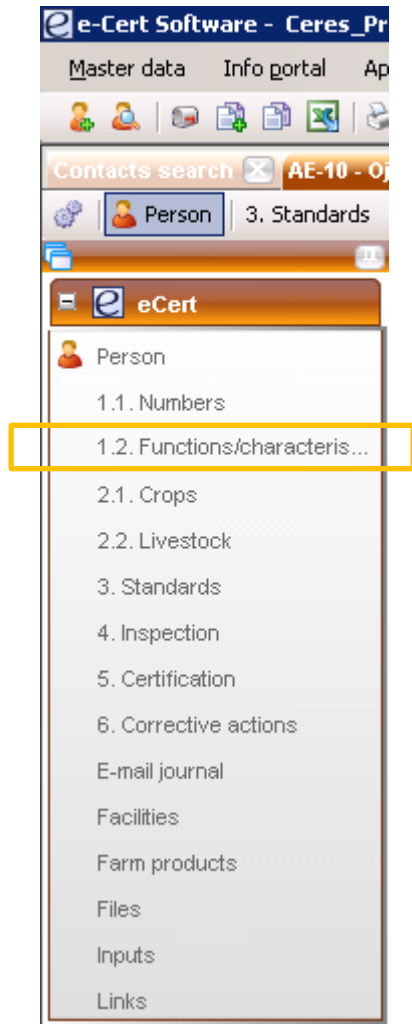
Employee	Responsibility	Mr./Ms.	Name	First name	Comment	Phone	E-mail
Expert of ... is ...		Sr.	Inspector 1 M.G. Road 10 No. 12 N 04	La Dorada			

1. Sidebar with functions and characteristics
2. Contact data, including GPS data and GEO codes
3. Functions and characteristics
 - Impact on what data are available
 - Easy to find contacts with same functions
4. Additional functions and characteristics
5. Standards



- Numbers:
 - relevant for internal administration (membership number, local ID number etc.) and for data exchange with third party systems

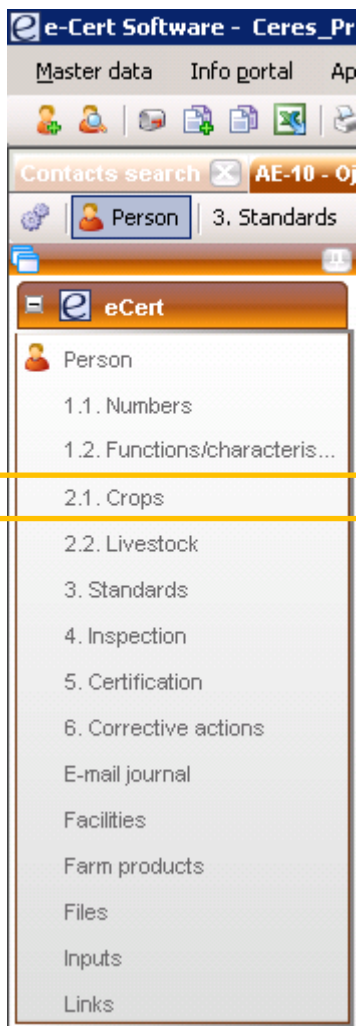
	Number type	Number
	ID 1	AE-10
	ID 2	123456
*		



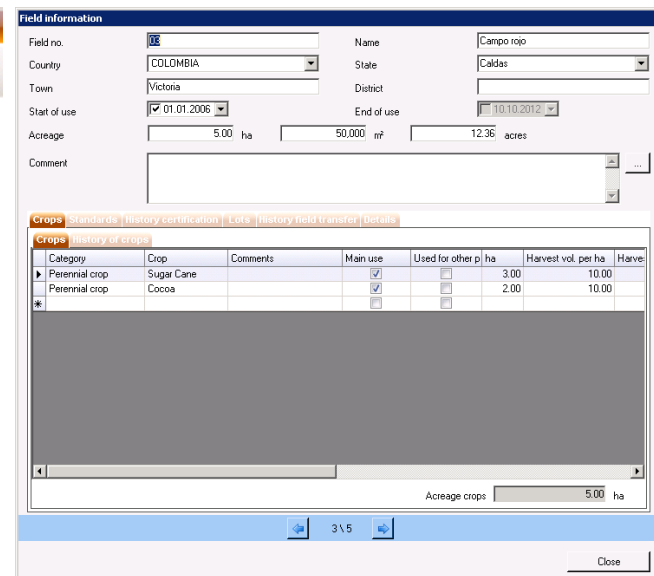
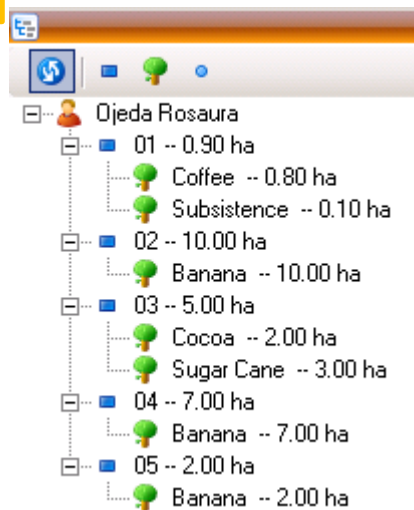
- Functions/characteristics
 - type of contact such as
 - farmer, inspector etc.
 - entries have an impact on the tabs shown at the toolbar
 - each contact can have several functions/characteristics

