

DESCRIPTION OF SEAWEED AND ALGAE ORGANIC SYSTEM PLAN (OSP) & Control

<b>Operator's Name</b>				<b>To be filled by A CERT personnel</b>	
<b>Operator's Code</b> <i>(N/A for initial submissions)</i>				Certification officer's name	Code
<b>VAT number</b>				Date of evaluation:	
<b>Name, Surname</b>	Owner or legal representative			Date of verification:	
<b>Quality manager/ authorized person to be present during the inspection</b> <input type="checkbox"/> Mr. / <input type="checkbox"/> Mrs.				Inspector's name	Code
Name		Surname		Phone	
ID number		email		Date of inspection:	

<b>Scope of Organic Certification for</b>	<input type="checkbox"/> <b>Algae Cultivation</b>	<input type="checkbox"/> <b>Seaweed Cultivation</b>	<b>In-house processing/handling unit</b>	<b>Instructions for A CERT personnel</b>
	<input type="checkbox"/> <b>Wild harvest of Algae</b>	<input type="checkbox"/> <b>Wild harvest of Seaweed</b>		
<p>You are requested to describe your activities in detail. It is mandatory to keep your OSP up to date! Please submit it annually and anytime an update to the description of the unit, the activities, or the control measures occurs during the production year.</p>				<b>ER:</b> Evaluation results, to be filled by the Certification officer that evaluates the Organic System Plan. <b>AR:</b> Verification results or inspection assessment results, to be filled by the inspector. <b>Possible Results:</b> <b>C:</b> Compliance; <b>NC:</b> Non-compliance/ non-conformity; <b>NA:</b> Non-applicable. During the inspection, when NC is identified, a non-conformity form must be filled.
<b>Type of submission</b>	<input type="checkbox"/> <b>Initial</b>	<input type="checkbox"/> <b>Annual</b>	<input type="checkbox"/> <b>Updates</b>	

1	General Information	To be filled by A CERT personnel		
		ER	AR	Notes
1.1	Total number of facilities			
1.2	Quality Management Systems maintained by the company			
	<input type="checkbox"/> GlobalG.A.P.	<input type="checkbox"/> ASC	<input type="checkbox"/> BAP	<input type="checkbox"/> ISO 14001
	<input type="checkbox"/> ISO 9001	<input type="checkbox"/> ISO 22000	<input type="checkbox"/> ISO FSSC 22000	<input type="checkbox"/> Other
1.3	Production of	<input type="checkbox"/> organic products only	<input type="checkbox"/> same organic & non-organic	<input type="checkbox"/> different organic & non-organic
	If different, list the non-organic products			
1.4	Training in Organic takes place every	<input type="checkbox"/> 2 years, <input type="checkbox"/> year, <input type="checkbox"/> 6 months, <input type="checkbox"/> Other		
1.5	Organic-trained personnel	<input type="checkbox"/> All, <input type="checkbox"/> Legal representative, <input type="checkbox"/> Quality manager, <input type="checkbox"/> Handling personnel, <input type="checkbox"/> Cleaning personnel		
1.6	Use of GMO products	<input type="checkbox"/> Yes / <input type="checkbox"/> No	Mangrove destruction	<input type="checkbox"/> Yes / <input type="checkbox"/> No
	Use of ionizing radiation	<input type="checkbox"/> Yes / <input type="checkbox"/> No		
				Article 11; Article 5(iii) to regulation 2018/848 Part III 1.4

