

Internal Farm Auditor Qualification Matrix . QMS Section 12.2

GlobalG.A.P IFA Smart QMS Check list FV v6 June 2022

QMS check list Reference	Standard Requirement	Internal Farm Auditor Evaluation		Remarks
		Compliance	Non-Compliance	
12.2.(a)	Educational Qualifications :			
	A post-high school diploma in a discipline related to the scope of certification (plants and/or livestock and/or aquaculture); or an agricultural high school qualification with two years of experience in the relevant scope after qualification; or any other high school qualification with three years of sector-specific experience (e.g., farm management, including owner operators, in the relevant product; commercial consultant in the relevant product; field experience relevant to specific products) and participation in educational opportunities relevant to the scope of certification			
12.3.3	Technical skills and qualifications internal farm auditors			
12.3.3 (a)	One-day practical audit training setting out basic principles of auditing			
12.3.3 (b)	Observing two CB or internal GLOBALG.A.P. farm audits or other by an already qualified auditor, and one successful witness audit by the internal QMS auditor by a qualified internal farm auditor or by the CB.			
12.3.4	Technical skills and qualifications - Training in food safety and good agricultural practices for internal farm auditors			
12.3.4 (a)	Training in the HACCP system either as part of formal qualifications or by the successful completion of formal training based on the principles of the Codex Alimentarius or training in food safety management standards (e.g., ISO 22000, BRCGS, IFS, PHA).			
12.3.4 (b)	Food hygiene training either as part of formal qualifications or by the successful completion of formal training.			
12.3.4 (c)	Plant protection, fertilizer, and integrated pest management training, either as part of formal qualifications or through the successful completion of formal training; all formal trainings by specialists on these topics.			
12.3.4 (d)	In all cases internal auditors shall have practical knowledge about the products they are auditing. Experience may be complemented by trainings on product characteristics and handling operations. These trainings can be done internally.			
12.4	Communication Skills			
12.4 (a)	Internal auditor(s) shall have “working language” skills in the corresponding native/working language. This shall include locally used specialist terminology in the respective working language			

12.4 (b)	Exceptions to this rule shall be clarified beforehand with the CB before the internal audit.			
12.5	Independence and Confidentiality			
12.5 (a)	Internal auditors are not allowed to audit their own work. Independence of key staff shall be controlled and ensured by the QMS (i.e., an internal farm auditor cannot evaluate his own operations or a producer he has consulted in the last two years			
12.5 (b)	Shall strictly observe the producer group's/multisite producer's procedures for maintaining the confidentiality of information and records			
	Others			
	Witnessed by			
	Final Conclusion on Qualification	Qualified for the crop scopes		

Note:

1. The Internal Audit of Producer member site (Farm) to be conducted by Internal Farm Auditor meeting the above qualification requirements. Otherwise the farm audit becomes void and certification process is affected.
2. The template for qualification report is prepared by us to the best of our judgement and the visitor must always visit the GlobalG.A.P website for the correctness of the information provided in the template and for updates

	<p>Notes:</p> <ol style="list-style-type: none"> 1. Only qualified inspectors as per the above matrix to conduct the internal inspections of the member framers of the group using applicable IndG.A.P Control Points and Compliance Criterial check lists. Otherwise the conducted inspection becomes void. 2. Food safety, Food Hygiene trainings can be conducted by the qualified lead auditor trained on HACCP/ISO 22000, in case these are not covered in the subjects of formal qualifications (Diploma or degrees subjects). 3. Training on ISO 19011 can be given by the qualified lead auditor trained on ISO 9000/HACCP/ISO 22000. 4. While doing evaluations under Column 4, put yes in case of compliance and Put no in case of non compliance. 5. Inspector detailed profile and all copies of formal qualifications and training certicates duly attested by the inspectors to be maintained as record by the Group. 6. Records of Profile and formal qualifications of Lead auditors who provided the ISO 9000 /HACCP/ISO 22000 to the inspectors as per the requirements above to be maintained. 7. Always visit the website of quality council of India (www.qcin.org), which is the scheme owner for IndG.A.P for updates on the requirements of Inspectors.
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