

Important Points related to performing of producer sites internal inspections within the ICS Group

1. Chapter 5 and Para 5.4.2 provides requirements of internal inspections of the members of the ICS Group.

2. Frequency:

At least two inspections of the group (one in growing season of each crop) shall be carried out by the internal inspector and will be documented.

3. Competency of Internal Inspector

- Refer to Inspector Qualification Matrix.
- Internal inspections become void, if the internal inspections are conducted without meeting the above requirements.

4. Use of Internal or External inspectors

- In case, the Group does not have the qualified internal inspectors then it can engage the external inspectors meeting the above requirements.

5. Language

- Internal inspector shall have working language skills in the corresponding native/working Language. This shall include locally used translator if necessary.

6. Training

It is recommended that five kinds of training be required before beginning supervised inspection work:

- Education in the scope
- General auditor training
- Standards training
- Specific organic inspection training
- Training to certifier procedures and paperwork

7. Conflict of Interest

- Internal inspectors are not allowed to audit their own work or a producer they have consulted in the last two years.

8. Inspection Report Format

- The format of the internal inspection is at Annex 5 of the NPOP Standard **Nov 2014.**
- The inspection will be carried out in presence of the member or his representative and must include a visit of the whole farm, storage of inputs, harvested products, post harvest handling and animal husbandry
- In case of severe non-compliance, the results will be reported immediately to the ICS manager and all measures will be taken according to the internal sanction procedures

9. Submission of Reports:

- All the inspection reports to be submitted by the internal Inspectors to the ICS Manager

Note:

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