2 Facilities & Equipment						To be filled by A CERT personnel		
Units managed by the company, (both the organic and the non-organic locations must be described below)						ER	AR	Notes
2.1	Name or unit identifier	Unit address (Including latitude & longitude)	Type of unit	Species	Used for			
A		Address Latitude Longitude Online maps link	<input type="checkbox"/> Administration office, <input type="checkbox"/> Storage, <input type="checkbox"/> Other <input type="checkbox"/> <b>Production site:</b> <input type="checkbox"/> terrestrial, <input type="checkbox"/> freshwater, <input type="checkbox"/> brackish water, <input type="checkbox"/> Other <input checked="" type="checkbox"/> Land / <input type="checkbox"/> Sea/ <input type="checkbox"/> Shore based installation		<input type="checkbox"/> Organic <input type="checkbox"/> Non-Organic <input type="checkbox"/> Both			
B		Address Latitude Longitude Online maps link	<input type="checkbox"/> Administration office, <input type="checkbox"/> Storage, <input type="checkbox"/> Other <input type="checkbox"/> <b>Production site:</b> <input type="checkbox"/> terrestrial, <input type="checkbox"/> freshwater, <input type="checkbox"/> brackish water, <input type="checkbox"/> Other <input type="checkbox"/> Land / <input type="checkbox"/> Sea/ <input type="checkbox"/> Shore based installation		<input type="checkbox"/> Organic <input type="checkbox"/> Non-Organic <input type="checkbox"/> Both			
C		Address Latitude Longitude Online maps link	<input type="checkbox"/> Administration office, <input type="checkbox"/> Storage, <input type="checkbox"/> Other <input type="checkbox"/> <b>Production site:</b> <input type="checkbox"/> terrestrial, <input type="checkbox"/> freshwater, <input type="checkbox"/> brackish water, <input type="checkbox"/> Other <input type="checkbox"/> Land / <input type="checkbox"/> Sea/ <input type="checkbox"/> Shore based installation		<input type="checkbox"/> Organic <input type="checkbox"/> Non-Organic <input type="checkbox"/> Both			
d		Address Latitude Longitude Online maps link	<input type="checkbox"/> Administration office, <input type="checkbox"/> Storage, <input type="checkbox"/> Other <input type="checkbox"/> <b>Production site:</b> <input type="checkbox"/> terrestrial, <input type="checkbox"/> freshwater, <input type="checkbox"/> brackish water, <input type="checkbox"/> Other <input type="checkbox"/> Land / <input type="checkbox"/> Sea/ <input type="checkbox"/> Shore based installation		<input type="checkbox"/> Organic <input type="checkbox"/> Non-Organic <input type="checkbox"/> Both			
2.2	<b>Are the production facilities situated in locations that are subject to contamination by products or substances not authorized for organic production, or pollutants that would comprise the organic nature of the products?</b> (provide further explanation below)					<input type="checkbox"/> Yes / <input type="checkbox"/> No		Part III 1.1 and 1.2 to regulation 2018/848 Article 15.1&2 Delegated regulation 2021/1698
	Explanation:							
2.3	Source of water		Is the quality of the water analyzed?	<input type="checkbox"/> Yes / <input type="checkbox"/> No				Part III 1.2 to regulation 2018/848
2.4	Percentage of renewable energy sources (Wind, solar, geothermal, wave, tidal, hydropower, landfill gas, biogas & sewage treatment plant gas)	Type%	Type of energy source:					
2.5	<b>Which is applicable type of the requested organic facilities?</b>		<b>Applicable facilities (A-F)</b>					
	a. <input type="checkbox"/> seaweed harvesting site							
	b. <input type="checkbox"/> micro-algae harvesting site							
	c. <input type="checkbox"/> seaweed and/or new micro-algae cultivation unit							

	If "c" is selected, which is the period (in days) of one full production cycle?				
	<b>Organic and non-organic separation measures are based on</b> <i>(Applicable only to operation that have both organic and non-organic production units)</i>	<input type="checkbox"/> <b>Applicable</b> / <input type="checkbox"/> <b>Non-Applicable</b>			
<b>2.6</b>	<input type="checkbox"/> the natural situation	Further explanation:			
	<input type="checkbox"/> the separate water distribution systems	Further explanation:			
	<input type="checkbox"/> distances	Further explanation:			
	<input type="checkbox"/> the tidal flow	Further explanation:			
	<input type="checkbox"/> the upstream and the downstream location of the organic production	Further explanation:			
	<input type="checkbox"/> Other	Further explanation:			

<b>3 Sustainable Management Plan,</b>				<b>ER</b>	<b>AR</b>	<b>Notes</b>
3.1	A sustainable management plan proportionate to the production unit is attached. <i>(The content of the environmental assessment shall be based on Annex IV to Council Directive 85/337/EEC)</i>	<input type="checkbox"/> Yes / <input type="checkbox"/> No	Previous date of issue Latest date of issue			Part III 1.5 & 1.9 to regulation 2018/848
3.2	The sustainable management plan is updated annually	<input type="checkbox"/> Yes / <input type="checkbox"/> No				Part III 1.6 to regulation 2018/848
<b>3.3 The sustainable management plan details:</b>						
a	The environmental effects of the operation	<input type="checkbox"/> Yes, <input type="checkbox"/> No				Part III 1.5 & 1.6 to regulation 2018/848
b	the environmental monitoring to be undertaken	<input type="checkbox"/> Yes, <input type="checkbox"/> No				Part III 1.5 & 1.6 to regulation 2018/848
c	and list measures to be taken to minimize negative impacts on the surrounding aquatic and terrestrial environments, including, where applicable, nutrient discharge into the environment per production cycle or per annum	<input type="checkbox"/> Yes, <input type="checkbox"/> No				Part III 1.5 & 1.6 to regulation 2018/848
d	the surveillance and repair of technical equipment	<input type="checkbox"/> Yes, <input type="checkbox"/> No				Part III 1.6 to regulation 2018/848
e	a waste reduction schedule that will be put in place at the commencement of operations	<input type="checkbox"/> Yes, <input type="checkbox"/> No				Part III 1.9 to regulation 2018/848
f	environmental assessment (for new application and operators producing over 20 t of aquaculture products)	<input type="checkbox"/> Yes, <input type="checkbox"/> No				Part III 1.3 to regulation 2018/848
3.4	The operation, by preference, uses renewable energy sources and re-cycle materials (detailed in the sustainable management plan)	<input type="checkbox"/> Yes, <input type="checkbox"/> No, <input type="checkbox"/> NA				Part III 1.9 to regulation 2018/848
3.5	the use of residual heat shall be limited to energy from renewable sources	<input type="checkbox"/> Yes, <input type="checkbox"/> No, <input type="checkbox"/> NA				Part III 1.9 to regulation 2018/848
3.6	For seaweed harvesting a once-off biomass estimate is undertaken at the outset	<input type="checkbox"/> Yes, <input type="checkbox"/> No, <input type="checkbox"/> NA				Part III 1.9 to regulation 2018/848

