

IOAS Inc.



IOAS Operating Manual

**Information and requirements specific to ISO/IEC 17065
accreditation with scope**

GLOBAL.G.A.P.



GLOBALG.A.P.

Valid from: Dec 4, 2020

IOAS Operating Manual - GLOBALG.A.P.

1. Introduction

This operating manual contains specific information and requirements of the GlobalG.A.P Accreditation programme implemented by the IOAS on behalf of the scheme owner, GlobalG.A.P. c/o FoodPLUS GmbH. It should always be read in conjunction with the IOAS General Operating Manual which contains a full description of the IOAS and its overall approach to its work conducting accreditation and surveillance of certification bodies working in the field of organic and sustainable agriculture and related fields which is performed in line with ISO/IEC 17011.

It is the IOAS approach to, as much as possible, harmonise the assessment process for the increasing range of schemes offered, so as to reduce the burden of accreditation to all certification bodies. We are also continually working to gain recognition or equivalence of our work with scheme owners and government authorities such that we can offer the service of 'one assessment, many accreditations'.

2. Standard (scheme) owner

2.1 GlobalG.A.P's roots began in 1997 as EUREPG.A.P., an initiative by retailers belonging to the Euro-Retailer Produce Working Group who developed an independent certification system for Good Agricultural Practice (G.A.P.). EUREPG.A.P. helped producers comply with Europe-wide accepted criteria for food safety, sustainable production methods, worker and animal welfare, and responsible use of water, compound feed and plant propagation materials. Over the next ten years the process spread throughout the continent and beyond. Driven by the impacts of globalization, a growing number of producers and retailers around the globe joined in, gaining the European organization global significance. To reflect both its global reach and its goal of becoming the leading international G.A.P. standard, EUREPG.A.P. changed its name to GlobalG.A.P. in 2007.

2.2 GlobalG.A.P. has a structure including specialised committees responsible for developing and updating General Regulations applicable for accreditation bodies, certification bodies and producers in relation to certification for GlobalG.A.P., as well as standards and rules for various production types.

3. GLOBALG.A.P accreditation and ISO/IEC 17065 pre-requisite

3.1 The GlobalG.A.P Accreditation programme is a voluntary accreditation programme which has been implemented by IOAS in 2018 in the framework of the recognition system that FoodPlus GmbH has established for the signatories of the Multilateral Agreement (MLA) on product certification at the International Accreditation Forum (IAF) Accreditation Bodies and the Memorandum of Understanding signed between GlobalG.A.P. and IOAS.

3.2 CBs accredited under GlobalG.A.P. scheme are required to certify against the respective GlobalG.A.P. Scopes and Subscopes whose current texts can be freely downloaded from the GlobalG.A.P. website.

3.3 The CB can apply for one or more of the following Scopes and Subscopes, for certification of producers Option 1 and/or Option 2⁽ⁱ⁾:

a. Farm based scopes:

1. Integrated Farm Assurance v5.2 (IFA) - Crops Base (CB):

FV: Fruit and Vegetables

FO: Flowers and Ornamentals

CC: Combinable crops

TE: Tea

XXX: Hops

PPM: Plant Propagation Material

2. IFA v5 - Livestock Base (LB):

PG: Pigs

PY: Poultry

TY: Turkey

CS: Cattle & Sheep

DY: Dairy

CYB: Calf/young beef

b. CoC: Chain of Custody

c. CfP: Crops for processing

d. GlobalG.A.P. Risk Assessment on Social Practice (GRASP) Add-on.

IOAS is however willing to consider applications relating to any other GlobalG.A.P. scope subject to prior confirmation of sufficient expertise and resources available before proceeding.

(i) Option 1 "Single producer certification": a single farmer receives a certificate; Option 1 with multisite QMS: A multisite company with an implemented QMS. Option 2 "producer group certification": a group of producers with a shared mandatory Quality Management System (QMS) receives one certificate for the entire group)

3.4 The CB shall apply to IOAS for accreditation to ISO/IEC 17065 for the relevant GlobalG.A.P. Standards and Sub-Scope(s). More than one scope may be selected at the time of application and the scope may be extended (or reduced) at any time. GlobalG.A.P specific requirements apply. Additional scopes and extension of scopes are subject to additional fees indicated in the IOAS fee schedule.

3.5 Upon request, IOAS will send the interested Certification Body (CB) an application form. When receiving it completed, IOAS will issue a confirmation of application indicating the applied standard scope(s) and sub-scope (s) which the CB will forward to FoodPLUS GmbH.

3.6 IOAS application procedure will apply (see Section 5).

3.7 The IOAS shall formulate decision on the ISO/IEC 17065 accreditation of the CB within six months after the date of provisional approval by the scheme owner. This period may be extended for an additional time span of six months if IOAS deems justified reasons exist. In such cases the extension will be communicated to the CB, which in turn shall submit the IOAS justification to GLOBALG.A.P.

3.8. Please refer to GlobalG.A.P. website for the GLOBALG.A.P. General Regulations Part III – Certification Body and Accreditation Rules for further information on CB approval process by GLOBALG.A.P. See points 2.1.1 and 2.1.2.