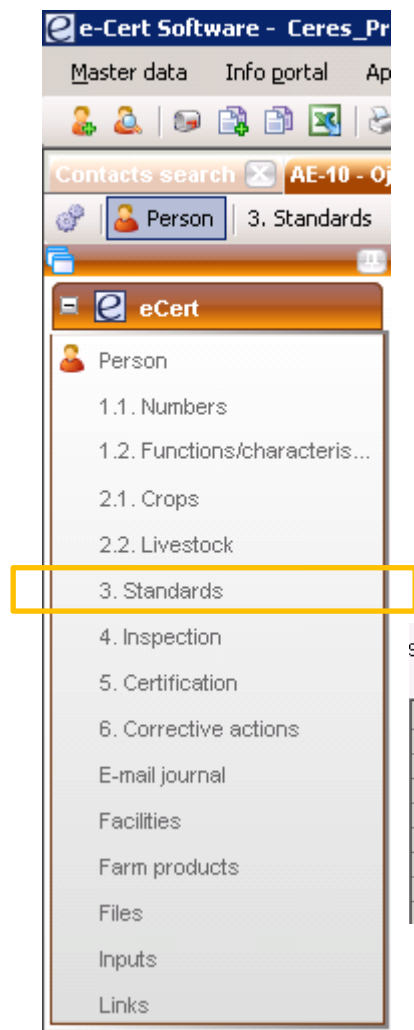
Functions/occupations

Functions/characteristics
Farm processor
Farmer



- Crops:
 - list of all fields
 - crops and yields
 - last application of inputs
 - GPS Data
 - start of organic production





- Standards:
 - Organic, fair, sustainable
 - starting date, end date
 - contract status

Standards

Date from: 01.01.2003 Date until: 31.12.2013 Year from/to Standard from

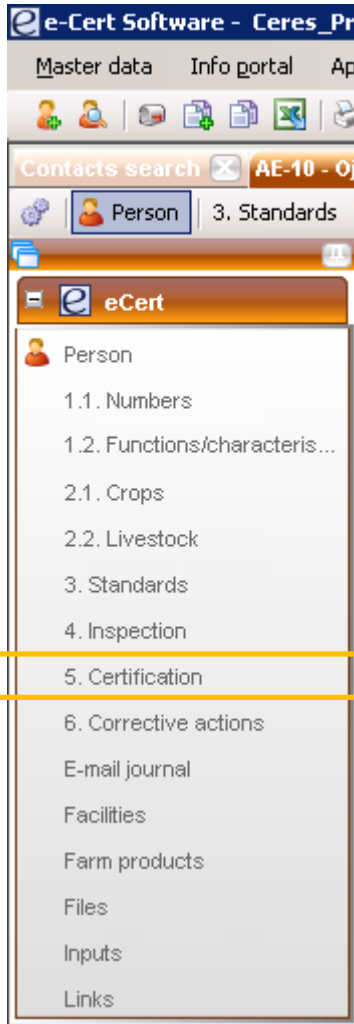
Year	Master standard	Standard	ICS Cooperative	Standard from	Contract status
▶ 2012					
[-]	...				
	...	Fairtrade (FLO)	CAFECOOP	01/01/2009	Active
	...	Organic - EU	CAFECOOP	01/01/2010	Active
	...	Organic - JAS	CAFECOOP	01/01/2009	Active
	...	Organic - NOP	CAFECOOP	03/01/2009	Active
⊕ 2011					
[-] New					



- Inspection:
 - all inspections are listed
 - inspection date
 - inspector
 - inspection workflow and data

Year	Completed on	Standard	Inspection due	Priority	Inspection type	Inspector	Inspection date	Annotation
2012								
2012								
2012	10/10/2012	Faittrade (FLD)		Low	Main Inspection	Inspector 1	10/10/2012	
2012	10/10/2012	Organic - EU		Low	Main Inspection	Inspector 1	10/10/2012	
2012	10/10/2012	Organic - JAS		Low	Main Inspection	Inspector 1	10/10/2012	
2012	10/10/2012	Organic - NOP		Low	Main Inspection	Inspector 1	10/10/2012	
2012								
2012	01/12/2011	Faittrade (FLD)		Low	Main Inspection	Inspector 1	29/02/2012	
2011								
2011								
2011	01/12/2011	Organic - EU		Low	Main Inspection	Inspector 1	06/02/2012	
2011	01/12/2011	Organic - JAS		Low	Main Inspection	Inspector 1	06/02/2012	
2011								
2011	01/12/2011	Organic - EU		Low	Main Inspection	Inspector 1	06/02/2012	
2011								
2011	01/12/2011	Organic - EU		Low	Main Inspection	Inspector 2	03/02/2012	
2011	01/12/2011	Organic - JAS		Low	Main Inspection	Inspector 2	03/02/2012	
2011	01/12/2011	Organic - NOP		Low	Main Inspection	Inspector 2	03/02/2012	

Date	Name	Action	Workflow step
10/10/2012	Geriets Frank	Create collective order	Inspection order created
10/10/2012	Geriets Frank	Move inspection order to Infoportal	Inspector's Infoportal
10/10/2012	Geriets Frank	Accept	Inspection order accepted
10/10/2012	Geriets Frank	Edit inspection order	Inspection in progress



- Certification:
 - list of all certification results
 - incl. inspector's results
 - per standard and per crop
 - historical data

Certificates Certification of operations

History: 05.04.12 15:32 Gerente SCI 1 | 2012

Standard: 05.04.12 15:32 Gerente SCI 1 | 01.03.12 15:42 Gerente SCI 1

Name: ...

