

ORGANIC CERTIFICATION FLOW ACCORDING TO BRAZILIAN CERTIFICATION RULES



IBD
CERTIFICAÇÕES

01 Request for a certification proposal.

IBD sends to the applicant a Commercial Proposal Request Form, aiming to collect all the information needed to understand operator demand and offer him a personalized commercial service. Based on these data, the Commercial Proposal is elaborated, procedures and documents needed are sent.

02 Signature of the Commercial Proposal.

Applicant signs the Commercial Proposal validating the contract, which is part of the proposal, available on: <http://ibd.com.br/pt/ContratosDetalhes.aspx>

04 Inspection performing and report generation

The inspection searches for evidences of the information presented by the operator's OSP to attest its conformity with the requirements of the requested organic certification standards.

After the inspection is released by IBD, its information (like place, scope of certification, fulfilled OSP and others) are sent to the inspector so that he can plan it in advance and inform IBD and operator of when he/she intends to perform it.

The inspector MUST send the Inspection Plan, on the provided by IBD template, BEFORE performing the inspection.

After performing the inspection, the auditor shall send us the report so that it can be evaluated and the certification process can then proceed towards its final stages

03 Registration of the project in IBD system and start of the certification procedure: IBD sends the Organic System Plan (OSP) form and information needed for the inspection.

The Organic System Plan is a form that must be completed by the operator and shall serve as an "annual production plan or manual". The operator must have this plan well-structured for the unit to be certified by IBD. Please, note that it has to be entirely completed according to the requested certification scope and please let us know in case of any doubt that you may have! IBD will evaluate the informed data then, release and engage the inspection. **The inspection shall only be released after the OSP is approved by IBD.**

05 Report evaluation and certification decision

The internal report evaluation and certification decision gives credibility to the process. The evaluation is performed by a third person that was not involved in the process up to this point.

In the absence of "non conformity":

the document "Notification of Certification" is issued and the Certificate of Organic Conformity is granted.

From this moment onwards, the use of the seal of organic product is allowed.

In the presence of "non conformity"

the operator has a deadline to present corrections and/or corrective actions as informed during the inspection and as requested by IBD. Those corrections will be evaluated internally. After that, and if the corrections are approved by IBD, the document "Non-compliance Resolution Notification is issued and the Certificate of Organic Conformity to Brazilian rules is granted.

From this moment onwards, the use of the seal of organic product is allowed.

