

## IndGAP ( Good Agricultural Practices)

### **BASIC MODULES**

- a) All farm base module
- b) Crops base module

### **CROP BASED MODULES**

- c) Fresh fruits and vegetables
- d) Combinable crops
- e) Tea
- f) Green Coffee

## **GOOD AGRICULTURAL PRACTICES -REQUIREMENTS**

### **0.1 FOREWARD**

0.1.1 Agriculture is the mainstay of Indian economy. India's basic strength lies in agriculture. But its vast potential has not been fully exploited. While World Trade Organization (WTO) poses some challenges, it also offers tremendous worldwide market opportunities for Indian agriculture produce. This market potential can be realized by reforming agriculture and making its produce internationally competitive in quality and food safety.

0.1.2 To enable farm produce to be internationally competitive innovative farming practices incorporating the concept of globally accepted Good Agricultural Practices (GAP) within the framework of commercial agricultural production for long term improvement and sustainability is essential. GAP in addition to improving the yield and quality of the products, also has environmental and social dimensions. Implementation of GAP would promote optimum utilization of water resources such as pesticides, fertilizers, water and eco-friendly agriculture. Its social dimension would be to protect the agricultural workers' health from improper use of chemicals and pesticides. It is a particularly opportune time to promote GAP when second generation of reforms in agriculture which would have a Critical impact on Indian agriculture ,are planned by the Indian Government.

0.1.3 There are different systems and standards available for control measures in value addition through processing of food meant for human consumption. Although grade standards on size, shape, colour and local preferences are available for most of the fruits and vegetables marketed and consumed in India, their quality in terms of maturity standards, residues of pesticides and other contaminants, microbial loads, etc. have not been adequately addressed. The Indian Good Agricultural Practices (INDGAP) takes into account not only the quality and quantity of the produce obtained from a unit area but also the care is taken in integrating pre-harvest practices like soil & water management, nutrient management and pest management, harvesting, post harvest handling and other logistics. It is therefore necessary to have a comprehensive view while defining control and compliance systems for different farm produce covering horticulture, floriculture, food grains, etc.The areas where appropriate control measures need to be strengthened are farms producing raw material such as food grains, fresh fruits and vegetables, floriculture, etc. to ensure sustained supply of produce of the desirable quality.

0.1.4 With the opening up of the world market, there is a flow of trade in these agricultural products. It is, therefore, necessary to define certain minimum standards with a well-defined certification and accreditation mechanism for the implementation of INDGAP to facilitate national and international trade in farm produce. Implementation of INDGAP is voluntary and non-discriminatory to the growers.

0.15 For the purposes of preparing this document, Global GAP standards , best practices, prevalent industry standards and related ISO standards and guides have been taken into consideration.

## 1. SCOPE

1.1 This standard covers control points and compliance criteria for the following farm produce in fresh unprocessed form for direct human consumption or for further processing for human consumption by food industry. The main components of this standard are base modules and crop based modules:

### BASIC MODULES

- g) All farm base module
- h) Crops base module

### CROP BASED MODULES

- i) Fresh fruits and vegetables
- j) Combinable crops
- k) Tea
- l) Green Coffee

## 2. DEFINITIONS

For the purpose of this document the definitions given in Annex A shall apply

## 3. VERIFICATION SYSTEM

This document provides a framework for independent verification of the agricultural practices. This framework contains Critical Points and Compliance Criteria required to be followed by the grower or a grower group as well as by the certification bodies for verification purposes. These criteria are divided into 19 main sections and are marked as : **Critical** indicating these have a definite affect on the quality of the produce and should, therefore, be complied with, or should give adequate assurance about the safety of the produce. The criteria marked: **Critical** though have a bearing on quality, are those which, if implemented, would provide an advantage to the assessment for INDGAP

certification. Criteria marked as **Major** are those, which are recommended for implementation and are advisory in nature.

#### 4. CONTROL POINTS AND COMPLIANCE CRITERIA

This section describes control points and compliance criteria for different modules (See 1.1). These control points and compliance criteria are based on Indian Farming Practices and regulatory requirements.

##### 4.1 CONTROL POINTS AND COMPLIANCE CRITERIA- ALL FARM BASE MODULE

Cl. No.	Item	Level	Control Point	Compliance Criteria
<b>AF.1</b>	<b>RECORD KEEPING AND INTERNAL SELF-ASSESSMENT / INTERNAL INSPECTION</b>			
	<i>Important details of farming practices should be recorded and records retained.</i>			
<b>AF.1.1</b>	Duration of record keeping	<b>Major</b>	Are all records requested during the external inspection accessible and retained for a minimum period of two years, unless a longer requirement is stated in specific control points?	Producers keep up to date records for a minimum of two years from the date of first inspection, unless legally required to do so for a longer period. No N/A.
<b>AF.1.2</b>	Internal self assessment	<b>Critical</b>	Does the producer or producer group take responsibility to undertake a minimum of one internal self-assessment or producer group internal inspection, respectively, per year against the INDGAP standard?	There is documentary evidence that the INDGAP or benchmarked standard internal self-assessment /internal producer group inspections under responsibility of the producer/producer group ha(s)ve been carried out and are recorded annually. No N/A.
<b>AF.1.3</b>	Corrective actions on non-conformities	<b>Critical</b>	Are effective corrective actions taken as a result of non-conformances detected during the internal self-assessment or internal producer group Inspections?	Effective corrective actions are documented and have been implemented. No N/A

<b>AF.2</b>	<b>SITE HISTORY AND SITE MANAGEMENT</b>
	<i>One of the key features of sustainable farming is the continuous integration of site-specific knowledge and practical experiences into future management planning and practices. This section is intended to ensure that the land, buildings and other facilities, which constitute the fabric of the farm, are properly managed to ensure the safe production of food and protection of the environment.</i>

<b>AF.2.1</b>	<b>Site History</b>			
<b>AF.2.1.1</b>	Recording system	<b>Critical</b>	Is a recording system established for each unit of production or other area/location to provide a permanent record of the livestock/aquaculture production and/or agriculture activities undertaken at those locations? Are these records kept in an ordered and up-to-date fashion?	Current records must provide a history of INDGAP production of all production areas. For Crops: New applicants must have full records for at least three months prior to the date of external inspection that reference each area covered by a crop with all the agronomic/agriculture activities related to INDGAP documentation required of this area; No N/A
<b>AF.2.1.2</b>	Reference system	<b>Major</b>	Is a reference system for each field, orchard, greenhouse, yard, plot, livestock building or other area/location used in production established and referenced on a farm plan or map?	Compliance must include visual identification in the form of a physical sign at each field/greenhouse/plot/livestock building/pen or other farm, or a farm plan or map that could be cross-referenced to the identification system. No N/A.  Each area/location used in production may be uniquely identified using Global Location Number (GLN).
<b>AF.2.1.3</b>	Vicinity of potential risk	<b>Critical</b>	Vicinity to brick kilns, chemical or other industries, rivers, canals, other water sources, hill-rocks, forests, pastures and reclaimed land and measures in place to check contamination and other potential risks.	Examine the vicinity to find out the microclimate of the area, which affects the productivity, quality and safety of the agricultural produce and measures taken to minimize contamination/risk.  <b>GUIDANCE NOTE REQD. ON VICINITY</b>

<b>AF.2.2</b>	<b>Site Management</b>			
<b>AF.2.2.1</b>	Risk assessment for new agri. sites	<b>Critical</b>	Is there a risk assessment for new agricultural sites (i.e. crop) or existing sites only where risks have changed, which shows the site in question to be suitable for production, with regards to food safety, operator health, the environment and animal health where applicable?	A documented risk assessment must be carried out when crops, are to be introduced onto new sites. The risk assessment must be revised to take into account any new food safety risks. The risk assessment must take account site history (Crops/stocking) and consider impact of proposed enterprises on adjacent stock/crops/environment.
<b>AF.2.2.2</b>	Management plan to minimize all identified risks	<b>Major</b>	Has a management plan been developed setting out strategies to minimize all identified risks, such as pollution or water table contamination? Are the results of this analysis recorded and used to justify that the site in question is suitable?	A management plan that has implemented strategies to meet the objectives of this specific control point has been developed. (This plan should include one or more of the following: habitat quality, soil compaction, soil erosion, emission of greenhouses gases where applicable, humus balance, phosphorus balance, nitrogen balance, Intensity of chemical plant protection).
<b>AF.3</b>	<b>WORKERS HEALTH, SAFETY AND WELFARE</b>			
	<i>People are key to the safe and efficient operation of any farm. Farm staff and contractors as well as producers themselves stand for the quality of the produce and for environmental protection. Education and training will help progress towards sustainability and build on social capital. This section is intended to ensure safe practice in the work place and that all workers understand, and are competent to perform their duties; are provided with proper equipment to allow them to work safely; and that, in the event of accidents, proper and timely assistance can be obtained.</i>			
<b>AF.3.1</b>	<b>Risk Assessments</b>			
<b>AF.3.1.1</b>	Risk assessment of working conditions	<b>Major</b>	Does the farm have a written risk assessment for safe and healthy working conditions?	The written risk assessment can be a generic one but it must be appropriate for conditions on the farm. The risk assessment must be reviewed and updated when changes in the organization (e.g. other activities) occur. No N/A.

<b>AF.3.1.2</b>	Health, safety and welfare policy	<b>Major</b>	Does the farm have a written health, safety and welfare policy and procedures including issues of the risk assessment of AF.3.1.1?	The health, safety and welfare policy must at least include the points identified in the risk assessment (AF.3.1.1). This could include accident and emergency procedures, hygiene procedures, dealing with any identified risks in the working situation, etc. The policy must be reviewed and updated when the risk assessment changes.
<b>AF.3.2</b>	<b>Training</b>			
<b>AF.3.2.1</b>	Training activities	<b>Major</b>	Is there a record kept for training activities and attendees?	A record is kept for training activities including the topic covered, the trainer, the date and attendees. Evidence of the attendance is required.
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<b>AF.3.2.1</b>	Training activities	<b>Major</b>	Is there a record kept for training activities and attendees?	A record is kept for training activities including the topic covered, the trainer, the date and attendees. Evidence of the attendance is required.
<b>AF.3.2.2</b>	Certificates of competence	<b>Critical</b>	Do all workers handling and/or administering veterinary medicines, chemicals, disinfectants, plant protection products, biocides or other hazardous substances and all workers operating dangerous or complex equipment as defined in the risk assessment in AF.3.1.1 have certificates of competence, and/or details of other such qualifications?	Records must identify person(s) who carry out such tasks, and show certificates of training or proof of competence. No N/A  <b>GUIDANCE NOTE ON COMPETENCE</b>
<b>AF.3.2.3</b>	Health and safety training	<b>Major</b>	Have all workers received adequate health and safety training and are they instructed according to the risk assessment in AF.3.1.1?	Workers can demonstrate competency in responsibilities and tasks through visual observation. If at time of inspection there are no activities, there must be evidence of instructions. No N/A.

<b>AF.3.2.4</b>	Number of persons trained in first aid	<b>Major</b>	Is there always an appropriate number of persons (at least one person) trained in first aid present on each farm whenever on-farm activities are being carried out?	There is always at least one person trained in First Aid (within the last 5 years) present on the farm whenever on-farm activities are being carried out. Applicable legislation on First Aid training must be followed where it exists. On-farm activities include all activities performed during all applicable chapters and modules.
<b>AF.3.2.5</b>	Documentation of hygiene conditions	<b>Major</b>	Does the farm have documented hygiene instructions?	The hygiene instructions are visibly displayed: provided by way of clear signs (pictures) or in the predominant language(s) of the workforce. The instructions must at least include: <ul style="list-style-type: none"> <li>- the need for hand cleaning;</li> <li>- the covering of skin cuts;</li> <li>- limitation on smoking, eating and drinking ;</li> <li>- notification of any relevant infections or conditions;</li> <li>- the use of suitable protective clothing.</li> </ul>

<b>AF.3.2.6</b>	Training on basic hygiene	<b>Major</b>	Have all persons working on the farm received basic hygiene training according to the hygiene instructions in AF.3.2.5 ?	Both written and verbal training are given as an induction-training course for hygiene. Training is provided by qualified people. All new workers must receive this training and confirm their participation with a signature.  All instructions from AF.3.2.5 must be covered in this training. All workers, including the owners and managers, at any time of the year have reviewed and signed for the farm's hygiene instructions
<b>AF.3.2.7</b>	Farm hygiene procedures	<b>Major</b>	Are the farm's hygiene procedures implemented ?	Workers with tasks identified in the hygiene procedures must demonstrate competence during the inspection. No N/A.
<b>AF.3.2.8</b>	Personal safety and hygiene	<b>Major</b>	Are all subcontractors and visitors aware of the relevant procedures on personal safety and hygiene?	There is evidence that the relevant procedures on personal health, safety and hygiene are officially communicated to visitors and subcontractors (e.g. relevant instructions are in a visible place where all visitors or subcontractors can read them).

<b>AF.3.3</b>	<b>Hazards and First Aid</b>		
<b>AF.3.3.1</b>	Prevention of accidents	<b>Critical</b>	Have adequate precautions been taken to prevent on farm accidents during operation of farm equipments/ machinery?  Check for availability of protective gears, safety mechanism like safety bars, nets, display boards, operating instructions, etc.

<b>AF.3.3.2</b>	Accident and emergency procedures	<b>Major</b>	Do accident and emergency procedures exist; are they visually displayed and communicated to all persons associated with the farm activities?  Permanent accident procedures must be clearly displayed in accessible and visible location(s). These instructions are available in the predominant language(s) of the workforce and/or pictograms. The procedures must identify, if appropriate the following: <ul style="list-style-type: none"> <li>- farm's map reference or farm address</li> <li>- contact person(s)</li> <li>- location of the nearest means of communication (telephone, radio)</li> <li>- an up-to-date list of relevant phone numbers (police, ambulance, hospital, fire-brigade, access to emergency health care on site or by means of transport, electricity and water supplier);</li> <li>- how and where to contact the local medical services, Hospital and other emergency services.</li> <li>- location of fire extinguisher;</li> <li>- emergency exits;</li> <li>- emergency cut-offs for electricity, gas and water supplies.</li> <li>- how to report accidents or dangerous incidents.</li> </ul> <p><b>GUIDANCE NOTE FOR THE FIRST AID KIT (also for injectible antidotes)</b></p>
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<b>AF.3.3.3</b>	Warning signs	<b>Major</b>	Are potential hazards clearly identified by warning signs and placed where appropriate?	Permanent and legible signs must indicate potential hazards, e.g. waste pits, fuel tanks, workshops, access doors of the plant protection product / fertilizer / any other chemical storage facilities as well as the treated crop etc. Warning signs must be present.  No N/A.
<b>AF.3.3.4</b>	Availability of safety advice	<b>Major</b>	Is safety advice available /accessible for substances hazardous to worker health, when required?	Information (e.g. website, tel no, data sheets, etc.) is accessible, when required, to ensure appropriate action.
<b>AF.3.3.5</b>	Availability of first aid kits	<b>Major</b>	Are First Aid kits present at all permanent sites and in the vicinity of fieldwork?	Complete and maintained first aid kits according to national regulations and recommendations must be available and accessible at all permanent sites and available for transport to the vicinity of the work.
<b>AF.3.4</b>	<b>Protective Clothing/Equipment</b>			
<b>AF.3.4.1</b>	Availability of protective clothing	<b>Major</b>	Are workers (including subcontractors) equipped with suitable protective clothing in accordance with legal requirements and/or label instructions or as authorized by a competent authority?	Complete sets of protective clothing, (e.g. rubber boots, waterproof clothing, protective overalls, rubber gloves, face masks, etc.) which enable label instructions and/or legal requirements and/or requirements as authorized by a competent authority to be complied with are available, used and in a good state of repair. This includes appropriate respiratory, ear and eye protection devices and life jackets, where necessary.

<b>AF.3.4.2</b>	Cleaning of protective clothing	<b>Critical</b>	Is protective clothing cleaned after use and stored so as to prevent contamination of the clothing or equipment?	<p>Protective clothing is regularly cleaned, according to a schedule adapted to the type of use and degree of soiling. Cleaning the protective clothing and equipment includes the separate washing from private clothing and glove washing before removal. Dirty, torn and damaged protective clothing and equipment and expired filter cartridges should be disposed of. Single-use items (e.g. gloves, overalls, etc.) have to be disposed of after one use. All the protective clothing and equipment including replacements filters etc., are stored apart and physically separate from the plant protection products/ any other chemicals which might cause contamination of the clothing or equipment in a well-ventilated area.</p> <p>No N/A.</p>
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<b>AF.3.5 Worker Welfare</b>				
<b>AF.3.5.1</b>	Person responsible for worker welfare	<b>Critical</b>	Is a member of management clearly identifiable as responsible for workers health, safety and welfare?	Documentation is available that demonstrates that a clearly identified, named member of management has the responsibility for ensuring compliance with existing, current and relevant national and local regulations and the implementation of the policy on workers health safety and welfare.
<b>AF.3.5.2</b>	Communication between workers and management	<b>Minor.</b>	Do regular two-way communication meetings take place between management and workers? Are there records from such meetings?	Records show that the concerns of the workers about health, safety and welfare are being recorded in meetings planned and held at least once a year between management and workers at which matters related to the business and worker health, safety or welfare can be discussed openly (without fear or intimidation or retribution). The auditor is not required to make judgments about the content, accuracy or outcome of such meetings.

<b>AF.3.5.3</b>	Overview information of all workers	<b>Major</b>	Is there information available that provide an accurate overview over all workers of the farm?	<p>Records demonstrate clearly an accurate overview over all workers (including seasonal workers) and subcontractors working on the farm.</p> <p>Information must be available of full names, date of entry, the period of employment and, the regular working time and overtime regulations.</p> <p>Records of all workers (also subcontractors), which provide the required information, must be kept for the last 24 months from the date of first inspection. See AF.3.6.1 as requirement for subcontractors.</p>
<b>AF.3.5.4</b>	Eating area for workers	<b>Major</b>	Do workers have access to clean food storage areas, designated eating areas, hand washing facilities and drinking water?	A place to store food and to eat must be available. In addition, hand washing facilities and potable drinking water must be available to workers.
<b>AF.3.5.5</b>	Hygiene in living quarters	<b>Major</b>	Are on site living quarters habitable and have the basic services and facilities?	The living quarters for the workers on farm are habitable, and have access to clean water, toilets, drains. In case of no drains, septic pits can be accepted when proven to be hermetic.
<b>AF.3.5.6</b>	On farm electrical installation	<b>Critical</b>	Are all electrical installations on the farm and other working areas have adequate safety measures?	Check if all electrical installations on the farm and other working areas have adequate safety measures.

<b>AF.3.6</b>	<b>Subcontractors</b>			
<b>AF.3.6.1</b>	Information on sub-contractors	<b>Major</b>	When the producer makes use of subcontractors, is all the relevant information available on farm?	Subcontractors must carry out an assessment (or the producer must do it on behalf of the subcontractor) of compliance against the INDGAP control points relevant to the services provided on farm (including AF.3.5.3). This assessment must be available on farm during the external inspection and the subcontractor must accept that INDGAP approved certifiers are allowed to verify the assessments through a physical inspection where there is doubt. The producer is responsible for observance of the control points applicable to the tasks performed by the subcontractor by checking and signing the assessment of the subcontractor for each task and season contracted.
<b>AF.4</b>	<b>WASTE AND POLLUTION MANAGEMENT, RECYCLING AND RE-USE</b>			
	<i>Waste minimization should include: review of current practices, avoidance of waste, reduction of waste, re-use of waste, and recycling of waste.</i>			
<b>AF.4.1</b>	<b>Identification of Waste and Pollutants</b>			
<b>AF.4.1.1</b>	Sources of pollution	<b>Major</b>	Have all possible waste products and sources of pollution been identified in all areas of the business?	All possible waste products (such as paper, cardboard, plastic, oil, etc) and sources of pollution (e.g. Fertilizer excess, exhaust smoke, oil, fuel, noise, effluent, chemicals, sheep-dip, feed waste, dead or diseased fish, algae produced during net cleaning, etc) produced by the farm processes have been listed.

<b>AF.4.2</b>	<b>Waste and Pollution Action Plan</b>			
<b>AF.4.2.1</b>	Documentation of farm waste management	Minor.	Is there a documented farm waste management plan to avoid or reduce wastage and pollution and avoid the use of landfill or burning, by waste recycling? Are organic wastes composted on the farm and utilized for soil conditioning, provided there is no risk of disease carry-over?	A comprehensive, current, documented plan that covers wastage reduction, pollution and waste recycling is available. Air, soil, water, noise and light contamination must be considered.
<b>AF.4.2.2</b>	Implementation of farm waste management plan	Minor.	Has this waste management plan been implemented?	There are visible actions and measures on the farm that confirm that the objectives of the waste and pollution action plan are being carried out.
<b>AF.4.2.3</b>	Cleaning of litter and waste	<b>Critical</b>	Are the farm and premises clear of litter and waste to avoid establishing a breeding ground for pests and diseases, which could result in a food safety risk?	Visual assessment that there is no evidence of breeding grounds in areas of waste/litter in the immediate vicinity of the production or storage buildings. Incidental and insignificant litter and waste on the designated areas are acceptable as well as the waste from the current day's work. All other litter and waste has been cleared up.  Areas where produce is handled indoors are cleaned at least once a day.
<b>AF.4.2.4</b>	Provisions for waste disposal	Minor.	Do the premises have adequate provisions for waste disposal?	The farm has designated areas to store litter and waste. Different types of waste are identified and stored separately.

<b>AF.5</b>	<b>ENVIRONMENT AND CONSERVATION</b>			
	<i>Farming and environment are inseparably linked. Managing wildlife and landscape is of great importance; enhancement of species as well as structural diversity of land and landscape features will benefit the abundance and diversity of flora and fauna.</i>			
<b>AF.5.1</b>	<b>Impact of Farming on the Environment and Biodiversity (cross-reference with AB.7.5 Aquaculture Base for certification of Aquaculture sub-scopes)</b>			
<b>AF.5.1.1</b>	Conservation of wild life	<b>Major</b>	Does each producer have a conservation of wildlife and conservation plan for the enterprise that acknowledges the impact of farming activities on the environment?	There must be a written action plan, which aims to enhance habitats and increase biodiversity on the farm. This can be either a regional activity or individual plan, if the farm is participating in or covered by it. This includes knowledge of IPM practices, of nutrient use of crops, conservation sites etc.
<b>AF.5.1.2</b>	Improvement of environment	Minor.	Has the producer considered how to improve the environment for the benefit of the local community and flora and fauna?	There should be tangible actions and initiatives that can be demonstrated by the producer either on the production site or by participation in a group that is active in environmental support schemes looking at habitat quality and habitat elements.
<b>AF.5.1.3</b>	Compatibility with agri production	Minor.	Is this policy compatible with sustainable commercial agricultural production and does it minimize environmental impact of the agricultural activity?	The contents and objectives of the conservation plan imply compatibility with sustainable agriculture and demonstrate a reduced environmental impact.
<b>AF.5.1.4</b>	Biodiversity audit plan	Minor.	Does the plan include a baseline audit to understand existing animal and plant diversity on the farm?	There is a commitment within the conservation plan to undertake a base line audit of the current levels, location, condition etc. of the fauna and flora on farm so as to enable actions to be planned. The effects of agricultural production on fauna and flora should be audited and serve as the basis for the action plan.
<b>AF.5.1.5</b>	Protection of farm habitat	Minor.	Does the plan include action to avoid damage and deterioration of habitats on the farm?	Within the conservation plan there is a clear list of priorities and actions to rectify damaged or deteriorated habitats on the farm.

<b>AF.5.1.6</b>	Enhancement of farm habitat	Minor.	Does the plan include activities to enhance habitats and increase biodiversity on the farm?	Within the conservation plan there is a clear list of priorities and actions to enhance habitats for fauna and flora where viable and increase biodiversity on the farm.
<b>AF.5.2</b>	<b>Unproductive Sites</b>			
<b>AF.5.2.1</b>	Conversion of unproductive sites	Minor.	Has consideration been given to the conversion of unproductive sites (e.g. low lying wet areas, woodlands, headland strip or areas of impoverished soil) to conservation areas for the encouragement of natural flora and fauna?	There should be a plan to convert unproductive sites and identified areas, which give priority to ecology into conservation areas where viable.
<b>AF.5.3</b>	<b>Energy Efficiency</b>			
<b>AF.5.3.1</b>	Monitoring of energy use	Minor.	Can the producer show monitoring of energy use on the farm?	Energy use records exist. For example, farming equipment shall be selected and maintained for optimum consumption of energy. The use of non-renewable energy sources should be kept to a minimum.
<b>AF.6</b>	<b>COMPLAINTS</b>			
	<i>Management of complaints will lead to a better system and compliance with the INDGAP requirements.</i>			
<b>AF.6.1</b>	Complaint procedure	<b>Critical</b>	Is there a complaint procedure available relating to issues covered by the INDGAP standard?	There must be available on request, a clearly identifiable document for complaints relating to issues covered by INDGAP. No N/A.
<b>AF.6.2</b>	Record of action on complaints	<b>Critical</b>	Does the complaints procedure ensure that complaints are adequately recorded, studied and followed up including a record of actions taken?	There are documents of the actions taken with respect to such complaints regarding INDGAP standard deficiencies found in products or services. No N/A.

