

ORGANIC STANDARD: NPOP

Internal Inspector Competency requirements: Suggested

Internal Inspectors play an essential role in organic certification. Inspectors are the eyes and ears of the ICS group, responsible for verifying and documenting compliances to the standard requirements. They play a crucial role in protecting the integrity of the organic supply chain.

Applicants to meet minimum criteria in the following categories:

- Education
- Knowledge
- Communication Skills
- Work experience

Inspector qualifications can be broken down into several distinct areas:

S.NO	Check List	Yes	No	Remarks
	Minimum of Diploma holder or graduate in agriculture with the subjects on Crop Production//food science is recommended			
01	Knowledge :			
	<p>Inspector knowledge includes proficiency in inspection & auditing techniques; strong understanding and knowledge of the organic regulations; understanding of organic certification and inspection processes; and familiarity with the documents and procedures. It is essential this knowledge base be in the scope and scale of production in which the inspector is working.</p> <p>Inspectors must have a demonstrated understanding of organic certification and inspection processes, knowing their role and limitations within them.</p> <p>Knowledge on the Standard and ICS group structure</p>			
02	Skills			
	<p>Essential skills include keen observation; clear communication in spoken and written form , ability to request information and investigative skills, how to read a situation and interviewee, to listen and to allow an operator the space to convey answers to questions and the knowledge they hold of their operation.</p> <p>Observation skills: When conducting evidence-based inspections, a significant part of the on-site time is spent in the field or on the production floor, understanding the 'big picture' of a production system and observing the details which support (or contradict) the Organic System Plan.</p> <p>Interviewing is a technique inspectors use to gather information so appropriate interviewing techniques are required. Some good interview techniques are¹⁹ asking open ended questions, asking the same question a different way and paraphrasing.</p>			

	<p>Other skills and abilities vital to the inspector's role are a code of honest and ethical work practice; diplomacy; impartiality; and an overall professional approach to their work.</p> <p>Active listening: Active listening is a structured way of listening and responding. The elements of active listening are comprehending, retaining, and responding. The listener asks questions and paraphrases back to the speaker to clarify understanding. Listening carefully to operator responses reduces redundancy during the inspection, improves accuracy, and shows respect.</p> <p>Investigative skills ²⁶are required for all inspections, and especially those where the inspector finds inconsistencies during the on-site inspection (i.e., if prohibited substance use is suspected), when conducting complaint related inspections and in cases of suspected fraud.</p> <p>Sampling procedures: Correct sampling methods, appropriate handling of samples (packing, labeling, shipping) and proper chain of custody impact the validity of test results. These activities must be done according to the ACA's contracted laboratory procedures.</p> <p>Personal Attributes: Inspectors should possess personal attributes³⁵to enable them to perform inspections in accordance with principles of auditing</p>			
03	Work Place Experience Recommended			
	<p>Overall work place experience of three years .An inspector must have experience inspecting the specific scope of operations to which they are assigned. Organic inspectors should have a minimum of one year work place experience in the scope²¹in which they will be inspecting.</p> <p>Inspection experience (at least 2 years and some inspections Examples of work place experience Growing up on a farm and actively participating in the daily and seasonal asks Operate own farming operation Employment on farming operation Farm manager</p>			
04	Completion of Initial training			
	<p>Two days training on ISO 19011 audit principles from qualified ISO Lead Assessor</p> <p>Completion of Witness Inspection by Qualified inspector</p>			

Note: For detailed competency requirements, you need visit the organic scheme owner APEDA (www.apeda.gov.in)

Date
Place
Document Version