

KIWA BCS INSPECTION PROGRAM
KIWA BCS 检查方案
INTERNATIONAL

kiwa

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1 GENERAL INFORMATION FOR ALL CERTIFICATION PROGRAMS 认证项目基本信息

The following chapters cover all the technical topics that apply to each certification scope. Additional or special requirements are provided in separate sections. The current chapter explains the minimum requirements that must be taken into account in every single inspection process.
后续各章阐述了适用于各认证范围的所有技术要求，补充或特殊要求将在相应章节中说明。本章主要阐述了检查过程中需遵守的最低要求。

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: Regulation (EU) 2018/848 as well delegated and implemented acts

对于第三国家的欧盟认证：遵循法规 (EU) 2018/848 及其授权和实施法案

For the USA: NOP 7 CFR 205

对于美国：遵循 NOP 7 CFR 205

For Japan: the organic JAS

对于日本：遵循有机 JAS 标准

Nevertheless, the following chapters mention the applicable regulations for each of them. Kiwa BCS only certifies the respective scope if a set of regulations is clearly specified in the chapter.
另外，后续章节将分别列明各认证项目对应的适用法规。仅当章节中明确规定相关法规体系时，Kiwa BCS 才会对相应范围进行认证。

The inspection program is structured as follows:
检查方案包括以下内容：

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



The Inspection Program is subject to modifications, it 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 standards under which Kiwa BCS Öko-Garantie GmbH is recognized for.

检查方案可根据实际情况修订，本方案是一个模式，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。。

1.1 ORGANIC SYSTEM PLAN 有机体系规程

The Organic System Plan has to be compiled and submitted to Kiwa BCS Öko-Garantie for verification before inspection. The Organic System Plan has to be updated continuously to reflect the current state of the operation and those updates always have to be communicated to the certification body as soon as possible, but no later than before the next 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，且更新内容须尽快告知认证机构。同时应在实地检查前与认证机构及时就 OSP 所作的任何更改进行沟通。

An Organic System 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 Manager for the respective standard
- 遵守相关标准操作规程的声明
- Complete description of the operation and its facilities even operations not under the organic certification control, meaning operations that handle, produce conventional products under the same legal entity or in the same holding.
- 相关操作及设备的完整描述，包括未纳入有机认证范围的生产活动，即同一法人主体或生产场所内从事常规产品加工、生产的活动。
- Description of all production/handling procedures and –means, so Kiwa BCS can verify their compliance with the respective standard.
- 产品加工步骤和方法描述，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。

- In addition to the OSP, NOP requires the submission of the following documents for approval: fraud prevention plan, exempt Handler affidavit (if applicable)
- 除有机体系规程外，申请 NOP 认证还需提交以下文件：预防欺诈计划、豁免处理者宣誓书（如适用）
- All relevant annexes are mentioned in the OSP forms, those differs from the activities that the operator is performed. Maps
- 有机体系规程中要求的所有 OSP 相关附件，附件内容和操作者的生产活动类型相关，包括地图等

1.2 INSPECTION 检查过程

- 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 calendar year.
- 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。
- 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.
- 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，记录或相关资料进行核实和检查。
- Under EU compliance if the operator runs several production units or premises, including purchase and collection centres, all production units or premises, including purchase and collection centres, used for non-organic products shall also be on-the-spot inspected at least once per year.
- 针对欧盟有机标准，如果操作者拥有多个生产单元或场所（含采购和收集中心），所有用于非有机产品的生产单元或场所（含采购 / 收集中心），每年也至少需要接受一次现场检查。

1.2.1 Organic System Plan/Description of Operation 有机体系规程/过程描述

- In general, the inspection is based on the verification of statements in the Organic System Plan and on a comparison with the findings in the facility. If needed, adjustments have to be made to the Organic System 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。
- Cross checking of the reliability of the list of suppliers enshrined in the OSP is part of the inspection.
- 做为检查工作的一部分，需对有机体系规程中供应商清单的真实性进行交叉检查。
- For all standards, it is also necessary to compare information on maps, labels, inputs, seeds/plants and recipes with the information in the OSP.
- 针对所有认证标准，需将有机体系规程（OSP）中的信息与平面图、产品标签、投入品、种子 / 种苗及生产配方等中的信息进行比对。

1.2.2 On-site Inspection 现场检查

In all cases the on-site inspection must include the following activities:
在任何情况下，现场检查必须包含以下活动：

- Perform investigative and complete inspections, with a systematic approach of cross-checking declarations made by the operators and verification of a representative selection of original documents.
- 开展深入完整的检查，通过交叉检查的系统方法核查操作者声明的内容，并抽查有代表性的原始文件进行核实。
- Systematic cross checking of records of the activities conducted in the production units and interviews of the employees in charge of the critical tasks.
- 对生产单元的生产活动记录进行系统交叉检查，并与负责关键工序的员工进行面谈。
- While doing the mass balance exercise do not forget to take into account the stocks physical available and make the calculation for selected stock(s) to verify the accuracy of the documents provided by the operator.
- 物流平衡核算时，需结合实际库存情况，选取部分库存进行核算，以验证操作者提供文件的准确性。
- Verify that in any time the organic product is clearly identified specially when the operator has parallel or mixed production, in that scenario, separation measures must also be reviewed and determine if those are sufficient to grant the integrity of the organic product.

- 核查有机产品是否全程具备清晰标识；若操作者存在有机与常规产品的平行/混合生产，还需检查其隔离措施，并确认该措施是否足以确保产品的有机完整性。

- If applicable, inspect the non-organic production units to ensure compliance with separation and traceability requirements.
- 如适用，检查常规产品生产单元，确保其符合隔离和可追溯性要求。

- Under EU compliance, it is crucial to check the implementation of the measures described on the precautionary measure plan delivered by the operator and assess if those are enough to reduce the risk of contamination and ensure the organic integrity of the certified product.
- 针对欧盟有机标准，需重点检查其预防措施计划的落实情况，并评估该计划是否足以降低污染风险、保障认证产品的有机完整性。

- Under EU compliance, the inspection must be conducted focused on the risk assessment approach, although there are minimum requirements to check during the inspection, the inspector is free of taking samples, conduct more traceability and mass balance exercises, etc.
- 针对欧盟有机标准，检查必须基于风险评估方法开展，尽管检查有最低要求，但检查员可根据实际情况自主决定抽样、开展更多可追溯性核查和物流平衡核算等工作。

- Is strongly recommended to interview employees about the organic activities performed by the operator as well as the trainings (if applicable) received, this is a powerful tool of cross-checking what the person on charge of the certification process reports or presents during the inspection.
- 强烈建议与员工面谈，了解操作者的有机生产活动及员工所接受的相关培训（如适用），该方式可有效交叉核查认证工作负责人在检查过程中所报告和展示的内容。

More details for on-site inspections are described by scope in the coming chapters.
各认证范围的现场检查详细要求见后续章节。

1.2.3 Verification of documents 文件的核实

In all cases the following documents must be reviewed and request their upgrade if it is need:
在任何情况下，均需对以下文件进行核实，必要时可要求操作者更新：

- Maps/sketches of the holding must be available and up-to-date. It must include also the conventional operations, if applicable.

- 生产场所平面图需完整且为最新版本，需包含常规产品的生产区域（适用时）。

- Under EU compliance, operators should implement measures to grant the integrity of the product, some of them could have a sample strategy as internal control, check the results of them and the actions taken by the operator if available.
- 针对欧盟有机标准，操作者需采取措施以确保产品的完整性；部分操作者会将抽样作为内部控制手段，检查员需核查其抽样结果及后续处理措施（如有）。

- Under EU compliance, it is crucial to assess the precautionary measure plan created by the operator and assess if it appropriate and proportionate to the operation itself.
- 针对欧盟有机标准，操作者需重点评估其制定的预防措施计划是否与自身生产活动相适配/相匹配。

- The traceability system described in the OSP must be checked against the documents presented during the inspection and conduct a complete exercise of traceability during the inspection.
- 需将有机体系规程中描述的可追溯体系与检查过程中提供的文件进行核对，并在检查期间开展完整的可追溯演练。

- Cross-check electronic records with handwritten records and among different points of the operation.
- 对电子记录与手写记录进行交叉核查，并对操作者各环节的记录进行相互核对。

More details for verification of documents are described by scope in the coming chapters.
各认证范围的文件核查详细要求见后续章节。

1.2.4 Inspection/evaluation report 检查/评估报告

- The inspection report is the final document that describes the results of the inspection. It is compiled by the inspector and has to be signed by the operation manager. It is strongly recommended to work on the inspection report (on ECERT/Intact platform) while the inspection is conducted.
- 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。强烈建议检查员在检查过程中同步在 ECERT/Intact 平台填写检查报告。

- Under EU compliance it reports detected non-compliances with the respective standard and which measures for correction of non-compliances have been determined, is it crucial to

record all detected non-conformities even it those has been closed by the operator while the inspection is ongoing.

- 针对欧盟有机标准，检查报告需列明检查期间发现的所有不符合项及确定的整改措施；即便部分不符合项在检查过程中已由操作者整改完成，也必须全部记录在案。
- For NOP the inspection report describes only areas of concern (no NCs) in detail, so that that reviewer can decide how to assess and classify the findings and, if necessary, create an NC . Inspection report MUST be sent to the operation together with the certification report.
- 针对 NOP 标准，检查报告仅需详细描述关注项（非不符合项），供评审人员判断如何评估和分类检查时发现的问题，并在必要时开具不符合项。检查报告必须与认证报告一起发送至操作者。
- The results of the inspection report are the basis for certification.
- 检查报告的结果是认证的基础。

1.2.5 Possible other procedures 其他可能的步骤

- Sampling is always possible, but in moments of suspicion it is mandatory.
- 可以抽样，特别在有怀疑时必须抽样。
- Sampling of packaging and/or labelling materials
- 包装/标签样品
- Inspection of additional parts of the operation
- 操作其他部分的检查
- Verification of parcels that have been retroactively recognized as part of the conversion period.
- 核查申请了追认转换期的地块
- Additional inspections
- 附加检查

More details for procedures (if needed) are described by scope in the coming chapters
各认证范围的其他相关程序要求（如适用）见后续章节。



1.3 CERTIFICATION 认证

- Certification is based on the inspection report and the Organic System 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
- 如必要，会以书面的形式提相关条件并告知客户。
- If needed, notification is given with measures according to the catalogue of measures
- 如必要，会以书面的形式提相关整改措施并告知客户
- Tracing 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

More details for certification (if needed) are described by scope in the coming chapters
各认证范围的详细认证要求（如适用）见后续章节。

2 AGRICULTURE (A)农业种植(A)

For the certification of plant production on agricultural operations, and seeds and other plant reproductive material, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:
针对农业生产活动中的植物生产、种子和其他植物繁殖材料项目的有机认证，Kiwa BCS 将依据第一章所述法规，遵循以下具体规则：

For EU-certification (Cat. a-g):
对于欧盟有机认证（产品类别：a-g）：

- Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, especially Art. 9, Annex II part I; Reg. (EU) 2021/1165 Art. 1, 2, 10, Annex I, Annex II, Annex IV and Annex VI; Reg. (EU) 2021/1698 Art. 9, 10, 24, 25. 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 II 第 I 部分第 9 条；欧盟法规(EU) 2021/1165 第 1, 2, 10 条，附录 I，附录 II，附录 IV 和附录 VI；欧盟法规(EU) 2021/1698 第 9, 10, 24, 25 条；欧盟法规(EU) 2021/771 第 1 条。



In addition, this inspection program covers the production of mate, sweetcorn, vine leaves, palm hearts, hop shoots, and other similar edible parts of plants and products produced therefrom, natural gums, resins, and cotton, which are listed in Annex I of Reg. (EU) 2018/848.
此外，本检查方案涵盖了马黛茶、甜玉米、葡萄叶、棕榈心、啤酒花嫩茎及其他类似植物的可食用部分及其制品，以及天然树胶、树脂和棉花的生产，这些产品均列于欧盟法规 (EU) 2018/848 的附录 I 中。

For NOP regulates Crop production in: §205.2 and § 205.200 to § 205.206
NOP 对种植部分的要求见§205.2 和 §205.200 – 201,-202,-203,-204,-205,-206.

