

1.0 Purpose.

To describe specific rules and activities for Suspension and Cancellation for GlobalG.A.P. Certification services.

2.0 Scope.

This Procedure applies to all audit/inspection and certification services for the GlobalG.A.P. Scheme provided by International Compliance Group, Inc.

3.0 Responsibility.

Certification Committee is responsible to implement activities described in this procedure.

Program Quality Manager is responsible to revise and update this Procedure regularly.

4.0 Definitions.

Applicant: Candidate who applies for GLOBALG.A.P. certification by an approved certification body. An applicant may be an individual producer, individual producer with multiple sites, a producer group, a livestock transport provider, or a compound feed manufacturer.

CB: Certification Body.

FSS: Food Safety Standards.

GNN: GLOBALG.A.P. Number.

IFA: Integrated Farm Assurance.

PHU: Product Handling Unit.

QMS: Quality Management System.

ICG: International Compliance Group, Inc.

5.0 Description of Activity.

5.1 Reasons for Suspension.

5.1.1 Suspension initiated by ICG is a result of the following situations:

- 5.1.1.1 If an Unannounced Inspection cannot take place because of non-justifiable reasons, a suspension of all products will be issued.
- 5.1.1.2 If a QMS Unannounced Audit cannot take place because of non-justifiable reasons, a complete suspension will be issued.
- 5.1.1.3 If an Unannounced Reward Program cannot take place because of non-justifiable reasons, a suspension of all products will be issued and the producers' status will be reset to year zero.
- 5.1.1.4 If a clear link has been established between a producer and public health outbreak by a reputable governmental regulatory authority, suspension of the certification shall be imposed, while a review of the producer's certification is performed.
- 5.1.1.5 An immediate suspension shall be issued where a serious threat to food safety, the safety of workers, the environment, consumers, and/or product integrity (i.e. sale of non-certified products as certified) is present. This will be communicated via an official warning letter.

5.2 Product Suspension.

- a) If the cause of the warning is not resolved within the defined period (maximum of 28 days), a suspension shall be imposed by ICG or the producer group on its members immediately.
- b) ICG can lift product suspensions imposed on producers and producer groups issued by them.
- c) Producer groups can lift product suspension on their accepted producer members issued by them.
- d) A suspension can be applied to one, several, or all of the products covered by the certificate.
- e) A product cannot be partially suspended for an individual producer (single or multisite), i.e. the entire product shall be suspended
- f) When the suspension is applied, the ICG/producer group shall set the period allowed for correction (not longer than 12 months).
- g) During the period of suspension, the producer is prohibited from using the GLOBALG.A.P. logo/trademark, license/certificate, or any other type of document that is in any way linked to GLOBALG.A.P. in relation to the suspended product.
- h) If a producer notifies ICG that the non-conformance is resolved before the defined period, the respective sanction can be lifted after evaluation of evidence provided by the producer. This evaluation may take place on- or off-site. If done through an on-site inspection, announced or unannounced, it may be a full inspection or evaluating only the submitted evidence.
- i) If the cause of the suspension is not resolved within the defined period, a cancellation is imposed.
- j) The suspension remains as long as ICG or producer group does not lift it or impose a cancellation.

5.2.1 Self-declared Product Suspension.

- 5.2.1.1 A producer or producer group may voluntarily ask ICG for a suspension of one, several or all of the products covered by the certificate (unless ICG has already imposed a sanction). This can occur if the producer experiences difficulty with compliance to the standard and needs time to close any nonconformance.
- 5.2.1.2 This suspension will not delay the renewal date, nor will it allow the producer to avoid paying registration and other applicable fees.
- 5.2.1.3 The deadline for closing non-conformance is set by the declaring producer/producer group, which shall be agreed upon with ICG.
- 5.2.1.4 The same applies for members of a producer group who may voluntarily ask the respective group to temporarily suspend their product(s). Here too, the deadline for rectifying non-conformance is set by the declaring producer, which shall be agreed upon with the respective producer group QMS.
- 5.2.1.5 In the GLOBALG.A.P. Database the product status “self-declared suspension” shall be set for the respective products.

5.3 Cancellation.

- 5.3.1 A cancellation of the contract shall be issued where:
 - a) ICG finds evidence of fraud and/or lack of trust to comply with GLOBALG.A.P. requirements
or
 - b) A producer/producer group cannot show evidence of implementation of effective corrective action before the suspension period set by ICG/producer group has elapsed
- 5.3.2 A cancellation of the contract results in the total prohibition (all products, all sites) of the use of the GLOBALG.A.P. logo/trademark, license/certificate, or any device or document that may be linked to GLOBALG.A.P.
- 5.3.3 Producers that have received a cancellation shall not be accepted for GLOBALG.A.P. certification within 12 months of the date of cancellation.

6.0 References.

GlobalG.A.P. General Regulations Part I – General Requirements.

7.0 Formats / Exhibits.

Suspension and Cancellation notifications.