

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

有机生产的认证程序由相应标准的法规进行规定。

**For EU-certification in Third Countries:** Reg. EU 2018/848 + delegated and implementing acts  
对于第三国的欧盟认证：遵循法规 (EU) 2018/848 及其授权和实施法案

**For the USA:** the NOP Final Rule – NOP/COR Equivalence

对于美国：遵循NOP最终规则—美国有机计划/加拿大等同

**For Japan:** the organic JAS

对于日本：遵循有机JAS标准

For the certification of labeling, trading and storing organic products, specifically, the following rules will be considered by Kiwa BCS, in line with the above-mentioned norms:

针对加工有机产品的认证，Kiwa BCS将根据上述规范参考以下规则：

#### **For EU-certification in Third Countries:**

欧盟有机在第三国的认证：

Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, especially Art, 30 -33, Annex III, Annex IV; Reg. (EU) 2021/2306 Art. 3; Reg. (EU) 2021/1698 Art. 16. Reg. (EU) 2021/771 Art. 1

-适用于欧盟法规(EU) 2018/848第II, III, IV章节中所述条款，特别是附录III第IV部分第30-33条；欧盟法规(EU) 2021/2306 第3条；欧盟法规(EU) 2021/1698 第16条；欧盟法规(EU) 2021/771 第1条。

**NOP, Organic JAS laws and COR** do not regulate trade and warehousing of organic products and do not request certification for such activities. Condition is that the organic goods are not re-packed, re-labeled or otherwise manipulated in any way by the trader.

NOP（美国国家有机计划）、日本有机JAS法规以及COR（加拿大等同）并未对有机产品的贸易和仓储活动进行规范，也不要求对这些活动进行认证。前提条件是贸易商不得对有机产品进行重新包装、重新贴标或以任何方式进行操作。

The inspection program is structured as follows:

检查方案包括以下内容：

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

#### **1. Organic Systems Plan/ 有机体系规程**

The Organic Systems Plan is to be compiled by the operation and submitted to Kiwa BCS for verification before the inspection. This description has to be updated continuously to reflect the current state of the operation. Changes always have to be communicated to the certification body, but no later than before an upcoming inspection.

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

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

Kiwa BCS 提供了OSP模版。该模版由下列部分组成:

- **Conformity Declaration of the operation**  
遵守操作规程的声明
- **Complete description of the operation and its facilities**  
相关操作及设备的完整描述
- **Description of all procedures respective the handling of the products, so Kiwa BCS can verify their compliance with the respective standard.**  
请描述对产品的处置步骤，以便 Kiwa BCS 能按相关标准对其进行核实。

In case the operator is interested in being certified under Reg. (EU) 2018/848, it is mandatory to provide a preventive measure plan mentioned in Reg. (EU) 2021/1698 Art. 10, 1. a) iii.

如果操作者希望根据欧盟法规 (EU) 2018/848 获得认证，则必须提供欧盟法规 (EU) 2021/1698 第 10 章节第 1 条 a 项第 iii 点中提到的预防措施计划。

On the other side, under NOP a Fraud Prevention Plan is mandatory to be provided in this stage. 另外，根据 NOP（美国国家有机计划），在此阶段必须提供预防欺诈计划。

## **2. Inspection of Importers, Exporters, Distributors and Warehouses**

进口商，出口商，销售商和仓储

During inspection the compliance of the operation/part of the operation with the requirements of the respective standard is verified. An announced inspection takes place at least once per year. Further announced and/or unannounced inspections can be part of the certification procedure. The inspector is obliged and authorized to request and verify all documents, records and amenities as deemed necessary for the inspection.

在检查的过程中，应核实操作/部分操作是否符合相关标准的要求。通知的检查每年至少一次。还可以视情况增加通知或未通知的检查。检查员有义务同时也授权对所有的文件，记录或相关附件进行核实和检查。

### **2.1. Organic Systems Plan / 有机体系规程**

In general, the inspection is based on the verification of statements in the Organic Systems Plan and on comparison with the findings on site. If needed, adjustments have to be made to the Organic Systems Plan.

