

General Standards of TNOCD

2.0 Definitions

ACCREDITATION

Accreditation means Registration by the National Accreditation Body for certifying organic farms, products and processes as per the National Standards for Organic Products and as per the guidelines of the National Accreditation Policy and Programme for organic products.

ACCREDITED PROGRAMME

Means programme of accrediting Inspection and Certification Agencies which have been accredited by the Accreditation Agency and which have agreed to comply with the Accreditation contract.

ANNUAL REPORT

Means the report on operators, products and processors submitted annually to the Accreditation Agency by the accredited Inspection and Certification Agencies.

APPEAL

Shall be the process by which an Inspection and Certification Agency can request reconsideration of a decision taken by the Accreditation Agency or an operator can request reconsideration of a decision by the Certification Agency.

APPLICANT

Shall be the Inspection and Certification Agency that has applied for Accreditation to the Accreditation Agency.

AYURVEDA

Ayurveda is a traditional naturopath system of medicines and health care of India.

BUFFER ZONE

A clearly defined and identifiable boundary area bordering an organic production site that is established to limit application of, or contact with, prohibited substances from an adjacent area.

CERTIFICATE

Would mean a document issued by an accredited agency declaring that the operator is carrying out the activities or the stated products have been produced in accordance with the specified requirements in accordance with the National Standards for Organic Products.

CERTIFICATE OF REGISTRATION

Shall mean the document issued by the Inspection and Certification Agency, declaring that the operator is licensed to use the certificate on specified products.

CERTIFICATION

Shall be the procedure by which a written assurance is given by the Certification Agency that the clearly identified production or processing system has been methodically assessed and conforms to the specified requirements.

CERTIFICATION MARK

Shall mean certification programme's sign, symbol or logo which identifies the products as being certified according to the National Standards for Organic Products.

CERTIFICATION PROGRAMME

Shall mean the system operated by an Inspection and Certification Agency in accordance with the criteria for carrying out certification of conformity as laid down herein.

CERTIFICATION TRANSFERENCE

The formal recognition by an Inspection and Certification Agency of another certification programme or Agency or projects or products certified by that programme or Agency, for the purpose of permitting its own certified operators to trade or process under the programme's own certification mark, the products which are certified by the other programme.

CHAIN OF CUSTODY

All relevant steps in the production chain including growing, harvesting, processing, handling and related activities that have been inspected and certified, as appropriate.

COMPETENT AUTHORITY

Shall mean the official government agency for accreditation.

CONTAMINATION

Pollution of organic product or land, or contact with any material that would render the product unsuitable for organic certification.

CONSULTANCY

Shall mean the advisory service for organic operations, independent from inspection and certification procedures.

CONVENTIONAL

Farming systems dependent on input of artificial fertilizers and/or chemicals and pesticides or which are not in conformity with the basic standards of organic production.

CONVERSION

The process of changing an agricultural farm from conventional to organic farm. This is also called transition.

CONVERSION PERIOD

The time between the start of organic management, and certification of crops as organic.

DECLARATION OF INTEREST

Declaration of no personal / commercial conflict of interest by all concerned involved in the process of inspection and certification.

DISINFECTANT

A product that minimizes by physical or accepted chemical means, the number of micro organisms in the environment, to a level that does not compromise food safety and suitability.

EVALUATION

Shall be the process of systematic examination of the performance of an Inspection and Certification Agency to meet the specific requirements under the National Accreditation Programme.

FARM UNIT

An agricultural farm, area or production unit managed organically, by a farmer or a group of farmers.

FIBRE

A filament of plant or animal origin.

FOOD ADDITIVE

Food additive is an external permissible ingredient added to improve the keeping quality, consistency, colour and other physico chemical, sensory properties, wholesomeness and safety of food.

GENETIC DIVERSITY

Genetic diversity means the variability among living organisms from agricultural, forest and aquatic ecosystem. This includes diversity within species and between species.

GREEN MANURE

Manure consisting of fresh green plant matter, which is ploughed in or turned into the soil for the purpose of soil improvement.

GROUP CERTIFICATION

Certification of an organized group of producers, processors and exporters with similar farming and production systems and which are in geographical proximity.

GUIDELINES FOR ORGANIC PRODUCTION AND PROCESSING

Standards for organic production and processing established by the Accreditation Agencies for specific crops in accordance with the National Standards for Organic Products.

HABITAT

The area in which a plant or animal species naturally exists.

HAZARD ANALYSIS CRITICAL CONTROL POINT (HACCP)

A systematic process that identifies food safety hazards, critical control points, critical limits, corrective actions and documentation and integrates monitoring procedures to ensure food safety. (OR) The Hazard Analysis Critical Control Point (HACCP) system is a science based on systematic approach to produce safe food. Food safety management systems based on HACCP are internationally recognised as the most effective way to ensure food safety and minimize the risks of food poisoning.

HOMEOPATHY

Homeopathy is a system of medicine based on the principle of '*Similia, Similibus, Curentur* (let likes be treated by likes)'.

HOMEOPATHIC TREATMENT

Treatment of disease based on administration of remedies prepared through successive dilution of a substance that in larger amounts produces symptoms in healthy subjects similar to those of the disease itself.

INGREDIENT

Shall mean any substance, including a food additive, used in the manufacture or preparation of a food and present in the final product although possibly in a modified form.

INPUTS BANNED

Those items, the use of which is prohibited in organic farming.

INPUT MANUFACTURING

Shall mean the manufacturing of organic production or processing inputs.

INPUTS PERMITTED

Those items that can be used in organic farming.

INPUTS RESTRICTED

Those items that are allowed in organic farming, in a restricted manner, after a careful assessment of contamination risk, natural imbalance and other factors arising out of their use. Farmers shall consult the certifying agency.

IRRADIATION

High-energy emissions from substances for the purpose of controlling microbial, pathogens, parasites and pests in food, preserving the food or inhibiting physiological processes such as sprouting or ripening.

LABELLING

Means any written, printed or graphic matter that is present on the label, accompanies the food, or is displayed near the food, including that for the purpose of promoting its sale or disposal.

LICENCE

Shall be the Accreditation contract that grants a certifier the rights associated with its accredited status in line with the National Program for Organic Production.

LIVESTOCK

Shall mean any domestic or domesticated animal including bovine (including buffalo and bison), porcine, caprine, equine, poultry and bees raised for food or in the production of food. The products obtained by hunting or fishing of wild animals shall not be considered as part of this definition.

MARKETING

Means holding for sale or displaying for sale, offering for sale, selling, delivering or placing on the market in any other form.

MULTIPLICATION

The growing of seed/stock/plant material to supply for future production.

NATIONAL ACCREDITATION BODY (NAB)

Shall be the agency set up by the Steering Committee for National Programme for Organic Production for accrediting Inspection and Certification Agencies.

OPERATOR

Shall mean an individual or a business enterprise practicing organic farming or organic processing or trading.

ORGANIC

Refers to a particular farming system as described in these standards and not to the term used in chemistry.

ORGANIC AGRICULTURE

It is a system of farm design and management to create an eco system, which can achieve sustainable productivity without the use of artificial external inputs such as chemical fertilizers and pesticides.

ORGANIC PRODUCTION UNIT

Shall mean a unit/holding or stock farm complying with the rules of NPOP regulations.

