

# **Detailed Practical Guidelines for Certification of Environmentally-friendly Agricultural and Livestock Products and Organic Food, etc.**

NAQS Public Notice No. 2010-4, Feb. 8, 2010

Amended by NAQS Public Notice No. 2011-40, Nov. 11, 2011

Amended by NAQS Public Notice No. 2013-20, Jul. 3, 2013

Amended by NAQS Public Notice No. 2016-42, Oct. 27, 2016

Amended by NAQS Public Notice No. 2017-32, Jun. 3, 2017

Amended by NAQS public notice No. 2019-04, Jun. 17, 2019

## **CHAPTER I GENERAL PROVISIONS**

### **Article 1 (Purpose)**

The purpose of this Public Notice is to provide for matters delegated to the director general of the National Agricultural Products Quality Management Service for the purposes of certification and surveillance of environmentally-friendly agricultural and livestock products and organic food, etc. pursuant to Article 58 of the Act on Promotion of Environmentally-friendly Agriculture and Fisheries and Management of and Support for Organic Food, etc., Article 5(4) of the Enforcement Decree of the same Act (hereinafter referred to as the “Decree”), and Article 8(2), Article 9(2), Article 11(4), Article 18(4), Article 18(3/6), Article 36(4), Article 39(2), Article 40(2), and Article 70 (2) of the Enforcement Rule of the same Act (hereinafter referred to as the “Rule”) and matters necessary for the implementation thereof.

### **Article 2 (Definitions)**

The terms used in this Public Notice shall be defined as follows:

1. The term “certification” means certification of organic food, etc. under Article 19 and 20 of the Act on Promotion of Environmentally-friendly Agriculture and Fisheries and Management of and Support for Organic Food, etc. (hereinafter

- referred to as the “Act”) and certification of non-pesticide agricultural products, etc. under Article 34 of the Act;
2. The term “certified products” means organic agricultural products (including organic forest products; the same shall apply hereinafter), organic livestock products, organic apiarian products, organic processed food, organic processed products not intended for human consumption, non-pesticide agricultural products, and non-antibiotics livestock products, which have been certified in accordance with Article 20 or 34 of the Act and produced, manufactured, and handled in compliance with each subparagraph in Annex 1 and Organic processed foods recognised equivalency and imported under Article 25 of the Act;
  3. The term “applicant” means a person who applies for certification or certification renewal, etc. under Article 10, 16, and 41 of the Rule;
  4. The term “group application” means any application for certification or certification renewal, etc. under Article 10, 16, and 41 of the Rule by a group comprised of not less than five producers, such as a farming group or co-op;
  5. The term “certification inspector” in this Guidelines means a person who performs a certification audit pursuant to Article 11, 14, 16 and 41 of the Rule as a qualified certification inspector or a certification performer for environmentally-friendly agricultural or livestock products and organic product under Article 26-2 of the Act;
  6. The term “certification criteria” means the certification criteria referred to in Article 9 or 40 of the Rule and details of certification criteria in Article 6-2 of this Guidelines;
  7. The term “certified operator” means a person who obtains a certificate of conformity under Article 13 or 41 of the Rule, and the term “group certification” means certification granted to certified business operators by group application under subparagraph 4;
  8. The term “surveillance” means inspection of certified products on the market or investigation of the operation area of a certified operator to ascertain whether the process of producing, manufacturing, processing or handling certified products conforms to the certification criteria in accordance with Article 31 or 34(5) of the Act;
  9. The term “inspector” means a person who has been certified as competent certification inspector under Article 26-2 of the Act or public official under the National Agricultural Products Quality Management Service, in charge of surveillance of certified products and certified operators;

10. The term “simple processing” means slicing, peeling, polishing, drying, freezing, salting, or heating an agricultural or livestock product to the degree at which the original shape of the product is identifiable, but excludes processing such a product by adding food additives or grinding;
11. The term “head of a provincial office” means the head of the provincial office of the National Agricultural Products Quality Management Service having jurisdiction over a relevant region;
12. The term “head of a branch office” means the head of the branch office of the National Agricultural Products Quality Management Service having jurisdiction over a relevant region (including heads of provincial offices of subparagraph 11 doing on-site certification business);
13. The term “certification body” means a certification body accredited under Article 29(2) or 44 of the Rule.
14. The term “environmentally-friendly certification management information system” means the web-site ([www.enviagro.go.kr](http://www.enviagro.go.kr)) which the director general of the National Agricultural Products Quality Management Service operates to manage certification information on environmentally-friendly agricultural or livestock products, etc.

### **Article 3 (Scope of Application)**

Except as otherwise provided in the Act, the Decree, and the Rule, this Public Notice shall apply to the conduct of certification business and surveillance.

## CHAPTER II CERTIFICATION

### **Article 4 (Information about Certification Application)**

- (1) The head of a branch office or the head of a certification body shall provide an applicant with information about documents required for application, guidelines for preparing such documents, fees, certification criteria and application handling processes, etc.
- (2) The head of a branch office shall inform the details of designation of certification bodies and may recommend an excellent certification body und Article 37-3 of the Rule.

### **Article 5 (Products Eligible for Certification)**

- (1) Details of the products eligible to receive certification under Article 8(2) or 39(2) of

the Rule are as follows:

1. Organic agricultural products or non-pesticide agricultural products: Agricultural products planned to be produced or being cultivated in accordance with the certification criteria for not longer than two-thirds of the “crop growing period” of Annex 1-2;
  2. Organic livestock products, organic apiarian products, or non-antibiotics livestock products: Livestock products planned to be produced or being raised in accordance with the certification criteria;
  3. Organic processed food: Processed food planned to be produced or being produced in accordance with the certification criteria;
  4. Organic processed products not intended for human consumption: feed and Pet food (only for dogs and cats) planned to be produced or being produced in accordance with the certification criteria;
  5. Certified products of handler: certified products packaged by either changing packaging unit or simple treatment (excluding certified products sold without packaging and purchased by customer’s desired quantity at a retail store).
- (2) The detailed items of the products specified in paragraph (1) shall be registered with the agricultural fishery livestock standard code in the environmentally-friendly certification management information system

#### **Article 5-2 (Application for Certification)**

- (1) Pursuant to Article 10, 16, and 41 of the Rule, for the products eligible for certification referred in each of the subparagraphs of Article 5(1), an applicant shall submit a certification application in the form of Annex 2 or 3 of the Rule, with the attachment of the following documents to the head of a certification body:
1. An certified products production plan or certified products manufacturing, processing and handling plan in the form of Annex 1 of this Guidelines (can be omitted if there is no change);
  2. The management-related documents (can be omitted, if a business applying for the certification of non-chemical agricultural products or non-antibiotic livestock products is a new business that has no certification history in the past);
  3. A map indicating the boundaries of the operation area, and a drawing indicating the structure and usage of the work areas (can be omitted if there is no change).
  4. Proof of completion of education on eco-friendly agriculture (except where it can be verified electronically)
- (2) When a person subject to certification under Article 8(1) or Article 39(1) of the

Rule applies for certification, he/she shall file an application for each type of certification (organic agricultural products, organic livestock products, organic apiarian products, non-pesticide agricultural products, non-antibiotics livestock products, organic processed foods, organic feed and pet food, and handlers).

- (3) In case of group certification, it shall be prepared according to each following subparagraph. *Provided*, that, in case of less than 5 persons, group certification may not apply as a group and shall apply by each operator in accordance with paragraph 1 and 2.
1. A certification application shall be prepared by the production manager of each group;
  2. An organic handling plan or organic manufacturing, processing and handling plan, and management-related documents shall be prepared by each member of the group;
  3. Notwithstanding subparagraph 2, as for the organization of management-related documents on rice producer group members, the production manager may interview farm member face to face at least four times a year during the main cultivation period, and prepare and make available the written documents of the interview results for each farm member or register the results at the environmentally friendly certification management information system within ten days from each date of interview, and in the case that the group collectively manages, harvests, sells, and adjusts operating expenses and profits collectively, it is possible to create and manage the certified product production plan and management-related data of each group jointly in each case.
- (4) Detailed contents and method of preparing an organic production plan and an organic manufacturing, processing and handling plan in Attached Forms 4, 5 and 6 of the Rule of the documents for certification application, are as specified in Attached Form 1 of these Guidelines, and the head of a certification body may partially modify some of the contents thereof as necessary, according to the nature of each cultivated item.

#### **Article 6 (Acceptance of Certification Application, etc.)**

- (1) Upon receipt of documents for certification application from an applicant, the head of a certification body shall accept the documents by registering them with the environmentally friendly certification management information system (<http://www.enviagro.go.kr>). In such a case, the provisions of the Civil Petitions Treatment Act shall apply to matters concerning the computation of the processing period.
- (2) The head of a certification body shall, when he/she receives a certification

application, verify the application received and return the application to the applicant in any of the following cases:

1. If the applicant is subject to the restriction for application set forth in Article 20(2) of the Act;
2. If the applicant submits an application for another certification of a operations already certified for the period during which the certification is valid: *Provided*, That, an application submitted for the renewal or extension of application or for change of certification type and certification body shall not be regarded as duplicate application for certification.

#### **Article 6-2 (Certification Criteria)**

Detailed matters concerning the certification criteria under Articles 9(2) and 40(2) of the Rule are as specified in Annex 1.

#### **Article 7 (Certification Inspection)**

- (1) Upon receipt of a certification application, the head of a certification body shall notify the applicant of the schedule of certification inspection in accordance with Article 11 of the Rule in writing, orally, by sending a text message by telephone or mobile phone, or by facsimile or Internet: *Provided*, That, if the applicant wants written notification, the schedule shall be notified in writing.
- (2) Certification inspector shall conduct document audits and on-site inspections to ascertain whether the certification criteria are met. *Provided*, That, when reviewing the farms that have received the safety management certification under Article 9 of the 「Livestock Products Sanitary Control Act」 or the animal welfare livestock farm certification in accordance with Article 29 of the 「Animal Protection Act」, safety management or animal welfare animal husbandry farm certification inspection may be omitted to avoid redundancy, but the related documents must be secured and reflected in the inspection report.
- (3) Details of the procedure and methods of certification audit under Article 11(4) of the Rule are as specified in Annex 2.
- (4) Pursuant to Article 2, when an inspection is complete, the head of a certification body shall register an inspection result report at the environmentally friendly certification management information system before the certification is confirmed appropriate.
- (5) Where a test is conducted in accordance with subparagraph 1(C)(5) through (9) of

Annex 2, the head of a certification body shall register the test result at the environmentally friendly certification management information system.

#### **Article 8 (Notification of Inspection Results)**

- (1) If the head of a certification body determines that an applicator is in compliance with the certification criteria as a result of inspection, he/she shall give a certification number to the applicant according to the methods of granting certification numbers in Annex 3 and shall issue a certificate of conformity in Attached Form 8 or 9 of the Rule.
- (2) If the head of a certification body determines that an applicator is not compliance with the certification criteria as a result of audit, he/she shall notify the applicant of the reason therefor in writing.
- (3) If a certified operator applies for the issuance of a certificate of conformity in English for the purpose of export, etc., the head of a certification body may issue the certificate of conformity in English in Attached Form 2.

#### **Article 9 (Notification of Obligations of Certified Operators)**

When the head of a certification body issues a certificate of conformity, he/she shall notify certification criteria referred in the Rule and Public Notice, Article 17 of the Rule and other matters, etc. to be complied with by the certified operator.

#### **Article 10 (Approval for Certification Change, etc.)**

- (1) If any of the following causes of change occurs, a certified operator shall submit an application for certification change under Article 14(2) of the Rule to the head of a certification body:
  1. Where the certified operator intends to change the certified item;
  2. Where the certified operator intends to downsize the certified operation area;
  3. Where the certified operator intends to change his/her address or company name, or amend any additional conditions of the certification.
- (2) Upon receipt of an application for certification change under paragraph (1), the head of a certification body shall conduct a certification inspection on the changed matters in accordance with Article 7 and shall notify the applicant of the results of the inspection in accordance with Article 8. In this case, the certification shall be valid for its remaining period.

(3) In conducting a certification inspection under paragraph (2), the on-site inspection may be omitted if it is unnecessary to ascertain the downsizing of the operation area or the change of the certified operator's address or company name.

#### **Article 11 (Certification Renewal, etc.)**

(1) In either of the following cases, a certified operator shall submit an application for certification renewal or extension of the validity of certified products to the head of a certification body not later than two months prior to the scheduled date of expiration:

1. Renewal of certification: Where he/she wishes to maintain certification in order to continue the production, manufacturing, processing, or handling of the certified products OR to shift or extend his/her certified operation OR to file an application to a different certification body;

2. Extension of the validity of certified products: Where he/she does not wish to renew his/her certification but wishes to have the validity of certified products extended because of the certified products that have not been delivered within the period during which the certification is valid.

(2) Upon receipt of an application under paragraph (1), the head of a certification body shall conduct a certification inspection in accordance with Article 7 and shall notify the applicant of the results of the inspection in accordance with Article 8: *Provided*, That, the certification inspection according to an application filed in accordance with paragraph (1)2 shall be limited to the matters concerning business management and quality control of products.

(3) When a certification of conformity is issued according to an application filed in accordance with paragraph (1)2, the validity shall be extended by not more than one year, and the quantity of certified products to be shipped shall be specified in the column for additional conditions of certification in the certificate of conformity.

(4) Where the results of an inspection under Article 2 confirms any nonconformity in previously certified details with certification criteria, the head of a certification body shall take an administrative measure and other actions in accordance with each of the subparagraphs of Article 15.



## CHAPTER III CERTIFICATION LABELLING

### **Article 12 (Labelling of Certified Products)**

- (1) When a certified operator intends to ship a certified product, he/she shall affix the certification label to the package or container of the certified product in accordance with Article 18 or 45 of the Rule, and the details of the certification labelling under Article 18(4) of the Rule are as specified in Annex 4.
- (2) A certified operator may post a sign displaying the details of certification at the certified farm or work area or may advertise the details of certification truthfully.

## CHAPTER IV SURVEILLANCE

### **Article 13 <Deleted>**

#### **Article 13-2 (Receipt of report for imported non-edible organic processed products (organic feed))**

The detail matters of the conformity inspection method of receipt of imported non-edible organic processed products under Article 18-3 paragraph 6 of the Rule are given in Annex 4-2.

### **Article 14 (Surveillance Inspections of Certified Products)**

- (1) Guidelines for the surveillance activities of certified products, including matters necessary for the cycle of routine and special inspections under Article 36(4) of the Rule, are as specified in Annex 5.
- (2) In order to conduct an investigation under paragraph (1), a written notice of the entry/exit document, form in Appendix 15 shall be given in writing at least seven days prior to the commencement of the surveillance.
- (3) Notwithstanding paragraph 2, in case of urgency or notified to the related person in advance, if it is deemed that the purpose cannot be achieved, the entry/exit document, form in Appendix 15 shall be presented simultaneously to the person to be inspected at the time of commencement of the surveillance.
- (4) In the process of an surveillance, if a follow-up inspection is required on the production and distribution process of an area outside of his/her jurisdiction, the head of a NAQS branch office may consult an inspection to the head of NAQS a branch office of the corresponding area or conduct a follow-up inspection directly.

- (5) In case that he/she finds violation in the inspection process, the inspector shall receive the certificate form in Annex 3 and proof documents from the violator or the person related.
- (6) The inspector shall report the surveillance results to the head of a branch office or the head of a certification body by registering the surveillance results (including surveillance results on the certified products) onto the environmentally-friendly certification management information system.
- (7) When the head of a branch office finds, as a result of an surveillance activity, in an area outside his/her jurisdiction that a person who has received certification or a person who distributes certified products has committed an act subject to administrative disposition, etc., he/she shall notify the head of the competent branch office or the head of the competent certification body of such violation, along with relevant materials. The head of branch office or a certification body notified shall reply the action results of the notified case to the institutes that had been notified.
- (8) If a certification body is unable to continue its business due to revocation of its accreditation or closure of business under Article 28 or 29 of the Act, the head of the branch office having jurisdiction over the production site shall take charge of the surveillance activity of the relevant certified operators, including inspections of the production process by the relevant certified operators.
- (9) If the certified operator has been confirmed the violation of certification standard, in the results of inspection under (1) or (2), has been hold two or more certification cases, the head of a branch office or the head of a certification body shall conduct the production process inspection of other certification cases and shall request an inspection to the head of the corresponding certification body, if the operator is certified by another certification body.
- (10) The head of the branch office or the head of the certification body shall conduct an investigation of the certified operator and on the process of production and distribution of the certified product (excluding the certification body) in accordance with Article 31 of the Act and Article 36 of Rule and the provisions of paragraphs 1 through 7, and the results (including surveillance results of certified products) shall be registered and managed in the environmentally-friendly certification management information system.

#### **Article 15 (Measures to be Taken according to Results of Inspection)**

When the head of a branch office or the head of a certification body finds a violation as a result of a surveillance conducted in accordance with Article 14 (including the

certification renewal inspection pursuant to Article 11 or is notified of a violation, he/she shall take an administrative disposition, etc. as follows: In such cases, the necessary measures should be taken even when the validity period of the certification has ended.

1. Revocation of certification under Article 24, 31, 34 of the Act and other administrative measures;
- 1-2. Surveillance on certified products with residue detected and other nonconformities with the certification criteria;
2. A criminal complaint shall be filed against a person whose violation falls under any penal provision of Article 60 of the Act with the law enforcement agency having jurisdiction over the area in which the relevant violation was committed, or the head of the branch office having jurisdiction over the area concerned shall handle such a case in accordance with the Rule on Execution of Duties of Special Judicial Police Officers;
3. Fines for negligence under Article 62 of the Act shall be imposed by the head of each provincial office in accordance with the standards for the imposition of fines for negligence set forth in Article 6 of the Decree and the detailed process for imposing the fines shall be in accordance with Annex 5-2;
4. The head of the competent branch office or the head of the competent certification body shall take other measures for administrative guidance.

**Article 16** <Deleted>

**Article 17** <Deleted>

**Article 18 (Recall and disposal of certified products)**

1. When an organic synthetic pesticide ingredient or veterinary drug ingredient was detected in the certified products and exceeded the residual allowance limit of the pesticide or veterinary drug noticed by the Director of the Ministry of Food and Drug Safety, the head of a branch office shall order without delay required measures for recall and disposal of the relevant certified products to the distributor (including certified operator) of the relevant certified products.
2. A person who has received an order for recall and disposal in accordance with paragraph (1) shall establish and submit a recall and disposal plan and the results of recall and disposal to the head of a branch office according to Article 3 C in Annex 8 of the Rule.

3. The establishment of the recall and disposal plan, procedures and reporting of the recall and disposal results under paragraph (2) shall be as provided in Annex 7.

## Chapter V Environmentally-friendly Agriculture Basic Education

### **Article 19 (Education institution)**

Environmentally-friendly agricultural education institution (hereinafter referred to as “education institution”) according to Article 2, 3, 3-2, 4, and 5 of Annex 3 and Article 2, 3, and 4 of Annex 11 of the Rule is as follows.

1. NAQS (including Provincial and branch offices)
2. Rural Development Agency and its sub-agencies.
3. Provincial Rural promotion agency which is established as a sub-agency of Provincial government in accordance with Article 3 of 「Agricultural community development promotion Act」
4. Food and Agriculture Officials Training Institution
5. In addition other institutions and organizations recognized by the Director general of NAQS as education institutions after confirming the subjects and etc of education.

### **Article 20 (Education method, etc.)**

1. The head of education institution in accordance with Article 19 shall submit the education plan including education date, place, number of trainee, and contents to the Director general of NAQS by one month before the education date and shall conduct education in accordance with the education plan submitted.
2. The education may be operated in collective education curriculum and on-line curriculum.

### **Article 21 (Education results management)**

The education institution shall register the education completion results of the certified operators on the environmentally-friendly certification management information system and shall issue the education completion certificate to the certified operators.

**ADDENDA <No. 2013-20, Jul. 3. 2013>**

<omitted>

**ADDENDA <No. 2014-26, Aug. 8, 2014>**

<omitted>

**ADDENDA <No. 2014-38, Oct. 8, 2014>**

<omitted>

**ADDENDA <No. 2015-55, Nov. 30, 2015>**

**Article 1 (Enforcement Date)**

This Public Notice shall enter into force on the date of publicly noticed.

**ADDENDA <No. 2016-42, Oct. 27, 2016>**

**Article 1 (Enforcement Date)**

This Public Notice shall enter into force on the date of publicly noticed: *Provided*, That, the amended provisions of 3(G)5) and 7(F)5) of annex 1 shall enter into force on January 1, 2018, and the latter part of Article 5-2(3) shall enter into force on January 1, 2019.