For JAS regulates plant production in: Notification 1605, 1830
JAS 对种植部分的要求见公告 1605, 1830。

The operator could be a single producer or a group of operators. In the last case, the inspection program for the group of operators (ICS) also applies.
操作者可以是单一生产者或小农户团体。如是小农户团体，则适用于小农户团体的检查方案（ICS）。

2.1 ORGANIC SYSTEM PLAN 有机体系规程

Please refer to 请参见 1.1

2.2 INSPECTION OF AGRICULTURAL OPERATIONS 种植检查过程

Please refer to 请参见 1.2

2.2.1 Organic System Plan/Description of Operation 有机体系规程/过程描述

Please refer to 请参见 1.2.1

2.2.2 On-Site Inspection 现场检查

- The on-site inspection encompasses all parts of the operation:
- 现场检查包含操作的所有部分：

- On-site inspection/Assessment of all agricultural fields, permanent crops, greenhouses, seedling cultivation, pastures, fallow lands or other relevant areas
- 现场检查所有种植地块、作物、温室、育种地、牧场、休闲地以及其他相关区域。
- Infrastructure for improvement measures, vehicle fleet, machinery, workshops and irrigation systems.
- 基础设施的改善措施、车队、机械、作坊以及灌溉系统。
- All agricultural buildings on the premises, including barns and stables.
- 农场内的所有农业建筑，包括谷仓和马厩。
- Storage for harvested crops, e.g. silage, round bales, drying and dry storage, storage in the ground, hangers
- 作物收获后的储存，如青贮饲料、捆扎货物、干品储存、地面、悬挂储存。
- Crop processing/handling/packaging, separation of crops
- 产品加工/处理/打包，产品隔离
- Storage and application of input materials for the maintenance of soil fertility: fertilizers, manure storage, liquid manure operation, biogas plant, tanks, machinery for application to the fields
- 保证土壤肥力的肥料的储存和使用：肥料、粪肥的储存、液体粪肥的施用、沼气厂、储罐、地块中使用的机械。
- Storage and application of input materials for plant protection: pesticides, storage of substances, security identification, infrastructure for application on the field, machinery for application
- 植物保护物质的储存和使用：杀虫剂、物料的储存、鉴别防护、地块中的基础设施、使用工具。
- Comprehension of the general situation of the operation in relevant areas (internal/external factors), national regulations, markets, unusual climate, personal factors, etc.
- 相关地块的情况概述（内部/外部因素影响），国家政策、市场、特殊气候、人为因素等。

▪ 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:

▪ 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：

- Agricultural procedures, e.g. soil improvement measures
- 生产过程，如土壤改良措施

- Measures of fertilization and for maintenance of fertility
- 增加和保持土壤肥力的措施
- Measures of plant protection
- 植物保护措施
- Use of seeds and seedlings in terms of quality, origin and GMO status
- 种子和种苗的质量、来源和非转基因证明
- Use of other input materials
- 投入的其他生产资料
- Measures against drift
- 防止漂移污染的措施
- Treatment of crops after harvest
- 收后处理
- Separation of organic products and non-organic products
- 有机产品和非有机产品的隔离
- Traceability of products
- 产品的可追溯性
- Packaging and identification of organic products (labels and delivery papers)
- 有机产品的包装和标识（标签和运单）
- Flow of goods with regard to quantities (potentially) harvested and quantities sold
- 预计产量和实际销售数量的物流情况
- 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，以防止有机生产和作物受到未经授权的产品或物质污染的风险。
- Additional for NOP: Buffer zones and their effectiveness § 205.2; §205.202 (c)
- NOP 额外要求：隔离带的设置及其有效性需符合 § 205.2 和§205.202 (c)的要求

2.2.3 Verification of Documents 文件的核实

- The following documents must be made available to the inspector, if applicable:
- 在检查时应向检查员提供下列文件：

- Field maps (location, size, ownership and field history)
- 地块图（位置，面积，所有者和地块历史）

- Maps of premises with adjacent buildings, storage, processing, packaging
- 毗邻建筑、仓库、加工厂、包装地的地图
- Annual crop planning; planted crops, crop rotation, green manure and nurse crops
- 每年的作物种植计划；已种植的作物，轮作，绿肥和伴生作物/保育作物。
- Application of all permitted/ prohibited substances according to the standard
- 所有使用过的法规允许/禁止使用的物质
- Listing of all organically and conventionally produced products
- 所有有机和常规产品清单
- Listing of all suppliers, including documents for tracing, e.g. valid organic certificates, shipping papers, invoices, etc.
- 所有供货商清单，包括追溯文件如：有效的有机证书、海运单、发票等。
- Listing of all products in storage
- 仓库中所有货物的清单
- Date and quantities of harvest/production
- 产品收获/生产的日期和数量
- Documentation of receipt of goods (receipts, purchasing log: lists or bookkeeping)
- 产品收购记录（收据、购买记录，记录清单）
- Documentation of shipping (books, numbers, cash, identification, shipping documents, invoices, transport)
- 货运记录（订单、批次号、流水、识别号、货运单、发票、转运单）
- Measures for traceability
- 确保产品可追溯性的措施
- Product reclamations, customer information/ customer service procedure in the case of irregularities
- 产品召回，客户信息/出现产品不合格情况时的客户服务程序

- The above-mentioned requirements concerning record-keeping apply to ALL and ANY certified products (listed on the certificate) regardless of if they are sold organic or not. Therefore, also in the case that certified products are sold without any reference to organic agriculture (sale as non-organic) full traceability and documentation must be available.
- 上述关于文件记录的保存适用于所有认证的产品（证书上列出的），且无论这些产品是作为有机产品还是常规产品销售的。因此，认证的产品在未作为有机产品销售的情况下（作为常规产品销售），也必须提供完整的可追溯性和文件证明。

2.2.4 Inspection Report 检查报告

Please refer to 请参见 1.2.4

2.2.5 Possible other Procedures 其他可能的步骤

Please refer to 请参见 1.2.5

2.3 CERTIFICATION 认证

Please refer to 请参见 1.3

3 WILD COLLECTION (A1)野生采集 (A1)

For the certification of wild collection, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:
针对野生采集项目的有机认证，Kiwa BCS 将依据第一章所述法规，遵循以下具体规则：

For EU-certification (Cat. a-g): The Organic Council Regulation (EC) 2018/848, as applicable to the articles mentioned in chapters II, III, IV, Annex II part I. Reg. (EU) 2021/771 Art. 1

对于欧盟有机认证（产品类别：a-g）：欧盟有机法规(EU) 2018/848 第 II, III, IV 章节中所述条款，以及附录 II 第 I 部分。欧盟法规(EU) 2021/771 第 1 条

For USA: NOP §205.200 and §205.207 ; NOP Handbook 5022

对于美国：NOP（国家有机计划）最终规则—特别是 § 205.207

For Japan: Organic JAS - in particular Notification 1605 and 1830 for wild collections.

对于日本：JAS 有机—特别是针对野生采集的公告 1605 和 1830

3.1 ORGANIC SYSTEM PLAN 有机体系规程

Please refer to 请参见 1.1

For NOP § 205.207 (a) A wild crop that is intended to be sold, labelled, or represented as organic must be harvested from a designated area that has had no prohibited substance, as set forth in § 205.105, applied to it for a period of 3 years immediately preceding the harvest of the wild crop.

美国国家有机计划 205.207 (a) 节规定：拟以有机产品形式销售、标注或宣传的野生作物，其野生采集区域在采收前的三年内，不得施用 205.105 章节列明的禁用物质。

3.2 INSPECTION OF WILD COLLECTION OPERATIONS 野生采集过程检查

Please refer to 请参见 1.2

3.2.1 Organic System Plan/Description of Operation 有机体系规程/过程描述

Please refer to 请参见 1.2.1

3.2.2 On site Inspection 现场检查

- The on-site inspection encompasses all parts of the operation, resp. collection area, storage, collection stations, processing/packaging site
- 场检查包含所有过程：采集区、仓库、采集地、加工/包装地
- Storage of equipment and tools, or any other stuff used in the collection activity
- 采集作业所用设备、工具及其他物料的储存区域
- Separation of products
- 产品的隔离
- 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:
- 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。

- Annual collection times and other activities in the collection areas
- 每年的采集时间以及采集地发生的其他活动
- Assessment of collection potential and ecological effects of the collection
- 可采集的总量和采集所产生的生态效应评估

- Presentation of collection methods and their effects on the stability of the natural habitat and the preservation of the species in the collection area
- 采集方法和对自然栖息地稳定性的影响及对特殊物种的保护
- Handling after collection
- 采后处理
- Separation of organic products from prohibited substances and non-organic products
- 有机产品和违禁物质以及非有机产品的隔离
- Traceability
- 可追溯性
- Identification (Labels and shipping papers) and packaging of wild collection products
- 标识（标签、货运单）和野生采集产品包装
- Flow of goods (quantities)
- 物流（数量）
- 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，以防止有机生产和作物受到未经授权的产品或物质污染的风险。

▪ Furthermore, if organic and non-organic products are collected, prepared, stored, or transported simultaneously within your operation, the inspector will verify that:

▪ 如果操作者同时存在有机与常规野生采集产品的采集、加工、储存或运输作业，检查员将核查以下内容：

- Activities are separated by place or time.
- 采集活动的空间或时间隔离
- Cleaning measures are implemented to prevent contamination or substitution.
- 落实清洁措施，防止产品污染或替换
- Products are clearly identified at all times.
- 产品全程具备清晰标识
- Storage before and after preparation is separated by place or time.
- 产品制备前后的储存实行空间或时间隔离
- Traceability is ensured from each land parcel to the collection centre.
- 确保产品从各采集地到采集中心的全程可追溯

3.2.3 Verification of Documents 文件的核实

The following documents must be kept ready for inspection and made available to the inspector:

