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INDIAN COUNCIL OF FOOD AND AGRICULTURE (ICFA)-AGROCERT



INDIA Good Agriculture Practices (INDGAP) Certification Scheme

Certification Process - INDGAP

DOC.ICFA-AC-PR-7.4.01-1B	Certification Process -INDGAP	Approved By: Director	Issue No.1
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Certification Process

1. OBJECTIVE

To ensure an objective assessment and certification of the INDGAP produce at the farm, promotion of uniformity in the operation of the certification scheme and the interaction between the ICFA-AC and the producers seeking certification.

2. SCOPE

This document covers the certification process of INDGAP (Good Agricultural Practices) to achieve certification under any one of the two options described under below.

Note: This document is supplemented by the document on Group Certification process (INDGAP- 4B) which also applies to Individual certification with implementation of Quality Management Systems (QMS).

3. CERTIFICATION OPTIONS FOR GAP CERTIFICATION

Applicants can apply for certification under any of the 2 options (individual or group certification). The options are based on the constitution of the legal entity applying for certification. The following options shall be available for certification:

3.1 Option 1 Individual Certification

Individual producer applies for certification and gets certification.

Note- The producer is defined as a person (individual) or a business (individual or producer group) who is legally responsible for production of products and who has the legal responsibility for the products sold by that farming business.

3.1.1 Multisite without implementation of QMS

Individual producer or one organization owns several production locations or Production Management Units (PMU's) that do not function as separate legal entities applies and gets certification without implementation of Quality Management Systems (QMS)

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3.1.2 Multisite with implementation of QMS

Individual producer or one organization owns several production locations or Production Management Units (PMU's) that do not function as separate legal entities applies and gets certification with implementation of Quality Management Systems (QMS)

Note- Details of certification process for QMS implementation is given in INDGAP -03

3.2 Option 2 Group certification

A producer/farmer group applies for group certification and the farmer group, as legal entity gets certification.

Note- Details of group certification is given in Group Certification process (INDGAP- 4B)

3.2 The Scheme is open to all farmers/producers or organizations engaged in INDGAP implementation who are legal entities in India.

3.3 The information on how to obtain certification for Good Agricultural Produce is also available on the website of ICFA-AC (www.agrocert.in) and QCI (www.qcin.org).

4. CERTIFICATION PROCESS-OPTION 1 FOR INDIVIDUAL CERTIFICATION

4.1 Application for certification

4.1.1 Any Farmer/producer/organization who is a legal entity can apply for certification to ICFA-AC.

Note- Option 1 will cover all elements described under clause 3.1 except 3.1.2 which will be treated in line with group certification

4.1.2 The application shall be made before sowing of the crops.

4.1.3 All relevant information concerning farmer/producers applying for certification shall be recorded for the farmer/producer to become registered. This information will be used to supply the unique client number to registered party, which will be used as a unique identifier for all certification activities.

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4.1.4 The information required is consistent with the information of Certification Agreement signed between the farmer/producer and the ICFA-AC. The following information is required for each farmer/producer wishing to be registered:

- i) Name of producer/farmer to be certified,
- ii) Annual Area under production,
- iii) Farm produce to be covered,
- iv) First harvest or further harvest details/timings.

4.1.5 The ICFA-AC will maintain and make publicly available accurate information describing its certification processes for granting, maintaining, extending, renewing, reducing, suspending or withdrawing certification, and geographical areas in which it operates.

4.1.6 The ICFA-AC will respond to all enquiries received from prospective applicants for certification with complete information for facilitating a registration of an applicant, within seven days of receipt of the query.

4.1.7 The prospective applicant shall apply on the Application form prescribed by the ICFA-AC.

4.1.8 The prospective applicant along with the application has to declare, any judicial proceedings relating to their operations / product, any proceedings by any Regulatory body or suspension / cancellation / withdrawal of any certification / approvals under any Regulations or otherwise.

4.1.9 All applications for certification will be reviewed by the ICFA-AC for adequacy and deficiencies observed, if any, will be informed to applicant within seven days of receipt of application.

4.1.11 The applications found to be complete and supported with all documents sought will be accepted and registered, and provided with a unique identification number, acknowledged and records maintained. Registration should be done within seven days of receipt.

4.1.12 Antecedents of applications will be verified. If punished under the law, the application from the same person/organization will not be entertained during the period of punishment and in any case for at least one year from the date of punishment.