<b>AF.7</b>			<b>TRACEABILITY</b>	
<b>AF.7.1</b>	Product recall procedure	<b>Critical</b>	Do all producers have a documented recall procedure to manage the withdrawal of registered products from the market?	<p>All producers must have access to documented procedures which identify the type of event that may result in a withdrawal, persons responsible for taking decisions on the possible withdrawal of product, the mechanism for notifying customers and the INDGAP CB (if a sanction was not issued by the CB and the producer or group recalled the products out of free will) and methods of reconciling stock. The procedures must be tested annually to ensure that it is sufficient. Global tracking and tracing may be followed to facilitate product recall.</p> <p>Product recall procedures and processes must facilitate speedy, transparent and accurate product recalls. For this, Global Traceability Standards (GTS) and recall standards may be used.</p>
<b>AF.8</b>			<b>VISITORS SAFETY</b>	
<b>AF.8.1</b>	Instructions on visitor safety	<b>Minor.</b>	Are there instructions on the safety issues for visitors?	Check if there are any communications and procedures displayed regarding safety of visitors.

#### 4.2 CONTROL POINTS AND COMPLIANCE CRITERIA-CROPS BASE MODULE

<b>CB</b>	<b>CROPS BASE</b>			
<b>CB.1</b>			<b>Traceability</b>	
<p><i>Traceability is the ability of a system to track the movement of food products and to record information about related attributes from Farm to Fork or to trace the same from Fork to Farm.</i></p> <p><i>It facilitates the withdrawal/recall of affected food products from the supply chain in a fast, accurate and efficient manner.</i></p>				
<b>CB.1.1</b>	Feasibility of traceability	<b>Critical</b>	Is INDGAP registered product traceable back to and trackable from the registered farm (and other relevant registered areas) where it has been grown?	<p>There is a documented identification and traceability system that allows INDGAP registered product to be traced back to the registered farm or, in a Farmer Group, to the registered farms of the group, and tracked forward to the immediate customer. Harvest information must link a batch to the production records or the farms of specific producers. (Refer to General Regulations Part III for information on segregation in Option 2).</p> <p>Produce handling must also be covered if applicable. No N/A.</p> <p><b>GUIDANCE NOTE REQUIRED</b></p>

<b>CB.1.2</b>	Farm location	<b>Major</b>	Survey No./part-survey No., Village, Tehsil District, State where the farm is located along with total area under cultivation and specify the area under INDGAP certification.	Complete identity of the area of production to be recorded including the area under certification and total area of the farm. <b>Location identification may be done using GLN.</b>
<b>CB.1.3</b>	Identification of farm infrastructure	<b>Major</b>	Are fields/plots and structures identified on the field map?	Check if there is a layout map displayed on the farm with identified fields/plots, storage and other utility structures.
<b>CB.2</b>	<b>PROPAGATION MATERIAL</b>			
	<i>The choice of propagation material plays an important role in the production process and by using the correct varieties can help reduce the number of fertilizer and plant protection product applications. The choice of propagation material is a precondition of good plant growth and product quality.</i>			
<b>CB.2.1</b>	<b>Quality and Health</b>			
<b>CB.2.1.1</b>	Seed quality	<b>Minor.</b>	Is there a document that guarantees seed quality (free from injurious pests, diseases, virus, etc.)?	A record/certificate of the seed quality is kept and available and states variety purity, variety name, batch number and seed vendor. Check for freedom from injurious pests, diseases, virus, etc.
<b>CB.2.1.2</b>	Quality of propagation material	<b>Minor.</b>	Is purchased propagation material free of visible signs of pest and disease?	When plants have visible signs of pest and disease damage, a justification should be available (e.g. threshold for treatment).
<b>CB.2.1.3</b>	Documentation of propagation material	<b>Major</b>	Are quality guarantees or certified production guarantees documented for purchased propagation material?	There are records to show that propagation material is complying with national legislation or in its absence, sector organization guidelines and fit for purpose, i.e. quality certificate, terms of deliverance, signed letters are supplied by a nursery that has INDGAP OR INDGAP recognized certification.

<b>CB.2.1.4</b>	Quality system in in-house nursery	<b>Major</b>	Are plant health quality control systems operational for in-house nursery propagation?	A quality control system that contains a monitoring system on visible signs of pest and diseases is in place and current records of the monitoring system must be available. Nursery means anywhere propagation material is produced, (including in-house grafting material selection). "Monitoring system" must include recording and identification of the mother plant or field of origin crop as applicable. Recording must be periodic at regular established intervals. If the cultivated trees or plants are intended for own use only (not sold), this will suffice. When rootstocks are used special attention has to be paid to the origin of the rootstocks through documentation.
<b>CB.2.1.5</b>	Recommendation of SAU / NRC/other govt. approved organizations	<b>Major</b>	Are improved varieties of seeds recommended by the SAU/NRC/other govt. approved organizations used? If hybrid seeds are used the brand name.	Verify if strain, varieties, released by the 'SAU'/'NRC' / other govt. approved organizations are used or hybrid seeds produced by registered seed companies in India. Verify, if any, special nutritional qualities are ascribed to the produce. Necessary documentation should be maintained to verify the claim.
<b>CB.2.1.5.1</b>	Recommendation of GEAC	<b>Critical</b>	if GM crops are used, the GEAC number, permitting its usage, along with evidence of the source of the seeds must be recorded.	If GM seeds are permitted, necessary GEAC, approval to be verified. Necessary documentation to be preserved for the specified period.
<b>CB.2.1.6</b>	Pest / disease resistance	<b>Major</b>	Do the seeds have any special quality with reference to resistance to pests/diseases, quality of the produce, germination percentage, expiry date, physical or any other characteristics?	Verify manufacturers claim on seed packet, regarding resistance to known pests & diseases endemic to the area.
<b>CB.2.1.7</b>	Treatment of seeds	<b>Major</b>	Are the seeds treated with approved fungicides / pesticides and, if so, are these differentiated by colour to avoid accidental use in feed or food? Whether only approved colours/ dyes have been used for colour coating?	Verify if treated seeds are supplied by the seed co. or the grower himself undertook the treatment. In any case, the chemicals used for seed treatment, and in the case of hybrid seeds, the colour coating applied need to be ascertained for bio safety.

<b>CB.2.1.8</b>	Certification of planting material	<b>Major</b>	Do the seedlings, saplings, graft and buddings, cuttings have been procured from a certified source and whether these have any special quality with reference to resistance to pests/diseases, quality of the produce, physical or any other characteristics?	Verify if the plantation in the case of fruit crops is grown from seedlings or vegetatively propagated material for stability in the quality of the produce. Necessary documentation should be maintained to verify the source and the claim.
<b>CB.2.1.9</b>	Grower awareness of scion variety	<b>Major</b>	Is the grower aware of the scion variety used and its source & qualities?	Verify if the scion material is obtained from a pedigree orchard or source.
<b>CB.2.1.10</b>	Grower awareness of clones	<b>Major</b>	Is the grower aware of the clones or hybrid combinations from which the scion material is obtained for propagation and its merits, if any?	In the case of clonal propagation, does it have a record? If the scion is of hybrid origin, is it a decedent of the original hybrid source.
<b>CB.2.1.11</b>	Quality of rootstock	<b>Major</b>	Is the rootstock used for propagation, appropriate for the situation and the quality of the produce desired?	Verify if the rootstock employed is a recommended one for the tract. Verify if the stock scion is compatible and the trees are vigorous and productive. Necessary documentation should be maintained to verify the claim.
<b>CB.2.1.12</b>	Propagation of rootstock	<b>Major</b>	Is the rootstock material sexually or vegetatively propagated?	For uniformity in quality, verify if the rootstock is propagated vegetatively. In case it is sexually propagated see for variability in the quality of the produce.
			<b>On-farm Nursery</b>	
<b>CB.2.1.13</b>	Use of recommended technology	<b>Major</b>	Has the recommended technology both in primary and secondary nursery, as applicable, followed in raising the seedlings in the open or under protected conditions? Is the source of technology documented?	Verify for recommended quality control systems, viz., raised seedbeds, soil solarisation, granular application of insecticides, use of fertilizers at nursery stage, drenching soil surface with fungicides etc. Necessary documentation should be maintained to verify the claim.

<b>CB.2.1.1 4</b>	Crop protection measures	<b>Major</b>	Are the preventive measures against pests and diseases taken? Are crop protection treatments applied in the nursery or during plant propagation recorded? Is a record of approved products and treatment methodology used during seedling growth in the nursery, maintained?	Check if the planting material is protected against pests and diseases in the nursery before release. Necessary documentation should be maintained to verify the claim.
<b>CB.2.2</b>			<b>Pest and Disease Resistance</b>	
<b>CB.2.2.1</b>	Varietal selection	<b>Major</b>	Does the producer consider pest and disease resistance/tolerance characteristics during variety selection?	The producer is able to demonstrate awareness of variety pest and disease resistance/tolerance when available and justify varietal selection.
<b>CB.2.3</b>			<b>Chemical Treatments and Dressings</b>	
<b>CB.2.3.1</b>	Rootstock treatment records	<b>Major</b>	Is the use of seed/annual rootstocks treatments recorded?	When the seed or annual rootstock has been treated by the producer, there are records with the name of the product(s) used and its target(s) (pests and/or diseases). If the seed has been treated for preservation purposes by the supplier, evidence of the chemicals used must be kept (maintaining records/ seed packages, etc).
<b>CB.2.3.2</b>	Record of plant protection products	<b>Major</b>	Are plant protection product treatments on in-house nursery propagation material applied during the plant propagation period recorded?	Records of plant protection product treatments applied during the plant propagation period for in-house plant nursery propagation are available and include requirements as set out in CB.8.2. No N/A
<b>CB.2.4</b>	<b>Sowing/Planting</b>			
<b>CB.2.4.1</b>	Record of sowing / planting methods	<b>Major</b>	Does the producer keep records on sowing/planting methods, seed/planting rate, sowing/planting date?	Records of sowing/planting method, rate and date must be kept and be available.
<b>CB.2.5</b>	<b>Genetically Modified Organisms (N/A if no Genetically Modified varieties are used)</b>			

<b>CB.2.5.1</b>	Legal compliance of GMOs	<b>Critical</b>	Does the planting of or trials with GMO's comply with all applicable legislation in the country of production?	The registered farm or group of registered farms have a copy of the legislation applicable in the country of production and comply accordingly.  Records must be kept of the specific modification and/or the unique identifier. Specific husbandry and management advice must be obtained.
<b>CB.2.5.2</b>	Documentation of GMOs	<b>Major</b>	Is there documentation available when the producer is growing genetically modified organisms?	If GMO cultivars and/or products derived from genetic modification are used, documented records of planting, use or production of GMO cultivars and/or products derived from genetic modification are available.
<b>CB.2.5.3</b>	Communication of GMOs	<b>Critical</b>	Did the producer inform their direct clients of the GMO status of the product?	Documented evidence of communication must be provided.
<b>CB.2.5.4</b>	Handling plan for GMOs	<b>Critical</b>	Is there a plan for handling GM material (crops and trials) setting out strategies to minimize contamination risks, such as accidental mixing of adjacent non-GM crops and maintaining product integrity?	There must be a written plan that explains how GM material (crops and trials) are handled and stored to minimize risk of contamination with conventional material.
<b>CB.2.5.5</b>	Segregation of GMO crops	<b>Critical</b>	Are GMO crops stored separately from other crops to avoid adventitious mixing?	Visual assessment must be made of genetically modified (GMO) crops storage for integrity and identification.
<b>CB.3</b>	<b>SITE HISTORY AND SITE MANAGEMENT</b>			
	<i>Also see All Farm.2 (AF.2). Crop rotation is a basic strategy for control of pests, disease and weeds.</i>			
<b>CB.3.1</b>			<b>Rotations</b>	
<b>CB.3.1.1</b>	Crop rotation	<b>Minor.</b>	Is there, where feasible, crop rotation for annual crops?	The rotations can be verified from planting date and/or plant protection product application records.
<b>CB.4</b>	<b>SOIL MANAGEMENT</b>			

	<i>Soil is the basis of all agricultural production, and the conservation and improvement of this valuable resource is essential. Good soil husbandry ensures long-term fertility of soil, aids yield and profitability.</i>			
<b>CB.4.1</b>	<b>Soil Mapping</b>			
<b>CB.4.1.1</b>	Mapping of soil	<b>Minor.</b>	Have soil maps been prepared for the farm?	The type of soil is identified for each site, based on a soil profile or soil analysis or local (regional) cartographic soil-type map. Class of land to be decided based on prevailing land classification systems (class 1 to 8) of the appropriate authority including risk assessment.
<b>CB.4.1.2</b>	Soil health	<b>Major</b>	Is soil health based on chemical composition suited for crops?	Verify if the soil is ideally suited for the crop, based on soil reaction (E.C., pH), soil nutrient status etc. Refer soil analysis reports.
<b>CB.4.2</b>	<b>Cultivation</b>			
<b>CB.4.2.1</b>	Soil maintenance	<b>Major</b>	Have techniques been used that improve or maintain soil structure, and to avoid soil compaction? Is the preparation of the soil for growing crop according to norms set out by the NRC/SAU or as per the standard practices?	Techniques applied are suitable for use on the land. There must be no evidence of soil compaction. Check if the soil can be brought to good till and the planting & cultivation of crops is across the slope and along the contour and the soil depth is adequate to hold the root system of crops.
<b>CB.4.3</b>	<b>Soil Erosion</b>			
<b>CB.4.3.1</b>	Field cultivation	<b>Major</b>	Are field cultivation techniques used to reduce the possibility of soil erosion?	There is visual evidence that there is no soil erosion or evidence of practices such as mulching and/or cross line techniques on slopes and/or drains and/or sowing grass or green fertilizers, trees and bushes on borders of sites, etc.
<b>CB.5</b>	<b>PLANT NUTRITION MANAGEMENT / FERTILIZER USE</b>			
<b>CB.5.1</b>	<b>Nutrient Requirement</b>			

<b>CB.5.1.1</b>	Proper application of plant nutrients	<b>Major</b>	Is the application of all plant nutrition products timed to maximize the efficacy and/or uptake by target crops?	Producer must demonstrate that consideration has been given to nutritional needs of the crop, soil fertility and residual nutrients on the farm and records must be available as evidence. No N/A
<b>CB.5.2</b>	<b>Advice on Quantity and Type of Fertilizer/Nutrients</b>			
<b>CB.5.2.1</b>	Recommendations on use of fertilizers/nutrients	<b>Major</b>	Are recommendations for application of fertilizers/nutrients (organic or inorganic) given by competent, qualified advisers holding a recognized national certificate or similar? Do producers who use outside professional help (advisers and consultants) regarding the use of fertilizers/nutrients satisfy themselves that the people on whom they rely are competent to provide that advice?	Where the fertilizer/nutrients records show that the technically responsible person making the choice of the fertilizer/nutrients (organic or inorganic) is an external adviser, training and technical competence must be demonstrated via official qualifications, specific training courses, etc., unless employed for that purpose by a competent organization (i.e. fertilizer company or Research Organizations).
<b>CB.5.2.2</b>	Competence of advice	<b>Major</b>	Are producers able to demonstrate their competence and knowledge, where such advisers are not used?	Where the fertilizer records show that the technically responsible person determining quantity and type of fertilizer (organic or inorganic) is the producer, experience must be complemented by technical knowledge (e.g. product technical literature, specific training course attendance, etc.) or the use of tools (software, on farm detection methods, etc.).
<b>CB.5.3</b>	<b>Records of Application</b>			
<b>CB.5.3.1</b>	Dates of nutrient application	<b>Major</b>	Have all application dates of soil and foliar fertilizers, both organic and inorganic, been recorded?	Detailed in the records of all fertilizer applications are the exact dates (day/month/year) of the application. No N/A.
<b>CB.5.3.2</b>	Record of applied nutrient types	<b>Major</b>	Have all applications of soil and foliar fertilizers, both organic and inorganic, been recorded including applied fertilizer types?	Records are kept of all fertilizer applications, detailing the geographical area, the name or reference of the field, orchard or greenhouse where the registered product crop is located. Also applicable for hydroponic situations and where fertigation is used. No N/A. Detailed in the records of all fertilizer applications are the trade name, type of fertilizer (e.g. N, P, K) or concentrations (e.g. 17-17-17). No N/A.

<b>CB.5.3.3</b>	Record of applied quantities	<b>Major</b>	Have all applied quantities of soil and foliar fertilizers, both organic and inorganic, been recorded?	Detailed in the records of all fertilizer application is the amount of product to be applied in weight or volume. The actual application made must be recorded, as this is not necessarily the same as the recommendation. No N/A.
<b>CB.5.3.4</b>	Record of method of application	<b>Major</b>	Have all applications of soil and foliar fertilizers, both organic and inorganic, been recorded including the method of application?	Detailed in the records of all fertilizer applications are the application machinery type used and the method (e.g. via the irrigation or mechanical distribution). No N/A.
<b>CB.5.3.5</b>	Record of operator details	<b>Major</b>	Have all applications of soil and foliar fertilizers, both organic and inorganic, been recorded including the operator details?	Detailed in the records of all fertilizer applications is the name of the operator who has applied the fertilizer. If it is a one-man operation, (the producer) and the producer is the one doing the applications, it is acceptable to record the operator details only once No N/A.
<b>CB.5.4</b>	<b>Application Machinery</b>			
<b>CB.5.4.1</b>	Condition of application machinery	<b>Major</b>	Is fertilizer application machinery kept in good condition and verified annually to ensure accurate fertilizer application?	There are maintenance records (date and type of maintenance and calibration) or invoices of spare parts of both the organic and inorganic fertilizer application machinery available on request. There must, as a minimum, be documented records stating that the verification of calibration has been carried out by a specialized company, supplier of fertilization equipment or by the technically responsible person of the farm within the last 12 months.
<b>CB.5.5</b>	<b>STORAGE OF FERTILIZERS / NUTRIENTS</b>			
<b>CB.5.5.1</b>	Inventory of fertilizers	<b>Major</b>	Is there an inorganic fertilizer stock inventory or record of use up to date and available on the farm?	A stock inventory which indicates the contents of the store (type and amount) is available and it is updated at least every 3 months.

<b>CB.5.5.2</b>	Segregation of fertilizers from plant protection products	<b>Major</b>	Are inorganic fertilizers stored separately from plant protection products?	The minimum requirement is to prevent cross contamination between fertilizers and plant protection products by the use of a physical barrier. If fertilizers that are applied together with Plant Protection Products (i.e. micronutrients or foliar fertilizers) are packed in a sealed container it can be stored with plant protection products.
<b>CB.5.5.3</b>	Protection of storage area	<b>Major</b>	Are inorganic fertilizers stored in a covered area?	The covered area is suitable to protect all inorganic fertilizers, i.e. powders, granules or liquids, from atmospheric influences like sunlight, frost and rain. Based on risk assessment (fertilizer type, weather conditions, temporary storage), plastic coverage could be acceptable. Storage cannot be directly on the soil. It is allowed to store lime and gypsum in the field for a day or two before spreading.
<b>CB.5.5.4</b>	Hygiene of storage area	<b>Major</b>	Are inorganic fertilizers stored in a clean area?	Inorganic fertilizers, i.e. powders, granules or liquids, are stored in an area that is free from waste, does not constitute a breeding place for rodents, and where spillage and leakage is cleared away.
<b>CB.5.5.5</b>	Humidity in storage area	<b>Major</b>	Are inorganic fertilizers stored in a dry area?	The storage area for all inorganic fertilizers, i.e. powders, granules or liquids, is well ventilated and free from rainwater or heavy condensation. No storage directly on the soil.
<b>CB.5.5.6</b>	Reduction in risk of contamination of water	<b>Major</b>	Are inorganic fertilizers stored in an appropriate manner, which reduces the risk of contamination of water courses?	All inorganic fertilizers, i.e. powders, granules or liquids are stored in a manner which poses minimum risk of contamination to water sources, i.e. liquid fertilizer stores must be surrounded by an impermeable barrier (according to national and local legislation, or to contain a capacity to 110% of the volume of the largest container if there is no applicable legislation), and consideration has been given to the proximity to water courses and flood risks, etc.

<b>CB.5.5.7</b>	Reduction in risk of contamination of environment	<b>Major</b>	Are organic fertilizers stored in an appropriate manner, which reduces the risk of contamination of the environment?	Organic fertilizers, stored on the farm, must be stored in a designated area. Appropriate measures have been taken to prevent contamination of surface water (such as concrete foundation and walls, or specially built leak proof container, etc.) or must be stored at least 25 m from surface water bodies in particular.
<b>CB.5.5.8</b>	Segregation from produce	<b>Critical</b>	Are inorganic and organic fertilizers stored separate from farm produce harvested -fresh or dry, as applicable?	Fertilizers cannot be stored with farm produce harvested -fresh or dry, as applicable. Add information regarding Hazardous chemicals used as plant nutrients.
<b>CB.5.6</b>	<b>Organic Fertilizer</b>			
<b>CB.5.6.1</b>	Ban on human sewage sludge	<b>Critical</b>	Has the use of human sewage sludge been banned on the farm?	No human sewage sludge is used on the farm. No N/A.
<b>CB.5.6.2</b>	Risk assessment of organic fertilizer	<b>Major</b>	Has a risk assessment been carried out for organic fertilizer, which considers its source and characteristics, before application?	Documentary evidence is available to demonstrate that the following potential risks have been considered: disease transmission, weed seed content, method of composting, heavy metal content, etc. This also applies to substrates from biogas plants in which case reference must additionally be made to the legal requirements in the risk assessment.
<b>CB.5.6.3</b>	Nutrient in organic fertilizer	<b>Minor</b>	Has account been taken of the nutrient contribution of organic fertilizer applications?	An analysis is carried out, which takes into account the contents of N·P·K nutrients in organic fertilizer applied.
<b>CB.5.6.4</b>	Method of organic manure preparation	<b>Minor</b>	Has aerobic and anaerobic methods of preparation been followed?	Check if the nutrient content is as per guidelines given by the national bio-fertilizer production centres. (Check for analysis report).
<b>CB.5.6.5</b>	Soil enrichment	<b>Major</b>	Are the soils enriched with adequate organic matter?	Check if farm wastes carrying pests & diseases of related crops are put deep into the soil. Check if farmyard manure is dry and fully decomposed. Usage of cow urine as manure is allowed.

<b>CB.5.6.6</b>	Use of green manure	<b>Minor</b> .	Are the green manures incorporated into the soil to improve soil health?	Check soil analysis data to see if these manures release weak acids and release the available acid-soluble nutrients to the crop and maintain crop health
<b>CB.5.6.7</b>	Use of bio-fertilizers	<b>Major</b>	Are any bio-fertilizers applied to the crop? Are they approved by technically competent source?	Check if the applications of bio-fertilizers (microbial) are in the recommended list and they have positive effect on the soil fertility status & up take of nutrients.
<b>CB.5.6.8</b>	Use of sheep/poultry manure	<b>Minor</b> .	Is sheep & poultry manure applied raw/ripe?	Check if sheep & poultry manure are adequately decomposed & are devoid of harmful microorganisms. (Check for analysis report).
<b>CB.5.6.9</b>	Use of municipal /industrial sludge	<b>Critical</b>	Is Municipal / industrial sludge applied?	Check if raw municipal / industrial sludge is used. The use of raw municipal/industrial sludge is prohibited.
<b>CB.5.6.10</b>	Use of other organic manure	<b>Major</b>	Any other organic manure added to the soil in raw or decomposed form.	Any organic matter used should be well decomposed free from bad odors & raw materials. Concentrated organic manures like oil cakes, slaughterhouse wastes should be applied into the soil for natural decomposition, before the crop is planted.
<b>CB.5.7</b>	<b>Inorganic Fertilizer</b>			
<b>CB.5.7.1</b>	Composition of inorganic fertilizer	<b>Major</b>	Are purchased inorganic fertilizers accompanied by documentary evidence of nutrient content (N, P, K)?	Documentary evidence detailing N, P, K content, is available for all inorganic fertilizers used on crops grown under INDGAP within the last 12-month period.
<b>CB.5.7.2</b>	Documentary evidence of chemical content	<b>Minor.</b>	Are purchased inorganic fertilizers accompanied by documentary evidence of chemical content, which includes heavy metals?	Documentary evidence detailing chemical content, including heavy metals, is available for all inorganic fertilizers used on crops grown under INDGAP within the last 12-month period.
<b>CB.5.7.3</b>	Dosage recommendations by SAU/NRC /other approved organizations.	<b>Critical</b>	Are the doses in tune with the soil test – crop response studies and SAU / NRC/other approved organizations? recommendations for the crop? Do the fertilizers contain desirable/approved proportion of Critical plant nutrients NPK?	Verify the soil test reports, check if the proportion & quantity of Critical nutrients applied are adequate for the size of the crop expected, based on soil fertility status & crop response.

