

ORGANIC PLANT PRODUCTION CERTIFICATION REQUIREMENTS

1. General information

Process of the organic production certification is a procedure, which enables a producer to confirm correspondence of his agricultural methods with the requirements of the organic standards and opens access to the market of organic products at the premium prices.



Certification result shall depend on the preparation of the holding for inspection and accurate documentation of all measures undertaken at the production site.

2. Components of Successful Certification

Understanding of the requirements of organic production standards applied for certification of the holding by Operator and designation staff

Balanced management system corresponding the organic production requirements

Meeting the requirements of the certification authority to the rules for the passing through certification procedure

Fulfilling of all requirements and remarks resulted from the inspection and identified in the final evaluation

3. General Rules for Organic Production

FIELDS

Records on the fields, their boundaries and history

Both organic and non-organic fields shall have maps with clearly identified numbers of the fields, crops, boundaries of the fields, their environment and history for the last three years.

The maps shall include the corresponding marks if there are any contamination sources in the immediate vicinity: industrial and radiation hazardous sites, fields with intensive crop cultivation technologies, fields with GMO crops, etc.

Preventive measures for the field contamination

The following anti-contamination measures are required:

- buffer areas between common and organic fields (average conventional width of the buffer area between organic and common fields is 6-10-12 m). Correspondingly, this area can be reduced if there are bushes or trees along the boundary, which physically prevent contamination. OR, if buffer is not sufficient, you may determine the buffer area within your field by leaving of one passage of the seeding machine unharvested or cut it down before harvesting in order to prevent contamination of the organic harvest (specify in the documents).

SOIL

Soil fertility maintenance

Maintenance of the soil fertility is of great importance for organic production. Soil fertility shall be maintained through the corresponding measures:

- justified balanced crop rotation with legume crops;
- use of manure from organic livestock production and other composted materials;
- green manure cropping;
- mulching, tracing;

Erosion preventive measures

Measures for protection form and prevention of erosion and soil compaction are required. It is necessary to determine potential erosion risks and and undertake corresponding erosion preventive measures:

Water erosion:

- cultivation of tilled crops at the slopes with fragile soil is not allowed; livestock grazing at the light-textured soils, which are weakly reinforced with sod, is prohibited;
- forming of trenches and rows of plants at a straight angle to the drain surface;
- bedding of crop plant in lines transversally to the slope, soil blanching at the slopes.

Wind erosion:

- placing of plantings and fallows in lines;
- sowing of perennial grasses for formation of buffer areas;
- snow retention, mulching.

CONVERSION PERIOD

Beginning and duration of the conversion period

Organic production provides conversion period. Conversion period is a conversion from typical (traditional) production to organic production for a certain period of time during which standards of organic production are applied.

The conversion period shall start at the earliest when the operator has notified his/her activity to the competent authority and subjected his/her production to the the system control. Conditionally, a date of the last use of the plant protection products and fertilizers prohibited in the organic production may be considered as a start date of the conversion period. An inspector shall determine the date subject to the field inspection during his\her first visit to the holding.

Duration of the conversion period shall be determined in accordance with the standards of organic production (item 6.2 of the International Certification Bodies Equivalent European Union Organic Production & Processing Standard for Third Countries). This period lasts:

Non-perennial crops at least 2 years before sowing of organic crops.

Perennial crops (except for the forage crops) at least three years before the first organic harvesting.

Feeding crops, for grazing or pastures or perennial forage crops - at least two years before use as organic feed

Reduction of the conversion period

The control body may make retroactive decision on taking into account of any period immediately preceding the date of the start of the conversion period under the following conditions:

- a) the land parcels were not treated with the products not authorized for organic production, or
- b) the land parcels were natural or agricultural areas, which were not treated with products not authorized for organic production (only where satisfactory proves were furnished to the control body allowing it to satisfy itself that the conditions were met for a period of at least three years).

In this case, the operator shall provide to the control body documentary evidence of the field history for the last three years.

Extension of the conversion period

Where the land had been contaminated with products not authorized for organic production, the control body may decide to extend the conversion period.

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CROP ROTATION

Crop Rotation Plan

A crop rotation plan for all crops, including alternate crops, is required. This plan shall include the following information: field №, crop/green manure/fallow. The plan shall contain information on the crop distribution for at least next three years. One crop variety shall take no more than one third of the total area. It is not allowed to grow one crop variety every year at the same field.

SEEDS AND PLANT PROPAGATION

Seeds and plant propagation materials

Organic seeds and plant propagation materials shall be used for organic production. The operator shall exercise his/her best efforts to acquire organic seeds. Database of the certified organic seeds is available of on the website of Organic Standard

http://www.organicstandard.com.ua/files/important_information/ua/OC_насіння_укр.pdf

Where organic seed is not available on the market, organic seed from a production unit in conversion is allowed.

