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PROCEDURES AND COMMITMENTS FOR PRODUCT EVALUATION FOR THEIR USE IN ORGANIC AGRICULTURE

For this document purposes, read OC as Control Agency also known as Certification Agency. The Registrant or Registering Company is the undertaker who has requested the product evaluation to the OC.

1. Services offered

1.1 Review and assessment of the composition and manufacturing process of the final product, and if it is the case, also of the raw materials that compose it. The evaluation is base on the lists of raw materials and/or substances allowed by the regulations and/or international organic standards.

1.2 The product evaluation's results will be the issuance of an assessment document that indicates whether the composition, manufacturing process, and its use; is or is not in accordance with the requirements of the international organic standards requested.

1.3 If the results of the evaluation in section 1.3 are positive, a "Equivalence Confirmation of Products for the use in Organic Farming" will be issued. If the results are negative an assessment document will be delivered.

1.4 Evaluation under the guidelines of the European Union Organic Regulation, NOP/USDA Regulation, JAS/MAFF (Japan) Standards, or all of them, among others will be done. Before starting the evaluation process, the Registrant or the Registering Company has selected and requested the standards or regulation of their interest.

1.5 CONFIDENTIALITY, IMPARTIALITY AND LACK OF CONFLICT OF INTEREST is guaranteed before, throughout and after the evaluation process. The OC agrees to keep and comply with the preceding three sections. It also ensures that the information will not be used for other purposes or be disclosed to third parties.

1.6 As soon as de OC has received the "Application Form for Product Evaluation", any other additional information requested, business label, sample of the finished product and payment confirmation, the estimated time to complete the evaluation process is 30 days.

1.7 The evaluation decision is made on the basis of the information provided by the Registrant or the Registering Company, the policy, regulation or standard guideline and the test results of the sample.

1.8 The confirmation of use of a product can be used as a printed or electronic commercial release in labels, web sites, among others, as long as the Registering Company or the Registrant has the review and written approval by the OC. This can not be carried out without the OC's prior authorization.

1.9 The authorized use for each product depends on the guidelines and definitions of the standard, rule or regulation requested. The general classification will be as fertilizers or pesticides in pre-harvest and/or specific uses in post-harvest. According to the composition of each product evaluated, it will be specified/sub-classified in the evaluation and the Equivalence Confirmation, indicating in each document the reference details under which the use has been authorized.

2. Description of Procedures

2.1 The Registering Company or Registrant in the evaluation process may contact the OC by e-mail, through the website, telephone, among other means.

2.2 The OC will send electronically to the Registering Company or Registrant this document, the Application Form for Product Evaluation, and the Cost Chart.

2.3 The Registering Company or the Registrant will send the Application Form filled out, on which the OC will base its Price Offer.

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2.4 If the Registering Company or Registrant requires the services of the OC, communication must start between the two parties to initiate the evaluation process.

2.5 After fulfilling section 1.3, and before starting the evaluation process, the registering company shall send electronically the commercial label, the data of the bank transfer, additional information requested by the OC and the original "Application Form for Product Evaluation" signed. Also, it is required that the product's sample is shipped to the exact physical address that will be provided by the OC.

2.6 Once the evaluation processes is completed, copies of the Equivalence Confirmation will be issued for its revision. The OC shall deliver the original documents only after receiving the confirmation of the copies that have been sent before. This must be done by the Registrant or the Registering Company via email. The original documents of Confirmation of Equivalence will be sent via Courier.

2.7 If the Registrant is interested in including products that are identical in composition and processes to one that already has Confirmation of Equivalence and that differ only in the registered trade mark; the new trade mark or marks can be included by the Certificate Holder. In this case, the "Application Form for Product Evaluation" should be sent with the complete information and the product's label for review and acceptance from the OC. If it were necessary, samples of the commercial product or additional information will be required.

2.8 For the annual renewal, the Registrant must send a renewal confirmation to the OC stating that the product has not changed in composition or processing. The letter will be provided by the OC. The annual renewal cost will be lower than the initial cost; it is specified in the Table Cost.