在检查时应向检查员提供下列文件：

- Description of the collection area
- 采集地描述
  - Map with identification of collection areas
  - 认证的野生采集地图
  - Any nature conservation laws or regulations or permits that permit the collection activity (if applicable)
  - 涉及采集区域的法律条款，规章制度和许可证（若存在）
  - Description of any in the collection areas lying or adjacent agricultural or silvicultural areas, especially regarding type and intensity of usage
  - 采集区域中或者毗邻的农林业区域（特别说明类型和开发程度）
  - Last conventional activity (especially forest pesticides, confirmation by authorities)
  - 最后一次使用违禁物质（特别是森林杀虫剂，由相关部门证实）
  - Map of buildings with indication of processing and storage
  - 加工厂和仓库地图
  - Declaration of harvesting the wild crop in a manner that ensures that such harvesting or gathering will not be destructive to the environment and will sustain the growth and production of the wild crop.
  - 野生采集方式声明，该方式需确保采集活动不对环境造成破坏，且能保障野生作物的持续生长和产出
- Bookkeeping must give insight into:
- 提供以下记录文件:
  - Collection area, collection date, collectors, yield/production quantities, if applicable, losses
  - 采集地点、采集时间、采集者、采集量、损失（如果存在）
  - Listing of all collected crops
  - 所有采集植物清单
  - Listing of all collectors, including documents for traceability
  - 采集者清单，包括可追溯性文件

- Listing of all products in storage
- 仓库中所有产品清单
- Documentation of receipt of goods (receipts, purchasing log, lists or bookkeeping)
- 产品收购记录（收据、购买记录，记录清单）
- Documentation of shipping (books, quantities, cash, identification, shipping documents, invoices, transport)
- 货运记录（订单、数量、流水、识别号、货运单、发票、运输工具）
- Traceability
- 可追溯性
- Product reclamations, customer information/customer service procedure in the case of irregularities
- 产品召回，客户信息/出现产品不合格情况时的客户服务程序

3.2.4 Inspection Report 检查报告

Please refer to 请参见 1.2.4

3.2.5 Possible other Procedures 其他可能的步骤

Please refer to 请参见 1.2.5

Additionally 补充要求:

- Interviews with experts
- 与专家进行面谈
- Interviews of other companies that are active in the collection area
- 与采集区域内其他开展采集活动的公司进行面谈

3.3 CERTIFICATION 认证

Please refer to 请参见 1.3



4 BEEKEEPING OPERATIONS (A2)养蜂(A2)

For the certification of beekeeping operations (including the production/handling of beeswax), specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:
针对养蜂（包含蜂蜡加工/处理）项目的有机认证，Kiwa BCS 将依据第一章所述法规，遵循以下具体规则：

For EU-certification (Cat. b-g): Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, especially Art.9, Annex II part II, 1.9 ; Reg. (EU) 2021/1165 Art. 3 – 6, Annex III, IV, VI. Reg. (EU) 2021/771 Art. 1
对于欧盟有机认证（产品类别：b-g）:适用于欧盟法规(EU) 2018/848 第 II, III, IV 章节中所述条款，特别是第 9 条及附录 II 第 II 部分第 1.9 点；欧盟法规(EU) 2021/1165 第 3-6 条，以及附录 III, IV, VI；欧盟法规(EU) 2021/771 第 1 条。

NOP does not have specific regulations for organic apiculture but regulates these with the requirements for Livestock (§205.236 to §205.239 and Formal Recommendation by the National Organic Standards Bord (NOSB) to the NOP October 28, 2010 Apiculture Recommendation.
NOP 没有专门的养蜂规定，可以参照有机动物饲养的规定(§205.236 to §205.239)。同时遵循美国国家有机标准委员会 2010 年 10 月 28 日向美国国家有机计划提交的《养蜂业正式建议》。

The operator could be a single producer or a group of operators. In the last case, the inspection program for the Group of operators also applies.
操作者可以是单一生产者或小农户团体。如是小农户团体，则适用于小农户团体的检查方案。

4.1 ORGANIC SYSTEM PLAN 有机体系规程

Please refer to 请参见 1.1

4.2 INSPECTION OF APICULTURAL OPERATIONS 养蜂过程检查

Please refer to 请参见 1.2

4.2.1 Organic System Plan/Description of Operation 有机体系规程/过程描述

Please refer to 请参见 1.2.1

4.2.2 On site Inspection 现场检查

- The on-site inspection encompasses all parts of the operation:
- 现场检查包含操作的所有部分:
  - Collection area covered by the bees, considering the updated maps provided by the operator
  - 结合操作者最新地图，检查蜜蜂的所有采蜜区
  - Number of hives, count them carefully and compare against the operator´s record
  - 仔细清点蜂箱数量，并于操作者的记录进行核对
  - Storage facilities
  - 储存过程
  - Processing / packaging facilities
  - 加工/包装过程
- 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：
  - Materials for the fabrication of the hives
  - 制造蜂箱的材料
  - Separation of organic products from non-permitted materials and non-organic products,
  - 有机产品与不允许使用的物质以及非有机产品的隔离
  - Traceability
  - 可追溯性



- Animal welfare, health care, nutrition and housing and husbandry practices
- 动物福利、健康养护、营养供给及饲养管理规范
- Feeding of the bees (type of feed and quantity) and time of feeding
- 蜜蜂饲喂情况，包括饲料类型、用量及饲喂时间
- Post harvest treatment
- 收获后处理
- Check whether additives may be added to the honey even though they are not permitted.
- 核查蜂蜜中是否添加禁用添加剂
- Identification (labels, resp. shipping papers) and packaging of bee products
- 标识（标签、货运单）和蜂产品包装
- Flow of goods (quantities) and potential production quantities
- 物流情况和预计产量
- 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，以防止有机生产和蜂产品受到未经授权的产品或物质污染的风险。

4.2.3 Verification of Documentation 文件的核实

The following documents must be made available to the inspector, if applicable:
在检查时应向检查员提供下列文件：

- Maps with indication of collection areas (period of moving), location and identification of the bee hives. Also surrounding cities/ residential areas have to be indicated. Description of the collection area within a radius of 3 km from the hives; types of plants visited by the bees, intensive crops sources of potential contamination.
- 标记好采集区域和蜂箱所在区域的地图,包括周围的城市/住宅区。蜂房周围 3 KM 蜜蜂采蜜区描述；蜜蜂采蜜的植物种类，可能出现的精细管理常规作物污染源。
- Maps of premises with identification of processing, extraction and refinery of wax, as well as packaging and storage rooms.
- 蜂蜡加工、提取以及包装地的地图。

- The records or list of beehives must indicate the period of moving along the year.
- 蜂箱的记录或清单必须注明全年转场 / 移动的时间段。

- Bookkeeping documents must provide information about:
- 查看会计文档可提供下列信息：

- Origin of the colonies and queen bees, transition periods, losses
- 蜂群的来源、转换期、损失
- Prevention measures for animal health (e.g. Varroa-control) and disease prevention.
- 动物健康保护措施（例如，瓦螨/蜂螨控制）和疾病预防
- Applied medication.
- 使用的药物
- Last application of non-permitted substances (according to standard)
- 最后使用违禁物质的时间（根据法规）
- List of all (organically and conventionally) produced apicultural products
- 所有蜂产品清单（有机和常规的）
- List of all apicultural operations/suppliers, incl. documents for traceability, such as valid organic certificates, delivery papers, invoices, etc.
- 所有蜂产品供货商，应包括可追溯性文件，如有效的有机证书、运单、发票等。
- List of apicultural products in storage
- 仓库中的所有蜂产品清单
- Feeding, purchases of feed and feeding period.
- 饲喂、饲料的购买及饲喂时段
- Date and quantities of harvest/production quantities per bee colony
- 每个蜂箱的预计产量和收获日期
- Documentation of receipt of goods (purchasing, receipts, delivery documents certificates, receipts, purchasing log: lists or bookkeeping)
- 产品收购记录（收据、购买记录，记录清单）
- Documentation of shipping (books, numbers, sales, identification, shipping documents, invoices, transport)
- 货运记录（订单、批次号、销售记录、识别号、货运单、发票、转运单）
- Measures for traceability
- 确保产品可追溯性的措施

- Product reclamations, customer information/customer service procedure in the case of irregularities
- 产品召回，客户信息/出现产品不合格情况时的客户服务程序

4.2.4 Inspection Report 检查报告

Please refer to 请参见 1.2.4

4.2.5 Possible other Procedures 其它可能的步骤

Please refer to 请参见 1.2.5

4.3 CERTIFICATION 认证

Please refer to 请参见 1.3

5 AQUACULTURE AND SEAWEED PRODUCTION/HARVESTING (A3)水产养殖和海藻生产/收获(A3)

For the certification of organic aquaculture, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:
Kiwa BCS 针对有机水产养殖项目的有机认证，将依据第一章所述法规，遵循以下具体规则：

For EU-certification (Cat. c): Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, especially Art. 9, 15, Annex II part III; Reg. (EU) 2021/1698 Art. 15, 26; Reg. (EU) 2021/771 Art. 1
对于欧盟有机认证（产品类别：c）:适用于欧盟法规(EU) 2018/848 第 II, III, IV 章节中所述条款，特别是第 9，15 条及附录 II 第 III 部分；欧盟法规(EU) 2021/1698 第 15，26 条；欧盟法规(EU) 2021/771 第 1 条。

For NOP: There are currently no USDA organic standards for aquatic animal products. They are outside the scope of USDA organic regulation and cannot be labelled or sold as organic. The same applies to organic JAS law.

