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ECOCERT SA CERTIFICATION PROCESS/认证程序

According to National Organic Program (NOP)

依据国家有机计划 (NOP)



PREAMBULE/前言:

ECOCERT has been delivering product certification and audit services for over 25 years. Our proven experience enables us to operate a certification scheme for your products in compliance with organic farming requirements according to the National Organic Program (NOP). /ECOCERT 提供产品认证和审核服务已有 25 年的时间。我们丰富的经验能够使我们的运行认证方案，为您的产品提供依据国家有机计划（NOP）的认证服务。

Thanks to a global network, worldwide offices and cross country audit pools, ECOCERT is able to operate such certification scheme in most countries. /得益于 ECOCERT 的全球化网络、世界范围内的办公室以及跨国的审核资源使得 ECOCERT 可以在大多数国家运行这样的认证方案。

A detailed list of all subsidiaries and services is available on the official website www.ecocert.com/您可以在我们的官网上 www.ecocert.com 查询所有子公司及服务的详细清单。

ECOCERT SA is accredited by the USDA for the certification of plant production, animal production, wild collection and processing/handling according to the NOP standard. /ECOCERT SA 获得了 USDA 的认可，可以供依据 NOP 标准的植物产品、动物产品、野生采集以及加工/贸易的有机认证服务。

The certification issued by an independent organization provides objective evidence of compliance with the requirements of a certification scheme. It is a proactive process whereby the operator becomes responsible for the compliance of his operation with the requirements of the organic farming certification scheme. /由独立组织签发的证明文件是符合某个认证方案要求的客观证据。它是一个促使操作者对其操作符合有机农业认证方案要求负责的积极方法。

This document aims at providing a description of the key stages of the certification process according to the NOP and does under no circumstances supersede applicable regulations. It is however a contractual document enabling you to familiarize yourself with the requirements to be met for organic certification. ./该文件的目的是描述依据 NOP 标准认证的主要认证过程以及绝不可以替代的适用条款。同时它是一个契约文件，能够使您熟悉满足有机认证的要求。

Ultimately, the purpose of certification is to provide your consumers and end users with added value organic products. /最后，认证的目的是为您的消费者以及终端用户提供具有附加值的有机产品。



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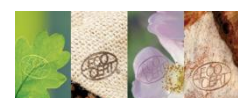
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I. DEFINITIONS/定义

The definitions of the terms used in this document are available in Annex 1. /本文件中用到的术语定义见附件 1。

II. APPLICABLE SCHEME/适用方案

Ecocert SA operates a certification scheme according to the standards set by the National Organic Program (NOP) and regulated by the US Department of Agriculture (USDA). /ECOCERT SA 运行的认证方案是一个跟据国家有机计划（NOP）标准建立的方案，由美国农业部（USDA）管理。

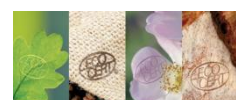
Documents associated to the scheme are available upon request or on the USDA website <http://www.ams.usda.gov/AMSV1.0/NOPNationalOrganicProgramHome>, or upon request.; 您可以通过询问或登录 USDA 网站 <http://www.ams.usda.gov/AMSV1.0/NOPNationalOrganicProgramHome> 获得或向 Ecocert 索要与该认证方案相关的文件。

The marketing of organic products certified by Ecocert SA in the US is regulated by/ 由 ECOCERT SA 认证的有机产品在美国的销售应遵守：

- The **National Organic Program (NOP)** (applicable standards available on the USDA website <https://www.ams.usda.gov/rules-regulations/organic> hereafter entitled “Standard”)./ 国际有机计划（NOP）（适用标准可在 USDA 网站 <https://www.ams.usda.gov/rules-regulations/organic> 获得，以后称之为“标准”）
- **The NOP Program Handbook** (applicable handbook version available on the USDA website <https://www.ams.usda.gov/rules-regulations/organic/handbook> / 计划手册（适用的手册版本可在 USDA 网站 <https://www.ams.usda.gov/rules-regulations/organic/handbook> 上获得。)

In addition to the specific requirements of the above certification scheme, the requirements of the certification system must also be complied with/除了以上认证方案的特殊要求，认证体系要求必须满足：

- The present and applicable certification process available on our website TS01(NOP) /在我们网站上可以获得现行有效的认证程序 TS01(NOP)
- Rules on references to Ecocert and the Ecocert certification logo: TS17 (www.ecocert.com/en)/ 关于 Ecocert 和 Ecocert 认证标识的参考规则：TS17 (www.ecocert.com/en)
- Our general conditions for certification/我们的认证通用条款。



III. ACCESS TO SERVICES PROVIDED BY ECOCERT SA/如何获得 ECOCERT

SA 提供的服务

The scope of the regulation extends to all stages of production and handling including the basic production of organic products (plant production, animal production -except animal production from aquaculture - and wild collection) up to product processing and labelling. / 标准涵盖范围涉及生产和经营的各个阶段，包含有机产品的基础生产（植物生产、除水产动物生产以外的动物生产，以及野生采集）直至产品加工和贴标。

The NOP standard provisions for the exemptions and exclusions of specific types of operators/以下类型的操作者可以免于或不予 NOP 认证:

- Operators with an annual turnover of less than \$5000 with regards to organic production and organic products are not sold as ingredients to other operators. These operators must however comply with the requirements set by the NOP in subpart C (requirements on production and handling of organic products) and the \$205.310 (labelling). /与有机产品有关的年营业额低于\$5000 的操作者，并且有机产品不作为成分卖给其他操作者的。但是这些操作者必须满足 NOP 的 C 部分（有机产品的生产经营要求）以及 205.310 中的标识要求。
- restaurants and/or retail food outlets not carrying out any processing of organic products or not processing any products on-site to ready to be consumed or already labelled as organic./不进行任何有机产品加工或不在现场加工任何产品以备消费或已标识为有机产品的餐厅和/或食品零售商。
- Operators handling products containing less than 70% organic ingredients or identifying organic ingredients only in the information section of product labels. These operators must however comply with the requirements set by NOP paragraphs 205.272, 205.305, 205.310 and 205.101(c)./经营的产品中有机成分低于 70%或仅在产品标签的信息部分体现有机成分。但是这些操作者必须满足 205.272, 205.305, 205.310 以及 205.101(c)中的要求。
- Operators handling prepacked organic products without further processing or repacking. These operators must however comply with the requirements set by NOP paragraphs 205.272./经营包装后的产品并且不再进行进一步的加工或再包装的操作者。但是这些操作者必须满足 205.272 中的要求。

With the exception of grower groups, organized systems of wild collection, of operations on rented land, of service or equipment providers and carriers, each operator must be independently contractually committed to Ecocert for the certification of their operations. even though acting only as a preparer on behalf of a certified third party./除了小农户组织、野生采集的组织体系、租赁土地的生产、服务或设备的供应商以及运输公司外，每个操作者必须分别与 ECOCERT 签订合同为其操作申请认证，即使只是代表已获证的第三方的“制备商”。



IV. CERTIFICATION PROCESS STEP BY STEP/认证程序： 逐个步骤

The provision of the certification services is based on an annual cycle. If all certification requirements are met, the process will lead to organic certificate issuance of renewal enabling you to market products with a reference to the NOP organic certification by Ecocert SA./ 认证服务的周期是一年。如果满足了所有认证要求，将会签发更新的认证证书，届时，您可以在销售产品时提及经过 ECOCERT SA 的 NOP 有机认证。

The main stages of the certification process are as follow/认证过程的主要步骤如下：



A. Your application for certification/认证申请

a. Content of the your application /您申请的内容

In order to provide you with all the required data for the successful completion of the certification process, we can send you the following documents via attachments or hyperlinks to access them /为了给您提供顺利完成认证过程所需要的所有数据，我们将通过附件或链接提供给您下列文件：

- Applicable version of the NOP standard and associated documents/适用版本的 NOP 标准以及相关文件
- Regulation guidelines in relation with your operation/与您的操作相关的标准指导性文件
- This certification process document /本认证程序文件
- The certification application form/认证申请表
- The applicable price schedule/适用的价格表