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4.1.13 Applications from farmers/producers who have earlier either misused the Certification/certification mark, or whose earlier certificate was cancelled because of violation of terms and conditions/misuse of certification mark shall not be entertained within one year of cancellation of the certificate by ICFA-AC.

4.1.14 Applications from farmer/producer found to be misusing the Certification/certification Mark while their application is being processed for grant of certificate, will not be processed any further, and rejected after giving a due notice of 15 days. Fresh applications from them shall be treated as per clause 4.1.13 given above.

4.1.15 Requests for grant of certificates from ex-applicants will be processed as a fresh applicant and the entire procedure for grant of certificate will be adhered.

4.1.16 ICFA-AC will reject or close an application under the following conditions;

- a) If Initial Evaluation is not carried out within six months of registration of application
- b) If the follow up evaluation carried out after organization has confirmed necessary corrective actions is not satisfactory
- c) Lack of competent personnel for production/cultivation and handling
- d) If farmer/producer shows no progress towards completion of corrective actions within three months of Initial Evaluation and six months of Registration of application.
- e) Misuse of Certification/certification mark, Evidence of malpractice and Voluntary withdrawal of application.

4.1.17 In the event of a closure/rejection of an Application, the application fee submitted with the application will not be refunded.

4.2 Assessment process

4.2.1 Control Points and Compliance Criteria (CPCC)

The Control Points and Compliance Criteria (CPCC) checklist based on respective INDGAP standards will be used both for internal and external assessments. Any producer or producer group opting for BasicGAP needs to comply with Annex A Table 01 of Section 3 as per standard, whereas any producer opting for INDGAP needs to comply with Annex B Table 01 of Section 3 as per standard. If a group of farmers join to seek a group certification they need to comply with requirements stipulated in Section 4C of INDGAP Standard.

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4.2.2 Pre-assessment

4.2.2.1 The applicant may seek a pre-assessment, which is not mandatory, during which the ICFA-AC will check the applicant's state of preparedness for the evaluation, and availability of competent personnel and adequate records of producers /farmer on CPCC.

4.2.2.2 Deficiencies observed with respect to the certification criteria during the pre- assessment will be informed in writing to the applicant.

4.2.2.3 There shall be only one pre-assessment.

4.2.3 Initial evaluation

4.2.3.1 A single stage Initial evaluation shall be carried out by a competent evaluation team of the ICFA-AC

4.2.3.2 Initial Evaluation of the product and the processes at the site of the applicant shall be conducted on satisfactory fulfilment of all application requirements.

4.2.3.3 The ICFA-A will communicate the composition of the team and duration of Initial Evaluation to the applicant for verifying any conflict of interest and any objections to the team composition by the applicant will be examined on merit.

4.2.4 Assessment methodology

4.2.4.1 For getting INDGAP certification, a registered producer shall perform either self assessment (option 1 and option 1 Multisite without QMS) or internal inspection (Option 1 Multisite with QMS and Option 2) and receive external inspections by the ICFA-AC.

4.2.4.2 Option 1 –Single sites and multiple sites without QMS

a) **Self assessment-** The self assessment shall:

- Cover all sites, products and processes under the certification scope and comply with the requirements set out in applicable control points
- Be carried out under the responsibility of the producer
- Be carried out at least annually before the initial or surveillance inspections against complete checklist of all scope(s) and sub scope (s) and registered areas. The completed checklist shall be available on site for review

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- Comments and positive findings during the self assessment shall be recorded as described in the checklist

a) External inspection

i) The inspection (announced and unannounced) will be carried out by ICFA-AC inspector or auditor. The ICFA-AC will inspect the complete checklist of applicable scope and sub scope

- Announced inspections
- Each applicant shall undergo one announced external inspection at the initial assessment and annually thereafter,
- Inspections shall cover all acceptable products, all registered production locations and each registered product handling site

ii) External unannounced surveillance inspections

The ICFA-AC will carry out unannounced surveillance Inspections of a minimum of 10% of all its producers, certified under Option 1 (individual producer)

The ICFA-AC will inspect the Major and Minor of the applicable scope(s) and sub-scope(s). Any non-compliance will be handled in the same way as those found during an announced inspection.