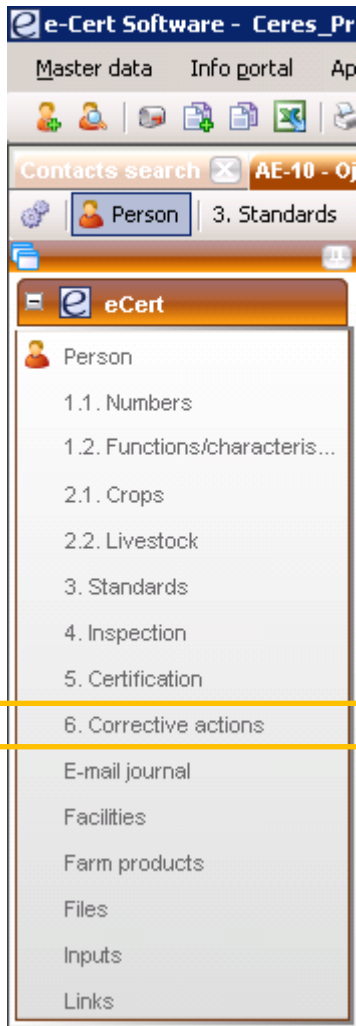
Certified on: ... | 01.03.2012 | 01.03.2012

Valid until: ... | 16.08.2012 | 16.08.2012

Insp. result

Cert. result

Standards	Information 1	Certification result p...	Inspector's pro...	Certification result	Certified on	Valid until	Certification office
► Fairtrade (FLO)			Denied	Certified	01/03/2012	16/08/2012	Gerente SCI 1
► Crops			Denied	Certified	01/03/2012	16/08/2012	Gerente SCI 1
Coffee - 01 Campo verde	0,80	Certified	Denied	Certified	01/03/2012	16/08/2012	Gerente SCI 1
Subsistence - 01 Campo verde	0,10	Certified	Denied	Certified	01/03/2012	16/08/2012	Gerente SCI 1
Banana - 02 Campo azul	10,00	Certified	Denied	Certified	01/03/2012	16/08/2012	Gerente SCI 1
Cocoa - 03 Campo rojo	2,00		Denied	Certified	01/03/2012	16/08/2012	Gerente SCI 1
Sugar Cane - 03 Campo rojo	3,00		Denied	Certified	01/03/2012	16/08/2012	Gerente SCI 1
Banana - 04 Campo negro	7,00		Denied	Certified	01/03/2012	16/08/2012	Gerente SCI 1
Banana - 05 Campo amarillo	2,00		Denied	Certified	01/03/2012	16/08/2012	Gerente SCI 1
► Organic - EU		Organic		Organic	01/03/2012	16/08/2012	Gerente SCI 1
► Crops		Organic		Organic	01/03/2012	16/08/2012	Gerente SCI 1
Coffee - 01 Campo verde	0,80	Organic		Organic	01/03/2012	16/08/2012	Gerente SCI 1
Subsistence - 01 Campo verde	0,10	Organic		Organic	01/03/2012	16/08/2012	Gerente SCI 1
Banana - 02 Campo azul	10,00	Organic		Organic	01/03/2012	16/08/2012	Gerente SCI 1
Cocoa - 03 Campo rojo	2,00	Organic		Organic	01/03/2012	16/08/2012	Gerente SCI 1



- Lists of:
 - non-conformities
 - corrective actions
 - due dates
 - assigned inspector
- Export to Excel possible

Drag a column header here to group by that column

Year	Finished	Checkpoint	Deviation	Repetiti	Measure	Due on	Deadl	Time unit	Reminder on	Client	Inspection date	Inspector
2011			No entiendo los principios	<input type="checkbox"/>	Necesita capacitación	27/02/2012		3 W		Ojeda Rosaura	03/02/2012	Inspector 2
2011			Los diarios de labores donde se describen las actividades básicas de cada parcela (uso de fertilizante, medidas de sanidad vegetal) no se encuentran actualizados.	<input type="checkbox"/>	Los productores mantendrán actualizados sus diarios de producción	27/02/2012		3 W		Ojeda Rosaura	06/02/2012	Inspector 1
2011			Los diarios de labores donde se describen las actividades básicas de cada parcela (uso de fertilizante, medidas de sanidad vegetal) no se encuentran actualizados.	<input type="checkbox"/>	Los productores mantendrán actualizados sus diarios de producción					Ojeda Rosaura	06/02/2012	Inspector 1
2011			Is the farmer regularly visited by farm advisors? (indicate dates of visits)	<input type="checkbox"/>						Ojeda Rosaura	06/02/2012	Inspector 1
2012			This deviation occurred during the year and is not related to an audit or checkpoint of a checklist	<input checked="" type="checkbox"/>	please change process	09/11/2012				Ojeda Rosaura		

- Each non-conformity is saved and easily traced, with due dates

Drag a column header here to group by that column

Year	Finished	Checkpoint	Deviation	Repitito	Measure	Due on	Deadl	Time unit	Client
2011		Does the farmer know basic organic farming techniques?	No entiende los principios	<input type="checkbox"/>	Necesita capacitación	27/02/2012		3 W	John Farmer
2011		Have adequate buffers with natural vegetation been established along water courses?	Las zonas de amortiguamiento entre el margen este de la finca "E-23" y el campo adyacente convencional es insuficiente (bajo riesgo de contaminación)	<input type="checkbox"/>	Se establecerán zonas de amortiguamiento suficientes en el margen este de la finca "E-23" para prevenir la aplicación no intencional de sustancias prohibidas en los cultivos certificados o el contacto con una sustancia prohibida aplicada en la finca convencional vecina	05/03/2012		4 W	John Farmer
2011		Is soil erosion a problem on this farm?	Problemas de erosión del suelo. Las entrehileras de los cultivos perennes no se encuentran protegidas por cultivos de cobertura para evitar la erosión del suelo.	<input type="checkbox"/>	Se establecerán cultivos de cobertura en las entrehileras de los cultivos perennes, donde sea posible, para evitar la erosión del suelo	27/02/2012		3 W	John Farmer
2011		Has the farmer participated in all training events organised by the group or certificate holder? (Indicate dates of training!)	Faltan documentos	<input type="checkbox"/>	Entregar documentos	27/02/2012		3 W	John Farmer
2011		Does the farmer keep an updated farm diary?	Los diarios de labores donde se describen las actividades básicas de cada parcela (uso de fertilizante, medidas de sanidad vegetal) no se encuentran actualizados.	<input type="checkbox"/>	Los productores mantendrán actualizados sus diarios de producción	27/02/2012		3 W	John Farmer
2011		Does the farmer keep an updated farm diary?	Los diarios de labores donde se describen las actividades básicas de cada parcela (uso de fertilizante, medidas de sanidad vegetal) no se encuentran actualizados.	<input type="checkbox"/>	Los productores mantendrán actualizados sus diarios de producción				John Farmer
2011		Is the farmer regularly visited by farm advisors? (Indicate dates of visits!)		<input type="checkbox"/>					John Farmer