The application for certification can also be done directly online either on the link <http://application.ecocert.com/> or through the application form filled and providing the data needed to carry out the so-called “application review”. The application review consists in a feasibility study and the definition of your project specifications, for the following purposes/ 认证申请也可以在 <http://application.ecocert.com/> 链接网站直接在线申请或通过填写的申请表申请，并提供 “申请评审” 所需的信息。申请评审包含可行性研究以及您项目特性的界定，以达到以下目的：

- Ensuring that you have read all the standard’s requirements/确保您已经阅读所有的标准要求。
- Checking that all the required information have been provided/核实已经提供了所有所要求的信息。



- Carrying out a feasibility study for the certification of your products based on your data provided/依据提供的数据对您的产品的认证进行可行性研究

b. Causes of application rejection by Ecocert SA/可能引起申请被 ECOCERT SA 拒绝的原因

Ecocert SA may have to reject a an application for certification, to deny to sign a certification contract with a company or to carry on a certification process with a client for reasons relating to its organization, to the operator, his products or his activity, and/or for external reasons namely /由于组织架构、操作者、产品或活动的相关原因或外部原因，Ecocert SA 可能不得不拒绝一份认证申请，拒绝与公司签订认证合同或继续认证程序，原因包括：

- Proven non-conformity(ies) with the standard/被证明不符合标准
- Conflict of interest that may impact the impartiality of our decisions/存在可能影响我们决定公正性的利益冲突
- Operations considered to be out of scope with the standard/操作超出标准的涵盖范围
- Proven implication in illegal activities/被证明涉及违法活动
- Identified health risks to the consumer/存在已识别出的对消费者健康的风险
- Production practice impacting human and/or environmental rights/影响人类和/或环境权利的生产操作
- Geographic locations associated with technical issues or high risk for traveling auditors/staff./位于因技术原因不能到达或对审核员/员工旅行存在高风险的地理位置
- Companies associated with high financial risk/财务风险高的公司
- Lack of qualified and competent staff (technical skills, languages...) able to meet the need of the client./缺少有资格及有能力的员工（技术能力，语言...）不能满足客户的需求。
- Prohibition of certification imposed by a local competent authority/当地主管部门禁止认证的情况
- Impossibility to meet the local requirements, prerequisite to NOP certification.../无法满足当地要求，NOP 认证的先决条件

B. Formal certification contract/正式的认证合同

a. Issuance of a quote for your project/签发项目报价

Based on the data provided by you, we will issue a customized quote, valid for the current calendar year and based on the estimated working time required (audit, review, evaluation etc.). ECOCERT will review your operations and risk factors will also be taken into account for the estimated time. Main criteria to be considered are: /根据您提供的信息，我们将基于估算的



所需工作时间（审核、评审、评估等）签发一个报价，有效期为当前年度。ECOCERT 将评审您的操作，并且估算的时间也将考虑风险因子。主要考虑的条件如下：

- Type of operation/操作类型
- Number of sites to be audited/审核的场所数量
- Number of persons to interview (case of Grower groups and/or organized system of wild collection)/ 采访人数（小农户组织和/或野生采集的有机体系）
- Type of internal control system/内部控制体系类型
- Size of the facilities (number of hectares, animals etc.) /设施大小（面积大小、动物数量等）
- Number of products to be certified/认证产品数量
- Applicant's file history/申请者历史
- Technical risks/技术风险

The initial quote includes all activities to be certified and is sent with our general Conditions for certification. /初始报价包含认证的所有操作并且连同我们的认证通用条件一起发送。

With the exception of complex cases, a quote should be issued within 15 days upon receipt of the full application. /除了复杂案例以外，报价应当在收到完整申请后的 15 天内签发。

b. Contractual documents /合同文件

Your certification contract with ECOCERT SA consists in the applicable versions of the following documents: /您和 ECOCERT SA 的认证合同包含如下文件的适用版本：

1. General conditions for certification/认证通用条件
2. This certification process document /本认证程序文件
3. The quote/报价

c. Formal commitment/正式的承诺

Once you have signed the certification quote, you are contractually bound to ECOCERT SA with immediate effect. With the signature of the contract, you commit to operate in compliance with our general conditions for certification and more specifically with the requirements set by the standard. /一旦您签署了认证报价，您与 ECOCERT SA 签订的合同将立即生效。合同的签名意味着，您承诺操作符合我们的认证通用条件，特别是标准规定的要求。

Please note that a contract signature occurring late in the year may lead to a certification effective that same year, provided that the following conditions are all met: / 请注意，如果满足下列全部条件，在年底签署的合同也可导致今年认证生效：

- the optimum audit time (depending of the type of operation: harvest time, start of processing operations etc.) falls between the contract start date and the end of the



calendar year/最佳审核时间（取决于操作类型：收获时间，加工操作开始时间等）在合同开始日期到年底之间

- a detailed description of your operations (please refer to paragraph C.a) has been provided within a tight deadline/您已在规定期限内提交了详细的操作描述（请参考 C.a 段）
- our auditors are available to carry out the audit (namely before harvest or collection for plant productions) / 我们的审核员可以执行审核（植物生产：在收获或采集之前）
- the instalment provided in the quote duly paid before audit. /在检查日期前已经支付报价中相应的费用。

If one of the above requirements are not met, the audit and certification process may be postponed to the following calendar year. /如果上述要求中任何一条不能满足，检查和认证程序可能会被推迟到下一年度。

C. Initial Evaluation/初始评价

The initial evaluation aims at assessing the compliance of your operation with the requirements of the standard. /初始评价主要目的是评估您的操作是否符合标准的要求。

a. Documentary requirements & preparation for the onsite audit/文件要求及现场审核准备

Once the contract is signed, ECOCERT will ask you to provide a detailed description of your operation with the following information: /一旦签订合同，Ecocert将请您提供一份有关您操作的详细描述，至少包含下列数据：

- The administrative details of your company/您公司管理的描述
- The full description of your designated units and/or facilities and/or operations/您的指定单元和/或设施和/或操作的完整描述
- All procedures and actions implemented onsite in relation with the designated unit and/or operation to ensure that the operation is handled in compliance with the requirements of organic farming/指定单元和/或操作中提到的现场实施的所有程序和活动，要确保其操作符合有机农业的要求
- The full list and the detailed content of the inputs used in your operation as well as their conditions of use/操作中使用的投入物完整清单和详细内容以及它们的使用条件。
- The description of monitoring procedures/监控程序描述
- The description of your accounting management and record system/财务管理和记录系统描述
- Precautionary measures implemented in order to minimize the risk of contamination by unauthorized products or substances and cleaning measures implemented at storage places and all along the production chain of the operator /实施的预防措施，以尽量减



少来自禁用产品或物质的污染风险，以及在仓储场所和操作者的全生产链实施的清洁措施

- Your certification history/您的认证历史
- Any other information required by Ecocert for your compliance assessment/Ecocert 要求的其他信息以便完成您的符合性评估

The document will have to be duly dated and signed by you. /这份文件必须由您签字并注明日期。

Upon receipt, your OSP will be assessed by ECOCERT to check the NOP compliance of listed practices and that all the data required have been provided. If possible deficiencies and non-compliance with the organic production rules are identified, a notification of non-compliance in this regard will be sent to you in writing./一旦收到，ECOCERT将会评估您的OSP，核查列出的操作及提供的所有必需数据与NOP的符合性。如发现可能存在的缺陷和不符合有机农业生产规则，我们将以书面形式向您发送此方面的不符合通知。

You are afterwards responsible for the implementation of all corrective actions in your practices and management system in order to achieve compliance and notify us with an updated OSP./ 随后，您负责在您的实际操作活动和管理体系执行全部的整改措施，以符合要求，并通过更新OSP告知我们。

This stage is also an opportunity for Ecocert to confirm the time required for the onsite audit that was previously estimated at the time of issuing a quote. /这一阶段对于ECOCERT也是一个确认现场审核所需时间的机会，因为先前签发报价时是预估的时间。

The on-site audit scheduled and assigned once the OSP has been approved as complete and compliant./一旦 OSP 完整并符合要求，我们将安排和委派现场检查。