**Article 2 (Transitional Measure)**

Notwithstanding the provisions of 3(E)1) and 7(F)1) of Annex 1, deer antlers certified by the Ministry of Agriculture, Food and Rural Affairs Ordinance No. 171 (2015.11.16.) may renew the certification by December 31, 2018 in accordance with the Ministry of Agriculture, Food and Rural Affairs Ordinance No. 171 (16. Nov. 2015).

**ADDENDA <NAQS Public Notice No. 2017-32, Jun. 3, 2017>**

**Article 1 (Enforcement Date)**

This Public Notice shall enter into force on the date of publicly noticed: Provided that, the revised provisions of Article 3(g) 5) and 7(e) 5) of Annex 1 shall enter into force on Jan. 1. 2018 and the newly enacted provisions in the later part of Article 5-2 paragraph 3 shall enforce on Jan. 1. 2019.

**Article 2 (Transitional measures for organic pet foods labeling)**

The products which are produced and imported suitably in accordance with Annex 10 of 「Standard and Specification of Feed and etc.」 at the implementation period of this regulation and imported as organic pet foods before Jan. 1. 2019. may be labeled as organic pet foods by the expiration date of the products.

### **Article 3 (Date of Review)**

In relevance to this Public Notice, the Director general of the National Agricultural Products Quality Management Service shall review the feasibility and perform measures for improvement as of Jan. 1. 2017 in every three years (it refers until Dec. 31. of every third year).

## **ADDENDA <NAQS Public Notice No. 2019-04, Jun. 17. 2019>**

### **Article 1 (Enforcement Date)**

This Public Notice shall enter into force on the date of publicly noticed.

### **Article 2 (Transitional measures)**

The amended provision on the barn density of non-antibiotics laying hens in Article 7(B)1(b) of Annex I shall be applied to the applicants who are seeking non-antibiotics livestock product certification after the enforcement date of this provision. *Provided*, That, the person seeking renewal of certification (including the case that a person who had received the previous certification submits a new application of certification within one year after the validity of the previous certification had been expired) shall be subjected to the previous provision until Aug. 31. 2025.

[Annex 1]

**Detailed Certification Criteria (related to Article 6-2)**

1. The purpose of these detailed certification criteria (hereinafter referred to as “additional certification criteria”) is to provide for detailed matters concerning the certification criteria set forth in Annexes 3 and 11 related to Articles 9 and 40 of the Rule, and the terms used in this Annex are defined as follows:
  - A. "crop fields" refers to a certain area where crops are cultivated.
  - B. "Chemical fertilizer" means fertilizer manufactured through a chemical process under Article 2(1) of the 「Fertilizer Control Act」 .
  - C. "Organic synthetic pesticides" means those produced by the organic chemical process of the agricultural chemicals under Article 2(1) of the 「Pesticide Control Act」 .
  - D. "Crop rotation" refers to a cropping system in which different types of crops are sequentially assembled and arranged without successive cultivation of the same crops in the same crop fields.
  - E. "Conventional agriculture" refers to the common practice of cultivating crops using chemical fertilizers and organic synthetic pesticides.
  - F. The term “conventional agricultural products” means agricultural products produced through conventional agricultural practices;
  - G. The term “parallel production” means that a person who has received certification produces or handles conventional agricultural products · processed products of the same type with the certified item, or certified products with a different type of certification;
  - H. The term “seeds treated with organic synthetic pesticides” means seeds dust-coated, applied with organic synthetic pesticides, or soaked in organic synthetic pesticides for disinfection;
  - I. The term “culture medium” means a substance, other than soil, prepared to supply all or some of the nutrients necessary for growing mushrooms, nutricultured agricultural products, etc. or to cultivate crops;
  - J. The term “agricultural products intended for consumption as sprouts” means agricultural products consumed in the form of seeds, nuts, shoots, stems, or roots (except for the form of leaves) sprouted by managing temperature and humidity with water (e.g. germinated agricultural products, bean sprouts, mung bean sprouts, etc.);
  - J-2. The term “tender shoots vegetables” means tender vegetables with short growing periods (around 15 days) that are harvested when they have around 4 leaves

generally for uncooked consumption.

- K. The term "genetically modified agricultural product" means an agricultural product created for intended traits by artificially separating or recombining genes;
- L. "Vertical Farm" refers to a facility where crops are cultivated artificially by using light (LED, fluorescent lamp), temperature, moisture and nutrients, etc. in a controlled facility space without using soil.
- M. "Livestock" means livestock according to Article 2(1) of the 「Livestock Industry Act」
- N. "Organic feed" refers to feed that has been cultivated and produced in accordance with certification standards for organic agricultural products and non-edible organic processing products.
- O. "Veterinary drugs" means drugs used for the prevention, treatment and diagnosis of animal diseases.
- P. "Breeding farm" refers to housing facilities, grazing, playground area for the purpose of raising livestock.
- Q. "Grazing" refers that livestock animals can freely move around in the pasture excluding barn.
- R. The term "withdrawal period" refers to a period of time during which the product is restricted in its use for animal husbandry before it is used for edible purposes.
- S. "Agriculture-livestock circular cycling farming method" is a method of combining cultivating and raising livestock business by using byproduct of each farming methods into crops cultivating and raising livestock, and maintaining the number of livestock breeding to meet the composting requirement of the seedling crops.
- T. "Market milk" refers to a simple sterilized milk that allows consumers to drink crude milk safely.
- U. "Hazardous Residue" refers to a substance which is not allowed in the certified product such as organic synthetic pesticides, antibiotics, synthetic antimicrobials, hormones and harmful heavy metals, and it shall not be used intentionally or accidentally remained in the certified product and its metabolites.
- V. "Producer group" means a group of five or more producers, such as a small cooperative unit, a farm organization, a cooperative or a farming group.
- W. "Production Guidelines" means documents detailing specific farming methods for the entire process of producing certified products.
- X. "Production Manager" refers to a person in charge of writing and managing production guidelines of farms from producer groups, training and guiding applicants who is intends to document, manage and certify their farming documents to comply with certification standards, and conducting preliminary inspection to confirm the



compliance to the certification standards. *Provided*, That, those who manufacture, distribute, or sell farming materials are excluded.

Y. The term “a plan (for improvement measures) shall be formulated and implemented” means that a written implementation plan for matters at issue shall be formulated and implemented;

Z. The term “buffer zone” means an area surrounding the certified area set for preventing inflow of the prohibited substances used on land adjoining the certified area;

Z-1. The term “labelling standard for certified products” means the labelling standard for organic food, non-pesticide agricultural products, etc. under Articles 18 and 45 of the Rule;

Z-2. The requirement described as “to be certified~” means “certified~” after certification.

### 1. Organic Agricultural Products

| Inspection Subject | Requirements   |
|--------------------|--|
| A. General         | <p>1) The period for recording management-related documents shall be the last two years or longer in accordance with subparagraph 1(A) of Annex 4 of the Rule. <i>Provided</i>, That, it may be reduced or extended as follows, depending upon the nature of cultivated items and crop fields:</p> <ul style="list-style-type: none"> <li>a. In the case of agricultural products, tender shoots vegetables and mushrooms intended for consumption as sprouts, whose growing periods are less than three months, management-related documents must contain records for the last six months or longer;</li> <li>b. In the case of perennial crops not harvested yearly (e.g. ginseng), management-related documents must contain records from the sowing date and thereafter.</li> </ul> <p>2) Where the operator intends to receive certification for some of the agricultural products that he/she is growing, he/she shall keep and preserve records of the amount of organic synthetic pesticides and chemical fertilizers used in the course of growing agricultural products for which certification is not applied, the output of the relevant agricultural products, and the quantity sold to each buyer (limited to parallel production) for more than recent 2 years.</p> |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>3) The management-related documents under 1) and 2) and the production plan of the certified product which records the production process of the agricultural products shall be provided upon request when the head of the NAQS or the head of the certification body requests the submission or investigation for inspection.</p> <p>4) If an entity intends to be certified as a producer group, it must fulfill all of the following requirements and keep the relevant certification data before submitting the certification application.</p> <ul style="list-style-type: none"> <li>a. Provide affiliated farmers with the production instructions in accordance with the certification standards;</li> <li>b. Train affiliated farmers about the latest certification standards and the matters that the certified farmers must comply with;</li> <li>c. A preliminary inspection shall be made to see whether the production process of the certified product of the farmer in question conforms to the certification standard and the result of the inspection should be recorded in the Attached Form 5;</li> <li>d. In order to carry out the tasks from (a) to (c), one or more qualified production managers, set by the director general of NAQS, shall be appointed.</li> </ul> <p>5) In the case of a production manager conforming to subparagraph 4)(d) shall be designated by the director general of NAQS or certified by completing training and follow-up training (once in two years) which are longer than four hours provided by a education institution designated by the director general of the National Agricultural Products Quality Management Service.</p> <p>6) Production manager shall be designated in the group within six months from the date of certification as a new producer group, and the preliminary inspection under 4)(c) shall be applied from the renewal of the certification. AND if the replacement appointment is necessary for unavoidable reasons such as revocation of certification of the production manager or transfer of management, an incoming production manager shall be designated within one month from the date of the vacancy creation. In this case, the aforesaid training in 5) shall be completed within six months from the date of the vacancy creation.</p> |

| Inspection Subject                   | Requirements   |
|--------------------------------------|--|
|                                      | <p>7) Within recent two years, an education for environmentally-friendly agriculture shall be received for longer than three hours (longer than two hours in a case for renewal application) at the education institution under Article 19. <i>Provided</i>, That, the person who received the production manager education under 5) shall be deemed to receive this education.</p>  |
| <p>B. Crop field, water and seed</p> | <p>1) The soil of the crop field shall have no concern of and prevent contamination from the surroundings, or shall not exceed for the soil contamination concern standard of one area in Annex 3 of the 「Enforcement Rule of Soil Environmental Conservation Act」, and the organic synthetic pesticides shall not be detected. <i>Provided</i>, That, it will be deemed as non-detection that the residue amount of the organic synthetic pesticide is less than 0.01mg/kg.</p> <p>2) The soil of crop fields shall be tested once or more every year to maintain and improve the fertility of the soil and to prevent excessive accumulation of salts, and when the soil fertility level is below a certain value or salts are excessively accumulated, an improvement plan shall be prepared and implemented. When cultivating rice, the organic resource usage manual provided at the soil environment information system (<a href="http://soil.rda.go.kr">http://soil.rda.go.kr</a>) can be consulted.</p> <p>3) When the test result of soil by 2) indicates that soil fertility (organic material) and accumulation of salt (specific electronic conductance) are maintained at appropriate levels, soil testing for next year may be omitted.</p> <p>4) If there are pollution sources such as the joint protection area around the crop field, appropriate buffer zone or protection facilities should be secured from these, and the separate management plan should be established for the agricultural products produced in the zone, and a sign indicating that organic agriculture products and organic forest products are planted should be installed in a well-visible place such as the crop fields entrance and the boundary with nearby crop fields.</p> |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>5) The crop fields shall not be a cultivated land which certification has been revoked for violation of certification standards over the past year.</p> <p>6) Before certification, the crop fields shall comply with the cultivation method, according to subparagraph C, following conversion period of a or b or longer</p> <p>a. Perennial crops: a period of three years before the first harvest</p> <p>b. Crops other than (a) and grasses: a period of two years before sowing or reforestation</p> <p>7) The conversion period of crop fields under 6) shall be recognized at the time of commencement of supervision by the competent certification body, and the cases eligible for, or subject to, the omission or partial reduction or extension of the conversion are as follows:</p> <p>a. Cases eligible for omission of conversion are as follows:</p> <ol style="list-style-type: none"> <li>1. The forest and other natural habitats under 8);</li> <li>2. Cultivation facilities and packaging for agricultural products intended for consumption as sprouts, tender shoots vegetables (except for those grown in the soil) or mushrooms;</li> <li>3. Where the certification expiry date is within three months and a consistent conformity with the cultivation methods set forth in subparagraph C is objectively recognized;</li> <li>4. It is certified according to the organic standards of the foreign government or IFOAM, and if it is recognized as having complied with the method of organic standards after the confirmation of the director general of the NAQS or the Certification Body.</li> </ol> <p>b. Cases eligible for reduction of conversion: where it is objectively recognized that neither an organic synthesized pesticides nor a chemical fertilizer has been used in the crop fields during the last 2 years and the results of the soil testing indicates that salt accumulation is not out of range of the optimum level (the conversion period even after reduction must exceed one year);</p> |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>c. Cases subject to extension: Where it is objectively recognized that the impact of an organic synthetic pesticides and chemical fertilizers used in the past persists in the crop fields.</p> <p>8) The crop fields of edible plants which are naturally grown in natural conditions such as forests shall be an area where the materials other than the permissible materials specified by subparagraph C have not been used for more than 3 years.</p> <p>9) The culture medium for agricultural products intended for consumption as sprouts, tender shoots vegetables or mushrooms, must meet all the following requirements:</p> <p>a. No contaminant in the culture medium shall exceed the soil contamination concern standard of one area set forth in Annex 3 of the 「Enforcement Rule of the Soil Environment Conservation Act」, and pesticide residues shall not be detected therein. <i>Provided</i>, That, it will be deemed as non-detection that the residue amount of the organic synthetic pesticides is less than 0.01 mg/kg.</p> <p>b. The culture medium shall be made of substances produced in conformity with the certification criteria for organic agricultural products, crops grown in the nature, such as a forest, and byproducts therefrom: <i>Provided</i>, That, materials specified in subparagraph 1(A)1) of Annex 1 of the Rule may be used for adequate supply of nutrients to crops, with the exception of mushroom cultivation materials of plant origin which are permitted only when met with aforesaid conditions.</p> <p>10) The water shall be at least equal to the level of agricultural water in accordance with Article 2 of the 「Enforcement Decree of the Framework Act on Environmental Policy」 and Article 11 of the 「Rules for the Preservation of Ground water Quality」. <i>Provided</i>, That, the nitrate nitrogen item among the total phosphorus and total nitrogen items and the water quality standards of the groundwater in the living environment standards of rivers and lakes are not applied, and the water used for the washing of the agricultural products, the agricultural products that</p> |

| Inspection Subject     | Requirements   |
|------------------------|--|
|                        | <p>can be directly eaten, and the sprouts shall comply with the water quality standards of drinking water in accordance with Article 2 of the 「Rules for Drinking Water Quality Standards and Inspection etc.」 .</p> <p>11) Compliance with each point on 10) is based on the results of the accredited inspection agency, and the arithmetic average amount determined through tests conducted periodically (monthly or quarterly) by the Korea Rural Community Corporation and the Ministry of Environment, etc. in the past year shall apply to rivers and lakes: In such cases, the most recent test data shall be applied, if it is impracticable to check the results of regular inspections before the date of application.</p> <p>12) Seeds and seedlings should be derived from plants grown in accordance with the provisions of the subparagraph C for at least two growing seasons for the first generation or perennial plants. <i>Provided</i>, That, where the certified operator can prove to the certification body that it is unable to obtain seeds and seedlings satisfying the above requirements, the head of certification body may approve it in the following order.</p> <p>a. Use of seeds or seedlings not treated with organic synthetic pesticides at priority;</p> <p>b. Use of seeds or seedlings (except when organic synthetic pesticides are used when growing seedlings) treated with substances other than the permissible substances in subparagraph (1)(A) 1) and 2) of Annex 1 of the Rule.</p> <p>(13) Seeds may not use genetically modified agricultural products pursuant to Article 2(11) of the 「Agricultural and Fishery Products Quality Control Act」 .</p> |
| C. Cultivation methods | <p>1) Chemical fertilizers and organic synthetic pesticides shall not be used at all.</p> <p>2) An appropriate long-term crop rotation plan shall be established and implemented by using any of the following methods using legumes, green manure crops or deep-rooted crops. <i>Provided</i>, That, the target for omission of conversion period under subparagraph B (7)a)i) and ii) shall be an exception.</p>   |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>a. Leguminous or green manure crops or deep-rooted crops must be grown for a specified period or longer at an interval of every three years or shorter to restore the soil (<i>Provided</i>, That, leguminous crops shall be grown before sowing perennial crops not harvested yearly (for example, ginseng) to restore the soil);</p> <p>b. Crops from different “families” must be grown at an interval of every two years or shorter but the crops grown must include leguminous or green manure crops or deep-rooted crops;</p> <p>c. A paddy-upland rotation culture shall be conducted by a combination of crops cultivated in fresh water and field crops at an interval of every two years or shorter;</p> <p>d. Sod culture must be introduced by using leguminous or green manure crops or deep-rooted crops every year.</p> <p>3) The organic matters to be added to the soil shall be produced in accordance with the certification standards of organic agricultural products.</p> <p>4) In such cases where it is impossible to control the nutritional status of the soil or the properly supply nutrients to the crops pursuant to point (2) and (3), the substances of subparagraph (1)(A)1) of Annex 1 of the Rule or organic agricultural materials for public disclosure in accordance with Article 37 of the Act may be used, <i>provided</i>, That, it is used suitably for conditions and methods of use.</p> <p>5) Compost and liquid manure (hereinafter referred to as "livestock manure compost and liquid manure") derived from livestock manure can be used only from certified farms for organic livestock products, non-antibiotic livestock, and farms where agriculture-livestock circular cycling farming methods were applied, completely composted (meaning matured by rotten, same as hereinafter) and shall not cause any environmental pollution due to excessive use, loss or leaching. <i>Provided</i>, That, the compost produced from livestock manure derived from farms that are not certified farms for organic livestock products, non-antibiotic</p> |

| Inspection Subject               | Requirements   |
|----------------------------------|--|
|                                  | <p>livestock, and the hazardous ingredient content shall comply with the composting standards set by the commissioner of the Rural Development Administration in the notification on the establishment and designation of fertilizer process standards in accordance with Article 4 of the Fertilizer Control Act.</p> <p>6) Pests, diseases and weeds should be controlled by the following methods:</p> <ul style="list-style-type: none"> <li>a. Selection of suitable crops and varieties;</li> <li>b. Suitable crop rotation system;</li> <li>c. Mechanical cultivating;</li> <li>d. Creation of an ecosystem that promotes activities of natural enemies around the crops such as mixed cropping, intercropping and cultivation of symbiotic plants in the crop fields;</li> <li>e. Mulching, cutting and flame weeding;</li> <li>f. Utilization of natural enemies such as release of predators and parasitic animals;</li> <li>g. Means to prevent pests and diseases such as plant and farm compost and stone powder;</li> <li>h. Release of animals;</li> <li>i. Mechanical controls such as traps, fences, lights and sounds.</li> </ul> <p>7) In such cases of the pests and diseases not adequately controlled by mechanical, physical, and biological methods in accordance with 6), the substance of subparagraph 1(A)2) of Annex 1 of the Rule or the organic public disclosure product pursuant to Article 37 of the Act may be used, <i>provided</i>, That, it is used suitably for the conditions and methods of use.</p> |
| D. Product quality control, etc. | <p>1) When storing, transporting and packing organic agricultural products, storage and packing area and transportation shall maintain cleanliness, prevent pollution from outside area and mixing with agricultural products other than organic agricultural products. Particularly, when organic agricultural products were stored and transported together with general agricultural products</p>   |



| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>without packaging, measures should be taken to prevent mixing or contamination with other agricultural products, such as installing a partition for the distinction.</p> <p>2) For the management and control of pests and diseases, the following actions should be taken with priority.</p> <ul style="list-style-type: none"> <li>a. Preventive measures such as elimination of pest habitats, and prevention of access to facilities;</li> <li>b. Use of mechanical, physical and biological methods if preventive measures are not appropriate;</li> <li>c. In case where the pests and diseases are not adequately controlled by mechanical, physical and biological methods, the substances listed in subparagraph (1)(A)2) of Annex 1 of the Rule may be used, but it shall not be directly contacted with organic agricultural products.</li> </ul> <p>3) Physical barrier, sound, ultrasound, light, ultraviolet rays, trap (pheromone and electrifying trap), temperature control, atmospheric control (control of carbon dioxide gas, oxygen, nitrogen), and diatomaceous earth can be used as a pests and diseases control method for storage areas or shipping containers.</p> <p>4) If the storage place and container are not handling only organic agricultural products, they should prevent potential contamination from pesticides or other prescriptions that do not fall within the scope of subparagraph in 1(A)2) of Annex 1 of the Rule before use.</p> <p>5) In cleaning or disinfecting organic agricultural products, hydrogen peroxide, ozone water, chlorine dioxide, or hypochlorous acid water may be used, among the permitted substances in subparagraph 1(C)1) of Annex 1 of the Rule: <i>Provided</i>, That, a management plan shall be established and implemented in order to prevent the residue of the aforesaid substances in organic agricultural products.</p> <p>6) Radiation shall not be used for the purpose of pest control, food preservation, pathogen removal or sanitation.</p> |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>7) Organic agricultural product packaging materials shall conform to the relevant provisions of the 「Food Sanitation Act」 and should be made of materials that are biodegradable, reproducible or reproducible.</p> <p>8) Organic synthetic pesticides shall not be detected.</p> <p>9) Certified products shall be labelled in accordance with the labelling standard for certified products when they are shipped, and documents regarding the production of packaging materials and the used amount of such materials shall be preserved.</p> <p>10) No agricultural product without a certification label may be sold as a certified product: <i>Provided</i>, That, when products are sold in unpackaged form, the relevant labelling items must be stated in the invoice, transaction statement, or in the letter of warranty.</p> <p>11) All operators conducting harvest or post-harvest management shall take a suitable sanitation measure according to the characteristics of items.</p> <p>12) The post-harvest management facility shall be cleaned periodically and the tools and facility shall be managed in a sanitation manner.</p> |
| E. Others          | <p>1) Raw materials of agricultural products which people eat directly by sprouting such as bean sprouts and green bean sprouts must be from organic products.</p> <p>2) Agricultural products not based on soil are prohibited from permitting any external inputs other than water supply.</p> <p>3) Tender shoots vegetables shall meet any of the conditions in each of the following requirements:</p> <p style="padding-left: 20px;">a. Where organic seeds are used, all of the following conditions shall be met:</p> <p style="padding-left: 40px;">(1) Facilities, equipment and establishments which are necessary for production shall be in place: provided, That it may not be necessary if it grows in accordance with organic cultivation set forth in subparagraph C;</p>   |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>(2) Any input from outside shall not be permitted, except for the permitted substances set forth in subparagraph 1(A)(1) of Annex 1 of the Rule AND water provision;</p> <p>(3) Water for production shall meet the drinking water quality standards pursuant to Article 2 of the 「Rule on Drinking Water Quality Standards and Supervision, etc.」 ;</p> <p>(4) Other rules and the organic agricultural products certification criteria referred in this Public Notice shall be complied with.</p> <p>b. Where non-organic seeds not treated with organic synthetic pesticides are used, all the conditions set forth in each of the following shall be met:</p> <p>(1) Shall be cultivated in accordance with the organic cultivation set forth in C.</p> <p>(2) The aforementioned conditions specified in (1) (2), (3) and (4) shall be met.</p> <p>4) Agricultural products produced in plant factories are excluded.</p> <p>5) Organic seeds and seedlings should be cultivated in accordance with the organic certification criteria of this Public Notice. <i>Provided</i>, That, in such cases where proper nutritional control of crops and management of disease and pests are difficult, it is possible to use the substances listed in subparagraph 1(A)(1) and (2) of Annex 1 of the Rule or the organic public disclosure products according to Article 37 of the Act, but shall be properly used by its conditions and methods of use.</p> <p>6) When edible plants grown in the nature, such as a forest, are dugged out or gathered, all the following requirements must be met:</p> <p>a. A map of the area for gathering plants (referring to a forest map in the scale of 1:6,000 to 1:1,200 or the global positioning system indicating the area for gathering plants) shall be prepared for clear distinction, and gathering shall be limited to the area;</p> |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>b. A report on the survey of gathering estimates shall be presented for the computation of the estimated gathering quantity;</p> <p>c. Gathering shall be conducted in compliance with Article 36 of the 「Creation and Management of Forest Resources Act and other relevant Acts」 and subordinate statutes;</p> <p>d. Gathering shall be conducted to the extent that the stability of the natural environment in the area concerned is not undermined and the maintenance of species is not threatened;</p> <p>e. The same items shall not be gathered or handled in any area other than the area for gathering for which certification is to be obtained.</p> <p>7) In the case of parallel production, a plan for the separate management of organic agricultural products and conventional agricultural products or agricultural products in different categories shall be formulated and implemented.</p> <p>8) Neither organic synthetic pesticides nor chemical fertilizers shall be kept in the farm (or fields) to be certified.</p> <p>9) The certification criteria for organic agricultural products set forth in the Rule and this Public Notice shall be always complied with for the period during which the certification is valid, AND the operator shall maintain documents proving that it has complied with the certification criteria and make them available upon request by the director general of the NAQS or the certification body.</p> <p>10) In cleaning or disinfecting the equipment or facilities which are used for the production or handling (harvesting, selection, packaging and storage, etc.) of organic agricultural products, the substances under subparagraph 1(C)(2) in Annex 1 of the Rule may be used: <i>Provided</i>, That, a management plan shall be established and implemented in order to prevent the residue of the aforesaid substances in the organic agricultural products, equipment or facilities.</p> |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | 11) The environmental pollutants, such as plastic wastes and used materials generated in the farm subjected to receive certification, shall be managed not to contaminate the surrounding agricultural field and water, and incineration of wastes at the certificated farm or its surroundings must be prohibited. |

### 3. Organic Livestock Products

| Inspection Subject | Requirements  |
|--------------------|---|
| A. General         | <ol style="list-style-type: none"> <li>1) Records of management-related data pursuant to subparagraph 4(1)(b) of the Rule shall be retained for at least one year. <i>Provided, That,</i> in the case of a new applicant who has no previous certification experience, it may be shortened during the conversion period for each breed of animals in (E)1).</li> <li>2) The management related documents in 1) and the production plan documents recording the production process of the livestock products and necessary information should be provided upon request by the director general of NAQS or a Certification Body for cases such as inspection.</li> <li>3) Where the operator intends to receive certification for some of the livestock products reared by him/her, he/she shall keep and preserve records of the amount of the veterinary drugs and veterinary sanitary aids used in the course of rearing livestock products for which certification is not applied, the output of such livestock products, and the quantity sold to each buyer (limited to parallel production) and shall make them available upon request by the director general of the NAQS or the head of a certification body.</li> <li>4) Grazing livestock shall have an access to pastures, and other livestock should be released freely in open-air areas as long as the climate and soil allow.</li> <li>5) The number of livestock breeding should be properly determined considering the ability to secure organic feed in the farm, the</li> </ol> |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>health of the livestock, the nutritional balance, and the environmental impact.</p> <p>6) Livestock management shall be carried out to prevent disease and maintain health by minimizing stress with proper specification management system for the physiological needs of livestock.</p> <p>7) Despite adequate supervision of a veterinarian to maintain the health and welfare of the livestock.</p> <p>8) The production plan and necessary information related to the production process of the livestock products shall be provided upon the request of director general of the NAQS or the head of the Certification Body measures to prevent livestock diseases, in the event of a disease, therapeutic veterinary medicines may be used under the prescription and cation Body for inspection.</p> <p>9) In order to be certified as a producer group, all of the following requirements must be fulfilled and the related certification data should be kept before submitting the certification application.</p> <ul style="list-style-type: none"> <li>a. Provide affiliated farmers with the production instructions that comply with the certification standards;</li> <li>b. Educate affiliated farmers about the latest certification standards and the matters that the certified farmers must observe;</li> <li>c. A preliminary inspection shall be made to see whether the production process of the certified product of the farmer in question conforms to the certification criteria and the result of the inspection should be recorded in the attached Form 5.</li> <li>d. In order to carry out the tasks from point (a) to (c), one or more qualified production managers, set by the director general of NAQS, shall be designated.</li> </ul> <p>10) A person who completes training and follow-up training (once in two years) which are longer than four hours provided by the director general of the NAQS or an education institution designated by the director general of the NAQS, shall be designated as production manager in (9)(d).</p> |

| Inspection Subject                       | Requirements   |
|--|--|
|  | <p>11) The production manager shall be appointed within 6 months from the date of certification as a new producer group, and preliminary inspection shall be applied from the renewal of the certification, AND If the replacement appointment is necessary for unavoidable reasons such as revocation of certification of the production manager, transfer of management, etc., an incoming production manager shall be designated within one month from the date of the vacancy creation. In this case, aforesaid training and follow-up training specified in (11) shall be completed within six months from the date of the vacancy creation.</p> <p>12) Within recent two years, an education for environmentally-friendly agriculture shall be received for longer than three hours (longer than two hours in a case for renewal application) at the education institution under Article 19. <i>Provided</i>, That, the person received the production manager education under (10) shall be deemed to receive this education.</p>         |
| B. Breeding farm and breeding conditions | <p>1) Breeding farm (including grazing area), pasture and crop fields for feed stuffs shall not have no concern of contamination from surroundings or shall be an area to prevent contamination, and shall not exceed the soil contamination concern standard of one area set forth in Annex 3 of the 「Enforcement Rule of Soil Environment Conversion Act」 and the ingredients of organic synthetic pesticides shall not be detected from the soil of the grazing area. <i>Provided</i>, That, if the detection amount of the ingredients of organic synthetic pesticides is less than 0.01mg/kg, then it is deemed to non-detection.</p> <p>2) Detailed requirements for housing and grazing are as follows.</p> <p>a. Housing conditions</p> <p>(1) The housing shall be able to satisfy the biological and behavioral needs of the livestock as follows.</p> <p>(a) Access to feed and water should be easy;</p> <p>(b) The air circulation, temperature, humidity, dust and gas concentrations shall be maintained within the level not</p> |

| Inspection Subject | Requirements   |                          |   |                                   |                               |           |                         |                          |                          |                |                  |  |   |                                   |                               |         |     |              |      |      |      |     |     |            |     |     |     |     |     |
|--------------------|--|--------------------------|---|-----------------------------------|-------------------------------|-----------|-------------------------|--------------------------|--------------------------|----------------|------------------|--|---|-----------------------------------|-------------------------------|---------|-----|--------------|------|------|------|-----|-----|------------|-----|-----|-----|-----|-----|
|                    | <p style="text-align: center;">harmful to animal health, and the building shall accommodate adequate insulation and ventilation facilities;</p> <p>(c) Sufficient natural ventilation and sunlight shall be provided;</p> <p>(2) The density condition of the breeding farm shall be maintained by the number of rearing per area per the type of the breed in accordance with point (3).</p> <p>(a) Be able to provide comfort and welfare considering the breed, lineage and age of livestock</p> <p>(b) Consider the livestock's behavioral desire for size and sex</p> <p>(c) Sufficient space for activities such as standing, sitting, turning and kicking naturally</p> <p>(3) The area required for the livestock rearing facility for each organic livestock (unit: m<sup>2</sup>) is as follows:</p> <p>(a) Korean native cattle/beef cattle;</p> <table border="1" data-bbox="475 1115 1305 1214"> <thead> <tr> <th>Facility style</th> <th>Breeding cattle</th> <th>Beef cattle</th> <th>Calves</th> </tr> </thead> <tbody> <tr> <td>Pasturing</td> <td>10 m<sup>2</sup> /head</td> <td>7.1 m<sup>2</sup> /head</td> <td>2.5 m<sup>2</sup> /head</td> </tr> </tbody> </table> <p>i. 1 head of mature cattle = 2 heads of growing cattle</p> <p>ii. Mature cattle (14 months old or older); growing cattle (6 months to 14 months old); calves (less than 6 months old).</p> <p>iii. Sucking calves shall be excluded from the number of heads</p> <p>(b) Milk cows;</p> <p style="text-align: right;">(m<sup>2</sup>/head)</p> <table border="1" data-bbox="443 1691 1369 1944"> <thead> <tr> <th rowspan="2">Facility style</th> <th colspan="2">Multi-parity cow</th> <th rowspan="2">First-parity cow<br/>(13 to 24 months old)</th> <th rowspan="2">Young cow<br/>(7 to 12 months old)</th> <th rowspan="2">Calves<br/>(3 to 6 months old)</th> </tr> <tr> <th>Milking</th> <th>Dry</th> </tr> </thead> <tbody> <tr> <td>Straw litter</td> <td>17.3</td> <td>17.3</td> <td>10.9</td> <td>6.4</td> <td>4.3</td> </tr> <tr> <td>Free stall</td> <td>9.5</td> <td>9.5</td> <td>8.3</td> <td>6.4</td> <td>4.3</td> </tr> </tbody> </table> | Facility style           | Breeding cattle                           | Beef cattle                       | Calves                        | Pasturing | 10 m <sup>2</sup> /head | 7.1 m <sup>2</sup> /head | 2.5 m <sup>2</sup> /head | Facility style | Multi-parity cow |  | First-parity cow<br>(13 to 24 months old) | Young cow<br>(7 to 12 months old) | Calves<br>(3 to 6 months old) | Milking | Dry | Straw litter | 17.3 | 17.3 | 10.9 | 6.4 | 4.3 | Free stall | 9.5 | 9.5 | 8.3 | 6.4 | 4.3 |
| Facility style     | Breeding cattle  | Beef cattle              | Calves                                    |                                   |                               |           |                         |                          |                          |                |                  |  |   |                                   |                               |         |     |              |      |      |      |     |     |            |     |     |     |     |     |
| Pasturing          | 10 m <sup>2</sup> /head  | 7.1 m <sup>2</sup> /head | 2.5 m <sup>2</sup> /head                  |                                   |                               |           |                         |                          |                          |                |                  |  |   |                                   |                               |         |     |              |      |      |      |     |     |            |     |     |     |     |     |
| Facility style     | Multi-parity cow   |                          | First-parity cow<br>(13 to 24 months old) | Young cow<br>(7 to 12 months old) | Calves<br>(3 to 6 months old) |           |                         |                          |                          |                |                  |  |   |                                   |                               |         |     |              |      |      |      |     |     |            |     |     |     |     |     |
|                    | Milking  | Dry                      |   |                                   |                               |           |                         |                          |                          |                |                  |  |   |                                   |                               |         |     |              |      |      |      |     |     |            |     |     |     |     |     |
| Straw litter       | 17.3   | 17.3                     | 10.9                                      | 6.4                               | 4.3                           |           |                         |                          |                          |                |                  |  |   |                                   |                               |         |     |              |      |      |      |     |     |            |     |     |     |     |     |
| Free stall         | 9.5  | 9.5                      | 8.3                                       | 6.4                               | 4.3                           |           |                         |                          |                          |                |                  |  |   |                                   |                               |         |     |              |      |      |      |     |     |            |     |     |     |     |     |



| Inspection Subject   | Requirements  |                           |                           |          |                    |                      |         |     |             |        |
|--|---|---------------------------|---------------------------|----------|--------------------|----------------------|---------|-----|-------------|--------|
|  | (c) Pigs <span style="float: right;">( m<sup>2</sup>/head)</span>   |                           |                           |          |                    |                      |         |     |             |        |
|  | Category  | Male                      | Breeding pigs             |          |                    |                      | Porkers |     |             |        |
|  |   |                           | Pregnancy                 | Delivery | Waiting for mating | Candidate for mating | Piglets |     | Growing pig | Porker |
|  |   |                           |                           |          | Early stage        | Advanced stage       |         |     |             |        |
|  | Required area   | 10.4                      | 3.1                       | 4.0      | 3.1                | 3.1                  | 0.2     | 0.3 | 1.0         | 1.5    |
|  | <p>i . Early stage of piglet (less than 20 kg); advanced stage of piglet (20 kg to less than 30 kg); growing pig (30 kg to less than 60 kg); porker (60 kg or heavier).</p> <p>ii. Suckling piglets shall be excluded from the number of heads.</p> |                           |                           |          |                    |                      |         |     |             |        |
|  | (d) Chickens  |                           |                           |          |                    |                      |         |     |             |        |
|  | Category  |                           | Required area             |          |                    |                      |         |     |             |        |
|  | Mature laying hen/breeding hen  |                           | 0.22 m <sup>2</sup> /head |          |                    |                      |         |     |             |        |
|  | Growing laying hen  |                           | 0.16 m <sup>2</sup> /head |          |                    |                      |         |     |             |        |
| Broiler  |   | 0.1 m <sup>2</sup> /head  |                           |          |                    |                      |         |     |             |        |
| <p>i . 1 mature hen = 2 young hens = 4 chicks</p> <p>ii. Chick (less than 3 weeks old); growing chicken (3 weeks to less than 18 weeks old); mature hen/chicken (18 weeks or older).</p>   |   |                           |                           |          |                    |                      |         |     |             |        |
| (e) Ducks  |   |                           |                           |          |                    |                      |         |     |             |        |
| Category   |   | Required area             |                           |          |                    |                      |         |     |             |        |
| Duck for eggs  |   | 0.55 m <sup>2</sup> /head |                           |          |                    |                      |         |     |             |        |
| Duck for meat  |   | 0.3 m <sup>2</sup> /head  |                           |          |                    |                      |         |     |             |        |
| <p>i . 1 mature duck = 2 growing ducks = 4 ducklings.</p> <p>ii. Ducks for eggs: Mature duck (18 weeks or older); growing duck (3 weeks to less than 18 weeks old); duckling (less than 3 weeks old).</p> <p>iii. Ducks for meat: Mature duck (6 weeks or older); growing duck (3 weeks to less than 6 weeks old); duckling (less than 3 weeks old).</p> |   |                           |                           |          |                    |                      |         |     |             |        |

| Inspection Subject | Requirements  |          |               |            |                          |          |               |               |                          |          |                          |     |                          |
|--------------------|---|----------|---------------|------------|--------------------------|----------|---------------|---------------|--------------------------|----------|--------------------------|-----|--------------------------|
|                    | <p>(f) Sheep</p> <table border="1" data-bbox="432 322 971 396"> <thead> <tr> <th>Category</th> <th>Required area</th> </tr> </thead> <tbody> <tr> <td>Sheep/goat</td> <td>1.3 m<sup>2</sup>/head</td> </tr> </tbody> </table> <p>(g) Deer</p> <table border="1" data-bbox="432 472 971 613"> <thead> <tr> <th>Category</th> <th>Required area</th> </tr> </thead> <tbody> <tr> <td>Formosan deer</td> <td>2.3 m<sup>2</sup>/head</td> </tr> <tr> <td>Red deer</td> <td>4.6 m<sup>2</sup>/head</td> </tr> <tr> <td>Elk</td> <td>9.2 m<sup>2</sup>/head</td> </tr> </tbody> </table> <p>(4) Livestock farm, machineries and equipments should be kept clean and disinfected to suppress the growth of diseased infectious agents.</p> <p>(5) The barn floor and the litter should be clean and dry, it should have enough resting area.</p> <p>(6) Breeding pigs shall be kept in groups except during the end of pregnancy or during the period of lactation, and piglets and breeding pigs should not be raised in cages. <i>Provided</i>, That, in order to prevent collapse of piglets, in case of weaning early sows and premature piglets can be raised in cages until the weight of piglets reach 25kg.</p> <p>(7) The breeding farm of poultry shall be provided with a building space filled with bedding such as wild plants, or straw, sawdust, sand or grass, AND shall ensure the enough size of perch and high space suitable for the size and number of poultry, and laying box shall be installed for laying hens.</p> <p>(8) In the case of laying hens, the natural day length may be extended by using artificial light within 14 hours in total, including the hours of natural daylight.</p> <p>2) Grazing conditions</p> <p>a. In the case of mammals, access pastures or playgrounds should be possible at any time as far as the physiological, climatic and surface conditions of the livestock permit. <i>Provided</i>, That, exceptions are to be made to pasture access of male cows, the access of the female cows during the winter period and the end of the fattening period.</p> | Category | Required area | Sheep/goat | 1.3 m <sup>2</sup> /head | Category | Required area | Formosan deer | 2.3 m <sup>2</sup> /head | Red deer | 4.6 m <sup>2</sup> /head | Elk | 9.2 m <sup>2</sup> /head |
| Category           | Required area   |          |               |            |                          |          |               |               |                          |          |                          |     |                          |
| Sheep/goat         | 1.3 m <sup>2</sup> /head  |          |               |            |                          |          |               |               |                          |          |                          |     |                          |
| Category           | Required area   |          |               |            |                          |          |               |               |                          |          |                          |     |                          |
| Formosan deer      | 2.3 m <sup>2</sup> /head  |          |               |            |                          |          |               |               |                          |          |                          |     |                          |
| Red deer           | 4.6 m <sup>2</sup> /head  |          |               |            |                          |          |               |               |                          |          |                          |     |                          |
| Elk                | 9.2 m <sup>2</sup> /head  |          |               |            |                          |          |               |               |                          |          |                          |     |                          |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>b. The operator shall secure a pasture or open-air exercise area for ruminants at least twice larger than the area of the livestock houses, taking into consideration the physiological conditions of each species of livestock: <i>Provided</i>, That, if the structure of livestock houses provides adequate natural ventilation and sunlight, an area at least twice larger than the area of the livestock houses may be additionally secured inside the livestock houses instead of a pasture or open-air exercise area.</p> <p>c. In the case of poultry, the following conditions must be complied:</p> <p>(2) The poultry must be kept under open conditions, have access to outdoor paddocks as long as weather conditions permit, and shall not be raised in cages</p> <p>(3) The waterfowls should have access to the streams, ponds or lakes, depending on the weather conditions.</p> <p>3) Materials including substances such as organic synthetic pesticides or quasi-veterinary products containing organic synthetic pesticides shall not be used inside or around livestock houses.</p> <p>4) Organic livestock and conventional livestock shall not be reared alternately in the same livestock houses.</p> <p>5) Parallel production of non-organic livestock with organic livestock shall be conducted in compliance with the following rules:</p> <p>a. Organic livestock shall be kept in livestock houses (buildings), independent of those for non-organic livestock, and signs must be placed at the entrance of each livestock house so that they can be identified;</p> <p>b. No non-organic livestock, after the lapse of time for placement, shall be brought in to a livestock house for organic livestock;</p> <p>c. A plan for separate management of organic and conventional livestock from production to shipment stages shall be formulated and implemented;</p> |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>d. Organic livestock, handling of feeding stuffs, and medication, etc. should be recorded and managed properly, separated from non-organic animals;</p> <p>e. Certified livestock must be safely isolated from the feed of non-organic livestock, prohibited substance storage, feeding, mixing and handling areas.</p> <p>6) All operators conducting breeding related work shall take an proper sanitation measure in according to the characteristics of each breed of livestock animals.</p> <p>a. The scaffold disinfection tank at the entrance should be regularly maintained.</p> <p>b. Efforts shall be made to provide regular hygiene and quarantine training for managers.</p> <p>c. In case for milk cows, hygienical management for a milker shall be conducted before and after entrance.</p> <p>7) The tools and facilities used at farms shall be hygienically maintained.</p> <p>a. The feed storage place should be cleaned and disinfected periodically, feed storage containers, automatic feeders and transport tools should be kept clean.</p> <p>b. The drinking water tank and water lines shall be clean always, disinfected and controlled periodically.</p> <p>c. In case for milk cows, the milk room shall have a preventive facility for breakage of mice, pest, and etc, the ventilation, water and washing facility shall be managed cleanly, the milk room and raw milk chilling machine shall be controlled hygienically by periodic clean and disinfection and etc.</p> <p>d. In case for laying hens, the egg collecting room shall have a preventive facility for breakage of pest, mice, and etc, the ventilation system must be managed cleanly, the egg collecting machine and lines shall be controlled hygienically by routine cleaning and disinfection.</p> |

