

Empanelment of Consultants for evaluation of Certification Bodies under NPOP

Applications are invited at APEDA from qualified freelance consultants to be engaged in the evaluation of Certification Bodies as per NPOP.

Eligibility

Retired Scientists/Professors/Govt. officials and Qualified ISO auditors with Post Graduate degree in Agriculture/Food Technology or Life Science.

Fee

A consolidated amount of Rs. 5000 (Rupees Five Thousand only) plus traveling, boarding/ lodging as per TA/DA rules prevalent in APEDA shall be paid per evaluation.

Interested candidates may apply to APEDA at the following address:

Dy. General Manager (ORG.)
APEDA
3rd Floor, NCUI Building
3 Siri Institutional Area
August Kranti Marg (Opp. Asiad Village)
New Delhi 110 016

The last date of receiving the application will be 10th April **2014**.

Terms of Reference (ToRs) for Evaluation Committee Members are as under:

TERMS OF REFERENCE FOR EVALUATION COMMITTEE MEMBERS

The approved auditor under NAB

1. shall required to sign conflict of interest, confidentiality and code of conduct agreements annually;
2. shall not be allowed to provide consultancy to any Certification Body or applicant for accreditation;
3. shall not be allowed to share information of audited Certification Bodies to any third party. Action shall be taken legally by NAB against the member, if any violation is noticed in this regard;

4. is required to strictly follow the audit procedures laid down by APEDA;
5. shall have to attend the annual updation trainings provided by APEDA;
6. is required to follow the schedule of evaluations provided by APEDA. The request for change in the scheduled dates for evaluation shall not be allowed except in case of any uncalled emergencies;
7. is required to use only approved checklists provided by APEDA for evaluation purpose;
8. is required to fill the approved checklists manually with adequate information and description;
9. is required to enclose supporting documents with the evaluation report for further verification and assessment;
10. shall not select same operator for witness audit more than once and;
11. is required to submit the Evaluation report to APEDA within 15 days.