Finally, the auditor assigned for the audit will liaise with you and plan a date for the on-site audit. /最后，被委派审核的审核员会与您联系并确认现场审核的日期。

b. The on-site audit/现场审核

In order to optimize your audit preparation, we recommend to refer to the guidelines available for download at our website www.ecocert.com/en . If need be, your contact person at Ecocert will clarify some regulatory requirements with you. /为了更好的准备您的审核工作，我们建议您去我们的网站www.ecocert.com/en下载指导书。如果有需要的话，您的Ecocert相关联系人会向您说明一些控制要求。

The purpose of the on-site audits is to assess the product and operation compliance with the requirements of the certification standard. Audits are carried out in your presence on all the sites of production, processing, packing operations... /现场审核的目的是为了评估产品和操作符合认证标准的要求。审核会在您的所有生产、加工、包装……操作现场进行。

Below are the different stages of the audit: /以下是审核的不同阶段:





When analyses are required, samples will be collected in your presence or that of your authorized representative, who signs the supporting documents. The specifications for the **tests as well as the laboratory to carry out the test are assigned by Ecocert SA.** / 当需要检测时, 样品要在您或您的授权代表在场时采集, 由您或您的授权代表签署相关证实文件。检测指标及实验室由 Ecocert SA 指定。

If need be, the auditor may choose to leave one of the collected samples in your premises. This sample must be stored in appropriate conditions in order to avoid any deterioration (freezing recommended). Its purpose is only for counter analysis, if applicable it will be dispatched by you, by the auditor or an authorized third-party in accordance with Ecocert SA's instructions and sent to the laboratory appointed by Ecocert SA. /如果需要的的话, 审核员可以选择将其中一个样品留在您的场所。这份样品必须在适当的条件下储存, 以避免任何变质 (建议冷冻)。其目的仅用于对比分析: 适用时, 依照 ECOCERT SA 的规定, 样品可由您、审核员或授权的第三方机构寄出并送至 Ecocert SA 指定的实验室。

In all cases, all samples collected will remain Ecocert's property and test results will always be sent out to you. /所有情况下, 所有采集的样品仍然属于 ECOCERT 的财产, 并且检测结果将发送给您。



Please note: on-site audits are not always announced in advance. In the case of an unannounced audit, you have the obligation to grant access to your operations and premises. For this reason we will require from you to identify a representative on each of your sites/units who will enable a smooth performance of these audits.. / **请注意:** 现场审核并不都是提前通知的, 如果是不通知的审核, 您有义务允许访问您的操作和场所。因此, 我们将要求您确定每个场所/单元的代表, 以便顺利执行这些审核。

Please note: you have the right to refuse the staff assigned by ECOCERT at any stage of the certification process on reasonable grounds (e.g. conflict of interest) / **请注意:** 您有合理理由时有权在认证过程的任何阶段拒绝由 Ecocert 分配的员工 (例如: 利益冲突)

Please note: Special case of grower groups – Ecocert may carry out audits of selected members only (partial audit) provided an Internal Control System (ICS) is implemented and will be assessed by ECOCERT before and during the audit. For more detailed information, please refer to Ecocert guidelines entitled “TS01 (EC-NOP) Guidelines on the organic certification of grower of growers groups”. / **请注意:** 小农户特例—提供已经实施的内部控制体系 (ICS) 并经 ECOCERT 在审核前及审核过程中评估后, ECOCERT 可以审核选定的农户 (部分审核)。更多详细信息, 请参考 Ecocert 指导书, 标题为 “TS01 (EC-NOP) Guidelines on the organic certification of grower of growers groups”。

c. Audit conclusions /审核结论

During the audit, findings can be noted and require actions (so-called corrective actions) from your side. /在审核过程中, 可能会记录检查发现, 并要求您采取行动 (即整改措施)。

At the end of the audit, you will be presented a detailed list of the findings that may have been noted to be co-signed by you. /在审核结束时, 将提供给您详细的审核发现清单, 需要您签字确认。

Finally, the detailed audit findings and test results (if applicable) will be submitted to ECOCERT for full review. If minor issue(s) and/or non-conformity(ies) have been noted, you will receive a written notice listing them all detailing the deadlines to answer them and further evaluation tasks required to check that they have been duly addressed. /最后, 详细的审核发现和检测结果 (如果适用) 将会提交至 ECOCERT 进行全面评审。当出现细小问题和/或不符合项时, 您会收到一份书面通知, 列出所有细小问题和/或不符合项及详细的反馈期限以及检查这些问题是否得到妥善处理所需的进一步评价任务。

d. Evaluation of implemented corrective actions /评估实施的整改措施

At this stage, if you choose to continue the certification process, you are required either to propose corrective actions to each noted non-conformity within the time limits set for this purpose (set in the notification sent to you) or to the rebut the deviation and provide



appropriate evidence. /在这一阶段，如果您选择继续认证程序，您需要：在规定的期限内（在发给您的通知中做了规定）提出针对每一不符合项的整改措施，或反驳不符合项并提供适当的证据。

For the continuity of certification process, the proposed corrective actions must be relevant and exhaustive. Depending on the noted non-conformity, you will be required to identify the cause of non-conformity and its extent (products and activities impacted by the non-conformity). /为了认证程序的连续性，您提出的整改措施必须有效且详尽。根据所指出的不符合项，您需要识别不符合原因及其影响范围（受不符合项影响的产品和操作活动）。

If the items submitted are deemed insufficient, you will be required to propose new corrective actions before the end of the deadline. /如果提交的整改不充分，您将被要求在截止日期结束前提出新的整改措施。

Depending on the additional evaluation tasks required to check that non-conformities have been addressed, Ecocert may have to: /依据附加的评价任务，即需要核查不符合已经处理，Ecocert 可能不得不：

- Carry out a new onsite audit/进行新的现场检查
- Take new samples for testing/重新取样检测
- Carry out a documentary assessment/进行文件评审

D. Review of the evaluation conclusions and certification decision / 评价结论的评审和认证决定

A review of the relevance and assessment activities and their exhaustiveness is carried out and recorded by Ecocert. This review takes into account the conclusions of all assessments and any other relevant data. /Ecocert 评审并记录了相关性、评估活动及其详尽性。本评审考虑所有的评估结论和任何相关的数据。

If all stages of the evaluation are deemed comprehensive and relevant, a certification decision is made accordingly. The decision may be positive or negative. /如果评估的全部阶段被认为是全面的和相关的，将会做出相应的认证决定。该决定可以是正面的也可以是负面的。

In order to make the certification decision, Ecocert takes into account a sanction catalogue listing all potential non-conformities and links them with a severity level. This plan defines namely the measures to be taken and establishes the implementation rules. The intentionality, the fraudulent nature and the recurrence of a non-conformity are also taken into account to determine the follow-up to the certification process. This enables an impartial treatment of the certification files./为了做出认证决定，Ecocert 考虑了所有潜在不符合项的制裁目录清单，并将其与严重程度相关联。该计划定义了要采取的措施并确定了实施规则。此外，还考虑了意图、欺诈性质和不符合项的重复发生，以确定认证过程的后续行动。最终确保能够公正地处理认证文件。



- If the certification decision is positive, the certification documents will be sent to you. /如果认证决定是正面的，认证文件将发送给您
- If the certification decision is negative, in full or in part, a written notice of non-conformity and of denial of certification will be sent to you detailing the reasons. This denial may be related to part of your operation or the whole operation. In such cases, you may apply for certification anew, starting the process all over from step A /如果认证决定(全部或部分)是负面的，将会给您发送一份写明详细原因的不符合项和否定认证通知。否定认证可能与您的部分操作或整个操作有关。在这种情况下，您可以重新申请认证，从 A 步骤开始认证程序
- The conclusions of the review may also lead to the identification of additional evaluation tasks that are required before a certification decision can be made: certification is thus pending. If the required conditions are not met within the time limits, Ecocert will proceed to the certification denial of the concerned products. /评审的结论可能导致在做认证决定前要求额外的评估工作：认证待定。如果在规定的时间内未满足要求的条件，Ecocert 将会否定认证相关产品。

The different negative certification decisions connected with detected non-conformities are detailed in paragraph J below./发现的不符合项相关的不同负面认证决定详见下文 J 段。

E. The Organic certificate /有机证书

Organic certificates are issued when the decision to grant certification is positive. They will clearly mention:/当授予认证的决定是正面的同意认证时，将会签发有机证书，并清晰地说明：