ORGANICALLY PRODUCED FEEDING STUFFS/FEED MATERIALS

Shall mean feeding stuffs/ feed material produced in accordance with the rules of production laid down in NPOP regulations.

ORGANIC SEEDS AND PLANTING MATERIAL

Seed and planting material produced under certified organic system.

PACKAGE OF PRACTICES

Guidelines for organic production and processing established by the Accreditation Agencies for specific crops, specific to the region.

PARALLEL PRODUCTION

Shall mean any production where the same unit is growing, breeding, handling or processing the same products both in a certified organic and non-certified organic system. Similarly a situation with 'organic' and 'in conversion' production of the same product is also parallel production.

PART CONVERSION

Shall be when part of a conventional farm or unit has already been converted to organic production or processing and a part is in the process of conversion.

PLANT PROTECTION PRODUCT

Shall mean any substance intended for preventing, destroying, attracting, repelling or controlling any pest or disease including unwanted species of plants or animals during the production, storage, transport, distribution and processing of food, agricultural commodities or animal feeds.

PREPARATION

Shall mean the operations of slaughtering, processing, preserving and packaging of agricultural and animal products and also alterations made to the labelling concerning the presentation of the organic production method.

PROCESSING AIDS

A substance or material not consumed as a food ingredient by itself but used in the processing of raw materials, food or its ingredients to fulfil a certain technological purpose during treatment or processing and which may result in unintentional but unavoidable presence of residues or derivatives in the final product.

QUALITY SYSTEM

Documented procedures, which are established, implemented, and periodically audited to ensure that production, processing, handling, management, certification, accreditation and other systems meet the specified requirements and outcomes by following standardized protocols.

RAW MATERIALS

All ingredients other than food additives.

SANITIZE

To adequately treat the produce or food-contact surfaces by a process that is effective in destroying or substantially reducing the numbers of vegetative cells of micro organisms of public health concern, and other undesirable micro organisms, but without adversely affecting the safety and quality of the product.

SPLIT PRODUCTIONS

Where only part of the farm or processing unit is certified as organic. The remainder of the property can be (a) non-organic or (b) in conversion or (c) organic but not certified. Also see parallel production.

STANDARDS

Shall mean the standards for National Organic Products established by the Steering Committee for National Programme for Organic Production.

SURVEILLANCE

The measures undertaken to provide monitoring of an operator's / certification body's compliance with the standards / criteria for meeting the certification / accreditation requirements.

TRANSACTION / IMPORT CERTIFICATE

Document issued by a certification body declaring that the specified lot or consignment of goods is derived from production and / or processing system that has been certified.

USE OF GMO AND GMOs DERIVATIVES

A plant, animal, microbe or their derivatives that are transformed through genetic engineering.

VETERINARY DRUG

Means any substance applied or administered to any food-producing animal, such as meat or milk-producing animals, poultry, fish or bees, whether used for therapeutic, prophylactic or diagnostic purposes or for modification of physiological functions or behaviour.

3.0 Crop Production Standards

3.1.1 Land requirement

1. Land shall be organically managed.
2. If the land is situated in a low lying area to avoid run-off water contamination from conventional farming system, it is essential to dig trenches wherever required.
3. To avoid contamination through wind the Organic Farm shall be separated from conventional farm by live fence or man made constructions or a portion of organically managed crop maintained as a buffer zone.
4. A buffer zone of at least 3 meters shall be maintained between conventional and organic management.

Simultaneous production of organic, in conversion, conventional production or animal production which is not clearly distinguishable shall not be allowed for certification.

Note: Equipments or implements used for organic management shall be cleaned before use (if it is used already in conventional farming system.)

3.1.2 Conversion requirement

1. The conversion period is the time between the start of organic management and certification of crops and/or animal husbandry etc.,
2. A minimum of 3 years conversion period shall be required for converting organic farming system from conventional farming system.
3. From the start of the conversion period all the prohibited inputs listed in NPOP shall not be used.
4. The conversion period is calculated from the date of registration or from the date of last application of prohibited input.
5. Product can be certified organic when the National Organic Standards are met during a conversion period of at least 2 years before sowing or in the case of perennial crops, other than grassland, at least 3 years (36 months) before the first harvest of the certified organic crop.
6. The conversion period is reduced or shall be extended based on the past use of land.

3.1.2.1 Conditions for Reduction in Conversion Period

1. If the operator maintains documentation of organic growing methods for at least 3 years.
2. If the land is kept fallow for at least 3 years.
3. If the land is situated away from contaminant sources such as industrial pollution, transport pollution etc.,

4.1.3 Maintenance of Organic Management

1. The organic production shall be maintained continuously.
2. Switch back from organic to conventional and again back to organic is not allowed.
3. In cases of switch back the operator shall once again undergo full conversion period.

4.1.4 Landscape

1. At least 1% of the area shall be allowed to facilitate biodiversity.
2. The border areas wherever possible shall be grown with trees or other perennial or flowering plants which facilitate in conservation of nature.
3. Landscaping shall contribute beneficially to the eco system.

4.1.5 Choice of Crop and Varieties

1. Any Crop or Variety/Hybrids except GMO which suits to the location shall be grown.
2. Varieties resistant to pest and diseases shall be preferred.
3. GMO'S are not allowed in organic farming.
4. In the choice of varieties, genetic diversity shall be taken into consideration.

4.1.6 Diversity in Crop Production

1. In an organic farm, crop production shall be planned considering the structure and fertility of the soil and surrounding ecosystem to provide a diversity of species while minimizing nutrient losses.
2. Sufficient diversity may be preferred to control insects, weeds, diseases and other pests while maintaining or increasing soil organic matter, fertility, microbial activity and general soil health.
3. In annual crop a versatile crop rotation with legume crop shall be included.

4. In case of perennial crops wherever possible inter cropping with legumes shall be grown.

4.1.7 Seeds and Planting Material

1. Seeds /planting materials used shall be from certified organic source.
2. In case of non availability of organic seeds, untreated seeds from conventional farming shall be used for the first year and for subsequent years organic seeds shall be used.
3. In case of growing other varieties which were not grown in the first year, chemically untreated conventional material shall be used.
4. The use of genetically engineered seeds, pollen, transgenic plants or plant materials shall not be allowed.