Where organic seed/organic seed from a production unit in conversion is not available on the market and non-organic seed is approved by Organic Standard, non-organic seed (plant propagation material) is allowed.

Treated seed is not allowed, except as in the cases provided by national phytosanitary standards. Non-GMO Declaration is required for the crops that have risks of being GMO (corn, soy, potato, sugar beet).

The seed quality shall be certified by the packings, invoices, supplier information, etc.

PEST, DISEASE AND WEED PREVENTION

The following disease and pest prevention and monitoring measures are very important for organic production:

- application of the farming and cultivation methods, which prevent or improve soil stability and biological diversity, prevent soil compaction and erosion;
- selection of the appropriate species, multi-annual crop rotation including legumes and other green manure crops;
- protection of natural enemies of pests;
- application of livestock manure or organic material, both preferably composted, from organic production;
- application of biodynamic preparations.

Where the methods **are not efficient for protection** of the plants against pests and diseases, the following methods are allowed:

- I. Application of the products referred to in Annex II to the Equivalent European Union Standard (operators shall keep documentary evidence of the need to use the products).

On application of the permitted products the operator shall:

- ☞ **Undertake** the above mentioned precautionary or preventive measures;
- ☞ **Keep documentary evidence** of all measures (measure type, results, last name and name of the authorized person) and describe current pest and weed situation at the production (clarify pest species, date and place of affection, contaminated products, etc.).

- II. Apply the products approved by the Organic Standard. The list of the plant protection products and fertilizers approved for organic production is published on the website of the Organic Standard http://www.organicstandard.com.ua/files/important_information/ua/OC_ЗЗР_добрива_заявка_укр.pdf

Attention! Where the products are not in the list, they shall be approved by the Organic Standard **BEFORE application of the products.**

BEFORE application of the above mentioned products the operator shall:

- ☞ **Notify** the corresponding certification authority thereof
- ☞ **Provide** the following information to the Organic Standard:
 - Describer pest/disease situation (type of pests/diseases, dated, place);
 - Description of the application method, amount and place where the product has been applied;
 - Recommended withdrawal period following application of the product, where it is not specified in the product specification;
 - Documents containing description of the planning measures for prevention of the organic product contamination;
 - These documents shall be available where external company is engaged for control of pests and weeds.

- III. The substances used in traps and dispensers (except pheromone dispensers), **shall be prevented from being released into the environment.** Contact between the substances and crops shall be prevented. The traps shall be collected after use and disposed of safely.

SEPARATION OF ORGANIC AND NON-ORGANIC UNITS

In the cases of management organic and non-organic production units, the management and accounting shall be clearly separated.

Simultaneous cultivation of the same crop at the organic and non-organic land parcels is prohibited.

Storage of not authorized substances (fertilizers, plant protection products, etc.) at the organic unit is prohibited. Non-organic products shall be kept in the individual storage and marked as "non-organic", "ordinary", etc.

Mechanical machines shall be applied in such a way to prevent risks of contamination of the organic fields due to the use of machines/ *equipment/ sprinklers, which are also applied at the non-organic fields.* The machines shall be cleaned before use at the organic fields and these procedures shall be duly documented.

The harvesting activity shall prevent any possible mixture of the organic and non-organic products.

PEST CONTROL IN THE PREMISES

The following measures (with the following priority) shall be undertaken to prevent pest infestation:

- (1) Eliminate possible areas of possible propagation, feed sources and reproduction of pests and diseases
- (2) Follow the corresponding hygiene rules
- (3) Prevent access of the pests to the premises where organic products are stored
- (4) Monitor the pest population
- (5) Adjust the following external conditions in order to prevent propagation of pests and diseases: temperature, pressure, light, humidity, gas environment and air flow.
- (6) Mechanical or physical control of the pests, for example, traps (including, pheromone traps and traps with baits), glue, light and UV radiation, ultrasound, controlled gas environment (CO₂, oxygen, nitrogen)
- (7) Use of natural enemies (for example. cats, entomophage, etc)
- (8) Application of non-toxic, non-synthetic products such as mineral products (for example, diatomite), repellents.

Where the specified measures are inefficient, the following measures are allowed:

- A.** Products specified in Annex VII to the Equivalent European Union Standard (the operators shall keep documentary evidence of the need to use the products);

During application of the authorized products the operator shall:

- ⇒ **Undertake** the corresponding above mentioned precautionary or preventive measures, including removal of the organic products from the premises where pests may appear;
- ⇒ **Keep documentary evidence** of all measures (measure type, results, last name and name of the authorized person) and describe current pest situation at the production (clarify pest species, date and place of affection, contaminated products, etc.).