- The company name and address/公司名称和地址
- The details and address of Ecocert SA /Ecocert SA 的地址和详细联系方式
- The date of 1st certification/首次获证的日期
- The certificate issuance date/证书签发日期
- The anniversary date (when you must submit your annual documentary update OSP)/年度更新日期（必须提交年度更新文件 OSP 的时间）
- The scopes of products by operations (crops, livestock, wild collection, processing/handling)/按操作类型划分的产品范围（植物生产、动物生产、野生采集、加工/经营）
- The list of certified products with associated certification category (“100% organic”, “organic”, “made with organic”, “organic livestock feed”) and/or “compliant process”/关联认证类别（“100%有机”、“有机”、“有机制造”“有机畜禽饲料”）和/或“合规过程”的认证产品清单
- The references “Certified to the USDA organic regulations, 7 CFR Part 205” and the phrase “Once certified a production or handling operation’s organic certification continues in effect until surrendered, suspended or revoked”./引用“Certified to the USDA organic regulations, 7 CFR Part 205”和“Once certified a production or handling operation’s organic certification continues in effect until surrendered, suspended or



revoked”（一旦生产或加工经营活动获得有机认证，证书将持续有效直到被放弃、暂停或撤销）。

Certificates issued by Ecocert are published and available online at www.ecocert.com. Check of validity and authentication may be done at any time. You will be notified by email or regular mail of the online availability of your certificate and you will be able to download or print them from the website. /Ecocert 签发的证书将会在 www.ecocert.com 上公示和提供。您可以随时检查和核对其有效性。我们将会通过电子邮件或普通邮件通知您可在在线获得您的证书，您可以在我们网站上下载或打印证书。

Ecocert SA cannot be held accountable for any operational costs incurred by you (e.g.: starting production, printing labels etc.) anticipating the certification decision not made yet by Ecocert, should the certification decision on the concerned products be negative. /当还没有做出认证决定时，Ecocert SA 不会承担任何由您预期的认证决定引起的运营成本（比如开始生产，印刷标签等），因为不排除相关产品的认证决定是负面的。

F. Transaction certificate / 贸易证书

Any transaction of NOP certified products (whether to the USA or between Third countries) may be accompanied with a NOP transaction certificate./NOP 获证产品（无论是美国还是第三国之间）的任何交易都可能附带 NOP 贸易证书。

This document is definitely not mandatory. It is in most cases issued upon request from your side though it is sometimes required by competent authorities or certification body in risky areas, for risky products and transactions./该文件绝对不是强制性的。在大多数情况下，根据您的要求签发，然而，对于一些高风险地区，主管部门或认证机构对风险产品和交易要求提供该文件。

Thus the transaction certificate is issued by the certification body of the seller for one or several consignments of certified products. /因此，贸易证书由卖方的认证机构签发，用于一批或多批发货的获证产品。

Applications for transaction certificates must be made latest before the arrival of the goods in the country of destination. In some cases however, the application will have to be submitted to Ecocert beforehand of the departure of the goods so that Ecocert may proceed to a physical check of the designated consignments before shipment. /贸易证书必须在货物到达目的地国家之前申请。但是，在某些情况下，必须在货物发货前向 Ecocert 申请，以便 Ecocert 可以在装运前对指定货物进行检查。

Applications must be accompanied with supporting documents enabling to confirm the compliance of all the batches consigned. They include not only transport and sales documents but also, depending on risk and type of transaction, documents/records corroborating the origin of raw materials, to trace and quantify the products back to the producer and to validate the “sanitary” compliance of the dispatched consignments (ex.



analyses result, phytosanitary certificate...)/申请时必须提供可以确认所有批次符合性的证明文件。它们不仅包括运输和销售文件，根据贸易的风险和类型，还包括原材料来源证明文件/记录，追溯和数量平衡至生产者，并验证货运的“卫生”符合性（例如分析结果，植物检疫证书.....）

Ecocert will inform you in advance of the specific requirements that may apply to your situation for the issuance of transaction certificates./Ecocert 将提前通知您可能适用于您签发贸易证书的特定要求。

G. Notice on the US-Canada organic equivalence arrangement/ 美国-加拿大有机等同协议条款

For your exports of NOP certified products to Canada, Ecocert may issue a notice as an annex to the annual certificate upon request, in compliance with the requirements of the US-Canada organic equivalence arrangement that you have meet./对于您出口 NOP 认证产品到加拿大，Ecocert 可以根据请求签发一份通知作为年度证书的附件，证明您已经符合美国-加拿大有机等同协议条款的要求。

The notice on equivalence is issued further to a product review and enables you to use the “Canada Organic logo” as provisioned in the US-Canada organic equivalence agreement, in compliance with the associated requirements set by the agreement and for the duration of the validity of the annual certificate. Organic products to be exported to Canada must be compliant with the requirements of both the NOP and US-Canada organic equivalence arrangement./继产品评审后，可以签发等同性通知并且在年度证书有效期内您可以依据美国-加拿大有机等同协议使用“加拿大有机”，符合协议设置的要求。

Please note:/请注意

- As the notice of equivalence is issued as an annex to the NOP certificate, the notice may only be used by the operator within the validity of the main certificate. Similarly, in order to qualify for equivalence, NOP exports to Canada must be done within the validity of the NOP certificate./因为等同性通知是作为 NOP 证书的一个附件签发的，所以操作者只能在主证书有效期内使用通知。同样的，为了获得等同资格，NOP 出口到加拿大必须在 NOP 证书有效期内完成。
- The issuance of the notice on equivalence cannot be considered as an evidence of product certification in accordance with the requirements of the Canadian Organic Regime; the notice on equivalence is only a statement on the equivalence of a NOP certified product intended to be exported to Canada./签发的等同性通知不能被视作产品依据加拿大有机标准要求认证的有效证明；等同性通知只是一份 NOP 认证产品出口加拿大等同认证的声明。



H. Surveillance and renewal of the certification process/监督及认证

过程更新

a. The Principle of surveillance/监督的原则

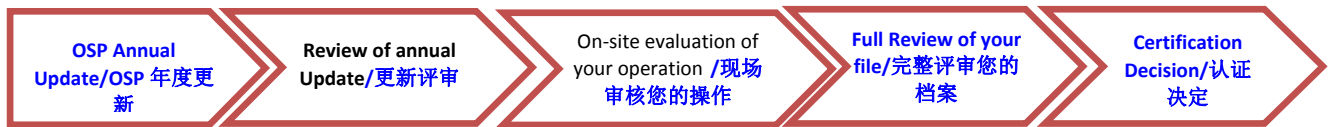
The certification process shall be automatically renewed each year, unless you have duly notified Ecocert of the termination of the certification contract within the deadline set in the applicable general or technical conditions for certification. /如果您没有在通用或技术条件中规定的最后期限内正式通知 Ecocert 终止认证合同，认证过程每年都会自动更新。

Moreover, as provisioned in paragraph 205.400 of the NOP standard, in order to obtain and maintain your NOP organic certification, you have to:/此外，根据 NOP 标准 205.400 章节的规定，为了获得并保持您的 NOP 有机认证，您必须:

- Be compliant with NOP requirement at all times/始终满足 NOP 要求
- Implement and update of your organic system plan(OSP) /执行并更新您的有机体系计划 (OSP) 文件。
 - 1- Without delay and in case of modifications in your system (practices, production tool, Manager...) our in the range of products to be certified/如果您认证产品范围内体系 (实践, 生产工具, 管理人员.....) 进行了变更, 请立即更新不要延误。
 - 2- At least every year and latest at the « anniversary date » mentioned on your certificate./至少每年更新, 并注意不超过证书上标明的“年度更新日期”。
- Allow an on-site audit giving full access for Ecocert to operational sites, including the conventional operations, all sites, offices etc./允许进行现场审核, 可以让 Ecocert 访问所有操作场所, 包括常规操作、所有场所、办公室等。
- Keep records of all organic operations for at least 5 years and make records available during normal business hours for auditing and copying/所有有机操作的记录至少保存五年, 并在正常的工作时间可以提供记录以供审核和复印。
- Pay all certification fees to Ecocert/向 ECOCERT 支付所有的认证费。
- Notify immediately Ecocert in following cases/如发生以下情况应立即通知 Ecocert:
 - o Non-permitted substances used on a plot of land, production or processing unit, on animals etc./在地块、生产或加工单元中使用了禁用物质, 或给动物喂食了禁用物质等;
 - o Change in any portion or in your full certified operation that may affect its compliance with the standard./您的部分或者全部已获证操作发生了可能影响其标准符合性的变化。