4.1.8 Fertilizing and Soil Conditioning

1. Fertilization policy shall be to increase or at least to maintain soil fertility and the biological activity.
2. Any biodegradable material of microbial, plant or animal origin produced on organic farms shall form the basis of the fertilization programme.
3. The fertility and biological activity of the soil shall be maintained or increased, in the first instance, by cultivation of legumes, green manures, or deep rooting plants in an appropriate multi annual crop rotation programme.
4. Total quantity of manures applied to agricultural production shall not exceed 170 kgs nitrogen per hectare per year. Wherever necessary the total stocking density shall be reduced to avoid exceeding the limit of 170 kgs nitrogen per hectare.
5. The operator shall manage plant and animal materials to maintain or improve soil organic matter content in a manner

that does not contribute to contamination of crops, soil or water by plant nutrients, pathogenic organisms, heavy metals or residues of prohibited substances. Animal and plant materials include

1. Raw animal manures which shall be composted unless it is:
 - a. Applied to land used for a crop not intended for human consumption.
 - b. Incorporated into the soil not less than 120 days prior to the harvest of a product whose edible portion has direct contact with the soil surface or soil particles. Or incorporated into the soil not less than 90 days prior to the harvest of a product whose edible portion does not have direct contact with the soil surface or soil particles.
6. As nitrogen content in farm yard manure vary from 0.4% to 1.5 % it is advisable to test FYM for nitrogen content before use for the purpose of calculation of allowed maximum quantity of manure (170 kgs nitrogen per hectare)
7. Following products are permitted as fertilizing and soil conditioning agents
 - a. **Materials produced on an organic farm unit**
 1. Farmyard & poultry manure, slurry and urine
 2. Crop residues and green manure
 3. Straw and other mulches
 - b. **Materials produced outside the organic farm unit**
 1. Peat without synthetic additives (prohibited for soil conditioning)
 2. Sawdust, wood shavings, wood provided it comes from untreated wood
 3. Calcified seaweed
 4. Calcium chloride

5. Calcium carbonate of network origin (chalk, limestone, gypsum and phosphate chalk)
6. Magnesium sulphate (Epson salt)
7. Gypsum (Calcium sulphate)
8. Stillage and stillage extract
9. Clay (bentonite, perlite, zeolite)

c. Microbiological Preparations

1. Bacterial preparations (bio fertilizers)
2. Biodynamic preparations
3. Plant preparations and botanical extracts
4. Vermiculate
5. Peat

8. The following products obtained from outside the organic farm units are permitted for use as fertilizing and soil conditioning products after obtaining permission from certification body as their usage is restricted.

a. Matter produced outside the organic farm unit

1. Blood meal, meat ,bone and feather meal without preservative.
2. Compost made from any carbon based residues (animal excrement including poultry)
3. Farmyard manure, slurry and urine. (factory farming sources not permitted)
4. Fish and fish products without preservatives.
5. Guano
6. By-products from the food and textile industries of biodegradable material of microbial, plant or animal origin without any synthetic additives.
7. Sea weed, sea weed products obtained by physical processes, extraction with water or aqueous acid and or alkaline solution.

8. Sewage sludge and urban composts from separated sources which are monitored for contamination.
9. Straw
10. Vermicasts
11. Animal charcoal
12. Compost and spent mushroom and vermiculate substances.
13. Compost from organic household reference.
14. By products from oil palm, coconut and cocoa (Including empty fruit bunch, palm oil mill effluent (POME), cocoa peat and empty cocoa pods)
15. By-products of industries processing ingredients from organic agriculture.

b. Minerals

1. Basic slag, calcareous and magnesium rock
 2. Mineral potassium with low chlorine content (e.g. sulphate of potash, kainite, sylvinite, patenkali)
 3. Natural phosphates (e.g. Rock phosphates) pulverized rock.
 4. Trace elements (Boron, In, Iron, Manganese, Molybdenum, Zinc)
 5. Wood ash from untreated wood
 6. Potassium sulphate.
 7. Aluminium calcium phosphate
 8. Sulphur
 9. Stone mill
- c. The following products obtained from outside the organic farm units are not permitted as they are not allowed.

1. FYM obtained from factory farming sources
(Industrial management system that are heavily
reliant on veterinary and feed inputs)
2. Human excrement
10. Storage facilities for livestock manures shall be of a capacity
to preclude the pollution of water by direct discharge, or by
run-off and infiltration of soil.
11. To ensure sound fertilizer management, the capacity of such
storage facilities for livestock manures shall exceed the
storage capacity required for the longest period of the year.
12. Exceptions may be granted by Certification Body (CB) for
use of mineral fertilizers (except those containing nitrogen)
which are rendered more soluble by chemical treatment. Such
exceptions are well justified by CB.
13. Synthetic nitrogenous fertilizers including urea are not
allowed.
14. Chilean nitrate is also prohibited.
15. Burning as means of disposal for crop residues produced in
the organic farm is not permitted except that burning may be
used to suppress spread of diseases or to stimulate seed
germination.

4.1.9 Pest, Diseases, and Weed Management Including Growth Regulators.

1. Organic farming system shall ensure that losses from pest,
diseases and weeds are minimized by the use of balanced
fertilizing programme, selection of crop and varieties well
adopted to the environment, fertile soils of high biological
activity, adapted rotations, companion planting, green
manures etc.,
2. Growth and development shall take place in natural manner
and synthetic growth regulators are prohibited.

3. The producer shall use management practices to prevent crop pests, weeds and diseases apart from sound soil fertility, crop selection and seed materials free from contagious pest and diseases.

The management practices shall include:

- a. Sanitation to remove disease vectors, weed seeds and habitat for pest organisms.
- b. Cultural practices that enhance crop health including selection of plant species and varieties with regard to suitability to site specific conditions and resistance to prevalent pest, weed, and diseases.
- c. Pest problem may be controlled by mechanical or physical methods including the following
 1. Augmentation or introduction of predators or parasites of the pest.
 2. Development of habitat for natural enemies of pest.
 3. Non-synthetic control such as lures, traps and repellents.
- d. Weeds problem may be controlled through:
 1. Mulching with plant residues and other fully biodegradable materials.
 2. Mowing.
 3. Live stock grazing.
 4. Hand weeding and mechanical cultivation.
 5. Plastic or other synthetic mulches provided that has to be removed after use from the field. Polyvinyl chloride materials are not allowed.
 6. Thermic weed control and physical method to control weed are permitted.
- e. Disease problems may be controlled through:

1. Management practices which suppress the spread of disease causing organisms or
2. Application of non synthetic biological, botanical or mineral inputs.
3. Thermic sterilization of soil is restricted and permission for thermic sterilization shall be given by CB only on case by case basis where a proper rotation or renewal of soil cannot take place.
4. For protected structure coverings, plastic mulches, fleeces, insect netting and silage wrapping, only products based on polyethylene and poly propylene or other poly carbonates are allowed. These shall be removed from the soil after use and shall not be burnt on the farmland. The use of poly chloride based products is prohibited
5. The following products are permitted for plant pest and disease control
 - a. Substances from plant and animal origin
 1. Gelatine
 2. Plant based extracts (e.g. neem, garlic, pongamia, etc.,)
 3. Casein.
 4. Extract from mushroom (Shiitake fungus).
 5. Clay (e.g. bentonite, perlite, vermiculite, zeolite).
 6. Extract from Chlorella.
 - b. Micro organisms / Biocontrol agents
 1. Viral preparations (e.g. Granulosis viruses, nuclear polyhedrosis viruses etc.,)
 2. Fungal preparations (e.g. Trichoderma species etc.,)
 3. Bacterial preparations (e.g. Bacillus species etc.,)
 4. Parasites, predators and sterilized insects.

c. Others

1. Soft soap (potassium soap)
2. Homeopathic and Ayurvedic preparations
3. Herbal and biodynamic preparations.

d. Physical methods

1. Traps (e.g., chromatic traps, mechanical traps, light traps, sticky traps and pheromones)
2. Mulches and nets.

6. The following products are permitted for plant pest and disease control after getting permission from the certification body as their usage is restricted.

a. Substances from plant and animal origin

1. Propolis
2. *Azadirachta indica* [neem preparations (neem oil)]
3. Preparation of rotenone from *Derris elliptica*, *Lonchocarpus*, *Thephrosia spp.*
4. Preparation on basis of pyrethrins extracted from *Chrysanthemum cinerariaefolium*, containing possibly a synergist *pyrethrum cinerarifolium*.
5. Preparation from *Quassia amara*.
6. Release of parasites and predators of insect pests.
7. Preparation from *Ryania* species.
8. Lecithin
9. Sea weeds, sea weed meal, sea weed extracts, sea salt, salty water and fermented product from *Aspergillus*.
10. Natural acids (vinegar)

b. Minerals

1. Chloride of lime /soda
2. Copper salts / inorganic salts (Bordeaux mix, copper hydroxide, copper oxychloride) used as a fungicide, maximum 8 kg per ha per year

depending upon the crop and under the supervision of inspection and certification agency.

