

GENERAL STANDARDS FOR THE IDENTITY PRESERVED (IP) PROGRAM

AOSCA IP Program Requirements (Revised 06/07/06)



Purpose:

The AOSCA Identity Preserved (IP) logo identifies products (raw or processed food or other agricultural products) that meet specified product quality requirements. Through the use of the IP logo, AOSCA agencies provide verification that an effective system for the production, handling, and/or processing of grains, foods, or other agricultural production is being utilized. Audits and/or inspections are performed to verify compliance with system requirements at specified stages of production. The program is designed to be flexible to allow customization for specific crop, end product and other specified needs. Enrolled production is traceable between pre-determined points in the production process.

Program Name:

1. The agency shall assign a unique program name to identify AOSCA IP programs.

Quality Objectives

1. Product quality characteristics shall be defined and documented.
2. Product quality standards that define acceptance and rejection criteria shall be established for each point of product evaluation.

General Program Requirements

1. The scope of production and processing to be included in the program shall be defined and documented.
2. A set of specific production requirements shall be established taking into account, the kind of product, the quality objectives and production methods to be used.
3. Critical control points in the production, handling, and processing shall be identified.
4. Responsibilities for required production processes shall be documented and communicated to participants.
5. Means of measuring, evaluating and determining conformance to product quality standards shall be documented.
6. Required actions resulting from product non-conformance at each point of product evaluation shall be established.
7. The agency shall be responsible for confirming the adequacy of all actions for determining product conformance from testing and inspection, assessing the production system, through surveillance of the product produced.

Record Requirements

1. Records shall be adequate to allow agency verification of adherence to required production and processing practices.
2. The agency shall require access to required records for agency inspection.
3. Production records shall be adequate to provide product traceability throughout the production process.
4. Responsibility for creation, retention and control of records shall be documented.
5. All actions for determining product conformance from testing and inspection, assessing the production system, through surveillance of the product produced, shall be documented.

System Audits and On-site Inspections

1. The agency shall require inspections and/or audits necessary to verify that the production system is meeting stated product quality objectives.
2. The agency shall establish and document processes for performing audits and inspections including:
 - a. Evaluation points in the system.
 - b. Identity and qualifications of evaluators.
 - c. Inspection/audit methods to be used.
 - d. Rules for the selection of samples for testing and evaluation.
 - e. Reporting methods and records generated.
3. For evaluation activities not performed by the agency, the agency shall establish and document the process used to evaluate, approve, and validate the performance of evaluators and the accuracy of evaluation results.

Annual System Review

1. The agency shall annually review IP programs to validate the effectiveness of the system in achieving the quality objectives.
2. Corrective actions shall be required for identified non-conformities.
3. Program modifications shall be submitted to AOSCA for approval.

Certificates/Labels Bearing the AOSCA IP Logo

1. Use of the AOSCA IP logo on product labels, certificates, or promotional pieces shall indicate conformity to all program requirements.
2. Certificates and labels must clearly state the program name.
3. The agency shall establish procedures for the withdrawal or removal of marks of conformity in the event of product non-conformance.
4. In the event of a revision of the IP program, the marking must clearly indicate the appropriate edition of the program so that the user is informed correctly of the product requirements.
5. The agency shall perform surveillance to control the use of certificates and labels bearing the AOSCA IP logo.
6. In cases of misuse of the AOSCA IP logo, corrective actions shall be taken to safeguard its use.

Program Approval

1. The agency shall submit the proposed IP program to AOSCA for review and approval prior to using the AOSCA IP logo.
2. Program proposals shall include:
 - a. The name assigned to the IP program.
 - b. The quality objectives and evaluation criteria to be used.
 - c. Documented program components as required above.
 - d. An example of each certificate or label to be used that bears the AOSCA IP logo.

General

The purpose of the Identity Preserved (IP) logo is to identify products that have met specific requirements designed to preserve the genetic and/or physical identity of the product.

A. Eligibility Requirements

Eligibility requirements for crop varieties/brands or processes utilized are such that a detailed description of the morphological, physiological, and other characteristics of the plants and seed that distinguish it from other varieties/brands or processes utilized must be provided to the inspection agency.

B. Applicant's Responsibilities

1. Care of Equipment

- a) Applicants, growers, and handlers of IP product are responsible for determining that all equipment used for planting, harvesting, conveying, storing, handling, and conditioning is thoroughly cleaned before handling IP product.

2. Maintaining Identity of Product

- a) Each field must be identified with a number or other designation on the field application form and other pertinent documents.
- b) Maps showing field identities and locations must be maintained and furnished to crop inspectors.
- c) Field inspected product must be positively identified at all times.
- d) A bin or lot number must identify all bins.
- e) If product is bagged, bags must be identified with a stenciled lot number or a tag securely fastened to the bag.

3. Record Requirement

The following records must be maintained:

- a) Field number
- b) Amount of product harvested
- c) Assigned bin number
- d) Record of any product transfers
- e) Assigned lot numbers
- f) Copies of all completed agency documents

C. Application for Field Inspection

The application must include the following:

- 1. Applicant's address and telephone number
- 2. Grower's address and telephone number
- 3. Field number
- 4. Variety/Brand
- 5. Identity Preserved Program name – specific trait or quality
- 6. Planting date
- 7. Field size
- 8. Field location
- 9. Previous crop
- 10. Seed source identity
- 11. Signature of applicant.

D. Establishing Source of Seed

The inspection agency shall be supplied with satisfactory evidence of the source of seed used to plant each field applied for inspection.

E. Field Inspection

One or more field inspections shall be made each time a crop is to be harvested and when genetic purity and identity or any other factor affecting product identity can best be determined. The field shall be in such condition to permit an adequate inspection to determine genetic purity and identity.

F. Field Inspector Report

The inspector will prepare a written report for each field inspected. The field will be passed if conditions are satisfactory, but all or parts of the field will be rejected if program requirements are not met.

G. Product Handling

The following handling requirement shall be met:

1. Facilities shall be available to perform handling without introducing mixtures.
2. Identity of the product must be maintained at all times.
3. Records of all operations relating to the program shall be complete and adequate to account for all incoming product and final disposition of product.
4. Handlers shall permit inspection agency review of all records pertaining to program product.
5. Approved handlers shall designate an individual who shall be responsible to the inspection agency for performing such duties as may be required.
6. Approval of handlers shall be on an annual basis.
7. An authorized inspection agency representative shall take adequate samples.

H. Transfer of Product Prior to Labeling

The following transfer options are available:

1. Interagency - for completion of IP program between states, contact field inspection agency for instructions.
2. Intrastate (within the state) - an affidavit of product transfer stating the number of bushels or pounds transferred must be provided before labels can be issued.

I. Carry Over Product

All eligible product not used in the crop year of production must be reported to the agency to maintain eligibility for future labeling.

J. Labeling

The product meeting specific program requirements may be labeled using the IP logo. The label must clearly state the program name.