The renewal process follows the same stages of the certification process after the operator has provided an update/在操作者提交更新申请后, 更新程序应满足认证程序的相同阶段:





b. Risk analysis/风险分析

ECOCERT shall annually carry out a risk assessment in relation to your certification based on set criteria such as the type of products, the quantity of products sold, complexity of the operation, the previous assessment results and the implementation of a risk management plan in your operation. /ECOCERT 将会每年依据设置的标准对您的认证实施风险分析，设置的标准包括产品类型、产品销售数量、操作的复杂程度、之前的评估结果以及您对风险管理计划的执行。

Depending on the results of the assessment, a level of risk is associated to your operation which may lead to enhanced evaluation (additional audits, announced or not, samples for analysis, documentary review...). /根据评估的结果，您操作的风险水平可能导致加强的评估（附加检查，通知或不通知；取样分析；文件评审等）。

c. Audit plan/审核计划

In order to assess the continuity of the compliance of your operations, Ecocert will implement an annual assessment plan (on-site audits, analysis plan...) /为了评估您操作符合性的连续性，Ecocert 将会实施年度评估计划（现场审核、分析计划等）：

- In all cases, any eligible operator applying for organic certification is required to be **fully audited on all operations at least once a year** in order to maintain the validity of the certification status. /在所有情况下，申请有机认证的任何合格操作者**每年至少进行一次**对所有操作的全部审核以维持认证状态的有效性。
- In addition, enhanced audits will be performed for some operators depending on their risk analysis as described above. /此外，根据上述描述的风险分析，对于一些操作者将执行加强的审核。

In case of suspicions by Ecocert with regards to the organic status of your product (e.g. further to a notification from another certification body etc.), additional evaluation may be carried out at any time. /如果 Ecocert 对您的产品有机状态产生怀疑（比如，收到来自其他认证机构的通知之后），可能会在任何时候进行附加评价。

d. Cost of the surveillance service provision/提供监督服务的费用

Ecocert will provide you with a quote for the cost of renewing the annual certification, based on the information submitted at the time of the renewal, on the risk analysis and the data collected during previous audits and other investigations. /ECOCERT 将会提供给您更新年



度认证费用的报价，报价基于认证更新时您提交的信息、风险分析以及之前审核和其他调查期间收集的数据给出。

e. Surveillance evaluation/监督评价

The evaluation plan is implemented as with the initial evaluation. /评价计划与初次评价一样实施。

Documentary and onsite evaluations will include the review of corrective actions(implementation and efficiency) pertaining to the non-conformities noted during previous evaluations. /文件和现场评价将会包含对之前评估过程中发现不符合项的整改措施（执行情况 and 有效性）的评估。

As part of the surveillance process, steps C, E and F are repeated. /作为监督过程的一部分，重复步骤 C、E 和 F。

Please note: Ecocert may decide to stop the certification process at any time in the cases set in paragraph IV.A.b above. Besides outstanding payment, rejection of audit or the prolonged loss of contact are regarded as non-conformities that may lead to negative decision as described in the paragraph J below./**请注意：**如果发生在上述 IVA.b 段落列出的情况或未支付费用，ECOCERT 可以在任何时间停止认证。除了未付款外，拒绝审核或长期失去联系被视为不符合，可能导致下文 J 段所述的负面认证决定。

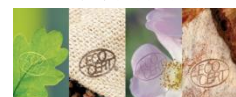
A diagram summarizing the certification process as described in the present document is available in Annex 2. /附件 2 中的图表总结了本文中所述的整个认证过程。

1. Certification renewal/认证更新

Just as at the time of granting certification, after carrying out the complete annual audit and prior to the certification deadline, a review of the evaluation elements is performed and a new certification decision is made taking into account the detected non compliances. /正如批准认证时一样，在进行完整的年度审核之后和认证截止日期之前，将对评估要素进行审核，并考虑发现的不符合项，做出新的认证决定。

If the certification decision is positive, your certification is renewed and Ecocert issues a new certificate confirming the decision./如果认证决定是正面的，您的认证将被更新，Ecocert 会签发新的证书。

If the certification decision is negative, your certification will not be renewed and you will receive a written notice detailing the reasons. This decision may be related to part of your operation or to the whole operation. /如果认证决定是负面的，您的认证将不会更新，您将收到书面通知，详细说明原因。这个决定可能与您的部分操作或整个操作有关。



The result of the review may also lead to the identification of additional evaluation tasks necessary to the renewal of certification. If the required conditions are not met in the set time limits, Ecocert proceeds either to reduction, suspension or withdrawal of the certification of the concerned products/评审结果还可能导致更新认证所需的附加评价任务。如果在规定的时限内不能满足要求，Ecocert 将对相关产品进行缩小、暂停或撤销认证。

The different certification decisions linked with the findings of non-conformities are detailed in paragraph J below./与发现的不符合项相关的不同认证决定详见下文 J 段。

J. Non-conformity and certification decision/不符合项和认证决定

When a non-conformity is proven at any stage of the certification process, Ecocert shall review your file and take appropriate measures./如果在认证过程的任何阶段确认到不符合项，Ecocert 应评审您的文件并采取适当措施。

Based on a corrective action plan and depending on the extent and the severity of the detected non-conformities, Ecocert makes the certification decision:/根据整改措施计划，并根据发现的不符合项的范围和严重程度，Ecocert 做出认证决定：

(i) The certification denial/否定认证

The certification is denied for the product(s) submitted for certification by the client. This denial may concern one or several products and/or batches, one of your operations or all your operations. /否定客户提交认证的产品。否定认证可能涉及一个或多个产品和/或批次，涉及您的某个操作或您的所有操作。

A complete certification denial is accompanied with an automatic contract termination with Ecocert SA/完整的否定认证伴随着与 Ecocert SA 的合同自动终止。

(ii) Certification validity maintained with conditions/在满足以下条件时维持认证的有效性

Certification is maintained but with conditions, they may include for example:/在一定条件下维持认证，可能的条件包括：

- Reinforced surveillance via additional audit or analyses, /通过附加审核或检测分析加强监督,
- A set deadline to enable you to close the corrections of your non conformities/制定关闭不符合项的整改措施的最后期限。



In such a case, a notice of non-conformity will be first sent to you. If the non-conformities are not lifted within the set time line, Ecocert will send you a notice of proposed suspension or revocation and which, if the non-conformities have still not been addressed within the time line, will be followed by a notice of suspension or of revocation. /在这种情况下，将首先向您发送不符合项通知书。如果在规定时间内未关闭不符合项，ECOCERT 将发送给您建议暂停或建议撤销通知书，如果仍没有在规定的时间内关闭不符合项，ECOCERT 将会发送暂停或撤销通知书。

(iii) Non compliance of products and/or fields with NOP/产品和/或地块不符合 NOP 标准

This decision implies that the products concerned are not in compliance with NOP requirements and are removed from the certification documents. This is under your responsibility not to sell such products with reference to the NOP certification./这一决定意味着相关产品不符合 NOP 标准要求且从认证文件中删除。您在销售这些产品过程中不得提及 NOP 认证。

The identified fields should undergo a transition period of 3 years before being considered as compliant with NOP anew./涉及的地块应该通过 3 年的转换期才能视作符合 NOP 标准。

In this case a notice of noncompliance is sent to you with information of the non-conformity of the given products and/or fields and the request for the correction of the noncompliance within the set deadline./在这种情况下，特定产品和/或地块的不符合信息以及规定时间内整改不符合项的要求将和不符合项通知一起发送

(iv) Proposed suspension of certification/建议暂停认证

This implies the interruption of the certification with effect from the suspension date and for a duration set by Ecocert./该决定意味着证书从暂停之日起中断，暂停期限由 ECOCERT 规定。

The proposed suspension may affect part of your operation or your whole operation. /建议暂停可能影响一部分操作或整体操作。