3.9 Once ISO/IEC 17065 accreditation has been obtained for the applicable GlobalG.A.P. standard and Sub-Scope(s), IOAS will issue an accreditation certificate which contains the information defined by GlobalG.A.P. General Regulations Part III 2.3.(b).

4. Requirements for accreditation

4.1 After obtaining final GlobalG.A.P. approval and corresponding ISO/IEC ISO17065 accreditation, the CB can place the GlobalG.A.P. trademark/ logo on certificates issued to its operators according to the applicable GlobalG.A.P. certificate template.

4.2 The CBs are required to continuously comply with the terms of the “License and Certification Agreement” signed with GlobalG.A.P. and with GlobalG.A.P. General Regulations.

5. Procedure for assessment

5.1 The application procedure follows that described in the IOAS General Operating Manual at Section 7.

5.2 The applicant is made fully aware of its rights and obligations before application through the provision of this and related operating manuals and having access to sample copies of the Contract for provision of IOAS assessment and surveillance (PL0502) and the fee schedule (LS0503).

5.3 The completed application form must indicate the scopes and sub-scopes being applied for by the CB.

5.4 If the application form review is satisfactory, the applicant is offered to sign the referred contract (PL0502) and IOAS proceeds with the certification body document review.

5.5 After the document review is completed and satisfactory, IOAS carries out an on-site visit (office and operator sites).

5.6 If the visit result is positive, IOAS will address the case to its Accreditation Committee for an accreditation decision.

5.6.1 The length of initial and subsequent on-site visits and the activities undertaken (such as number of operator visits) will be influenced by the number of standards and sub-scopes applied for, which will in turn determine the cost of the on-site visits. For Option 1, IOAS will conduct at least one initial witness audit of one sub-scope within each applied scope(s) prior to accreditation. For Option 2 or Option 1 multisite operation with QMS, IOAS will conduct at least one QMS witness audit of any of the sub-scope(s) within the scope(s) applied.

5.6.2 During the five-year accreditation period, IOAS will, at a minimum, conduct witness audits to all sub-scopes of each of the CB's accredited scopes. IOAS will justify any decision to increase witness audit frequency when necessary.

5.7 GlobalG.A.P. provides IOAS access to all relevant records of the integrity program and complaint management system through an extranet. IOAS shall at least annually review the content of the extranet and take this into account in its next assessment. On request, IOAS shall send to GLOBALG.A.P. the latest results and report of the accreditation assessment. In this case, the CB shall be informed.

5.8 Documentation related to the CB's GlobalG.A.P. procedures or GlobalG.A.P. clients shall be made available to IOAS and to GLOBALG.A.P. on request. Copies of the inspection/audit reports, the objective evidences of implementation of the corrective actions or the fully completed inspection/audit checklist shall be provided to IOAS when requested.

5.9 To extend scope of GLOBALG.A.P. accreditation, including to benchmarked schemes, the approved CBs shall initiate provisional approval with GLOBALG.A.P. and apply to IOAS for extension of scope. At least one witness audit will be required.

5.9.1 The extension of accreditation to new sub-scopes within an already-accredited scope shall include at least the assessment of personnel competency. A witness audit is not necessary.

6. Reference to IOAS accreditation and the scheme owner

6.1 The accredited CB may make reference to being accredited by the IOAS in accordance with the requirements described and referred to in the IOAS General Operating Manual.

6.2 On being accredited, IOAS will provide the CB with a formal accreditation certificate stating that the organisation has been found to fulfil the requirements of GlobalG.A.P. The certificate will indicate the expiry date of the contract.

6.3 In addition, IOAS will include the CB in a public listing which will be updated as necessary to include any changes of scope, sub-scopes (if relevant) and countries of activity.

6.4 The accredited CB may make suitable claims on promotional material (brochures, web sites etc.) that the CB operates in compliance with GLOBALG.A.P. requirements as long as the scope of the declaration is made clear and matches that under 6.4.

6.5 Certificates issued by the CB bear either the IOAS logo or a declaration stating that the certificate is issued under the scope of IOAS accreditation according to IOAS policy [PL0515](#).

6.6 For general information on the use of the IOAS accreditation symbol and name and the IAF mark [click here](#)

7. Fees

The IOAS fee schedule is available at <http://www.ioas.org/assessment/application/>. The IOAS is able to provide a quotation of fees for the requested services but due to the many variables involved, these can only be used for orientation.

For any specific questions on assessment against GlobalG.A.P. please contact your assigned IOAS Client Manager or IOAS Scheme Liaison, Daniel Szalai: szalai@ioas.org

Contact details

IOAS Inc.

Address: 122 1/2 North Broadway,
Fargo, ND 58102, USA
Tel: +1 701-353-3353
E: info@ioas.org
W: www.ioas.org

GLOBALG.A.P. c/o FoodPLUS GmbH

Spichernstrasse 55, 50672 Cologne, Germany
Tel.: +49 221 57776 -0; Fax: +49 (0) 221 57 993 -89
W: www.globalgap.org