

**India – NPOP****USDA – NOP****EEC – 2092/91**

The Certification process of OneCert is divided into 5 steps:

**STEP-1:- Registration and Application:-**

For obtaining Organic Certification the first step is to be registered with OneCert Asia who in turn will provide you with an application packet. The packet contains the **Application form, Agreement, Organic System plan, Field history sheet (for crop- Ind., Grower Group, Wild harvest), Farm Product & Inventory list, Organic Product Profile and Grower Group Questionnaire (for Crop Production Grower Group)**. In **Organic system plan** information about Record keeping, Production detail, detail of Input Use (for fertility, pest and disease management), Preventive measures, and the methods used for prevention of contamination and commingling are required. While submitting the Organic system plan one must attach the Facility Map, Soil and Water test, Product label presently in use or to be used in future.

**STEP-2:- Application Review:-**

Once your complete application is received, we will review the same on the basis of applicable standards. If any incomplete information/non compliance is found or any additional information is needed, we will contact you. Once required information is gathered or non compliance is over, an on site audit is planned on a mutually agreed date and time. This reviewing of application usually takes about a couple of days based on the information provided by applicant.

**STEP-3:- Inspection:-**

On the prescribed date a trained Organic Inspector, familiar with your type of operation will reach your facility. The Inspector will thoroughly examine each method Production and documents of your operation and facility for the verification of your plan in an accurate description of Organic standard compliance. During an exit interview he will summarize his findings and asks for any additional information, if required. Inspection normally takes half a day to 3 days depending upon the complexity of operations.

**STEP-4:- Secondary Review:-**

After submission of the inspector's report, it is reviewed to evaluate compliance with the applicable standards. During the Secondary Review if more information is required we will contact you. After the receipt of report from the inspector, the Secondary Review generally takes 2-4 days.

**STEP-5:- Certification Decision**

After completion of the Secondary Review, the file is sent to the US head office for the final decision where it takes 1-2 weeks. After receiving the final decision from our US head office, you will receive your Organic Certificate along with a covering letter citing the conditions for awarding certificate. The Organic Certificate contains name of your company, address, category of certification and list of certified Organic product. The entire Certification Process may take about 4-12 weeks depending upon documents and co-operation provided.

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