2.9 If the process evaluation has started and the Registering Company does not submit the information required/requested, the OC can take the decision to conclude the evaluation process after two months into the process. In this case the Registering Company will receive the Assessment Document described in section 1.2.

2.10 Any information of commercial disclosure shall have the OC's respective authorization. If the information is provided by the OC, it may not be modified without its authorization. In case of anomalies in the trade disclosure, the OC may request the Registering Company or the Registrant to remove the product from the market immediately.

3. Registering Company and OC's Commitments

3.1 The Table Cost is calculated for the evaluation process. The cost is independent of the outcome of the evaluation process. (See section 1.3.)

3.2 The Registering Company or the Registrant must provide the OC a sample of the final product. In addition, the OC may require –during or after the evaluation process- samples of the raw material that compose the final product. If necessary, the OC can identify and acquire a commercial sample as well for the correspondent analysis.

3.3 The OC is responsible for guaranteeing the confidentiality of the information supplied by the manufacturer and/or Registering Company or Registrant. The technical committee evaluating the products must sign a nondisclosure agreement with the OC.

3.4 The equivalence of the products will be base on the name or identification received by the regulations, rules or organic standards. In addition, the authorized use shall correspond to the one authorized in those documents.

3.5 The OC may request additional information, samples and/or the updating of documents during or after the evaluation process. The Registering Company or the Registrant should ensure availability to comply with this section. All the information must be signed by the legal representative.

3.6 In case the OC identifies and confirms a failure of the Registering Company, Registrant and/or the Manufacturer, the OC will immediately cancel or annul the Equivalence Confirmation" and communicate it.

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3.7 In case of disagreement during or after the evaluation process, the Registering Company may file a formal complaint through the Complaint Form the OC will send out.

3.8 The Registering Company must inform the OC beforehand any change in composition, manufacturing process, usage conditions, and general information about the company and/or the product data. If changes in the terms of use, changes in composition and/or manufacturing process, the manufacturer must have the review, assessment and electronic or written authorization from the OC.

3.9 If one of the points mentioned in 3.8 are not consistent with the principles and objectives of the evaluation process, the OC may suspend, cancel or annul the "Equivalence Confirmation" of the product.

3.10 Details of costs and payment terms are specified in the "Table of Costs Document" attached to this document. Shipping costs of the sample by courier and the process of customs clearance sample shipment and analysis costs will be paid by the Registering Company or the Registrant. This amount will be calculated and included in the Table of Cost.

3.11. The document known as "Equivalence Confirmation" has an annual basis. The expiration date is indicated in the latest document issued. The Registering Company or Registrant has one month after the expiration date for renewal before the OC. In the case the Registering Company or Registrant is not interested in the renewal it shall submit a letter to the OC.

3.12 In case of expiry of the month following the expiration date, the latest document issued is not permitted to be used, mentioned or included in the OC's propaganda for advertising or commercial purposes. In this case, propaganda shall cease in labels, web sites or any other communication media.

3.13 The OC may conduct inspection visits to the process plant. They may be with prior notice and/or unannounced.

3.14 The OC shall provide all information concerning the guidelines for the organic standards under which the assessment is done and the updating of them and must report any changes or modifications in those documents and/or OC procedures.

3.15 In evaluations of products classified as liquid fertilizers under the NOP/USDA organic standard it must follow the guidelines which requires an inspection visit for all those fertilizers containing percentages 3% or above.

I: _____ Legal representative of the Company:
 DECLARE UNDER OATH that I have read and accepted all the sections of this document identified as "SERVICES, PROCEDURES AND COMMITMENTS FOR PRODUCT EVALUATION FOR THEIR USE IN ORGANIC AGRICULTURE". I also ensure that all information provided in this form is real, true, accurate and complete.

I _____ as the OC's responsible person of the product evaluation process for its use in organic agriculture, declare that I have read and agreed to the confidentiality agreement signed between me and the OC.

Signature of the Legal Representative of the Registering Company
 Date:

Signature of the person responsible of the evaluation process
 Date:

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