

# INSPECTION GUIDELINE FOR ORGANIC PROCESSORS

Date:  /  /

Associated Audit  
Certificate Number

## ☐ FPROC 100 | GENERAL PROCESSING

### NONCOMPLIANCE DETECTIONS IN STORAGE AND SIGNAGE

<input type="checkbox"/> FPROC 101	Not clearly identified receiving, storage, or processing areas for organic products when there is processing of conventional products in the establishment.	<input type="checkbox"/> FPROC 104	The presence of contaminants or substances not allowed in A.O in places of storage.
<input type="checkbox"/> FPROC 102	Did not avoid contamination between organic and conventional processed batches.	<input type="checkbox"/> FPROC 105	Evidence of a lack of cleanliness in the places of storage.
<input type="checkbox"/> FPROC 103	Storing organic and conventional products without proper packaging, clear identification, or separation to prevent contaminating organic products.	<input type="checkbox"/> FPROC 106	Used methodology and inputs to control pests and diseases not allowed in AO.
		<input type="checkbox"/> FPROC 107	Used packaging containing synthetic products of origin not allowed in this standard.
		<input type="checkbox"/> FPROC 108	Used packaging materials that contain lead, PVC or other chlorinated plastics.

### BREACHES DETECTED IN LABELING

<input type="checkbox"/> FPROC 109	Used label or labels of the final product which is not authorized by the O.C.	<input type="checkbox"/> FPROC 115	The official seal on the label is illegible, alterable or its graphic characteristics do not conform to what is established by the resolution from SAG.
<input type="checkbox"/> FPROC 110	Used the term organic to refer to a product that modifies a non-organic ingredient.	<input type="checkbox"/> FPROC 116	Labeled a product without including the minimum requirements established.
<input type="checkbox"/> FPROC 111	Failure to label organic products accordingly to the percentage of organic ingredients that make up product.	<input type="checkbox"/> FPROC 117	Failure to display the official NCH seal on the packaging of certified final processed products as organic under the National Standard.
<input type="checkbox"/> FPROC 112	Labeled conventional animal meat products as "produced meats from animals under production organic".	<input type="checkbox"/> FPROC 118	Do not display the phrase "Only For Export" in organic product packaging that does not comply with the NCh and is intended for export.
<input type="checkbox"/> FPROC 113	Failure to identify the 3 main ingredients on the label organic products as "produced with organic ingredients".	<input type="checkbox"/> FPROC 119	Failure to comply with established labeling standards for outer packaging that are used for dispatch or storage of the final product.
<input type="checkbox"/> FPROC 114	Labeled products as "organic in transition", with letters of different size, color and type.		

### BREACHES DETECTED IN RECORDS

<input type="checkbox"/> FPROC 120	There is no management plan (PMO) for processes made in the establishment.	<input type="checkbox"/> FPROC 128	Used machinery cleaning products, facilities, sanitary control, etc., which are not found in the list of supplies approved by SAG in AO.
<input type="checkbox"/> FPROC 121	Processing or making organic products without including valid organic certificate for Nch.	<input type="checkbox"/> FPROC 129	Did not ensure traceability of the processed product with the system of records used.
<input type="checkbox"/> FPROC 122	Use of organic raw materials without current certificate for the Nch.	<input type="checkbox"/> FPROC 130	Did not have input purchase records (invoices, dispatch guides, files, etc.).
<input type="checkbox"/> FPROC 123	Failure to notify the Certification Body at the beginning of the production process each season.	<input type="checkbox"/> FPROC 131	Did not indicate quality of processed product such as "Organic", "Organic in Transition" or "Only for exportation" in sales invoices or office.
<input type="checkbox"/> FPROC 124	Use agricultural ingredients without organic authorization from SAG.	<input type="checkbox"/> FPROC 132	Did not keep records demonstrating the application of the technical standard for 5 years.
<input type="checkbox"/> FPROC 125	Used more than 5% of non-organic agricultural ingredients in the final product, regarding what is indicated in "annex B and annex C" of current regulations.	<input type="checkbox"/> FPROC 133	Market product to the national market as "Organic" or "organic in transition" without organic certificate backup.
<input type="checkbox"/> FPROC 126	Used non-potable water during the processes.	<input type="checkbox"/> FPROC 134	Did not have an OC inspection report for the NCh in twelve months.
<input type="checkbox"/> FPROC 127	Submission of ingredients and products to ionizing radiation treatments.		