In cases of proposed suspension of your whole operation certification, Ecocert may simultaneously notify you an automatic termination of your contract together with the effective suspension./如果建议暂停您的整个操作，Ecocert 可能会同时通知您在暂停期内自动终止合同。

You will have to undergo a certification reinstatement process in order to obtain certification anew. This process consists in a mandatory submission of your file to the USDA who will decide to reinstate your certification or not. Ecocert will not be allowed to make neither a certification decision nor issue any certificate before the USDA makes a decision (you can also refer to the NOP Program Handbook 2605)./您必须经过恢复程序才能获得重新认证。此程序包括强制将您的文件提交给美国农业部，他们将决定是否恢复您的认证。在美国农业部做出决定之前，Ecocert 无法做出认证决定或颁发任何证书（您可以参考 NOP 计划手册 2605）

Agricultural products that are produced and/or handled prior to reinstatement may no longer be sold, labelled or represented as “100% organic”, “organic” or “made with organic”



(e.g. crops harvested prior to certification reinstatement, stored crops from previous harvests, products processed, packaged or labelled prior to reinstatement)./在恢复之前生产和/或加工的农产品不能以“100%有机”，“有机”或“有机制造”销售和标识（例如在恢复认证之前收获的作物，之前收获的库存产品，恢复认证之前加工、包装或贴标的产品）。

(v) Proposed revocation of certification /建议撤销认证

This implies a permanent discontinuation of the certification of all products, once the revocation takes effect as well as the ineligibility to certification of the concerned operator or any responsibly connected person at the operation for a period of 5 years./该决定意味着所有产品的认证终止，一旦撤销生效，相关操作者和负责人在5年内不能被认证。

You may no longer refer to certification for any of your products/您不能再提及任何产品的认证。

This decision goes along with an automatic termination of the contract with Ecocert together with the fully effective revocation./该决定伴随着与ECOCERT的合同自动终止以及完全有效的撤销。

A product without certificate or the certification of which has been surrendered, suspended or revoked, may no longer be produced, processed and marketed as “100% organic”, “organic or “made with organic”. Any references to the organic certification must be removed from all communication materials. A suspension or revocation implies that certification documents are invalidated with immediate effect. You can no longer refer to or use the previously issued certificates. /一个产品没有证书或认证已经被放弃、暂停或撤销，该产品不可以继续作为“100%有机”、“有机”或“有机制造”生产、加工和销售。必须从所有宣传材料中删除对有机认证的引用。暂停或撤销意味着认证文件立即无效。您不可以提及或继续使用之前签发的证书。

K. Changes affecting certification /影响认证的变更

a. Changes in the certification scheme (news requirements or requirement updates) /认证方案中的变更（新要求或者更新的要求）

Ecocert SA will notify you in writing of all documentary changes pertaining to the NOP certification scheme or to the scheme implementation requirements. /Ecocert SA 将会书面通知您与NOP认证方案或者方案实施要求有关的变更。

Depending on cases, requirements may be amended with immediate effect or a transition plan may be set by Ecocert SA or by the USDA. /根据情况，Ecocert SA 或 USDA 可能要求立即修订生效或者设置转换计划。



You are responsible for implementing the required changes in order for Ecocert to check the implementation. If no changes are made, Ecocert may notify you of the non-conformities. If these are not addressed, it may lead eventually to a suspension or even a revocation of your operation's certification (*please refer to §. IV.J*) /您负责实现必须的更改，Ecocert 会检查执行情况。如果没有变更，Ecocert 会通知您不符合，如果这些不解决，最后将会导致认证暂停甚至撤销（请参考§. IV.J）

b. Change in your certification scope /认证范围的变更

Ecocert must be notified immediately of all changes that may impact your compliance with the certification requirements. / 必须立即通知 Ecocert 所有可能会影响您符合认证要求的变更。

E.g. changes may include: /例如，变更可能包含：

- Change in the organization (change of owner, status, purchase of new land...) /组织机构的变更（所有者的变更、状态、增加新地块.....）
- Change in your organization and management process /您的组织和管理程序变更
- Change in the products (inputs, recipes, etc.) or production process /产品（投入物、配方等）或者生产流程的变更
- Change of contact details /联系方式的变更
- Doubts raised in relation to the organic status of the received and or handled products /对加工经营的产品或购入产品有机身份产生怀疑
- A wish to stop the certification of some products. /计划终止一些产品认证的意愿
- Etc. /其他

In some cases, these changes may lead to questioning your certification and possibly to performing an additional or an extension audit (addition of new products/process). our certification documents will be updated accordingly. /某些情况下，这些变更可能会导致对您的认证提出质疑，并可能导致附加审核或者扩项审核（新增产品/过程等）。您的认证文件也需相应更新。

c. Postponement of your certification /认证延期

If you would like to postpone the certification of your operation (disruption of operation) or if due to unforeseen circumstances, external events, you are unable to implement the certification process (instability in the area...), you will have to surrender you certification with ECOCERT. /如果您想推迟认证您的操作（操作中断），或由于不可预见的原因、外部影响而不能实施认证程序（地域性政治不稳定.....），您将不得不放弃在Ecocert的认证。

However, Ecocert may agree to maintain the contract during the postponement period to facilitate a restart at the end of this postponement period./然而，Ecocert可能会同意在延迟期间维持合同，以便在延迟期结束时重新启动。



Throughout this period of time, certificates issued by ECOCERT before the postponement will no longer be valid, as with a surrender. References to the certification and/or to ECOCERT are no longer permitted; this applies to all communication materials (labelling, website, invoice, advertising etc.). /在此期间，延期前ECOCERT签发的证书将不再有效，如放弃一样。认证和/或ECOCERT将不再被允许引用；这点适用于所有宣传材料（标签、网站、发票、广告等.....）。

At the end of the postponement period, the certification process will resume and be handled as a first-time application. /在延期结束时，认证程序将重新开始并被视作初次申请。

L. Surrender of certification and contract 认证和合同的放弃

a. Conditions and impact of the contract termination/合同终止的条件和影响

You may choose to surrender organic certification for all or part of the products at any time. If you are planning to drop the certification of all products as well as terminate the contract, this should be done in compliance with the generalConditions for certification. /您可能会随时选择放弃所有或部分产品的有机认证。如果您计划放弃所有产品的有机认证并同时终止合同，那么需要在满足认证通用条件的要求下进行。

When surrendering your certification, if a proposed suspension or revocation is ongoing, the adverse actions process must be finalized./当您放弃认证时，如果建议暂停或撤销正在进行中，则该过程必须确定最终结果。

This means that if no application for mediation or appeal is made or if it is not successful, ECOCERT will issue a notice of suspension or revocation even after the request to surrender./这意味着，如果没有提出仲裁或上诉申请或没有成功，ECOCERT即使在您申请放弃后也会发出暂停或撤销通知。

In case of new application for certification, a history of all notices received shall be submitted./如果是新的认证申请，应提交收到的所有通知。

Giving up the certification for all or part of the products, and the termination of the contract if applicable, will automatically imply the end of validity of previous certificates issued for the concerned products. /如果放弃所有或部分产品的认证，并且可以终止合同，那么这将意味着之前签发的相关产品的证书将自动失效。

Consequently, with effect from the end date of the certification (and termination date of the contract if applicable) on, you may no longer produce or market the impacted products with references to the NOP certification and/or Ecocert. The certification of products that have already been sold or still being marketed is not impacted. /因此，自认证结束日期（以及合同终止日期,如适用）起，您不得再生产或销售受影响的产品，不得提及 NOP 认证和/或 Ecocert 相关信息。已经销售掉或正在销售的认证产品将不受影响。



b. Special cases of stock clearance and stock audits/库存清空和库存检查的特殊情况

When you can account for a remaining stock of compliant products referring to the certification and/or to Ecocert SA, requiring extra time beyond the date of request for certification termination, you must contact Ecocert to discuss the estimated time required for clearance purpose. /当您能够对认证过的库存产品或者提及 Ecocert SA 相关信息的库存产品负责，需要延长证书有效期时，您必需联系 Ecocert 就清空库存所需要的预计时间进行商讨。

When the certification has been terminated (as well as the contract if applicable), you may no longer start a new production with reference to the certification and/or Ecocert./当认证被终止后（同时合同也被终止），您不能再进行任何提及认证信息或 Ecocert 的产品的生产。