<b>CB.5.7.4</b>	Micro nutrient content	<b>Minor.</b>	Are the micronutrients optimally provided?	Verify the soil test reports / leaf test reports / water test reports and check if the micronutrient requirements of the crop are met with, based on symptomatic study and quality of the produce.
<b>CB.5.7.5</b>	Stages of nutrient applications	<b>Major</b>	Are the Critical/Major nutrients applied through recommended application practices at appropriate stages of crop growth? Are foliar sprays of nutrients done as per standard recommendations without leaving residues?	Check if the fertilizers were placed at appropriate depth in the soil for easy access to root system. If they are applied through fertigation check if the fertilizers are soluble and are of accepted quality.
<b>CB.5.7.6</b>	Grower competence on applications	<b>Major</b>	Does the grower demonstrate her/his competence to determine the type and quantity of fertilizers/nutrients being used and its application?	Check documentation demonstrating awareness of the grower in fertilizer/ nutrient management.
<b>CB.5.7.7</b>	Record of applications	<b>Major</b>	Have all applications of soil & foliar fertilizers, both inorganic, organic & bio-fertilizers been recorded?	Check the time and stage of application of fertilizers with reference to crop growth & development. Record of applications should be available for inspection.
<b>CB.6</b>	<b>IRRIGATION/FERTIGATION</b>			
	<i>Water is a scarce natural resource and irrigation should be triggered by appropriate forecasting and by technical equipment allowing for efficient use of irrigation water.</i>			
<b>CB.6.1</b>	<b>Predicting Irrigation Requirements</b>			
<b>CB.6.1.1</b>	Methods of calculation	<b>Minor.</b>	Have systematic methods of prediction been used to calculate the water requirement of the crop?	Calculations are available and are supported by data records e.g. rain gauges, drainage trays for substrate, evaporation meters, water tension meters (% of moisture in the soil) and soil maps.
<b>CB.6.2</b>	<b>Irrigation / Fertigation Method</b>			
<b>CB.6.2.1</b>	Method of irrigation / fertigation	<b>Major</b>	Can the producer justify the method of irrigation/ fertigation used in light of water conservation?	The idea is to avoid wasting water. The irrigation / fertigation system used is the most efficient available for the crop and accepted as such within good agricultural practice.

<b>CB.6.2.2</b>	Water optimization	<b>Minor.</b>	Is there a water management plan to optimize water usage and reduce waste?	A documented plan is available which outlines the steps and actions to be taken to implement the management plan.
<b>CB.6.2.3</b>	Record of irrigation/fertigation	<b>Minor.</b>	Are records of irrigation/fertigation water usage maintained?	Records are kept which indicate the date and volume per water meter or per irrigation unit. If the producer works with irrigation programmes, the calculated and actual irrigated water should be written down in the records.
<b>CB.6.3</b>	<b>Quality of Irrigation Water</b>			
<b>CB.6.3.1</b>	Ban on untreated sewage water	<b>Critical</b>	Has the use of untreated sewage water for irrigation/fertigation been banned?	Untreated sewage water is not used for irrigation/fertigation. Where treated sewage water is used, water quality complies with the WHO published Guidelines for the Safe Use of Wastewater and Excreta in Agriculture and Aquaculture 1989. Also, when there is doubt if water is coming from a possibly polluted source (because of a village upstream, etc.) the grower has to demonstrate through analysis that the water complies with the WHO guideline requirements or the local legislation for irrigation water. No N/A.
<b>CB.6.3.2</b>	Annual risk assessment	<b>Major</b>	Has an annual risk assessment for irrigation/fertigation water pollution been completed?	The risk assessment must consider potential microbial, chemical or physical pollution of all sources of irrigation/fertigation water. Part of the risk assessment should consider the irrigation method and the crop, frequency of analysis, sources of water, the resources and susceptibility for pollutants and drain water of the sources and the environment. <b>GUIDANCE ON NATURE OF RISKS.</b>
<b>CB.6.3.3</b>	Frequency of analysis	<b>Major</b>	Is irrigation water analyzed at a frequency in line with the risk assessment (CB.6.3.2)?	The water analysis is carried out at a frequency according to the results of the risk assessment, which takes the characteristics of the crop into account.

<b>CB.6.3.4</b>	Suitability of laboratory	<b>Minor.</b>	Is the analysis carried out by a suitable laboratory?	Results from appropriate laboratories, capable of performing microbiological analyses as per the requirement of ISO 17025 level, or equivalent standard, should be available.
<b>CB.6.3.5</b>	Action on adverse results	<b>Minor.</b>	Have any adverse results been acted upon?	Records are available of what actions have been taken and what the results are so far.
<b>CB.6.4</b>	<b>Supply of irrigation/fertigation water</b>			
<b>CB.6.4.1</b>	Sustainability of water source	<b>Major</b>	To protect the environment, is water abstracted from a sustainable source?	Sustainable sources are sources that supply enough water under normal (average) conditions.
<b>CB.6.4.2</b>	Advice on abstraction	<b>Major</b>	Has advice on abstraction been sought from water authorities, where required by law?	Where required by law, there must be written communication from the local water authority on this subject (letter, license, etc.).
<b>CB.6.4.3</b>	Water quality	<b>Critical</b>	Is the water potable or free from harmful contaminants?	Check if the water is of good quality, free from excess carbonates, bicarbonates, chlorides etc (Check the water analysis report).
<b>CB.6.4.4</b>	Dependability of water source	<b>Major</b>	Is the source dependable under normal conditions during rain free period? Is the source an approved one?	Check the irrigation water source for its sustainability. Check if it is an approved source from Govt./Public source or from private bore wells/open wells.
<b>CB.6.4.5</b>	Water harvesting	<b>Minor.</b>	Is water harvesting being practiced by the farmer?	Verify the water harvesting techniques used by the farmer and the source of information for the techniques.
<b>CB.6.4.6</b>	Water conservation	<b>Minor.</b>	Is water conservation being practiced by the farmer?	Verify the water conservation techniques like drip irrigation, sprinklers, mulching, etc used by the farmer and the source of information for the techniques.
<b>CB.6.4.7</b>	Irrigation equipment	<b>Major</b>	Is the farmer maintaining irrigation equipment as per guidelines provided by the manufacturer?	Check maintenance and calibration records of irrigation equipment.

<b>CB.6.4.8</b>	Prevention of undesirable water	<b>Critical</b>	Has the farmer taken adequate measures to prevent flow of water into the fields from undesirable sources like municipal landfill areas, hospital & industry waste dump areas, etc?	Inspect to check that adequate measures are taken to prevent the entry of contaminated water.
<b>CB.7</b>	<b>INTEGRATED PEST MANAGEMENT</b>			
	<i>Integrated Pest Management (IPM) involves the careful consideration of all available pest control techniques and the subsequent integration of appropriate measures that discourage the development of pest populations, and keeps plant protection products and other interventions to levels that are economically justified and reduce or minimize risks to human health and the environment.</i>			
<b>CB.7.1</b>	Assistance for IPM	<b>Major</b>	Has assistance with implementation of IPM systems been obtained through training or advice?	The technically responsible person on the farm has received formal documented training and / or the external technical IPM consultant can demonstrate their technical qualifications.
<b>CB.7.2</b>	Evidence for prevention	<b>Major</b>	Can the producer show evidence of implementation of at least one activity that falls in the category of "Prevention"?	The producer can show evidence of implementing at least one activity that includes the adoption of cultivation methods that could reduce the incidence and intensity of pest attacks, thereby reducing the need for intervention.
<b>CB.7.3</b>	Evidence for monitoring	<b>Major</b>	Can the producer show evidence of implementation of at least one activity that falls in the category of "Observation and Monitoring"?	The producer can show evidence of implementing at least one activity that will determine when, and to what extent, pests and their natural enemies are present, and using this information to plan what pest management techniques are required.
<b>CB.7.4</b>	Evidence for intervention	<b>Major</b>	Can the producer show evidence of implementation of at least one activity that falls in the category of "Intervention"?	The producer show evidence that in situations where pest attack adversely affects the economic value of a crop, intervention with specific pest control methods will take place. Where possible, non-chemical approaches must be considered.
<b>CB.7.5</b>	Minimum input use	<b>Major</b>	Where plant protection products have been used, has protection been achieved with the appropriate minimum input?	All plant protection product inputs are documented and include written justifications. No N/A.

<b>CB.7.6</b>	Anti resistance label recommendations	<b>Major</b>	Have anti-resistance label recommendations been followed to maintain the effectiveness of available plant protection products?	When the level of a pest, disease or weed requires repeated controls in the crops, there is evidence that anti-resistance recommendations (where legal and effective alternatives are available) are followed if specified by the product label.
<b>CB.7.7</b>	IPM for endemic pests /diseases	<b>Critical</b>	Are the IPM practices suggested for endemic pests and diseases are followed?	Verify if the grower is aware of the IPM practices suggested by SAU/NRC or approved by any other govt. agency. If she/he is aware, verify the records for action taken.
<b>CB.7.8</b>			<b>Soil Treatment</b>	
<b>CB.7.8.1</b>	Soil treatment recommendations	<b>Major</b>	Is soil treatment, suggested by SAU/NRC or approved by any other govt. agency for endemic pests and diseases followed?	Check if summer ploughing and disposal of crop residues are carried out at the appropriate time. Check if proper crop rotation or any other suggested practice is followed.
<b>CB.7.9</b>			<b>Seed Treatment</b>	
<b>CB.7.9.1</b>	Methods of sowing	<b>Minor.</b>	Are seeds treated using approved methods before sowing?	Check the records for information on seed treatment, chemicals used and adequacy of time lag between treatment and sowing.
<b>CB.7.10</b>			<b>Cultural Methods</b>	
<b>CB.7.10.1</b>	Use of cultural practices	<b>Major</b>	Are appropriate cultural practices followed for preventing the build up of pests and diseases followed?	Check the records if night fires were organized 24 hours after rain during early monsoon. Check if recommended intercrops, catch crops, trap crops, etc were raised. Check if pheromone traps & other suggested preventive measures including crop rotations were adopted. Check if soil biocides were used.
<b>CB.7.10.2</b>	Total use of recommendations	<b>Critical</b>	Are the recommended IPM practices completely followed?	Verify if the grower is aware of the IPM practices suggested by SAU/NRC or any other govt. agency. If she/he is aware, verify the records for action taken.
			<b>Mechanical</b>	

<b>CB.7.10.3</b>	Use of mechanical methods	<b>Major</b>	Are recommended mechanical methods for control of pests and diseases followed?	Check if suitable light traps, insect baits, barrier trenches for the crop organized.
			<b>Biological</b>	
<b>CB.7.10.4</b>	Use of biological methods	<b>Major</b>	Are biological methods and bio control measures followed as recommended by the SAU/NRC or any other govt. agency?	Check if bird perches, use of neem based products. predators, parasites, NPV and similar bio control measures were adopted.
<b>CB.8</b>			<b>PLANT PROTECTION PRODUCTS</b>	
	<i>In situations where pest attack will adversely affect the economic value of a crop, it may be necessary to intervene with specific pest control methods, including plant protection products (PPP). The correct use, handling and storage of plant protection products are essential.</i>			
<b>CB.8.1</b>	<b>Choice of Plant Protection Products</b>			
<b>CB.8.1.1</b>	Use of label recommendations	<b>Critical</b>	Is the plant protection product applied appropriate for the target as recommended on the product label?	All the plant protection products applied to the crop are suitable and can be justified (according to label recommendations or official registration body publication) for the pest, disease, weed or target of the plant protection product intervention. Technically valid (legal) "off label" uses that are supported by the PPP industry in writing is allowable. If the producer uses off-label PPP there must be evidence of official approval for use of that PPP on that crop in that country. In the absence of recommendation on product label, recommendations as prescribed by APEDA/ NRC/SAU/govt. approved research organizations under ICAR/ Central Insecticides Board. No N/A

<b>CB.8.1.2</b>	Use of registered plant protection products	<b>Critical</b>	Do producers only use plant protection products that are registered in the country of use for the target crop where such official registration scheme exists?	All the plant protection products applied are officially registered or permitted by the appropriate governmental organization in the country of application. Where no official registration scheme exists, refer to the INDGAP guideline prescribed by APEDA/NRC/SAU/ govt. approved research organizations/Central Insecticides Board on this subject and FAO International Code of Conduct on the Distribution and Use of Pesticides. For cases where producer takes part in legal field trials for final approval of PPP by the local Government. No N/A.
<b>CB.8.1.3</b>	Purchase record	<b>Major</b>	Are invoices of registered plant protection products kept?	Invoices of the registered plant protection products used, must be kept for record keeping and available at the time of the external inspection. No N/A.
<b>CB.8.1.4</b>	List of plant protection products	<b>Major</b>	Is a current list kept of plant protection products that are used and approved for use on crops being grown?	An up to date documented list, that takes into account any changes in local and national plant protection product legislation is available for the commercial brand names of plant protection products (including their active ingredient composition, or beneficial organisms) that are used on crops being, or which have been, grown on the farm under INDGAP within the last 12 months. This is an internal management list, customized to the operation, not general information on approved products. No N/A.
<b>CB.8.1.5</b>	Awareness of banned chemicals	<b>Critical</b>	Is the farmer aware of the banned chemicals and is there a process that prevents chemicals that are banned in the target country from being used on crops destined for sale in that country?	The documented plant protection product application records confirm that no plant protection product that have been used within the last 12 months on the crops grown under INDGAP destined for sale has been prohibited by the target country.
<b>CB.8.1.6</b>	Competence of advisors	<b>Critical</b>	If the choice of plant protection products is made by advisers, can they demonstrate competence?	Where the plant protection product records show that the technically responsible person making the choice of the plant protection products is a qualified adviser, technical competence can be demonstrated via official qualifications or specific training course attendance certificates. Fax and emails from advisors, governments, APEDA, SAU/Research Organizations are allowable.

<b>CB.8.1.7</b>	Competence of producer	<b>Critical</b>	If the choice of plant protection products is made by the producer, can competence and knowledge be demonstrated?	Where the plant protection product records show that the technically responsible person making the choice of plant protection products is the producer, experience must be complemented by technical knowledge that can be demonstrated via technical documentation, i.e. product technical literature, specific training course attendance, etc.
<b>CB.8.1.8</b>	List of pest / diseases in the area	<b>Major</b>	List out the common pests and diseases endemic to the area and those that occurred on the crop during the past three crop seasons.	Verify the occurrence of the pests and diseases in the area and their ETL based on SAU/NRC/State Depts./any other govt. approved agency.
			<b>Chemical</b>	
			<b>Targeting the Pest and Diseases</b>	
<b>CB.8.1.9</b>	Appropriateness of chemical	<b>Major</b>	Is the crop protection chemical applied, appropriate for the target pest/disease? Is the current list of approved chemicals for the crop is available with the grower?	Check if the chemical applied against target pest/disease is as per the recommendation of the label/the SAU/ NRC/any other govt. approved agency concerned with the crop.
			<b>Approved Chemicals</b>	
<b>CB.8.1.10</b>	Banned chemicals	<b>Critical</b>	Are chemicals banned in India or importing countries used for crops destined for internal use or for exports?	Check if a list of banned chemicals is available with the farmer / applicator.
<b>CB.8.2</b>	<b>Records of Application</b>			
<b>CB.8.2.1</b>	Record of applications	<b>Critical</b>	Have all the plant protection product applications been recorded including the crop name and/or variety?	All plant protection product application records specify the crop and/or variety treated. No N/A.
<b>CB.8.2.2</b>	Record of application location	<b>Critical</b>	Have all the plant protection product applications been recorded including the application location?	All plant protection product application records specify the geographical area, the name or reference of the farm, and the field, orchard or greenhouse where the crop is located. No N/A.

<b>CB.8.2.3</b>	Record of application dates	<b>Critical</b>	Have all the plant protection product applications been recorded including application date?	All plant protection product application records specify the exact dates (day/month/year) of the application. Record the actual date (end date, if applied more than one day) of application. No N/A.
<b>CB.8.2.4</b>	Record of chemical trade names	<b>Critical</b>	Have all the plant protection product applications been recorded including the product trade name?	All plant protection product application records specify the trade name (including formulation) or beneficial organism. It must be possible to connect the trade name information to the active ingredient. No N/A.
<b>CB.8.2.5</b>	Identification of operator	<b>Major</b>	Has the operator been identified for plant protection product applications?	The operator applying plant protection products has been identified in the records. No N/A.
<b>CB.8.2.6</b>	Record of justification of application	<b>Major</b>	Have all the plant protection product applications been recorded including justification for application?	The common name of the pest(s), disease(s) or weed(s) treated is documented in all plant protection product application records. No N/A.
<b>CB.8.2.7</b>	Record of technical authorization	<b>Major</b>	Have all the plant protection product applications been recorded including the technical authorization for application?	The technically responsible person making the plant protection product recommendation has been identified in the records. No N/A.
<b>CB.8.2.8</b>	Record of quantity of application	<b>Major</b>	Have all the plant protection product applications been recorded including appropriate information to identify the product quantity applied?	All plant protection product application records specify the amount of product to be applied in weight or volume, or the total quantity of water (or other carrier medium), and dosage in g/l or internationally recognized measures for the plant protection product. No N/A.
<b>CB.8.2.9</b>	Record of application machinery	<b>Major</b>	Have all the plant protection product applications been recorded including the application machinery used?	The application machinery type, for all the plant protection products applied (if there are various units, these are identified individually), and the method used (i.e. knapsack, high volume, U.L.V., via the irrigation system, dusting, fogger, aerial, or another method), are detailed in all plant protection product application records. No N/A.
<b>CB.8.2.10</b>	Record of pre harvest interval	<b>Critical</b>	Have all the plant protection product applications been recorded including the pre-harvest interval?	The pre-harvest interval has been recorded for all plant protection product applications. No N/A, unless Flower and Ornamental certification.

<b>CB.8.3</b>	<b>Pre-Harvest Interval (Not Applicable for Flower and Ornamentals)</b>			
<b>CB.8.3.1</b>	Observation of pre harvest intervals	<b>Critical</b>	Have the registered pre-harvest intervals prescribed by CIB or approved PHIs by relevant govt. agencies been observed?	<p>The producer can demonstrate that all pre-harvest intervals have been observed for plant protection products applied to the crops, through the use of clear documented procedures such as plant protection product application records and crop harvest dates from treated locations.</p> <p>Specifically in continuous harvesting situations, there are systems in place in the field, orchard or greenhouse, e.g. warning signs, time of application etc., to ensure compliance with all pre-harvest intervals. Refer to 8.6.4. No N/A, unless Flower and Ornamental production.</p>
<b>CB.8.4</b>	<b>Application Equipment</b>			
<b>CB.8.4.1</b>	Condition of application machinery & calibration	<b>Major</b>	Is plant protection product application machinery kept in good condition and verified annually to ensure accurate application?	The plant protection product application machinery is kept in a good state of repair with documented evidence of up to date maintenance sheets for all repairs, oil changes, etc. undertaken. See guideline (Annex CB.3) for compliance with visual inspection and functional tests of application equipment. The plant protection product application machinery (automatic and non-automatic) has been verified for correct operation within the last 12 months and this is certified or documented either by participation in an official scheme (where it exists) or by having been carried out by a person who can demonstrate their competence. No N/A.
<b>CB.8.4.2</b>	Producer's participation in calibration of equipment	<b>Minor.</b>	Is the producer involved in an independent calibration-certification scheme, where available?	The producer's involvement in an independent calibration certification scheme is documented.
<b>CB.8.4.3</b>	Label instructions	<b>Major</b>	When mixing plant protection products, are the correct handling and filling procedures followed as stated on the label?	Facilities, including appropriate measuring equipment, must be adequate for mixing plant protection products, so that the correct handling and filling procedures, as stated on the label, can be followed. No N/A.

<b>CB.8.5</b>	<b>Disposal of Surplus Application Mix</b>			
<b>CB.8.5.1</b>	Disposal method	<b>Major</b>	Is surplus application mix or tank washings disposed of according to national or local law, where it exists, or in its absence according to points CB.8.5.2 and CB.8.5.3, either of which in this case must be complied with in order to comply with this Major must?	Surplus mix or tank washings are disposed of according to the national or local legislation or, in its absence, according to points CB.8.5.2 and CB.8.5.3. No N/A. <b>GUIDANCE NOTE REQD.</b>

<b>CB.8.5.2</b>	Record of surplus application mix	<b>Minor.</b>	Is surplus application mix or tank washings applied over an untreated part of the crop, as long as the recommended dose is not exceeded and records kept?	When surplus application mix or tank washings are applied over an untreated part of the crop, there is evidence that the recommended doses (as stated on the label) have not been exceeded and all the treatment have been recorded in the same manner and detail as a normal plant protection product application.
<b>CB.8.5.3</b>	Record of surplus application mix in fallow land	<b>Minor.</b>	Are surplus application mixes or tank washings applied onto designated fallow land, where legally allowed, and records kept?	When surplus application mix or tank washings are applied onto designated fallow land, it can be demonstrated that this is legal practice and all the treatments have been recorded in the same manner and detail as a normal plant protection product application, and avoiding risk of surface water contamination.
<b>CB.8.6</b>	<b>Plant Protection Product Residue Analysis</b> (N/A for Flower and Ornamental production)			
<b>CB.8.6.1</b>	Sampling procedure	<b>Major</b>	Are the correct sampling procedures followed?	Documentary evidence exists demonstrating compliance with applicable sampling procedures. Sampling can be carried out by the laboratory approved by APEDA/NABL or by the grower providing the procedure is adhered to. <b>GUIDANCE NOTE IS REQD.</b>
<b>CB.8.6.2</b>	Record of residue testing	<b>Critical</b>	If the producer or producer's customer able to provide current evidence either of annual (or more frequent) residue testing or of participation in a third party plant protection product residue monitoring system, which is traceable to the production location and that covers the plant protection products applied to the crop/product?	Current documented evidence or records are available either of annual plant protection product residue analysis results for the INDGAP registered product crops, or of participation in a third party plant protection product residue monitoring system which is traceable to the farm. Refer to Annex CB.4. No N/A.

<b>CB.8.6.3</b>	Knowledge of MRL of target market	<b>Critical</b>	Is the producer (or the producer's customer) able to demonstrate information regarding the market where the producer is intending to trade produce, and the Maximum Residue Level (MRL) of that market?	The producer or the producer's customer must have available a list of current applicable MRLs for the market(s) where produce is intended to be traded in (whether domestic or international). The MRLs will be identified by either demonstrating communication with clients confirming the intended market(s), or by selecting the specific country (ies) (or group of countries) where produce is intending to be traded in, and presenting evidence of compliance with a residue screening system that meets the current applicable country (ies) MRLs. Where a group of countries is targeted together for trading in, the residue screening system must meet the strictest current applicable MRLs in the group. Refer to Annex CB.4.
<b>CB.8.6.4</b>	Action taken to comply with MRL	<b>Critical</b>	Has action been taken to meet the MRLs of the market the producer is intending to trade his produce in?	Where the MRLs of the market the producer is intending to trade his produce in are stricter than those of the country of production, the producer or the producer's customer can demonstrate that during the production cycle these MRLs have been taken into account (i.e. modification where necessary of plant protection product application regime and/or use of produce residue testing results). Refer to Annex CB.4.
<b>CB.8.6.5</b>	Action on non compliances of MRL	<b>Critical</b>	Is an action plan in place in the event of an MRL being exceeded, either of the country of production or of the countries where produce is intended to be traded in?	There is a clear documented procedure of the remedial steps and actions, (this will include communication to customers, product tracking exercise, etc.) to be taken where a plant protection product residue analysis indicates an MRL (either of the country of production or of the countries where his harvested product is intended to be traded in if different) is exceeded.

<b>CB.8.6.6</b>	Accreditation of laboratory	<b>Major</b>	Is the laboratory used for residue testing accredited by a competent national authority to ISO 17025 or equivalent standard?	There is clear documented evidence either on the letter headings or copies of accreditations etc. that the laboratories used for plant protection product residue analysis have been accredited, or are in the process of accreditation to the applicable scope by a competent national authority to ISO 17025 or an equivalent standard. In all cases the laboratories must show evidence of participation in proficiency tests, e.g. FAPAS must be available. Refer to Annex CB.4.
<b>CB.8.7</b>	<b>Plant Protection Product Storage</b>			
<b>CB.8.7.1</b>	Compliance with local regulations	<b>Critical</b>	Are plant protection products stored in accordance with local regulations?	The plant protection product storage facilities comply with all the appropriate current national, regional and local legislation and regulations.
<b>CB.8.7.2</b>	Storage conditions	<b>Major</b>	Are plant protection products stored in a location that is sound?	The plant protection product storage facilities are built in a manner, which is structurally sound and robust. No N/A.
<b>CB.8.7.3</b>	Security at location	<b>Critical</b>	Are plant protection products stored in a location that is secure?	The plant protection product storage facilities are kept secure under lock and key. No N/A.
<b>CB.8.7.4</b>	Temperature conditions	<b>Major</b>	Are plant protection products stored in a location that is appropriate to the temperature conditions?	The plant protection product storage facilities are built of materials or located so as to protect against temperature extremes. No N/A.
<b>CB.8.7.5</b>	Fire protection	<b>Minor.</b>	Are plant protection products stored in a location that is fire-resistant?	The plant protection product storage facilities are built of materials that are fire resistant. No N/A.
<b>CB.8.7.6</b>	Ventilation	<b>Major</b>	Are plant protection products stored in a location that is well ventilated (in the case of walk-in storage)?	The plant protection product storage facilities have sufficient and constant ventilation of fresh air to avoid a build up of harmful vapours. No N/A.