<b>4 Sustainable harvesting of wild algae (seaweed and micro-algae),</b>		<input type="checkbox"/> <b>Applicable</b> / <input type="checkbox"/> <b>Non-Applicable</b>		<b>ER</b>	<b>AR</b>	<b>Notes</b>
4.1	Suitability of the collection area based on the below framework: <i>the growing areas are of high ecological quality as defined by Directive 2000/60/EC of the European Parliament and of the Council of 23 October 2000 establishing a framework for Community action in the field of water policy; and, pending its implementation, of a quality equivalent to designated waters under Directive 2006/113/EC of the European Parliament and of the Council of 12 December 2006 on the quality required of shellfish waters and are not unsuitable from a health point of view. Pending more detailed rules to be introduced in implementing legislation, wild edible seaweeds shall not be collected in areas which would not</i>	<input type="checkbox"/> <b>Suitable</b> <input type="checkbox"/> <b>Unsuitable</b>				Part III 2.2.(a); 2.4 to regulation 2018/848

	meet the criteria for Class A or Class B areas as defined in Annex II of Regulation (EC) No 854/2004 of the European Parliament and of the Council of 29 April 2004 laying down specific rules for the organization of official controls on products of animal origin intended for human consumption				
4.2	Does the collection affect the long-term stability of the natural habitat or the maintenance of the species in the collection area?	<input type="checkbox"/> Yes, <input type="checkbox"/> No			Part III 2.2 & 2.4 regulation 2018/848
4.3	Are the documentary accounts maintained in the unit or premises that enable the operator to identify and A CERT to verify that the harvesters have supplied only wild algae produced in accordance with Regulation 2018/848? <i>(minimum information: date, time, product, weight (kg or tons), harvest location, coordinates, lot number)</i>	<input type="checkbox"/> Yes, <input type="checkbox"/> No			Part III 1.11 to regulation 2018/848
4.4	Is the harvesting carried out in such a way that the amounts harvested do not cause a significant impact on the state of the aquatic environment? <i>( record the maximum amounts that may be harvested without causing a significant impact on the state of the aquatic environment <b>in the sustainable management plan</b>)</i>	<input type="checkbox"/> Yes, <input type="checkbox"/> No			Part III 1.5 & 2.2.(a) & 3.1.6.9 to regulation 2018/848
4.5	Measures shall be taken to ensure that seaweed can regenerate, such as harvest technique, minimum sizes, ages, reproductive cycles or size of remaining seaweed. <i>(the relevant information shall be detailed <b>in the sustainable management plan</b>)</i>	<input type="checkbox"/> Yes, <input type="checkbox"/> No			Part III 3.1.5 & 3.1.6 to regulation 2018/848
4.6	<b>If seaweed is harvested from a shared or common harvest area</b> , does the documentary evidence explain and monitor that the total harvest complies with this Standard?	<input type="checkbox"/> Yes, <input type="checkbox"/> No			Part III 1.11 to regulation 2018/848
4.7	Do the mandatory records provide evidence of sustainable management and of no long-term impact on the harvesting areas? <i>(Mandatory records: Harvest estimate (volumes) per season; Sustainable annual yield for each bed.)</i>	<input type="checkbox"/> Yes, <input type="checkbox"/> No			Part III 1.11 to regulation 2018/848
4.8	Other information:				

5 Product Flow Chart(s)					To be filled by A CERT personnel		
S/N	Internal Flowchart code <i>(if any)</i>	Seaweed or algae products	Attached	Used for	ER	AR	Notes
1			<input type="checkbox"/> Yes / <input type="checkbox"/> No	<input type="checkbox"/> Organic <input type="checkbox"/> Non-Organic			
2			<input type="checkbox"/> Yes / <input type="checkbox"/> No	<input type="checkbox"/> Organic <input type="checkbox"/> Non-Organic			
3			<input type="checkbox"/> Yes / <input type="checkbox"/> No	<input type="checkbox"/> Organic <input type="checkbox"/> Non-Organic			

6 Suppliers					To be filled by A CERT personnel		
S/N	Supplier Name	Supplier of	Organic Certificate	ER	AR	Notes	
1			<input type="checkbox"/> Yes / <input type="checkbox"/> No				
2			<input type="checkbox"/> Yes / <input type="checkbox"/> No				
3			<input type="checkbox"/> Yes / <input type="checkbox"/> No				

7 Seaweed and algae production details											To be filled by A CERT personnel		
S/N	Seaweed/ algae name	Scientific name	CN code <i>(8 digits)</i>	Year	Production Facilities	Annual start	Additions	Removals	Estimated annual	Production period	ER	AR	Notes

					(A-F)	(tons)	Purchases (tons)	Self- produced (tons)	Harvest/ collection (tons)	wastes/ other (tons)	production (tons)			
1				Current year										
				Previous year										
2				Current year										
				Previous year										