| Inspection Subject            | Requirements   |
|-------------------------------|--|
| C. Feed self-sufficiency base | <p>1) In the case of herbivores, the required area of land in terms of pasture or feed crop fields is as follows (the feed crop fields may be leased or cultivated on a contractual basis):</p> <ul style="list-style-type: none"> <li>a. Korean native cattle/beef cattle: A pasture of 2,475 m<sup>2</sup> or a feed crop field of 825 m<sup>2</sup> ;</li> <li>b. Milk cow: A pasture of 3,960 m<sup>2</sup> or a feed crop field of 1,320 m<sup>2</sup> ;</li> <li>c. Sheep/goat: A pasture of 198 m<sup>2</sup> or a feed crop field of 66 m<sup>2</sup> ;</li> <li>d. Deer: A pasture of 660 m<sup>2</sup> or a feed crop field of 220 m<sup>2</sup> : <i>Provided</i>, That, if roughage organically produced is brought in from outside, taking into consideration the physiological conditions of different livestock species, Provincial weather conditions, the state of soil, etc., the area of such a pasture or feed crop field may be reduced. In this case, a pasture or feed crop field of 374 m<sup>2</sup> /head shall be secured for Korean native cattle/beef cattle, and 916 m<sup>2</sup> /head for milk cows respectively.</li> </ul> <p>2) The director general of the NAQS or the head of the Certification Body may accept the purchase and feed of organically cultivated and produced forage in consideration of the physiological condition of the livestock by species, the specificity of the Provincial weather condition, and the soil condition.</p> <p>3) Pasture and forage crop fields should be produced in accordance with the cultivation and production standards of organic agricultural products. <i>Provided</i>, That, organic synthetic pesticides may be temporarily used for the emergency pest control such as <i>Mythimna Separala Walker</i>, and in this case prior approval or post-report of the director general of NAQS and head of a certification body and etc shall be taken.</p> <p>4) In case of using livestock manure and liquid manure, it should be composted completely, and should not cause environmental pollution due to excessive use, loss or leaching.</p> <p>5) Feed crops that are naturally grown in natural conditions such as forests can be recognized as organic feed crops if they can</p> |

| Inspection Subject                                      | Requirements   |
|---|--|
|   | confirm the fact that materials other than allowed materials have not been used for more than 3 years and they meet the criteria for non-edible organic processed products (organic feed).   |
| D. Selection of livestock, breeding and stocking method | <p>1) Livestock should be selected according to the conditions of organic livestock farmers and breeds and strain suitable for breeding considering the following:</p> <ul style="list-style-type: none"> <li>a. Should be suitable for Provincial conditions such as mountains, plains, and coastal areas;</li> <li>b. The each breed of livestock should not be infected with major livestock epidemics and there should be no health problems such as stress syndrome and recurrent pregnancy loss found in certain breeds and strains;</li> <li>c. The characteristics of each breeds should be maintained, and the breeds should have disease resistance.</li> </ul> <p>2) Crossbreeding should encourage natural breeding using the breeding stock, but may permit artificial fertilization.</p> <p>3) Embryo transfer techniques, breeding hormone treatment, and genetic engineering breeding techniques are not allowed.</p> <p>4) In such cases of stocking livestock from other farms, the stocking conditions of the livestock (such as the time of stocking) should be as livestock raised to the standards of organic livestock, and the data to prove it should be submitted to the certification authority for approval. <i>Provided</i>, That, in cases where it is not possible to secure organic livestock, non-organic livestock can be stocked with the approval of the head of the certification body by any of the following methods:</p> <ul style="list-style-type: none"> <li>a. The livestock immediately after weaning or immediately after hatching (for crude milk production and egg production livestock, juvenile and adult livestock can be stocked);</li> <li>b. When a breeding male is needed;</li> <li>c. In such cases of stocking new livestock as a result of livestock epidemic disease;</li> <li>d. The juvenile and adult livestock of the non-organic livestock that the farm or business operator who has not been certified for more than the minimum period of (E)1).</li> </ul> |

| Inspection Subject    | Requirements   |
|-----------------------|--|
| E. Conversion period  | <ol style="list-style-type: none"> <li>1) If the general farm converts to organic livestock or if the farm intends to stock livestock that are not organic livestock according to the (D)4), and to produce and sell organic livestock products, livestock by kinds shall be breed in accordance with the certification criteria for organic livestock products for longer than the conversion period of each type of animals under subparagraph 3(e) of Annex 3 of the Rule.</li> <li>2) The conversion period starts from the time when the supervision of the certification body is started, and in such cases that the fact that the farming conditions such as pasture, open-air area and playground are well-organized and the proportion of organic feed is 100% is provided through objective data, within the period of 2/3 of the conversion period of 1) may be recognized as the organic rearing period.</li> <li>3) Records of the first date of the conversion period shall be entered and maintained for each livestock or for each population or for each livestock house, depending upon the style if rearing.</li> <li>4) Any livestock of which the conversion period has not been completed shall not be sold as a certified product.</li> <li>5) In such cases where the conversion period is not set in 1), the conversion period of the livestock breeds having the same growth period and breeding method may be applied to the corresponding livestock breeds. <i>Provided</i>, That, in cases where similar growth period and breeding methods of other species are not applicable, the director general of the NAQS shall establish a separate conversion period.</li> <li>6) If livestock, pasture and forage crop fields are converted simultaneously on the same farm, the conversion period of pasture and forage crop fields shall be one year under the condition that the livestock that are currently being raised are fed on their own farms.</li> </ol> |
| F. Feed and nutrition | <ol style="list-style-type: none"> <li>1) Livestock for the production of organic livestock products shall be fed with 100% organic feed and checked whether the feed is organic or not.</li> </ol>  |

| Inspection Subject | Requirements   |
|--------------------|--|
| managem ent        | <p>2) In case of difficulty in feeding the feed under 1) due to natural disaster, catastrophic conditions, and extreme climatic conditions, etc., the director general of the NAQS or the head of the certification body may allow certain proportion of non-organic feed during certain period of time.</p> <p>3) Not only dipped feed (silage) but also roughage, such as green forage or hay, shall be given to ruminants. Non-ruminants are also recommended to be provided with roughage as much as possible.</p> <p>4) The content of genetically modified agricultural products or any substances derived from genetically modified agricultural products shall not be included in the feed, but the unintentional addition to feed shall not exceed 1/10 of the content not required to be indicated as genetically modified agricultural products by the standard for genetically modified food which is publicly announced by the Director of Food and Drug Safety in accordance to Article 12-2 of the 「Food sanitation Act」. In such a case, a separated distribution certificate document. Government-issued certificate certifying “agricultural products, other than genetically modified agricultural products, have been separately managed” or a test report shall be prepared.</p> <p>5) Only the substances listed in subparagraph 1(B) of Annex 1 of the Rule may be used for ingredient or supplementary feed intended for producing mixed organic feed, and documents proving that such substances are permitted for use shall be prepared before their use.</p> <p>6) The following substances shall not be added to feed.</p> <ul style="list-style-type: none"> <li>a. Synthetic compounds for promoting metabolic function of livestock;</li> <li>b. Substances derived from mammals (excluding milk and dairy products) should not be added to the feeds of ruminants in any case;</li> <li>c. Synthetic nitrogen or nonprotein-nitrogenous compound;</li> <li>d. Antibiotics, synthetic antimicrobials, growth promoters, repellents, anticoccidials and hormones;</li> </ul> |



| Inspection Subject                    | Requirements   |
|---------------------------------------|--|
|                                       | <p>e. Other substances manufactured or modified by artificial synthesis or genetic engineering.</p> <p>7) Fresh water suitable for domestic water quality standards in accordance with Article 11 of the 「 Rules for Water Quality Conservation, etc. of Ground Water」 should always be available.</p> <p>8) The materials such as quasi veterinary drugs for animals and etc containing organic synthetic pesticide or its ingredients shall not be used.</p>   |
| G. Animal welfare and disease control | <p>1) Disease of livestock should be prevented through the following measures, and veterinary drugs should not be prescribed when there is no disease.</p> <ul style="list-style-type: none"> <li>a. Proper selection of livestock species and breeds;</li> <li>b. Sanitary management of the livestock housing to prevent outbreak and spread of disease;</li> <li>c. Enhancing immune function through providing probiotics (including enzymes), vitamins and minerals;</li> <li>d. Selection of species or breeds resistant to Provincial diseases or parasites.</li> </ul> <p>2) Following veterinary drugs may be used:</p> <ul style="list-style-type: none"> <li>a. The use of insecticides to prevent parasitic infestations in livestock and use of preventive vaccines to prevent the development or spread of livestock infectious diseases;</li> <li>b. The use of drugs made from substances of 1)(c) for enhancing immune function.</li> </ul> <p>3) In such cases where the occurrence of nationally notifiable communicable diseases is highly possible or taking urgent preventive measures is necessary, measures such as injecting or medicating veterinary medicine in accordance with Article 15(1) of the 「Act on the Prevention of Contagious Animal Diseases」 may be taken. In this case, a certificate in accordance with Article 15 (2) of the 「Act on the Prevention of Contagious Animal Diseases 」 shall be provided or the relevant public notice shall be documented.</p> |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>4) If a disease occurs despite the preventive care according to 1) to 2), the veterinary prescription in accordance with Article 11 of the 「Veterinarians Law」 enforcement rule may be used to treat the disease by using veterinary drugs and the prescription shall be kept in the farm.</p> <p>5) Livestock using veterinary drugs according to 4) can be shipped as organic livestock products only after the conversion period under (E)1) (twice the withdrawal period shall be applied if twice the withdrawal period of the medication in concern is longer than the conversion period). <i>Provided</i>, That, livestock using veterinary drugs in accordance with 2) and 3) may be shipped as organic livestock products in compliance with twice the withdrawal period.</p> <p>6) Medicinal herbs and natural substances can be used for treatment.</p> <p>7) Growth promoters and hormones should not be used to promote productivity. <i>Provided</i>, That, if the veterinarian uses the drugs only for therapeutic purposes in accordance with Article 11 of the Enforcement Rule of the 「Veterinarians Law」 , the prescription shall be kept on the farm.</p> <p>8) Behaviors such as attaching adhesive bands on the tail, tail cutting, tooth cutting, beak cutting, and horn cutting of a livestock are not allowed. <i>Provided</i>, That, this may be done for the purpose of safety or production of livestock products or for the improvement of the health and welfare of livestock, if the director general of the NAQS or the head of the certification body approves.</p> <p>9) Physical castration can be made to improve the quality of the product and to maintain the traditional production methods.</p> <p>10) When using veterinary drugs or quasi veterinary drugs for animals, they must comply with the usage, dose, and precautions, and record and manage the purchase and use records. <i>Provided</i>, That, substances containing organic synthetic pesticides can not be used.</p> |

| Inspection Subject  | Requirements  |
|---|---|
| <p>H. Quality control of transportation, slaughter, and manufacturing processes</p> | <ol style="list-style-type: none"> <li>1) The proper sanitation measure according to the kinds of livestock should be prepared for the transportation of living livestock, and such transportation should be done in a way that is quiet and minimizes the injury and pain, and should not use electric stimulation or stabilizer of the symptomatic therapy.</li> <li>2) A plan for the quality control of transportation, slaughter, and manufacturing process of organic livestock products, which includes the following, shall be formulated and implemented: <ol style="list-style-type: none"> <li>a. Methods of transportation, slaughter and manufacturing, and labelling of certified products;</li> <li>b. Methods of separation management to prevent mixing with uncertified livestock products.</li> </ol> </li> <li>3) The slaughter of livestock should be conducted in a way that minimizes stress and suffering and should be carried out at the slaughterhouse where the Hazardous Analysis and Critical Control Points (HACCP) is applied in accordance with Article 9 of 「Livestock Products Sanitary Control Act」 to prevent any contamination.</li> <li>4) For livestock products such as carcasses and crude milk, the Hazardous Analysis and Critical Control Points (HACCP) according to Article 9 of 「Livestock Product Sanitary Control Act 」 should be applied (except for the products directly processed at the farm), and the crude milk produced by the organic method should be collected and processed by classifying separately.</li> <li>5) When storing and transporting the living livestock, cleanliness should be maintained and contamination from the outside should be prevented.</li> <li>6) No ingredients of the veterinary medicine should remain in livestock products shipped as organic livestock products. <i>Provided,</i> That, when veterinary drugs are used in accordance with (G)2), 3) and 4), they may be allowed, but shall not be more than one tenth of the veterinary medicines residue under Article 7(1) of the 「Food Sanitation Act」 which the director general of the Ministry of Food and Drug Safety notified.</li> </ol> |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>7) No synthetic materials can be added to prevent the degradation or corruption of organic livestock products. <i>Provided</i>, That, the physical treatment or the natural preparation can be suitably used within a range that does not make any chemical modifications or change the properties of the organic livestock product.</p> <p>8) In cases for cleaning or disinfecting egg products, Hydrogen peroxide, ozone water, chlorine dioxide water, and hypochlorous acid water can be used among the permitted substances under subparagraph 1(C)(1) of Annex 1 of the Rule, however the management plan should be established and executed not to remain on the egg products.</p> <p>9) Organic livestock packaging materials shall be manufactured using materials that are biodegradable, recycled, or reproducible and they should comply with the relevant provisions of the 「Food Sanitation Act」 .</p> <p>10) Certified products shall be labelled in accordance with the labelling standard for certified products at the time of shipment, and the data about the production of packaging materials and the used amount of such materials shall be preserved.</p> <p>11) No livestock product without a certification label may be sold as a certified product: <i>Provided</i>, That, when a living livestock is sold to a distributor under a contract made according to the quality control plan of 2) above, the relevant labelling items must be stated in the invoice, transaction statement, or letter of warranty, and such documents shall be preserved.</p> <p>12) The tools and facility used in the process of handling such as storage, distribution, and packaging and etc. for livestock products and slaughtering of livestock shall be managed hygienically, and controlled to maintain the organic integrity of the livestock products.</p> <p>13) The ingredients of organic synthetic pesticides shall not be detected.</p> |

| Inspection Subject              | Requirements  |
|---------------------------------|---|
| I. Handling of livestock manure | <ol style="list-style-type: none"> <li>1) Livestock manure generated during livestock breeding should be maintained in an organic circulation system with soil and plants by converting into fully composted farmyard manure or liquid manure and being reduced to grassland or farmland.</li> <li>2) In the livestock field, the manure of the livestock should be maintained and managed clean, ensuring that it is not discharged to the outside.</li> <li>3) A copy of livestock excreta discharge permit pursuant to Article 11(1) of the 「Act on the Management and Use of Livestock Excreta」, Article 7(2) of the Enforcement Decree of the Act or a copy of the declaration of the installation of livestock excreta discharge facilities under subparagraph 4(1) of the Enforcement Rule of the Act, or under Article 11(3) of the Act, Article 8 of the Enforcement Decree of the Act and Article 7(3) of the Enforcement Rule of the Act shall be prepared: <i>Provided, That</i>, the foregoing shall not apply where rearing facilities are not subject to permission or reporting under the aforesaid Act and subordinate statutes.</li> <li>4) Livestock manure, farmyard manure and liquid fertilizer shall be used at a level that does not cause surface water contamination, and shall not be used in rainy season.</li> </ol> |
| J. Others                       | <ol style="list-style-type: none"> <li>1) The organic livestock product certification criteria set forth in the Rule and this Public Notice shall be always complied with for the period during which the certification is valid.</li> <li>2) Documents proving that the organic livestock product certification criteria set forth in the Rule and this Public Notice shall be kept, and in case that the Director general of NAQS and the head of a certification body request, cooperation in submitting the related materials, collecting test specimens, and on-site confirming should happen.</li> </ol>  |