<b>CB.8.7.7</b>	Light arrangement	<b>Major</b>	Are plant protection products stored in a location that is well lit?	The plant protection product storage facilities have or are located in areas with sufficient illumination both by natural and by artificial lighting, to ensure that all product labels can be read easily on the shelves. No N/A.
<b>CB.8.7.8</b>	Segregation from other materials	<b>Major</b>	Are plant protection products stored in a location that is located away from other materials?	The plant protection product storage facilities are located in a separate air space independent from any other materials. Refer to CB.5.5.2. No N/A
<b>CB.8.7.9</b>	Condition of shelves	<b>Minor.</b>	Is all plant protection product storage shelving made of non-absorbent material?	The plant protection product storage facilities are equipped with shelving which is not absorbent in case of spillage, e.g. metal, rigid plastic.
<b>CB.8.7.10</b>	Prevention of spillage	<b>Major</b>	Is the plant protection product store able to retain spillage?	The plant protection product storage facilities have retaining tanks or are bunded according to 110% of the volume of the largest container of stored liquid, to ensure that there cannot be any leakage, seepage or contamination to the exterior of the store. No N/A.
<b>CB.8.7.11</b>	Measuring equipment	<b>Major</b>	Are there facilities for measuring and mixing plant protection products?	The plant protection product storage facilities or the plant protection product filling/mixing area if this is different, have measuring equipment whose graduation for containers and calibration verification for scales has been verified annually by the producer to assure accuracy of mixtures and are equipped with utensils, e.g. buckets, water supply point etc. for the safe and efficient handling of all plant protection products which can be applied.  No N/A.
<b>CB.8.7.12</b>	Facilities to prevent spillage	<b>Major</b>	Are there facilities to deal with spillage?	The plant protection product storage facilities and all designated fixed filling/mixing areas are equipped with a container of absorbent inert material such as sand, floor brush and dustpan and plastic bags, that must be signposted and in a fixed location, to be used in case of spillage of plant protection product. No N/A.

<b>CB.8.7.13</b>	Worker restriction	<b>Major</b>	Are keys and access to the plant protection product store limited to workers with formal training in the handling of plant protection products?	The plant protection product storage facilities are kept locked and physical access is only granted in the presence of persons who can demonstrate formal training in the safe handling and use of plant protection products. No N/A.
<b>CB.8.7.14</b>	Inventory records	<b>Major</b>	Is the product inventory documented and readily available?	A stock inventory which indicates the contents (type and quantity) of the store is available and it is updated at least every 3 months. Quantity refers to how many bags, bottles, etc., not on milligram or centiliter basis
<b>CB.8.7.15</b>	Packaging	<b>Critical</b>	Are all plant protection products stored in their original package?	All the plant protection products that are currently in the store are kept in the original containers and packs, in the case of breakage only, the new package must contain all the information of the original label. Refer to CB.8.9.1. No N/A.
<b>CB.8.7.16</b>	Segregation for crop rotation plant protection products	<b>Major</b>	Are those plant protection products that are approved for use on the crops grown in the crop rotation stored separately within the plant protection product store from those plant protection products used for other purposes?	All the plant protection products currently kept in the plant protection product store or which are indicated on the stock rotation records are officially approved and registered (point CB.8.1.3) for application on the crops within the crop rotation program. Plant protection products used for purposes other than application on crops within the rotation are clearly identified and stored separately within the INDGAP plant protection products store.
<b>CB.8.7.17</b>	Positioning in shelves	<b>Major</b>	Are liquids not stored on shelves above powders?	All the plant protection products that are liquid formulations are stored on shelving, which is never above those products that are powder or granular formulations. No N/A.
<b>CB.8.8</b>	<b>Plant Protection Product Handling</b>			
<b>CB.8.8.1</b>	Health check of workers	<b>Minor.</b>	Are all workers who have contact with plant protection products submitted voluntarily to annual health checks?	All workers who are in contact with plant protection products are voluntarily submitted to health checks annually. These Health checks must comply with national, regional or local codes of practice and use of results respect the legality of disclosure of personal data.

<b>CB.8.8.2</b>	Procedures for re-entry of persons	<b>Critical</b>	Are there procedures dealing with re-entry of persons on the farm after application of plant protection products?	There are clear documented procedures, which regulate all the re-entry intervals of persons after plant protection products are applied to the crops according to the label instructions. Where no re-entry information is available on the label, there are no specific requirements.
<b>CB.8.8.3</b>	Monitoring of re-entry times	<b>Major</b>	Have the recommended re-entry times been monitored?	Documentation (e.g. plant protection products application records) demonstrate that all re-entry intervals for plant protection products applied to the crops have been monitored.
<b>CB.8.8.4</b>	Accident procedures	<b>Major</b>	Is the accident procedure evident within 10 meters of the plant protection product/ chemical storage facilities?	An accident procedure containing all information detailed in AF.3.3.1 must visually display the basic steps of primary accident care and be accessible by all persons within 10 meters of the plant protection product/ chemical storage facilities and designated mixing areas. No N/A
<b>CB.8.8.5</b>	Prevention accidental contamination	<b>Major</b>	Are there facilities to deal with accidental operator contamination?	All plant protection product / chemical storage facilities and all filling/mixing areas present on the farm have eye wash capability, a source of clean water no more than 10 meters distant, a complete first aid kit and a clear accident procedure with emergency contact telephone numbers or basic steps of primary accident care, all permanently and clearly signed. No N/A.
<b>CB.8.9</b>	<b>Empty Plant Protection Product Containers</b>			
<b>CB.8.9.1</b>	Reuse of containers	<b>Major</b>	Is re-use of empty plant protection product containers for purposes other than containing and transporting of the identical product avoided?	There is evidence that empty plant protection product containers have not been or currently are not being re-used for anything other than containing and transporting of the identical product as stated on the original label. No N/A.
<b>CB.8.9.2</b>	Disposal of containers	<b>Major</b>	Does disposal of empty plant protection product containers occur in a manner that avoids exposure to humans?	The system used to dispose of empty plant protection product containers ensures that persons cannot come into physical contact with the empty containers by having a secure storage point, safe handling system prior to the disposal and a disposal method that avoids exposure to persons. No N/A.

<b>CB.8.9.3</b>	Environmental protection	<b>Major</b>	Does disposal of empty plant protection product containers occur in a manner that avoids contamination of the environment?	The system of disposal of empty plant protection product containers minimizes the risk of contamination of the environment, watercourses and flora and fauna, by having a safe storage point and a handling system prior to disposal by an environmentally responsible method.  No N/A.
<b>CB.8.9.4</b>	Official disposal system	<b>Major</b>	Are official collection and disposal systems used when available?	Where official collection and disposal systems exist, there are documented records of participation by the producer.
<b>CB.8.9.5</b>	Labeling and handling	<b>Major</b>	If there is a collection system, are the empty containers adequately stored, labeled and handled according to the rules of a collection system?	All the empty plant protection product containers, once emptied, are not reused, and have been adequately stored, labeled and handled, according to the requirements of official collection and disposal schemes where applicable.
<b>CB.8.9.6</b>	Cleaning of empty containers	<b>Critical</b>	Are empty containers rinsed either via the use of an integrated pressure rinsing device on the application equipment, or at least three times with water?	Installed on the plant protection product application machinery there is pressure-rinsing equipment for plant protection product containers or there are clear written instructions to rinse each container 3 times prior to its disposal. No N/A.
<b>CB.8.9.7</b>	Rinsing	<b>Major</b>	Is the rinsate from empty containers returned to the application equipment tank?	Either via the use of a container-handling device or via written procedure for the application equipment operators, the rinsate from the empty plant protection product containers is always put back into the application equipment tank when mixing.
<b>CB.8.9.8</b>	Storage of empty containers	<b>Major</b>	Are empty containers kept secure until disposal is possible?	There is a designated secure store point for all empty plant protection product containers prior to disposal that is isolated from the crop and packaging materials i.e. permanently signed and with physically restricted access for persons and fauna.

<b>CB.8.9.9</b>	Compliance with local regulations	<b>Major</b>	Are all local regulations regarding disposal or destruction of containers observed?	All the relevant national, regional and local regulations and legislation if it exists, has been complied with regarding the disposal of empty plant protection product containers.
<b>CB.8.10</b>	<b>Obsolete plant protection products</b>			
<b>CB.8.10.1</b>	Disposal of obsolete chemicals	<b>Major</b>	Are obsolete plant protection products securely maintained and identified and disposed of by authorized or approved channels?	There are documented records that indicate that obsolete plant protection products have been disposed of by officially authorized channels. When this is not possible, obsolete plant protection products are securely maintained and identifiable.

#### 4.3 CONTROL POINTS AND COMPLIANCE CRITERIA-FRUITS AND VEGETABLES

FV. 1		CHOICE OF VARIETY OR ROOTSTOCK			
FV.1.1	Planting material awareness	Major	Is the producer aware of the importance of effective crop husbandry in relation to the rootstock, scion and quality seed of the crop?	Farmers should demonstrate availability of documents/literature to support his understanding about the selection of the planting material used.	
FV.2		SOIL AND SUBSTRATE MANAGEMENT			
FV.2.1		Soil Fumigation (N/A if no soil fumigation)			
FV.2.1.1	Justification	Major	Is there a written justification for the use of soil fumigants?	There is written evidence and justification for the use of soil fumigants including location, date, active ingredient, doses, method of application and operator. The use of Methyl Bromide as soil fumigant is not permitted.	
FV.2.1.2	Pre-planting interval	Major	Is any pre-planting interval complied with?	Pre-planting interval must be recorded.	
FV.2.2		Substrates (N/A if no substrates are used)			
FV.2.2.1		Source of substrate			
FV.2.2.1.1	Source of substrate	Major	For substrate of natural origin, can it be demonstrated that it does not come from designated conservation areas?	There are records that prove the origin of the substrates of natural origin being used. These records demonstrate that the substrates do not come from designated conservation areas.	
FV.2.2.2	Sterilization	Minor.	If chemicals are used to sterilize substrates for reuse, have the location, the date of sterilization, type of chemical, method of sterilization, name of the operator and pre-planting interval been recorded?	When the substrates are sterilized on the farm, the name or reference of the field, orchard or greenhouse are recorded. If sterilized off farm then the name and location of the company, which sterilizes the substrate, are recorded. The following are all correctly recorded: the dates of sterilization (day/month/year); the name and active ingredient; the machinery (e.g. 1000 l-tank etc); the method (e.g. drenching, fogging); the operator's name (the person who actually applied the chemicals and did the sterilization); and the pre-planting interval.	
FV.2.2.3	Substrate recycling	Minor.	Does the producer participate in substrate recycling programmes for substrates where available?	The producer keeps records with quantities recycled and dates. Invoices/loading dockets are acceptable. If there is no participation in a recycling program available, it should be justified.	
FV.3		IRRIGATION/FERTIGATION			
FV.3.1		Quality of Irrigation Water			

<b>FV.3.1.1</b>	Risk analysis	<b>Major</b>	According to the risk analysis (CB.6.3.2), does the analysis consider the microbial contaminants?	According to the risk analysis (if there is a risk of microbial contaminants), there is a documented record of the relevant microbial contaminants through a laboratory analysis.  <b>GUIDANCE NOTE REQD.</b>
<b>FV.3.1.2</b>	Risk management	<b>Major</b>	If the risk analysis so requires, have suitable corrective actions taken to avoid identified risks?	Records are available of corrective actions or decisions taken.
<b>FV.3.1.3</b>	Quality of fertigation material	<b>Major</b>	Is farmer aware of the quality of fertigation material?	Records like labels, bills, analysis reports (if any), calibration details of fertigation equipment should be available.
<b>FV.4</b>	<b>HARVESTING</b>			
<b>FV.4.1</b>	<b>General</b>			
<b>FV.4.1.1</b>	Hygiene risk analysis	<b>Critical</b>	Has a hygiene risk analysis and risk assessment been performed for the harvested crop handling process that covers the hygiene aspects of the produce handling operation?	There is a documented and up to date (reviewed annually) risk analysis of the possible risks, and an assessment of the likelihood and severity of the risks covering physical, chemical and microbiological contaminants and human transmissible diseases, customised to the products and operation of the pack house.
<b>FV.4.1.2</b>	Documentation of procedures	<b>Critical</b>	Are documented hygiene procedures for the harvesting process implemented?	The farm manager or other nominated person is responsible for implementation of the hygiene procedures. No N/A.
<b>FV.4.1.3</b>	Instruction to workers	<b>Critical</b>	Have workers received basic instructions in hygiene before handling produce?	There must be evidence that the workers received training regarding personal cleanliness and clothing, e.g. hand washing, wearing of jewellery, fingernail length or cleaning, etc.; personal behaviour, e.g. no smoking, spitting, etc (reference AF.3.2.6).
<b>FV.4.1.4</b>	Implementation of instructions	<b>Critical</b>	Are hygiene instructions and procedures for handling produce, to avoid contamination of the product, implemented?	There is evidence that the workers are complying with the hygiene instructions and procedures. Packers must be trained, using written (in appropriate languages) and/or pictorial instructions, to prevent physical (Such as snails, stones, insects, knives, fruit residues, watches, mobile phones etc.), microbiological and chemical contamination of the product during packing.

<b>FV.4.1.5</b>	Cleaning of containers	<b>Critical</b>	Are the containers and tools used for harvesting cleaned, maintained and protected from contamination?	Reusable harvesting containers, harvesting tools (i.e., scissors, knives, pruning shears, etc.) and harvesting equipment (machinery) are cleaned and maintained, and a cleaning and disinfection schedule is in place (at least once a year) to prevent produce contamination?
<b>FV.4.1.6</b>	Cleaning of vehicles	<b>Critical</b>	Are vehicles used for transport of harvested produce cleaned and maintained?	Farm vehicles used for transport of harvested produce that are also used for any purpose other than transport of harvested produce, are cleaned and maintained, and a cleaning schedule to prevent produce contamination is in place (i.e. soil, dirt, organic fertilizer, spills, etc.).
<b>FV.4.1.7</b>	Access to hand washing	<b>Critical</b>	Do harvest workers that come into direct contact with the crops have access to clean hand washing equipment?	Fixed or mobile hand washing equipment to clean and disinfect hands is accessible to harvest workers. No N/A.
<b>FV.4.1.8</b>	Access to clean toilets	<b>Major</b>	Do harvest workers have access to clean toilets in the vicinity of their work?	Fixed or mobile toilets (including pit latrines) constructed of materials that are easy to clean and with catch basins designed to prevent contamination in the field are accessible to harvest workers within 500m and they are in a good state of hygiene. Where an employee is working independently, the 500m distance can be modified to allow the presence of toilets at an increased distance, providing that there is reasonable and adequate transport available to the worker.
<b>FV.4.1.9</b>	Produce containers	<b>Critical</b>	Are produce containers used exclusively for produce?	Produce containers are only used to contain harvested product (i.e. no agricultural chemicals, lubricants, oil, cleaning chemicals, plant or other debris, lunch bags, tools, etc.). If containers are used for applications other than produce handling, those should be clearly marked and kept separately. If multi-purpose trailers, carts, etc. are used as produce containers, they must be cleaned prior to use.
<b>FV.4.1.10</b>	Compliance with maturity standards	<b>Minor.</b>	Are prescribed maturity standards for the crops followed before harvesting?	Check the sampling records where the maturity of vegetables and fruits evaluated before harvesting. Color changes of rind, fruit/veg. Density, pedicel condition & other maturity parameters for vegetables & climacteric & non climacteric fruits to be verified to assess, if these are harvested at correct stage of maturity for internal use or export.  GUIDANCE NOTE REQUIRED

<b>FV.4.1.11</b>	Compliance with quality parameters	<b>Major</b>	Are the prescribed quality parameters accomplished at the time of harvest?	Verify the record, where quality parameters of non-climacteric crops meant for processing are recorded at the time of harvest to decide if the harvesting is done at appropriate stage of maturity of the produce
<b>FV.4.2</b>	<b>Final Produce Packing at point of harvest (Applicable during harvest, final packing and last human contact with produce takes place on-field)</b>			
<b>FV.4.2.1</b>	Hygiene at harvesting / handling points	<b>Critical</b>	Is the hygiene procedure considered while handling of harvested produce and produce packed and handled directly in the field, orchard or greenhouse?	All produce packed and handled directly in the field, orchard or greenhouse must be removed from the field overnight, in accordance with the harvest hygiene risk assessment results. All field packed produce must be covered to prevent contamination, once packed.
<b>FV.4.2.2</b>	Documentation of inspection	<b>Major</b>	Is a documented inspection process in place to ensure compliance with defined quality criteria?	An inspection process is in place to ensure that products are packed according to documented quality criteria as per the market requirement.
<b>FV.4.2.3</b>	Protection from contamination	<b>Critical</b>	Are packed produce protected from contamination?	All field packed produce must be protected from contamination.
<b>FV.4.2.4</b>	Hygiene at handling points	<b>Critical</b>	Is collection/ storage /distribution point of field packed produce maintained in clean and hygienic conditions?	If packed produce is stored on farm, storage areas must be cleaned.
<b>FV.4.2.5</b>	Storage of packing material	<b>Critical</b>	Is packing material used for in-field packing, stored to protect against contamination?	Packing material must be stored to protect it against contamination.
<b>FV.4.2.6</b>	Waste disposal	<b>Major</b>	Are bits of packaging material and other non-produce waste removed from the field?	Bits of packaging material and non-produce waste must be removed from the field.
<b>FV.4.2.7</b>	Climatic conditions at storage	<b>Major</b>	If packed produce are stored on farm, are temperature and humidity documented?	Temperature and humidity record documented, in accordance with the hygiene risk assessment results and quality requirements when packed produce are stored on farm.
<b>FV.4.2.8</b>	Source of ice and water	<b>Major</b>	If ice or water is used in produce handling at point of harvest, is it made with potable water and handled under sanitary conditions to prevent produce contamination?	Any ice or water used at point of harvest should be made with potable water and handled under sanitary conditions to prevent produce contamination. (refer risk analysis section to check water quality)
<b>FV.5</b>	<b>PRODUCE HANDLING</b> (N/A if Produce Handling in a packing facility on farm is excluded from certification)			
<b>FV.5.1</b>	<b>Principles of Hygiene</b>			
<b>FV.5.1.1</b>	Documentation	<b>Major</b>	Are documented hygiene procedures implemented for the process of harvested crop handling?	The farm manager or other nominated person is responsible for implementation of the hygiene procedures as a direct result of the produce handling hygiene risk analysis. (Refer 4.1.1)

<b>FV.5.2</b>	<b>Personal Hygiene</b>			
<b>FV5.2.1</b>	Basic instruction on hygiene	<b>Critical I</b>	Have workers received basic instructions in hygiene before handling produce?	There must be evidence that the workers received training regarding transmission of communicable diseases, personal cleanliness and clothing, i.e. hand washing, wearing of jewellery and fingernail length and cleaning, etc.; personal behaviour, i.e. no smoking, spitting, eating, chewing, perfumes, etc.
<b>FV 5.2.2</b>	Implementation of instructions	<b>Critical I</b>	Do the workers implement the hygiene instructions for handling produce?	There is evidence that the workers are complying with the hygiene instructions. Unless exclusion from Produce Handling declaration exists for each registered product, no N/A.
<b>FV.5.2.3</b>	Condition of outer garments	<b>Minor.</b>	Are all workers wearing outer garments that are clean and fit for purpose for the operation and able to protect products from contamination?	All workers wear outer garments (e.g. smocks, aprons, sleeves, gloves) that are clean and fit for purpose for the operation according to the risk analysis. This will depend on the product and operation.
<b>FV.5.2.4</b>	Smoking/ eating instructions	<b>Major</b>	Are smoking, eating, chewing and drinking confined to designated areas segregated from products?	Smoking, eating, chewing and drinking are confined to designated areas and are never allowed in the produce handling or storage areas. (Drinking water is the exception).
<b>FV.5.2.5</b>	Signages	<b>Major</b>	Are signs clearly displayed in the packing facilities with the main hygiene instructions for workers and visitors?	Signs with the main hygiene instructions must be visibly displayed in the packing facility.
<b>FV.5.3</b>	<b>Sanitary Facilities</b>			
<b>FV.5.3.1</b>	Access to clean toilets	<b>Critical I</b>	Do workers in the packing facility have access to clean toilets and hand washing facilities in the vicinity of their work?	Toilets in a good state of hygiene must not open directly onto the produce handling area, unless the door is self-closing. Hand washing facilities, containing non-perfumed soap, water to clean and disinfect hands, and hand dry facilities must be accessible and near to the toilets (as near as possible without the potential for cross-contamination).
<b>FV.5.3.2</b>	Hand washing instructions	<b>Critical I</b>	Are signs clearly displayed instructing workers to wash their hands before returning to work?	Signs must be visible with clear instructions that hands must be washed before handling products, especially after using toilets, eating, etc.
<b>FV.5.3.3</b>	Changing facilities	<b>Major</b>	Are there suitable changing facilities for the workers?	The changing facilities should be used to change clothing and protective outer garments as required.
<b>FV.5.3.4</b>	Secure place to store personal items	<b>Major</b>	Are there secure storage facilities for the workers?	Secure storage facilities should be provided at the changing facility to protect the workers' personal belongings.
<b>FV.5.4</b>	<b>Packing and Storage areas</b>			

<b>FV.5.4.1</b>	Maintenance	<b>Major</b>	Are produce handling, storage facilities and equipment cleaned and maintained so as to prevent contamination?	To prevent contamination, produce handling and storage facilities and equipment (i.e. process lines and machinery, walls, floors, storage areas, pallets, etc.) must be cleaned and/or maintained according to the cleaning and maintenance schedule, with defined minimum frequency. Documented records of cleaning and maintenance must be kept.
<b>FV.5.4.2</b>	Storage of cleaning agents	<b>Major</b>	Are cleaning agents, lubricants, etc. stored to prevent chemical contamination of produce?	Cleaning agents, lubricants etc. are kept in a designated area, away from where produce is packed, to avoid chemical contamination of produce.
<b>FV.5.4.3</b>	Approval of cleaning agents	<b>Major</b>	Are cleaning agents, lubricants etc. that may come into contact with produce, approved for application in the food industry? Are dose rates followed correctly?	Documentary evidence exists (i.e. specific label mention or technical data sheet) authorizing use for the food industry of cleaning agents, lubricants etc. which may come into contact with produce.
<b>FV.5.4.4</b>	Maintenance of equipment	<b>Minor.</b>	Are all forklifts and other driven transport trolleys clean and well maintained and of suitable type to avoid contamination through emissions?	Internal transport should be maintained to avoid product contamination, with special attention to fume emissions. Forklifts and other driven transport trolleys should be mechanical, electric or gas-driven.
<b>FV.5.4.5</b>	Disinfection	<b>Major</b>	Is rejected produce and waste material in the packing environment stored in designated areas, which are routinely cleaned and/or disinfected?	Rejected produce and waste materials are stored in clearly designated and segregated areas designed to avoid contamination of products. These areas are routinely cleaned and/or disinfected according to the cleaning schedule.
<b>FV.5.4.6</b>	Lamp protection	<b>Critical</b>	Are breakage safe lamps or lamps with a protective cap used above the sorting, weighing and storage area?	Light bulbs and fixtures suspended above produce or material used for produce handling are of a safety type or are protected/shielded so as to prevent contamination of food in case of breakage.
<b>FV.5.4.7</b>	Handling procedures	<b>Major</b>	Are there written glass, clear hard plastic and articles with sharp edges handling procedures in place?	Written procedures exist for handling glass or clear hard plastic and articles with sharp edges breakages in produce handling, preparation and storage areas.
<b>FV.5.4.8</b>	Hygiene of packing material	<b>Major</b>	Are packing materials clean and stored in clean and hygienic conditions?	Packing materials (including re-useable crates) are stored in a clean and hygienic area, to prevent product contamination until used.
<b>FV.5.4.9</b>	Restriction on animals	<b>Major</b>	Is access of animals to the facilities restricted?	Measures are in place to prevent access by animals.

<b>FV.5.4.10</b>	Strength of packaging material	<b>Major</b>	Are packaging materials used in accordance with the recommended specifications, if any, or as per the approved hygiene standards and have adequate holding strength?	Check if recommended packing materials with proper padding, ventilation and holding strength only are utilized for packing the produce. Check if the packaging material can withstand wear & tear during transportation.
<b>FV.5.4.11</b>	Labeling and track back	<b>Critical</b>	Are the packages properly labeled and coded for unique identification and trace-back?	Check if all the packages are suitably fastened and labeled. Check if proper coding (e.g., bar codes, stickers, tags, badges etc.) is done, for identity and trace-back. Check if appropriate procedure for identification and relevant records are maintained. . <b><i>Packages /containers may be labeled and coded using unique, global identifier (Global Trade Item Number-GTIN)</i></b>
<b>FV.5.4.12</b>	Palletization/ stacking	<b>Major</b>	Are the packages suitably palletized/stacked and loaded in the trucks/containers, as applicable? Are the workers trained for proper stacking?	Check the pallets for compactness and suitability for loading into trucks or containers for shipment. Verify whether workers are trained for stacking.  <b>GUIDANCE NOTE REQUIRED.</b>
<b>FV.5.4.13</b>	Temperature stabilization	<b>Major</b>	Are the packages/pallets shifted to the cold store for stabilization of temperature before loading into containers?	Check if the packages are kept in cold store before loading into refrigerated/ insulated containers, where applicable.
<b>FV.5.4.14</b>	Suitability of pallets/ stacks	<b>Major</b>	Are the palleted packages marked suitably for proper handling & loading into the trucks & containers?	Check if the packages/ pallets are marked to indicate proper handling, loading the material into trucks/containers. Check if the necessary handling instructions are marked on the pallets.
<b>FV.5.4.15</b>	Ventilation in vehicles	<b>Major</b>	Is the vehicle/truck suitably covered & ventilated for carrying the cargo by road to destination?	Check if proper transport carriage with necessary padding and ventilation is used for transporting the produce.
<b>Quality Control</b>				
<b>FV.5.5.1</b>	Documentation of inspection	<b>Major</b>	Is a documented inspection process in place to ensure compliance with a defined quality standard?	An inspection process is in place to ensure products are packed according to documented quality standards.
<b>FV.5.5.2</b>	Documentation of temperature and humidity controls	<b>Critical</b>	Are temperature and humidity (where applicable) controls maintained and documented where produce are packed and/or stored?	If packed produce is stored, temperature and humidity controls (where applicable and also for controlled atmosphere storage) must be maintained and documented in accordance with the hygiene risk assessment results.