对于 NOP：美国农业部目前尚未制定水产动物产品的有机标准，该类产品不在美国农业部有机法规管辖范围内，不得标注或销售为有机产品；同样适用于日本有机 JAS 法规。

1.) Algae and seaweed may be certified as organic under USDA organic regulations (see USDA Policy Memo 12-1 Production and Certification of Aquatic Plants) Wild harvest, if naturally occurring seaweed is collected from the sea . §205.200; § 205.201; §205.207; NOP Handbook 5022
藻类和海藻可依据美国农业部有机法规进行有机认证（参见美国农业部《12-1 号政策备忘录——水生植物生产与认证》）；天然生长的海藻从海洋中野生采收的，参见§205.200、§205.201、§205.207 及美国国家有机计划 5022 号手册。

2.) Crop production, especially if seaweed is cultivated in ponds or closed systems. § 205.200; §205.201 and §205.202 to §205.206
海藻池塘或封闭水域养殖，按农作物生产相关要求执行，参见§ 205.200、§205.201 和 §205.202 至 §205.206。

For JAS: The wild collection and aquaculture of seaweed and algae can be certified organic according to organic JAS as per technical criteria JAS 0018：2021.
对于日本 JAS 有机认证：海藻和藻类的野生采集和水产养殖可依据日本有机农业标准的《JAS 0018:2021 技术规范》进行有机认证。

The operator could be a single producer or a group of operators. In the last case, the inspection program for the Group of operators also applies.
操作者可以是单一生产者或小农户团体。如是小农户团体，则适用于小农户团体的检查方案。

5.1 ORGANIC SYSTEM PLAN 有机体系规程

Please refer to 请参见 1.1

5.2 INSPECTION OF AQUACULTURE OPERATIONS AND SEAWEED HARVESTING SITES)水产养殖和海藻生产/收获过程检查

Please refer to 请参见 1.2



5.2.1 Organic System Plan / Description of the operation 有机体系规程/过程描述

Please refer to 请参见 1.2.1

Additionally 补充说明:

On holdings with various production units with either organic, organic in transition, conventional production or production according to different organic standards all units are subject of the inspection. This includes physical inspections as well as document checks regarding sales of transitional and conventional aquaculture products, algae and/or wild collection of algae.
操作者拥有的所有生产单元，不论是有机、转换期、常规生产或依据其他有机标准生产的生产单元，都需要接受检查。这包括实地检查以及转换期和常规状态的水产养殖产品、藻类和野生藻类产品的销售文件检查。

The distance between organic and non-organic (conventional) aquaculture production units are to be fixed based on the conditions specific to the site and in a way that they delimit the possibilities of mixing/contamination between the different production sites (water supply, transport, post-harvest handling, storage, etc.). The distance shall also be determined based on the presence of physical barriers (if applicable) in between the different units. Considering all practical eventualities cross-contamination and mixing must be avoided.
有机和非有机（常规）水产养殖生产单元之间的距离将根据场地的具体条件确定，在某种程度上来说，是根据不同生产单元之间混合/污染的可能性来界定（供水、运输、捕捞后处理、仓储等）。该距离还应根据不同的生产单元之间是否存在物理隔离带来确定（如适用）。考虑到所有实际可能发生的情况，必须避免交叉污染和混合的可能性。

5.2.2 On-Site inspection 现场检查

- The on-site inspection encompasses all parts of the operation:
- 现场检查包含有机操作全过程:

- On-site inspection/Assessment of all organic and non-organic production areas (including areas for harvesting of seaweed), containment systems, pools, streams, laboratories, processing plants and storage and other relevant areas such as warehouses, containers, refrigerators, etc.
- 现场检查包含所有有机和非有机的生产区（包括海藻收获区）、围护系统、水池、水流、实验室、加工厂和仓储以及其他相关区域，例如仓库、集装箱、冷冻库等等

- Evaluation of the general aquaculture husbandry practices and management of aquaculture animals
- 评估一般水产养殖方式和水产养殖动物管理
- Evaluation of living organisms and their traceability in the process
- 评估水产养殖产品及其可追溯性
- Management of inflow and effluent water
- 进出入水的管理
- Infrastructure (i.e. workshops, irrigation/pumping equipment, boats, input storage, etc.)
- 基础设施（如，工房，灌溉/抽水设备，船，生产资料仓库等）
- Places for post-harvest handling and packaging, storage and transport of live fish/animals
- 活鱼/动物捕捞后处理、包装、仓储和运输的场所
- Storage and application of input materials: feedstuff, fertilizers, veterinary inputs, security identification, infrastructure for application, machinery for application, etc.
- 生产资料的仓储和使用：饲料、肥料、兽药、安全标识、基础设施的使用 、投喂装置的使用等。
- Comprehension of the general situation of the operation in relevant areas (internal/external factors), national regulations, markets, unusual climate, personal factors, etc.
- 了解相关领域的经营概况（内外部因素）、国家法规、市场、异常气候、个人因素等。

- 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:
- 检查包含水产养殖技术和养殖设施，以及以下符合有机标准的具体措施：
- Sustainable aquaculture practices/harvesting practices, measure of prevention of water and soil contamination
- 可持续的水产养殖/收获技术，水和土壤污染预防措施
- Measures to protect aquaculture facilities and staff
- 水产养殖设施和员工的保护措施
- Use of materials / substances free of GMOs

- 使用非转基因的材料/物质
- Use of allowed inputs (such as feed, feed additives, nutrients, fertilizers, etc.)
- 使用符合标准的生产资料（如饲料，饲料添加剂，营养素，肥料等）
- Post-harvest treatment and functional conservation of water
- 水的收获后处理和节水措施
- Separation of organic from conventional products and other prohibited materials
- 有机产品和常规产品以及其他违禁物质的隔离措施
- Environmental safeguard measures and sustainable management
- 环境防护措施与可持续管理措施
- Packaging and labelling of organic aquaculture products
- 有机水产养殖产品的包装和标签
- Flow of aquaculture products for potential amount of production and harvesting wild
- 水产养殖产品及野生采收产品的物流情况和预计产量
- 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。

- Furthermore, if **organic, in-conversion, and non-organic** products are collected, prepared, stored, or transported simultaneously within your operation, the inspector will verify that:
- 若操作者同时存在有机、转换期及常规产品的采收、制备、储存或运输作业，检查员将核查以下内容：

  - Activities are separated by place or time.
  - 水产生产活动的空间或时间隔离
  - Cleaning measures are implemented to prevent contamination or substitution.
  - 落实清洁措施，防止产品污染或替换
  - Products are clearly identified at all times.
  - 产品全程具备清晰标识

- Storage before and after preparation is separated by place or time.
- 产品制备前后的储存实行空间或时间隔离
- Traceability is ensured from each land parcel to the collection centre.
- 确保产品从各生产/采收地到收集中心的全程可追溯

5.2.3 Verification of documents 文件的核实

- The following documents must be available to the inspector (if applicable):
- 在检查时应向检查员提供下列文件：

- Maps of premises with adjacent buildings, storage, processing, packaging facilities
- 毗邻建筑，仓库，加工、包装地的地图
- Sustainable management plan and environmental impact assessment
- 可持续管理计划和环境影响评估

- Access to the bookkeeping documents should provide information about:
- 提供以下文件记录：

- All areas of production, location, size, owner, history of the area
- 所有水产养殖区域，位置，大小，所有者和该区域的使用历史
- Planned annual production /harvesting (biomass estimation)
- 预计年产量/收获量（生物量估算）
- Use of all substances as defined in EU Regulation (substances permitted/prohibited) as appropriate.
- 酌情使用欧盟法规中明确的所有物质（允许/违禁的物质）
- List of all aquaculture products produced / harvested (organic, in conversion to organic or conventional), including quantities, date of production, etc.
- 所有水产养殖产品的生产/收获清单（有机，转换期或常规），包括数量，生产日期等

- Listing of all suppliers, including documents for tracing, e.g. valid organic certificates, shipping papers, invoices, etc.
- 所有供应商名单，包括追溯性文件，例如：有效的有机证书、运输单据、发票等
- Listing of all products in storage
- 仓库中所有产品的清单
- Date of harvested and produced quantities
- 产品的收获日期和数量
- Documentation of receipt of goods (receipts, purchasing log: lists or bookkeeping)
- 收货文件（收据，采购日志：清单或账簿）
- Documentation of outgoing products (books, numbers, cash, identification, shipping documents, invoices, transport)
- 出库产品的相关文件（订单，批次号，流水，识别号，货运单，发票，转运单等）
- Measures for traceability of the product
- 产品的可追溯措施
- Product reclamations, customer information/ customer service procedure in the case of irregularities
- 产品回收、客户信息/异常情况下的售后服务程序

5.2.4 Inspection Report 检查报告

Please refer to 请参见 1.2.4

5.2.5 Possible additional procedures 其它可能的步骤

Please refer to 请参见 1.2.5

5.3 CERTIFICATION 认证

Please refer to 请参见 1.3



6 LIVESTOCK (A4) 畜牧养殖(A4)

For the certification of livestock, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:
针对畜牧养殖项目的有机认证，Kiwa BCS 将依据第一章所述法规，遵循以下具体规则：

For EU-certification (Cat. b-g): Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, especially Art. 9; 10, 14 ; Annex II part II; Reg. (EU) 2021/1165 Art. 3 – 6, annex III, IV, VI; Reg. (EU) 2021/771 Art. 1
对于欧盟有机认证（产品类别：b-g）:适用于欧盟法规(EU) 2018/848 第 II, III, IV 章节中所述条款，特别是第 9,10,14 条及附录 II 第 II 部分；欧盟法规(EU) 2021/1165 第 3-6 条，以及附录 III, IV, VI；欧盟法规(EU) 2021/771 第 1 条。

For NOP: KIWA BCS currently only has an Accreditation for beekeeping under the Scope Livestock. (see 4. BEEKEEPING Operations (A2)).
对于 NOP 认证：Kiwa BCS 目前仅在畜禽养殖认证范围内取得养蜂专项认证资质（参见第 4 章节 养蜂（A2 ））。

Specific information concerning Livestock under NOP can be found at: § 205.236 to §205.242
美国国家有机计划中畜禽养殖的具体要求参见：§ 205.236 至 §205.242 。

If there are no specific requirements available in the regulations mentioned above, Kiwa BCS provides Policy Papers with production rules for specific species like e.g. silk worms. Camelids are handled like Equidae.
若上述法规未作出具体要求，Kiwa BCS 将针对特定物种（如蚕）提供包含生产规则的政策文件。骆驼科动物参照马科动物标准执行。

The operator could be a single producer or a group of operators. In the last case, the inspection program for the Group of operators also applies.
操作者可以是单一生产者或小农户团体。如是小农户团体，则适用于小农户团体的检查方案。

6.1 ORGANIC SYSTEM PLAN 有机体系规程

Please refer to 请参见 1.1

6.2 INSPECTION OF LIVESTOCK OPERATIONS 畜牧养殖过程检查

Please refer to 请参见 1.2

6.2.1 Organic System Plan/Description of the operation 有机体系规程/过程描述

Please refer to 请参见 1.2.1

6.2.2 On-Site Inspection 现场检查

- The on-site inspection encompasses all parts of the operation:
- 现场检查包含有机操作全过程:

- On-site inspection/Assessment of all livestock housing conditions, husbandry conditions, stocking density, open air areas, pastures, feed (nutritional requirements, in-conversion feed), veterinary treatments, disease prevention.
- 现场检查/评估所有畜禽舍条件,养殖条件,养殖密度,舍外运动场所,放牧场所,饲料(营养需求,转换期饲料)情况,兽医治疗和疾病预防情况。
- Infrastructure for improvement measures, vehicle fleet, machinery, workshops.
- 满足可能的改善措施所需的基础设施,运输车辆,畜牧机械和修理车间。
- All agricultural buildings on the premises, especially feed storage facilities and stables/livestock housing facilities.
- 养殖场的农用建筑,尤其是饲料仓储设施和畜禽舍及舍内设施。
- Specific requirements of livestock housing conditions
- 对畜禽舍条件的特别要求
- Management of animals
- 动物管理
- Disease prevention and veterinary treatment

- 疾病预防和兽医治疗
- Comprehension of the general situation of the operation in relevant areas (internal/external factors), national regulations, markets, unusual climate, personal factors, etc.
- 了解所检查企业的相关领域的基本状况(内外部因素),国内标准,市场情况,天气异常,人员因素等等。