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

### **2.2. On-Site Inspection/ 现场检查**

- **The on-site inspection encompasses all parts of the operation (as applicable)**  
现场检查包含操作的所有部分（适用时）。
- **Offices, products delivery area, warehouse, commissioning, shipping area**  
办公室，收货区，仓库，货代及发货
- **Documentation and records in all areas of the operation**  
在所有操作中的文件和记录。

Subject to inspection are all production procedures and – facilities of the operation, as well as all concrete measures regarding a compliance of the standard regarding:

现场检查包括所有的生产程序及设施进行检查，同时包括所有采取的具体措施是否符合标准的要求：

- Separation (space / time) of products regarding the EU Bio-Regulation from products in all areas of the operation including the points of interface with delivery and customers  
对欧盟有机产品所有操作环节的隔离措施（时间/空间），包括对货物的接受和发货环节。
- Storage Protection, Cleaning  
仓储及清洁
- Use of ionizing irradiation  
否采用电离辐射？
- Sealing and identification of raw goods and half and fully processed goods (e.g. shipper, Importer/Distributor, organic identification/organic status, product title, if applicable lot numbers)  
原料，半成品及成品的包装及标示（如发货者，进口商/销售商，有机标示/状态，产品名称，适用时还包括批号）
- Delivery logs for all goods/ items etc. (product name, type, quantity, quality, organic/conventional, if applicable item number), documentation with name and signature of the person in charge  
产品的收货记录（产品名称，类型，数量，质量，有机/常规，如适用还包括产品号），签字的文件等
- Warehouse bookkeeping  
仓储记录
- Information regarding separation in space and time of products  
产品在时间和空间上隔离的信息
- Information regarding cleaning procedures (cleaning of rooms and facility)  
清洁的相关信息（包括车间和设备）
- Shipping Logs (type, quantity, buyer, if applicable item number)  
发货的记录（种类，数量，买家姓名及货物批号）
- Information regarding traceability (delivery of products, lot numbers and item numbers)  
可逆追溯的相关信息（发货，批号等）
- Precautionary measures in place to avoid risks of contamination of organic production and products with non-authorized products or substances  
采取的预防措施，以防止有机生产和产品受到未经授权的产品或物质污染的风险。

### **2.3. Verification of Documents / 文件的核实**

The following documents are to be present at time of inspection and made available to the inspector:

在检查时应向检查员提供下列文件：

- Purchasing  
购买
- Product Delivery information (verification of delivery of goods and documentation, supplier and/or seller, type and quantity of the received raw materials/additives/ processing aids/materials, specifications, contracts, shipping documents, certificates)  
收购产品的信息（核实收购的产品和相关文件，供货者，收到的原料/辅料/加工助剂/原料的种类和数量，说明，合同，运单，证书等）
- Warehouse Administration (warehouse bookkeeping, storage, flow of volume)  
仓储管理（仓储记录，仓储和物流）
- Shipping/sales (type and identification of products, quantities of products, identification in shipping documents, buyer/recipient/customers, all documentation of sales, use of certificates)  
发货/销售（产品的种类和标示，产品数量，发货文件的标示，购买者，销售记录，证书使用）
- Product reclamations, information procedure for buyer/customers in the case of irregularities, procedure of stoppage of goods  
不合格产品召回及相关程序
- Measures for traceability  
可逆追踪的措施
- Commodities management, accounting, bookkeeping, if applicable, banking slips/bookings  
商品管理，会计，账簿，在需要时，还要提供银行对账单

- Warehouse documentation/ - records  
仓储文件/记录
- Storage protection, cleaning (applied substances, products)  
仓库清洁及防护（使用物质，产品等）
- Flow of goods (quantity calculations)  
物流（数量计算）

#### **2.4. Inspection report / 检查报告**

- The inspection report is the final document and states the results of the inspection. It is compiled by the inspector and has to be signed by the operation manager.  
检查报告是最后的文件，说明检查的结果，由检查员整理填写，由项目操作者签名。
- It documents detected non-compliances with the respective standard and determines measures for correction of non-compliances to be implemented by the inspected party.  
报告应记录按不同法规标准所发现的不符合项，同时应提出项目操作者应实施的相应的整改措施。

The results of the inspection report are basis for the certification.

检查报告的结果是认证的基础。

- Sampling is generally always possible; in moments of suspicion they are mandatory.  
可以抽样，特别在有怀疑时必须抽样。
- Sampling of packaging and/or labeling materials  
包装/标签样品
- Sampling of other materials  
其他材料抽样

#### **3. Certification / 认证**

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

The Inspection Program is a model and not conclusive. Specific situations in the operations can lead to variances from the described program. It serves for orientation during the execution of the certification procedure according to the respective standard by Kiwa BCS Öko-Garantie GmbH.

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

The Inspection Program is subject to modifications.

如有变动请以现场实际安排为准