- Exportable to Excel
- Enables follow-up

Contracts Search | AL-11-02081 Kosaura | Inspection & Certification workflow - Ojeda Kosaura (AL-11) | CAI-CCOOP | Inspection & Certification workflow - CAI-CCOOP | M-F-Inspector 1 | Inspection & Certification workflow - Ojeda Kosaura (AL-11) | Infoportal

Deadline management

Drag a column header here to group by that column

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Chang	Deviation	Status	Measure	Inspection type	Deadline	Due on	Time unit	ID 1	Client	Finished on	Reminder on	Standard	Calculation
	No hay sembradora exclusiva	In work	Utilizar sembradora exclusiva	Inspección principal	2	26/03/2012	W		Productor Prueba				12/03/2012
	bajo porcentaje de parcela con medidas de rotación	In work	incorporar cultivo de abono verdes de invierno (avena, acevache, arveja) en area de baja rotación	Inspección principal	3	01/06/2012	M	3002	Gonzalez Segundo				13/03/2012
	faltan delimitar cultivos colindantes a la finca	In work	delimitar cultivos colindantes a la finca y parcela a certificar	Inspección principal				3002	Gonzalez Segundo				13/03/2012
	Falta de conocimiento	In work	Asistir a capacitación	Inspección principal	4	09/04/2012	W	3002	Gonzalez Segundo				13/03/2012
	no se realiza el uso adecuado de compost y esterco	In work	mejorar espaciamiento de de esterco y compost dentro del periodo especificado para el uso del mismo para evitar perdida de nutrientes	Inspección principal					Gonzalez Carlos				13/03/2012
	Leve Declive	In work	Orientación del Cultivo contra la Pendiente	Inspección principal	1	13/02/2013	Y	10934	Sarabia Leoncio				14/03/2012
	Los Croquis no están completos	In work	Completar los Croquis	Inspección principal				10934	Sarabia Leoncio				14/03/2012
	No se realizan las vistas por los asesores	In work	Realizar vistas	Inspección principal	2	14/05/2012	M	10934	Sarabia Leoncio				14/03/2012
	Principios de erosión de suelo	In work	Asociar los cultivos con abonos Verde	Inspección principal	1	15/03/2013	Y	10882	Sanabria Ramon				15/03/2012
		In work		Inspección principal				10882	Sanabria Ramon			Organic - NOP	15/03/2012
	Implementación de mas barreras vivas	In work	Siguiente campaña	Inspección principal	1	19/03/2013	Y	TA-91	Nina Flores Cristina Azde				19/03/2012
	Falta de limpieza	In work	Limpiar	Inspección principal	1	19/03/2013	Y	TA-91	Nina Flores Cristina Azde				19/03/2012
	Falta la implementación de pozos para basura inorganica	In work	Implementar hasta el mes de abril 2012	Inspección principal	2	20/04/2012	M	TA-91	Nina Flores Cristina Azde				20/03/2012
	No toma medidas de seguridad contra posibles contaminantes	In work	Plantar especies para barreras	Inspección principal	12	01/03/2013	M	S-SE-SJNC-072	Soto Peralta Felix				20/03/2012
	No existe un procedimiento de post cosecha	In work	Elaborar el procedimiento	Inspección principal	2	20/03/2012	W		Cooperativa SAITE			ICS Management Documentation	20/03/2012
	Basura en parcelas	In work	Excavar fosa	Inspección principal	4	01/06/2012	M		Productor 1				21/03/2012
	Los croquis estan incompletos	In work	Completar croquis	Inspección principal					Productor 1			Organic - EU	21/03/2012
	Desconoce los principios de prod org.	In work	Asistir a cursos de capacitación	Inspección principal	5	23/04/2012	W	BO-PT-AQ-UY-TH-FF	FLORES MENDOZA FLEMÓN				21/03/2012
	No haz diarios de campo	In work	Implementar diarios de campo	Inspección principal	1	21/03/2013	Y	BO-PT-AQ-UY-TH-FF	FLORES MENDOZA FLEMÓN				21/03/2012
	No existe fumigadora exclusiva para prod org	In work	Destinar un a fumigadora solo para prod org marcada	Inspección principal	1	14/03/2012	Y	BO-PT-AQ-UY-TH-FF	FLORES MENDOZA FLEMÓN				21/03/2012
	No se hicieron cumplir las sanciones	In work	Hacer cumplir las sanciones	Inspección principal	1	01/04/2012	M		Area Altoplano			ICS Management Documentation	21/03/2012
	No hay un manejo adecuado de la pulpa del café, lo echan al arroyo.	In work	Implementar una fosa para obtener abono orgánico.	Inspección principal	2	06/04/2012	W		Productor 1				23/03/2012

Inspection
Certification
Deadline management

- Combined checklist
 - dynamic generation of questions according to production standards applied
 - tracking of non-conformities and measures/sanctions
 - adding of memos and documents
- Inspection results documented on paper (entered by administration staff after inspection) or on mobile devices
- Approval by ICS manager
- Inspection checklists available per farmer with data from last inspection