- 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有机标准的要求：

- Management of animals and livestock production
- 畜禽管理和生产
- Specific requirements of housing conditions
- 畜禽舍条件的特别要求
- Origin of organic animals
- 有机畜禽的来源
- Origin and contents of animal feed
- 畜禽饲料组成和来源
- Stocking density
- 养殖密度
- Verification of the minimum surface indoor and outdoor areas
- 核实舍内外面积是否符合有机标准的最低要求
- Storage of products
- 产品仓储情况
- Separation of organic products and non-organic products
- 有机和非有机产品的隔离措施
- Traceability of products

- 产品可追溯情况
- Packaging and identification of organic products (labels and delivery papers)
- 有机产品的包装和标识(标签和发货单据)
- Flow of goods with regard to quantities (potentially) harvested and quantities sold
- 有关产品产出量和销售量的物流情况和预计产量
- 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。

6.2.3 Verification of Documents 文件的核实

- The following documents must be made available to the inspector, if applicable:
- 在检查时应向检查员提供下列文件：
- detailed maps of animal housing systems including all relevant data and measurements
- 畜禽舍全套详图,包括所有相关数据和措施
- Maps of premises with adjacent buildings, storage, processing, packaging
- 养殖场总图,包括相邻建筑,仓库,加工和包装场所
- Access to the bookkeeping documents provides information about:
- 查看记录文档可提供下列信息：
- All fields, location, size, ownership and field history
- 所有地块,位置,面积,所有者和地块历史
- Annual crop planning; planted crops, crop rotation, green manure and nurse crops; feed production
- 每年作物种植情况:所种植的作物,轮作,绿肥和育苗情况
- Application of all permitted/ prohibited substances according to the standard
- 标准允许和禁止使用的物质的使用情况
- Listing of all organically and conventionally produced products

- 所有有机和常规生产的产品列表
- Listing of all suppliers, including documents for tracing, e.g. valid organic certificates, shipping papers, invoices, etc.
- 所有供应商列表,包括追溯记录,例如有效的有机证书,发运单据,发票,TC 证书等等
- Listing of all products in storage
- 所有库存产品列表
- Date and quantities of production
- 生产数据和数量
- Documentation of receipt of goods (receipts, purchasing log: lists or bookkeeping)
- 产品/货物接收记录(入库单,采购记录:列表或记录)
- Documentation of shipping (books, numbers, cash, identification, shipping documents, invoices, transport)
- 发货文件(订单，批次号，流水，识别号，货运单，发票, 转运单)
- Measures for traceability
- 可追溯措施
- Product reclamations, customer information/ customer service procedure in the case of irregularities
- 产品投诉,客户信息/出现不合格品时的客户服务程序

6.2.4 Inspection Report 检查报告

Please refer to 请参见 1.2.4

6.2.5 Possible other Procedures 其它可能的步骤

Please refer to 请参见 1.2.5

6.3 CERTIFICATION 认证

Please refer to 请参见 1.3



7 PROCESSING (B)产品加工 (B)

For the certification of processing organic products, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:
针对有机产品加工项目的认证，Kiwa BCS 将依据第一章所述法规，遵循以下具体规则：

For EU-certification (Cat. d-e-g): Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, in particular Art. 11, 14, Annex II part VI; Reg. (EU) 2021/1165 Art. 4, 6, 7, 10, Annex III, Annex V, Annex VI. Reg. (EU) 2021/771 Art. 1
对于欧盟有机认证（产品类别：d-e-g）: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 II 第 VI 部分第 11，14 条；欧盟法规(EU) 2021/1165 第 4, 6, 7, 10 条，附录 III，附录 V，附录 VI；欧盟法规(EU) 2021/771 第 1 条。

The scope of this inspection program includes plant-based traditional herbal preparations, essential oils, natural gums, and resins which are listed in Annex I of the Reg. (EU) 2018/848 as well as the production of feed by the mixture of different raw materials.
本检查方案涵盖了欧盟法规(EU) 2018/848 附录 I 中列出的植物性传统草药制剂、精油、天然树胶和树脂，以及多种原料混合生产的饲料。

NOP regulates Handling (see definition in § 205.2) in § 205.105; §205.200 to §205.201; § 205.270 to §205.272; § 205.605 and § 205.606.
NOP 对加工部分的要求（参见§ 205.2）§ 205.105; §205.200 至 §205.201; § 205.270 至 §205.272; § 205.605 和§ 205.606

JAS regulates processing in: Notification 1606
JAS 有机法对加工部分的要求见 1606 公告。

Note: This chapter applies also for the production of alcoholic beverages. Nevertheless, only under EU regulation, the certification of wine and wine sector products has its own chapter, see Chapter 8.
请注意：本章认证要求同样适用于酒精饮料生产。此外，仅针对欧盟有机法规，葡萄酒及葡萄酒行业产品的认证单独列章，详见第 8 章节。

7.1 ORGANIC SYSTEM PLAN 有机体系规程

Please refer to 请参见 1.1

7.2 INSPECTION OF PROCESSING FACILITIES 产品加工过程

Please refer to 请参见 1.2

7.2.1 Organic System Plan/Description of the operation 有机体系规程/过程描述

Please refer to 请参见 1.2.1

7.2.2 On-site Inspection 现场检查

- The on-site inspection encompasses all parts of the operation:
- 现场检查包含操作的所有部分。

- On-site inspection/Assessment of all production rooms as well as adjacent buildings and packaging facility, as well as infrastructure and production facilities (Production areas for conventional products included)
- 对所有的车间及附属建筑，包装间以及基础设施和生产设备等进行现场检查/评价（包括常规产品生产区域）。
- Storage for raw materials, resp. post-harvest treatment, separation of products
- 原料贮藏及采后处理，产品的隔离。
- Storage and use of input materials, cleaning of production equipment, tanks
- 投入品的贮藏和使用，生产设备和容器的清洗。
- Storage and use of input materials, identification, infrastructure
- 投入品的贮藏和使用，标示和基础设施
- Comprehension of the general situation in relevant areas
- 相关领域基本情况的了解
- (internal/external factors) governmental regulations, markets, personnel, etc.



- （内部/外部因素）政府的相关法规，市场，人员等

▪ 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：

- Post harvest treatment, if applicable
- 采后处理，如适用
- Storage and treatment of raw materials and the processed products
- 原料和成品的贮藏和处理
- Any kind of processing such as: cleaning, washing, heating, sterilizing, pasteurizing, radiation, concentration, drying, thinning, separating, chemical, biological, enzymatic and mechanical processing, filtering, vacuuming, ripening, freezing, IQF, mixing etc.
- 所有加工步骤如：清洗，加热，灭菌，巴氏消毒，辐照，浓缩，干燥，分离，化学、生物、酶或机械加工，过滤，真空，后熟，冷冻，IQF，混合等
- All ingredients of agricultural origin as well as non-agricultural origins as well as all processing aids
- 农业来源和非农业来源所有原料组成，包括加工助剂
- Procedure for systematic identification of critical steps within the production process (Comingling, (Cross-)Contamination, Swapping)
- 在加工过程中混杂、交叉污染、产品替换等关键步骤的标识程序
- Separation of organic products from foreign materials and non-organic products.
- 有机产品与其他和非有机产品的隔离
- Traceability of products
- 产品的可追踪性
- Packaging and identification (labels resp. shipping papers)
- 包装和标示（标签及相关的运单）

- Flow of goods and potential production quantities
- 物流及潜在的生产量
- 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。

▪ Furthermore, if **organic, in-conversion, and non-organic** products are collected, prepared, stored, or transported simultaneously within your operation, the inspector will verify that:

▪ 若操作者同时存在有机、转换期及常规产品的收集、加工、储存或运输作业，检查员将核查以下内容：

- Activities are separated by place or time.
- 加工活动的空间或时间隔离
- Cleaning measures are implemented to prevent contamination or substitution.
- 落实清洁措施，防止产品污染或替换
- Products are clearly identified at all times.
- 产品全程具备清晰标识
- Storage before and after preparation is separated by place or time.
- 产品加工前后的储存实行空间或时间隔离
- Traceability is ensured from each land parcel to the collection centre.
- 加工产品从各原料产地到收集中心的全程可追溯

7.2.3 Document Verification 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：

- Layout Plan of the production facilities (insofar applicable with schematic draft of production lines and diagram of flow of goods in the facility), with adjacent buildings, warehouse, packaging and labeling facility

- 加工厂布局图（生产线布局和流程图）以及与邻近建筑屋，仓储，包装和贴标间示意图。
- Sample of used labels and identifications (also business papers: delivery papers/ invoice and advertising)
- 使用的标示和标签的样本（商业文书：发货凭证/发票和广告）
- Raw material, product suppliers (if applicable), not only the availability of the valid certificates but also cross-checking with the reception documents of the operator and its financial documentation
- 原料及产品供应商信息（如适用），不仅需提供供应商有效证书，还需与操作者的收货凭证、财务凭证进行交叉核查

▪ Access to the bookkeeping documents provides information about:

▪ 查看会计文档可提供下列信息：

- Production program/item lists, products from organic and non-organic production
- 生产计划/品名列表，有机和常规产品的生产
- Recipes
- 配方
- Processing protocols
- 加工记录
- Information about cleaning measures (intermediate cleaning, cleaning of rooms and facilities)
- 清洗措施的相关信息（中间清洗，车间和设备的清洗）
- Application of all (permitted and prohibited – according to standard) substances
- 使用物资列表（包括准许使用和禁止使用的物质）
- Listing of all (organically and conventionally) produced products
- 所有生产的产品列表（有机和常规产品）
- Listing of all suppliers (including documents for traceability, such as valid organic certificates, bill of delivery, invoices, etc.
- 所有供应商列表（包括可逆追踪文件，包括有效的证书，送货单据，发票等）。

- Documentation of receipt of raw materials (receipts, purchasing log, lists or bookkeeping) as well as processing aids and additives 。
- 原料收货的文件（购买单据，清单）及加工助剂和添加剂
- Warehouse bookkeeping
- 仓库记录
- Documentation of shipping of finished products (Books, quantities, sales, identification, shipping papers, invoices, transport)
- 成品发货记录（订单，数量，销售记录，识别号，发货记录，发票，转运单等）
- Measures for traceability
- 可逆追踪的措施
- Product reclamations, customer information/ customer service procedure in the case of irregularities
- 不合格产品召回及相关程序。

7.2.4 Inspection Report 检查报告

Please refer to 请参见 1.2.4

7.2.5 Possible other Procedures 其它可能的步骤

Please refer to 请参见 1.2.5

7.3 CERTIFICATION 认证

Please refer to 请参见 1.3

8 PROCESSING WINE (B1)葡萄酒加工(B1)

EU related: This part applies for the certification of processing wine and other products of the wine sector as referred to in point (1) of Art. 1 (2) of Regulation (EU) No 1308/2013.