3-2. Organic Apiarian Products

| Inspection Subject | Requirements  |
|--------------------|---|
| A. General         | <ol style="list-style-type: none"> <li>1) Bee breeding is an important activity that contributes to environmental protection and agricultural and forestry production through honey bee pollination.</li> <li>2) The management of bees and beehives should be in accordance with the principles of organic agriculture.</li> <li>3) Natural nectar-sources, honeydew, and pollen should be derived from organically produced plants or natural (wild) plants.</li> <li>4) The health of Bees should be based on preventive measures such as the selection of suitable breeds, good environment, balanced food and proper breeding practices.</li> <li>5) Beehives and honeycombs shall be created by using natural materials, and shall not provide the risk of contamination to the environment or the apiculture products.</li> <li>6) For honeycomb, only materials of organically produced beeswax, propolis or vegetable oils and etc shall only be used.</li> <li>7) The beehives shall be placed in a place that is managed in accordance with the organic certification criteria in 2).</li> <li>8) The beehives must not be placed within 3 km radius from the traditional agricultural practice area (excluding in areas where it can be managed to such an extent that it does not affect the quality of organic beekeeping and organic bee products), contaminated non-agricultural area (Urban area, waste and sewage treatment facility and etc under Article 6.1 of Act on Comprehensive Plans for Construction in the National Territory), golf courses, livestock houses and GMO or an area where potential contamination possibility by the environmental pollutants exists). (however, it will be waived when the bees are in dormancy).</li> <li>9) Through the information provided by the applicant or during the inspection procedure, the head of a certification body shall review and approve whether sweet water, nectar, and pollen are properly supplied by the surrounding 3 km radius area, from the place where the beehives are placed, is managed suitably to the organic standard.</li> </ol> |

| Inspection Subject  | Requirements   |
|---|--|
|   | 10) The environmentally-friendly agricultural education should be taken for three hours or longer (no shorter than two hours in cases for renewal) at the education institution pursuant to Article 19 within two years.   |
| B.<br>The selection, Reproduction method and stock of Bee | <p>1) The bees first stocked should be originated from the organic production farm. <i>Provided</i>, That, when organic bees are not available, normal bees may be stocked and converted for organic production under permission of the head of a certification body.</p> <p>2) The types of bees should be selected under the consideration of adaptation ability for Provincial conditions, activity and disease resistance, etc.</p>  |
| C. conversion period                                      | <p>1) Organic beekeeping products can be marketed as organic beekeeping products when have been met the organic beekeeping standard at least for one year.</p> <p>2) All beeswax must be replaced to organically produced beeswax during the conversion onversion period when all beeswax have not been replaced during the conversiperiod (one year). The head of a certification body may extend the con period.</p> <p>3) During the replacement process of beeswax in the conversion period, non-permitted substances must not be used, and the contamination concern of beeswax should not be exist.</p> <p>4) When unable to obtain beeswax organically produced, during the conversion period, the head of a certification body may allow to use normal beeswax originated from normal beekeeping farm. <i>Provided</i>, That, it must not be treated with non-permitted substances (paraffin, etc.), or produced in the area where non-permitted substances has been used.</p> |
| D. Feed and nutrition management                          | <p>1) Organically produced feeds should be provided to honey bees.</p> <p>2) At the late period of production, sufficient amount of honey and pollen organically produced should be remained in the bee hives so honey bees are able to survive during dormancy.</p> <p>3) The required feed for temporal survival of honey bees can be provided from the final harvest to the start of the next nectar source or honey flow period, in cases lack of feed due to climate or other unusual</p>   |

| Inspection Subject                           | Requirements  |
|--|---|
|  | <p>circumstances. In such cases, organically produced honey or sugar should be used and the non-organic beekeeping products must not be commingled.</p>   |
| <p>E. Animal welfare and disease control</p> | <ol style="list-style-type: none"> <li>1) In order to harvest beekeeping products, killing bees in the bee hive or cutting the wings of Queen bee must not be committed.</li> <li>2) Using organic synthetic pesticides, veterinary medicines, or chemically synthetic materials should be prohibited.</li> <li>3) The diseases of honey bees should be prevented through the following measures. <ol style="list-style-type: none"> <li>a. Selection of durable bees which can adapt the Provincial conditions;</li> <li>b. If necessary, renewal of the queen bee;</li> <li>c. Periodical cleaning and disinfection of facility and tools;</li> <li>d. Periodical renewal of bee wax;</li> <li>e. The size of the bee hive which is big enough to collect sufficient pollen and honey;</li> <li>f. The periodical and systemic bee hive inspection for detecting abnormalities;</li> <li>g. Control of the male bee flock suitable for the bee hive size;</li> <li>h. Move of the disease infected bee hive to the quarantine area;</li> <li>i. Disposal of the contaminated bee hive and materials.</li> </ol> </li> <li>4) In order to control diseases and pests, the following materials may be used. <ul style="list-style-type: none"> <li>- lactic acid, oxalic acid, acetic acid, formic acid, sulfur, natural ether oils (menthol, eucalyptol, camphor), <i>Bacillus thuringiensis</i>, Vapor and direct flame</li> </ul> </li> <li>5) When the disease and pest prevention and control measures in 3) and 4) are ineffective, the veterinary drugs may be used under the following conditions. <ol style="list-style-type: none"> <li>a. Preferentially choose vegetability and homeopathy treatment;</li> <li>b. Unavoidably if chemically synthesized veterinary drugs are used, then such beekeeping products should not be marketed as organic products. The treated bee hives should be located in a separated area and require one year conversion period again. In this case all bee wax shall be replaced with organically produced bee wax;</li> </ol> </li> </ol> |



| Inspection Subject                | Requirements  |
|-----------------------------------|---|
|                                   | <p>c. Such treatment shall be recorded clearly.</p> <p>6) Smoking should maintain minimally. The smoking material should be natural or originated from materials which meet this organic bee keeping certification standard.</p>  |
| F. Quality management of products | <p>1) During any process, storage, packaging and transportation procedure, the organic integrity of products shall be maintained by the following preventive measures.</p> <p>a. The organic product shall always be protected from commingling with non organic products;</p> <p>b. The organic product shall always be protected from contact of the prohibited materials not allowed in the organic agriculture and handling;</p> <p>c. The organic product shall be distinguished against non organic products in storage or handling;</p> <p>2) In the collection procedure of the organic beekeeping products, the chemically synthesized insect repellents must not be used.</p> <p>3) Smoking should maintain minimally. The smoking material should be natural or permitted substances.</p> <p>4) The veterinary drugs shall not be detected from the organic beekeeping products.</p> <p>5) The temperature of honey should be maintained as low temperature as possible, and concentrating by heating must not be allowed during the extraction and processing procedure of the products originated from beekeeping.</p> <p>6) The storage area and transportation measure for the organic product shall be cleaned by using the permitted measures in organic production and shall be prevented from the prohibited pesticides or contamination by other treatment.</p> <p>7) The ionized radiation shall not be used for the purpose of pest control, food preservation, removal of pathogens and sanitation facility.</p> <p>8) The processing methods shall be mechanical, physical or biological (including fermentation) methods, and the organic beekeeping product should not be contaminated.</p> |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>9) The substances which are not permitted for the purpose of processing, storage and cleaning transportation tools can not be used. The pest control for inside of the storage area (facility) or transportation facility should be physical protection methods, such as sound, ultra sound wave, light, UV, trap, thermo-control, controlled air (CO<sub>2</sub>, O<sub>2</sub>, N<sub>2</sub>) and diatomaceous earth or treatment device and method which do not have concern for other contaminations.</p> <p>10) In order to prevent alteration or decay, possibly occurring during the distribution process, of organic beekeeping products, the synthetic materials must not be added.</p> <p>11) With regards to organic beekeeping, the management related data corresponding to the following matters shall be recorded and stored, and cooperation of the related data submission, collection of specimen, and onsite confirmation should happen when the director general of NAQS or the head of certification body demand.</p> <ul style="list-style-type: none"> <li>a. Species and origin of bees;</li> <li>b. Plan for prevention and control of problems on disease, reproduction;</li> <li>c. The substances or veterinary medicines used for prevention and cure of disease;</li> <li>d. Origin of feed and raw materials;</li> <li>e. Harvest, processing, storage, and sales of organic beekeeping products.</li> </ul> <p>12) The veterinary medicine ingredients should not be detected more than one tenth of the veterinary drug residue limit standard publicly announced by the director general of food and drug safety in accordance to Article 7(1) of 「Food sanitation act」 .</p> <p>13) The organic synthetic pesticide ingredients should not be detected.</p> |

#### 4. Organic processed foods

| Inspection Subject | Requirements   |
|--------------------|--|
| A. General         | 1) The operator shall establish a documented organic handling plan to minimize contamination of air, water and soil during handling of organic food. |

| Inspection Subject            | Requirements   |
|-------------------------------|--|
|                               | <ul style="list-style-type: none"> <li>2) Organic ingredients shall be separated from conventional ingredients in order to prevent mixing in the course of transportation and storage of ingredients.</li> <li>3) Operators shall not affect the organic integrity of the raw materials during the processes of processing and distribution of organic food.</li> <li>4) Operators should not mix organic products with non-organic products and treat them separately.</li> <li>5) The operator shall take necessary measures to prevent organic products from being contaminated by pollutants.</li> <li>6) Within recent two years, an education for environmentally-friendly agriculture shall be received for longer than three hours (longer than two hours in a case for renewal application) at the education institution under Article 19.</li> </ul>   |
| B. Ingredients for processing | <ul style="list-style-type: none"> <li>1) All of raw ingredients, food additives and processing aids, etc. that can be used in organic processing should be produced organically, and they should fall under any of the following points. <ul style="list-style-type: none"> <li>a. Organic food certified in accordance with Article 19(2) of the Act;</li> <li>b. Organic processed foods that are recognized its equivalency in accordance with Article 25 of the Act.</li> </ul> </li> <li>2) Notwithstanding 1), if the organic ingredients can not be commercially procured, the non-organic ingredients and the permitted substances in subparagraph 1(C) of Annex 1 of the Rule may be used in a proportion of 5% or low of the weight of the product excluding water and salt artificially added to the product. Provided, That, non-organic raw materials of the same kind as the organic raw ingredients can not be mixed regardless of the weight ratio and the permitted substances of subparagraph 1(C) of Annex 1 of the Rule shall be used minimal amount only in inevitable cases for use.</li> </ul> |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>※ Calculation of organic ingredient ratio</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <math display="block">\frac{I_o}{G-WS} = \frac{I_o}{I_o+I_c+I_a} \geq 0.95</math> <p><i>G</i>: Weight of product (excluding packaging materials and containers)( <math>G \equiv I_o + I_c + I_a + WS</math>)<br/> <i>I<sub>o</sub></i>: Weight of organic raw materials (organic agricultural products +organic livestock products+organic fishery products+organic processed foods)<br/> <i>I<sub>c</sub></i>: Weight of non-organic material (raw material without organic food certification label)<br/> <i>I<sub>a</sub></i>: Weight of non-organic food additives (excluding processing aid)<br/> <i>WS</i>: Weight of artificially added water and salt</p> </div> <p>3) The standards for determination of “non-organic ingredients of the same type as the organic ingredients” in the latter part of 2) are as follows:</p> <ol style="list-style-type: none"> <li>a. Unprocessed ingredients with the same name may be identified as ingredients of the same type as the organic ingredients;</li> <li>b. Simply processed ingredients may be identified as ingredients of the same type as the organic ingredients, if the ingredients used in the processing of the relevant ingredients are the same although they have different names. For example, corn powder and corn starch or tomato puree and tomato paste may be regarded as the same ingredient;</li> <li>c. The identity of organic and non-organic ingredients actually used shall be determined by the certification body.</li> </ol> <p>4) The percentage of organic ingredients shall be calculated as follows:</p> <ol style="list-style-type: none"> <li>a. If each ingredient comes in a different unit and both weights and volumes of the ingredients are available, the calculation is based uniformly on the unit of the final product;</li> <li>b. Food additives certified as organic processed food are included in organic ingredients for the purpose of calculation;</li> <li>c. The water and salt excluded from calculation are limited to those intentionally added, but the water and salt originally included in unprocessed ingredients shall be included in the calculation;</li> </ol> |

| Inspection Subject    | Requirements  |
|-----------------------|---|
|                       | <p>d. The percentage of the ingredients or additives processed by concentration or dilution are calculated with the weight or volume of them restored to the state prior to processing.</p> <p>e. When an organic processed food containing a non-organic ingredient or food additive is used as an ingredient, only the organic percentage of the relevant processed food is regarded as organic ingredients for the purpose of calculation.</p> <p>5) Genetically modified organisms and raw materials derived from them shall not be used, and no genetically modified substance shall be detected from the inspections of ingredients, products, or test products.</p> <p>6) The fact that ingredients used in manufacturing or processing an organic processed food are not “genetically modified organisms or ingredients originating from genetically modified organisms” shall be proved by evidential documents issued by the suppliers of the relevant ingredients for processing, which must indicate the following:</p> <p>a. Parties to the transaction, item name, transaction quantity, and the lot number certification product management number);</p> <p>b. The fact that the ingredients are neither genetically modified organisms nor ingredients originating from genetically modified organisms.</p> <p>7) Water and salt can be used and excluded when calculating the organic component ratio of the final product. However, it shall be in accordance with the Regulations on water quality and inspection of drinking water under Article 5 of the Drinking Water Management Act, water quality standard in Annex 1 related to Article 2 of the same act, and the salt (saline) standard of Article 7 of Food Sanitation Act.</p> <p>8) Notwithstanding 1), the substances listed subparagraph 1(1(C) in Annex of the Rule may be used as food additives and processing aids. Provided, That, the minimum amount shall be used only when the use is unavoidable.</p> |
| C. Processing methods | 1) Mechanical, physical, and biological methods should be used, but organic integrity of all raw ingredients and final products should be   |

| Inspection Subject           | Requirements   |
|------------------------------|--|
|                              | <p>maintained. Any additives, supplements, or other substances that are chemically modified or reacted with food can not be used.</p> <p>2) “Mechanical or physical methods” referred to in 1) mean cutting, grinding, mixing, forming, heating, cooling and pressurizing, decompressing, drying and segregating (filtering, centrifugation, compression, distillation), salting and smoking, etc., and “biological methods mean fermentation and maturing, etc.</p> <p>3) Ionization radiation can not be used in the processing and handling of organic food.</p> <p>4) “Ionizing radiation” referred to in 3) means the radiation used for the purpose of disinfection, extermination of insects, inhibition of sprouting, retardation of ripening, maintenance of freshness, improvement of (X-ray) shall be excluded herefrom.</p> <p>5) Water, ethanol, vegetable and animal fats, vinegar, carbon dioxide, and nitrogen can be used for extraction.</p> <p>6) No substances or technologies, including asbestos, which may adversely affect food or the environment, can be used for filtration.</p> <p>7) It is possible to control environment such as air, temperature, humidity for storage and storing after dry is allowed.</p> |
| D. Pest and pathogen control | <p>1) For the control of pests and pathogens, chemical methods or irradiation methods other than the substances specified in subparagraph 1(A)(2) in Annex 1 of the Rule are not permitted.</p> <p>2) In order to eliminate pests and pathogens, preventive methods, mechanical, physical and biological methods should be used first, and if inevitable, substances listed in subparagraph 1(A)(2) Annex 1 of the Rule may be used.</p> <p>3) “Preventive measures” for eradicating pests and pathogens, referred to in 2) mean the removal of habitats, blocking of access routes, utilization of natural enemies, etc., and “mechanical, physical, or biological measures” mean the utilization of physical barriers, sound wave, ultrasonic waves, light, ultraviolet ray, traps, control of temperature and treatment of sex hormone, etc.</p> <p>4) The use of substances that are not permitted for equipment and facilities for pest and pathogen control should not be used. Sufficient</p>   |

| Inspection Subject                                       | Requirements   |
|--|--|
|  | precautions should be taken such as isolation to protect organic food from unacceptable substances or prohibited methods.  |
| E. Cleaning and disinfection                             | <ol style="list-style-type: none"> <li>1) Organic processed foods shall not contain substances used for cleaning, sterilization and disinfection of facilities, equipments or raw ingredients.</li> <li>2) The operators shall take necessary preventive measures to protect organic processed food from pests, pathogens and substances not allowed to be used for organic production, manufacturing, processing or handling.</li> <li>3) Foods that meet the criteria in Article 5 of the 「Drinking Water Management Act」 and the food additives or processing aids permitted in subparagraph 1(C) of Annex 1 of the Rule may be used as cleaning agents and disinfectants on surfaces that come into direct contact with food surfaces or foods.</li> <li>4) When cleaning and disinfecting agents are used in facilities and equipments, measures should be taken to prevent the damage of organic integrity of organic food.</li> </ol> |
| F. Packaging   | <ol style="list-style-type: none"> <li>1) Packing materials and packing methods should be selected so as to minimize the adverse effects on environment while protecting organic processed food.</li> <li>2) The packaging material should not contaminate the organic processed food.</li> <li>3) The packaging materials, containers, and pails containing synthetic fungicides, preservatives and fumigant, etc. are not permitted.</li> <li>4) Recycled packaging materials or other containers that come in contact with substances that may compromise the organic status of organic processed foods can not be used.</li> <li>5) Certified products shipped during the validity period of organic processed food certification may keep the certification label until the expiry date of the food.</li> </ol>   |
| G. Transport and shipment of organic raw ingredients and | <ol style="list-style-type: none"> <li>1) The operator shall select the transportation method of raw ingredients or processed food so as to minimize the adverse effect on the environment and take necessary measures to prevent the purity of the organic food from being damaged during transportation.</li> </ol>  |

| Inspection Subject                            | Requirements  |
|---|---|
| processed foods                               | <p>2) The materials that are not permitted may not be used for cleaning and disinfection of transport equipment and shipping containers.</p> <p>3) During the transportation or shipping process, the organic processed food should be classified and handled in separate so as not to come into contact with or mix with non-organic processed food or unauthorized substances.</p>  |
| H. Records, documentation and ensuring access | <p>1) Business related data in accordance with subparagraph 2 of Annex 4 of the Rule should be recorded and stored, and cooperation of the related data submission, collection of specimen, and onsite confirmation should happen when the director general of the NAQS or the head of the Certification Body demand for the inspection.</p> <p>2) Operators shall establish and implement a documented plan as much as necessary to establish a management system capable of maintaining organic integrity throughout manufacturing, processing and handling, and the documented plan shall be approved by the head of the certification body.</p> <p>3) The operator shall prepare and preserve a record of the purchase, stocking, shipping and use of all organic raw ingredients, food additives, processing aids, cleaning agents and other substances required for the manufacturing, processing and handling of organic processed foods.</p> <p>4) Operators shall document and implement organic management guidelines for manufacturing, processing, packaging, storage, storage, transportation, sales and handling.</p> <p>5) The operator shall provide without any condition for access to all the records and related sites of the whole process from manufacture to processing of the organic food, if necessary for certification inspection and surveillance.</p> |
| I. Product quality control and etc.           | <p>1) The ingredients of organic synthetic pesticides must not be detected. <i>Provided</i>, That, non-organic may be permitted to not higher than 0.01mg / kg only if that proved to be the uncontrollable factors such as contamination of non-organic material.</p> <p>2) Where an organic processed food certification entity entrusts part or all of the manufacturing and processing process, the trustee shall also</p>  |



| Inspection Subject | Requirements   |
|--------------------|--|
|                    | be an organic processed food certification operator and shall have documents supporting evidence of entrusted or entrusted contractual relationship between the entrusted and consigned companies. |

5. Non-Edible Organic Processed Products (organic feeds and pet foods)

| Inspection Subject            | Requirements  |
|-------------------------------|---|
| A. General                    | <ol style="list-style-type: none"> <li>1) The operator shall establish a documented organic handling plan to minimize contamination of air, water and soil during handling of organic feed.</li> <li>2) The operator shall not compromise the organic integrity of the raw materials during the processing and distribution of organic feed.</li> <li>3) The operator should not mix organic products with non-organic products and treat them separately.</li> <li>4) The operator shall take necessary measures to prevent organic products from being contaminated by pollutants.</li> <li>5) Within recent two years, an education for environmentally-friendly agriculture shall be received for longer than three hours (longer than two hours in a case for renewal application) at the education institution under Article 19.</li> </ol>   |
| B. Ingredients for processing | <ol style="list-style-type: none"> <li>1) Organic raw ingredients used in the production of organic feeds shall fall under any of the following subparagraph, and should display proof documents which can prove organic raw ingredients such as transaction certificate or warranty (in case for imported materials transaction certificate and import declaration certificate) : <ol style="list-style-type: none"> <li>a. Organic foods, etc. certified in accordance with Article 19(1) of the Act;</li> <li>b. Organic processed foods organic processed food recognized its equivalency in accordance with Article 25 of the Act;</li> </ol> </li> <li>2) If necessary for production, single ingredient feeds of subparagraph 1(B)1) and 2) of Annex 1 of the Rule or supplementary feeds (only when compliant to the conditions of use) may be used.</li> <li>3) For pet foods, non-organic raw ingredients may be used under the following conditions, <i>Provided</i>, That, the non-organic raw</li> </ol> |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>ingredients which are the same kind of organic raw ingredients should not be used.</p> <p>a. 95% organic feeds: when organic raw ingredients are not available commercially, non-organic raw ingredients can be used within 5% of the product weight excluding salt and water added intentionally into the product.</p> <p>b. 70% organic feeds: non-organic raw materials can be used within 30% ratio of the product weight excluding salt and water added intentionally into the product.</p> <p>※ The calculation method of organic materials ratio</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <math display="block">\frac{I_o}{G - WS} = \frac{I_o}{I_o + I_c + I_a} \geq 0.95 \quad (0.70)</math> <p><i>G</i>: Weight of product (excluding packaging materials and containers)( <math>G = I_o + I_c + I_a + WS</math>)</p> <p><i>I<sub>o</sub></i> : Weight of organic raw materials (organic agricultural products +organic livestock products+organic fishery products+organic processed foods+non-edible organic processed food)</p> <p><i>I<sub>c</sub></i> : Weight of non-organic material (raw material without organic food certification label)</p> <p><i>I<sub>a</sub></i> : Weight of non-organic food additives (excluding processing aid)</p> <p><i>WS</i>: Weight of artificially added water and salt</p> <p>-the method of calculating the ratio of organic raw materials shall apply mutatis mutandis to Article 4 (b) 3) and 4).</p> </div> <p>4) Genetically modified organisms and raw materials derived from them can not be used.</p> <p>5) The following substances shall not be added to feed:</p> <p>a. Synthetic compounds for promoting metabolic function of livestock;</p> <p>b. Feeds derived from mammals (except milk and dairy products) should not be added in any case of ruminants' feed;</p> <p>c. Synthetic nitrogen or nonprotein-nitrogenous compounds;</p> <p>d. Antibiotics, synthetic antimicrobials, growth promoters, repellents, anticoccidials and hormones;</p> <p>e. Other substances manufactured or modified by artificial synthesis or genetic engineering.</p> |