8	Cultivation						<input type="checkbox"/> Applicable / <input type="checkbox"/> Non-Applicable	ER	AR	Notes
b.1	Culture density or operational intensity shall be recorded and shall maintain the integrity of the aquatic environment by ensuring that the maximum quantity of seaweed which can be supported without negative effects on the environment is not exceeded.						<input type="checkbox"/> Yes / <input type="checkbox"/> No			Part III 2.3 & 3.1.5.3 to regulation 2018/848
	Provide below an explanation on how the above requirement is met.									
8.2	Does the operation re-uses or recycles, where possible, the ropes and other equipment used for growing seaweed?						<input type="checkbox"/> Yes / <input type="checkbox"/> No			Part III 2.3.4 to regulation 2018/848
	Provide further explanation:									
8.3	<b>Applicable to seaweed farming operations that take place in coastal area.</b>						<input type="checkbox"/> Applicable / <input type="checkbox"/> Non-Applicable			
A	Does the operation apply sustainable practices that are used in all stages of production, from collection of juvenile seaweed to harvesting?						<input type="checkbox"/> Yes / <input type="checkbox"/> No			Part III 2.2.2 (a) to regulation 2018/848
	Further explanation:									
B	The operation ensures that a wide gene-pool is maintained, the collection of juvenile seaweed in the wild should take place on a regular basis to supplement indoor culture stock.						<input type="checkbox"/> Yes / <input type="checkbox"/> No			Part III 2.2.2 (b) to regulation 2018/848
	Further explanation:									
8.4	Fertilisers shall not be used except in indoor facilities and only if they have been authorized for use in organic production and specifically are listed only?						<input type="checkbox"/> Yes, <input type="checkbox"/> No, <input type="checkbox"/> NA			Part III 2.2.2 (c) article 24 to regulation 2018/848
	Explanation on the use of fertilisers:									
	Commercial product name		Active substances		Dosage					
8.5	<b>Applicable only to operations of seaweed cultures at sea</b>						<input type="checkbox"/> Applicable / <input type="checkbox"/> Non-Applicable			Part III 2.3.1 to regulation 2018/848
	The operation utilizes nutrients naturally occurring in the environment, OR									
	The operation utilizes nutrients from organic aquaculture animal production, preferably located nearby as part of a polyculture system.									
						<input type="checkbox"/> Yes, <input type="checkbox"/> No			Part III 2.3.1 to regulation 2018/848	

<b>Applicable only in facilities on land where external nutrient sources are used</b>		<input type="checkbox"/> Applicable / <input type="checkbox"/> Non-Applicable		
8.6	Does the operation take the necessary measures to ensure that the nutrient levels in the effluent water are verifiably the same, or lower, than the inflowing water?	<input type="checkbox"/> Yes, <input type="checkbox"/> No		Part III 2.3.2 to regulation 2018/848
	If yes, which measures?			
	Does the operation use nutrients of plant or mineral origin and as listed?	<input type="checkbox"/> Yes, <input type="checkbox"/> No (if yes, fill the below table)		Part III 2.3.2 to regulation 2018/848
	<b>Commercial product name</b>	<b>Active substances</b>	<b>Dosage</b>	<b>Website link of the fertilisers</b>
				Article 24 to regulation 2018/848
8.7	Preparation of unprocessed products	<input type="checkbox"/> Yes / <input type="checkbox"/> No		Part III 1.10 to regulation 2018/848

<b>9 Antifouling measures and cleaning of production equipment and facilities</b>		<b>ER</b>	<b>AR</b>	<b>Notes</b>
9.1	Are the Bio-fouling organisms removed only by physical means or by hand and where appropriate returned to the sea at a distance from the farm	<input type="checkbox"/> Yes, <input type="checkbox"/> No Provide below the detailed measures		Part III 3.4.1 (e) to regulation 2018/848
9.2	Are the cleaning of equipment and facilities shall be carried out by physical or mechanical measures.	<input type="checkbox"/> Yes, <input type="checkbox"/> No		Part III 3.4.1 (e) to regulation 2018/848
9.3	When the cleaning is not satisfactory, does the company uses substances listed only?	<input type="checkbox"/> Yes, <input type="checkbox"/> No		Part III 3.4.1 (f) to regulation 2018/848
	<b>Commercial product name</b>	<b>Active substances</b>	<b>Website link of the product</b>	
				Article 24 to regulation 2018/848