EU 相关说明：本章节适用于欧盟有机法规 1308/2013 第 1 条第 2 款第 1 项所述的葡萄酒及葡萄酒行业其他产品的加工认证。

	CN code 海关编码	Description 产品说明
(a)	2009 61 2009 69 2204 30 92 2204 30 94 2204 30 96 2204 30 98	Grape juice (including grape must) 葡萄汁（含葡萄原汁） Other grape musts, other than those in fermentation or with fermentation arrested otherwise than by the addition of alcohol 其他葡萄原浆（非发酵状态、非添加酒精终止发酵的原汁）
(b)	ex 2204	Wine of fresh grapes, including fortified wines; grape must other than that of heading 2009, excluding other grape must of subheadings 2204 30 92, 2204 30 94, 2204 30 96 and 2204 30 98 鲜葡萄酿造的葡萄酒（含加强型葡萄酒），葡萄汁（品目 2009 的葡萄汁除外，子目 2204 30 92、2204 30 94、2204 30 96 及 2204 30 98 的其他葡萄汁也除外）
(c)	0806 10 90 2209 00 11 2209 00 19	Fresh grapes other than table grapes 鲜食葡萄以外的鲜葡萄 Wine vinegar 葡萄醋
(d)	2206 00 10 2307 00 11 2307 00 19 2308 00 11 2308 00 19	Piquette 葡萄渣酒 Wine lees 葡萄酒酒泥 Grape marc 葡萄皮渣
(e)	ex 2202 99 19	- - Other, de-alcoholised wine with an alcoholic strength by volume not exceeding 0,5 % vol.其他脱醇葡萄酒（酒精度≤0.5% vol）

The certification procedure for organic production is regulated by:
有机葡萄酒生产的认证方案参考以下法规：

For EU-certification (Cat. f): Reg. (EU) 2018/848 as applicable to the articles mentioned in chapters II, III, IV, especially Art. 18, as well as Annex II part VI; Reg. (EU) 2021/1165 Art. 4, 6, 7, 10, Annex III, Annex V, Annex VI. Reg. (EU) 2021/771 Art. 1, Reg. (EU) 2025/405. Other delegated acts such as Reg. (EU) 2019/934 and Reg. (EU) 2019/33

对于欧盟有机认证（产品类别：f）:适用于欧盟法规(EU) 2018/848 第 II, III, IV 章节中所述条款，特别是第 18 条及附录 II 第 VI 部分；欧盟法规(EU) 2021/1165 第 4, 6, 7, 10 条，附录 III，附录 V，附录 VI；欧盟法规(EU) 2021/771 第 1 条，欧盟法规 (EU) 2025/405。及其它委托法案如：欧盟法规(EU)2019/934 和欧盟法规(EU) 2019/33

Note: Under NOP and JAS regulation the inspection and certification of wine and other alcoholic beverages are included in the technical criteria for processed organic products (see part of the Chapter 7. Processing).
请注意：对于美国有机标准和日本 JAS 有机标准，葡萄酒及其他酒精饮料产品的检查与认证属于有机产品加工范围（参见第 7 章产品加工）

8.1 ORGANIC SYSTEM PLAN 有机体系规程

Please refer to 请参见 1.1

8.2 INSPECTION OF WINE PROCESSORS 葡萄酒加工过程检查 (EU RELATED 欧盟相关 -> WINE SECTOR PRODUCTS 葡萄酒类产品)

Please refer to 请参见 1.2

8.2.1 Organic System Plan/Description of the operation 有机体系规程/过程描述

Please refer to 请参见 1.2.1

8.2.2 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（如适用）：

- On-site inspection/Assessment of all production rooms as well as adjacent buildings and packaging facility, as well as infrastructure and production facilities
- 对所有的车间及附属建筑，包装间以及基础设施和生产设备等进行现场检查/评价。
- Storage for raw materials, resp. post-harvest treatment, separation of products
- 原料贮藏及采后处理，产品的隔离。
- Storage and use of input materials, cleaning of production equipment, tanks
- 投入品的贮藏和使用，生产设备和容器的清洗。

- Storage and use of input materials, identification, infrastructure
- 投入品的贮藏和使用，标示和基础设施
- Comprehension of the general situation in relevant areas
- 相关领域基本情况的了解
- (internal/external factors) governmental regulations, markets, personnel, etc.
- （内部/外部因素）政府的相关法规，市场，人员等

- 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：

- Post harvest treatment
- 采后处理
- Storage and treatment of raw materials and the processed products
- 原料和成品的贮藏和处理
- Any kind of processing such as: cleaning, washing, heating, sterilizing, pasteurizing, radiation, concentration, drying, thinning, separating, chemical, biological, enzymatic and mechanical processing, filtering, vacuuming, ripening, freezing, IQF, mixing etc. and especially recognizing of Reg. (EU) 2018/848 Anx. II Part VI 3.2 and 3.3 (including in case of processing of de-alcoholised wine). Details to be checked at the on-site-inspection are mentioned in Annex 1.
- 所有加工步骤如：清洗，加热，灭菌，巴氏消毒，辐照，浓缩，干燥，分离，化学、生物、酶或机械加工，过滤，真空，后熟，冷冻，IQF，混合等。尤其需符合欧盟法规(EU) 2018/848 附件 II 第 VI 部分第 3.2 及 3.3 条要求（包括脱醇葡萄酒的加工情形）。具体细则需在现场检查中核验，参见附件 1。
- All ingredients of agricultural origin as well as non-agricultural origins as well as all processing aids
- 农业来源和非农业来源所有原料组成，包括加工助剂
- Procedure for systematic identification of critical steps within the production process (Comingling, (Cross-)Contamination, Swapping)
- 在加工过程中交叉污染，混淆等关键步骤的标识程序
- Separation of organic products from foreign materials and non-organic products.。
- 有机产品与其他和非有机产品的隔离

- Traceability of products
- 产品的可追踪性
- Packaging and identification (labels resp. shipping papers)
- 包装和标示（标签及相关的运单）
- Flow of goods and potential production quantities
- 物流及潜在的生产量
- 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。

8.2.3 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
- 采购凭证
- 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）
- Layout Plan of the production facilities (insofar applicable with schematic draft of production lines and diagram of flow of goods in the facility), with adjacent buildings, warehouse, packaging and labeling facility

- 加工厂布局图（生产线布局和流程图）以及与邻近建筑屋，仓储，包装和贴标间示意图。
- Sample of used labels and identifications (also business papers: delivery papers/ invoice and advertising)
- 使用的标示和标签的样本（商业文书：发货凭证/发票和广告）
- 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，产品下架流程。
- 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）

8.2.4 Inspection Report 检查报告

Please refer to 请参见 1.2.4

8.2.5 Possible other Procedures 其它可能的步骤

Please refer to 请参见 1.2.5

Check the amount of sulphite content in the organic wine to be certified.
检测待认证有机葡萄酒中的亚硫酸盐含量



8.3 CERTIFICATION 认证

Please refer to 请参见 1.3

9 TRADE AND WAREHOUSING (X – DIST - STO)贸易和仓储 (X – DIST -STO)

For the certification of labelling, trading and storing organic products, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:
针对有机产品贴标、贸易和仓储项目的认证，Kiwa BCS 将依据第一章所述法规，遵循以下具体规则：

For EU-certification (by definition, all category of products might apply): 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.
对于欧盟有机认证（原则上适用于所有产品类别）: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。

For NOP: NOP regulation requires certification of all companies that buy, sell, export, import and store (if repacking or labelling is carried out) products. There are only a few exceptions for certification: see § 205.101. Some examples:
对于 NOP 认证:美国国家有机计划规定，所有从事有机产品采购、销售、出口、进口及仓储（如涉及重新包装或贴标）的企业均需取得认证，仅少数情况可豁免：参见§ 205.101，如：

§205.101 (e) An operation that only receives, stores, and/or prepares for shipment, but does not otherwise handle, organic agricultural products that: (1) Are enclosed in sealed, tamper-evident Packages or containers prior to being received or acquired by the operation; and (2) Remain in the same sealed, tamper-evident packages or containers and are not otherwise handled while in the control of the operation.
§205.101 (e)：仅从事有机农产品接收、仓储和/或发货准备，并未开展其他加工处理的操作者，且需满足：（1）产品在被接收前已封装于密封、防篡改的包装/容器中；（2）在该操作者管控期间，产品始终置于原密封、防篡改包/容器中，未进行任何其他处理。

§ 205.101 (f) An operation that only buys, sells, receives, stores, and/or prepares for shipment, but does not otherwise handle, organic agricultural products already labeled for retain sale that: (1) Are



enclosed in sealed, Tamper-evident packages or containers that are labeled for retail sale prior to being received or acquired by the operation: and (2) remain in the same sealed, tamper-evident packages or containers that are labelled for retail sale and are not otherwise handled while in the control of the operation.
§ 205.101 (f)：仅从事已贴零售标签的有机农产品采购、销售、接收、仓储和/或发货准备，未开展其他加工处理的操作者，且需满足：（1）产品在被接收前已封装于贴有零售标签的密封、防篡改包装/容器中；（2）在该操作者管控期间，产品始终置于原贴有零售标签的密封、防篡改包装/容器中，未进行任何其他处理。

§ 205.101 (g) A Customs broker (per 19 CFR 111.1) that only conducts customs business but does not otherwise handle organic agricultural products.
§ 205.101 (g)：仅从事报关业务（见《联邦法规》第 19 篇 111.1 节），未实际处理有机农产品的报关行。

§ 205.101 (h) An operation that only arranges for the shipping, storing, transport, or movement of organic agricultural products but does not otherwise handle organic products.@
§ 205.101 (h)：仅为有机农产品安排运输、仓储、转运，未实际处理有机产品的操作者。

Exempt operations must keep records § 205.101 (i) (1) and (2)
豁免认证的操作者仍需按 § 205.101 (i) (1) 和 (2) 节要求留存记录。

NOP Handbook 4009
同时遵循美国国家有机计划 4009 号手册。

Organic JAS laws do not require operations that only trade and store (warehousing) organic ready packed products to become certified. Condition is that the organic goods are not re-packed, re-labelled or otherwise manipulated in any way by the trader or warehouser If the product is manipulated in any way, such activity must be certified under organic JAS. However, companies that produce agricultural products or processed foods must also comply with the criteria for storage and warehousing as defined in this chapter.
日本有机 JAS 法规规定，仅从事预包装的有机产品贸易和仓储的操作者无需认证，前提条件是该操作者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。若对产品进行了任何加工处理，操作者都必须取得日本有机农业标准认证。此外，农产品或加工食品生产企业仍需遵守本章规定的仓储规范。



9.1 ORGANIC SYSTEM PLAN 有机体系规程

Please refer to 请参见 1.1

9.2 INSPECTION OF IMPORTERS, EXPORTERS, DISTRIBUTORS AND WAREHOUSES 进口商，出口商，销售商和仓储过程检查

Please refer to 请参见 1.2

9.2.1 Organic System Plan/Description of the operation 有机体系规程/过程描述

Please refer to 请参见 1.2.1

9.2.2 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，理货及发货
- 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 different standards 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。
- **NOP**: For importer: overview Imports, evidence that all imports were processed via the OID, evidence that container have not been treated with prohibited substances
- **NOP 标准对进口商的要求：**进口概况、所有进口产品通过有机完整性数据库（OID）申报的证明、集装箱未使用禁用物质处理的证明

▪ Furthermore, if **organic, in-conversion, and non-organic** products are collected, prepared, stored, or transported simultaneously within your operation, the inspector will verify that:

▪ 若操作者同时开展有机、转换期及常规产品的接收、加工、储藏或运输作业，检查员将核查以下内容：

- Activities are separated by place or time.
- 贸易和仓储活动的空间或时间隔离
- Cleaning measures are implemented to prevent contamination or substitution.
- 落实清洁措施，防止产品污染或替换
- Products are clearly identified at all times.
- 产品全程具备清晰标识
- Storage before and after preparation is separated by place or time.
- 产品处理前后的储存实行空间或时间隔离
- Traceability is ensured from each land parcel to the collection centre.
- 产品从各原料产地到收集中心的全程可追溯

9.2.3 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
- 采购凭证

- 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
- 产品召回、出现异常情况时针对采购方 / 客户的信息通报流程、货物扣留程序
- 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）

9.2.4 Inspection Report 检查报告

Please refer to 请参见 1.2.4

9.2.5 Possible other Procedures 其它可能的步骤

Please refer to 请参见 1.2.5

9.3 CERTIFICATION 认证

Please refer to 请参见 1.3

10 GROUPS OF OPERATORS (ICS) 小农户团体

For the certification of groups of operators, specifically, the following rules will be considered by Kiwa BCS, in line with the regulations mentioned in the first chapter:
针对小农户团体的认证，Kiwa BCS 将依据第一章所述法规，遵循以下具体规则：

For EU-certification (by definition, all category of products might apply):

Reg. (EU) 2018/848, Art. 36; Reg. (EU) 2021/279 Art. 4, 5, 6, 7, 10; Reg. (EU) 2021/771 Art. 2; Reg. (EU) 2021/1698 Art. 9, 10

对于欧盟有机认证（原则上适用于所有产品类别）：

欧盟法规(EU) 2018/848 第 36 条；欧盟法规(EU) 2021/279 第 4, 5, 6, 7, 10 条；欧盟法规(EU) 2021/771 第 2 条；欧盟法规(EU) 2021/1698 第 9, 10 条。

For NOP 对于 NOP 标准:

- NOP 7 CFR 205 : § 205.2 Definitions; § 205.201 (c) (1-10) § 205.400 (g) (1-11); § 205.403 (2)
- 美国国家有机计划《联邦法规》第 7 篇 205 节：205.2 节（定义）、205.201 (c)(1-10) 节、205.400 (g)(1-11) 节、205.403 (2) 节
- NOP Policy memo 11-10 Grower group certification
- NOP 政策备忘录第 10-11 章节 小农户团体认证
- NOP Handbook 2005-5 Witness Audit checklist for Grower Groups

- 美国国家有机计划 2005-5 号手册 —— 小农户团体见证审核检查表

For Japan 对于日本有机标准认证:

- IFOAM Smallholder Group Certification - Compilation of results – March 2003
- IFOAM 小农户团体认证-结果汇编-2003 年 3 月
- IFOAM Norms for organic Production and Processing (8.3 – Group Certification)– Version 2012
- IFOAM 有机生产和加工规范（第 8.3 章节-团体认证）-2012 版
- IFOAM Smallholder Group Certification - Guidance Manual for Producer Organizations – May 2004
- IFOAM 小农户团体认证-生产者组织指导手册-2004 年 5 月

Please note: This inspection program for groups of operators applies in conjunction with the inspection programs according to the certified scopes, such as agricultural production, beekeeping etc.
请注意：此针对小农户团体的检查方案与认证范围检查方案结合使用，例如农业种植检查方案，养蜂检查方案等。

10.1 ORGANIC SYSTEM PLAN 有机体系规程

Please refer to 请参见 1.1

Additionally 补充要求:

- The OSP ICS
- 有机体系规程 ICS 附件
- The farmers list
- 农户清单
- Further annexes as listed in the OSP ICS
- 有机体系规程中所要求的其他 ICS 相关附件

10.2 INSPECTION OF AGRICULTURAL OPERATIONS 种植过程检查

Please refer to 请参见 1.2

10.2.1 Organic System Plan/Description of the operation 有机体系规程/过程描述

Please refer to 请参见 1.2.1

10.2.2 On-Site Inspection 现场检查

The inspection visit aims to the evaluation and assessment of the set-up and functioning of the internal control system (ICS), of its effective application and to the compliance with the standards. All members must be inspected internally by the ICS at least annually by the internal inspector.
现场检查的目的是评估内部控制系统(ICS)的设置、运作和其有效性是否符合相关标准。每年 ICS 内部检查员需对小农户团体中所有成员开展至少一次内部检查。

The on-site inspection by Kiwa BCS (so called “external inspection” or “re-inspection”) will include on-site inspections at the premises of operators who are members of the group as well as all premises and activities that are centrally managed by the group.
Kiwa BCS 的现场检查（也可称为“外部检查”或“复检”）将包括对小农户团体中每个成员的生产场所的实地检查，以及小农户团体统一管理的所有场所和生产活动。

The minimum number of operators to be inspected by external inspectors depends on the quality and efficacy of the ICS. In any case, the number of farmers subject to annual external inspection shall not be lower than 10.
外部检查员检查的农户团体成员的最低数量取决于项目的风险系数以及 ICS 的质量和有效性。在任何情况下，每年接受外部检查的农户不得少于 10 户。

The Kiwa BCS inspector will also verify whether new members, new production units or new activities have been accepted only after approval by the ICS manager based on the internal inspection report and according to the procedures of the group.



Kiwa BCS 检查员还将核实，ICS 经理对新成员、新生产单元或新生产活动的批准是否基于内部检查报告并符合小农户团体管理程序。

Moreover, the Kiwa BCS inspector will assess whether the ICS manager fulfils all defined tasks, the competence and impartiality of the designated internal inspectors.
此外，Kiwa BCS 检查员将评估 ICS 经理是否完成了所有规定的工作，以及内部检查员的专业能力和公正性。

For EU certification, a minimum of 5 % of the operators will be subject to re-inspection every year but it could be increased depending on the reliability of the ICS. The inspections conducted to the members cannot exceed six members per day of inspection. By regulation, the group of operators cannot have more than 2,000 members.
对于欧盟认证，每年至少有 5%的农户成员需要接受复检，但检查员可根据内部控制系统的风险等级提高抽查比例。检查员单日检查的农户成员数量不得超过 6 户。法规规定，小农户团体的成员数量不得超过 2000 户。

In case that the group has members who produce the same crop (or not easy to identify) in organic and conventional manner – parallel production, the member must convert their conventional system into organic system in a maximum five years otherwise the member must leave the group, this transition must be informed and accepted by Kiwa in a formal communication.
若小农户团体中存在成员对同一作物（或难以区分的作物）同时开展有机和常规生产（平行生产），该成员需在最长 5 年内将常规生产体系转换为有机生产体系，逾期未完成转换的成员必须退出小农户团体。该转换计划需以书面形式正式告知 Kiwa BCS 并获得许可。

It is not allowed at all to have parallel production among the members or inside the member´s holding. While the transition period from conventional to organic, the ICS must pay a lot of attention and grant the organic integrity of the product at any time (separation, identification, traceability, etc). This practice is only allowed in perennial crops. In annual crops is not admitted parallel production.
严禁小农户团体成员内部或生产场所内存在平行生产行为。当存在常规转换为有机的过渡期，小农户团体内部控制系统需全程严格管控，以确保有机产品的完整性（包括隔离、标识、追溯等环节）。上述情况仅适用于多年生作物，一年生作物严禁平行生产。

For NOP § 205.403 (2) (iii) Individually inspect at least 1.4 times the square root or 2 % of the total number of producer group members, whichever is higher. All producer group members determined to be high risk by the certifying agent must be inspected. At least one producer group member in each producer group production unit must be inspected.



对于 **NOP（美国国家有机计划）**，至少检查农户团体成员总数平方根的 1.4 倍或 2%（以较高者为准）必须接受 Kiwa BCS 检查。所有被认证机构判定为高风险的小农户团体成员都必须接受检查。每个农户团体的生产单位中至少有一名成员必须被检查。

§ 205.403 (iv) Each handling facility must be inspected. The on-site inspection at the individual operator's farm will be carried out in line with the inspection program for the applicable scopes, such as agricultural production or beekeeping. The group members selected for external inspection must be present during the on-site inspection of their premises.
§ 205.403 (iv) 团体的所有加工和仓储设施都必须接受现场检查。现场检查方案参见对应认证产品类别的检查方案要求（如农业种植、养蜂等）。外部检查抽中的团体成员在现场检查其生产场所时需全程在场。

The inspector must approve the internal control system and must check, if internal inspection of each producer group member at least annually has been done by internal inspector. This must include mass-balance audits and reconciliation of each producer group member's and each producer group production unit's yield and group sales.
检查员需核查小农户团体的内部控制系统，并核查内部检查员是否对每位成员开展了至少每年一次的内部检查。内部检查需包含物流平衡审核，以及对每位成员、每个生产单元的产量与小农户团体销量的核对。

10.2.3 Verification of Documents 文件的核实

- In addition to the OSP including annexes, the following documents must be made available to the Kiwa BCS inspector by the ICS manager:
- 除了相关的 OSP 附件以外，ICS 经理还须向 Kiwa BCS 检查员提供以下文件:
  - The eligibility of the members based on the regulations
  - 依据相关法规确定成员资格的说明
  - written and signed/fingerprinted membership agreement between each member and the group
  - 农户团体成员和农户团体之间签订的书面协议（如不会写字可按手印确认）
  - internal inspection reports signed/fingerprinted by the members for the current certification process
  - 农户签字/按手印确认的内部检查报告（用于本次认证）
  - complete and up-to-date list of members, risk assessment of their members



- 完整且最新的农户团体成员清单及相应的风险评估报告
- training records of the ICS inspectors
- ICS 检查员培训记录
- training records of members of the group of operators
- 农户团体成员培训记录
- the records of the measures taken in case of non-compliance by the ICS manager
- 出现不符合项时，ICS 经理所采取措施的记录
- traceability records, recordkeeping systems must be implemented to ensure traceability from each production group member to sale and transport.
- 可追溯记录，小农户团体需建立可追溯体系，以确保产品从各成员生产场所到销售、运输的全程可追溯
- sketch maps of each farm including production, processing, and storage
- 地块图，加工和仓储单元平面图
- The appointment of the ICS manager
- ICS 经理任命文件
- The appointment of the ICS inspectors as well as the list of ICS inspectors.
- ICS 检查员任命文件和 ICS 检查员名单。
- The ICS manual (documented procedures)
- ICS 手册（书面的管理流程）
- Records of inputs, pest management, harvest etc.
- 投入品使用，病虫害防治，收获等记录
- Receipts of products bought, if applicable, and sales for traceability and control of product flow
- 产品购买凭证（适用时）和用于产品追溯和物流管控的销售记录
- Additionally, members must have their own farm management records available.
- 此外，各农户成员需单独留存完整的农事记录
- The risk category assessed by the ICS manager to each member of the group