The ICFA-AC will inform the certificate holder in advance of the intended visit. This notification will normally not exceed 48 hours. In the exceptional cases where it is impossible for the certificate holder to accept the proposed date (due to medical or other justifiable reasons), the certificate holder will receive one more chance to be informed of an unannounced surveillance inspection or audit. The certificate holder shall receive a written warning if the first proposed date has not been accepted. The producer will receive another 48- hour notification of a visit. If the visit cannot take place because of non- justifiable reasons, a suspension of all products will be issued.

b) Summary of assessments-Assessments to be undertaken before certification is issued (option 1 Multisite without QMS initial evaluation) and annually thereafter (Surveillance evaluation):

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Assessments	Initial evaluation (first year	Subsequent evaluations
Self assessment	Entire scope	Entire scope
By the ICFA-AC	Announced inspection of Entire scope(All registered sites)	1. Announced inspection of Entire scope(All registered sites) 2. unannounced inspection of (minimum 10% of the

4.2.4.3 Option 2 and option 1 multisite with QMS

a) Internal assessment

- i) The applicant shall undertake internal assessment of all producers and /or PMU's to verify and ensure compliance with the certification requirements,
- ii) The internal assessment shall comply with the requirements set out in INDGAP 3 as per standard and include:
 - o A minimum of one internal audit of QMS shall be carried out by the internal auditor before the first ICFA-AC audit and thereafter once annually
 - o A minimum of one internal inspection of each registered producer shall be carried out by internal inspectors before the first CB inspection and thereafter once annually,

b) External Quality Management System (QMS) audit

- i) The audit (announced and unannounced) will be carried out by ICFA-AC auditor
- ii) The audit (announced and unannounced) will be based on the QMS checklist.

➤ QMS announced audit

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The ICFA-AC shall carry out one announced external audit of the QMS at the initial assessment and thereafter once annually,

- QMS unannounced surveillance audits
 - ✓ The ICFA-AC will carry out additional QMS unannounced external audits on a minimum of 10% of the certified producer groups and multisites annually,
 - ✓ Noncompliance detected will be handled as in announced audit. Non-conformances will lead sanction applied to the whole group and multisites
 - ✓ The ICFA-AC will inform the certificate holder of the visit. This notification will normally not exceed 48 hours in advance of the intended visit. In the exceptional case where it is impossible for the certificate holder to accept the proposed date (due to medical or other justifiable reasons), the certificate holder will receive one more chance to be informed of an unannounced surveillance inspection or audit. The certificate holder shall receive a written warning if the first proposed date has not been accepted. The producer will receive another 48-hour notification of a visit. If the visit cannot take place because of non-justifiable reasons, a suspension of all products will be issued.

c) External producer or site inspection

- i) The ICFA-AC auditor shall carry out the inspection.
- ii) The ICFA - AC will inspect the complete checklist of applicable scope and sub scope
- iii) Initial Inspection: As a minimum square root of the total number of producers and the production sites in the certification scope shall be inspected before a new certificate can be issued.
- iv) Surveillance producer inspection:
 - The ICFA-AG will carry out announced external inspections to each producer group and multi-site annually. The minimum number of producers to be inspected per certificate holder depends on the outcome of the previous unannounced inspections and QMS audit.

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- The minimum number of producers/sites to be inspected during a cycle shall be equivalent to the square root of the current number of producers/sites grouped by the same type of activities.
- The inspections will be split into two: 50% shall be inspected unannounced during the validity period of a certificate (12 months), and the other 50% during the announced surveillance inspection.
- Only if the producers inspected externally have no sanctions raised in that surveillance inspection, the following regular announced inspection by the ICFA-AC will be reduced to the square root of the current number of the producers/PMUs minus the number of producers/PMUs inspected unannounced

Before a certification decision can be made, square root of total numbers of current producer member and/ PMUs shall have been inspected during the last 12 months.

d) Summary of assessments

Assessments to be undertaken before certification is issued (initial evaluation) and annually thereafter (Surveillance evaluation):

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Assessments	Initial evaluation (In the first year)	Subsequent evaluations
Internally by producer group and option 1 multisite operation with QMS	1.Internal QMS audit 2.Internal inspection of each producer and/or PMU	1.Internal QMS audit 2. Internal inspection of each producer and/or PMU
Externally by the ICFA-AC	1. Announced QMS audit 2. Announced inspection to (minimum) square root of producer member and/or PMUs 3. Unannounced inspection to (minimum) 50% of square root of producers and /or PMUs	1. Announced QMS audit 2. Unannounced QMS audit to 10% of certificate holders 3. Announced inspection to (minimum) square root of actual number of producer and/or PMUs minus the number inspected unannounced during previous cycle. 4. Unannounced inspection to (minimum) 50% of square root of actual number of producers and /or PMUs