However if your operations are based exclusively on the storage and distribution of prepacked products and qualify for certification exemptions in accordance with NOP paragraph 205.101 (please also refer to § III.A), you may continue to sell the remaining stock of organic products without a valid NOP certificate; however, for such operation Ecocert will no longer issue a transaction certificate./然而，如果您只进行仓储和分销预包装的产品，根据 NOP 标准 205.101 的要求（请参考 § III.A），您可以免除认证，继续销售剩余的有机产品库存而无需有效的 NOP 证书；但是，对于此类操作，Ecocert 将不再签发贸易证书。

c. Transfer of your certification file/认证文件的转移

You may choose to change certification body . The change process implies that your new certification body has knowledge of your certification history. /您可能会随时变换认证机构。变换的过程意味着您新的认证机构了解您的认证历史。

If you were previously contracted with another certification body and you are moving to Ecocert, Ecocert will review beforehand your previous certification data disclosed by yourself or by the previous certification body and will process the new application accordingly before approval. /如果您之前和另外一个认证机构签订了合同，现在转到 Ecocert，Ecocert 将事先审核您之前或之前的认证机构披露的认证信息，并在批准之前相应地处理新的认证申请。

In reverse, if you are certified by Ecocert and would like to move to another certification body, upon request Ecocert will also transmit your file to the new certification body /反过来，如果您从 Ecocert 认证想转移到另一个认证机构，Ecocert 也会应要求将您的文件发送给新的认证机构。

If a proposed suspension or revocation is ongoing with Ecocert, the adverse action process shall be completed. This means that if no application for mediation or appeal is made or even though it is unsuccessful, ECOCERT will issue a notice of suspension or revocation even after the transfer request. /如果 Ecocert 正在建议暂停或撤销，则应完成该项程序。这



意味着，如果没有申请仲裁或上诉，或者不成功，ECOCERT 也会在申请转机构后发出暂停或撤销通知。

If you wish to continue selling « 100% organic », « organic » or « made with organic » products without interruption, we invite you to maintain your previous certification until the new certificate is issued by your new certification body (see also NOP Program Handbook, Instruction NOP2604)./如果您希望在办理认证转移的过程中不中断地持续销售“100%有机”、有机、有机制造的产品，请您保持之前的认证直到新的认证机构为您签发了新的证书（请参阅 NOP 体系手册，NOP2604 指导书）。

V. SUBCONTRACTORS /分包实验室

Ecocert SA subcontracts all analyses to external laboratories. Subcontracted laboratories have all been duly approved by Ecocert SA and listed on our website www.ecocert.com/en/organic-farming-analysis. Any claim with regards to the laboratory list should be notified to Ecocert in writing. /Ecocert SA 将所有的样品检测都分包给外部实验室。分包实验室已经得到了 Ecocert SA 的批准，并且列在了我们的网站上 www.ecocert.com/en/organic-farming-analysis.任何关于分包实验室的投诉需要书面告知 Ecocert。

VI.COMPLAINTS AND APPEAL/投诉和申诉

You may lodge service complaints with Ecocert or an appeal against decisions made by Ecocert. This appeal can be lodged to Ecocert (in this case referred to as request for mediation) or directly to the USDA (referred to as appeal)./您可能会对 Ecocert 的服务提出投诉或者对 Ecocert 的认证决定提出申诉。该申诉可以提交给 Ecocert（在这种情况下称为仲裁申请）或直接提交给 USDA（称为申诉）。

Ecocert will acknowledge the receipt of all service complaints or appeals against a decision made by Ecocert and will process them within the deadlines set by internal complaints and appeals procedures. /Ecocert 必须承认收到了所有关于认证服务的投诉或者针对认证决定的申诉，并且需要在内部申投诉处理规程规定的截止日期内完成申投诉的处理。

A. Complaints/投诉

Anyone may submit a complaint concerning approvals, services or clients etc. in writing to Ecocert. /任何人都可以以书面形式向 Ecocert 提交有关认证、服务或客户的投诉。

A reply will be sent to the complainant by Ecocert within an appropriate deadline./Ecocert 将在截止日期前向投诉人回复。



All these complaints as well as subsequent actions and measures taken are recorded by the Quality manager. A review is made on a regular basis to meet your expectations. /质量经理记录所有的投诉以及随后的处理措施。将定期进行审查以满足您的期望。

B. Mediation/仲裁

When you receive a notice of denial of certification or of proposed suspension or revocation, you may submit a request for mediation to Ecocert as follows for it to be admissible:/当您收到否定认证、建议暂停或撤销认证的通知时，您可以按照以下方式向 Ecocert 提交仲裁申请，以便受理：

- in writing (by post mail or email)/以书面形式（通过邮寄或者电子邮件发送）
- within 30 days of receipt of the relevant notice /在收到相关通知的 30 天内

Ecocert will first review such requests for admissibility and will notify you in writing, if the request has not been deemed admissible./Ecocert 将会首先评审此仲裁请求是否可接受。如果不能接受将书面通知您。

If your request has been deemed admissible, Ecocert may propose you an informal settlement agreement to the operator or a proposed mediator may be assigned to you to initiate a formal mediation process. You may refuse the proposed mediator, in this case you have to propose another mediator who will be approved by Ecocert. If no agreement is reached by both parties on selecting the mediator, the mediation will be considered as unsuccessful./ 如果您的仲裁申请被视为可以受理，则 Ecocert 可能会向您提出非正式和解协议，或指定一名第三方调解员来启动正式调解程序。您可以拒绝拟推荐的仲裁者并推举其他的仲裁者，但是需要获得 Ecocert 的认可。如果双方就选择仲裁者不能达成一致，那么此次仲裁不成功。

Once an agreement is reached by all parties on selecting the mediator, a mediation session will be scheduled and may be followed up by a 30 day deadline in order to reach a written settlement agreement in relation to the dispute./一旦就选择仲裁者的问题达成一致，仲裁会议将会排上日程。为了将争论的问题尽快地达成一个调解书，仲裁会议必须在接下来的 30 天内完成。

C. Appeals/申诉

You may lodge appeals with the USDA against an Ecocert certification Adverse Action decision such as certification denial, proposed suspension or revocation or mediation refusal /您可以向 USDA 提出针对 Ecocert 不利的认证决定的申诉，例如：否定认证、建议暂停或撤销认证或仲裁被拒绝。

You must submit the appeal as follow/您必须按照下列要求提交申诉：

- lodge it in writing within 30 days of receipt of the notification of Ecocert 's decision and addressed to: Administrator, USDA, AMS, c/o NOP Appeals Team, 1400



Independence Avenue SW., Room 2648-So., Stop 0268, Washington, DC 20250-0268, United States of America./申诉必须在收到 Ecocert 认证决定通知的 30 天内以书面形式邮寄至 Administrator, USDA, AMS, c/o NOP Appeals Team, 1400 Independence Avenue SW., Room 2648-So., Stop 0268, Washington, DC 20250-0268, United States of America.。

- include a copy of the relevant notification as attachment/附上相关通知的复印件
- state the reasons for considering the decision as unjustified/陈述清楚您认为认证决定不正确的原因

Should your certification be « proposed to suspension or to revocation) at this stage, your certification will be maintained until a decision has been made by the USDA after review of the appeal./如果您的认证在此阶段被“建议暂停或撤销”，在 USDA 根据评审做出新的认证决定之前，您的认证依然有效。

VII. REFERENCES TO THE CERTIFICATION, TO ECOCERT AND TRADEMARKS

(ECOCERT AND OTHERS) IN RELATION TO THE SERVICE PROVIDED /提及与服务相关的认证信息、ECOCERT 和标识 (ECOCERT 和其他)

The rules of references to the certification, to Ecocert SA and to the trademarks associated to the service provision are set in the following Ecocert guidelines: *TS17 “Rules for the reference to Ecocert certification and certification trademark - agricultural and food products”* (available upon request or on our website www.ecocert.com/en). /提及与服务相关的认证信息、Ecocert SA 和标识的规定已经在 Ecocert 的指导书中进行了描述：*TS17 《提及 Ecocert 认证和认证标识的规定-农产品和食品》*（我们可以根据要求提供此文件或者到我们的网站上下载 www.ecocert.com/en）。