3. Diatomaceous earth.
4. Light mineral oils.
5. Permanganate of potash.
6. Lime sulphur, calcium polysulphide.
7. Silicates (sodium silicate, quartz).
8. Sodium bicarbonate.
9. Sulphur (as a fungicide, acaricide and repellent).

c. Others

1. Carbon dioxide and nitrogen gas.

7. The following products are not permitted for plant pest and disease control as their usage is not allowed.

a. Substance from Plant and Animal Origin

1. Tobacco tea.

b. Minerals

1. Mineral Powders (Stone meal, Silicates)

c. Others

1. Ethyl alcohol
2. Synthetic pesticides, herbicides, fungicides, insecticides, synthetic growth regulators and dyes.

8. GMO crops or products are prohibited.

9. Operators may also use other products which are not mentioned above but are useful and appropriate for use in organic agriculture.

10. Certification body shall ensure to prevent transmission of pest, parasites and infectious agents through the following means:

- a. Allowing operator to use seed purchased from off farm after necessary permission by certification body to avoid

transmission of pest, parasites and infectious agents from endemic areas.

- b. By allowing operators to use farm equipments / machineries (which were used already in conventional farms) after adopting accepted cleaning procedure.
- c. By allowing operators to avail transport facilities after ascertaining accepted sanitary measures.

4.1.10 Additional Inputs for Fertilizing and Soil Conditioning

These additional inputs may be essential for achieving or maintaining soil fertility or to fulfil specific nutrient requirement, for specific soil conditioning and rotation purposes which cannot be satisfied by the above mentioned products.

- a. Ingredients of these products shall be of plant, animal, microbial or mineral origin which may undergo physical (Mechanical, Thermal) Enzymatic, Microbial (Composting/ digestion)) processes.
- b. Use of these products shall not result in or contribute to unacceptable effects on or contamination of environment including soil organisms.
- c. Their use shall not have unacceptable effect on the quality and safety of the final products.

4.1.11 Additional Input for Pest, Disease and Weed Control

- a. These additional inputs shall be essential for the control of a harmful organism or a particular disease for which other biological, physical or plant breeding alternatives and or effective management techniques are not available.
- b. These substances (active compound shall be plant, animal, microbial or mineral origin which may undergo physical (Mechanical, Thermal/ Enzymatic/Microbial (Composting/ digestion)) processes.

- c. Use of these products shall not result in or contribute to unacceptable effects on or contamination of environment/ organic products.
- d. Nature identical products such as pheromones which are chemically synthesized may be considered if the products are not available in sufficient quantities in their natural form provided that conditions for the use don't directly or indirectly contribute to contamination of the environment or the product.
- e. The additional inputs for fertilizing and soil conditioning purposes/ for plant disease or pest or weed control shall be used only when these inputs are evaluated and accepted as suitable for use in organic agriculture, by certification body.

4.1.12 Sampling Issues and Submitting Samples for Analysis

Selecting a representative sample and correctly submitting it shall be critical to obtain accurate information from the analysis.

1. Sample Collection

For **produce**, it is important that several portions are collected from different areas of the field, bin, etc., for compositing in the laboratory, in order to determine the average pesticide level in the commodity. This sample shall be shipped in glass or plastic bags to prevent contamination during shipping. A minimum of 200 grams per commodity per sample per test shall be submitted.

For **soil** and **water**, it is important that the samples be collected in clean glass containers or brass sleeves. Generally, 100 grams of soil and 1 liter of water are the minimum amount of sample required for each test requested.

The size of sample may vary based on the laboratory selected for test.

2. Preservation and Sending

Samples shall be properly labelled and preserved by cooling them to 0 to 4°C, without any other chemical preservation methods. Samples shall be shipped overnight to the laboratory, along with a chain of custody or sample submission form to ensure that the sample is analyzed for the correct analysis.

4.1.13 Soil and water conservation

1. Measures shall be taken to prevent erosion, salinization of soil excessive and improper use of water and pollution of ground and surface water. Set standards for stocking rate to avert land degradation, pollution of ground and surface water.
2. Clearing of land by means of burning organic matter e.g. trash and straw burning shall be restricted to minimum. Clearing of primary forest is prohibited.
3. Relevant measures shall be taken to prevent erosion.
4. Relevant measures shall be taken to prevent salinization of soil.

4.1.14 Collection of Non Cultivated Material of Plant Origin/Wild crop and Honey

1. Area of collection shall be defined.
2. The area shall be away from conventional farming, pollution and contaminant sources.
3. Collection area shall be free from prohibited substances.

4. Wild crop shall be harvested in a manner that ensures that the harvesting or gathering will not be destructive to the environment and will sustain the growth and production of the wild crops.
5. The operator managing the harvesting or gathering of the products shall be clearly identified and familiar with the collected area in question.
6. Conversion period is not mandatory.

5.0 Animal Husbandry

5.1.1 Live Stock Living Condition

1. Management techniques in animal husbandry shall be based on the physiological and ethological needs of the farm animal reared.
2. The sheltering of animal shall be provided to ensure sufficient free movement, sufficient fresh air, protection against extreme weather conditions, enough lying or resting area according to needs of animals, ample access to fresh water and feed according to the needs of animal, adequate facilities for expressing behaviour in accordance with biological and ethological needs of the species.
3. The compounds used for construction of sheltering of animals and production equipments shall not affect human or animal health.

b. Poultry

1. Poultry shall be reared in open-range conditions and cannot be kept in cages.
2. Water fowl shall have access to stream, pond or lake whenever the weather conditions permit in order to respect animal welfare requirement or hygiene conditions.
4. Maximum hours of artificial lightening shall be prescribed

5. Heard animals shall not be kept individually, exception shall be for male animals, sick animals, animals those about to birth, small holdings.

5.1.2 Length of Conversion Period

1. Whole farm including livestock shall be converted to organic as per NPOP and TNOCD standards.
2. Animal product shall be sold as "product of organic agriculture", only after the farm or relevant part of it has been brought under conversion for at least twelve months and provided that the organic animal production standards have been met for the appropriate time.
3. Animal husbandry products that are to be sold, labelled or represented as organic shall be from livestock under continuous organic management from the *last third month of gestation or hatching*. Except for poultry or edible poultry products shall be from-Beginning not' later than the second day of life.
4. Dairy animals: milk, milk products that are to be sold, labelled, or represented as organic shall be from farms that have been under continuous organic management beginning not later than one year prior to their production.
5. Animals present on the farm at the time of conversion may be sold for organic meat, if the organic standards have been followed for 12 months.