Checklist

- (1.0) Lista de chequeo (normas juntasdas)
 - 1 Knowledge
 - 1.1 Does the farmer understand basic principles and rules of organic farming? ✓
 - 1.2 Does the farmer know basic organic farming techniques? ✓
 - 1.3 Has the farmer participated in all training events organised by the group or certificate holder? ✓
 - 1.8 Is the farmer regularly visited by farm advisors? (Indicate dates of visits!) ✗
 - 2 Whole farm
 - 2.1 There is no parallel production of the same crop on the same farm (certified / not certified) ✓
 - 2.4 The field history, including last use of non allowed substances, is correctly recorded ✓
 - 3 Soil
 - 3.1 Is soil erosion a problem on this farm? ✓
 - 3.2 Does the farm take sufficient measures to prevent soil erosion? ✓
 - 3.3 Is soil compaction a problem on this farm? ✓
 - 3.4 Has the farmer been trained regarding soil erosion and soil fertility management? ✓
 - 3.8 Does the farm have sufficient leguminous crops for assuring biological nitrogen fixation? ✓
 - 3.9 Does the farm have cover crops in interrow spaces, or during appropriate periods of crop rotation? ✓
 - 4 Water
 - 4.1 Is water pollution avoided (e.g. through manure or through postharvest activities)? ✓
 - 4.2 Have adequate buffers with natural vegetation been established along water courses? ✓
 - 5 Environment
 - 5.1 Does the farm avoid burning crop residues? ✓
 - 5.2 Does the farm avoid using fire for clearing vegetation or weed control? ✓
 - 5.3 Have forest areas or other ecologically valuable areas not been logged, burned or destroyed? ✓
 - 5.5 Is inorganic litter collected and disposed on one clearly defined place, where it does not cause problems? ✓
 - 5.6 Are by-products being recycled (as fertilisers, fuel or others)? ✓
 - 6 Seeds
 - 6.1 Are organic seeds / planting material used for organic crops? ✓
 - 6.2 No use of seeds treated with chemicals? If treated seeds were used, please indicate field? ✓
 - 6.4 No genetically modified seeds / crops used? ✓
 - 8 Fertilizer
 - 8.1 Does the farm use a sufficient amount of organic fertilisers to maintain and improve soil? ✓
 - 8.4 Manure and compost are carefully stored and spread. Nutrient losses are minimised? ✓
 - 8.7 Does the farm not use any chemical fertiliser? ✓
 - 9 Crop protection
 - 9.1 Does the farmer take the necessary measures to prevent crop pests and diseases? Please describe: ✓
 - 9.3 Any indications for the use of chemical pesticides or herbicides? ✓
 - 9.4 Has the farmer established appropriate buffers to prevent pesticide drift from neighbouring farms? ✓
 - 11 Quality
 - 11.3 Appropriate business when handling product during and after harvest? ✓

Mode Certification

Code	Checkpoints	Mem	Criteria	Level	C	NC	PC	NA	Com
(1.0)	Lista de chequeo (normas juntasdas)				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1	Knowledge				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.1	Does the farmer understand basic principles and rules of organic farming?		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.2	Does the farmer know basic organic farming techniques?		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.3	Has the farmer participated in all training events organised by the group or certificate holder? (Indicate dates of training!)		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.8	Is the farmer regularly visited by farm advisors? (Indicate dates of visits!)		Major must		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Whole farm				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.1	There is no parallel production of the same crop on the same farm (certified / not certified)		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.4	The field history, including last use of non allowed substances, is correctly recorded		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Soil				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.1	Is soil erosion a problem on this farm?		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.2	Does the farm take sufficient measures to prevent soil erosion?		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.3	Is soil compaction a problem on this farm?		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.4	Has the farmer been trained regarding soil erosion and soil fertility management?		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.8	Does the farm have sufficient leguminous crops for assuring biological nitrogen fixation?		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9	Does the farm have cover crops in interrow spaces, or during appropriate periods of crop rotation?		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Water				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.1	Is water pollution avoided (e.g. through manure or through postharvest activities)?		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.2	Have adequate buffers with natural vegetation been established along water courses?		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Environment				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.1	Does the farm avoid burning crop residues?		Major must		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Deviations and measures

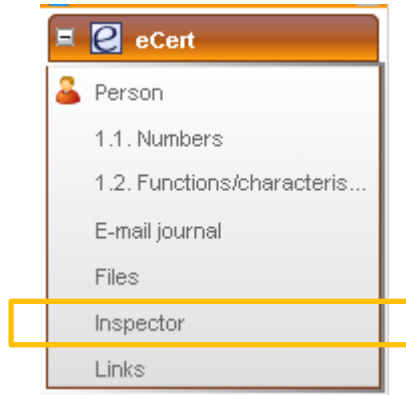
Type	Deviation	Sel.	Measure text

Measure

Repeated complain

10.10.2012

10.10.2012

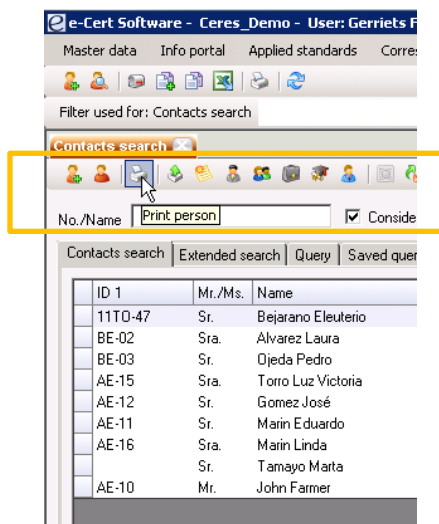


- Inspector's and ICS manager's data
 - contact data
 - ID numbers
 - functions (roles/password)
 - regional scope
 - languages