<b>FV.5.5.3</b>	<b>Light sensitive products</b>	<b>Critical</b>	For products that are sensitive to light (e.g. potatoes), is daylight ingress controlled in longer term storage facilities?	Check for no daylight ingress.
<b>FV.5.5.4</b>	Stock rotation	<b>Minor.</b>	Is stock rotation being managed?	Stock rotation must be managed to ensure maximum product quality and safety.
<b>FV.5.5.5</b>	Temperature control equipment	<b>Major</b>	Is there a process for verifying measuring and temperature control equipment?	Equipment used for weighing and temperature control, must be routinely verified to see if equipment is calibrated according to risk analysis procedure.
<b>FV.5.6</b>	<b>Rodent and Bird Control</b>			
<b>FV.5.6.1</b>	Blockade at entry points	<b>Major</b>	Are all entry points to buildings or equipment that may come into contact with them suitably protected to prevent, whenever practically possible, the ingress of rodents and birds?	Visual assessment. No N/A
<b>FV.5.6.2</b>	Bait points	<b>Major</b>	Are there site plans with bait points and/or traps?	Site plan showing bait points must exist. No N/A.
<b>FV.5.6.3</b>	Protection of non-target species	<b>Major</b>	Are baits placed in such a manner that non-target species do not have access?	Visual observation. Non-targeted species must not have access to the bait. No N/A.
<b>FV.5.6.4</b>	Record keeping	<b>Major</b>	Are detailed records of pest control inspections and necessary actions taken, kept?	Records of pest control inspections and follow up action plan(s). The producer can have his own records. Inspections must take place whenever there is evidence of presence of pests. In case of vermin, the producer must have a contact number of the pest controller or evidence of in-house capability to control pests.
<b>FV.5.7</b>	<b>Post-Harvest Washing</b> (N/A when no post-harvest washing)			
<b>FV.5.7.1</b>	Water source	<b>Critical</b>	Is the source of water used for final product washing potable or declared suitable by the competent authorities?	The water has been declared suitable by the competent authorities and/or within the last 12 months a water analysis has been carried out at the point of entry into the washing machinery. The levels of the parameters analyzed are within accepted WHO thresholds or are accepted as safe for the food industry by the competent authorities.

<b>FV.5.7.2</b>	Re-circulation conditions	<b>Critical</b>	If water is re-circulated for final product washing, has this water been filtered and are pH, concentration and exposure levels to disinfectant routinely monitored?	Where water is re-circulated for final produce washing, it is filtered and disinfected, and pH, concentration and exposure levels to disinfectant are routinely monitored, with documented records maintained. Filtering must be done with an effective system for solids and suspensions that have a documented routine cleaning schedule according to the usage and water volume.
<b>FV.5.7.3</b>	Laboratory	<b>Minor.</b>	Is the laboratory carrying out the water analysis a suitable one?	The water analysis for the product washing is undertaken by a laboratory currently accredited to ISO 17025 or its national equivalent. Alternatively, any other govt. approved testing kits can also be used on farm. In case of single use testing kit, the date of test and evidence of testing kit should be preserved.
<b>FV.5.8</b>	<b>Post-Harvest Treatments</b> (N/A when there is no post-harvest treatments)			
<b>FV.5.8.1</b>	Labeling instructions	<b>Critical</b>	Are all labeling instructions observed?	There are clear procedures and documentation available, e.g. application records for post-harvest biocides, waxes and plant protection products, which demonstrate that the label instructions for chemicals applied are compliant.  <b>GUIDANCE NOTE REQD.</b>
<b>FV.5.8.2</b>	Registration of biocides	<b>Critical</b>	Are all the biocides, waxes and plant protection products used for post harvest protection of the harvested crop officially registered in the country of use?	All the post harvest biocides, waxes and plant protection products used on harvested crop are officially registered or permitted by the appropriate governmental organization in the country of application. They are approved for use in the country of application and are approved for use on the harvested crop to which it is applied as indicated on the biocides, waxes and crop protection products' labels. Where no official registration scheme exists, and FAO International Code of Conduct on the Distribution and Use of Pesticides.
<b>FV.5.8.3</b>	Selection of biocides	<b>Critical</b>	Are any biocides, waxes and plant protection products used on harvested crop destined for sale in the importing countries are banned?	The documented post harvest biocide, wax and crop protection product application records confirm that no biocides, waxes and crop protection products that have been used within the last 12 months on the harvested crop grown under INDGAP destined for sale within the importing countries have been prohibited by the respective competent authorities.

<b>FV.5.8.4</b>	Updation of list of post harvest chemicals	<b>Major</b>	Is an up-to-date list maintained of post-harvest plant protection products that are used, and approved for use, on crops being grown?	An up to date documented list, that takes into account any changes in local and national legislation for biocides, waxes and plant protection products is available for the commercial brand names (including any active ingredient composition) that are used as post-harvest protection being, or which have been, grown on the farm under INDGAP within the last 12 months. No N/A.
<b>FV.5.8.5</b>	Competence of responsible person	<b>Critical</b>	Is the technically responsible person for the harvested crop handling process able to demonstrate competence and knowledge with regard to the application of biocides, waxes and plant protection products?	The technically responsible person for the post harvest biocides, waxes and plant protection products applications can demonstrate sufficient level of technical competence via nationally recognized certificates or formal training.
<b>FV.5.8.6</b>	Record of identity of chemicals	<b>Critical</b>	Have the post-harvest biocides, waxes and plant protection product applications, including the harvested crops' identity (i.e. lot or batch of produce), been recorded?	The lot or batch of harvested crop treated is documented in all post harvest biocide, wax and plant protection product application records.
<b>FV.5.8.7</b>	Record of formulations made on site	<b>Critical</b>	Are the ingredients of post-harvest biocides, waxes and plant protection products used in on site formulation preparation approved by the competent authorities?	Demonstration of evidence of approval and composition of formulation.
<b>FV.5.8.8</b>	Record of location of chemicals	<b>Critical</b>	Has the location of the post-harvest biocides, waxes and plant protection products applications been recorded?	The geographical area, the name or reference of the farm or harvested crop handling site where the treatment was undertaken is documented in all post-harvest biocide, wax and plant protection product application records.
<b>FV.5.8.9</b>	Record of application dates	<b>Critical</b>	Have the application dates of the post-harvest biocide, wax and plant protection product been recorded?	The exact dates (day/month/year) of the applications are documented in all post-harvest biocide, wax and plant protection product application records.
<b>FV.5.8.10</b>	Record of treatment	<b>Critical</b>	Has the type of treatment been recorded for the post-harvest biocide, wax and plant protection product applications?	The type of treatment used for product application (i.e. spraying, drenching, gassing etc.) is documented in all post-harvest biocide, wax and plant protection product application records
<b>FV.5.8.11</b>	Record of chemical trade names	<b>Critical</b>	Has the product trade name of the post-harvest biocide, wax and plant protection product applications been recorded?	The trade name of the products applied are documented in all post harvest biocide, wax and plant protection product application records.

<b>FV.5.8.12</b>	Record of quantity of chemical applied	<b>Critical</b>	Has the product quantity applied of the post-harvest biocide, waxes and plant protection product applications been recorded?	The amount of product applied in weight or volume per litre of water or other carrier medium is recorded in all post-harvest biocide, wax and plant protection product applications records. Applicable regulatory provisions should be considered.
<b>FV.5.8.13</b>	Record of operators	<b>Major</b>	Has the name of the operator of the post-harvest biocide, wax and plant protection product applications been recorded?	The name of the operator who has applied the plant protection product to the harvested crop is documented in all post-harvest biocide, wax and plant protection product application records.
<b>FV.5.8.14</b>	Record of justification	<b>Major</b>	Has the justification for application for the post-harvest biocide, wax and plant protection product applications been recorded?	The common name of the pest, disease to be treated is documented in all post-harvest biocide, wax and plant protection product application records.
<b>FV.5.8.15</b>	Completeness of record	<b>Critical</b>	Are all of the post-harvest plant protection product applications also considered under points CB.8.6 of this document?	There is documentary evidence to demonstrate that the producer considers all post-harvest biocides and plant protection products applications under Control Points CB.8.6, and acts accordingly
<b>FV.5.8.16</b>	Application of curing & ripening aids	<b>Critical</b>	Are the curing & ripening agents used approved/ recommended by relevant govt. agencies?	Documentary evidence to support use of approved/recommended curing & ripening agents.

#### 4.4 CONTROL POINTS AND COMPLIANCE CRITERIA-COMBINABLE CROPS

<b>CC</b>	<b>COMBINABLE CROPS</b>			
<b>CC.1</b>	<b>PROPAGATION MATERIAL</b>			
<b>CC.1.1</b>	<b>Choice of Variety</b>			
<b>CC.1.1.1</b>	Basis of choice	<b>Major</b>	Is the choice of variety based on acceptable agronomic performance in the local conditions?	The producer must be able to demonstrate the varieties grown meet these requirements either through official trials (variety lists), seed supplier information or customer requirements.
<b>CC.1.2</b>	<b>Seed/Rootstock Quality and Origin</b>			
<b>CC.1.2.1</b>	Purchase records	<b>Major</b>	Are purchased/exchanged seeds accompanied by records of variety name, batch number, supplier, seed certification details, if certified, and are seed treatment records retained?	Producer must provide records of variety name, batch number, supplier, seed certification details, if certified, and seed treatments applied.
<b>CC.1.2.2</b>	Record of home saved seeds	<b>Major</b>	Do home-saved seed have available records of the identity, source, treatments applied (e.g. cleaning and seed treatments)?	Producer must keep records and have them available on the farm.
<b>CC.2</b>	<b>IRRIGATION/FERTIGATION</b>			
<b>CC.2.1</b>	<b>Quality of Irrigation Water</b>			
<b>CC.2.1.1</b>	Risk assessment	<b>Major</b>	According to the risk analysis (CB.6.3.2), does the analysis consider the microbial, physical and chemical contaminants?	According to the risk analysis, there is a documented record of the relevant microbial, chemical or heavy metal contaminants.
<b>CC.2.1.2</b>	Risk management	<b>Major</b>	If the risk analysis so requires, have adverse results been acted upon?	Records are available of corrective actions or decisions taken.
<b>CC.3</b>	<b>MACHINERY AND EQUIPMENT</b>			
<b>CC.3.1</b>	<b>Hygiene</b>			
<b>CC.3.1.1</b>	Cleanliness of transport	<b>Critical</b>	Are lorries/trucks and trailers carrying crops or stock feed clean and fit for the purpose of carrying raw materials entering into the food chain, with particular care given to the cleanliness of dual-purpose trailers to prevent contamination?	Workers to demonstrate awareness at interview and visual assessment of transport vehicles. Type of cleaning must be appropriate to clean what was being previously transported. No N/A unless no supplement feeding of livestock on farm.
<b>CC.3.1.2</b>	Prevention of contamination	<b>Critical</b>	Are all bulk loaders used for loading crops or stock feed cleaned prior to use, with particular care given to the cleanliness of dual purpose loaders, to prevent contamination?	Visual assessment that bulk loaders are kept in a clean, dry and fit state to avoid harm to the goods being carried inside.

<b>CC.3.1.3</b>	Maintenance record	<b>Critical</b>	Is crop or forage conditioning equipment serviced and cleaned in accordance with manufacturers' instructions and are records maintained?	Records must be available, together with manufacturers' instructions. N/A if no relevant equipment is used.
<b>CC.4</b>	<b>CROP PROTECTION</b>			
<b>CC.4.1</b>	<b>Choice of Chemicals</b>			
<b>CC.4.1.1</b>	Compliance with local restrictions	<b>Critical</b>	Are restrictions imposed by national or local legislation on plant protection product application methodology complied with?	Where national or local legislation imposes restrictions on methods of plant protection product application (for example: distance to water ways while spraying etc.) producer must show knowledge at interview and demonstrate compliance.
<b>CC.5</b>	<b>HARVESTING</b>			
<b>CC.5.1</b>	<b>Hygiene</b>			
<b>CC.5.1.1</b>	Worker instructions	<b>Major</b>	Do workers receive basic instructions in hygiene before handling crops destined for food or feed?	There must be evidence that the workers received training, regarding hygiene basic instructions (i.e. use of jewellery, contamination with foreign bodies, etc.).
<b>CC.5.1.2</b>	Access to clean toilets	<b>Major</b>	Do harvest workers have access to clean toilets in the vicinity of their work?	Fixed or mobile toilets (including pit latrines) constructed of materials that are easy to clean and with catch basins designed to prevent contamination in the field are accessible to harvest workers within 500m and they are in a good state of hygiene. Where an employee is working independently, the 500m distance can be modified to allow the presence of toilets at an increased distance, providing that there is reasonable and adequate transport available to the worker.
<b>CC.6</b>	<b>HARVESTED CROP HANDLING</b>			
<b>CC.6.1</b>	<b>Hygiene</b>			
<b>CC.6.1.1</b>	Worker instructions	<b>Critical</b>	Have workers received basic instructions in hygiene before handling product?	There must be evidence that the workers received training, regarding transmission of communicable diseases, personal cleanliness and clothing, i.e. hand washing, wearing of jewellery and fingernail length and cleaning, etc.; personal behaviour, i.e. no smoking, spitting, eating, chewing, perfumes, etc.
<b>CC.6.1.2</b>	Implementation of instructions	<b>Major</b>	Do the workers implement the hygiene instructions for handling produce?	There is evidence that the workers are complying with the hygiene instructions. No N/A.

<b>CC.6.1.3</b>	Smoking/ eating restrictions	<b>Major</b>	Are smoking, eating, chewing and drinking confined to designated areas segregated from products?	Smoking, eating, chewing and drinking are confined to designated areas and are never allowed in the produce handling or storage areas. (Drinking water is the exception).
<b>CC.6.1.4</b>	Floor/wall cleaning	<b>Critical</b>	Are all product store walls, floors and horizontal surfaces of any storage, holding or reception facilities cleaned and where appropriate, washed and insecticide treated prior to use? Are residues of previous crops cleaned from all areas including ventilated floors and beneath conveyors?	Farmer to demonstrate compliance at interview and through visual inspection. Applicable to all farms that store harvested crop. Insecticides used must comply with all label instructions (registrations, consumer intervals, etc.) as in CB.8.1 and treatments must be recorded according to CB.8.2.
<b>CC.6.1.5</b>	Cleaning of livestock buildings	<b>Critical</b>	Where livestock buildings are intended for use as product storage or temporary holding facilities, are they thoroughly cleaned and power washed at least 5 weeks prior to storage?	Farmer to demonstrate compliance at interview and through visual inspection. Applicable to all farms that store harvested crop.
<b>CC.6.1.6</b>	Insect trapping	<b>Minor.</b>	Are pre-harvest insect trapping in product storage areas carried out to demonstrate that cleaning operations have been successful?	Compliance to be demonstrated by the production of receipts for traps and records detailing monitoring. Baits containing nuts should not be used.
<b>CC.6.1.7</b>	Signages	<b>Major</b>	Are signs clearly displayed in the handling area with the main hygiene instructions for workers and visitors?	Signs with the main hygiene instructions must be visibly displayed in the handling area.
<b>CC.6.2</b>	<b>Quality Control</b>			
<b>CC.6.2.1</b>	Documentation of inspection	<b>Major</b>	Is a documented inspection process in place to ensure compliance to a defined quality standard?	An inspection process is in place to ensure products are packed according to documented quality standards.
<b>CC.6.2.2</b>	Temperature / humidity record	<b>Critical</b>	Are temperature and humidity (where applicable) controls maintained and documented where packed produce are stored on farm?	If packed product are stored on farm temperature and humidity controls (where applicable) must be maintained and documented, in accordance with the hygiene risk assessment results.
<b>CC.6.2.3</b>	Stock rotation	<b>Minor.</b>	Is stock rotation being managed?	Stock rotation must be managed to ensure maximum product quality and safety
<b>CC.6.2.4</b>	Verification of equipment	<b>Major</b>	Is there a process for verifying measuring and temperature control equipment?	Equipment used for weighing and temperature control, must be routinely verified according to a risk analysis.
<b>CC.6.3</b>	<b>Rodent and Bird Control</b>			

<b>CC.6.3.1</b>	Protection of entry points	<b>Major</b>	Are all entry points to buildings or equipment that may come in contact with rodents or birds suitably protected to prevent, whenever practically possible, the ingress of rodents and birds?	Visual assessment of all buildings or equipment that comes in contact with harvested product. No N/A.
<b>CC.6.3.2</b>	Bait points	<b>Major</b>	Are there site plans with bait points and/or traps?	Site plan showing bait points must exist.
<b>CC.6.3.3</b>	Protection of non-target species	<b>Major</b>	Are baits placed in such a manner that non-target species do not have access?	Visual observation. Non-targeted species must not have access to the bait. No N/A.
<b>CC.6.3.4</b>	Record of pest control inspections	<b>Major</b>	Are detailed records of pest control inspections and necessary actions taken, kept?	Records of pest control inspections and follow up action plan(s). The producer can have his own records. Inspections must take place whenever evidence of pests present. In case of vermin, the producer must have a contact number of the pest controller or evidence of in-house capability to control pests.
<b>CC.6.4</b>	<b>Post-Harvest Treatments (N/A if no post-harvest treatment)</b>			
<b>CC.6.4.1</b>	Labeling instructions	<b>Critical</b>	Are all labeling instructions observed?	There are clear procedures and documentation available, i.e. post harvest biocides and plant protection products application records and packaging/delivery dates of treated products, which demonstrate that the label instructions for chemicals applied to the harvested crop have been observed.
<b>CC.6.4.2</b>	Registration of biocides	<b>Critical</b>	Are only biocides and plant protection products used that are officially registered in the country of use, and for use post-harvest on the harvested crop being protected?	All the post harvest biocides and plant protection products used on harvested crop are officially registered or permitted by the appropriate governmental organization in the country of application and are approved for use in the country of application and are approved for use on the harvested crop to which it is applied as indicated on the biocides and plant protection products' labels. Where no official registration scheme exists, refer to the INDGAP guideline on this subject and FAO International Code of Conduct on the Distribution and Use of Pesticides

<b>CC.6.4.3</b>	Restrictions on biocides	<b>Critical</b>	Are only biocides and plant protection products used on harvested crop destined for sale in the target country that are not banned in that country?	The documented post harvest biocide and plant protection product application records confirm that no biocides and plant protection products have been used within the last 12 months on the harvested crop grown under INDGAP destined for sale within the target country.
<b>CC.6.4.4</b>	List of biocides	<b>Major</b>	Is an up-to-date list maintained of post-harvest plant protection products that are used, and approved for use, on crops being grown?	An up to date documented list, that takes into account any changes in local and national legislation for biocides, waxes and plant protection products is available for the commercial brand names (including any active ingredient composition) that are used as post-harvest protection being, or which have been, grown on the farm under INDGAP within the last 12 months. No N/A.
<b>CC.6.4.5</b>	Competence of responsible person	<b>Critical</b>	Is the technically responsible person for the harvested crop handling process able to demonstrate competence and knowledge with regard to the application of biocides and plant protection products?	The technically responsible person for the post harvest biocides and plant protection products applications can demonstrate sufficient level of technical competence via nationally recognized certificates or formal training.
<b>CC.6.4.6</b>	Record of identity of biocides	<b>Critical</b>	Have the post-harvest biocides and plant protection product applications, including the harvested crops' identity (i.e. lot or batch of produce), been recorded?	The lot or batch of harvested crop treated is documented in all post harvest biocide and plant protection product application records. <b>Lot/batch Identifiers used may follow standardized data structures with standardized identifiers for each data string</b>
<b>CC.6.4.7</b>	Record of application of biocides	<b>Critical</b>	Has the application of the post-harvest biocides and plant protection product applications been recorded?	The geographical area, the name or reference of the farm or harvested crop-handling site where the treatment was undertaken is documented in all post-harvest biocide and plant protection product application records. <b>Farm reference may use unique and universal identifiers like GLN's</b>
<b>CC.6.4.8</b>	Record of application dates	<b>Critical</b>	Have the application dates of the post-harvest biocide and plant protection product been recorded?	The exact dates (day/month/year) of the applications are documented in all post-harvest biocide and plant protection product application records.
<b>CC.6.4.9</b>	Record of treatment type	<b>Critical</b>	Has the type of treatment been recorded for the post-harvest biocide and plant protection product applications?	The type of treatment used for product application (i.e. spraying, drenching, gassing etc.) is documented in all post-harvest biocide and plant protection product application records.

<b>CC.6.4.10</b>	Record of trade names	<b>Critical</b>	Has the product trade name of the post-harvest biocide and plant protection product applications been recorded?	The trade name and active ingredient of the products applied are documented in all post-harvest biocide and plant protection product application records.
<b>CC.6.4.11</b>	Record of quantity used	<b>Critical</b>	Has the product quantity applied of the post-harvest biocide and plant protection product applications been recorded?	The amount of product applied in weight or volume per litre of water or other carrier medium is recorded in all post-harvest biocide and plant protection product applications records.
<b>CC.6.4.12</b>	Record of operator	<b>Major</b>	Has the name of the operator of the post-harvest biocide and plant protection product applications been recorded?	The name of the operator who has applied the plant protection product to the harvested crop is documented in all post-harvest biocide and plant protection product application records.
<b>CC.6.4.13</b>	Record of justification	<b>Major</b>	Has the justification for application for the post-harvest biocide and plant protection product applications been recorded?	The common name of the pest, disease to be treated is documented in all post-harvest biocide and plant protection product application records.
<b>CC.6.4.14</b>	Complete record of chemical application	<b>Critical</b>	Are all of the post-harvest plant protection product applications also considered under points CB.8.6 of this document?	There is documentary evidence to demonstrate that the producer considers all post-harvest fungicide or insecticide applications under Control Points CB.8.6 of this document, and acts accordingly.
<b>CC.6.5</b>	<b>Storage of Harvested Crop</b>			
<b>CC.6.5.1</b>	Risk prevention	<b>Critical</b>	Is the risk of contamination by glass or any other physical contaminants prevented?	Light bulbs and fixtures suspended above harvested crop or material used for harvested crop handling are of a safety type or are protected/shielded so as to prevent contamination of food in case of breakage. The risk for contamination with any other physical contaminants must also be prevented. This applies to temporary holdings, long-term stores and all product movement areas.
<b>CC.6.5.2</b>	Restriction on domestic animals	<b>Critical</b>	Is access of domestic animals and birds to the facilities restricted?	Domestic animal and bird access to facilities is managed, to prevent harvested crop contamination.

<b>CC.6.5.3</b>	Storage procedure	<b>Critical</b>	Is a specific storage procedure required for longer-term product storage?	Where longer term storage takes place, producer to demonstrate compliance by means of records detailing the regular checking and follow up actions, such as: regular monitoring of temperature and condition of product, including investigation of any changes. Bird and rodent activity, Water ingress, and hot spots within the heap must have been acted upon and remedied. The frequency of inspection may be reduced once the condition of the crop has stabilized. No N/A unless no longer term storage.
<b>CC.6.5.4</b>	Risk minimization	<b>Critical</b>	Is storage adapted to type of product and conditions; is implementation of best practice encouraged minimizing risk of contamination?	Storage may be inside or outside. The storage conditions are adapted to the type of product and conditions (weatherproof, solid floors, suitable walls and doors, etc.).
<b>CC.6.5.5</b>	Harvested crop conditioning	<b>Critical</b>	Do harvested crops, susceptible to deterioration and, which are stored for more than a few days in conditions that may lead to their deterioration, have conditioning? Does long term-stored product have a moisture content and temperature suitable for storage?	Damage caused by heating must be avoided. Product conditioning equipment must be available where applicable and producer to demonstrate compliance at interview. No N/A unless no storage for more than a few days.
<b>CC.6.5.6</b>	Access to monitoring devices	<b>Critical</b>	Does the responsible person have easy access to product storage monitoring devices if they store harvested crops?	The responsible person must demonstrate compliance by showing evidence of the monitoring devices or policy.
<b>CC.6.5.7</b>	Maintenance	<b>Minor.</b>	Is product-drying equipment regularly maintained in line with manufacturers' instructions and are the dates recorded?	Maintenance records and manufacturer's instructions should be available.
<b>CC.6.5.8</b>	Loading condition	<b>Minor.</b>	In the case of flat product stores are hard outside loading areas maintained in a clean and well-drained condition?	Loading areas should be clean with no dips and areas where standing water can gather.
<b>CC.6.6</b>	<b>Haulage</b>			
<b>CC.6.6.1</b>	Covering of vehicles	<b>Major</b>	Is ex-farm transport carried out by the producer covered once loaded and during transit?	Farmer/operatives must demonstrate compliance on interview.