5.1.3 Brought-in Animals

1. All organic animals shall born and raised in the organic holding itself.
2. Trading or exchange of livestock shall be between organic farm or as part of long term cooperation between specific farms. Following shall be the exemptions for livestock from conventional farming :

- a. Breeds or strains shall not exceed 10% of the adult animal of the same species in the organic farm; this limit shall be relaxed upto 40% after obtaining permission from CB in the following special cases:
 1. When major extension of the stock farm is undertaken.
 2. When new breeds are proposed for rearing.
 3. When a new livestock specialization is developed.
3. In case of non availability of organic animals, brought- in conventional animals shall be allowed from conventional farming up to the following age limits:
 - a. 2 days old chicks for meat production.
 - b. 18 weeks old hens for egg production.
 - c. 2 weeks old for any other poultry.
 - d. Piglets up to six weeks and after weaning
 - e. Calves up to 4 weeks old which have received colostrums and are fed a diet consisting mainly of full milk.
 - f. Brought in animals shall be restricted up to 3 gestation period of dairy or hatching.
 - g. Males for breeding may be brought from non organic stock farms provided that the animals are subsequently reared and always fed according to NPOP norms.
4. Reproduction shall be based on natural methods except artificial insemination shall be permitted. Other forms of Artificial insemination or assisted production such as embryo transfer etc are not allowed.
5. Hormonal heat treatment and induced birth shall not be allowed unless applied to individual animals for medical reasons and under veterinary advice.
6. The use of genetically engineered species shall not be allowed.

5.1.4 Breeds and Breeding

- a) Breeds shall be chosen, which are suited to local conditions.

- b) High technological and capital-intensive methods, which make farming system dependent, shall not be allowed.

5.1.5 Mutilations

1. Animal's distinctive characteristic shall be respected.
2. Species shall be chosen which don't require mutilation.
3. Mutilation shall not be allowed except for the following conditions
 - a. Castrations
 - b. Tail docking of lambs
 - c. Dehorning.
 - d. Ringing
 - e. Mulesing

Suffering shall be minimized and anaesthetics shall be used wherever appropriate.

5.1.6 Feed Standards for Live stock

1. The livestock shall be fed with 100% organically grown feed of good quality.
2. All feed shall come from the farm itself or produced within the region.
3. Products from organic feed processing industry shall be used.
4. Colouring agents shall not be used in organic live stock production.
5. Young mammals shall be fed with natural milk, preferably with maternal milk. All animals shall be fed with natural milk for a minimum period based on the species, which shall be 90 days for bovines and equine, 45 days for sheep and goats and 40 days for pigs.
6. Herbivores animals shall be fed by utilizing pastures maximum the according to the availability of pastures in different part of the year.
7. More than 50% of feed for animals shall be from the farm itself or shall be produced in co-operation with other farmers

of the region. TNOCD shall allow four months period in the early lactation.

8. For poultry the feed shall contain at least 65% cereal in their rations.
9. Roughages, fresh or dried fodder or silage shall be added to the daily ration for pigs and poultry.
10. Where it proves impossible to obtain certain feeds from organic farming sources, maximum percentage of feed consumed by farm animals shall be allowed to be sourced from conventional farm given in the following table and shall be calculated in terms of the average diet for each animal category. The maximum percentage shall be followed year round:

- | | |
|--------------------------------------|-----|
| a. Ruminants (dry matter intake) | 15% |
| b. Non-ruminants (dry matter intake) | 20% |

This Percentage shall be reduced within 5 years to

- | | |
|-------------------------------|-----|
| a. Ruminants (dry matter) | 10% |
| b. Non-ruminants (dry matter) | 15% |

In case of unforeseen severe natural or manmade events, extreme climatic conditions or weather conditions and areas where organic agriculture is in early stages of development, the maximum percentage sourced from conventional farm shall be

- | | |
|-------------------------------|-----------|
| a. Ruminants (dry matter) | up to 30% |
| b. Non-ruminants (dry matter) | up to 40% |

11. The following shall be the list of approved feed materials, feed additives and processing aids for animal nutrition which are allowed in organic animal production.

a. Feed materials of Plant origin

1. Cereal grains, oilseeds, oil fruits, legume seeds, tubers, roots with their products and by products. Other seeds and fruits, forages and roughages

shall be allowed. Molasses as binding agent allowed.

b. Feed Materials of Animal Origin

1. Milk and milk products
2. Fish, other marine animals, their products and by products.

c. Vitamins, trace elements and supplements shall be used from natural origin when available in appropriate quantity and quality.

d. Trace elements as Feed additives

Iron, Iodine, Cobalt, Manganese, Zinc, Molybdenum and Selenium.

e. Preservatives for Silage

E-336 Formic acid, E-260 Acetic acid, E-270 Lactic acid, E-280 Propionic acid.

f. Fodder Preservatives

Bacteria, fungi and enzymes
By-products of food industry (e.g. molasses)
Plant based products

g. Binders anti caking agents and coagulants

E-551b Colloidal silica, E-551 c Kieselgur, E-553 Sepiolite, E-558 Bentonite, E-559 Kaolinitic clays, E-561 Vermiculite, E-559 Perlite.

h. Processing Aids for Silage

Sea salt, coarse rock salt, enzymes, yeasts, sugar, sugar beet pulp, cereal flour, molasses and lactic acid.

12. The following shall be the list of approved feed materials, feed additives and processing aids for animal nutrition which are restricted in organic animal production.

a. Feed Materials of Mineral Origin

Sea salt, rock salt,

Sodium sulphate,
Sodium carbonate,
Sodium bicarbonate, Sodium chloride,
Calcium carbonate, Calcium lactates,
Calcium gluconate,
Bone dicalcium phosphat precipitate,
Defluorinated dicalcium phosphate,
Defluorinated monocalcium phosphate,
Anhydrous magnesia,
Magnesium sulphate,
Magnesium chloride,
Magnesium carbonate.

b. Vitamins

c. Enzymes

d. Micro-organisms

13. The following shall be the list of approved feed materials, feed additives and processing aids for animal nutrition which are not allowed in organic animal production.
- a. Synthetic growth promoters or stimulants
 - b. Synthetic appetisers
 - c. Preservatives, except when used as a processing aid
 - d. Artificial colouring agents
 - e. Urea
 - f. Farm animal by-products (e.g. abattoir waste) to ruminants
 - g. Droppings, dung or other manure (all types of excreta) even if technologically processed
 - h. Feed subjected to solvent (e.g. hexane), extraction (soya and rape seed meal) or the addition of other chemical agents
 - i. Pure amino acids
 - j. Genetically engineered organisms or products

This covers both organic and conventional feeding stuffs.

Synthetic chemical fodder preservatives shall be allowed in special weather conditions such as heavy, rainy, seasons, from synthesized or unnatural sources e.g. acetic, formic and propionic acid, vitamins and minerals.

5.1.7 Veterinary Medicine

1. Management practices shall be directed to the well being of animals.
2. achieving maximum resistance against disease and preventing infections. Sick and injured animals shall be given prompt and adequate treatment.
3. Natural medicines and methods, including homeopathy, ayurvedic, unani medicine and acupuncture, shall be emphasised. When illness does occur the aim shall be to find the cause and prevent future outbreaks by changing management practices.
4. The well-being of the animals is the primary consideration in the choice of illness treatment. The use of conventional veterinary medicines is allowed when no other justifiable alternative is available.
5. Where conventional veterinary medicines are used, the withholding period shall be at least double the legal period.

