

## Annex 1. Publicly Available Information on the GLOBALG.A.P. Scheme

### I. Introduction

Primus Auditing Operations México S. de R.L. de C.V. as a Certification Body has the accreditation under the standard NMX-EC-17065-IMNC-2014 granted by the Mexican accreditation entity (ema, a.c.) to offer certification services under the GLOBALG.A.P. standard (Fruit and Vegetable sub-scope): Option 1 and option 2. This certification scheme includes different groups of normative documents, for example: General Regulations (5.4-1), Rules for plants scope (v6), Rules for individual producers (V6) Rules for producer groups and multisite producers with QMS (v6), Checklists, Checkpoints and Compliance Criteria, Fee Schedules, Rules for Data Access, among others. All the documents of the scheme can be obtained directly from the web site: <http://www.globalgap.org/es/documents>.

Before starting the certification process, the applicant must know the regulatory documents of the scheme, its rights and obligations within the GLOBALG.A.P. System, as well as implement the control points in its production sites and packing unit (when applicable).

### II. Certification Fees

GLOBALG.A.P. has established a table of fees that are variable according to the type of crop (Covered or Uncovered), the area under production and fixed fees for the registration in its database and the issuance of certificates. To the fees established by GLOBALG.A.P., it is necessary to add the costs for the audit service, which are subject to the scope of the certification. In this sense, in order to know the total cost of the certification service, it is necessary to contact Primus Auditing Operations Mexico personnel, who will provide a Service Quotation, by phone at 52 (33) 19818572 or by e-mail at [auditmx@pao-mx.com](mailto:auditmx@pao-mx.com) or [cotizacionespaomx@pao-mx.com](mailto:cotizacionespaomx@pao-mx.com).

Primus Auditing Operations Mexico is a self-sufficient certification body, obtaining resources through auditing and training services. It does not receive financial support from any public or private organization, civil association or governmental entity to cover its operations. For further information, please contact the Quality Management System area via: [sgcpaomx@pao-mx.com](mailto:sgcpaomx@pao-mx.com).

### III. Certification Process

#### **Application.**

Primus Auditing Operations Mexico provides the producer with a form where he/she must enter information about the legal entity, data related to the products and particular information of the scheme which is necessary for the registration in the GLOBALG.A.P. database. Once this form is completed, the producer must send it by e-mail to the Operations Specialist of Primus Auditing Operations Mexico with whom he established the initial contact.

#### **Contract and Programming.**

Primus Auditing Operations Mexico issues an economic proposal based on the information provided during the application. Once the proposal is accepted, the Operations Specialist will contact the Producer to schedule the date of the on-site inspection/audit and to request the signing of the Service Agreement.

#### **Assignment of Registration Number**

Primus Auditing Operations Mexico registers the producer in the GLOBALG.A.P. database, communicates its GGN and informs the producer on how to access the database.

#### **Evaluation.**

Prior to the audit/inspection Primus Auditing Operations Mexico will send a schedule with the timetable for the evaluation activities. On the date indicated in the planning, an Inspector/Auditor performs the evaluation according to the GLOBALG.A.P. Checklists. At the end of the evaluation, a report will be delivered to the producer informing about the compliance percentages and, if applicable, the non-compliances or non-conformities detected during the audit or inspection exercise.

#### **Corrective Actions.**

If the results of the audit/inspection were not 100% of Major Obligations and 95% of Minor Obligations, the producer performs corrective actions and submits the corresponding evidence within the timeframe indicated by the auditor/inspector. The auditor reviews the evidence and verifies if it is sufficient and adequate to close the finding.

The deadline for closure of findings in an initial certification is 28 days. If the producer does not submit corrective actions during the 28 days, an "Open Non-conformity" status is placed in the database and the deadline may be extended up to 90 days (this does not apply for a Re-certification or scope extension).

### **Certification Opinion.**

Qualified personnel from Primus Auditing Operations Mexico performs a technical review of the documentation generated during the process in order to issue an opinion on the certification. If the producer has complied with the requirements established by GLOBALG.A.P. and after closing the findings has achieved a compliance percentage of 100% Major Obligations and 95% Minor Obligations, a Certificate of Conformity is issued, provided that all the requirements of the process have been fulfilled.

### **Issuance of the Certificate.**

Once the certification report is issued, the producer will be informed of the result, and if it is favorable, a Certificate will be sent and the corresponding management will be carried out in the GLOBALG.A.P. database so that the producer's status appears as "Certified". From this moment on, the producer will be able to download his GLOBALG.A.P. certificate from the database.

All certified producers are published on the website:

<https://database.globalgap.org/globalgap/search/SearchMain.faces?init=1>

## **IV. Guidelines for the Use of Certification Marks and Logos (only applicable to the GLOBALG.A.P. Scheme)**

In the General Regulations Part I. Annex I.1, GLOBALG.A.P. has defined the guidelines for the correct use of the GLOBALG.A.P. logo and/or word GLOBALG.A.P., understanding that it is a registered trademark, and in the GLOBALG.A.P. TRADEMARK USE: "Policy and Guidelines" for version 6, understanding that it is a registered trademark. In any case, it may never appear on the final package, which is the one intended for the point of sale.

Primus Auditing Operations Mexico has established the document: [Guidelines for the Use of Certification Marks and Logos](#), which will be provided at the time the Certificate is issued.

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Alternatively, you can request it by calling 52 (33) 19818572 (Ext. 116 and Ext. 113) or via e-mail to the Technical Area of GLOBALG.A.P.: [globalgapmx@pao-mx.com](mailto:globalgapmx@pao-mx.com).

## V. Complaints and Appeals

Primus Auditing Operations Mexico has established the Complaints and Appeals Procedure to impartially and transparently manage complaints and appeals that may arise during the provision of certification services.

You can submit a complaint or appeal to the Quality Management System area via e-mail ([sgcpaomx@pao-mx.com](mailto:sgcpaomx@pao-mx.com) o [miexperiencia@pao-mx.com](mailto:miexperiencia@pao-mx.com)). The Quality Management System and/or Customer Support and Solutions personnel will handle the complaint and/or appeal according to the documented procedure, which will be provided to you by said area, at the time you request it, along with the documents related to the execution of the same.

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