- B.** Substances approved by Organic Standard shall be used in order **to prevent** any contact with organic products at any processing stage;

Before application of the NOT-authorized substances (a substance shall be approved for food products) the operator shall:

- ⇒ **Notify** the corresponding certification authority thereof
- ⇒ **Provide** the following information to the Organic Standard:
 - Describer pest/disease situation (type of pests/diseases, dates, place);
 - Specification and labeling, which are planned to be used;
 - Description of the application method, amount and place where the product has been applied;
 - Recommended withdrawal period following application of the product, where it is not specified in the product specification;
 - Documents containing description of the planning measures for prevention of the organic product contamination (for example: internal corporate procedures for prevention of the organic product contamination; contamination liquidation procedures; path forward for prevention of such situations in future, etc.);
 - These documents shall be available where external company is engaged for control of pests and diseases and the documents shall be available.
- ⇒ **Follow** the rules:
 - REMOVE: all organic products, feed and corresponding packing materials (insufficient polyethylene or other material cover);
 - It is allowed to put organic products and packing back only if contamination risk does not exist any more.
 - An inspector of the Organic Standard may require analysis for residuals of not authorized products where he/she has any doubts as to contamination of the organic products;
 - Rodenticides shall be used only in the closed appliances location of which shall be identified and known to the staff. The traps shall be cleaned safely (excluding product contamination risk);
 - The products ARE NOT ORGANIC if products or containers (or other packing materials) where they are stored have been fumigated.

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Attention! The withdrawal period is to be **three times longer than the period referred to in the product specification (at least 24 hours)**.

The following pest and disease-control substances and methods are PROHIBITED:

- ⇒ Any chemical synthetic pesticides, for example:
 - Ethylene oxide
 - Methyl bromide
 - Phosphines
 - Phosphide (aluminum, zinc, magnesium, etc)
- ⇒ Ionizing radiation

HOLDING DOCUMENTATION

Maintenance and keeping of documents is very important for organic holding.

Every organic holding shall:

- keep original checks/bills for both every purchased (for example, fertilizers, pesticides, seeds) and sold product;
- Keep field log (separate for organic and non-organic units, if appropriate) and register the application of products (date, activity, applied product, amount) and date of sowing and harvesting;

- Have data in application of the plant protection products and fertilizers for every field for the year (applied products, amount and crop);
- Have plant rotation plan, field map (with indication of the field size, corresponding numeration, fields with indications of possible risks of contamination from the surrounding fields), scheme of production areas;
- Keep harvesting register, records on gathering and distribution of the products; these records shall demonstrate balance of the holding products.

These documents shall be kept for at least five years.

LABELLING

The products shall have the corresponding labels on leaving the organic holding. The labeling shall contain the following information:

- sender, address;
- producer, address;
- product quality (specified in the certificate);
- name of the product;
- standard;
- lot number;
- weight.

This information shall be specified in the supporting documents if the products are sent in bulk.

HANDLING OF THE PRODUCTS IN CASE OF ANY DOUBT AS TO THEIR QUALITY

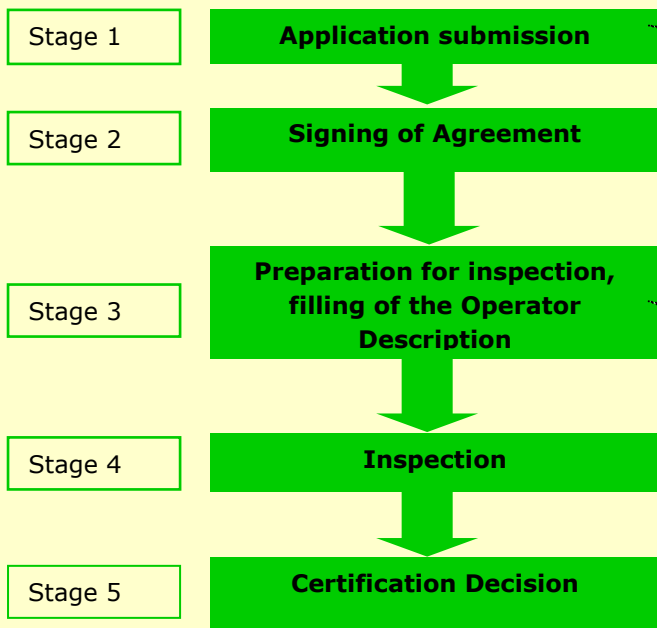
Where the operator considers or has any doubts that the product he/she has received, produced, prepared or exported is not in compliance with the organic requirements, he/she shall ensure that the product is not to be sold/labeled as organic until solution of his/her doubts. He/she shall also ensure separate storage of the product. The operator shall notify the Organic Standards on his/her doubts.