#### 4.6 CONTROL POINTS AND COMPLIANCE CRITERIA- GREEN COFFEE

<b>CO</b>	<b>COFFEE (GREEN)</b>			
<b>CO.1</b>	<b>PLANTING MATERIAL</b>			
<b>CO.1.1</b>	<b>Choice of Variety or Rootstock</b>			
<b>CO.1.1.1</b>	Planting material awareness	<b>Major</b>	Is the producer aware of the importance of effective crop husbandry in relation to the rootstock, scion and quality seed of the crop?	Farmers should demonstrate availability of documents/literature to support his understanding about the selection of the planting material used.
<b>CO.2</b>	<b>SITE HISTORY AND SITE MANAGEMENT</b>			
<b>CO.2.1</b>	<b>Site History</b>			
<b>CO.2.1.1</b>	Deforestation	<b>Critical</b>	Has the new farm NOT been deforested after September 2004?	There is evidence that the farmed area has not derived from primary forest deforested after September 2004 nor from secondary forest without compensation. No N/A
<b>CO.2.1.2</b>	Compliance with biodiversity rules	<b>Major</b>	Do new plantings comply with the relevant local and national regulation with respect to land use and bio-diversity conservation?	There is documented evidence that the new plantations comply with the relevant local and national regulation with respect to land use and biodiversity conservation.
<b>CO.2.1.3</b>	Compatibility with resource conservation	<b>Major</b>	In the absence of relevant regulation on land use and bio-diversity conservation, are new coffee plantings compatible with good resource conservation practice proven in comparable locations?	New coffee plantings are compatible with good resource conservation practice proven in comparable locations.
<b>CO.2.1.4</b>	Re-planting interval	<b>Major</b>	Is any re-planting interval complied with?	Re-planting interval must be recorded (2-3 years for uprooted areas).
<b>CO.3</b>	<b>SOIL AND SUBSTRATE MANAGEMENT</b>			
<b>CO.3.1</b>	<b>Soil Fumigation (N/A if no soil fumigation)</b>			
<b>CO.3.1.1</b>	Justification	<b>Major</b>	Is there a written justification for the use of soil fumigants?	There is written evidence and justification for the use of soil fumigants including location, date, active ingredient, doses, method of application and operator. The use of Methyl Bromide as soil fumigant is not permitted.
<b>CO.3.1.2</b>	Pre-planting interval	<b>Major</b>	Is any pre-planting interval complied with?	Pre-planting interval must be recorded.

<b>CO.3.1.3</b>	Alternative to chemical fumigation	<b>Minor.</b>	Are alternatives to chemical fumigation explored before resorting to the use of chemical fumigants?	The producer is able to demonstrate assessment of alternatives to chemical soil fumigation through technical knowledge, written evidence or accepted local practice.
<b>CO.4</b>	<b>FERTILIZER USE</b>			
<b>CO.4.1</b>	<b>Fertilizer Storage</b>			
<b>CO.4.1.1</b>	Application methods	<b>Major</b>	Is the most appropriate and efficient method of application followed?	The fertilizer application method (broadcasting/ring application etc. or as recommended by the tea institutes) should take in to account the slope of the lands, rain forecasts and other such factors for the efficient utilization by the bushes as well as contamination through loss in to the surrounding environment.
<b>CO.4.2</b>	<b>Organic Fertilizer</b>			
<b>CO.4.2.1</b>	Composting	<b>Major</b>	Is the animal manure and other organic materials properly composted prior to application as per NPOP?	Evidence to show compliance with NPOP guidelines. <b>GUIDANCE NOTE ON RELEVANT NPOP STANDARD</b>
<b>CO.4.2.2</b>	Prevention of organic residues	<b>Critical</b>	Are proper measures in place to prevent the residues of organic material on the leaves after spraying liquid fertilizer?	Grower must take appropriate measures to avoid leaf contamination. The organic matter in the solution/suspension should be allowed to settle down (sink) and only the filtered liquid is used for the spray. A visual check for presence of organic matter residues on the leaves is conducted when required.
<b>CO.5</b>	<b>IRRIGATION/FERTIGATION</b>			
<b>CO.5.1</b>	<b>Irrigation/Fertigation Method</b>			
<b>CO.5.1.1</b>	Optimization	<b>Major</b>	Has consideration been given to a water management plan to optimize water usage and reduce waste?	A documented plan which outlines the steps and actions to be taken to implement the process. Cross-reference with CB.6.2.1 (Crops Base)
<b>CO.5.2</b>	<b>Quality of Irrigation Water</b>			
<b>CO.5.2.1</b>	Microbial contamination	<b>Minor.</b>	Does the analysis consider the microbial contaminants?	According to the risk analysis, there is a documented record of the relevant microbial contaminants.
<b>CO.5.2.2</b>	Chemical pollutant	<b>Minor.</b>	Does the analysis consider the chemical pollutants?	According to the risk analysis, there is a documented record of any chemical residues.
<b>CO.5.2.3</b>	Heavy metal pollutants	<b>Major</b>	Does the analysis consider the heavy metal pollutants?	According to the risk analysis, there is a documented record of any heavy metals contaminants.
<b>CO.5.2.4</b>	Risk management	<b>Minor.</b>	Have any adverse results been acted upon?	Records are available of what actions have been taken and what the results are so far.
<b>CO.6</b>	<b>PLANT PROTECTION</b>			
<b>CO.6.1</b>	<b>Basic elements</b>			

<b>CO.6.1.1</b>	Instructions on crop protection products	<b>Critical</b>	Are there in place clear instructions for not using crop protection products within 10 meters (or less as required by law) of any permanent stream ?	There is in place clear instructions and documented records that all persons involved in crop protection products usage are well informed for not using crop protection products within 10 meters (or more if required by law) of any permanent stream.
<b>CO.6.2</b>	<b>Choice of Plant Protection Products</b>			
<b>CO.6.2.1</b>	Awareness of banned chemicals	<b>Critical</b>	Is the farmer aware of the banned chemicals and is there a process that prevents chemicals that are banned in the target country from being used on crops destined for sale in that country?	The documented plant protection product application records confirm that no plant protection product that have been used within the last 12 months on the crops grown under INDGAP destined for sale has been prohibited by the target country.
<b>CO.6.3</b>	<b>Records of Application</b>			
<b>CO.6.3.1</b>	Spray record	<b>Critical</b>	Have all the crop protection products applications been recorded including the re-entry time of people into the sprayed area?	Documented in all crop protection products application records for each product applied, the re-entry time has been recorded. No N/A.
<b>CO.6.4</b>	<b>Plant protection product transportation</b>			
<b>CO.6.4.1</b>	Compliance with local regulations	<b>Major</b>	Are crop protection products transported safely, with attention to minimizing human and environmental contamination and if applicable, transported in accordance with local regulations?	When transportation of crop protection products is done by farm or group of compliant farms, transportation complies to local regulations on chemical transport, or at least in a proper manner to prevent spilling and other accidents.
<b>CO.7</b>	<b>HARVESTING</b>			
<b>CO.7.1</b>	<b>Hygiene</b>			
<b>CO.7.1.1</b>	Risk assessment	<b>Critical</b>	Has a hygiene risk analysis been performed for the harvest and pre-farm gate transport process?	There is a documented and up to date (reviewed annually) risk assessment covering physical, chemical and microbiological contaminants and human transmissible diseases, customized to the products and operation of the processing unit. No N/A
<b>CO.7.1.2</b>	Risk management	<b>Critical</b>	Has a hygiene procedure been implemented for the harvesting process?	As a direct result of the harvest and pre-farm gate transport hygiene risk analysis, a documented hygiene procedure has been implemented. No N/A
<b>CO.7.1.3</b>	Cleanliness of handling equipment	<b>Critical</b>	Does the harvesting process hygiene procedure consider containers and tool handling?	Reusable harvesting containers, harvesting tools (i.e., scissors, knives, pruning shears, etc) and harvesting equipment (machinery) are cleaned and maintained, and a cleaning and disinfection schedule is in place (at least once a year) to prevent produce contamination.

<b>CO.7.1.4</b>	Cleanliness of transport vehicles	<b>Critical</b>	Does the harvesting process hygiene procedure consider on farm produce transportation?	Farm vehicles used for transport of harvested produce that are also used for any purpose other than transport of harvested produce, are cleaned and maintained, and a cleaning schedule to prevent produce contamination is in place (i.e. soil, dirt, organic fertilizer, spills, etc.).
<b>CO.7.1.5</b>	Access to hand washing	<b>Critical</b>	Do harvest workers have access to clean hand-washing equipment in the vicinity of their work?	Fixed or mobile hand washing equipment to clean and disinfect hands is accessible to harvest workers. No N/A.
<b>CO.7.1.6</b>	Access to clean toilets	<b>Major</b>	Do harvest workers have access to clean toilets in the vicinity of their work?	Fixed or mobile toilets (including pit latrines) constructed of materials that are easy to clean and with catch basins designed to prevent contamination in the field are accessible to harvest workers within 500m and they are in a good state of hygiene. Where an employee is working independently, the 500m distance can be modified to allow the presence of toilets at an increased distance, providing that there is reasonable and adequate transport available to the worker.
<b>CO.7.2</b>	<b>Mould Prevention</b>			
<b>CO.7.2.1</b>	Segregation	<b>Major</b>	Is contact of the harvested coffee cherries with sources of fungal contamination minimized?	Cherries that have fallen on the ground or were in contact with other source of fungal contamination are not to be processed. The Code of Practice for Prevention of Mould Formation (ICO - International Coffee Organization) on growing and harvesting is used as a reference guide.
<b>CO.7.2.2</b>	Harvesting time	<b>Critical</b>	Is the plucking done at the right time based on the management plan?	The management plan should ensure that the leaves are plucked and harvested at the time defined as per the management plan. Plucking time is harmonized with the crop protection product application taking into consideration the pre-harvest intervals.
<b>CO.7.3</b>	<b>Harvested coffee measurements</b>			
<b>CO.7.3.1</b>	Calibration	<b>Critical</b>	Are the weights and/or volume-measures that define the weight or volume of harvested coffee, calibrated at least once a year?	The weights and/or volume-measures that define the weight or volume of harvested coffee are calibrated. There are documented records of verification of calibration within the last 12 months that has been carried out by specialized technicians.
<b>CO.8</b>	<b>PROCESSING</b> (applies to in-house or outsourced milling)			
<b>CO.8.1</b>	<b>General</b>			

<b>CO.8.1.1</b>	Traceability	<b>Critical</b>	If the coffee grower does not process his own coffee, is the traceability ensured at the outsourced mill?	When the coffee farm or group of compliant farms does not process its own coffee, the outsourced milling process must have a documented system to ensure that traceability of this coffee is maintained. No N/A
<b>CO.8.1.2</b>	Mould prevention	<b>Minor.</b>	Is the mould prevention assured on every step of the post harvest product handling?	The Code of Practice for Prevention of Mould Formation (ICO - International Coffee Organization), on processing (general, wet OR dry process and hulling), storing and internal transport, is used as a reference guide.
<b>CO.8.2</b>	<b>Principles of Hygiene</b>			
<b>CO.8.2.1</b>	Risk assessment	<b>Major</b>	Has a hygiene risk analysis been performed for the harvested crop handling process that covers the hygiene aspects of the produce handling operation?	There is a documented and up to date (reviewed annually) risk assessment covering physical, chemical and microbiological contaminants and human transmissible diseases, customized to the products and operation of the pack house.
<b>CO.8.2.2</b>	Risk management	<b>Major</b>	Has a hygiene procedure been implemented for the process of harvested crop handling?	The farm manager or other nominated person is responsible for implementation of the hygiene procedure as a direct result of the produce handling hygiene risk analysis.
<b>CO.8.3</b>	<b>Personal Hygiene</b>			
<b>CO.8.3.1</b>	Worker instructions	<b>Critical</b>	Have workers received basic instructions in hygiene before handling produce?	There must be evidence that the workers received training, whether verbal or written. Training must be documented.
<b>CO.8.3.2</b>	Implementation of instructions	<b>Major</b>	Do the workers implement the hygiene instructions for handling produce?	There is evidence that the workers are complying with the hygiene instructions.
<b>CO.8.3.3</b>	Protective clothing	<b>Minor.</b>	Are all workers wearing outer garments suitable for the operation to avoid contamination?	All workers wear outer garments (e.g. smocks, aprons, sleeves, gloves) that are suitable for the operation according to the risk analysis. This will depend on the product and operation.
<b>CO.8.3.4</b>	Cleaning of clothes	<b>Major</b>	Are the protective clothing (outer garments) changed and/or regularly cleaned to avoid cross-contamination according to the risk analysis?	The outer garments are changed and/or regularly cleaned according to the risk analysis from CO.8.2.1.
<b>CO.8.3.5</b>	Smoking/ eating instructions	<b>Major</b>	Are smoking, eating, chewing and drinking confined to designated areas?	Smoking, eating, chewing and drinking are confined to designated areas. (Drinking water is the exception).
<b>CO.8.3.6</b>	Signages	<b>Major</b>	Are there signs with the main hygiene instructions inside the packing facilities, clearly displayed for workers and visitors?	Signs with the main hygiene instructions must be visibly displayed in the packing facility.
<b>CO.8.4</b>	<b>Sanitary Facilities</b>			

<b>CO.8.4.1</b>	Access to clean toilets	<b>Critical</b>	Do workers in the packing facility have access to clean toilets and hand washing facilities in the vicinity of their work?	Toilets in a good state of hygiene must not open directly onto the produce handling area, unless the door is self-closing. Hand washing facilities, containing non-perfumed soap, water and hand dry facilities must be accessible and close by the toilets.
<b>CO.8.4.2</b>	Hand washing facilities	<b>Critical</b>	Are signs clearly displayed instructing workers to wash their hands before returning to work.	Signs must be visible with clear instructions that hands must be washed before handling products, especially after using toilets, eating, etc.
<b>CO.8.4.3</b>	Change rooms	<b>Minor.</b>	Are there suitable changing facilities for the workers?	The changing facilities must be used to change clothing and protective outer garments as required.
<b>CO.8.4.4</b>	Lockers	<b>Minor.</b>	Are there lockable storage facilities for the workers?	Secure storage facilities must be provided at the changing facility to protect the workers' personal belongings.
<b>CO.8.5</b>	<b>Processing and Storage areas</b>			
<b>CO.8.5.1</b>	Maintenance of equipments	<b>Major</b>	Are produce handling facilities and equipment cleaned and maintained so as to prevent contamination?	Produce handling facilities and equipment (i.e. process lines and machinery, walls, floors, storage areas, pallets, etc.) must be cleaned and/or maintained according to the cleaning and maintenance schedule, to prevent contamination, and documented record.
<b>CO.8.5.2</b>	Storage of cleaning agents	<b>Major</b>	Are cleaning agents, lubricants, etc. stored to prevent chemical contamination of produce?	Cleaning agents, lubricants, etc. are kept in a designated area separate and apart from where produce is packed, to avoid chemical contamination of produce.
<b>CO.8.5.3</b>	Approval of cleaning agents	<b>Major</b>	Are Cleaning Agents, Lubricants, etc. that may come into contact with produce, approved for application in the food industry, and are dose rates followed correctly?	Documentary evidence exists authorizing (i.e. specific label mention or technical data sheet) use for the food industry of Cleaning Agents, Lubricants, etc. which may come into contact with produce.
<b>CO.8.5.4</b>	Maintenance of forklifts, etc	<b>Minor.</b>	Are all forklifts and other driven transport trolleys clean and well maintained and of suitable type to avoid contamination through emissions?	Internal transport should be maintained to avoid product contamination, with special attention to fume emission. Forklifts and other driven transport trolleys should be electric or gas-driven.
<b>CO.8.5.5</b>	Waste disposal	<b>Major</b>	Are rejected produce and waste material in the packing environment stored in designated areas, which are routinely cleaned and/or disinfected?	Rejected produce and waste material are stored in designated areas, which are routinely cleaned and/or disinfected to avoid contamination.
<b>CO.8.5.6</b>	Breakage safe lamps	<b>Major</b>	Are breakage safe lamps or lamps with a protective cap used above the sorting, weighing and storage area?	Light bulbs and fixtures suspended above produce or material used for produce handling are of a safety type or are protected/shielded so as to prevent contamination of food in case of breakage.

<b>CO.8.5.7</b>	Risk prevention	<b>Critical</b>	Is the risk of contamination by glass or any other physical contaminants prevented?	The risk for contamination with any other physical contaminants must also be prevented. This applies to temporary holdings, long-term stores and all product movement areas.
<b>CO.8.5.8</b>	Storage of packing material	<b>Major</b>	Are packing materials clean and stored in clean and hygienic conditions?	Packing materials (incl re-useable crates) are stored in a clean and hygienic area, to prevent product contamination until used.
<b>CO.8.5.9</b>	Restrictions on animals	<b>Major</b>	Is access of animals to the facilities restricted?	Animal access to facilities is managed, to prevent produce contamination.
<b>CO.8.6</b>	<b>Quality Control</b>			
<b>CO.8.6.1</b>	Record of quality inspections	<b>Major</b>	Is a documented inspection process in place to ensure compliance to a defined quality standard?	An inspection process is in place to ensure products are packed according to prescribed and documented quality standards.
<b>CO.8.6.2</b>	Record of temperature and humidity	<b>Major</b>	Are temperature and humidity controls maintained and documented where packed produce are stored on farm?	If packed produce are stored on farm, temperature and humidity controls must be maintained and documented in accordance with the hygiene risk assessment results.
<b>CO.8.6.3</b>	Stock rotation	<b>Minor.</b>	Is stock rotation being managed?	Stock rotation must be managed to ensure maximum product quality and safety.
<b>CO.8.6.4</b>	Verification of temperature control equipment	<b>Major</b>	Is there a process for verifying measuring and temperature control equipment?	Equipment used for weighing and temperature control, must be routinely verified according to a risk analysis.
<b>CO.8.7</b>	<b>Rodent and Bird Control</b>			
<b>CO.8.7.1</b>	Prevention from birds and rodents	<b>Major</b>	Are all entry points to buildings or equipment that may come in contact with rodents and/or birds suitably protected to prevent, whenever practically possible, the ingress of rodents and birds?	Visual assessment.
<b>CO.8.7.2</b>	Site plans for baits	<b>Major</b>	Are there site plans with bait points and/or traps?	Site plan showing bait points must exist.
<b>CO.8.7.3</b>	Bait protection for non-target species	<b>Major</b>	Are baits placed in such a manner that non-target species do not have access?	Visual observation. Non-targeted species must not have access to the bait.
<b>CO.8.7.4</b>	Record of pest control	<b>Major</b>	Are detailed records of pest control inspections and necessary actions taken, kept?	Records of pest control inspections and follow up action plan(s). The producer can have his own records. Inspections must take place whenever evidence of pests present. In case of vermin must have a contact number or evidence of in-house capability to control pests.
<b>CO.8.8</b>	<b>Wet Method-Post Harvest Treatment (N/A when wet method is not used)</b>			

<b>CO.8.8.1</b>	Record of water management	<b>Critical</b>	Is evidence available of effective water management in the wet processing unit?	There is evidence available that the wet method-processing unit performs effective water management (proper equipment, recycling, recirculation, filtering, percolation). No N/A unless wet method is not used.
<b>CO.8.8.2</b>	Minimization of water use	<b>Major</b>	Is water use minimized for wet method?	Records are maintained that demonstrate that an effective water management plan is in place to minimize the use of water in the whole process of wet method. Water used for the pulping of the cherries and for transport of pulp is minimized by i.e. screw conveyers, gravity-transport with screeners, etc. National or local legislation or industry standards (i.e. Coffee Association) are complied with.
<b>CO.8.8.3</b>	Water quality	<b>Critical</b>	Is the water entering the wet processing unit clean?	When local water is not potable, water used for the pulping, washing and fermentation process is filtered or otherwise treated before it enters the process so that it does not introduce contaminants. The quality of water should adhere to WHO guidelines.
<b>CO.8.8.4</b>	Water circulation	<b>Minor.</b>	Is water usage for the pulping process minimized or is water recirculated?	Water usage for the pulping of the cherries and transport is minimized by i.e. screw conveyers, gravity transport with screeners, etc., or water is recirculated.
<b>CO.8.8.5</b>	Reuse of solid waste	<b>Minor.</b>	Are solids collected from the filtering system reused?	Whenever possible, solids collected from the filtering system are reused as compost/fertilizer.
<b>CO.8.8.6</b>	Water treatment	<b>Critical</b>	Is the contaminated water coming out of the wet processing unit treated?	The water coming out of the wet processing unit must be treated to minimize impact of watercourses, i.e. through oxygenation or filtration. The effectiveness of the treatment is judged on its physical appearance and visual evidence of contamination. National and local legislation must be complied with. No N/A unless wet method not used.
<b>CO.8.8.7</b>	Prevention of fungal infection	<b>Major</b>	Is contact of drying coffee beans with sources of fungal contamination minimized?	<ul style="list-style-type: none"> <li>* Direct soil contact must be avoided.</li> <li>* Beans must be protected from rain and moisture.</li> <li>* Drying coffee must be turned regularly.</li> <li>* Water content of beans must remain maximally 12.5%.</li> <li>* Equipment and facilities must be kept clean.</li> </ul> No N/A unless wet method not used.

<b>CO.8.8.8</b>	Moisture management during processing	<b>Major</b>	During hulling and storage of dry coffee, is proper moisture management in place?	<ul style="list-style-type: none"> <li>* Beans, parchment and husk must be stored completely separated and identified.</li> <li>* Cleaned dried beans must be separated and identified from discarded material.</li> <li>* Dried coffee must be stored in leak-proof warehouses.</li> <li>* Stored coffee must be away minimum 30 cm from the walls.</li> <li>* Clean bags must be used for storing cleaned dried beans.</li> <li>* Sacked coffee must be stored without contact with the floor.</li> </ul> No N/A unless wet method not used.
<b>CO.8.8.9</b>	Technology for measurement of humidity	<b>Critical</b>	Is the humidity percentage of dried green coffee beans measured with reliable technique?	There is evidence that humidity percentage measurement technique for coffee beans is reliable. No N/A unless wet method not used.
<b>CO.8.8.10</b>	Prevention of rewetting of coffee	<b>Major</b>	Is during loading and transportation of dried coffee beans, re-wetting of the beans being prevented?	When exposed to rain, trucks must not be loaded and unloaded with dried coffee beans. Trucks must be clean, dry, odour -free and must not enter wet inside the processing unit.
<b>CO.8.9</b>	<b>Dry Method – post harvest treatment</b> (N/A when dry method is not used)			
<b>CO.8.9.1</b>	Prevention of fungal infection during drying	<b>Major</b>	Is contact of drying coffee cherries with sources of fungal contamination minimized?	<ul style="list-style-type: none"> <li>* Direct soil contact must be avoided.</li> <li>* Beans must be protected from rain and moisture.</li> <li>* Drying coffee must be turned regularly.</li> <li>* Water content of beans must remain maximally 12.5%.</li> <li>* At high moisture content where mould contamination can occur, the thickness of the layer of cherries should be thin enough to prevent this.</li> <li>* Equipment and facilities must be kept clean.</li> </ul> No N/A unless dry method not used.
<b>CO.8.9.2</b>	Moisture management	<b>Major</b>	During hulling and storage of dry coffee, is proper moisture management in place?	<ul style="list-style-type: none"> <li>* Dry cherries, beans, parchment and husk must be stored completely separated and identified. *</li> <li>Dried coffee must be separated and identified from discarded material.</li> <li>* Dried coffee must be stored in leak-proof warehouses.</li> <li>* Storage must be away minimum 30 cm from the walls.</li> <li>* Clean bags must be used for storing cleaned dried cherries and beans.</li> <li>* Sacked coffee must be stored without contact with the floor.</li> </ul> No N/A unless dry method not used.
<b>CO.8.9.3</b>	Moisture control	<b>Critical</b>	Is the moisture percentage of dried green coffee beans measured accurately?	There is evidence that moisture data for coffee beans is accurate. No N/A unless dry method not used.