4.2.4.2 Inspection timings

a) Initial (first) inspections

- i) The inspection of a farmer/producer takes place after registration, depending on the produce to be inspected. The ideal timing for evaluation of all control criteria shall be during harvest time when sufficient records/evidence is available, especially to facilitate verification of the control points related to harvest.
- ii) Alternative timing options may be followed where evaluation during harvest time is not possible. The first inspection therefore takes place before or after harvest. In these cases the justification for alternative timings shall be recorded in the audit report. Justification for alternative timing may be logistics and time constraints of producer and/or inspector, variation in harvest dates etc, perennial crop not yet producing mature produce, etc. Additionally following constraints may be followed by the CB:



- Practically, inspection of records and visual evidence requires that the evaluation must take place as close to harvest as possible, for the evaluators to verify as many control points as possible.
- If inspection is made before harvest, it is not possible to inspect certain control points which either be covered by a follow up visit or documentary proof submitted by producer.
- If harvest has already taken place at the time of inspection, producer shall retain evidence for compliance of control points related to that harvest,
- The ICFA-AC will make sure that in the sampling of unannounced visits, those producers that did not receive a first inspection or recertification inspection during harvest have greater chance of getting unannounced inspection during the next harvest. Additionally the ICFA-AC will make every effort to carry out subsequent inspection during harvest.

b) First Inspection Timing for Multiple produce Certification

- i) Where the produce to be included in the certification scope are concurrent, i.e. harvested at the same time, then the first evaluation will be timed so that at least one crop can be evaluated at harvest, making an assumption that the other crops getting ready for harvest will be compliant to the same degree.
- ii) Where the crops to be included in the certification scope are consecutive, i.e. the production of one crop finalises before the production of the next one commences, then in the first year a full evaluation of the first crop must be made during harvesting. Subsequent crops grown in that same first year can be added to the certificate only when compliance has been verified for each crop, either through a site inspection at harvest of each crop or through data collection and discussion with the applicant.

4.3 Certification process

4.3.1 The team will witness the processes covering as many CPCC as possible during evaluation of the applicant. Any nonconformity observed during evaluation with respect to the conformance criteria will be informed in writing to the applicant for taking necessary action.

4.3.2 Compliance levels for certification

4.3.2.1 The producer is required to comply with three types of compliance criteria set out in the INDGAP standard. These are Critical, Major and minor, which must be fulfilled in all respects before certification

4.3.2.2 Compliance is indicated with a “Yes” (for compliant), “No” (for not compliant) on the checklist. The producer needs to undertake a self-assessment as indicated in Annex B Table 02 of Section 3 as per the standard to ensure compliance to the requirement of the INDGAP. Evidence/comments should be provided for each control criteria- these shall enable the audit trail to be reviewed after the event, and will include details of references taken during the evaluation. It is, however, obligatory to give evidence/comments for all the critical and



major compliance criteria inspected in all external evaluation, self-assessments, and internal evaluation.

4.3.2.3 The level of compliance shall be established based on the following: Critical-

100% compliance of all applicable critical control points

Major- 90% compliance of all major control points is compulsory

Minor-75% of compliance of all applicable minor control points is compulsory.

4.3.2.4 ICFA-AC will maintain records of all certification activities- application registration, documents provided by applicant, on site evaluation report and evaluation and review of reports for grant of certification.

4.3.2.4 Internal self assessment quality assurance

The individual producer/farmer shall carry out an internal self-assessment at least once a year. This selfassessment will be carried out under the responsibility of the producer/organization.

The self-assessment will be against the complete checklist (Critical, Major and Minor) of the applicable scope(s). The completed checklist shall be available on site for review by the evaluator during the ICFA-AC evaluation.

4.3.3 Grant of Certification

4.3.3.1 The ICFA-AC will grant certification after ensuring:

- a) Complete compliance to the Certification Criteria based on evaluation reports.
- b) Certification scheme requirements, and
- c) Satisfactory resolution of nonconformities raised

There will be no conditional grant of certification.

4.3.3.2 On grant of certification, the ICFA-AC will inform the farmer/organization and issue a Certificate, uniquely identified, to the farmer/organization indicating the name/s of the produce certified, the certification criteria against which the certification has been awarded, effective date, validity date, and the name and address of the farmer /organization site where certified as a minimum.

4.3.3.3 No Brand names shall be mentioned on the Certificate document or any other document intimating grant of certification.



4.3.3.4 The effective date of certification will not be before the date of decision to grant the certification to the farmer/organization.