<b>10 Subcontracting Activities</b>		<input type="checkbox"/> Applicable / <input type="checkbox"/> Non-Applicable	<b>ER</b>	<b>AR</b>	<b>Notes</b>
10.1	Are there activities carried out <b>by third-party companies?</b>	<input type="checkbox"/> Yes / <input type="checkbox"/> No			Article 34.3 & 34.5 to regulation 2018/848
10.2	Are the contracts with the subcontractors, that state clearly the particular subcontracting activities and the provisions oriented to regulation 2018/848 of the applied services available and attached?	<input type="checkbox"/> Yes / <input type="checkbox"/> No			Article 34.3 & 34.5 to regulation 2018/848
	Are the subcontractors certified by an equivalent Control Body?	<input type="checkbox"/> Yes / <input type="checkbox"/> No			Article 34.3 & 34.5 to regulation 2018/848
	If yes, are their certificates attached?	<input type="checkbox"/> Yes / <input type="checkbox"/> No			Article 34.3 & 34.5 to regulation 2018/848
	If no,	is the company willing to include these activities in the operator's control system? <b>(Submit an additional OSP for the activities provided by the Subcontractor)</b>	<input type="checkbox"/> Yes / <input type="checkbox"/> No		Article 34.3 & 34.5 to regulation 2018/848
		are the subcontracting activities monitored or supervised?	<input type="checkbox"/> Yes / <input type="checkbox"/> No		Article 34.3 & 34.5 to regulation 2018/848
	how is the conformity with regulation 2018/848 being monitored at all stages? <i>(Requires documentation)</i>				
	<input type="checkbox"/> Supervision	<input type="checkbox"/> Training	<input type="checkbox"/> Record-keeping	<input type="checkbox"/> Other	

List of the subcontractors at the below table,							-	-	
10.3	Name of Subcontractor	Address	Control Body	Period of applied services	Products concerned	Activity	-	-	-
			YY-BIO-XXX			<input type="checkbox"/> Storage <input type="checkbox"/> Other			
10.4	Are there subcontracted activities provided to other organic operators?					<input type="checkbox"/> Yes / <input type="checkbox"/> No			Article 34.3 & 34.5 to regulation 2018/848
10.5	If yes,	are their certificates attached?				<input type="checkbox"/> Yes / <input type="checkbox"/> No			
		are the contracts with the operators, that state clearly the particular subcontracting activities of the applied services, available and attached?				<input type="checkbox"/> Yes / <input type="checkbox"/> No			
		list of the operators that receive subcontracting services by the company at the below table,							-
10.6	Name of Operator	Address	Control Body	Period of applied services	Products concerned	Activity	-	-	
			YY-BIO-XXX			<input type="checkbox"/> Storage <input type="checkbox"/> Other			

11	Transportation	ER	AR	Notes
11.1	The products are transported by the supplier <input type="checkbox"/> Always   <input type="checkbox"/> Never   <input type="checkbox"/> Occasionally (If <b>always</b> , skip questions 7.2-7.4 & 7.9)			(61) article 23.1; Annex III 1 to regulation 2018/848
11.2	Means of transport for the transportation of organic products,			Annex III 3.1.6.6 to regulation 2018/848
	<input type="checkbox"/> Farm car <input type="checkbox"/> Open truck <input type="checkbox"/> Closed truck <input type="checkbox"/> Container <input type="checkbox"/> Train wagon <input type="checkbox"/> Vessel <input type="checkbox"/> Airplane <input type="checkbox"/> Other			
11.3	Are the above means being used to transport non-organic crops?			Annex III 2 Article 38.1(c) to regulation 2018/848
11.4	Do organic products transport together with non-organic products?			Annex III 2 Article 38.1(c) to regulation 2018/848
11.5	Reception of Organic raw materials in	<input type="checkbox"/> Bulk   <input type="checkbox"/> Small bags   <input type="checkbox"/> Big bags   <input type="checkbox"/> Crates   <input type="checkbox"/> Cartons/boxes   <input type="checkbox"/> Container   <input type="checkbox"/> Other		Annex III 5 to regulation 2018/848
11.6	Lab analysis of raw materials	<input type="checkbox"/> Every lot   <input type="checkbox"/> Every supplier   <input type="checkbox"/> Other		
11.7	<b>Documents assessed by the operation for the acceptance of organic products,</b>			Annex III 5 to regulation 2018/848
	<input type="checkbox"/> Invoice <input type="checkbox"/> Certificate from supplier <input type="checkbox"/> Bill of lading / CMR			
	<input type="checkbox"/> Transportation receipt/ bill <input type="checkbox"/> Transaction Certificate (TC) <input type="checkbox"/> Other			
11.8	<b>Are the below mandatory indications included in the commercial documents?</b>			Annex III 5 to regulation 2018/848
a.	the name and address of the supplier			<input type="checkbox"/> Yes / <input type="checkbox"/> No
b.	the name of the product accompanied by a reference to the organic production method			<input type="checkbox"/> Yes / <input type="checkbox"/> No
c.	the code number of the supplier's Control Body (YY-BIO-XXX)			<input type="checkbox"/> Yes / <input type="checkbox"/> No
d.	where relevant, the lot number			<input type="checkbox"/> Yes / <input type="checkbox"/> No
e.	is the above information presented also on an accompanying document that can be undeniably linked with the packaging, the container, or the vehicular transport of the product?			<input type="checkbox"/> Yes / <input type="checkbox"/> No

<b>Precautionary measures to avoid contamination at the transportation level,</b> <i>(non-applicable in cases where the raw materials are delivered by the supplier)</i>					
11.9	<input type="checkbox"/> Cleaning with record-keeping	<input type="checkbox"/> Time separation	<input type="checkbox"/> Other		
Is the effectiveness of the above measures also monitored and recorded?				<input type="checkbox"/> Yes / <input type="checkbox"/> No	