# INSPECTION GUIDELINE FOR PROCESSORS OF ORGANIC PRODUCTS

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## Total Balance

Producer Name:

Species processed:

Variety processed:

Quantity before process	Unit of measurement	Quantity after process	Unit of measurement	Matches factor of conversation
				Yes <input type="checkbox"/> No <input type="checkbox"/>

## ■ FPROC 200 | PROCESSING OF BEEKEEPING PRODUCTS

### NON-COMPLIANCE DETECTED IN HONEY

<input type="checkbox"/> FPROC 201	Honey did not come from managed hives according to the specifications of this Standard.	<input type="checkbox"/> FPROC 205	Performed honey extraction in harvest rooms not authorized by the certification body.
<input type="checkbox"/> FPROC 202	Marketing honey in non-compliant packaging with food grade (preferably glass, hermetically sealed and recyclable).	<input type="checkbox"/> FPROC 206	The extraction and storage of honey is carried out in plastic or galvanized containers or bare sheets.
<input type="checkbox"/> FPROC 203	No monthly production and marketing records were kept per apiary.	<input type="checkbox"/> FPROC 207	Honey was exposed to a temperature above 70° C for more than 2 seconds.
<input type="checkbox"/> FPROC 204	Uncapping at a temperature greater than 35 °C during the process.	<input type="checkbox"/> FPROC 208	Failure to identify production batches of drums or containers intended for food artificial hives

### BREACHES DETECTED IN POLLEN

<input type="checkbox"/> FPROC 209	Used pollen from conventional hives.	<input type="checkbox"/> FPROC 212	Did not keep pollen in airtight containers, refrigerated or in dry, preferably dark, ventilated places.
<input type="checkbox"/> FPROC 210	Dry pollen at a temperature greater than 35 °C or evidence of drying in the sun.	<input type="checkbox"/> FPROC 213	Did not record the containers and respective amount of stored pollen that will be used for artificial feeding of the hives.
<input type="checkbox"/> FPROC 211	Carried out pollen extraction during the period when hives were in honey production (raised).	<input type="checkbox"/> FPROC 214	Not keeping production and marketing records monthly per apiary.

### BREACHES DETECTED IN ROYAL JELLY

<input type="checkbox"/> FPROC 215	Do not extract royal jelly from managed hives according to the specifications of this Standard.	<input type="checkbox"/> FPROC 217	Not keeping production and marketing records monthly per hive.
<input type="checkbox"/> FPROC 216	Beekeepers' product marketing packaging do not meet food quality standards.	<input type="checkbox"/> FPROC 218	Didn't use beeswax for real cells or didn't cover them with it if they are artificial.

### DETECTED BREACHES IN PROPOLIS

<input type="checkbox"/> FPROC 219	Extracted propolis from conventional hives.	<input type="checkbox"/> FPROC 221	Preserving propolis is not kept in containers unsuitable (not hermetic, without cooling) or in humid and poorly ventilated places.
<input type="checkbox"/> FPROC 220	Extracted propolis from the hive without using food grade plastic traps, screens stainless steel or direct scraping of hive materials.	<input type="checkbox"/> FPROC 222	Not keeping monthly production records differentiated by apiary or hive and commercialization by apiary.

### BREACHES DETECTED IN WAX

<input type="checkbox"/> FPROC 223	Used wax that does not come from hives managed according to the specifications of this Standard.	<input type="checkbox"/> FPROC 255	Did not store the wax in closed containers, dry or ventilated places.
<input type="checkbox"/> FPROC 224	Do not use steam, hot water treatments or solar radiation for wax extraction from the frames.	<input type="checkbox"/> FPROC 226	Failure to keep annual records of production and monthly wax marketing.
		<input type="checkbox"/> FPROC 227	Used substances other than those authorized in Annex A for the manufacture of wax stamped sheets.





**Gobierno de Chile**

SERVICIO AGRÍCOLA Y GANADERO  
(AGRICULTURAL AND LIVESTOCK SERVICE)

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FPROC 500 | OBSERVATIONS

NOSE NO ULTRAVIOLAS DE COMUNICACIONES Y PAR ICIACON CUBA S.A.S.

Audited.

Inspector