4.3.3.5 The certificate for produce certification shall be for a period of 1 year from the date of decision to grant the produce certification.

4.3.4 Scope of certification

4.3.4.1 The product scope is linked to the location where that product is produced. Certificate is issued to the registered producer/organization, on the farms where the products are produced and for the products declared. The legal entity of the places certified must be declared by the certificate holder.

4.3.4.2 The entire production process of the declared and registered produce must comply with requirements. Certified locations cannot be separated into growing areas or handling facilities that are certified and other growing areas or handling facilities of the same product that are excluded from certification.

4.4 Surveillance Evaluation

4.4.1 Surveillance evaluations of the certified sites shall be carried out at least once a year, ensuring that the gap between two surveillance evaluations does not exceed one year. The CB may allow a grace period of one month based on valid grounds beyond which delays shall lead to suspension of the certificate. The surveillance should be timed around harvest time of some crop under certification

4.4.2 The full checklist and verification process shall be completed by the evaluator

annually. There must be at least one produce registered in the field or in the storage evaluated to give the CB confidence that any other registered crops not present at that time, are handled in compliance with the standard.

4.4.3 The CB shall ensure coverage of the entire CPCC checklist (Annex B Table 01 of Section 3) for INDGAP so that operations and their controls are witnessed during the evaluation. Surveillance planning must keep in view the crop maturity timings to coincide visit with harvest time as far as possible.

4.4.4 In case where the farmer/organization is certified to a number of produce of different types under the same certificate, ICFA-AC will plan for surveillance evaluation with a view to covering as much of the entire range of produce during the certification period.

4.4.5 During the surveillance evaluation, the evaluators will check minimum requirement like, Status of compliance to the requirements of the certification criteria, Internal self assessment reports, Handling and disposal of nonconforming products, Actions taken on nonconformities observed during the previous evaluation, redressal of complaints, if any, information on production of produce and the names of consignees to whom certified produce have been supplied.



4.4.6 If any nonconformity is observed, the same will be categorized as either a Critical, Major or Minor. The nonconformity report shall be provided to the client in writing, generally on site, for correction and corrective action. Details of the same will be reported in the Surveillance evaluation report.

4.4.7 The ICFA-AC may increase the frequency of surveillances with duly recorded justification for reasons like investigation of complaints, any doubts about continuing adherence to standards prescribed etc.

4.4.8 If the surveillance evaluation results in an infructuous visit due to any reason, another surveillance evaluation will be conducted. Such additional evaluations may be charged to the certified unit as decided by the ICFA-AC.

4.5 Suspension of certification

4.5.1 The CB shall issue due notice of at least one week for suspension of certification to the unit. In case of serious failures, the notice may not be required.

4.5.2 A Suspension is issued when:

- a) Unsatisfactory performance during two consecutive Surveillance evaluations on account of any of these aspects is observed:
- b) A suspension may also be issued to the producer who voluntarily asks for it, for some (partial) or all (complete) of his products.

4.5.3 After the Suspension is issued, a time period allowed for correction and corrective action will be set by the ICFA-AC which is not exceeding 6 months. If the suspension is voluntary, the period for corrections and corrective actions is set by the producer/organization, which must be agreed upon with the CB, but not exceed 6 months.

4.5.4 During the period of suspension, the producer shall be prevented from using the logo/trademark, License/certificate or any other type of document that has any relation to certification.

4.5.5 The producer/organization shall be advised to undertake a root cause analysis and identify the necessary corrective actions for resolving the same.

4.5.6 The ICFA-AC will revoke suspension only when corrective actions have been taken and verified.

4.5.7 Suspension will not exceed a period of six months. If the cause of the Suspension is not resolved within the time period set, the certification will be cancelled.



4.6 Cancellation of certification

4.6.1 A Cancellation shall be issued when:

- a) A producer cannot show sufficient corrective action after Suspension has been issued and six months have elapsed,
- b) A nonconformity in one scope leads to doubt about the integrity of the produce,
- c) Major contractual nonconformities are detected.
- d) Certified client contravenes the terms and conditions of certification and provisions of certification scheme like suspension of certificate, inadequate corrective actions, lack of compliance to criteria for Certification etc

4.6.2 A Cancellation of the contract will result in the total prohibition of the use of the logo/trademark, Licence/certificate.

4.6.3 A producer that has had a Cancellation applied may not re-submit for certification until 12 months after the date of Cancellation.