12	Storage					ER	AR	Notes
	<input type="checkbox"/> Applicable / <input type="checkbox"/> Non-Applicable							
12.1	<b>Unit Type</b>	<b>Surface (m<sup>2</sup>)</b>	<b>Storage of</b>	<b>Owned/ Rented</b>	<b>Used for</b>			
A			<input type="checkbox"/> Raw materials; <input type="checkbox"/> Inputs; <input type="checkbox"/> final production <input type="checkbox"/> equipment & Packaging material; <input type="checkbox"/> Other	<input type="checkbox"/> Owned <input type="checkbox"/> Rented	<input type="checkbox"/> Organic <input type="checkbox"/> Non-Organic			Annex III 7 to regulation 2018/848
B			<input type="checkbox"/> Raw materials; <input type="checkbox"/> Inputs; <input type="checkbox"/> final production <input type="checkbox"/> equipment & Packaging material; <input type="checkbox"/> Other	<input type="checkbox"/> Owned <input type="checkbox"/> Rented	<input type="checkbox"/> Organic <input type="checkbox"/> Non-Organic			
C			<input type="checkbox"/> Raw materials; <input type="checkbox"/> Inputs; <input type="checkbox"/> final production <input type="checkbox"/> equipment & Packaging material; <input type="checkbox"/> Other	<input type="checkbox"/> Owned <input type="checkbox"/> Rented	<input type="checkbox"/> Organic <input type="checkbox"/> Non-Organic			
12.2	Are non-organic raw materials being stored together with organic raw materials?				<input type="checkbox"/> Yes / <input type="checkbox"/> No			Annex III 7 to regulation 2018/848
	If yes, are identification signs placed in the storage unit to separate the organic raw materials?				<input type="checkbox"/> Yes / <input type="checkbox"/> No			Annex III 7 to regulation 2018/848
12.3	Are any prohibited inputs being stored together with organic raw materials or authorized substances?				<input type="checkbox"/> Yes / <input type="checkbox"/> No			Annex III 7 to regulation 2018/848
12.4	<b>Risks of contamination,</b>							
	<input type="checkbox"/> Mix of products with non-organic or in-conversion	<input type="checkbox"/> Mix of ingredients	<input type="checkbox"/> Other					Article 9.5 & 28 to regulation 2018/848
	<input type="checkbox"/> Contamination with non-authorized substances	<input type="checkbox"/> Traceability loss	<input type="checkbox"/> Other					Article 9.5 & 28 to regulation 2018/848
12.5	<b>Precautionary measures to avoid contamination at the storage level,</b>							Article 9.5 & 28 to regulation 2018/848
	<input type="checkbox"/> Place separation	<input type="checkbox"/> Time separation	<input type="checkbox"/> Sanitation					
	<input type="checkbox"/> Cleaning with record-keeping	<input type="checkbox"/> Signs on the wall	<input type="checkbox"/> Lot identification					Annex III 3.b.(i) to regulation 2018/848
	<input type="checkbox"/> Discriminated with different package colour	<input type="checkbox"/> Signs on the floor	<input type="checkbox"/> Other					
Is the effectiveness of the above measures also monitored and recorded?					<input type="checkbox"/> Yes / <input type="checkbox"/> No			

13	Transportation of final products					ER	AR	Notes
13.1	The products are transported:	<input type="checkbox"/> Internal transportation to owned handling unit, <input type="checkbox"/> Buyer, <input type="checkbox"/> N/A, the handling unit is in the same location						Article 23; 38 (c) to regulation 2018/848
13.2	The products are transported by the buyer	<input type="checkbox"/> Always   <input type="checkbox"/> Never   <input type="checkbox"/> Occasionally   <input type="checkbox"/> Not applicable <i>(If <b>always</b>, skip questions 7.2-7.4 &amp; 7.9)</i>						
13.3	Means of transport for the transportation of organic products,							
	<input type="checkbox"/> Farm car	<input type="checkbox"/> Open truck	<input type="checkbox"/> Closed truck	<input type="checkbox"/> Container	<input type="checkbox"/> Train wagon	<input type="checkbox"/> Vessel	<input type="checkbox"/> Airplane	<input type="checkbox"/> Other
13.4	Are the above means being used to transport non-organic crops?				<input type="checkbox"/> Yes / <input type="checkbox"/> No			
13.5	Do organic products transport together with non-organic products?				<input type="checkbox"/> Yes / <input type="checkbox"/> No			
13.6	Transportation of organic product in	<input type="checkbox"/> Small bags   <input type="checkbox"/> Big bags   <input type="checkbox"/> Crates   <input type="checkbox"/> Cartons/boxes   <input type="checkbox"/> Container   <input type="checkbox"/> Other						