Trademark infringement and incorrect references to the certification or to Ecocert by a client will be dealt with appropriate measures such as certification reduction, suspension or withdrawal. Ecocert SA may also be required to notify the Competent Authority. /如果客户侵犯标识使用权和不正确的提及认证信息或 Ecocert，那么我们将采取相应的措施来制止这一行为，比如认证缩小、暂停或撤销。

Examples of trademark infringement and incorrect references/侵犯标识使用权和不正确提及信息的举例：

- The certification logo or reference to the certification or to Ecocert is showing on products non complying with the certification requirements/在不符合认证要求的产品上印刷标识或提及认证信息或 Ecocert
- The certification logo or reference to the certification or to Ecocert is showing on products that have not never been submitted for certification or that are in the



process of being certified/在未提交申请认证的产品上或正在认证过程中的产品上，印刷标识或提及认证信息或 Ecocert

- The rules on certification references are not complied with (please refer to the TS17 rules, available upon request or on our website). /提及认证的信息不符合规定的要求（请参考 TS17 的规定，我们可以根据要求提供此文件或者到我们网站上下载）。

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Wishing you a successful certification. Ecocert SA remains available should you have questions. /祝您成功认证，如您有任何疑问，请向当地的 ECOCERT SA 代表咨询。



ANNEX I/附件 1: Definitions/定义

Corrective action/整改措施: action aiming at suppressing the origin of a non-conformities or of another identified unwanted situation. /旨在消除一个不符合项的来源或者另外一个已经被识别出来的不确定因素的来源的措施。

Appeal/ 申诉: written request from a client to the USDA for the reconsideration of a certification decision by Ecocert. /客户向 USDA 提交的申请复评 Ecocert 的认证决定的书面请求。

Mediation : written request from a client to the Ecocert group for the reconsideration of a certification decision./仲裁: 客户提交给 Ecocert 集团关于复议认证决定的书面请求

Client/客户: legal person or entity (signatory) who/that has contracted the Ecocert group for the provision of services. /为获取认证服务与 Ecocert 签订合同的法人或法律实体（签约方）。

Certification document/认证文件: document issued for the client to confirm the compliance of products with the scheme. /为客户签订的证明其产品符合认证要求的文件。

Certification requirement/认证要求: specific requirement that must be met by the client in order to achieve or maintain certification. /为了获得或者维持认证客户的操作必须满足的特殊要求。

Non-conformities/不符合项: non-compliant practice/incoherence that doesn't necessarily point out a failure in the implementation of the requirements of the scheme yet needing corrective actions to be set up/不符合的操作/不一致，并不一定表明执行的操作违背有机要求，但仍需要采取纠正措施。

Evaluation plan/ 评审计划: description of the number and type of evaluations required during the assessment cycle in order to ensure the compliance of a product with the requirements associated to specific client types. /描述在一个评审周期内所需要的评审的数量和类型，以确保产品符合特殊客户类型的相关要求。

Complaint/投诉: discontent (not including appeal) expressed to the Ecocert group in relation with the group operations by a person or organization and requiring a reply/由个人或者组织向 Ecocert 团队表达的对认证服务的不满（不包括申诉），需要给予回复。

Sanction catalogue/制裁目录: list of non-conformities with the certification requirements and associated impacts on the certification decision. Required additional evaluation tasks may be listed as a complement to the plan in order to address the non-conformities./与认证要求不相符合的清单以及对认证决定产生的影响。为了解决不符合项，需要将额外的评审任务列上，作为对此计划的补充。



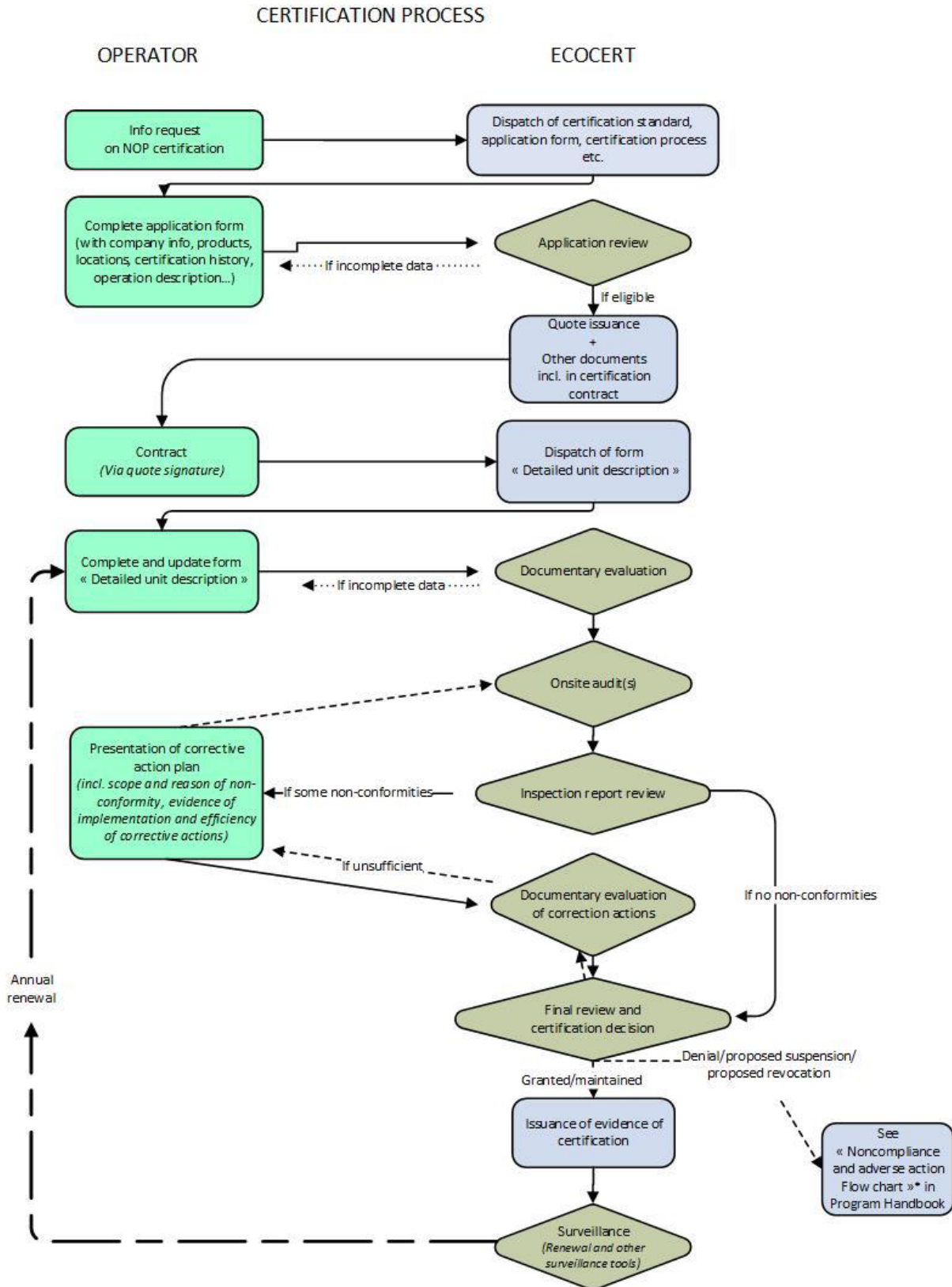
Certification scheme/认证体系: set of requirements, rules and procedures defined by the scheme originator that are to be implemented by Ecocert group. /体系创始人设立的要求、规定和程序，由 Ecocert 团队执行。

Certification standard/认证标准: technical document defining the product requirements to be met, terms of assessment and communication process with regards to the certification process. /规定了产品需满足的要求，与认证过程相关的评价和沟通过程条款的技术文件。

Surveillance/监督: recurrent assessment, review and decision of certification, in compliance with the certification scheme in order to maintain the validity of the certification. /为了保持认证的有效性，使产品认证符合认证体系要求的认证的周期性评估、复评和决定。



ANNEX 2/附件 2: Certification process flowchart (NOP) /认证流程图(NOP)



<https://www.ams.usda.gov/sites/default/files/media/NCandAdvActionFlowChart.pdf>



认证流程图