| Inspection Subject                                  | Requirements  |
|---|---|
| C. Processing methods                               | <ol style="list-style-type: none"> <li>1) Mechanical, physical, and biological methods should be used, but organic integrity of all raw ingredients and final products should be maintained. Any additives, supplements or other substances that chemically modify or react the properties of the raw ingredients can not be used.</li> <li>2) In processing and handling of organic feed, ionizing radiation can not be used, and materials irradiated with ionizing radiation can not be used as raw ingredients.</li> <li>3) Water, ethanol, plant and animal fats, vinegar, carbon dioxide, nitrogen can be used for extraction.</li> <li>4) Any substances or technologies, including asbestos, that may adversely affect the product or the environment should not be used for filtration.</li> </ol> |
| D. Standard for manufacturing facility disinfection | <ol style="list-style-type: none"> <li>1) The manufacturing facility shall comply with the facility standard in Article 6 of the 「Enforcement Rule of the Control of Livestock and Fish Feed Act」 .</li> <li>2) Raw ingredients for the production of organic feeds and feedstuffs for the production of feedstuffs other than organic feedstuffs (hereinafter referred to as "general feedstuffs") shall be separated and managed in a separate storage facility to avoid mixing.</li> <li>3) The production line for producing organic feed should be separated from the general feed production line. <i>Provided</i>, That, if the production line is flushing after general feed production, organic feed can be produced in the same production line as general feed production line.</li> </ol>      |
| E. Pest and pathogen control                        | <ol style="list-style-type: none"> <li>1) For the control of pests and pathogens, chemical methods or irradiation methods other than the substances specified in subparagraph 1(A)(2) in Annex 1 of the Rule are not permitted.</li> <li>2) In order to eliminate pests and pathogens, preventive methods, mechanical, physical and biological methods should be used first to eliminate pests and pathogens. <i>Provided</i>, That, in such cases where unavoidable, substances listed in subparagraph 1(A)(2) of Annex 1 of the Rule may be used.</li> <li>3) The use of substances that are not permitted for equipment and</li> </ol>   |

| Inspection Subject  | Requirements  |
|---|---|
|   | <p>facilities for pest and pathogen control should not be used. Sufficient precautions should be taken such as isolation to protect organic feed from unacceptable substances or prohibited methods.</p>  |
| F. Cleaning and disinfection                                  | <ol style="list-style-type: none"> <li>1) Organic feeds shall not contain substances used for cleaning, sterilization and disinfection of facilities, equipments or raw ingredients.</li> <li>2) The operators shall take necessary preventive measures to protect organic feeds from pests, pathogens and substances not allowed to be used for organic production, manufacturing, processing or handling.</li> <li>3) Feeds that meet the criteria in Article 5 of the 「Drinking Water Management Act」 and the food additives or processing aids permitted in subparagraph 1 in Annex 1 of the Rules may be used as cleaning agents and disinfectants on surfaces that come into direct contact with food surfaces or foods.</li> <li>4) When cleaning and disinfecting agents are used in facilities and equipments, measures should be taken to prevent the damage of organic integrity of organic food.</li> </ol> |
| F. Packaging  | <ol style="list-style-type: none"> <li>1) Packing materials and packing methods should be selected so as to minimize the adverse effects on environment while protecting organic feed.</li> <li>2) The packaging material should not contaminate the organic feed.</li> <li>3) The packaging materials, containers, and pails containing synthetic fungicides, preservatives, fumigants, etc. are not permitted.</li> <li>4) Recycled packaging materials or other containers that come in contact with substances that may compromise the organic status of organic feeds can not be used.</li> </ol>  |
| G. Transport and shipment of organic raw ingredients and feed | <ol style="list-style-type: none"> <li>1) The operator shall select the transportation method of raw ingredients or feed so as to minimize the adverse effect on the environment and take necessary measures to prevent the purity of the organic feed from being damaged during transportation.</li> <li>2) The materials that are not permitted may not be used for cleaning and disinfection of transport equipment and shipping containers.</li> <li>3) During the transportation or shipping process, the organic processed food should be classified and handled in separate so as not to</li> </ol>  |

| Inspection Subject                            | Requirements  |
|---|---|
|   | <p>come into contact with or mix with non-organic feed or unauthorized substances.</p> <p>4) If the product is to be transported in bulk form, a vehicle dedicated to organic feed shall be used. <i>Provided</i>, That, the same vehicle can be used if the transport vehicle gets flushing after general feed transport.</p>  |
| H. Records, documentation and ensuring access | <p>1) Business related data in accordance with subparagraph 2 in Annex 4 of the Rule should be recorded and stored, and cooperation of the related data submission, collection of specimen, and onsite confirmation should happen when the director general of the NAQS or the head of the Certification Body demand for inspection.</p> <p>2) Operators shall establish and implement a documented plan as much as necessary to establish a management system capable of maintaining organic integrity throughout manufacturing, processing and handling, and the documented plan shall be approved by the head of the certification body.</p> <p>3) The operator shall prepare and preserve a record of the purchase, stocking, shipping and use of all organic raw ingredients, feed additives, processing aids, cleaning agents and other substances required for the manufacturing, processing and handling of organic feed.</p> <p>4) Operators shall document and implement organic management guidelines for manufacturing, processing, packaging, storage, storage, transportation, sales, and handling.</p> <p>5) The operator shall provide without any condition for access to all the records and related sites of the whole process from manufacture to processing of the organic feed, if necessary for certification inspection and surveillance.</p> |
| I. Product quality control and etc.           | <p>1) The ingredients of organic synthetic pesticides must not be detected. <i>Provided</i>, That, non-organic may be permitted to not higher than 0.01mg / kg only if that proved to be the uncontrollable factors such as contamination of non-organic material.</p>  |

## 6. Non-Pesticide Agricultural Products

| Inspection Subject | Requirements  |
|--------------------|---|
| A. General         | <ol style="list-style-type: none"> <li>1) The period for recording of management-related documents shall be the last one year or longer in accordance with subparagraph 1 (A) of Annex 4 of the Rule, but may be reduced or extended as follows, depending upon the nature of cultivated items and crop fields:               <ol style="list-style-type: none"> <li>a. If an operator who does not have a certification history within the recent two years applies to receive a new certification, he/she can record from date of the application period of a new certification.</li> <li>b. In the case that perennial crops not harvested yearly (e.g. ginseng) have been cultivated for 2 years or longer, management-related documents must contain records from the sowing date and thereafter. <i>Provided</i>, that, in case of field management for crop cultivation, it can be recorded from the starting date of field management</li> </ol> </li> <li>2) Notwithstanding 1), where the operator intends to receive certification for some of the agricultural products that he/she is growing, he/she shall keep and preserve records of the amount of organic synthetic pesticides and chemical fertilizers used in the course of growing agricultural products for which certification is not applied, the output of the relevant agricultural products, and the quantity sold to each buyer (limited to parallel production) shall be recorded and kept.</li> <li>3) The management-related documents set in 1) and 2), the production plan document of the certified product which records the production process of the agricultural product, and other necessary related information shall be submitted upon request of the director general of the NAQS or the head of the Certification Body for inspection.</li> <li>4) In order to be certified as a producer group, all of the following requirements should be fulfilled and the related data should be kept before submitting the certification application.</li> </ol> |

| Inspection Subject            | Requirements  |
|-------------------------------|---|
|                               | <p>a. Provide affiliated farmers with production instructions that comply with certification standards;</p> <p>b. Educate affiliated farmers about the latest certification standards and the matters that the certified farmers must comply;</p> <p>c. Conduct a preliminary inspection to see whether the production process of the certified product of the farmer in question conforms to the certification standard, and record the result of the inspection in the Attached Form 5;</p> <p>d. Designate one or more qualified production managers, set by the director general of the NAQS, in order to carry out the tasks from (a) to (c).</p> <p>5) The production manager in accordance with 4)(d) shall be designated as a person who completed more than 4 hours of training and follow-up training (once every two years) conducted by the director general of the NAQS or a education institution designated by the director general of the NAQS.</p> <p>6) The production manager shall be designated within 6 months from the date received certification as a new group, and the prior inspection under 4)(C) shall be applied when renewal of certification occur, when a substitutive change is required by unavoidable reasons such as certification cancelation of production manager, management transfer, etc, the new production manager shall be designated within 1 month from the date of the reasons occur. in this case, the due date of the production manager upbringing and refresher education under 5) shall be within 6 months from date of reasons occur.</p> <p>7) Within recent two years, an education for environmentally-friendly agriculture shall be received for longer than three hours (longer than two hours in a case for renewal application) at the education institution under Article 19. provided that, the person received the production manager education under 5) is deemed to receive this education.</p> |
| B. Crop field, water and seed | <p>1) The soil of the crop field shall not exceed he soil contamination concern standard of one area according to Annex 3 of the 「Enforcement Rule of Soil Environment Conservation Act」 and the</p>  |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>ingredients of organic synthetic pesticides shall not be detected. <i>Provided,</i> That, when the detected amount of the ingredients of organic synthetic pesticides is 0.01 mg/kg or less, it is considered to be not detected.</p> <p>2) The soil of the crop field should be tested more than once a year to maintain and improve the fertility of the soil and to prevent excessive accumulation of salts. If the soil fertility is below the appropriate level or the salt is excessively accumulated, corrective measures should be planned and implemented.</p> <p>3) When the results of soil by 2) indicates that soil fertility (organic material) and concentration of salt (specific electronic conductance) are maintained at appropriate level the soil test of the following year may be omitted.</p> <p>4) If there are pollution sources such as joint control areas around the crop field, appropriate buffer zone or protection facilities should be established from these, and the separate management plan should be established for the agricultural products produced in the zone, and a sign indicating that refers the fact that it is the cultivation place of the non- pesticides agricultural product are planted should be installed in a well-visible place such as the crop fields entrance and the boundary with nearby crop fields.</p> <p>5) The crop field shall not be a cultivated land which has been revoked certification for violation of certification standards for the past one year.</p> <p>6) If mushrooms or other crops are cultivated in a culture medium, other than soil, the contaminant in the culture medium must not exceed the level of concern for soil contamination for one area set forth in Annex 3 of the Enforcement Rule of the Soil Environment Conservation Act, and pesticide residues must not be detected therein. The maximum detectable pesticide residues in such a case shall be 0.01 mg/kg.</p> <p>7) The water shall be at least equal to the level of agricultural water in accordance with Article 2 of the 「Enforcement Decree of the Framework Act on Environmental Policy」and Article 11 of the</p> |



| Inspection Subject     | Requirements  |
|------------------------|---|
|                        | <p>「Rules for Water Quality Conservation, etc.」. <i>Provided</i>, That, the total phosphorus and total nitrogen items among the living environment standards of rivers and lakes and the total nitrate nitrogen item in the water quality standards of the ground water quality are not applied. The agricultural water used for the washing of the agricultural products, and for growing sprouts and baby leaf vegetables shall comply with the water quality standards of drinking water in accordance with Article 2 of the 「Rules for the Water Quality Standards and Inspection of Drinking Water」.</p> <p>8) Compliance with each item on 7) is based on the results of the accredited inspection agency, and the arithmetic average amount determined through tests conducted periodically (monthly or quarterly) by the Korea Rural Community Corporation and the Ministry of Environment, etc. in the past year shall apply to rivers and lakes: In such cases, the most recent test data shall be applied, if it is impracticable to check the results of regular inspections before the date of application.</p> <p>9) Seeds and seedlings should be derived from plants grown in accordance with C) for at least one growing season. However, where the certified operator can prove to the certification body that it is unable to obtain seeds and seedlings satisfying the above requirements, the head of certification body may approve it in the following order.</p> <p>a. Use of seeds or grains not treated with organic synthetic pesticides;</p> <p>b. Use of seeds or seedlings (except when organic synthetic pesticides are used for seedling cultivation) treated with substances other than those specified in Subparagraph 1(A)(1) and (2) of Annex 1 of the Rule.</p> <p>10) Seeds from genetically modified agricultural products can not be used pursuant to Article 2(11) of the 「Agricultural and Fisheries Products Quality Control Act」.</p> |
| C. Cultivation methods | 1) The operator shall use chemical fertilizers in an amount not exceeding 1/3 of the amount of ingredients recommended for each crop field by the administrator of the Rural Development  |

| Inspection Subject               | Requirements  |
|----------------------------------|---|
|                                  | <p>Administration, director general of an agricultural research and extension services, or the head of an agriculture technology extension center under the plan for timing for the use of chemical fertilizers and materials to be used.</p> <p>2) Use of organic synthetic pesticides shall not be permitted.</p> <p>3) It is recommended to legumes, green manure crops or deep-rooted crops according to the appropriate long-term crop rotation plan.</p> <p>4) In case of using manure and liquid fertilizer from livestock, it should be used after it is completely composted, and should not cause environmental pollution due to excessive use, loss or leaching.</p> <p>5) Pests and weeds should be controlled as follows.</p> <ul style="list-style-type: none"> <li>a. Selection of suitable crops and breeds;</li> <li>b. Suitable cultivation rotation system;</li> <li>c. Mechanical tillage;</li> <li>d. Creation of an ecosystem that promotes natural enemies around crops, such as mixed cropping, inter-cropping and cultivation of symbiotic plants;</li> <li>e. Mulching, cutting and flame weeding;</li> <li>f. Utilization of natural enemies such as release of predators and parasitic animals;</li> <li>g. Means to prevent pests and diseases such as plant and farm compost and stone powder;</li> <li>h. Release of animals;</li> <li>i. Mechanical controls such as trap, fence, lights and sounds</li> </ul> <p>6) In such cases of the pests and disease are not adequately controlled by mechanical, physical, and biological methods in accordance with (5), the substances listed in subparagraph 1 (A) (2) of Annex 1 of the Rule or the public disclosure product pursuant to Article 37 of the Act may be used, but it should be used suitably for its use and conditions of use and method.</p> |
| D. Product quality control, etc. | <p>1) When storing, transporting and packing non-pesticide agricultural products, storage and packing area and transportation shall maintain cleanliness, prevent pollution from outside area and mixing with agricultural products other than non-pesticide</p>  |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>agricultural products. Particularly, when non-pesticide agricultural products were stored and transported together with general agricultural products without packaging, measures should be taken to prevent mixing or contamination with other agricultural products, such as installing a partition for the distinction.</p> <p>2) For the management and control of pests and diseases, the following measures should be taken.</p> <p>a. Preventive measures such as removal of pest habitat and prevention of its access to facilities;</p> <p>b. Use of mechanical, physical and biological methods if preventive measures are appropriate;</p> <p>c. In cases where pests and diseases are not properly controlled by mechanical, physical and biological methods, the materials listed in subparagraph 1(A)(2) of Annex 1 of the Rule may be used, but it should not contact non-pesticide agricultural products.</p> <p>3) Physical barrier, sound, ultrasound, light, ultraviolet rays, trap (pheromone and electrifying trap), temperature control, atmospheric control (control of carbon dioxide gas, oxygen, nitrogen), and diatomaceous earth can be used as a pests and diseases control method for storage areas or shipping containers.</p> <p>4) If the storage place and container are not handling organic agricultural products or non-pesticide agricultural products, they should prevent potential contamination from pesticides or other prescriptions that do not fall under subparagraph 1(A)(2) of Annex 1 of the Rule before their use.</p> <p>5) In cleaning or disinfecting non-pesticide agricultural products, hydrogen peroxide, ozone water, chlorine dioxide water, or hypochlorous acid water may be used, among the permitted substances in subparagraph 1(C)(1) of Annex 1 of the Rule: <i>Provided</i>, That, a management plan shall be established and implemented in order to prevent the residue of the aforesaid substances in non-pesticide agricultural products.</p> |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>6) Radiation shall not be used for the purpose of pest control, food preservation, pathogen removal or sanitation.</p> <p>7) The ingredients of the organic synthesized pesticides shall not be detected.</p> <p>8) Certified products shall be labelled in accordance with the labelling standard for certified products when they are shipped, and documents regarding the production of packaging materials and the used amount of such materials shall be preserved.</p> <p>9) No agricultural product without a certification label may be sold as a certified product: <i>Provided</i>, That, when products are sold in unpackaged form, the relevant labelling items must be stated in the invoice, transaction statement, or letter of warranty.</p> <p>10) All workers conducting harvest and post harvest management shall take a suitable sanitation measures according to the characteristics of items.</p> <p>11) The tools and equipments used at the post harvest management facility should be controlled hygienically.</p>   |
| E. Others          | <p>1) Aquaculture products and nutriculture products are exempt from (B)1), 2) and 3), and (C)1), 3) and 4).</p> <p>2) The method of aquaculture and nutriculture should adopt circulation system, and there should be no environmental pollution caused by the nutrient solution.</p> <p>3) Raw ingredients of agricultural products intended for consumption as sprouts should be at the level of more than non-pesticide agricultural products. <i>Provided</i>, That, in case of using general agricultural products as raw ingredients, residual pesticides should not be detected and it shall be domestic product. (Residual pesticides must be inspected in units of producers (farmers) or lot units (certified products management units) within a maximum of six tons, and related data should be kept).</p> <p>4) Tender shoots vegetables shall meet all the following requirements:</p> <p>a. Facilities, equipment and workplace necessary for production shall be equipped. <i>Provided</i>, That, it may not be equipped if it is cultivated in accordance with the cultivation standard of C).</p> |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>b. Seeds not treated with organic synthetic pesticides shall be used;</p> <p>c. Water for production shall meet the drinking water quality standards pursuant to Article 2 of the 「Rule on Drinking Water Quality Standards and Supervision, etc」 ;</p> <p>d. Other rules and the non-pesticide agricultural products certification criteria referred in this Public Notice shall be complied with.</p> <p>5) In the case of parallel production, a plan for the separate management of non-pesticide agricultural products and conventional agricultural products shall be formulated and implemented.</p> <p>6) No organic synthetic pesticides shall be kept in the farm (or fields) to be certified.</p> <p>7) The certification criteria for non-pesticide agricultural products set forth in the Rule and this Public Notice shall be always complied with for the period during which the certification is valid.</p> <p>8) The operator shall maintain documents proving that it has complied with the certification criteria for non-pesticide agricultural products set forth in the Rule and this Public Notice and make them available and should cooperate for collecting specimens and onsite confirmation upon request by the director general of the NAQS or the certification body.</p> <p>9) In cleaning or disinfecting the equipment or facilities which are used for the production or handling (harvesting, selection, packaging, storage, etc.) of non-pesticide agricultural products, the substances under subparagraph 1(C)(2) of Annex 1 of the Rule may be used: <i>Provided</i>, That a management plan shall be established and implemented in order to prevent the residue of the aforesaid substances in the non-pesticide agricultural products, equipment or facilities.</p> <p>10) Non-pesticide seeds and seedlings should be cultivated in accordance with the criteria for non-pesticide agricultural products of this issue. <i>Provided</i>, That, if proper nutritional control of</p> |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>crops or pest and diseases are difficult, it may be possible to use substances listed in subparagraph 1(A)(1) and (2) of Annex 1 of the Rule or the organic agricultural materials for public disclosure in accordance with Article 37 of the Act, but its use should be suitable for conditions of use and methods.</p> <p>11) The environmental pollutants, such as plastic wastes and used materials generated in the farm subjected to receive certification, shall be managed not to contaminate the surrounding agricultural field and water, and incineration of wastes at the certificated farm or its surroundings must be prohibited.</p> |

