



कृषि और प्रसंस्कृत खाद्य उत्पाद
निर्यात विकास प्राधिकरण
(वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार)

**Agricultural and Processed Food Products
Export Development Authority**
(Ministry of Commerce & Industry, Govt. of India)

NAB/2016-17/00004 (Vol. V)
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NOTIFICATION

NAB in its 34th Meeting has allowed for extension of accreditation of Certification Bodies (CBs) already accredited under NPOP in countries other than India.

Basic criteria for application and necessary competence requirements are attached herewith at Annex -I. ACB's seeking for overseas accreditation may apply to Agricultural and Processed Food Products Export Development (APEDA) in the prescribed format along with prescribed fee and necessary supporting documents.

Dr. Tarun Bajaj
General Manager

Guidelines and eligibility criteria for extension of Accreditation for overseas certification.

Eligibility Criteria and Requirements

1. Certification bodies accredited under NPOP shall be eligible for seeking extension of accreditation for overseas certification
2. Accreditation extension shall be granted for the scopes ACBs are accredited and shall be limited to their accreditation cycle. Overseas accreditation extension shall be country/ countries specific.
3. Applicant ACBs shall have expertise, equipment and infrastructure required to carry out certification activities and have sufficient number of qualified and experienced staff for overseas activity for the country/ countries under application.
4. Have capacity to carry out control/inspection to ensure the compliance under NPOP.
5. Applicant ACBs shall have to offer adequate guarantee of objectivity and impartiality and for no conflict of interest in the country of operation.
6. Applicant ACBs shall have to offer adequate guarantee that the certified products exported to India meets all the standard requirements under NPOP and FSS Act 2006.
7. Equivalence agreements/ recognition agreements applicable to NPOP in India shall not be applicable to overseas certification.

Procedure for application and implementation requirements

1. The Accredited Certification Body (ACB) shall make an application to APEDA with prescribed fee. As accreditation extension shall be country specific, separate applications will be required for separate countries.
2. Applicant ACBs shall submit their fee structure leviable on overseas operators based on scopes and the same shall also be displayed on their websites.
3. On receipt of application APEDA shall review the application and supporting documents and at its discretion, if required can undertake one day office audit to ascertain compliance requirements.

4. The recommendation of APEDA shall be submitted to NAB for its review and for necessary accreditation extension decision.
5. ACBs granted with overseas accreditation extension shall be subjected to annual document audit during annual surveillance. In addition APEDA may also undertake witness audit in the country of operation at least once in each accreditation cycle. Necessary cost on such overseas witness audit shall be paid by the ACB.
6. As the overseas accreditation extension is being granted to certification bodies accredited in India under NPOP, all operational documents shall be maintained in their India offices and shall be available for audit and surveillance.
7. The ACB shall submit separate annual report for overseas operations, giving details of projects registered, projects certified, TCs issued and quantity allowed for export to India.
8. Certification shall be done as per NPOP requirements and entire certification process shall be operated through the Tracenet

Accreditation and overseas witness audit fee for each accreditation cycle

1. Rs. 2.5 lakh for accreditation extension per group of countries
2. Rs. 1.50 lakh for witness audit and surveillance

Group of countries for proposed for combined accreditation extension

1. European Union
2. USA and Canada
3. Latin American and Caribbean
4. Africa
5. China, Taiwan and Japan
6. Middle east and NW Asia and neighbouring countries
7. CIS countries
8. ASEAN and other East and South Asian nations (except SAARC)
9. SAARC nations
10. Australia, New Zealand and other Oceania countries

APPLICATION FORM FOR EXTENSION OF SCOPE OF ACCREDITATION FOR OVERSEAS COUNTRIES UNDER NPOP

1. Name of the Certification Body :

2. Name of MD/CEO/Director :

3. Address :

Phone No. :

Fax No :

E-mail :

Website :

4. Legal Status :

5. Accreditation No. & Validity of Accreditation :

6. Scopes of accreditation approved :

7. Name of the country being applied for certification services

8. Scopes of certification being sought in the country

9. Organizational structure and personnel

(Only the ones proposed for certification services in that country. Please enclose the organizational chart, list of personnel involved in the inspection and certification of the scope applied for covering the qualification, experience, job description, documentary proof of the appointments, trainings and other related activities)

10. Policies and procedures for inspection and certification for the scope/(s) applied for foreign country (Submit the policies, procedures and formats for operational part only applicable for that country and scope under NPOP)

11. Please indicate the proposed tariff structure for certification of the scope applied

12. Describe the present inspection and certification activities carried out by your organization in that country or in any other foreign country under NPOP or under any other accreditation for organic products.

13. Details of existing operations under NPOP

No of Operators for:

- a. Crop production
- b. Livestock
- c. Aquaculture
- d. Food processing and handling/ trading
- e. Animal feed processing and handling
- f. Others (specify

14. Nos of export TCs issued and quantity exported during last 3 years

15. Please enclose the following with the application form

- a. Application fee by demand draft (as per the accreditation fee structure on APEDA website) drawn in favour of APEDA, New Delhi
- b. Any other additional information you wish to specify

Declaration

I hereby declare that I am the authorised signatory for M/S and the information stated above is correct to the best of my knowledge.

Signature

Name

Designation

Date