

Introduction

Primus Auditing Ops is a Certification Body that operates under the guidelines of the Argentinian Accreditation Body (OAA for its Spanish acronym) in compliance with ISO 17.065 standard and is authorized to provide certification services under the GLOBALG.A.P. standard for the scope of Fruits and Vegetables. The owner of this scheme is GLOBALG.A.P. (formerly EUREPG.A.P.), whose administration and publication are carried out by FoodPLUS GmbH. This certification scheme considers different sets of normative documents, which are a) General Regulations, b) Checklists, c) Control Points and Compliance Criteria, and d) Others such as fee table, list of certification entities, technical news, etc. All GLOBALG.A.P. certification scheme documents can be directly found on GLOBALG.A.P.'s website www.globalgap.org. Before any certification process, the applicant must know the obligations and rights set out by this scheme, which are available in the normative documents.

Fees and Costs

As part of the published documents, GLOBALG.A.P. has set out a fee table called "Fee", which are variable based on the way of cultivating the product to be certified (Covered or Not Covered), the cultivated area, and a fixed fee for the issuance of certificates. Fees for the on-site audit services are subject to size, the applicability of produce handling, the remoteness of our offices, and other factors which are exclusive to the GLOBALG.A.P. scheme's owner and must be added to the fees on the Fee Table. Therefore, in order to get information related to the final cost of the certification service, it is essential to contact Primus Auditing Ops' Administration Department for appropriate fees and/or costs at (+562) 26659600, by e-mail at chilegroup@primusauditingops.com or at the following link in our website: <https://primusauditingops.com/index.php/es/about-2/staff-pao>

Certification Process

The Producer (Business name that is legally responsible for the production of the product related to the scope of certification) requesting the GLOBALG.A.P Certification has to, as a first step, contact the **audit coordinator** by email **or** register by entering the following link:

<http://azzule.com/auditingsoftware/faq/>

Should the person not have access to the Internet, they will receive the documentation through regular postal mail.

Once the producer is registered and all requested information has been uploaded, they must **complete the registration documents, which must be signed by the legal**

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representative of the company and scanned, to be subsequently sent to the audit coordinator, through any of the means normally used, such as e-mail or postal mail.

Once the above requirements are met, Primus Auditing Ops will initiate the formal registration process of the documents. Once this process is finished, the Audit coordinator will contact the client to coordinate the submission of the Sublicense Agreement which must be completed and returned to the audit coordinator.

The audit coordinator will then contact the Producer to coordinate a date and time for the on-site inspection.

The second step is the visit of the auditor to the production site to evaluate the level of compliance with the requirements of the GLOBALG.A.P Protocol implemented by the producer on the site.

Once this inspection is completed, the auditor must give the documents: "GLOBALG.A.P. Certification Audit Cover Sheet" form EG-014 and "GLOBALG.A.P. Certification Audit Nonconformity Summary" form EG-013 to the producer and the inspection notes document. In the first document, the number of major and minor nonconformities is recorded. In the second document, detected non-conformities based on the inspection of the site are specified in detail and the third is completed at the request of the scheme owner. All three documents must be signed by both the producer and the auditor.

In cases where the inspection of the production site indicates that the requirements for certification are not met, the producer is given a period of time to implement corrective actions and send evidence of them to the auditor for evaluation and acceptance.

Once the inspection on site and acceptance of corrective actions sent by the producer is completed, the Certification Committee decides on granting certification, based on the whole review of the certification process.

The certificate is valid for a one-year period, during which unannounced surveillance audits can be conducted. To renew the certificate, the process is very similar in that the producer will go through the whole process of registration, application and certification request again. Then, the inspection will occur, and in case of any non-conformities found, the grower must implement corrective actions and send them to the auditor to be analyzed and approved. The Certification Committee will collect all of the certification documentation for review and a new certification decision will be made.

The certificates and audit reports will be sent electronically. If you wish to share the results of your audits with third parties, you must then send a written request to the certification body.

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Use of Logo

The General Regulations has defined the proper use of the GLOBALG.A.P. name/logo and/or QR Code, recognizing that the logo is a registered trademark. The GlobalG.A.P name/logo will never be acceptable to include on final packaging.

On the other hand, **Primus Auditing Ops** authorizes the use of its name or logo to those clients who have a current service contract to use our databases and/or software to manage food safety information.

The use of the name, logo, or any identification of the brand “Primus Auditing Ops” is strictly prohibited without prior written approval from **Primus Auditing Ops**.

Appeals:

The certification body has established the procedure SOP 22-02 Appeals and Complaints and Cert-004 Certification Audit Appeal Form to ensure a consistent approach in receiving appeals and complaints regarding an audit. You can ask for the aforementioned documents at chilegroup@primusauditingops.com to channel any discrepancies with the certification process including registration, inspection, and certification.

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