	<b>Documents assessed by the operation for the acceptance of organic products,</b>					Annex III 5 & 1 article 23 to regulation 2018/848
13.7	<input type="checkbox"/> Invoice	<input type="checkbox"/> Certificate from supplier	<input type="checkbox"/> Bill of lading / CMR			
	<input type="checkbox"/> Transportation receipt/ bill	<input type="checkbox"/> Transaction Certificate (TC)	<input type="checkbox"/> Other			
13.8	<b>Are the below mandatory indications included in the commercial documents?</b>			<input type="checkbox"/> Yes / <input type="checkbox"/> No		Article 32 & 33 to regulation 2018/848
a.	<i>the name and address of the supplier</i>			<input type="checkbox"/> Yes / <input type="checkbox"/> No		
b.	<i>the name of the product accompanied by a reference to the organic production method</i>			<input type="checkbox"/> Yes / <input type="checkbox"/> No		
c.	<i>the code number of the supplier's Control Body (YY-BIO-XXX)</i>			<input type="checkbox"/> Yes / <input type="checkbox"/> No		
d.	<i>where relevant, the lot number</i>			<input type="checkbox"/> Yes / <input type="checkbox"/> No		
e.	<i>is the above information presented also on an accompanying document that can be undeniably linked with the packaging, the container, or the vehicular transport of the product?</i>			<input type="checkbox"/> Yes / <input type="checkbox"/> No		
	<b>Precautionary measures to avoid contamination at the transportation level,</b> <i>(non-applicable in cases where the raw materials are delivered by the supplier)</i>					Article 9.5 & 28 to regulation 2018/848
13.9	<input type="checkbox"/> Cleaning with record-keeping	<input type="checkbox"/> Time separation	<input type="checkbox"/> Other			Annex III 3.b.(i) to regulation 2018/848
	Is the effectiveness of the above measures also monitored and recorded?			<input type="checkbox"/> Yes / <input type="checkbox"/> No		

14	Record System and Traceability (the records must allow the product traceability at all levels)	ER	AR	Notes
14.1	Applicable to collection of algae and seaweed producers			Article 34.5 to regulation 2018/848
a	<input type="checkbox"/> Production & harvest records, ( <i>minimum info: List of species, date start, location, date of harvest, quantity harvested, batch/lot number</i> )			Article 34.5 to regulation 2018/848
b	<input type="checkbox"/> Fertilization ( <i>minimum information: date of application, type of fertilization, amount of fertilizer used</i> )			Article 34.5 to regulation 2018/848
14.2	Applicable to collection of wild algae			Article 34.5 to regulation 2018/848
a	<input type="checkbox"/> History of harvesting activity for each species in named beds,			Article 34.5 to regulation 2018/848
b	<input type="checkbox"/> Harvest estimate (volumes) per season,			Article 34.5 to regulation 2018/848
c	<input type="checkbox"/> Sources of possible pollution for harvest beds,			Article 34.5 to regulation 2018/848
d	<input type="checkbox"/> Sustainable annual yield for each bed.			Article 34.5 to regulation 2018/848
14.3	<input type="checkbox"/> Transportation records and receipts of raw materials			Article 34.5 to regulation 2018/848
14.4	<input type="checkbox"/> Raw material sourcing – Reception of organic products ( <i>minimum information: Date, product, quantity, supplier, invoice number</i> )			Article 34.5 to regulation 2018/848
14.5	<input type="checkbox"/> Storage of raw materials			Article 34.5 to regulation 2018/848
14.6	<input type="checkbox"/> Storage of harvested/collected algae/seaweed			Article 34.5 to regulation 2018/848
14.7	<input type="checkbox"/> Transportation records and receipts of final products			Article 34.5 to regulation 2018/848
14.8	<input type="checkbox"/> Invoices of raw materials, certificate copies from suppliers			Article 34.5 to regulation 2018/848
14.9	<input type="checkbox"/> Sales records ( <i>including invoices and buyer certificates as well as local sales and sales as non-organic</i> )			Article 34.5 to regulation 2018/848
14.10	<input type="checkbox"/> Cleaning records ( <i>discriminated to the cleaning of storage; facilities; machinery; equipment/tools; means of transport, etc.</i> )			Article 34.5 to regulation 2018/848
14.11	<input type="checkbox"/> Records related to subcontracting activities ( <i>activities provided by others or provided to others by the company</i> )			Article 34.5 to regulation 2018/848
14.12	<input type="checkbox"/> Other			Article 34.5 to regulation 2018/848
14.13	In which language or languages are the above records kept? ( <i>E.g., English, Arabic, Chinese, Turkish, Russian, Ukrainian, etc.</i> )			
14.14	Are the records kept for at least five years?		<input type="checkbox"/> Yes / <input type="checkbox"/> No	

15	Supporting Documents				
<input type="checkbox"/>	Operating license	<input type="checkbox"/>	Sustainable management plan	<input type="checkbox"/>	Water analysis reports
<input type="checkbox"/>	Tax registry	<input type="checkbox"/>	Environmental assessment	<input type="checkbox"/>	Internal sample laboratory reports
<input type="checkbox"/>	ID/ Passport	<input type="checkbox"/>	Schematic flowcharts	<input type="checkbox"/>	Subcontracting agreement(s)
<input type="checkbox"/>	Product and financial flowchart ( <i>only if different</i> )	<input type="checkbox"/>	Descriptive flowcharts	<input type="checkbox"/>	Supplier certificate
<input type="checkbox"/>	Schematic facility map/layout	<input type="checkbox"/>	Record forms	<input type="checkbox"/>	Other
<input type="checkbox"/>	Satellite maps of the facilities ( <i>including coordinates</i> )	<input type="checkbox"/>	Traceability system / Lot numbering system	<input type="checkbox"/>	Other
<input type="checkbox"/>	Photos/ videos	<input type="checkbox"/>	Input invoices and/or receipts	<input type="checkbox"/>	Other