- ICS 经理评定农户风险等级的文件
- For EU: Catalogue of measures for different infringements of the rules and its follow-up (records of the measures taken in case of non-compliance by the ICS manager). In addition any communication to Kiwa BCS regarding suspicion of major or critical non-conformities and also in case that some members has been suspended or withdrawn by the ICS.
- 对于 EU 标准：针对不同违规行为的措施目录及其后续跟进（ICS 经理针对违规成员的处理措施记录）。此外，如果出现发现重大或关键不符合项，和 ICS 暂停或撤销部分成员资格的情况，请立即和 Kiwa BCS 联系。

10.2.4 Inspection Report 检查报告

Please refer to 请参见 1.2.4

10.2.5 Possible other Procedures 其它可能的步骤

Please refer to 请参见 1.2.5 and take into consideration the following 并参考以下内容:

Regarding the external inspection conducted by Kiwa BCS, their inspectors will select the members to be audited based on a risk-assessment approach. Factors for evaluating individual risk include, but are not limited to:
Kiwa BCS 开展外部检查时，检查员将基于风险评估方法选定受检的团体成员。单个农户风险评估的因素包括但不限于：

- producer/member is new
- 团体新成员
- the surface is bigger than the one of other members (in terms of hectares or number of hives, ponds, etc depending on the activity of the member)
- 生产规模大于其他成员（根据成员生产类型，按地块公顷数、蜂箱数、池塘数量等核算）
- the estimated yield is higher than the one of other members
- 预计产量高于其他成员
- the member produces organic, in conversion and non-organic products
- 成员同时生产有机产品、转换期产品和常规产品
- non-conformities have been detected during internal inspection
- 内部检查时发现了不符合项
- non-conformities were found in last external inspection
- 上一次外部检查时发现了不符合项
- A residue case has occurred in the past three years
- 近三年内发生过农药残留超标案例
- producer was not externally inspected in past years
- 生产者往年未接受过外部检查



- the risk assessment level determined by the ICS
- ICS系统确定的风险等级

Sampling is mandatory for EU compliant certification of groups of operators (refer to reg. 2021/279 art. 7 (d)), 2% of the members must be sampled during the external inspections.
对于欧盟合规要求的小农户团体认证，抽样是强制性的（参见欧盟法 2021/279 第 7 条第（d）款），在外部检查期间，2%的团体成员必须接受抽样检查。

During the inspection Kiwa BCS must assess the performance of the internal inspectors through witness audits; in case of several internal inspectors, Kiwa BCS inspector will audit at least one internal inspector.
在 Kiwa BCS 检查期间，Kiwa BCS 检查员需通过见证审核的方式评估内部检查员的能力；如果小农户团体中有几个内部检查员，外部检查员将至少审核一名内部检查员。

10.3 CERTIFICATION 认证

Please refer to 请参见 1.3 and in addition 和补充说明:

Under EU Regulation: The following deficiencies will lead to withdraw the certificate of the entire group of operators in case Kiwa BCS detect them:
对于 EU 法规：如果 Kiwa BCS 发现以下不足之处，将撤销整个小农户团体的证书：

a) Producing, processing, preparing or placing on the market of products from suspended/withdrawn members or production units.
生产、加工、制备或向市场投放来自被暂停或撤销的成员或生产单元的产品。

b) Placing on the market of products for which the ICS manager has prohibited the use of reference to organic production in their labelling or advertising.
将 ICS 经理禁止在标签或广告中提及有机生产的产品投放市场。

c) Adding new members to the list of members or changing the activities of existing members without following the internal approval procedure.
未经内部批准程序，在成员名单上增加新成员或改变现有成员的活动。

d) Not carrying out the annual physical on-the-spot inspection of a member of the group in a given year.
在某一年度未对所有团体成员进行年度现场实地检查。

e) Failing to indicate the members which have been suspended or withdrawn in the list of members.
未在成员名单中注明被暂停或撤销的成员。

f) Serious deviations in findings between internal inspections carried out by the ICS inspectors and official controls carried out by the competent authority or, where appropriate, the control authority or control body.
内部检查员的内部检查结果与主管机关或认证机构的正式检查结果严重不符。

g) Serious deficiencies in imposing appropriate measures or carrying out the necessary follow-up in response to non-compliance identified by the ICS inspectors or by Kiwa BCS or the competent authority.
针对内部检查员或 Kiwa BCS 或主管机关发现的不符合项，在采取适当措施或进行必要的跟进方面存在严重缺失。

h) Inadequate number of ICS inspectors or inadequate competences of ICS inspectors for the type, structure, size, products, activities and output of organic production of the group
对于团体有机生产的类型、结构、规模、产品、活动和产量而言，内部检查员的数量不足或能力不足

11 ANNEXES 附件

Annex 01. Inspection program for Wine producers under EU regulation

附件 01 依照欧盟法规葡萄酒加工的检查方案

The purpose of this annex is to describe the details of prohibited processes and substances in wine production to make it clear for auditors and certification staff, which conditions must be observed by wine processors.

本附件明确了葡萄酒生产过程中中禁止采用的工艺与物质，以便审核和认证人员清楚掌握葡萄酒生产商必须遵守的规范。

1. Practices / processes 操作规范/加工工艺

1.1. Prohibited oenological practices 禁止采用的酿酒工艺

- Partial concentration due to cold 采用低温处理部分浓缩
- Partial dealcoholisation 部分脱醇处理
- Desulphurisation through physical processes 通过物理方法脱硫
- Treatment by electrodialysis 电渗析处理
- Treatment with cation exchangers 阳离子交换剂处理

1.2. Authorised oenological processes 可采用的酿酒工艺

- Thermal treatments (only up to 75 °C; also for e.g. mash heating!)
  热处理（温度不得超过 75° C；包括醪液加热等用途）
- Centrifugation and filtration with or without inert filter aids (pore size not less than 0.2 micrometres)
  离心与过滤（可使用或不使用惰性助滤剂，滤膜孔径不得小于 0.2 微米）

2. Substances authorised according to Annex V Part D of Regulation (EU) 2021/1165

欧盟法规(EU) 2021/1165 附件 V 第 D 部分规定可使用的物质

- Air 空气
- Gaseous oxygen 氧气（气态）
- Nitrogen 氮气
- Carbon dioxide 二氧化碳
- Argon (must not used for bubbling)氩气（禁止用于鼓泡工艺）
- Pieces of oak wood 橡木块
- Tartaric acid (L(+)-)酒石酸（L(+)-型）
- Lactic acid 乳酸
- Potassium L(+)tatrate 酒石酸钾（L(+)-型）
- Potassium bicarbonate 碳酸氢钾
- Calcium carbonate 碳酸钙
- Calcium sulphate: only for vino generoso, Spain) 硫酸钙：仅限西班牙产加强型葡萄酒使用
- Sulphur dioxide 二氧化硫
- Potassium bisulphite 亚硫酸氢钾
- Potassium metabisulphite 焦亚硫酸钾
- L-ascorbic acid 抗坏血酸
- Oenological charcoal (activated charcoal)酿酒活性炭（或葡萄酒加工用活性炭）
- Diammonium hydrogen phosphate 磷酸氢二铵
- Thiamine hydrochlroid 盐酸硫胺素
- Yeast autolysates 酵母自溶物
- Yeast bark 酵母细胞壁
- Potassium caseinate 酪蛋白酸钾
- Protein (albumin) [2] 蛋白（白蛋白）[2]
- Bentonite 膨润土
- Silicon dioxide (silica sol)二氧化硅（硅溶胶）
- Tannins [2] 单宁[2]
- Chitosan (from Aspergillus niger)壳聚糖（黑曲霉来源）
- Yeast protein extracts [2] 酵母蛋白提取物[2]
- Potassium alginate 海藻酸钾
- Potassium bitartrate 酒石酸氢钾
- Citric acid 柠檬酸
- Metatartaric acid 偏酒石酸

- Yeasts [1] 酵母	- inactivated yeast 灭活酵母	- Gum arabic [2] 阿拉伯胶
- Lactic acid bacteria 乳酸菌	- Edible gelatine [2] 食用明胶	- Yeast mannoproteins 酵母甘露糖蛋白
- Copper citrate 柠檬酸铜	- Plant proteins (wheat, peas, potato)2 植物蛋白（小麦、豌豆、马铃薯来源）[2]	- Pectinlyases[3] 果胶裂解酶[3]
- Aleppo pine resin (only in Greece!)阿勒颇松树脂（仅限希腊传统 Retsina 酒生产）	- Hausen bubble [2] 鱼鳔胶	- Pectin methylesterase [3] 果胶甲基酯酶[3]
- Wine yeasts (only from organic production)葡萄酒酵母（仅限有机生产的）	- Casein [2] 酪蛋白	- Polygalacturonase[3] 多聚半乳糖醛酸酶[3]
	- Hemicellulase[3] 半纤维素酶[3]	
	- Cellulase[3] 纤维素酶[3]	

[1] For the individual yeast strains: if available, obtained from organic raw materials.对于单个酵母菌株：如果可用，应从有机原料中获得。

[2] Additives and treatment agents must be of organic origin, if available 添加剂和处理剂必须是有机来源的，如果有的话

[3] Only for oenological purposes during clarification 仅限用于葡萄酒酿造过程中的澄清目的

3. Wine category SO2 limit value 葡萄酒类别及二氧化硫 和残糖量（RZ）限值：

The sulphite content is limited for wines from organic cultivation. The total sulphur dioxide content at the time of placing on the market for direct human consumption applies.

有机种植葡萄酒的亚硫酸盐含量需符合限定标准，具体以投放市场供人类直接消费时的二氧化硫总含量为准。

Reference: Reg. (EU) 2021/1165 Anx. V Part D, based on Reg. (EU) 2019/934 Anx. I Part B
依照(EU) (EU) 2021/1165 Anx. V Part D, based on Reg. (EU) 2019/934 Anx. I Part B

Wine category 葡萄酒类别	RZ （g/L） 残糖量（克/升）	SO_2mg/L 二氧化硫限值：毫克/升
Red Wine 红葡萄酒	< 2 g/L	100
	> 2 g/L and < 5 g/L	120
	⩾ 5 g/L	170
White and rosé wine 白/桃红葡萄酒	< 2 g/L	150
	> 2 g/L and < 5 g/L	170
	⩾ 5 g/L	220
Late harvest 晚收葡萄酒	⩾ 5 g/L	270
Auslese 精选酒	⩾ 5 g/L	320
Beerenauslese, TBA, Eiswein 逐粒精选酒，贵腐酒，冰酒	⩾ 5 g/L	370

Liqueur wine 利口酒	< 5 g/L	120
	≥ 5 g/L	170
Quality sparkling wine 优质气泡酒	-	155
Other sparkling wines 其他气泡酒	-	205

=+RZ Residual sugar (fructose Glucose)

RZ（残糖量）：指残留糖分（以果糖和葡萄糖计）。

Increase due to weather conditions if determined by the competent authority: 50 mg/l (40 mg/l for liqueur and sparkling wines)

如主管当局认定因天气条件需增加含量：50 毫克/升（利口酒及起泡酒为 40 毫克/升）

4. Flow chart wine processing 葡萄酒加工流程图