<b>CO.8.9.4</b>	Prevention of rewetting during transport	<b>Major</b>	Is during loading and transportation of dried coffee beans, re-wetting of the beans being prevented?	When exposed to rain, trucks must not be loaded and unloaded with dried coffee beans. Trucks must be clean, dry, odour -free and must not enter wet inside the processing unit.
<b>CO.9</b>	<b>WASTE AND POLLUTION MANAGEMENT, RECYCLING AND RE-USE</b>			
<b>CO.9.1</b>	<b>Re-use of Coffee By-products</b>			
<b>CO.9.1.1</b>	Use of coffee by-products	<b>Major</b>	Are coffee by-products re-used?	Coffee by-products must be re-used.
<b>CO.9.2</b>	<b>Waste and Pollution Action Plan</b>			
<b>CO.9.2.1</b>	Disposal of household waste	<b>Critical</b>	Is there a plan for the proper disposal of household waste from the labour quarters within the coffee plantation?	There is a plan and measures/actions in place for the correct disposal of the domestic and other wastes generated in the labour quarters within the coffee plantation.
<b>CO.10</b>	<b>ENVIRONMENT AND CONSERVATION</b>			
<b>CO.10.1</b>	<b>Impact of Farming on the Environment</b>			
<b>CO.10.1.1</b>	Prohibition of deforestation	<b>Critical</b>	Is the deforestation of primary and secondary forests prohibited?	Deforestation of primary forest is prohibited. If required, the applicable laws and regulatory procedures must be followed and proof must be documented. No N/A
<b>CO.10.1.2</b>	Possibility of re-forestation	<b>Minor.</b>	Are areas in the farm not suitable for coffee production reforested?	All areas in the farm not suitable for coffee production should be reforested.
<b>CO.10.1.3</b>	Forest conservation	<b>Major</b>	Are forest patches conserved?	All forest patches not used for coffee plantations should be conserved.
<b>CO.10.1.4</b>	Watershed conservation	<b>Major</b>	Are watersheds protected and conserved?	All watersheds belonging to the farm should be protected and conserved.
<b>CO.10.1.5</b>	Shades of tree species	<b>Major</b>	Are native or well-adapted tree species used as shade for the coffee?	Native or well-adapted tree species must be preferred as shade for the coffee.
<b>CO.10.1.6</b>	Native vegetation	<b>Major</b>	Is native vegetation allowed to grow along streams?	Native vegetation is allowed to grow along streams to control erosion, filter out agrochemicals and protect wildlife habitat.
<b>CO.10.1.7</b>	Protection of endangered species	<b>Major</b>	Are threatened and endangered species and habitats protected, including adequate measures to restrict hunting or commercial collection of flora and fauna?	There are in place effective measures to restrict hunting or commercial collection of flora and fauna.
<b>CO.10.1.8</b>	Communication with public park managers	<b>Major</b>	If the farm is within two kilometres of a designated park or biological corridor, is there evidence that the producer has communication with the public park managers?	Farms within a distance of two kilometres of a designated park or biological corridor should have communication with the park authorities and there should be no legal challenges to the farms' location or operation.

<b>CO.10.1.9</b>	Eco and cultural preservation	<b>Minor.</b>	Are areas of ecological, social, cultural or religious significance clearly identified, delineated and preserved?	Areas of ecological, social, cultural or religious significance should be clearly identified, delineated and preserved.
<b>CO.10.2</b>	<b>Energy use</b>			
<b>CO.10.2.1</b>	Monitoring of energy use	<b>Major</b>	Is there a plan in action to monitor the use of energy?	A system measuring the use energy is in place. No N/A
<b>CO.10.2.2</b>	Energy conservation	<b>Major</b>	Can the farm, group of registered farms, or processing unit demonstrate measures to conserve or use energy more efficiently in energy-intensive activities?	Documentary evidence exists showing an efficient use of energy in the whole processing unit operations.
<b>CO.10.2.3</b>	Energy savings	<b>Minor.</b>	Is there a plan in action to monitor the savings of energy?	A system measuring the savings of energy is in place by reduction in consumption and substitution of non-renewable sources of energy by renewable ones.
<b>CO.10.2.4</b>	Wood fuel management	<b>Major</b>	If fire woods are used as fuel for tea firing, does it come from managed woodlots or pruning from within the farm itself, and not from native forests, unmanaged community forests, watersheds or protected areas?	When fire woods are used as fuel for tea firing, it must come from managed woodlots or pruning from within the farm itself, and not from native forests, unmanaged community forests, watersheds or protected areas.
<b>CO.11</b>	<b>COMPLAINT FORM</b>			
<b>CO.11.1</b>	Storage of samples	<b>Critical I</b>	Is there in place a system where representative lot samples of green coffee (with reference codes) are kept and to be analyzed in case of any complaint?	There is a system in place where representative lot samples of green coffee (with reference codes) are kept to be analyzed for chemical residues in case of any complaint. Samples to be kept for at least one year. No N/A

#### 4.7 CONTROL POINTS AND COMPLIANCE CRITERIA-TEA

<b>TE</b>	<b>TEA</b>			
<b>TE.1</b>	<b>PLANTING MATERIAL</b>			
<b>TE.1.1</b>	<b>Choice of variety or Rootstock</b>			
<b>TE.1.1.1</b>	Planting material awareness	<b>Major</b>	Is the producer aware of the importance of effective crop husbandry in relation to the rootstock, scion and quality seed of the crop?	Farmers should demonstrate availability of documents/literature to support his understanding about the selection of the planting material used.

<b>TE.1.1.2</b>	Selection of varieties	<b>Minor.</b>	Is the choice of stem for cuttings/seeds approved by Tea Board and is of appropriate maturity?	The choice of stem for cuttings/seeds must consider maturity and the source should be demonstrated with evidence.
<b>TE.2</b>	<b>SITE HISTORY AND SITE MANAGEMENT</b>			
<b>TE.2.1</b>	<b>Site History</b>			
<b>TE.2.1.1</b>	Deforestation	<b>Critical</b>	Has the new farm NOT been deforested from the date of implementation of this standard?	There is evidence that the farmed area has not been derived from primary forest deforested or from secondary forest without compensation. No N/A
<b>TE.2.1.2</b>	Bio-diversity conservation	<b>Major</b>	Do new plantings comply with the relevant local and national regulation with respect to land use and bio-diversity conservation?	There is documented evidence that the new plantations comply with the relevant local and national regulation with respect to land use and biodiversity conservation.  <b>GUIDANCE NOTE ON USE OF PLANTING MATERIALS REQD.</b>
<b>TE.2.1.3</b>	Good resource conservation	<b>Major</b>	In the absence of relevant regulation on land use and bio-diversity conservation, are new tea plantings compatible with good resource conservation practice proven in comparable locations?	New tea plantings are compatible with good resource conservation practice proven in comparable locations.
<b>TE.2.1.4</b>	Re-planting interval	<b>Major</b>	Is any re-planting interval complied with?	Re-planting interval must be recorded (2-3 years for uprooted areas).
<b>TE.3</b>	<b>SOIL AND SUBSTRATE MANAGEMENT</b>			
<b>TE.3.1</b>	<b>Soil Fumigation</b> (N/A if no soil fumigation)			
<b>TE.3.1.1</b>	Justification	<b>Major</b>	Is there a written justification for the use of soil fumigants?	There is written evidence and justification for the use of soil fumigants including location, date, active ingredient, doses, method of application and operator. The use of Methyl Bromide as soil fumigant is not permitted.
<b>TE.3.1.2</b>	Alternatives to chemical fumigation	<b>Major</b>	Are alternatives to chemical fumigation explored before resorting to the use of chemical fumigants?	The producer is able to demonstrate assessment of alternatives (biological methods) to chemical soil fumigation through technical knowledge, written evidence or accepted local practice.
<b>TE.3.2</b>	<b>Substrates</b> (N/A if no substrate are used)			
<b>TE.3.2.1</b>	Participation in substrate recycling	<b>Minor.</b>	Does the producer participate in substrate recycling programmes for substrates where available?	The producer keeps records with quantities recycled and dates. Invoices/loading dockets are acceptable. If there is no participation in a recycling program available, it should be justified.

<b>TE.3.2.2</b>	Record of location of sterilization	<b>Major</b>	If chemicals are used to sterilize substrates for reuse, has the location of sterilization been recorded?	When the substrates are sterilized on the farm, the name or reference of the field, orchard or greenhouse are recorded, if sterilized off farm then the name and location of the company, which sterilizes the substrate.
<b>TE.3.2.3</b>	Sterilization methods	<b>Critical</b>	If chemicals are used to sterilize substrates for reuse, has the date of sterilization, type of chemical, method of sterilization, name of the operator and pre-planting interval been recorded?	The following are all correctly recorded: the dates of sterilization (day/month/year); the name and active ingredient; the machinery (e.g. 1000 l-tank etc); the method (e.g. drenching, fogging); the operator's name (the person who actually applied the chemicals and did the sterilization); and the pre-planting interval.
<b>TE.3.2.4</b>	Steaming	<b>Minor.</b>	When substrates are reused, has steaming been used for sterilization?	When substrates are reused, documentary evidence shows that steaming is the option used.
<b>TE.3.2.5</b>	Traceability of substrates	<b>Major</b>	Are substrates traceable to the source and do not come from designated conservation areas?	There are records that prove the origin of the substrates being used. These records demonstrate that the substrates do not come from designated conservation areas. <b>Global Traceability System (GTS) may be used for better tracking and tracing</b>
<b>TE.4</b>	<b>FERTILIZER USE</b>			
<b>TE.4.1</b>	<b>Advice on Quantity and Type</b>			
<b>TE.4.1.1</b>	Application methods	<b>Major</b>	Is the most appropriate and efficient method of application followed?	The fertilizer application method (broadcasting/ring application etc. or as recommended by the tea institutes) should take in to account the slope of the lands, rain forecasts and other such factors for the efficient utilization by the bushes as well as contamination through loss in to the surrounding environment.
<b>TE.4.2</b>	<b>Organic Fertilizer</b>			
<b>TE.4.2.1</b>	Composting	<b>Major</b>	Is the animal manure and other organic materials properly composted prior to application as per NPOP?	Evidence to show compliance with NPOP guidelines. <b>GUIDANCE NOTE ON RELEVANT NPOP STANDARD</b>
<b>TE.4.2.2</b>	Prevention of organic residues	<b>Critical</b>	Are proper measures in place to prevent the residues of organic material on the leaves after spraying liquid fertilizer?	Grower must take appropriate measures to avoid leaf contamination. The organic matter in the solution/suspension should be allowed to settle down (sink) and only the filtered liquid is used for the spray. A visual check for presence of organic matter residues on the leaves is conducted when required.
<b>TE.4.3</b>	<b>Records of Application</b>			

<b>TE.4.3.1</b>	Record of nutrient applications	<b>Major</b>	Have all applications of soil and foliar fertilizers, both organic and inorganic, been recorded including field, orchard or greenhouse reference?	Records are kept of all fertilizer applications, detailing the geographical area, the name or reference of the field, orchard or greenhouse where the registered product crop is located. Also applicable for hydroponic situations and where fertigation is used. No N/A.
<b>TE.4.3.2</b>	Dates of nutrient application	<b>Major</b>	Have all application dates of soil and foliar fertilizers, both organic and inorganic, been recorded?	Detailed in the records of all fertilizer applications are the exact dates (day/month/year) of the application. No N/A.
<b>TE.4.3.3</b>	Record of applied nutrient types	<b>Major</b>	Have all applications of soil and foliar fertilizers, both organic and inorganic, been recorded including applied fertilizer types?	Detailed in the records of all fertilizer applications are the trade name, type of fertilizer (e.g. N, P, K) or concentrations (e.g. 17-17-17). No N/A.
<b>TE.4.3.4</b>	Record of applied quantities	<b>Major</b>	Have all applied quantities of soil and foliar fertilizers, both organic and inorganic, been recorded?	Detailed in the records of all fertilizer application is the amount of product to be applied in weight or volume. The actual application made must be recorded, as this is not necessarily the same as the recommendation. No N/A.
<b>TE.4.3.5</b>	Record of method of application	<b>Major</b>	Have all applications of soil and foliar fertilizers, both organic and inorganic, been recorded including the method of application?	Detailed in the records of all fertilizer applications are the application machinery type used and the method (e.g. via the irrigation or mechanical distribution). No N/A.
<b>TE.4.3.6</b>	Record of operator details	<b>Major</b>	Have all applications of soil and foliar fertilizers, both organic and inorganic, been recorded including the operator details?	Detailed in the records of all fertilizer applications is the name of the operator who has applied the fertilizer. If it is a one-man operation, (the producer) and the producer is the one doing the applications, it is acceptable to record the operator details only once No N/A.
<b>TE.4.4</b>	<b>STORAGE OF FERTILIZERS / NUTRIENTS</b>			
<b>TE.4.4.1</b>	Inventory of fertilizers	<b>Major</b>	Is there an inorganic fertilizer stock inventory or record of use up to date and available on the farm?	A stock inventory which indicates the contents of the store (type and amount) is available and it is updated at least every 3 months.

<b>TE.4.4.2</b>	Segregation of fertilizers from plant protection products	<b>Major</b>	Are inorganic fertilizers stored separately from plant protection products?	The minimum requirement is to prevent cross contamination between fertilizers and plant protection products by the use of a physical barrier. If fertilizers that are applied together with Plant Protection Products (i.e. micronutrients or foliar fertilizers) are packed in a sealed container it can be stored with plant protection products.
<b>TE.4.4.3</b>	Protection of storage area	<b>Major</b>	Are inorganic fertilizers stored in a covered area?	The covered area is suitable to protect all inorganic fertilizers, i.e. powders, granules or liquids, from atmospheric influences like sunlight, frost and rain. Based on risk assessment (fertilizer type, weather conditions, temporary storage), plastic coverage could be acceptable. Storage cannot be directly on the soil. It is allowed to store lime and gypsum in the field for a day or two before spreading.
<b>TE.4.4.4</b>	Hygiene of storage area	<b>Major</b>	Are inorganic fertilizers stored in a clean area?	Inorganic fertilizers, i.e. powders, granules or liquids, are stored in an area that is free from waste, does not constitute a breeding place for rodents, and where spillage and leakage is cleared away.
<b>TE.4.4.5</b>	Humidity in storage area	<b>Major</b>	Are inorganic fertilizers stored in a dry area?	The storage area for all inorganic fertilizers, i.e. powders, granules or liquids, is well ventilated and free from rainwater or heavy condensation. No storage directly on the soil.
<b>TE.4.4.6</b>	Reduction in risk of contamination of water	<b>Major</b>	Are inorganic fertilizers stored in an appropriate manner, which reduces the risk of contamination of water courses?	All inorganic fertilizers, i.e. powders, granules or liquids are stored in a manner which poses minimum risk of contamination to water sources, i.e. liquid fertilizer stores must be surrounded by an impermeable barrier (according to national and local legislation, or to contain a capacity to 110% of the volume of the largest container if there is no applicable legislation), and consideration has been given to the proximity to water courses and flood risks, etc.

<b>TE.4.4.7</b>	Reduction in risk of contamination of environment	<b>Major</b>	Are organic fertilizers stored in an appropriate manner, which reduces the risk of contamination of the environment?	Organic fertilizers, stored on the farm, must be stored in a designated area. Appropriate measures have been taken to prevent contamination of surface water (such as concrete foundation and walls, or specially built leak proof container, etc.) or must be stored at least 25 m from surface water bodies in particular.
<b>TE.4.4.8</b>	Segregation from produce	<b>Critical</b>	Are inorganic and organic fertilizers stored separate from farm produce harvested - fresh or dry, as applicable?	Fertilizers cannot be stored with farm produce harvested - fresh or dry, as applicable. <i>Add infm. reg. Hazardous chemicals used as plant nutrients.</i>
<b>TE.5</b>	<b>IRRIGATION/FERTIGATION</b>			
<b>TE.5.1</b>	<b>Irrigation/Fertigation Method</b>			
<b>TE.5.1.1</b>	Method of irrigation / fertigation	<b>Major</b>	Can the producer justify the method of irrigation/ fertigation used in light of water conservation?	The idea is to avoid wasting water. The irrigation / fertigation system used is the most efficient available for the crop and accepted as such within good agricultural practice.
<b>TE.5.1.2</b>	Water optimization	<b>Minor.</b>	Is there a water management plan to optimize water usage and reduce waste?	A documented plan is available which outlines the steps and actions to be taken to implement the management plan.
<b>TE.5.1.3</b>	Record of irrigation/ fertigation	<b>Minor.</b>	Are records of irrigation/fertigation water usage maintained?	Records are kept which indicate the date and volume per water meter or per irrigation unit. If the producer works with irrigation programmes, the calculated and actual irrigated water should be written down in the records.
<b>TE.6</b>	<b>PLANT PROTECTION</b>			
<b>TE.6.1</b>	<b>Basic elements</b>			
<b>TE.6.1.1</b>	Instructions on crop protection products	<b>Critical</b>	Are there in place clear instructions for not using crop protection products within 10 meters (or less as required by law) of any permanent stream ?	There is in place clear instructions and documented records that all persons involved in crop protection products usage are well informed for not using crop protection products within 10 meters (or more if required by law) of any permanent stream.
<b>TE.6.2</b>	<b>Choice of Plant Protection Products</b>			
<b>TE.6.2.1</b>	Awareness of banned chemicals	<b>Critical</b>	Is the farmer aware of the banned chemicals and is there a process that prevents chemicals that are banned in the target country from being used on crops destined for sale in that country?	The documented plant protection product application records confirm that no plant protection product that have been used within the last 12 months on the crops grown under INDGAP destined for sale has been prohibited by the target country.

<b>TE.6.2.2</b>	Use of non-chemical alternatives	<b>Major</b>	Have non-chemical alternatives been explored?	There is evidence that non-chemical alternatives have been explored. Where available and proved to be effective the grower prefers biological control methods for pest and disease control such as use of natural enemies, repellents, etc.
<b>TE.6.3</b>	<b>Records of Application</b>			
<b>TE.6.3.1</b>	Procedures for re-entry of persons	<b>Critical I</b>	Are there procedures dealing with re-entry of persons on the farm after application of plant protection products?	There are clear documented procedures, which regulate all the re-entry intervals of persons after plant protection products are applied to the crops according to the label instructions. Where no re-entry information is available on the label, there are no specific requirements.
<b>TE.6.4</b>	<b>Plant protection product transportation</b>			
<b>TE.6.4.1</b>	Transportation of crop protection products	<b>Major</b>	Are crop protection products transported safely, with attention to minimizing human and environmental contamination and if applicable, transported in accordance with local regulations?	When transportation of crop protection products is done by farm or group of compliant farms, transportation complies with local regulations on chemical transport, or at least in a proper manner to prevent spilling and other accidents.
<b>TE.7</b>	<b>HARVESTING</b>			
<b>TE.7.1</b>	<b>Hygiene</b>			
<b>TE.7.1.1</b>	Hygiene procedure for harvesting	<b>Critical I</b>	Is a hygiene procedure in place for the harvesting process covering reusable harvesting containers, tools and equipment and handling areas?	All harvesting tools, equipment (machinery) and reusable harvesting containers, transportation bags, weighing areas, transfer areas are cleaned and maintained, and a cleaning schedule is in place to prevent contamination. There are separate bags or bins for harvesting of green leaves and if the bags are reused, are they adequately cleaned prior to use for plucking. The workers have been trained for cleaning of empty containers and their storage after use.
<b>TE.7.1.2</b>	Hygiene of transport vehicles	<b>Critical I</b>	Does the hygiene procedure consider transporting vehicles?	Farm vehicles used for transport of harvested tea leaves, are cleaned and maintained, and a cleaning schedule is in place to prevent contamination (i.e. soil, dirt, manure, spills, etc.). This includes containers/bags used during transport, loading and unloading.
<b>TE.7.1.3</b>	Personal hygiene	<b>Critical I</b>	Does the hygiene procedure consider personal hygiene and contamination coming from the workers personal things carried in the harvesting containers?	The workers are trained not to carry any personal medication, foodstuff, pest control agents (e.g.: against leeches), oils, foot wear inside the green leaf basket/harvesting containers. Training records are available and compliance observed during site visit.

<b>TE.7.1.4</b>	Access to clean water	<b>Critical</b>	Do harvest workers have access to clean hand-washing equipment in the vicinity of their work?	Fixed or mobile hand washing equipment to clean and disinfect hands is accessible to harvest workers. No N/A.
<b>TE.7.1.5</b>	Access to clean toilets	<b>Major</b>	Do harvest workers have access to clean toilets in the vicinity of their work?	Fixed or mobile toilets (including pit latrines) constructed of materials that are easy to clean and with catch basins designed to prevent contamination in the field are accessible to harvest workers within 500m and they are in a good state of hygiene. Where an employee is working independently, the 500m distance can be modified to allow the presence of toilets at an increased distance, providing that there is reasonable and adequate transport available to the worker.
<b>TE.7.2</b>	<b>Harvesting Procedure</b>			
<b>TE.7.2.1</b>	Training of harvesting workers	<b>Major</b>	Are the harvesting workers trained for green leaf plucking in order to maintain the leaf quality and the bush health?	Workers used for plucking green leaves are trained and such training programs have been scheduled, carried out and recorded.
<b>TE.7.2.2</b>	Management plan for harvesting	<b>Major</b>	Does a management plan exist for leaf plucking, mechanical harvesting and for pruning based on the leaf quality and bush health management?	The records of the pruning, mechanical harvesting and the plucking cycles are available and up-to-date. The plucking and harvesting cycles, leaves and buds to be plucked are decided on a technical (scientific) basis, so as to maintain the required leaf quality as well as bush health.
<b>TE.7.2.3</b>	Harvesting time	<b>Critical</b>	Is the plucking done at the right time based on the management plan?	The management plan should ensure that the leaves are plucked and harvested at the time defined as per the management plan. Plucking time is harmonized with the crop protection product application taking into consideration the pre-harvest intervals.
<b>TE.7.2.4</b>	Harvesting methods	<b>Major</b>	Is the right plucking method used based on the management plan?	The plucking/harvesting method (hand/shears/ machine) is clearly described in the management plan. This method should also ensure that the bush health is not affected (with respect to shoot damage and to maintenance of leave levels).
<b>TE.7.2.5</b>	Training of harvesting workers	<b>Major</b>	Are the harvesting workers trained to use tools/machines when required in the harvesting?	Workers are trained for the correct and safe use of tools/machines. Records of training are available and include name and signature of participants.
<b>TE.7.2.6</b>	Maintenance of tools	<b>Major</b>	Is the maintenance and correct use of tools/machines included in the management plan?	The records of the mechanical harvesting tools/machines maintenance are available and up-to-date in the management plan and include the guidelines for correct use.
<b>TE.7.3</b>	<b>Fresh Leaf Storage and Transportation</b>			

<b>TE.7.3.1</b>	Storage and transport conditions	<b>Major</b>	Does the temporary storage (field storage and handling area storage) and does the transportation method of the fresh tea leaves assure protection against direct sun, rain, avoid contamination and allow sufficient space and ventilation?	The temporary storage or shelter is able to protect the harvested fresh tea leaves against rain, drying and scorching. Ventilation and sufficient storage space is available in the temporary storage, during transport and in the handling areas to avoid damage to the leaves.
<b>TE.7.3.2</b>	Measures to avoid compacting and crushing	<b>Major</b>	Are there sufficient measures to avoid compacting and crushing in the harvesting and transport containers?	The maximum weights that can go in the containers are mentioned on the containers (bags, bins etc.) in order to prevent crushing of green leaves.
<b>TE.7.3.3</b>	Time delay in transportation	<b>Major</b>	Do the harvested tea leaves reach the processing plant on the same day of harvesting?	The time between harvesting of tea leaves and arrival at the processing plant is not longer than 8 hours. No storage of harvested leaves on field is allowed over night.
<b>TE.7.4</b>	<b>Harvested Tea Measurements</b>			
<b>TE.7.4.1</b>	Calibration of weights and measures	<b>Critical I</b>	Are the weights and/or volume-measures that define the weight or volume of harvested tea, calibrated at least once a year?	The weights and/or volume-measures that define the weight or volume of harvested tea are calibrated. There are documented records of verification of calibration within the last 12 months that has been carried out by specialized technicians.
<b>TE.8</b>	<b>PROCESSING UNIT</b>			
<b>TE.8.1</b>	<b>General</b>			
<b>TE.8.1.1</b>	Traceability	<b>Critical I</b>	If the tea grower does not process his own tea, is the traceability ensured at the outsourced processing unit?	When the tea farm or group of compliant farms does not process its own tea, the outsourced tea manufacturing process must have a documented system to ensure that traceability of this tea is maintained. No N/A <b>GUIDANCE NOTE FOR GROWERS REQD.</b>
<b>TE.8.2</b>	<b>Principles of Hygiene</b>			
<b>TE.8.2.1</b>	Risk assessment	<b>Major</b>	Has a risk analysis been performed for the processing unit, including hygiene aspects and occupational health and safety issues?	There is a documented and up to date (reviewed annually) risk assessment covering physical, chemical and microbiological contaminants originating from various sources such as waste bins, water, bags and human transmissible diseases.
<b>TE.8.2.2</b>	Risk management	<b>Major</b>	Has the hygiene procedure been implemented for the processing unit operation?	The farm manager or other nominated person is responsible for implementation of the hygiene procedure as a direct result of the produce handling hygiene risk analysis.
<b>TE.8.3</b>	<b>Personal Hygiene</b>			
<b>TE.8.3.1</b>	Worker instructions	<b>Critical I</b>	Have workers received basic instructions in hygiene before handling tea?	There must be evidence that the workers received training, whether verbal or written. Training must be documented.