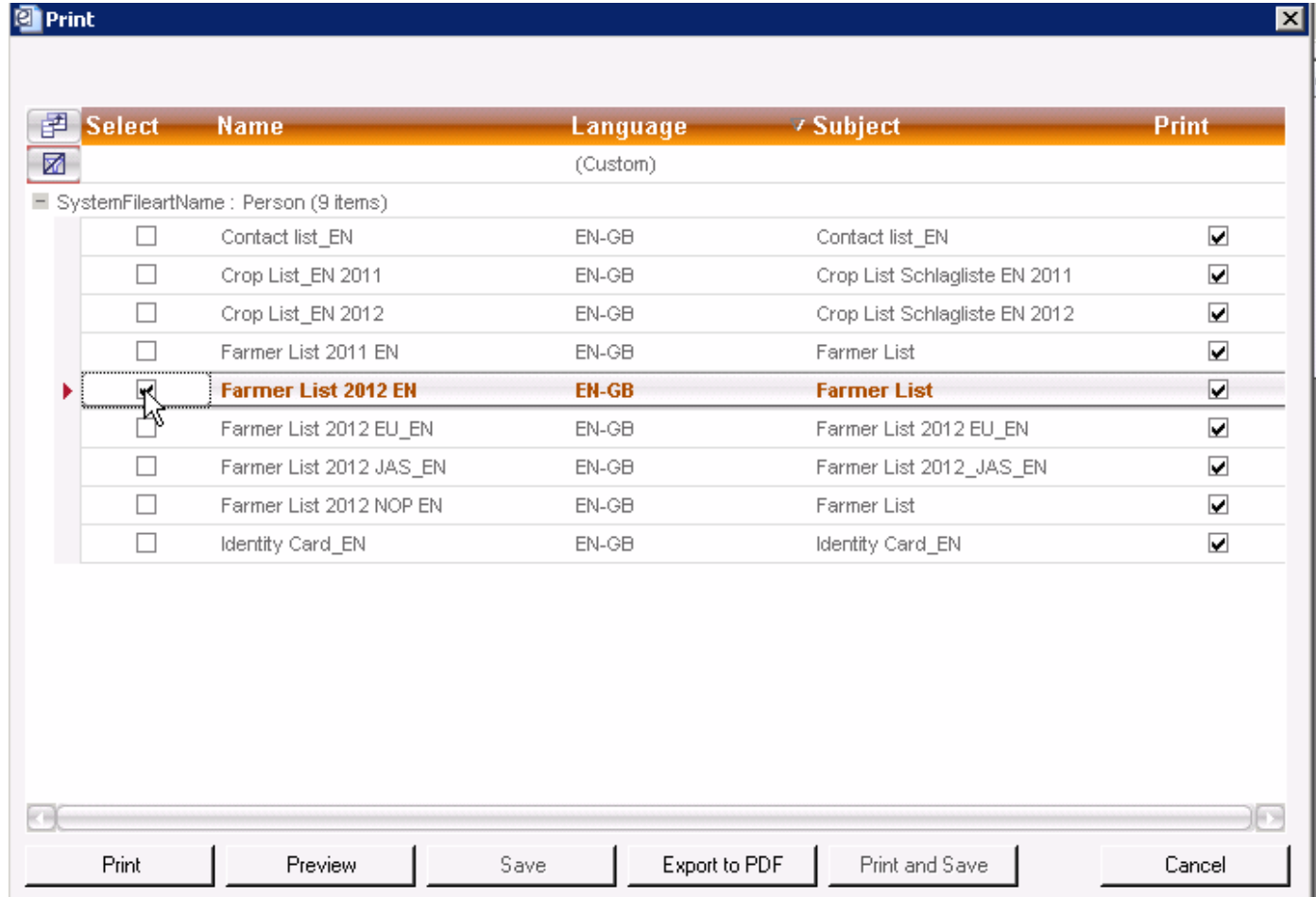
- Inspector's and ICS manager's data
 - trainings and accreditations
 - conflicts of interest
 - standards
 - inspections types

Client conflict lists	Training	ICS Cooperative	Standard	Inspection types
Select	Standard		Accreditation type	
<input checked="" type="checkbox"/>	Bio Suisse			
<input checked="" type="checkbox"/>	Demeter			
<input checked="" type="checkbox"/>	Fairtrade (FLO)			
<input checked="" type="checkbox"/>	Naturland			
<input checked="" type="checkbox"/>	Organic - EU			
<input checked="" type="checkbox"/>	Organic - JAS			
<input checked="" type="checkbox"/>	Organic - NOP			
<input checked="" type="checkbox"/>	Rainforest Alliance			
<input checked="" type="checkbox"/>	UTZ certified			
<input type="checkbox"/>	ICS Management Documentation			

Client conflict lists	Training	ICS Cooperative	Standard	Inspection types	
Date	Status	Qualification	Type	From	To
03/02/2005		EU 834/2007		03/02/2005	02/02/2006
10/01/2006		EU 834/2007		10/01/2006	09/01/2007
10/01/2007		EU 834/2007		10/01/2007	09/01/2008
08/01/2008		EU 834/2007		08/01/2008	07/01/2009
08/01/2008		Naturland		08/01/2008	07/01/2010
08/01/2008		BioSuisse		08/01/2008	07/01/2010
08/01/2008		GLOBALG.A.P.		08/01/2008	07/01/2009
*					



- Reports on mouse click
 - farmer list
 - per year
 - per standard
 - all standards
 - crop list per year
 - contact list
 - ID card with certification status