#### 7. Non-antibiotics livestock products

| Inspection Subject | Requirements   |
|--------------------|--|
| A. General         | <ol style="list-style-type: none"> <li>1) The period for recording management-related documents shall be the last one year in accordance with subparagraph 1(B) of Annex 4 of the Rule. <i>Provided,</i> That, in the case of a new applicant who does not have a certification history in the past, it can be recorded from the time of application for certification.</li> <li>2) The management-related documents set in 1), the production plan of the certified product that records the production process of the livestock product, and other necessary related information shall be submitted upon request of the director general of the NAQS or the Certification Body for inspection.</li> <li>3) Where the operator intends to receive certification for some of the livestock products reared by him/her, he/she shall keep and preserve records of the amount of veterinary drugs and quasi veterinary drugs used in the course of rearing livestock products for which certification is not applied, the output of such livestock products, and the quantity sold to each buyer (limited to parallel production) and shall make them available upon request by the director general of the NAQS or the head of a certification body.</li> </ol> |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>4) In order to be certified as a producer group, all of the following requirements should be fulfilled and the related data should be kept before submitting the certification application.</p> <ol style="list-style-type: none"> <li>a. Provide affiliated farmers with production instructions that comply with certification standards;</li> <li>b. Educate affiliated farmers about the latest certification standards and the matters that the certified farmers must comply;</li> <li>c. Conduct a preliminary inspection to see whether the production process of the certified product of the farmer in question conforms to the certification standard, and record the result of the inspection in the Attached Form 5;</li> <li>d. In order to carry out the tasks from (a) to (c), one or more qualified production managers, set by the director general of the NAQS shall be appointed.</li> </ol> <p>5) The production manager in accordance with 4)(d) shall be designated as a person who completed more than 4 hours of training and follow-up training (once every two years) conducted by the director general of the NAQS or an education institution designated by the director general of the NAQS.</p> <p>6) The production manager shall be appointed within 6 months from the date of certification as a new producer group, but a preliminary inspection under 4)(c) shall be applied from the renewal of the certification. If replacement is required for unavoidable reasons such as revocation of certification of production manager or transfer of management, a new production manager should be appointed within 1 months. In this case, the completion date of training for production manager training and follow-up training specified in 5) shall be within 6 months from the day of the replacement.</p> <p>7) Within recent two years, an education for environmentally-friendly agriculture shall be received for longer than three hours (longer than two hours in a case for renewal application) at the education</p> |

| Inspection Subject                                       | Requirements   |          |               |                 |                            |                    |                           |
|--|--|----------|---------------|-----------------|----------------------------|--------------------|---------------------------|
|  | <p>institution under Article 19. <i>Provided</i>, That, the person received the production manager education under 5) is deemed to receive this education.</p>   |          |               |                 |                            |                    |                           |
| <p>B. Livestock rearing areas and rearing conditions</p> | <p>1) Rearing Conditions</p> <p>a. Livestock rearing shall be able to satisfy the biological and behavioral needs of the livestock as follows.</p> <p>(1) Access to feed and water should be easy;</p> <p>(2) The air circulation, temperature, humidity, dust and gas concentrations shall be maintained within the level not harmful to animal health, and the building shall accommodate adequate insulation and ventilation facilities;</p> <p>b. In terms of the stocking density in livestock houses, the operator shall meet the standards for appropriate rearing of livestock per unit area set forth in subparagraph 1(B) of Annex 1 of the 「Enforcement Decree of the Livestock Industry Act」 : <i>Provided</i>, That, the stocking density of organic livestock products in livestock houses shall apply to sheep and deer, and the following standards shall apply to quails and laying hens (cage):</p> <table border="1" data-bbox="419 1227 1401 1373"> <thead> <tr> <th data-bbox="419 1227 911 1272">Category</th> <th data-bbox="911 1227 1401 1272">Required Area</th> </tr> </thead> <tbody> <tr> <td data-bbox="419 1272 911 1323">Quails for eggs</td> <td data-bbox="911 1272 1401 1323">0.0076m<sup>2</sup>/head</td> </tr> <tr> <td data-bbox="419 1323 911 1373">laying hens (cage)</td> <td data-bbox="911 1323 1401 1373">0.075m<sup>2</sup>/head</td> </tr> </tbody> </table> <p>c. Livestock farm, machineries and equipments should be kept clean and disinfected to suppress the growth of diseased infectious agents.</p> <p>d. The barn floor and the litter should be clean and dry, it should have enough resting area.</p> <p>e. The rearing place (including grazing area) shall have no concern of contamination from the surroundings or shall be an area able to protect contamination, and should not surpass soil contamination concern standard of one area in Annex 3 of the 「Enforcement Rule of Soil Environmental Conservation Act」, and the ingredients of organic synthetic pesticides should</p> | Category | Required Area | Quails for eggs | 0.0076m <sup>2</sup> /head | laying hens (cage) | 0.075m <sup>2</sup> /head |
| Category   | Required Area  |          |               |                 |                            |                    |                           |
| Quails for eggs  | 0.0076m <sup>2</sup> /head   |          |               |                 |                            |                    |                           |
| laying hens (cage)                                       | 0.075m <sup>2</sup> /head  |          |               |                 |                            |                    |                           |



| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>not be detected at the grazing type rearing place. <i>Provided</i>, That, if the detection amount of the ingredients of organic synthetic pesticides is less than 0.01mg/kg, then it is deemed as non-detection.</p> <ol style="list-style-type: none"> <li>2) Organic synthetic pesticides or materials such as veterinary quasi-drugs containing organic synthetic pesticides shall not be used inside of or around livestock houses.</li> <li>3) Non-antibiotics livestock and conventional livestock shall not be reared alternately in the same livestock houses.</li> <li>4) The following rules shall be complied with in the parallel production of non-antibiotics livestock and conventional livestock: <ol style="list-style-type: none"> <li>a. Non-antibiotics livestock shall be kept in livestock houses (buildings), independent of those for non-organic livestock, and signs must be placed at the entrance of each livestock house so that they can be identified;</li> <li>b. No conventional livestock, after the lapse of time for placement, shall be brought in to a livestock house for non-antibiotics livestock;</li> <li>c. A plan for separate management of non-antibiotics and conventional livestock from production to shipment stages shall be formulated and implemented;</li> <li>d. Breeding, feed handling, drug administration, etc. of non-antibiotics livestock should be managed and kept in an accurate manner, separated from general livestock;</li> <li>e. Non-antibiotics livestock must be securely isolated from general livestock feed, prohibited substance storage, feed supply, mixing and handling areas, AND signs indicating that it is a housing for non-antibiotics livestock should be installed in the well-visible places such as the entrance of the housing.</li> </ol> </li> <li>5) All workers conducting rearing-related work should take suitable sanitation measures according to the characteristics of livestock. <ol style="list-style-type: none"> <li>a. The scaffold disinfection tank at the entrance to the rearing house should be regularly maintained;</li> </ol> </li> </ol> |

| Inspection Subject                           | Requirements   |
|--|--|
|  | <p>b. Efforts shall be made to provide regular hygiene and quarantine training for managers and shall be recorded and maintained;</p> <p>c. In case for milk cows, hygienical management for a milker shall be conducted before and after entrance.</p> <p>6) The tools and facilities used at farms shall be hygienically maintained.</p> <p>a. The feed storage place shall be cleaned and disinfected periodically, feed storage containers, automatic feeders, and tools for transportation shall be hygienically controlled;</p> <p>b. The drinking water tank and water lines shall be clean always, disinfected and controlled periodically;</p> <p>c. In case for milk cows, the milk room shall have a preventive facility for breakage of mice, pest, and etc, the ventilation, water and washing facility shall be managed cleanly, the milk room and raw milk chilling machine shall be controlled hygienically by periodic clean and disinfection and etc;</p> <p>d. In case for egg laying hens, the egg collecting room shall have a preventive facility for breakage of pest, mice, and etc, the ventilation system must be managed cleanly, the egg collecting machine and lines shall be controlled hygienically by routine cleaning and disinfection.</p> |
| C. Stocking and breeding method of livestock | <p>1) Crossbreeding should encourage natural breeding using the breeding stock.</p> <p>2) Artificial insemination and embryo transfer techniques may be used. However, breeding hormone treatment is not allowed.</p> <p>3) In such cases of stocking livestock from other farms, the stocking conditions of the livestock (such as the time of stocking) should be as livestock raised to the standards of non-antibiotics livestock, and the data to prove it should be submitted to the certification authority for approval. <i>Provided</i>, That, in cases where it is not possible to secure non-antibiotics livestock, non-organic livestock can be stocked with the approval of the head of the certification body by any of the following methods:</p>   |

| Inspection Subject               | Requirements  |
|----------------------------------|---|
|                                  | <ul style="list-style-type: none"> <li>a. The livestock immediately after weaning or immediately after hatching (for crude milk production and egg production livestock, juvenile and adult livestock can be stocked);</li> <li>b. When a breeding male is needed;</li> <li>c. In such cases of stocking new livestock as a result of livestock epidemic disease;</li> <li>d. The juvenile and adult livestock of the non-organic livestock that the farm or business operator who has not been certified for more than the minimum period of D)(1).</li> </ul>   |
| D. Conversion period             | <ul style="list-style-type: none"> <li>1) If the conventional farm converts to non-antibiotics livestock or if the farm intends to stock livestock that are not non-antibiotics livestock and to produce and sell non-antibiotics livestock products, according to the C)(3), the conversion period or longer period (minimum breeding period) according to kind of livestock prescribed by subparagraph 3(d) in Annex 11 of Rule should be maintained in accordance with the certification criteria for non-antibiotics livestock products.</li> <li>2) The conversion period is recognized from the time when supervision by the certification body commences: <i>Provided</i>, That not more than two-thirds of the conversion period may be recognized as the non-antibiotics rearing period, if it is recognized through objective documents that the livestock have been reared in compliance with the certification criteria for non-antibiotics livestock products.</li> <li>3) Records of the first date of the conversion period shall be entered and maintained for each livestock or for each population or for each livestock house, depending upon the style of rearing.</li> <li>4) Any livestock the conversion period of which has not been completed shall not be sold as a certified product.</li> </ul> |
| E. Feed and nutrition management | <ul style="list-style-type: none"> <li>1) Feeds to livestock should be provided after confirming the information proving that the antibiotics are not added.</li> <li>2) In the case of severe natural disasters and extreme climatic conditions, etc., during the production process of non-antibiotics livestock products and the feed specified in 1) is difficult to</li> </ul>   |

| Inspection Subject                    | Requirements  |
|---------------------------------------|---|
|                                       | <p>obtain, the Director General of NAQS or the certification body may allow general feed for a certain period.</p> <p>3) The following substances shall not be added to feed:</p> <ul style="list-style-type: none"> <li>a. Antibiotics, synthetic antimicrobials, growth promoters, repellents, anticoccidials and hormones;</li> <li>b. Feeds derived from mammals (except milk and dairy products) to ruminants should not be added in any case.</li> </ul> <p>4) No artificial coloring shall be fed to livestock.</p> <p>5) Fresh water shall be provided at all times in accordance with the water quality standards in accordance with Article 11 of the 「Rules for the Conservation of Ground water Quality, etc.」.</p> <p>6) The materials such as veterinary medicines containing organic synthetic pesticides or ingredients of it and etc. must not be used.</p>  |
| F. Animal welfare and disease control | <p>1) Disease of livestock should be prevented through the following measures, and veterinary drugs should not be prescribed when there is no disease.</p> <ul style="list-style-type: none"> <li>a. Proper selection of livestock species and breeds;</li> <li>b. Sanitary management of the housing to prevent the outbreak and spread of disease;</li> <li>c. Improvement of immune function through probiotics (including enzymes), vitamins and minerals.</li> </ul> <p>2) Veterinary drugs meeting any of the following criteria may be used, and may be released as a non-antibiotic livestock product after a period of twice withdrawal period of drug-determination for each veterinary drugs.</p> <ul style="list-style-type: none"> <li>a. Use of vermicides to prevent parasite infestation in livestock and use of preventive vaccines to prevent the development or spread of livestock infectious diseases;</li> <li>b. Use of drugs manufactured from substances of subparagraph 1)(C) for the enhancement of immune function.</li> <li>c. In accordance with Article 15(1) of the 「Act on the Prevention of Contagious Animal Diseases」, when the Minister of MAFRA, the Governor, or the mayor of city, county or</li> </ul> |

| Inspection Subject   | Requirements  |
|--|---|
|  | <p>district order injections and medications for veterinary medicine (certificates or related notices under Article 15(2) of 「Act on the Prevention of Contagious Animal Diseases」 shall be kept on the farm).</p> <p>d. If the disease occurs at the time of disease vulnerability by the type of livestock specified under subparagraph 3(f)(2) in Annex 11 of the Rule (Veterinarian prescription according to Article 11 of the 「Enforcement Rules of the Veterinarian Act」 shall be kept on the farm).</p> <p>3) Livestock that use animal drugs unavoidably at other period that is not the time of disease vulnerability by the type of livestock specified under subparagraph 3(f)(2) of Annex 11 of the Rule cannot be shipped as non-antibiotic livestock, and such animals should be quarantined and the corresponding contents shall be recorded and maintained and notified to the certification body.</p> <p>4) Herbs and natural substances can be used for treatment.</p> <p>5) Use of growth promoters and hormones shall not be permitted to promote the productivity. However, for therapeutic purposes pursuant to the veterinarian's prescription, the prescription in accordance with Article 11 of the 「Enforcement Rule on Veterinarian's Act」 shall be provided within the farm.</p> <p>6) When using veterinary drugs and veterinary quasi-drugs for animals, the operator should conform to the usage, dosage, and precautions, and should document and manage the of purchase and use. However, substances containing organic synthetic pesticides can not be used.</p> |
| G. Quality control of transportation, slaughter, and manufacturing processes | <p>1) The transportation of the living animals should be done by proper sanitation measures according to the kinds of livestock in a way that minimizes the injury and pain and quiet.</p> <p>2) A plan for the quality control of transportation, slaughter, and manufacturing process of non-antibiotics livestock products, which includes the following, shall be formulated and implemented:</p> <p>a. Methods of transportation, slaughter and manufacturing, and labelling of certified products;</p>  |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>b. Methods of separation management to prevent mixing with uncertified livestock products.</p> <p>3) The slaughter of livestock should be conducted in a way that minimizes stress and suffering and should be carried out at the slaughterhouse where Hazardous Analysis and Critical Control Points (HACCP) is applied in accordance with Article 9 of 「Livestock Product Sanitary Control Act」 to prevent any contamination.</p> <p>4) For livestock products such as carcasses and crude milk, the Hazardous Analysis and Critical Control Points (HACCP) according to Article 9 of 「Livestock Product Sanitary Control Act」 should be applied (except for the products directly processed at the farm), and the crude milk should be collected and processed by classifying separately from the crude milk produced by the general method.</p> <p>5) When storing and transporting the living animals cleanliness should be maintained and contamination from the outside should be prevented.</p> <p>6) No ingredients of the veterinary drugs should remain in livestock products shipped as non-antibiotics livestock products. <i>Provided,</i> That, when veterinary medicines are used in accordance with G) (2), (3) and (4), they may be allowed, but shall not be detected more than one tenth of the veterinary medicines residue under Article 7(1) of the Food Sanitation Act which the general director of Ministry of Food and Drug Safety.</p> <p>7) No synthetic materials can be added to prevent the degradation or corruption of organic livestock products. <i>Provided,</i> That, the physical treatment or the natural preparation can be suitably used within a range that does not make any chemical modifications or change the properties of the non-antibiotics livestock product.</p> <p>8) When cleaning or disinfecting egg products, hydrogen peroxide, ozone water, chlorine dioxide water, hypochlorite water, among permitted substances in subparagraph 1(C)1) Annex 11 of the</p> |

| Inspection Subject              | Requirements   |
|---------------------------------|--|
|                                 | <p>Rule. may be used, but the management plan shall be established and executed not to remaining such materials on the egg products.</p> <p>9) Non-antibiotics livestock packaging materials shall be manufactured using materials that are biodegradable, recycled, or reproducible and they should comply with the relevant provisions of the 「Food Sanitation Act」.</p> <p>10) Certified products shall be labelled in accordance with the labelling standard for certified products at the time of shipment, and the data about the production of packaging materials and the used amount of such materials shall be preserved.</p> <p>11) No livestock product without a certification label may be sold as a certified product: <i>Provided</i>, That, when a carcass is sold to a distributor under a contract made according to the quality control plan of 2) above, the relevant labelling items must be stated in the invoice, transaction statement, or letter of warranty, and such documents shall be preserved.</p> <p>12) The tools and facilities, using during handling such as slaughter of livestock, storage, logistic, and packaging of livestock products and etc, shall be controlled hygienically and to maintain organic integrity.</p> <p>13) The ingredients of organic synthetic pesticides must not be detected.</p> |
| H. Handling of livestock manure | <p>1) Livestock manure generated during livestock breeding should maintained in an organic circulation system with soil and plants by converting into fully composted farmyard manure or liquid manure and being reduced to grassland or farmland.</p> <p>2) In the livestock field, the manure of the livestock should be maintained and managed clean, ensuring that it is not discharged to the outside.</p> <p>3) A copy of livestock excreta discharge permit pursuant to Article 11(1) of the 「Act on the Management and Use of Livestock Excreta」, Article 7(2) of the Enforcement Decree of the Act or a copy of the declaration of the installation of livestock excreta</p>  |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>discharge facilities under Article 4(1) of the Enforcement Rule of the Act, or under Article 11(3) of the Act, Article 8 of the Enforcement Decree of the Act and Article 7(3) of the Enforcement Rule of the Act shall be prepared: <i>Provided</i>, That, the foregoing shall not apply where rearing facilities are not subject to permission or reporting under the aforesaid Act and subordinate statutes.</p> <p>4) Livestock manure, farmyard manure and liquid fertilizer shall be used at a level that does not cause surface water contamination, and shall not be used in rainy season.</p> |
| K. Others          | <p>1) The certification criteria for non-antibiotics livestock products set forth in the Rule and this Public Notice shall be always complied with for the period during which the certification is valid.</p> <p>2) Documents proving that the certification criteria for non-antibiotics livestock products set forth in the Rule and this Public Notice have been complied with shall be kept for inspection and made available and shall cooperate collecting specimens and onsite confirmation upon request by the director general of the NAQS or the certification body.</p>                       |

8. Handler (storage, packaging, transportation, import or sale)

| Inspection Subject | Requirements   |
|--------------------|--|
| A. General         | <p>1) The period for recording management-related documents shall be recent one year or longer in accordance with subparagraph 2(E) of Annex 4 of the Rule, which may be reduced to the extent that the certification inspection is possible, if the operation area is newly established and the period of handling agricultural, livestock products and processed products is less than one year.</p> <p>2) It shall be possible to verify the quantity of warehousing, inventory, and shipment through work logs (inventory quantity at the beginning of the term + quantity of warehousing = Inventory quantity at the end of the term + quantity of shipment).</p> |



| Inspection Subject                   | Requirements   |
|--------------------------------------|--|
|                                      | <p>3) The handler shall maintain documents proving that it has complied with the certification criteria for repacking process (by handlers) set forth in the Rule and this Public Notice and make them available upon request by the director general of the NAQS or the certification body.</p> <p>4) Within recent two years, an education for environmentally-friendly agriculture shall be received for longer than three hours (longer than two hours in a case for renewal application) at the education institution under Article 19.</p>   |
| B. Facility standards for work areas | <p>1) Work areas must comply with the relevant facility standards of the Facility Standards by Business Category in Annex 14 of the 「Enforcement Rule of the Food Sanitation Act」. However, for work areas used for livestock products, Hazardous Analysis and Critical Control Points (HACCP) in accordance with Article 9 of the 「Livestock Products Sanitary Control Act」 shall apply, while for the livestock product sales business the relevant facility standards of the Facility Standards for Different Types of Business in Annex 10 of the 「Enforcement Rule of the Livestock Products Sanitary Control Act」 shall apply.</p> <p>2) Notwithstanding 1), work areas that did not set up the criteria for industry-specific standards, must comply with the facility standards set by the director general of the NAQS.</p> <p>3) Work areas should not be the work areas that has been revoked for the past one year as a violation of the certification criteria (the location of the work areas should be managed by the director general of the NAQS with the certification management information system).</p> |
| C. Raw ingredients management        | <p>1) The quality and purity of certified products (including organic processed food recognized its equivalency under Article 25 of Act) shall be maintained during the course of purchasing and repacking them as ingredients of certified products, and no chemical substance shall be added to agricultural products.</p> <p>2) Agricultural and livestock products and processed products confirmed not meeting the certification criteria shall not be used as ingredients of re-packaged products.</p>   |

| Inspection Subject  | Requirements  |
|---------------------|---|
|                     | <p>3) Upon receipt of raw materials and the labeling of organic foods, etc. shall be verified and delivery documents, transaction details or the certificate provided by the supplier shall be kept in accordance with Article 2 of Annex 6 of the Rule.</p>  |
| D. Handling methods | <p>1) When handling food products that are not certified should be separated during the handling process such as storing, packaging, transporting and importing. In such cases, the time and the area of handling between the certified products and the non-certified products should be in separate.</p> <p>2) The certified product and the non-certified product, or the same type of product that have different certification, shall not be re-packaged at the same time in the same work space, nor shall be stored in an unpacked state in the same space: <i>Provided</i>, That, the foregoing shall not apply where certified products in a different type of certification are mixed with one another and such products are labelled with the name of a certification type at a lower stage.</p> <p>3) Where certified products and non-certified products are handled simultaneously, a plan for separate management shall be formulated and implemented during the entire process of handling, including the purchase, storage, screening, and packing of ingredients.</p> <p>4) If necessary, organic livestock products can be mixed with non-pesticide agricultural products. In this case, mixed organic livestock products are regarded as non-pesticide agricultural products, and final products should be labeled as non-pesticide agricultural products.</p> <p>5) When handling food that is not a certified product, the handling work areas should be thoroughly cleaned before handling the certified product.</p> <p>6) In the case of entrusting part of the handling process such as storing, packaging, transporting, importing etc. to another operator, the entrusted handling process should comply with the certification criteria for handler.</p> |