4. Certification process

Certification process is a continuous process including annual inspection and certification. During the inspection an authorized inspector of the certification authority shall check the holding and describe actual status of the holding in the inspection documents. **Inspector is not a decision maker.**

According to provisions of the organic standards any holding operating with organic technologies shall get inspected once a year (annual inspection). Additional inspection may be arranged for occasional control of the annual inspection results.

The main certification stages:



Application for certification is a form document, which is available for download on the website of Organic Standard, filled and sent to the office of Organic Standard at the address office@organicstandard.com.ua. Date of the Application receipt is officially considered to be a date for the start of the certification process.

Operator Description is a general document containing detailed information on the holding and its activity. The Operator description shall be filled before inspection and sent to the office of Organic Standard.



THE FIRST INSPECTION

The first inspection is an important opening stage of certification process. Results of the first inspection shall affect the whole certification process.

Package of documents is to be prepared for the first inspection:

Filled Operator Description

Annexes to the Operator Description:

1	Field register, including the history (for the previous three years): treatment, sowing, fertilization, watering, spraying, harvesting for every field to be certified (OS provides the form).
2	Field map (with numbers and areas of the fields) containing non-organic fields, if applicable.
3	Land Property Title Deed
4	Agreements with other holdings for processing, storage of the products, lease of cars, equipment, premises, etc.
5	Soil analysis (if any).
6	Schematic map of the premises including contracting units and leased premises.
7	For the lands, which have not been used before (fallow lands): certificate on the non-use of the lands and fallow period; This certificate shall be issued by the third party (local authority, agricultural authority).
8	Seed documents.
9	Documents for the purchase of complementary products (fertilizers, plant production products) and information for every product. The non-GMO declaration affirmed with signature and stamp of the supplier (the form is provided by OS) shall be provided for the products containing microorganisms.
10	Non-GMO Declaration is required for the crops that have risks of being GMO (corn, soy, potato, sugar beet). Declaration affirming that seed/plant propagation material hasn't been genetically modified: This declaration shall be issued by the supplier of seeds/plant propagation materials (form is provided by OS).
11	Record of processing and storage of the products after harvesting.
13	Bills and invoices, purchase and selling documents. Documents for the purchase of seed, plant propagation material, fertilizers, feed and other farming-related operations.

INTERINSPECTION PERIOD

The operator shall follow the rules of organic production in accordance with organic standards between annual inspections and notify the Organic Standard on the important changes:

- change of own or leased fields;
- changes in the supplier list;
- changes in the list of products provided in the end of the Operator Description (fertilizers, plant protection products);
- change in the assortment of the products;
- receipt changes (processing operations);
- alteration of the activity category (or expansion in the number of activity categories);
- change of the holding address or enterprise

The operator shall notify the Organic Standard on the application of the plant production products or fertilizers in advance. For the purpose he/she shall fill the required form and obtain a permit for the application of the product.

GENERAL ANNUAL INSPECTION

It is required to perform the following operations before **general annual inspection**:

⇒ **update and send Operator Description of the Organic Standard.** Updated information shall be entered in red color.

Important for certification updated information:

- any changes at the holding during the year (as mentioned above)

Table information in the Operator Description:

- list of fields
- seed
- harvesting period, average productivity, harvesting measures , presence of animals at the holding
- list of assortment of organic products and list of clients

⇒ **provide the required measures in case of non-compliance specified in the Final Assessment** further to the results of the previous inspection;

⇒ **prepare binding annexes.**

Package of the documents to be prepared for the general annual inspection:

- Updated Operator Description.
- Annexes to the operator description:

1	Holding map (including all fields and premises)
2	Field history (where new fields are added)
3	Holding documentation (field log, field register, etc.)
4	Total annual data for the products (fertilizers, pest protection products, etc) for every field for the previous season
5	Total sales data (for exports)
6	Crop Rotation Plan
7	Internal procedures and instructions
8	Documents for the products (fertilizers, pest protection products, etc) and GMO-declaration
9	New fields: Evidences for the previous use and field history
10	Soil analysis (if any)

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RESULTS OF ANNUAL CERTIFICATION

Every year the producer obtains a package of Certification documents further to the certification results. This package shall include:

- Certificate (for positive decision).
- Certification Decision.
- Final Assessment.
- Inspection Report.

Information on the certified holding shall be entered to the database on the website of the Organic Standard.

<http://www.organicstandard.com.ua/ua/clients>