Use of the following substances is prohibited:

- a. Synthetic growth promoters/ substances of synthetic origin for production, stimulation or suppression of natural growth. Hormones for heat induction and heat synchronization unless used for an individual animal against reproductive disorders, justified by veterinary indications,
- b. Vaccinations shall be used only when diseases are known or expected to be a problem in the region of the

farm and where these diseases cannot be controlled by other management techniques.

c. Legally required vaccinations are allowed.

d. Genetically engineered vaccines are prohibited.

6. Housing, pens, equipments and utensils shall be cleaned and disinfected to prevent cross-infection and the build up of disease causing organisms.

7. Faeces, urine and uneaten or spilt food shall be removed as often necessary to minimize smell and to avoid attracting insects or rodents.

8. The following are the products authorized for cleaning and disinfection of livestock buildings and installations

Potassium and sodium soap

Water and steam

Milk of lime

Quicklime

Sodium hypochlorite (e.g. as liquid bleach)

Caustic potash

Hydrogen peroxide

Natural essences of plants

Citric, peracetic, formic, lactic, oxalic and acetic acid

Alcohol

Nitric acid (dairy equipment)

Phosphoric acid (dairy equipment)

Formaldehyde

Sodium carbonate

5.1.8 Live Stock Transport and Slaughter

1. Transport and slaughter shall minimise stress to the animal.

2. Transport distance and frequency shall be minimised.

3. The transport medium shall be appropriate for each animal.

Animals are inspected regularly during transport. Throughout

the different steps of the process there shall be a person responsible for the well-being of the animal.

4. Animals shall be watered and fed during transport depending on the weather conditions and duration of the transport.
5. Stress to the animal shall be minimised, especially taking into consideration of the following

Contact (by eye, ear or smell) of each animal with dead animals or animals in the killing process, Existing group ties and Resting time to release stress.

Each animal shall be stunned before being bled to death. The equipment used for stunning shall be in good working order. Exceptions can be made according to cultural practice. Where animals are bled without prior stunning this shall take place in calm environment.

7. Handling during transport and slaughter shall be calm and gentle.
8. No chemically synthesized tranquillizers or stimulants shall be given prior to or during transport.
9. Each animal or group of animals shall be identifiable during all steps.
10. Where the transport is by axle, the journey time to the slaughterhouse shall not exceed eight hours.
11. The use of electric sticks and such instruments are prohibited.

5.1.9 Bee Keeping

1. The collection area shall be organic and/or wild and shall be as varied as possible to fulfil the nutritional needs of the colony and contribute to good health.
2. The feed supplied shall be fully organic.
3. Bee keeping is considered to be part of animal husbandry and the general principles therefore also apply to bee keeping.

4. The feeding of colonies shall be seen as an exception to overcome temporary feed shortages due to climatic conditions.
5. The foundation comb shall be made from organic wax. When bees are grown in wild areas, consideration shall be taken of the indigenous insect population.
6. Hives shall be situated in organically managed fields and/or wild natural areas. Hives shall not be placed close to fields or other areas where chemical pesticides and herbicides are used.
7. Feeding shall only take place after the last harvest before the season when no foraging feed is available.
8. Each bee hive shall primarily consist of natural materials. Use of construction materials with potentially toxic effects is prohibited.
9. Persistent materials may not be used in bee hives where there is a possibility of permeation of the honey and where residues may be distributed in the area through dead bees.
10. Wing clipping is not allowed.
11. Veterinary medicine shall not be used in bee keeping.
12. When working with the bees (e.g. at harvest) no repellent consisting of prohibited substances shall be used.
13. For pest and disease control and for hive disinfection the following products shall be allowed: caustic soda, lactic, oxalic, acetic and formic acid.

6.0 FOOD PROCESSING AND HANDLING

6.1.1 General

1. Organic products shall be handled and processed in such a manner to maintain the quality and integrity of the product and directed towards minimizing the development of pests and diseases.
2. Processing and handling of organic products shall be done separately in time or place from handling and processing of non organic products.
3. Pollution sources shall be identified and contamination avoided.

4. Flavouring extracts shall be obtained from food (preferably organic) by means of physical processes.
5. Organic products shall be protected from co-mingling with non organic products. All products shall be adequately identified through the whole process.
6. Organic ingredients or products shall be labelled with details of lot number, status, date of manufacturing, validity and name of the producer.
7. Organic product shall be stored separately or adequate space shall be maintained to avoid co-mingling.
8. Organic and non organic products shall not be stored and transported together except when labelled or physically separated.
9. The handler of an organic handling operation shall implement measures necessary to prevent the mingling of organic and non organic products and protect the organic products from contact with prohibited materials.
10. The following additives can be used after getting permission from the certification body for manufacturing of packaging films for packaging of organic food stuffs as their usage is restricted.
 - a. 4,4'-Bis(2-benzoxazolyl)stilbene
 - b. 9,9-Bis(methoxymethyl)fluorine
 - c. Carbonic acid, copper salt
 - d. Diethyleneglycol
 - e. 2-(4,6-Diphenyl-1,3,5-triazin-2-yl)-5- (hexyloxy) phenol
 - f. Ethylenediaminetetraacetic acid, copper salt
 - g. 2-(2-Hydroxy-3,5-di-tert-butyl-phenyl-5-Chlorobenzotriazole
 - h. 2-Methyl-4-isothiazolin-3-one
 - i. Phosphoric acid, trichloroethylester

- j. Polyesters of 1,2 propanediol and/or 1,3-and 1, 4 butanediol and/or polypropyleneglycol with adipic acid, also end-capped with acetic acid or fatty acids C10-C18 or n-octanol and/or n-decanol
- k. 1,1,1-Trimethylolpropane
- l. 3-hydroxybutanoic acid 3-hydro xypentanoic acid, Copolymer

11. Besides storage at ambient temperature, the following special conditions of storage are permitted:

Controlled atmosphere

Cooling

Freezing

Drying

Humidity regulation

Ethylene gas is permitted for ripening.

6.1.2 Pest and Disease Control in food processing and storage

1. Pests shall be avoided by good manufacturing practices. This includes general cleanliness and hygiene. Treatments with pest regulating agents shall thus be regarded as the last resort.
2. Recommended treatments shall be physical barriers, sound, ultra-sound, light, and UV-light, traps (includnig pheromone traps and static bait traps), temperature control, controlled atmosphere and diatomaceous earth.
3. The operator shall develop a plan for pest prevention and pest control using methods permitted as per NPOP norms.
4. For pest management and control the following measures shall be used in order of priority:
Preventive methods such as disruption, elimination of habitat and access to facilities

Mechanical, physical and biological methods

Other substances used in traps

Irradiation is prohibited.

5. There shall never be direct or indirect contact between organic products and prohibited substances. (e.g., pesticides). In case of doubt, sample shall be drawn for testing in ISO 17025 accredited laboratories to ensure that no residues are present in the organic product.
6. Persistent or carcinogenic pesticides and disinfectants are not permitted.