4.6.4 The producer must either resolve the nonconformities communicated or appeal to the ICFA-AC in writing against the nonconformities explaining the reasons for the appeal.

4.6.5 ICFA-AC will cancel the certification at the request of the certified client, if the operation(s) in the certified client's premises can no longer be carried due to reasons of natural calamities such as flood, fire, earthquake etc, or closure of operations etc.

4.7 Recertification

4.7.1 The certificate shall be revalidated / renewed at the end of every year (See 4.7.5) depending on the performance of operation of certification

4.7.2 The ICFA-AC will send the recertification notice to the certified client at least four months prior to expiry of certificate validity period.

4.7.3 The certified farmer/producer shall apply for recertification in the prescribed format along with fee, at least 3 months before expiry of the certification.

4.7.4 The ICFA-AC will review the performance of the certified client who has sought recertification, with respect to compliance to certification criteria during the certification cycle prior to a decision on the recertification.



4.7.5 The review shall be based on:

- a) The surveillance evaluation reports,
- b) Handling and disposition of nonconforming products,
- c) Any suspension of certificate during the previous validity period,
- d) Corrective actions taken,
- e) Complaints, if any received, and
- f) Adverse information, if any.

4.7.6 Recertification shall be based on the satisfactory performance of the certified client.

4.7.7 There shall be no conditional recertification.

4.7.8 When performance of the certified client is not satisfactory, the ICFA-AC will withhold the recertification and clearly stating the reasons and give time for effecting corrective actions. The verification and decision on recertification shall be taken within 3 months of the expiry date.

4.7.9 The corrective actions shall be verified generally on site unless the ICFA-AC can verify the same off site prior to considering for recertification.

4.7.10 The recertification shall be effected from the date of the expiry of the previous certificate and the intervening period shall be treated as period of suspension and clearly stated on the Certificate. The certified producer/organization shall not claim certification or use the Certification during this period.

4.7.11 In case the certified unit does not complete satisfactorily actions within three months, the certificate shall stand expired from the date of expiry of previous validity.

4.8 Change of Ownership/Name

4.8.1 In the event of change of Ownership, the new owner farmer/producer shall submit proof of change of ownership. He shall also submit acceptance to the agreement for Certification with the ICFA-AC regarding the operation and payment of fees. The same process shall be followed as and when an existing applicant undergoes a change in ownership. Such changes shall not call for a visit to the site.

4.8.2 In case of change of name, the applicant/certified client shall inform the change in the name to the ICFA-AC supported with documentary evidence, and if satisfied the ICFA-AC will endorse the new name in the application/certificate.



4.9 Extension of scope

4.9.1 Extension of scope of certificate for inclusion of additional produce, varieties, under the same certificate shall be done after ascertaining that the certified client has requisite resources required for the new produce/variety and technical skills as evaluated at harvest of that particular produce are available.

4.9.2 The extension of scope will be clearly mentioned in the certificate document along with its date of inclusion for avoiding any misrepresentation or misinterpretation. Irrespective of the date of inclusion, the validity of the Certificate shall remain unchanged.

4.10 Certificate

4.10.1 The ICFA-AC will provide a certification document to the certified client that clearly conveys, or permits identification of:

- a) The name and geographic location of the client.
- b) The dates of granting, extending or renewing certification,
- c) The expiry date or recertification due date consistent with the recertification cycle,
- d) A unique identification code,
- e) The certification criteria, including issue number and/or revision, against which the product(s) are certified,
- f) The scope of certification with respect to product(s) as applicable at the identified site,
- g) The name, address and certification mark of the ICFA-AC, other marks (e.g. accreditation symbol) may be used provided they are not misleading or ambiguous,
- h) Any other information required by the certification criteria used for certification,
- i) In the event of issuing any revised certification documents, a means to distinguish the revised documents from any prior obsolete documents

4.10.2 The effective date on a certification document shall not be before the date of the certification / recertification decision.

4.10.3 The formal certification documentation will include the signature of the individual(s) of the CB assigned such responsibility.



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4.11 Fee

4.11.1 A fee shall be charged to the client for various activities of the scheme, without any discrimination between units, geographical location, size of the unit.

4.11.2 The ICFA-AC fee structure will be publicly accessible on website: www.agrocert.in and also be provided on request.

4.11.3 ICFA-AC will notify and obtain consent to its fee structure from the clients prior to grant of certification. As and when the fee undergoes a change, the same will be communicated to all applicants and clients certified under this scheme of certification for their acceptance.