**I DECLARE AND UNDERTAKE:**

- 
- a) to perform the operations in accordance with the organic production rules;
  - b) to accept, in the event of infringement or irregularities, the enforcement of the measures of the organic production rules;
  - c) to undertake to inform in writing the buyers of the product in order to ensure that the indications referring to the organic production method are removed from this production;
  - d) to accept, in cases where my operation and/or the subcontractors of my operation are checked by different control authorities or control bodies in accordance with the control system set up by A CERT, the exchange of information between those authorities or bodies;
  - e) to accept, in cases where my operation and/or the subcontractors of my operation change our control authority or control body, the transmission of their control files to the subsequent control authority or control body;
  - f) to accept, in cases where my operation withdraws from the control system, to inform without delay the relevant local competent authority, according to the provisions laid down in the Third Country concerned;
  - g) to accept, in cases where my operation withdraws from the control system, that the control file is kept for a period of at least five years;
  - h) to accept to inform A CERT and the relevant control authority or authorities or control body or bodies without delay of any irregularity or infringement affecting the organic status of my products or organic products received from other operators or subcontractors.

I solemnly declare that all information submitted to A CERT S.A. with my application is true and accurate. I have received and I fully accept the Certification Regulation and the provisions laid down at the "Regulation 2018/848" and its amendments thereof. I will fully comply with the provisions laid down in " Regulation 2018/848" and I undertake the obligation to immediately notify A CERT whenever any measures described in the present form are modified.

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Date	Name/ Surname	Signature
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Owner or legal representative

**To be filled by A CERT**

**ANNEX I**  
(to be filled during the inspection)

**A. ACCEPTANCE OF TEAM AND STATEMENT OF INDEPENDENCE OF INSPECTORS**

<b>Inspection Team</b>			
Lead Inspector		Code	
Inspector 1		Code	
Inspector 2		Code	
Inspector 3		Code	

<b>Company For Inspection</b>			
Name of company		Code	
Present during inspection	<input type="checkbox"/> Company Owner <input type="checkbox"/> Legal Representative		

Inspection date(s)			
Inspection Duration	Start:	Finish:	

**A1. ACCEPTANCE OF INSPECTION TEAM BY THE OPERATION AND STATEMENT OF INDEPENDENCE**

The undersigned  Owner /  Legal representative of the operation above, I declare that:

1. I accept the inspection of the above-mentioned operation for the dates recorded above.
2. I unconditionally accept the composition of the Audit Team.
3. None of the Audit Team had any professional relationship with my operation for the last two years.

Date: / /

Date:	
The Undersigned	

(Name & Signature)

**A2. ACCEPTANCE OF THE INSPECTION ASSIGNMENT AND DECLARATION OF INDEPENDENCE OF THE AUDIT TEAM**

1. I accept the inspection of the above-mentioned operation for the date mentioned above as it has been scheduled and assigned to me by the Organization's certification department.
2. We the undersigned declare that for the past two years, we did not have any professional relationship with the above-mentioned operation. We are aware and accept the terms of ACERT Organic Standard and the ISO/IEC 17065 Standard.

**Lead inspector**

**Inspector 1**

(Name, Surname & Signature)

(Name, Surname & Signature)

**Inspector 2**

**Inspector 3**

(Name, Surname & Signature)

(Name, Surname & Signature)



**ANNEX II**  
**(to be filled during the inspection)**

<input type="checkbox"/> Initial Inspection - <input type="checkbox"/> Monitoring Inspection <input type="checkbox"/> Additional Inspection	<input type="checkbox"/> Full physical Inspection <input type="checkbox"/> Non-full physical inspection:	<input type="checkbox"/> Announced <input type="checkbox"/> Unannounced	<input type="checkbox"/> Other
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<b>Summary of the inspection including findings and other useful remarks. Moreover, summarize the production system and the supply chain.</b>

**Table 1: Stored harvested/ collected products**

Product	Quantity (tons)	Status	Location stored	Remarks
		<input type="checkbox"/> Organic - <input type="checkbox"/> In conversion - <input type="checkbox"/> Conventional		
		<input type="checkbox"/> Organic - <input type="checkbox"/> In conversion - <input type="checkbox"/> Conventional		

**Table 2: Fertilization**

Product	Quantity used (kg)	Substance	Species	Remarks

**Table 3: Stored inputs**

Product	Quantity (tons)	Substance	Location stored	Remarks

<b>Results of the Risk Calculator</b>	
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<b>Inspection Date</b>	<b>Name/ Surname</b>	<b>Signature:</b>