6.1.3 Ingredients, Additives and Processing Aids

1. 100% of the ingredients of agriculture origin shall be certified organic.
2. For the production of enzymes and other micro-biological products the medium shall be composed of organic ingredients.
3. Where an ingredient of organic agriculture origin is not available in sufficient quality or quantity, use of non organic raw materials shall be permitted after getting permission from certification body.
4. Such non organic raw material shall not be genetically engineered.
5. The same ingredient within one product shall not be derived both from an organic and non organic origin.
6. Water and salt may be used in organic products.
7. Minerals (including trace elements), vitamins and similar isolated ingredients shall not be used, however legally required or in cases of severe dietary or nutritional deficiency conditions the operator shall get permission to use any minerals or vitamins.
8. Preparations of micro-organisms and enzymes commonly used in food processing may be used, with the exception of genetically engineered micro-organisms and their products.

9. The use of additives and processing aids shall be restricted.

6.1.4 Processing Methods

1. Processing methods shall be based on mechanised, physical and biological processes. The vital quality of an organic ingredient shall be maintained throughout each step of its processing.
2. Processing methods shall be chosen to limit the number and quantity of additives and processing aids.
3. The following kinds of processes shall be adopted:
 - Mechanical and physical
 - Biological
 - Smoking
 - Extraction
 - Precipitation
 - Filtration
4. Extraction shall only take place with water, ethanol, plant and animal oils, vinegar, carbon dioxide, nitrogen or carboxylic acids. These shall be of food grade quality, appropriate for the purpose.
5. Irradiation is not allowed.
6. Filtration substances shall not be made of asbestos nor may they be permeated with substances which may negatively affect the product.

6.1.5 Packaging

1. Ecologically sound materials shall be used for the packaging of organic products.
2. Packaging materials that affect the organic nature of the contents shall be avoided.
3. Use of PVC materials is prohibited.
4. Laminates and aluminum shall be avoided.
5. Recycling and reusable systems shall be used wherever possible.
6. Biodegradable packaging materials shall be used.

7. The materials used shall not affect the organoleptic character of the product or transmit to it any substances in quantities that may be harmful to human health.

7.0 Labelling

1. Labelling shall convey clear and accurate information on the organic status of the product.
2. When all the standard requirements are fulfilled, products shall be sold as "produce of organic agriculture" or a similar description. The name and address of the person or company legally responsible for the production or processing of the product shall be mentioned on the label.
3. Product labels shall list processing procedures which influence the product properties in a way not immediately obvious.
4. Additional product information shall be made available on request. All components of additives and processing aids shall be declared.
5. Ingredients or products derived from wild production shall be declared as such.
6. The person or company legally responsible for the production or processing of the product shall be identifiable.
7. Single ingredient products may be labelled as "produce of organic agriculture" or a similar description when all standards requirements have been met.
8. Mixed products where not all ingredients, including additives, are of organic origin may be labelled in the following way (raw material weight):
 - a. Where a minimum of 95% of the ingredients are of certified organic origin, products may be labelled "certified organic" or similar and shall carry the logo of the certification programme.
 - b. Where less than 95% but not less than 70% of the ingredients are of certified organic origin, products may not be called "organic". The word "organic" may be used on the

principal display in statements like "made with organic ingredients" provided there is a clear statement of the proportion of the organic ingredients. An indication that the product is covered by the certification programme may be used, close to the indication of proportion of organic ingredients.

- c. Where less than 70% of the ingredients are of certified organic origin, the indication that an ingredient is organic may appear in the ingredients list. Such product may not be called "organic".
9. Added water and salt shall not be included in the percentage calculations of organic ingredients.
10. The label for in-conversion products shall be blue colour and the label for organic products shall be green colour.
11. All raw materials of a multi-ingredient product shall be listed on the product label in order of their weight percentage. It shall be apparent which raw materials are of organic certified origin and which are not. All additives shall be listed with their full name.
12. If herbs and/or spices constitute less than 2% of the total weight of the product, they may be listed as "spices " or "herbs " without stating the percentage.
13. The label for in conversion product shall contain the logo of the operator, name and address of TNOCD, with registration number of the operator and shall not bear TNOCD logo.
14. The label for Organic product shall contain the logo of the operator, name and address of TNOCD, with registration number, TNOCD logo and India Organic logo.
15. Organic products shall not be labelled as GE (genetic engineering) or GM (genetic modification) free in order to avoid potentially misleading claims about the end product.

Any reference to genetic engineering on product labels shall be limited to the production method.

8.0 Storage and Transport

1. Product integrity shall be maintained during storage and transportation of organic products.
2. Organic products shall be protected at all times from co-mingling with non-organic products.
3. Organic products shall be protected at all times from contact with materials and substances not permitted for use in organic farming and handling.
4. Where only part of the unit is certified and other products are non-organic, the organic products shall be stored and handled separately to maintain their identity.
5. Bulk stores for organic product shall be separate from conventional product, Stores and clearly labelled to that effect.
6. Storage areas and transport containers for organic product shall be cleaned, using methods and materials permitted in organic production.
7. Measures shall be taken to prevent possible contamination from any pesticide or other contaminants.

9.0 Certification requirements

9.1 General Requirement for Certification

1. A registered operator shall
2. Comply with National Programme for Organic Production (NPOP) norms and shall adhere to the National Standards for Organic Production (NSOP) and TNOCD general standards for organic agricultural production, animal husbandry production,

honey, wild collection, processing, packaging, storage, labelling and transport standards.

3. Prepare, implement, and update annually an organic production plan and submit to TNOCD every year.
4. Permit on-site inspections with complete access to the production and handling operation, including non certified production and handling operation, areas, structures, offices by the Organic Certification Inspectors and other higher officials of TNOCD and also officials of APEDA whenever required.
5. Maintain all records applicable to the organic operation for not less than 5 years after creation of such records and allow authorized representatives of TNOCD, State or Central Government officials of accrediting agency access to such records during normal working hours for review and copying to determine compliance with NPOP norms and TNOCD Standards.
6. Pay the prescribed fees charged by TNOCD within stipulated time.
7. Operator shall inform the TNOCD in case of any
 - a. Application, including drift, of a prohibited substances to any, production unit, site, facility, livestock, or product that is part of an operation and
 - b. Changes in certified operations or any portion of a certified operation that may affect the organic integrity in compliance with standards of NPOP and TNOCD.

9.1.1 Application for Certification

A person seeking organic certification of production or handling operation shall submit application for registration in the prescribed format in triplicate. The application shall include the following information

1. An organic production or handling system plan,

2. All information requested in the application shall be completed in full i.e. name, addresses, details of contact person, telephone number of the authorized person etc.,
3. The names of organic certification body to which application is previously made and out come, non-compliance noted if any, copy of such records and reason for applying shall be given.
4. Any other information necessary to determine the compliance with the standards specified.
5. The prescribed registration fee, one time inspection fee, one time travel cost shall be paid by the operator along with the application form. The other prescribed fees shall be paid by the operator as notified by TNOCD during the course of certification process.

9.1.2 Review of Application

1. Application shall be scrutinized.
2. Any information required shall be communicated to the operator and operator shall submit the requested information immediately.
3. Application without prescribed fee shall not be reviewed.
4. After review of application decision shall be made by TNOCD on acceptance/ rejection of the application.
5. The rejected application shall be returned to the applicant citing reasons for rejection along with the fees enclosed.
6. Fee paid for the applications accepted by TNOCD shall not be refunded at any circumstances.
7. An initial onsite inspection shall be fixed and communicated to the operator after registration or shall be noted in the registered copy of application itself.
8. An applicant can withdraw the application at any time but the fees paid shall not be refunded.