- Reports can be printed or saved as pdf
- Available in multiple languages

Surname	First Name	ID 1	Farm Name	Address	Contact details: Phone, Email	Consultant	Total ha	Ha (total commercial)	Last Insp.	EU reg.	NOP	JAS	Naturland	Bio Suisse	Demeter	UTZ	RA	FLO
Tamayo	Marta		rio	dddddd			0.00	0.00	05/08/2012									
Alvarez	Laura	BE-02	Finca Maria	Calle Manuel 12 N La Dorada ,		Inspector 2	10.00	0.00	05/21/2012	x		x						
John	Farmer	AE-10	Paradise Farm	Paradise Road Victoria,	049593 3930	Inspector 1	24.90	24.90	03/21/2013	x	x	x						x
Ojeda	Pedro	BE-03	Finca Carlos	Carrera Fernández 12 Victoria,		Inspector 2	12.00	5.00	03/08/2012	x				x				
Torro	Luz Victoria	AE-15	Finca Ana	Calle San José 12 Victoria,			26.00	25.00	02/06/2012									x
Gomez	José	AE-12	Finca Esmeralda	Vereda alta 10 La Dorada ,			5.00	5.00	02/03/2012									
Marin	Eduardo	AE-11	Finca Don Antonio	Calle Nuevo 10 N 2 Victoria,			11.00	11.00	05/08/2012	x				x				x
Marin	Linda	AE-16	Finca Isabel	Carrera Luz 5 Victoria,		Inspector 2	18.50	18.50	05/09/2012									

- List displaying farmers and key data including contact data, last inspector, total ha, commercial use, date of last inspection and standards the farmer complies with

Farmer List: Organic - EU



GroupName: CAFECOOP

General Manager: ICS Manager 1

ICS Manager: ICS Manager 2

Address: M.G. Road 10 No. 12 N 04

Contact Information: +91 (6) 88 5 555 Cafecoop@gmail.com

Crop(s): Banana, Cocoa, Coffee, Cotton, Subsistence, Sugar Cane

Surname	First Name	ID 1	ID 2	Farm Name	Municipal	Contact details: Phone, Email	"Técnico" (Expert)	Total ha	Ha (total comercial)	Year
Alvarez	Laura	BE-02		Finca Maria			Inspector 2	10.00	0.00	2012
John	Farmer	AE-10		Paradise Farm		049593 3930	Inspector 1	24.90	24.90	2012
Ojeda	Pedro	BE-03		Finca Carlos			Inspector 2	12.00	5.00	2012
Marin	Eduardo	AE-		Finca				11.00	11.00	2012

- List displaying farmers who are producing in compliance with EU organic standard; per year; available for each standard

Organisation: CAFECOOP										
Plot list of John, Farmer of farmer, farm ID AE-10; Internal Inspector: Inspector 1										
Field ID	GPS	Current crop 2012 (main)	Last chemical use (date)	Crop (+ if applicable intercrop/other use) last year 2011	Crop (+ if applicable intercrop/other use) 2 years ago 2010	Crops (+ if applicable intercrop/other use) 3 years ago 2009	size (ha)	Estimated yield of current crop	Unit	Standard, Status
01	51,26,44,7	Coffee	12/01/2010	Main use: Coffee (0.80 ha) Other use: Subsistence			0.80	80.00	t	Fairtrade (FLO), Certified; Organic - EU, Organic; Organic - JAS, Organic; Organic - NOP, Organic
02	12,3,07,14	Banana	01/29/2009	Main use: Banana (10.00 ha)			10.00	1,000.00	t	Fairtrade (FLO), Certified; Organic - EU, Organic; Organic - JAS, Organic; Organic - NOP, Organic
03		Cocoa	01/29/2007				2.00	20.00	t	Fairtrade (FLO), Certified; Organic - EU, Organic; Organic - JAS, Organic; Organic - NOP, Organic
03		Sugar Cane	01/29/2007				3.00	30.00	t	Fairtrade (FLO), Certified; Organic - EU, Organic; Organic - JAS, Organic; Organic - NOP, Organic
04		Banana	02/01/2010				7.00	700.00	t	Fairtrade (FLO), Certified; Organic - EU, Organic; Organic - JAS, Organic; Organic - NOP, Organic

- List of fields/plots/paddocks with
 - surface
 - crop
 - certification status per standard
 - estimated yield of current crop
 - date of last chemical input

Identity Card

Name

Peter Smith

Birthday: 18/06/1969

Farmer Code:



Certified Standards/status:

Fairtrade (FLO)/ Certified , Organic -
EU/ Organic , Organic - NOP/ Organic

Valid until :

Issue date: 26/06/2013

Signature director



- ID card displaying
 - farm code
 - standards
 - validity date
 - photo of farmer
 - date of birth
- ID card can be used as a supply record at the warehouse
- ➔ every supply is noted and therefore traceable
- ID card facilitates supply and storage according to standards

- ✓ Farm inspections
- ICS management

- ICS management checklist assures completeness and availability of required documentation for external certification visit

The screenshot displays the e-Cert Software interface for ICS management. The main window shows a checklist with the following structure:

- (2.0) Gestión interna de la documentación del SCI
 - 1 Internal ICS management procedures and documents
 - 1.1 Description of the Internal Control System (ICS)
 - 1.2 Management Structure
 - 1.3 An ICS Manager is nominated
 - 1.4 Internal Regulation
 - 1.5 List of all Internal Inspectors
 - 1.6 Certification Committee
 - 1.7 Risk assessment to address risks, threats to integrity
 - 1.9 Post harvest procedures
 - 1.10 Product flow/purchased and sold quantities
 - 1.11 Internal supervision of Inspectors
 - 2 Internal Training
 - 2.1 Training of Internal Inspectors
 - 3 ICS contracts
 - 3.1 Farmer contracts
 - 4 Farm Management
 - 4.1 Basic production data and maps
 - 4.2 Internal inspection reports and detected non conformities / imposed corrective actions
 - 4.3 Internal sanctions
 - 4.4 Farmer list
 - 5 Preparation in advance of external inspection
 - 5.1 Update and review documents and data
 - 6 Banana
 - 6.1 In case pesticide application is carried out by airplane, does there exist a signed contract with the airline
 - 6.2 Does a representative of the farmer or of the farmers group supervise the cleaning operation
 - 6.3 Are the cleaning operations documented - INCLUDING the signature of the farmers/groups