<b>TE.8.3.2</b>	Implementation of hygiene instructions	<b>Major</b>	Do the workers implement the hygiene instructions for handling produce?	There is evidence that the workers are complying with the hygiene instructions regarding personal cleanliness and clothing, i.e. hand washing, wearing of jewellery and fingernail length and cleaning, etc.; personal behaviour, i.e. no smoking, spitting, eating, chewing, perfumes, etc. Unless exclusion from Produce Handling declaration exists for each registered product, no N/A.
<b>TE.8.3.3</b>	Protective clothing	<b>Minor.</b>	Are all workers wearing outer garments suitable for the operation to avoid contamination?	All workers wear outer garments (e.g. smocks, aprons, sleeves, gloves) that are suitable for the operation according to the risk analysis. This will depend on the product and operation.
<b>TE.8.3.4</b>	Cleaning of clothes	<b>Major</b>	Are the protective clothing (outer garments) changed and/or regularly cleaned to avoid cross-contamination? according to the risk analysis.	The outer garments are changed and/or regularly cleaned according the risk analysis from TE.8.2.1)
<b>TE.8.3.5</b>	Smoking/ eating instructions	<b>Major</b>	Are smoking, eating, chewing and drinking confined to designated areas?	Smoking, eating, chewing and drinking are confined to designated areas. (Drinking water is the exception)
<b>TE.8.3.6</b>	<b>Signages</b>	<b>Major</b>	Are there signs with the main hygiene instructions inside the packing facilities, clearly displayed for workers and visitors?	Signs with the main hygiene instructions must be visibly displayed in the packing facility.
<b>TE.8.4</b>	<b>Sanitary Facilities</b>			
<b>TE.8.4.1</b>	Access to clean toilets	<b>Critical I</b>	Do workers in the packing facility have access to clean toilets and hand washing facilities in the vicinity of their work?	Toilets in a good state of hygiene must not open directly onto the produce handling area, unless the door is self-closing. Hand washing facilities, containing non-perfumed soap, water and hand dry facilities must be accessible and close by the toilets.
<b>TE.8.4.2</b>	Access to hand washing facilities	<b>Critical I</b>	Are signs clearly displayed instructing workers to wash their hands before returning to work.	Signs must be visible with clear instructions that hands must be washed before handling products, especially after using toilets, eating, etc.
<b>TE.8.4.3</b>	Changing rooms	<b>Minor.</b>	Are there suitable changing facilities for the workers?	The changing facilities must be used to change clothing and protective outer garments as required.
<b>TE.8.4.4</b>	Lockers	<b>Minor.</b>	Are there lockable storage facilities for the workers?	Secure storage facilities must be provided at the changing facility to protect the workers' personal belongings.
<b>TE.8.5</b>	<b>Processing and Storage Areas</b>			
<b>TE.8.5.1</b>	Maintenance of processing equipment	<b>Critical I</b>	Are processing unit facilities and equipment cleaned and maintained so as to prevent contamination?	Processing facilities and equipment (i.e. packing lines and machinery, walls, floors, storage areas, pallets, plastic sheets, etc.) should be cleaned and/or maintained according to a cleaning schedule, to prevent contamination, and documented records are kept. No N/A.

<b>TE.8.5.2</b>	Cleaning of machines	<b>Critical I</b>	Are the machines used for processing cleaned adequately, and the workers involved in such operations trained properly in order to carry out effective cleaning operations?	The Processing Operations Manual explains the cleaning operations of the machinery used for tea processing. The workers involved in these cleaning operations should be trained according to the Quality Manual. Records are available for cleaning operations and for cleanliness inspections.
<b>TE.8.5.3</b>	Disinfection of machines	<b>Critical I</b>	Are all equipment that come into direct contact with tea, such as rolling tables, Crushing, Tearing and Curling (CTC) machinery, fermenting floor/trays, floor of the rolling and fermenting area and the containers used for transfer of semi processed tea, regularly disinfected?	All equipment that come into direct contact with tea, such as the rolling tables, CTC machinery, fermenting floors/trays, and the floor areas are disinfected regularly with steam or with disinfectant (after each batch) to avoid microbial contamination.
<b>TE.8.5.4</b>	Cleaning of storage areas	<b>Major</b>	Are storage areas clearly identified and cleaned periodically?	The storage areas for green leaves prior to processing have been identified by the Processing Operations Manual and cleaning schedules have been implemented. The cleaning check records are available and up to date.
<b>TE.8.5.5</b>	Waste disposal	<b>Minor.</b>	Are rejected green leaves and waste material stored in designated areas, which are routinely cleaned?	Rejected green leaves and waste material are stored in designated areas, which are routinely cleaned to prevent tea contamination. Documented cleaning records are kept.
<b>TE.8.5.6</b>	Approval of disinfectants	<b>Critical I</b>	Are disinfectants and cleaning agents approved for the use in the food industry and are dose rates followed correctly?	Disinfectants and cleaning agents must be approved for the use in the food industry and label instructions must be followed. Record of usage to be maintained.
<b>TE.8.5.7</b>	Segregation of disinfectants	<b>Major</b>	Are disinfectants cleaning agents, etc. kept in a designated area, separate from green leaves and packing materials?	Disinfectants, cleaning agents, etc. are kept in a designated area separate and apart from where tea is packed, to avoid chemical contamination of tea.
<b>TE.8.5.8</b>	Prevention of contamination	<b>Critical I</b>	Is the contamination of tea with lubricants of the machinery avoided?	Lubricants that come into contact with areas where leaves also come in contact must be of food grade (e.g. lubricants that are used in the overhead conveyor belts, blower fans, CTC machines and all other processing machines/equipments). For the critical areas/places where is high chance of contamination a monitoring schedule is available.
<b>TE.8.5.9</b>	Control of physical hazards	<b>Critical I</b>	Are physical hazards in green leaves controlled before processing?	Physical hazards in the green leaves (e.g. stones, metal/plastic/glass pieces) should be separated by sifting of the withered leaves prior to rolling as well as during the final sorting and grading.

<b>TE.8.5.1 0</b>	Breakage safe lamps	<b>Major</b>	Are breakage safe lamps or lamps with a protective cap used in all storage and handling areas?	Light bulbs and fixtures suspended above tea or packing material are of a safety type or are protected/shielded so as to prevent contamination of product in case of breakage.
<b>TE.8.5.1 1</b>	Hygiene of packing material storage	<b>Major</b>	Are packing materials clean and stored in clean and hygienic conditions?	Packing materials (incl re-useable crates) are stored in a clean and hygienic area, to prevent product contamination until used.
<b>TE.8.5.1 2</b>	Maintenance of drying system	<b>Major</b>	Is the drying system well maintained according to the Processing Operations Manual?	The air heating system for the dryers is maintained (e.g. insulation, heat transfer area, type of fuel used, combustion control, etc) for efficient energy use.
<b>TE.8.5.1 3</b>	Complete burning of fuel	<b>Major</b>	In case of direct heaters is the complete burning of the fuel ensured?	In case of direct heating of the air for the dryers the complete burning of the fuel should be ensured. The heating system should be periodically maintained and tested by the manufacturer and the records are available for the same.
<b>TE.8.5.1 4</b>	Restriction to domestic animals	<b>Critical</b>	Is access of domestic animals to the facilities restricted?	Domestic animal access to facilities is restricted, to prevent tea contamination.
<b>TE.8.5.1 5</b>	Visitor awareness on hygiene	<b>Major</b>	Are all subcontractors and visitors aware of the relevant demands on personal hygiene?	There is evidence that the company visitor personal hygiene procedures and requirements are officially communicated to visitors and subcontractors (i.e. the company visitor personal hygiene procedures are in a visible place where all visitors or subcontractors read them).
<b>TE.8.6</b>	<b>Processing of Tea</b>			
<b>TE.8.6.1</b>	Worker awareness of hygiene procedures	<b>Major</b>	Are all processing operations explained in a Processing Operations Manual and the workers involved in such operations trained properly on the technical aspects as well as hygienic aspects?	The Processing Operations Manual clearly explains all processing operations (withering, blanching, cutting, tearing and curling, rolling, roll breaking, separation, firing, grading, packing, etc.) and the optimum conditions required in order to maintain/ optimize the quality of the final product.
<b>TE.8.6.2</b>	Compliance with processing operations	<b>Major</b>	Are processing operations carried out according to the specifications as laid down in the Processing Operations Manual?	Processing operations (withering, blanching, crushing, tearing and curling, rolling, roll breaking, separation, firing, grading, etc.) implemented according to the specifications laid down in the Processing Operations Manual for an optimum quality product.
<b>TE.8.6.3</b>	Optimum withering of leaves	<b>Major</b>	Is green leaf drying managed to ensure optimum physical and chemical withering of leaves?	During withering, air parameters and uniformity of wither should be managed in accordance to the Processing Operations Manual to ensure final product quality requirements.

<b>TE.8.6.4</b>	Cleanliness in transferring processes	<b>Major</b>	Is cleanliness maintained during all the transferring steps of processing in order to ensure that the raw material or the partially processed green tea is free from any contaminants? Are handling methods done in such a way that minimize the risk of contamination?	All workers involved in the processing of tea must work according to the Processing Operations Manual, where all handling operations are included. These handling operations are explained/displayed by signs/drawings wherever applicable.
<b>TE.8.6.5</b>	Blanching conditions	<b>Major</b>	Is adequate temperature and time combination used for blanching (steaming/roasting) of green leaves in order to inactivate the enzymes to prevent further enzymatic reactions?	The Processing Operations Manual has clearly stated the temperature combination that optimizes the quality of green tea. Records are maintained that show the monitoring of temperature and time combination of each processed batch of green tea. N/A when black tea is the final product.
<b>TE.8.6.6</b>	Fermentation/drying conditions	<b>Major</b>	Has the fermentation and drying operation been carried out under best conditions of energy use and hygiene conditions?	Optimum fermenting or oxidation parameters (e.g. extent of rolling or cutting tearing and curling, temperature, duration etc) are standardized for different seasons and for different raw materials. The drying temperature (in-let and exhaust) and duration are maintained and standardized to obtain a good final product quality, to optimize energy use and maintain the best hygiene conditions.
<b>TE.8.6.7</b>	Work environment	<b>Critical I</b>	Are the right working and operating environment maintained in the processing locations?	Processing environment follows the Processing Operations Manual requirements (e.g. sufficient fresh air available in the fermenting area, less humid and well lit grading and sorting area, etc.)
<b>TE.8.6.8</b>	Prevention of physical hazards	<b>Critical I</b>	Are sufficient measures in place to avoid chances of physical hazards in the processing area?	There are sufficient measures in place to avoid chances of physical hazards (e.g. plastic, metal and glass, wood pieces) in the processing area. Training records of workers must include knowledge of this.
<b>TE.8.7</b>	<b>Processing Water</b>			
<b>TE.8.7.1</b>	Use of potable water	<b>Critical I</b>	Is the water used for steam generation potable and clean?	Water is disinfected/cleaned properly prior to boiling or clean water is used for this purpose. No contaminants are introduced during the processing and the equipments and the boiler units are cleaned adequately. Cleaning records are available. N/A when black tea is the final product.
<b>TE.8.7.2</b>	Source of water	<b>Critical I</b>	Is the source of water used for fermentation potable or declared suitable by the competent authorities?	Within the last 12 months a water analysis by a laboratory has been carried out and the levels of the parameters analyzed are within accepted WHO thresholds or are accepted as safe for the food industry by the competent authorities.
<b>TE.8.8</b>	<b>Quality Control</b>			

<b>TE.8.8.1</b>	Use of natural/ artificial flavours	<b>Critical</b>	Are the natural and artificial flavours used for the processing of different flavoured teas approved for tea flavouring in India and in the country where the final product is intended to be traded?	There is a list of flavours used in the production process and their product specifications are available. The flavours are approved in the food industry for tea flavouring in India and in the country where the final product is intended to be traded. Processor must demonstrate compliance via copy of applicable legislation.
<b>TE.8.8.2</b>	Record of natural / artificial flavours	<b>Major</b>	Is the list of natural and artificial flavours used for the processing of different flavoured teas and the amount used per batch recorded?	The flavour quantities used per batch of tea are recorded, applied dose must not exceed allowed levels. An up-to-date mass balance is recorded for the total amount of purchased flavours and for the amount that has been used in the processing. This record should be in line with the stock inventory of each flavour used.
<b>TE.8.8.3</b>	Training of key staff for food safety	<b>Critical</b>	Are the key staff and/or supervisors appointed for critical operations in regard with food safety and quality trained and aware of the specifications of the process?	The technically responsible person(s) for the production and handling process is/are able to demonstrate competence and knowledge with regard to the application of the processing steps, grading, packing, storage, etc.
<b>TE.8.8.4</b>	Storage plan	<b>Critical</b>	Is a specific storage plan required for longer-term final packed product storage?	Where longer term storage takes place, the producer has to demonstrate compliance by means of records detailing the regular checking and follow up actions, such as: regular monitoring of temperature and condition of product, including investigation of any changes. Bird and rodent activity, water ingress, and hot spots within the heap must have been acted upon and remedied. No N/A unless no longer term storage.
<b>TE.8.8.5</b>	Stock rotation	<b>Minor.</b>	Is stock rotation being managed?	The first in first out principle must be followed for raw products as well as packed products.
<b>TE.8.8.6</b>	<b>Calibration of equipment</b>	<b>Major</b>	Is there a process for calibrating equipment?	Equipment for weighing, cooling etc, must be calibrated according to the risk analysis.
<b>TE.8.9</b>	<b>Rodent and Bird Control</b>			
<b>TE.8.9.1</b>	Prevention of pest contamination	<b>Major</b>	Are facilities, packaging storage areas and surrounding areas monitored, kept clean and maintained to avoid pest contamination (rodents, etc.)?	All facilities and surrounding areas must be regularly monitored and kept clean (packaging material areas must also be dry), with control measures in place to prevent tea contamination by pests, and documented pest control records maintained.
<b>TE.8.9.2</b>	Site plans for baits	<b>Major</b>	Are there site plans with bait points and/or traps?	Site plan showing bait points must exist. No N/A unless justification for not using bait on farm.
<b>TE.8.9.3</b>	Prevention of access to non-target species	<b>Major</b>	Are baits placed in such a manner that non-target species do not have access?	Visual observation. Non-targeted species must not have access to the bait.

<b>TE.8.9.4</b>	Record of pest control inspection	<b>Major</b>	Are detailed records of pest control inspections and necessary actions taken, kept?	Records of pest control inspections and follow up action plan(s). The producer can have his own records. Inspections must take place whenever evidence of pests present. In case of vermin, the facility must have a contact number or evidence of in-house capability to control pests.
<b>TE.9</b>	<b>WORKER HEALTH, SAFETY AND WELFARE</b>			
<b>TE.9.1</b>	<b>Hazards, First Aid, Data Sheets, Protective Clothing/Equipment</b>			
<b>TE.9.1.1</b>	Prevention of accidents	<b>Critical</b>	Have adequate precautions been taken to prevent on farm accidents during operation of farm equipments/ machinery?	Check for availability of protective gears, safety mechanism like safety bars, nets, display boards, operating instructions, etc.
<b>TE.9.1.2</b>	Accident and emergency procedures	<b>Major</b>	Do accident and emergency procedures exist; are they visually displayed and communicated to all persons associated with the farm activities?	<p>Permanent accident procedures must be clearly displayed in accessible, and visible location(s). These instructions are available in the predominant language(s) of the workforce and/or pictograms. The procedures must identify, if appropriate the following:</p> <ul style="list-style-type: none"> <li>- farm's map reference or farm address</li> <li>- contact person(s)</li> <li>- location of the nearest means of communication (telephone, radio)</li> <li>- an up-to-date list of relevant phone numbers (police, ambulance, hospital, fire-brigade, access to emergency health care on site or by means of transport, electricity and water supplier);</li> <li>- how and where to contact the local medical services, Hospital and other emergency services.</li> <li>- location of fire extinguisher;</li> <li>- emergency exits;</li> <li>- emergency cut-offs for electricity, gas and water supplies. <ul style="list-style-type: none"> <li>- how to report accidents or dangerous incidents.</li> </ul> </li> </ul> <p><b>GUIDANCE NOTE FOR THE FIRST AID KIT (also for injectible antidotes)</b></p>

<b>TE.9.2</b>	<b>Worker Welfare</b>			
<b>TE.9.2.1</b>	Promotion of safe working conditions	<b>Critical</b>	Have appropriate actions been taken to promote safe and healthy working conditions in light of AF.3.1.2?	There is a documented action plan that refers to the actions that have been taken to promote safe and healthy working conditions in light of AF.3.1.2 and who the responsible person is. No N/A
<b>TE.9.2.2</b>	First aid information	<b>Major</b>	Are symptoms of intoxication and first-aid information for each product readily available?	There is in place symptoms of intoxication and first-aid information for each product available on site. No N/A.
<b>TE.10</b>	<b>WASTE AND POLLUTION MANAGEMENT, RECYCLING AND RE-USE</b>			
<b>TE.10.1</b>	<b>Re-use of Tea By-products</b>			
<b>TE.10.1.1</b>	Use of tea by-products	<b>Major</b>	Are tea by-products re-used?	Tea by-products must be re-used.
<b>TE.10.2</b>	<b>Waste and Pollution Action Plan</b>			
<b>TE.10.2.1</b>	Disposal of household waste	<b>Critical</b>	Is there a plan for the proper disposal of household waste from the labour quarters within the tea plantation?	There is a plan and measures/actions in place for the correct disposal of the domestic and other wastes generated in the labour quarters within the tea garden.
<b>TE.11</b>	<b>ENVIRONMENT AND CONSERVATION</b>			
<b>TE.11.1</b>	<b>Impact of Farming on the Environment</b>			
<b>TE.11.1.1</b>	Prohibition of de-forestation	<b>Critical</b>	Is the deforestation of primary and secondary forests prohibited?	Deforestation of primary forest is prohibited. If required, the applicable laws and regulatory procedures must be followed and proof must be documented. No N/A
<b>TE.11.1.2</b>	Possibility of re-forestation	<b>Minor.</b>	Are areas in the farm not suitable for tea production reforested?	All areas in the farm not suitable for tea production should be reforested.
<b>TE.11.1.3</b>	Forest conservation	<b>Major</b>	Are forest patches conserved?	All forest patches not used for tea plantations should be conserved.
<b>TE.11.1.4</b>	Watershed conservation	<b>Major</b>	Are watersheds protected and conserved?	All watersheds belonging to the farm should be protected and conserved.
<b>TE.11.1.5</b>	Shades of tree species	<b>Major</b>	Are native or well-adapted tree species used as shade for the tea?	Native or well-adapted tree species must be preferred as shade for the tea.
<b>TE.11.1.6</b>	Native vegetation	<b>Major</b>	Is native vegetation allowed to grow along streams?	Native vegetation is allowed to grow along streams to control erosion, filter out agrochemicals and protect wildlife habitat.
<b>TE.11.1.7</b>	Protection of endangered species	<b>Major</b>	Are threatened and endangered species and habitats protected, including adequate measures to restrict hunting or commercial collection of flora and fauna?	There are in place effective measures to restrict hunting or commercial collection of flora and fauna.

<b>TE.11.1.8</b>	Communication with public park managers	<b>Major</b>	If the farm is within two kilometres of a designated park or biological corridor, is there evidence that the producer has communication with the public park managers?	Farms within a distance of two kilometres of a designated park or biological corridor should have communication with the park authorities and there should be no legal challenges to the farms' location or operation.
<b>TE.11.1.9</b>	Eco and cultural preservation	<b>Minor.</b>	Are areas of ecological, social, cultural or religious significance clearly identified, delineated and preserved?	Areas of ecological, social, cultural or religious significance should be clearly identified, delineated and preserved.
<b>TE.11.2</b>	<b>Energy use</b>			
<b>TE.11.2.1</b>	Monitoring of energy use	<b>Major</b>	Is there a plan in action to monitor the use of energy?	A system measuring the use energy is in place. No N/A
<b>TE.11.2.2</b>	Energy conservation	<b>Major</b>	Can the farm, group of registered farms, or processing unit demonstrate measures to conserve or use energy more efficiently in energy-intensive activities?	Documentary evidence exists showing an efficient use of energy in the whole processing unit operations.
<b>TE.11.2.3</b>	Energy savings	<b>Minor.</b>	Is there a plan in action to monitor the savings of energy?	A system measuring the savings of energy is in place by reduction in consumption and substitution of non-renewable sources of energy by renewable ones.
<b>TE.11.2.4</b>	Wood fuel management	<b>Major</b>	If fire woods are used as fuel for tea firing, does it come from managed woodlots or pruning from within the farm itself, and not from native forests, unmanaged community forests, watersheds or protected areas?	When fire woods are used as fuel for tea firing, it must come from managed woodlots or pruning from within the farm itself, and not from native forests, unmanaged community forests, watersheds or protected areas.
<b>TE.12</b>	<b>COMPLAINT FORM</b>			
<b>TE.12.1</b>	Storage of tea samples	<b>Critical</b>	Is there in place a system where representative lot samples of tea (with reference codes) are kept and to be analyzed in case of any complaint?	There is a system in place where representative lot samples of tea (with reference codes) are kept to be analyzed for any chemical residues in case of any complaint. Samples to be kept for at least one year under recommended storage conditions. No N/A

## ANNEX A

### DEFINITION OF TERMS USED IN THIS DOUMENT

- (a) Applicant grower/grower group : **Person/organization for certification that has applied for certification to INDGAP accredited certification body.**
- (b) Approved grower/grower group : **Person/organization that has successfully applied and obtained a certificate from INDGAP accredited certification body.**
- (c) Non-Conformance : **means an incident where the requirements of the scheme are not met.**
- (d) Pack-house/produce handling unit : **Any facility set up for handling harvested produce (do not process the produce by changing its shape or appearance). Packing carried out at point of harvest is considered produce handling. Also any storage, chemical treatments, trimming, washing or any other handling where the product may have physical contact with other materials or substances.**
- (e) Pesticide : **Plant protection product.**
- (f) Certification Body : **An organization that has been accredited to grant INDGAP certificate as per the procedure laid down in this document.**
- (g) Food safety : **An assurance that food will not cause harm to the consumer when it is prepared and consumed according to its intended use.**
- (h) Global Trade Item Number (GTIN): **The global identification key of GS1 system used to identify trade items in a unique manner.**
- (i) Global Location Number (GLN): **The global identification key of GS1 system used to identify physical locations uniquely.**
- (j) Global Traceability System (GTS) : **is a generic framework of GS1 which can be used by any business,**

**any industry sector, any organization, large or small, to meet the core need of traceability (one step up, one step down as a minimum) at any point in the supply chain.**

- (k)** Harvesting containers : **Containers used for transporting produce during harvest.**
- (l)** Hazard: **A biological, chemical, physical or any other property that may cause a product to be unsafe for human consumption.**
- (m)** Individual grower : **An organization or person legally responsible for on farm production, who retains ownership of all the produce covered in this INDGAP certificate.**
- (n)** Inspection : **An examination of systems for control of food, raw materials, processing and distribution including in process and finished product testing in order to verify compliance to requirements.**
- (o)** Critical/Major non-conformance : **Means an incident that results in decrease in confidence in the product compliance with quality and food safety requirements and requires corrective action to be implemented in order to regain confidence.**
- (p)** New agricultural site : **Land being planted for the first time .**
- (q)** Post – harvest chemicals : **Includes post-harvest plant protection products, detergents, and lubricants.**
- (r)** Potable water : **Water which needs the quality standards of drinking water such as those described in the WHO published guidelines for the safe use of waste water and excreta in agriculture and aquaculture.**
- (s)** Primary produce : **Produce at a stage before processing.**
- (t)** Processed product : **When the structure of the product is altered in appearance or form.**
- (u)** Produce : **The harvested product of the crop before it is sold.**
- (v)** Product : **The produce sold to the customers.**

- (w)** Product tracking : **Ability of a system to track the movement of food products in the food supply chain and to record the information about related attributes from Farm to Fork. This is also termed as Downstream traceability.**
- (x)** Record : **Document showing objective evidence of the tasks performed and results achieved.**
- (y)** Registered product crop : **The crop that produces the product that has been registered by the grower with the certification body under INDGAP.**
- (z)** Registered product produce : **the produce that is the result of the registered product crop.**
- (aa)** Registration Number : **The number given to grower or grower group when he has completed the registration.**
- (bb)** Self-Inspection : **Internal inspection of the registered product crop carried out by the grower on his farm using Control Points and Compliance Criteria.**
- (cc)** Sub-Contractor : **Specific farm operations performed under the contract between the grower and the contractor that are covered in the INDGAP Control Points and Compliance Criteria.**
- (dd)** Trace-back : **Ability of a system to trace the movement of food products in the food supply chain and to record the information about related attributes from Fork to Farm. This is also termed as Upstream traceability.**
- (ee)** Worker : **Any person on the farm that has been contracted to carry out a task. This includes farm owners and managers.**
- (ff)** In-organic Fertilizer : **Commercial chemical fertilizer.**
- (gg)** Grower group : **Group of growers applying for certification with an internal procedure and internal control of 100% members registered to the INDGAP requirements, which has legal structure and complying the requirements as specified in this document.**
- (hh)** Field, Orchid/Green-house : **Separate units of land within a farm.**
- (ii)** Farm : **A farm is an agricultural production unit or group of agricultural production units; covered by same operational procedures, farm management and INDGAP decision-making activities.**

- (jj)** Environment : **Water, air, land, wild species of fauna & flora and any inter relationship between them, as well as relationship with living organisms.**
- (kk)** Customer : **A customer is anyone who purchases products or services from a supplier.**
- (ll)** Crop year : **Generally, the 12 month period from the beginning of harvest of a particular crop rotation.**
- (mm)** Annual crop : **When the time period between end of propagation stage to first harvest date is less than 12 months.**
- (nn)** Crop rotation : **The practice of growing different crops in recurring succession on the same land. It also includes crops on certain plot are following other crops according to pre-defined plan.**
- (oo)** Certification : **All those actions leading to the issuing of an INDGAP certificate.**
- (pp)** Crop : **The plants, which produce the produce.**

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