



Organic Food Federation

Explanatory Note 322

These notes are intended to help applicants comply with the USDA National Organic Program standards. They are not exhaustive and are for explanation only. In cases of doubt the current version of the NOP Regulatory Text must be consulted.

EXPORTING TO THE USA?

To export organic products to the United States your production facilities, the products that you export and the products that you purchase for the purpose of exporting must be certified as compliant with the United States Department of Agriculture National Organic Program (NOP) Standard.

Your NOP inspection **\$205.403**

The Organic Food Federation is responsible to Defra who are appointed by the United States Department of Agriculture (USDA) to appoint certification agents in the UK. We and other certification agents operate in the UK to certify to the NOP Standard. The basis of maintaining approval is site inspection. The USDA requires that producers, processors and handlers who apply for certification to the NOP Standard allow Certification Agents to inspect their site with or without prior notice.

1. The purpose of on-site inspections is to:
 - a) Verify that your operation is in compliance with the NOP Standard and that all non compliances arising from a previous inspection (by us or any other certifier) have been corrected.
 - b) Verify that your OSP accurately reflects the activities of your operation.
 - c) Ensure that prohibited substances have not been applied and that co-mingling of organic and non organic agricultural products have not occurred.
 - d) Verify that our organic outputs (i.e. your harvest, yield, production of goods, sale of goods) have not exceeded your organic inputs (e.g. seed, stock, feed, raw materials, purchases).
 - e) Verify the production or handling capacity of your operation.
 - f) Verify your processing operations have been registered and inspected by your local Trading Standards Dept.
2. Our inspectors are not permitted to give you advice.
3. We are not permitted to inspect you unless your OSP has been completed and approved. You must notify us of any intention to change your OSP so that we can approve the changes before they are implemented.
4. We will conduct an opening meeting at which we verify
 - a) who is responsible for your operation, the physical address of the operation and the mailing address (if different)
 - b) your telephone, fax and e-mail contact details.

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- c) that the corrective actions taken from the previous inspection or following any reportable event in the interim.
- 5. During the course of the inspection we will verify that the organic certificates for materials purchased are valid and acceptable to NOP, we also examine documentation for incoming and outgoing goods.
- 6. We will conduct a closing meeting at which you must ensure that a knowledgeable and accountable member of your organisation is present
 - a) We review the inspection and any non-compliances that have been identified.
 - b) We write out a non compliance report.
 - c) You propose the necessary corrective actions.
 - d) We agree a timescale for their completion.
 - e) We verify that the records seen have been accurate and complete and request additional information if needed.
 - f) We provide a receipt if any samples are taken
- 7. A full inspection report will be completed and sent to our certification officer for evaluation. The results will be communicated to you with a copy of the report and confirming any additional action needing to be taken on your part. If there are major compliances your certificate may be cancelled or suspended until they have been corrected.

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