9.1.3 Scheduling of Inspection

1. Initial field inspection shall be fixed at a reasonable time so that the operator can demonstrate compliance or capacity to comply with the standards while conducting inspection of land, facilities and activities. Such initial onsite inspection shall be delayed up to six months from the date of registration so as to give time for the operator to comply with required standards including record keeping.
2. All onsite inspection shall be conducted only in the presence of operator or an authorized representative of the operator who is knowledgeable about the operation. However this requirement does not arise in the case of unannounced / surprise inspections.
3. There shall be one annual inspection and additional inspection shall be fixed based on the risk assessment carried out during initial inspection.

9.1.4 Verification during Inspection

1. During the field inspection, the OCI shall verify the compliance or the capacity to comply with the NPOP standards and TNOCD standards.
2. Verification of information on organic production plan submitted by the operator and practical implementation of the standards.
3. OCI shall ensure that the prohibited substances/ materials are not used and in case of suspicion the OCI, shall draw samples of soil, water, wastes, seeds, plant tissues, plant, animal and processed products.
4. The samples shall be tested in NABL accredited ISO 17025 laboratories. The operator shall bear the cost of samples sent for analysis.
5. During onsite inspection the OCI shall conduct interview with the person responsible for the organic production system to

confirm accuracy of information gathered during inspection and completeness of inspection, observation gathered during the onsite inspection. The inspector shall also collect other required information as well as issues of concern.

6. After inspection the OCI shall prepare checklist and inspection report and obtain signature of the operator or his representative.
7. A copy of the check list and inspection report shall be sent to the concerned operator and Evaluator.
8. Inspection reports shall be evaluated by the evaluator within reasonable time and any additional information required shall be addressed to the operator.
9. In case of any non compliance to the prescribed standards an explanation shall be called from the operator and sanctions shall be imposed if required.

9.2 Group Certification Standards

9.2.1 General Requirement

This system applies to farmer groups, co-operatives, producer groups, contract production and small scale processing unit.

1. The producer group shall have similar production system and within the same geographical proximity.
2. Farmers holding four hectares and above can be part of group but has to be inspected individually. The total area of such farm shall be less than 50% of total area of group.
3. Processor and exporters may be a part of the same group but they shall be inspected annually by TNOCD.

9.2.2 Constitution of Group

1. Group shall have a legal status or structured organization
2. The group shall maintain a documented Internal Control System (ICS)

3. The responsibilities of the group shall be delegated to individual members/committee for carrying out specific activities.
4. The group shall develop an internal quality system manual comprising of implementation of internal control system and assessment of risk.

9.2.3 Internal standards for group certification

- a) Internal standards shall be prepared in local language under the framework of NPOP standards
- b) The internal standards shall include definition of production unit, method of dealing with part conversion, parallel production, period of conversion, production norms for entire production unit, harvest and post harvest procedures.
- c) The IQS shall include buying procedure, trading procedure and processing procedure for the group.

9.3 Granting Of Certification

1. TNOCD shall issue Scope Certificate or Certificate of Registration, Transaction Certificate and Product Certificate to the eligible operators.
2. The issue of certificate shall be based on the decision taken by the certification committee.
3. Scope Certificate
TNOCD shall issue Scope Certificate to the organic operation which comply to the Standards and Certificate shall specify
 - a. Name and address of the Operator,
 - b. Name and address of the Certification Programme and Accreditation number.
 - c. Reference to the applicable standards
 - d. Products or product categories
 - e. Date of issue
 - f. Validity period,

4. Transaction / Import certificate

- a. Transaction Certificate shall be issued to the specified lot or consignment of goods which have been derived from production and / or processing system that has been certified.
- b. This Certificate is essential for export of Organic Products.
- c. Transaction Certification is an authorization given by TNOCD stating that the products/stocks mentioned in transaction certificate has been produced and or prepared in compliance with the current NSOP/NPOP norms and TNOCD standards.
- d. This certificate shall be issued to the seller only if the seller provides the required details. The following details shall be furnished by the seller
 1. Name of licensee
 2. Licence number
 3. Name of seller / exporter with complete address
 4. Name of the last producer or processor with complete address
 5. Trade name of the product
 6. Country of despatch/ origin
 7. Status
 8. Gross or net weight or alternative units
 9. Packed or bulked
 10. Invoice number with date
 11. Transport document number
 12. Container number
 13. Lot number/ identification code
 14. Harvest / Production year
 15. Name of the Consignee/ Buyer with address
 16. Address of place of destination

17. To whom certificate shall be issued Seller/
exporter, buyer/consignee

5. Product Certificate

Product Certificate is issued to the buyer on request of the operator. The product certificate issued to buyer shall contain

- a. Name & Description of the seller
- b. Name & Description of the buyer
- c. The date of delivery of the product
- d. The date of issue of certificate
- e. Clear indication of the product, its quantity, quality and season .
- f. Lot numbers and other identification(marks) of the products.
- g. Reference to invoice or bill of lading.
- h. An indication of the Certification Programme and applicable standard.
- i. A statement from the certifier that the product is produced according to the applicable standards.

Original Certification of raw materials and certification from another programme if any shall be indicated in the product certificate. Once certified, a production, handling or trading operation shall continue unless it is withdrawn or surrendered by the Organic Operator.

9.3.1 Denial of Certification

1. If the Organic System of operation does not comply with the Standards, the operator shall be intimated about denial of certification stating the reasons for such action with non conformities noticed and time limit for submission of correction.
2. Upon receipt of such reports the operator shall correct the non compliance and submit the action taken report to the TNOCD.
3. TNOCD shall ensure the correction carried out by the operator before issuing certificate.

4. Operator with another certification body willing to come under TNOCD certification shall submit a new application form to TNOCD along with the notification of issue of non-conformities issued by the previous certifier.
5. TNOCD upon receipt of such application shall verify the correction carried out onsite and supporting documents .Any records required shall be received from the, CB previously registered or from APEDA.
6. TNOCD shall issue written notice to the operator for denial of certificates in case of operator failing to respond to the notification of non-compliance.
7. A notice of denial of certification shall inform the operator about the reasons and applicants right to reapply for certification or file an Appeal to the Appeal Committee.

9.3.2 Continuation of Certification

1. To continue certification the operator shall renew registration by paying fees for renewal.
2. An updated annual report for production or handling operation shall be submitted by the operator.
3. An updated corrective action for minor non conformities previously identified shall be submitted by the operator.
4. TNOCD after receipt of renewal application for continuation of certification shall scrutinize the application and verify the facts.

10.0 Fair trade

All the operators shall perform their operation with social justice, they shall not employ child labour, and shall protect rights of women, smallholder, traditional agriculture and indigenous people's rights.

11.0 Appeal

1. Registered operator may appeal against the notice of denial of certification, proposed suspension or revocation to the appellate authority (Director, TNOCD).
2. An appeal shall be made within the time period mentioned in the notification or within 30 days from the date of receipt of the notification, whichever occurs later. The appeal shall be considered filed on the date of receipt in the office of Director, TNOCD. The decision of the appellate authority shall be final.