The main table displays the following checkpoints:

Code	Checkpoints	Mem	e-Cert Text
(2.0)	Gestión interna de la documentación del SCI		
1	Internal ICS management procedures and documents		
1.1	Description of the Internal Control System (ICS)		
1.2	Management Structure		
1.3	An ICS Manager is nominated		
1.4	Internal Regulation		
1.5	List of all Internal Inspectors		
1.6	Certification Committee		
1.7	Risk assessment to address risks, threats to integrity		
1.9	Post harvest procedures		
1.10	Product flow/purchased and sold quantities		
1.11	Internal supervision of Inspectors		
2	Internal Training		
2.1	Training of Internal Inspectors	Major must	
3	ICS contracts		
3.1	Farmer contracts	Major must	
4	Farm Management		
4.1	Basic production data and maps	Major must	
4.2	Internal inspection reports and detected non conformities / imposed corrective actions	Major must	
4.3	Internal sanctions	Major must	
4.4	Farmer list	Major must	
5	Preparation in advance of external inspection		
5.1	Update and review documents and data	Major must	
6	Banana		
6.1	In case pesticide application is carried out by airplane, does there exist a signed contract with the airline	Major must	
6.2	Does a representative of the farmer or of the farmers group supervise the cleaning operation		
6.3	Are the cleaning operations documented - INCLUDING the signature of the farmers/groups		

The detailed view of checkpoint 4.1 shows the following text:

4.1 Basic production data and maps

Basic production data and maps

Basic data about fields, type of crops, estimated harvest, certification etc. is managed within Ecert for every single farmer. This is the very backbone of your ICS and must always be kept up to date!

- You may print out a farmer list with crop details by searching for contacts with the group "farmer". Mark one, some specific or all Farmers and click on the printer symbol in the menu bar. Select the report "Farmer list all Standards" or "Farmer list for a specific Standard"

The screenshot shows a window titled "Checklist" with a toolbar containing a plus sign, the word "open", a dropdown arrow, a refresh icon, and a window icon. The main content area displays a hierarchical tree structure of requirements:

- (2.0) Gestión interna de la documentación del SCI
 - 1 Internal ICS management procedures and documents
 - 1.1 Description of the Internal Control System (ICS)
 - 1.2 Management Structure
 - 1.3 An ICS Manager is nominated
 - 1.4 Internal Regulation
 - 1.5 List of all Internal Inspectors
 - 1.6 Certification Committee
 - 1.7 Risk assessment to address risks, threats to integrity
 - 1.9 Post harvest procedures
 - 1.10 Product flow/purchased and sold quantities
 - 1.11 Internal supervision of Inspectors
 - 2 Internal Training
 - 2.1 Training of Internal Inspectors
 - 3 ICS contracts
 - 3.1 Farmer contracts
 - 4 Farm Management
 - 4.1 Basic production data and maps
 - 4.2 Internal inspection reports and detected non conformities / imposed corrective actions
 - 4.3 Internal sanctions
 - 4.4 Farmer list
 - 5 Preparation in advance of external inspection
 - 5.1 Update and review documents and data
 - 6 Banana
 - 6.1 In case pesticide application is carried out by airplane, does there exist a signed contract with the farmer?
 - 6.2 Does a representative of the farmer or of the farmers group supervise the cleaning operation?
 - 6.3 Are the cleaning operations documented - INCLUDING the signature of the farmers/groups?

Mode Inspection Workflow year 2012

Code	Checkpoints	Mem	Criteria	Level		C	NC	PC	NA	Comment to checkpoint
(2.0)	Gestión interna de la documentación del SCI					<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
1	Internal ICS management procedures and documents					<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
1.1	Description of the Internal Control System (ICS)		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
1.2	Management Structure		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
1.3	An ICS Manager is nominated		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
1.4	Internal Regulation		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
1.5	List of all Internal Inspectors		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
1.6	Certification Committee		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
1.7	Risk assessment to address risks, threats to integrity		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
1.9	Post harvest procedures		Major must			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.10	Product flow/purchased and sold quantities		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
1.11	Internal supervision of Inspectors		Major must			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Internal Training					<input type="checkbox"/>	<input type="checkbox"/>			
2.1	Training of Internal Inspectors		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
3	ICS contracts					<input type="checkbox"/>	<input type="checkbox"/>			
3.1	Farmer contracts		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
4	Farm Management					<input type="checkbox"/>	<input type="checkbox"/>			
4.1	Basic production data and maps		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
4.2	Internal inspection reports and detected non conformities / imposed corrective actions		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
4.3	Internal sanctions		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
4.4	Farmer list		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
5	Preparation in advance of external inspection					<input type="checkbox"/>	<input type="checkbox"/>			
5.1	Update and review documents and data		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
6	Banana					<input type="checkbox"/>	<input type="checkbox"/>			
6.1	In case pesticide application is carried out by airplane, does there exist a signed contract with the airline confirming full responsibility on the airlines side to properly "triple wash" the complete equipment before loading water and inputs for the "organic spray"?		Major must			<input type="checkbox"/>	<input type="checkbox"/>			
	Does a representative of the farmer or of the farmers					<input type="checkbox"/>	<input type="checkbox"/>			

e-Cert Text

4.1

Basic production data and maps

Basic data about fields, type of crops, estimated harvest, certification etc. is managed within Ecert for every single farmer. This is the very backbone of your ICS and must always be kept up to date!

- You may print out a farmer list with crop details by searching for contacts with the group "farmer". Mark one, some specific or all Farmers and click on the printer symbol in the menu bar. Select the report "Farmer list all Standards" or "Farmer list for a specific Standard"

Deviations and measures

Type	Deviation	Sel.	Measure text	<input type="checkbox"/> Repeated complain
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