| Inspection Subject | Requirements   |
|--------------------|--|
|                    | <p>7) During the handling process, radiation shall not be used for pest control, food preservation, pathogen removal or sanitation.</p> <p>8) The water used for the cleaning of the certified product shall comply with the water quality standard of the certified product.</p> <p>9) Documents recording the records related with receipt and shipment of agricultural and livestock products and processed food shall be kept within the work areas, and should be documented and managed so that traceability management can be available.</p> <p>10) In order to manage and control pests, the following measures should be taken in priority:</p> <ul style="list-style-type: none"> <li>a. Preventive measures such as removal of pest habitat, prevention of access to the facility;</li> <li>b. Use of mechanical, physical and biological methods if preventive measures are inappropriate;</li> <li>c. In such cases where the pests and diseases are not properly controlled by mechanical, physical and biological methods, only the substances listed in subparagraph 1(A)(2) of Annex 1 of the Rule may be used, but those shall not directly be contacted with the certified products.</li> </ul> <p>11) When materials are used for the disinfection of work areas, records of the date of use, product names, and the method and purpose of disinfection shall be kept and maintained.</p> <p>12) When cleaning and disinfecting certified products, equipment, facilities and the substances specified in each of the following points may be used: <i>Provided</i>, That, a management plan shall be established and implemented in order to prevent the residue of the aforesaid substances.</p> <ul style="list-style-type: none"> <li>a. Certified products: Among the permitted substances under subparagraph 1(C)(1) of Annex 1 of the Rule, chlorine dioxide (in gas form, limited to baking), chlorine dioxide water, hydrogen peroxide, ozone water and hypochlorous acid water are allowed to use;</li> <li>b. Equipment/facilities: The substances under subparagraph 1(C)(2) of Annex 1 of the Rule are allowed to use.</li> </ul> |
| E. Storage,        | 1) When storing and transporting the product, the storage place and  |

| Inspection Subject                | Requirements  |
|-----------------------------------|---|
| packing, transportation, shipping | <p>the transportation should be kept clean and pollution from the outside should be prevented.</p> <ol style="list-style-type: none"> <li>2) In case of pest control for storage areas or transport containers include physical barriers, sound, ultrasound, light, ultraviolet rays, traps (this refers to pheromones and electrifying traps), temperature control, atmospheric control (this refers to the control of carbon dioxide, oxygen, and nitrogen) and diatomaceous earth may be used.</li> <li>3) If the storage place and container are not handling organic agricultural products or non-pesticide agricultural products, they should prevent potential contamination from pesticides that do not fall under subparagraph 1(A)(2) of Annex 1 of the Rule or other prescriptions before their use.</li> <li>4) In the case of storing or transporting the product together with general agricultural products without packaging, preventive measures such as installing a partition for distinction should be taken to prevent mixing or contamination with other agricultural products.</li> <li>5) The handler shall maintain, during the course of transportation and storage of certified products for ingredients (the entire process before tearing open the packages of certified products for repacking), the certification label being affixed to the certified products.</li> <li>6) Notwithstanding D)4), where agricultural products with different types of certification are packaged together, each type of certification and the content of different items may be labeled in accordance with the labeling standards under Article 18 and 45 of the Rule.</li> <li>7) The packaging material shall be manufactured using materials that are biodegradable, reproduced or reproducible, in accordance with the relevant provisions of the 「Food Sanitation Act」.</li> </ol> |
| F. Product quality control, etc.  | <ol style="list-style-type: none"> <li>1) The ingredients of organic synthetic pesticides must not be detected, and the ingredients of the veterinary drugs shall not be detected more than one tenth of the veterinary drugs residue</li> </ol>  |

| Inspection Subject | Requirements  |
|--------------------|---|
|                    | <p>under Article 7(1) of the 「Food Sanitation Act」 which the general director of Ministry of Food and Drug Safety notified.</p> <p>2) Non-permitted substances must not be used.</p> <p>3) The traceability including receipt, work, shipment of agricultural product and etc shall be possible through identification system such as lot number (certified product management number) of shipped agricultural product or standard bar code, and etc.</p> <p>4) The certification criteria for handlers (storage, packaging, transportation, import or sale) set forth in the Rule and this Public Notice shall be always complied with for the period during which the certification is valid, and shall cooperate submitting related materials, collecting specimens, and onsite confirmation upon the head of NAQS or certification body requests.</p> |

9. Criteria for transaction certification

| Inspection Subject       | Requirements   |
|--------------------------|--|
| A.<br>Management Control | <p>1) The operator shall provide the details of the following items related to the production, manufacturing, processing and handling of the certified products to be transacted with.</p> <p>a. The location of the operation that produces, manufactures, processes, and handles the certified product;</p> <p>b. The date of production, processing, processing and handling of the certified product (including the date of sowing, planting or harvesting, egg collection, milk collection, slaughtering, packaging);</p> <p>c. The volume of produced, manufactured, processed and handled certified product;</p> <p>d. The name and address of the business entity who intends to purchase the certified product and the written contract related with transaction.</p> <p>2) The documents specified in 1) shall be in accordance with the records of management related data and the plan for production,</p> |

|                        |  |
|------------------------|--|
|                        | manufacturing, processing and handling of the certified product submitted at the time of certification application.  |
| B. Quantity Management | <ol style="list-style-type: none"> <li>1) The shipped quantity of the certified product can not exceed the produced quantity of the certified product.</li> <li>2) The shipped quantity of the certified product shall conform to the contents of the certified product production, manufacturing, processing or handling performance report.</li> </ol> |

[Annex 1] <deleted>

[Annex 1-2]

### **Crop Growing period (related to Article 5 (1) 1)**

1. The crop “growing periods” are as specified in each of the following subparagraphs:
  - a. Crops that grow less than three years: From the date of sowing date to the first harvesting date;
  - b. Perennial crops that grow no less than three years (ginseng and *deodeok*, etc.): three years from the date of sowing;
  - c. Deciduous trees (apples, pears and persimmons, etc.): From the onset of a growing period (leaf development or anthesis) to the first harvesting date;
  - d. Evergreens (tangerines and green tea, etc.): From the date of completion of the previous harvest to the first date of the subsequent harvest.



[Annex 2]

**Details of Procedure and Methods for Certification Inspection**  
**(related to Article 7 (3))**

**1. Certification inspection in General**

**A. Appointment of Certification Inspectors**

- (1) Upon receipt of a certification application, the head of a certification body shall appoint one or more certification inspectors to conduct a certification inspection.
- (2) If a certification inspectors falls under any of the following subparagraphs, the head of a certification body shall not appoint such person as a certification inspectors for the relevant application case:
  - a. If the certification inspectors is the applicant him/herself or is the applicant's relative as defined in any subparagraph of Article 777 of the Civil Act;
  - b. If the certification inspectors has an economic interest in the applicant;
  - c. If the same applicant has been examined for three consecutive years;
  - d. If it seems hard to expect the certification inspectors to conduct an impartial audit on any other ground.
- (3) If a certification inspectors has a ground to believe that he/she is unable to conduct an impartial inspectors for an applicant, he/she shall voluntarily request recusation, and the head of the competent certification body shall replace the certification inspectors with another person without delay in such a case.

**B. Document Inspection**

- (1) A certification inspectors shall inspect relevant documents submitted by an applicant to determine whether they meet the certification criteria (hereinafter referred to as "document inspection").
- (2) A document inspection shall be based on all the relevant documents submitted by an applicant, including application documents and those requested by the certification body for certification inspection (documents prepared by all members, in the case of a group application).
- (3) Matters that must be examined in the course of a document inspection are as follows:
  - a. Whether all the application documents have been submitted;
  - b. Whether all the items are filled out without omission and meet the certification criteria;

- c. Whether the planned production output in accordance with cultivation/production scale of the items in the application is appropriate;
  - d. Whether there is any document prepared by copying another applicant's documents or whether there is any document containing untrue descriptions;
  - e. Whether the land parcel in the application has faced revocation of certification or nonconformity of the certification criteria within the last year;
  - f. Examination of other matters required to be inspected at the time of an on-site inspection.
- (4) It shall be possible to determine, through a document inspection, whether the past records of production and the future plan for production meet the certification criteria.
  - (5) If a certification inspectors finds non-entry of an item required to be stated in a document submitted by an applicant or omission of a document required to be submitted, he/she shall require the applicant to supplement such omission within a reasonable period of time set for supplementation.
  - (6) The certification inspectors shall not conduct onsite inspection before finishing document evaluation by receiving the essential documents (certification application, certified product production plan or certified product manufacturing, processing and handling plan, and management related materials) required for inspection

### **C. On-Site Inspection**

- (1) A certification inspectors shall visit a farm or an operation area for manufacturing, processing, or handling products and interview the applicant face to face to inspection whether the agricultural food products produced, manufactured, processed, or handled meet the certification criteria (hereinafter referred to as "on-site inspection").
- (2) An on-site inspection shall be conducted during the season when crops are being cultivated, the period when livestock is being raised, or the period when certified products (including test products) are being manufactured, processed, or handled, but shall not be conducted during the season when the production of the agricultural or livestock products or processed food applied for certification is completed.
- (3) Matters that must be examined in the course of an on-site inspection are as follows:
  - a. Whether the descriptions of the certification application conform to the details of production:
    - ( i ) Whether the agricultural products applied for certification are actually being

grown and whether the area of cultivation is the same as described in the application;

(ii) Whether the livestock applied for certification is actually being reared and whether the area of livestock houses, etc. is the same as described in the application;

(iii) Whether the process of manufacturing, processing, or handling which are applied for certification is the same as described in the application;

(iv) Whether a management-related data submitted in the certification application is consistent with the actual data that the applicant recorded and kept

b. Whether the certified product production plan or certified product manufacturing, processing and handling plan are implemented as described in the application;

c. Whether any substance not recorded or prohibited is stored or used;

d. Whether each point in the relevant certification criteria meets the Certification criteria;

e. Whether production managers have conducted a preliminary inspection and whether the records of the preliminary inspection are appropriate.

(4) If it is necessary to determine whether the certification criteria are met, a certification inspector shall conduct an examination and analysis (hereinafter referred to as “testing”) of soil, water for cultivation, and products (including “crops” being cultivated and processed products), etc. and the testing shall be carried out in accordance with the procedures and methods of (5) to (10) below.

(5) Testing is necessary in the following cases:

a. Agricultural and forest products:

(i) Soil and water in crop fields: Where soil or water is contaminated or is likely to be contaminated:

(a) Soil (heavy metals and other soil contaminants), water: An area into which waste water from a factory flows; an area around a storage yard of raw ore or scrap metal; an area around a metal refinery; an area around an area for storage, landfill, or incineration of wastes; an area in which materials containing heavy metals and other contaminants have been constantly used before the application is filed; or an area around the area where contamination exceeds the level of concern for contamination according to the soil measurement network and the surveys of actual conditions of soil contamination under the 「Soil Environment Conservation Act」 ;

- (b) Soil (pesticide residues): Where the relevant case falls under (ii) below but it is impossible to gather products, or where the soil inspection is more effective than the product inspection (such as pesticides directly applied to soil);
  - (c) Water: Where water that has not been tested within the last five years is used (limited to cases where the land is continuously irrigated during the cultivation period or where water is supplied directly to products during the harvest season);
  - (ii) Products: Where a pesticide has been detected in the past year; where seeds treated with organic synthetic pesticides has been used; where it is likely to be contaminated by a conventional cultivation area; where a GMO product is likely to be mixed; where the use of a pesticide is suspected as a result of a document inspection or on-site inspection (including where there is a record of purchase of an organic synthetic pesticide, but it is not clear where it has been used); Samples of farms selected by group inspection (random selection of more than the number of sample farms if all members are screened), individual farms (new and renewed farms are inspected at least once every three years).
  - (iii) Manure: Where manure originating from a farm that has used any feed not meeting the standards for organic or non-antibiotic feed or from a farm that has not applied the integrated crop-livestock farming method is used (limited to organic agricultural products).
- b. Livestock products:
- ( i ) Soil and water testing: Soil should be inspected by agricultural and forest products, but conduct in case that soil in grazing type do not have organic synthetic pesticides and heavy metals test report within five years and the water does not have water quality test performed within the last five years (except for the use of tap water pursuant to the 「Water Act」 ).
  - (ii) Feed testing: Where the feed is likely to violate the certification criteria on account of inclusion, use, etc. of any veterinary drug or genetically modified organisms;
  - (iii) Livestock products (meat, raw milk (market milk), eggs), serum, livestock manure testing: Where a veterinary drug has been used or it is suspected that a veterinary drug has been used in the course of raising (including where there is a record of purchase of a veterinary drug, but it is not clear where

it has been used); Samples of farms selected by group audit (random selection of more than the number of sample farms if all members are screened), individual farms (new and renewed farms are inspected at least once every three years).

c. Manufacturers, processors, or handlers:

( i ) Water: Where water is used for cleaning or as an ingredient, but no record of water quality tests conducted within the last five years is not kept –(excluding where potable water as defined in the 「Water Act」 is used);

( ii ) Products: Where conventional processed products are concurrently processed without an exclusive production line (processed foods); where non-certified products are concurrently handled in the handling facilities (handlers); or where non-certified products or GMO products are likely to be mixed.

d. Each of the following subparagraph is the case which may replace the testing with the notarized test report of inspection conducted by a relevant public official with authority or auditor pursuant to relevant acts, notwithstanding the fact that the given case needs testing in accordance with a. through c.:

( i ) Soil (except for residue pesticide) and water testing: Where a test report from the test which has been conducted within the latest five years is prepared;

( ii ) Soil (limited to residual pesticide), products and livestock products (feed, livestock excreta, etc.) testing: Where a test report from the test which has been conducted within the latest three months is prepared.

(6) Testing items are as follows:

a. Agricultural or forest products:

( i ) Soil of crop fields:

(a) Specific substances that are likely to cause contamination in the relevant area, of the ingredients for which level of soil contamination concern standard has been determined (cadmium, copper, arsenic, mercury, lead, hexavalent chrome, zinc, and nickel shall be tested, if it is impossible to limit testing to specific ingredients): *Provided*, That, in the case of Jeju Special Self-Governing Province, substances for which level of soil contamination concern standard has been determined under Article 374 of the 「Special Act on the Establishment of Jeju Special Self-Governing Province and the Development of Free International City」 shall be tested (the relevant standards shall be applied);

(b) Substances of organic synthetic pesticides that remain in soil specified by the director general of the NAQS;

- (ii) Water: Substances for which agricultural water or drinking water standards (referring to Grade IV in the case of a river or lake) have been established for each river basin;
- (iii) Products: Substances of organic synthetic pesticides specified by the director general of the NAQS, and GMO products;
- (iv) Compost: Organic synthesized pesticide and antibiotics residues specified by the director general of the NAQS, heavy metal testing substances detected from manure (such as cadmium, copper, arsenic, mercury, lead, hexavalent chrome, zinc, and nickel).

b. Livestock products:

- (i) Soil and water testing: The scope of testing for agricultural or forest products applies to soil. Water needs to be tested for substances where the standards of water for living applies;
- (ii) Feed, livestock products and livestock excreta: Veterinary drug substances which are prescribed by the director general of the NAQS, likely to be used or genetically modified organisms.

(i) <deleted>

c. Manufacturers, processors, or handlers:

- (i) Water: Substances for which drinking water standards have been established under Article 5 of the 「Management of Drinking Water Act」 ;
- (ii) Certified products: organic synthetic pesticides substances or veterinary drug substances determined by director general of NAQS, and GMO products and non-certified product originated substances (food additives and etc).

d. Regardless of a. through c., the water quality standard of the corresponding nation may be applied to water

(7) Inspection bodies for (6) are the Rural Development Administration, the National Agricultural Products Quality Management Service (the Experiment Research Institute, a provincial or branch office), an Agricultural Research and Extension Services, an Agricultural Technology Center and a testing or research institution set forth in each of the following subparagraphs. The scope of inspection for each inspection body is in accordance with the scope prescribed by relevant acts and referred in each of the following subparagraphs:

a. A safety inspection body or inspection body under Article 64 or 99 of the 「Agricultural and Marine Product Quality Control Act」 :

- (i) A safety inspection body: inspection on agro-livestock product and its

processed product, soil, livestock manure, agricultural materials (acknowledge only till Jun 30<sup>th</sup> 2020).

(ii) An inspection body: inspection on agro-livestock product and its processed product, soil, livestock manure, agricultural materials, feed and water.

- b. A livestock testing and inspection body under Article 6(2)2 of the 「Act on Testing and Inspection in the Food and Drug Industry」 ; Inspection of livestock products, feed, processed livestock products, livestock excreta, etc.;
  - c. A soil contamination inspection body under Article 23-2 of the 「Soil Environment Conservation Act」 : Inspection of soil contaminating substances (except for residual pesticide);
  - d. An inspection body under Article 43 of the Management of Drinking Water Act: Inspection of water for cultivation;
  - e. A testing and inspection body pursuant to Article 6(2)1 of the 「Act on Testing and Inspection in the Food and Drug Industry: Inspection of organic foods, etc. (including a genetically modified organism inspection);
  - f. An institute specializing in testing, research, or analysis of manure ingredients under Article 4-2 of the 「Fertilizer Control Act」 (limited to the inspection of manure): Inspection of manure;
  - g. Feed inspection certification body under Article 20-2 of the 「Control of Livestock and Fish Feed Act」 and feed evaluation body under Article 22 of the same Act: Inspection of feed;
  - h. An institute officially recognized under ISO/IEC 17025: Officially recognized fields;
  - i. A government agency, Provincial government, or public institution that conducts analysis under relevant Acts: the fields prescribed by the Act;
  - j. A foreign certification body officially recognized under ISO/IEC 17025 or an institution accredited or approved as an institution specializing in analysis under applicable statutes of the relevant country: the fields that are officially recognized or prescribed by the Act.
  - k. The test research institute determined by the director of NAQS in consideration of other new inspection targets and residual substances
- (8) The test report shall be a official test report which is issued in accordance with the relevant Act and issued by the test research institute in (7) by applying the certified test method by test subjects which is specified in the relevant law. *Provided*, that, exception may be granted if met any of following subparagraph.
- a. In case that the certified test method is not applied
    - (i) when the process method is not applied onto the subjects such as soil, livestock

manure, processed product, and etc, 'Hazardous substance analysis method of agricultural product' publicly notified by the head of ministry of Food and Drug Safety may apply *mutatis mutandis* or other test method determined by the head of NAQS may apply.

(ii) The head of NAQS may apply the relevant test method which is recognized to possessing the same level of validity with the certified test method.

b. Cases not applying the official test report

(i) The test report created under the related regulations of the national agency under the act on the government structure or the Provincial government under the Provincial government act is deemed as a official test report.

(ii) Because of insufficient institutions to issue the certified test report, limited to the field, inspection report issued by the agency which the director general of NAQS verified the validity of the inspection.

(9) Methods for collecting samples are as follows:

a. The soil of crop fields shall be collected from at least ten points selected for collection in the form of Z or W so as to secure the representative-ness of the population;

b. Samples of the items subject to the inspections in (6) (except for soil) shall be collected from at least six points selected for collection in the form of Z or W, taking into consideration the form of the crop fields, the shipping and collection type, the conditions of loading or the form of display, so as to well present the population: *Provided*, That abnormal products or doubtful products in appearance, smell, or other conditions may be collected first. if the collection is difficult as described the above paragraph, the test subjects may be selected and collected in order to achieve the representative-ness.

c. Samples shall be collected by a certification inspector in the presence of the applicant or the applicant's family (CEO or the production manager for a group, the regular employee for a company) and a certificate of collection of samples in Attached Form 7 shall be prepared and attached to the certification inspection report: however, exception shall be acknowledged for any of following subparagraph.

(i) samples for an inspection of residues in living bodies for meat before shipment may be collected by the applicant in the presence of a certification inspector, while samples for an inspection of residues in meat after slaughtering may be collected by a livestock product inspector of the institute specializing in the inspection of sanitation of livestock products in the



competent metropolitan government or an in-house inspector;

- d. The collectible amount of samples shall be limited to the amount required for inspection by a testing or research institution;
  - e. Instruments and containers appropriate for the collection of samples shall be used to prevent samples from being contaminated in the course of collection;
  - f. The samples collected shall be sent to a testing or research institution without delay after sealed in the presence of the applicant, applicant's family (CEO or the production manager for a group, the regular employee for a company) along with a written inspection request.
- (11) If the certification inspector has completed the document review and on-site inspection, two copies of the following documents shall be prepared. After the person who is in concern confirms and signs, one copy shall be submitted to the applicant, and the other copy shall be submitted to the head of the office or the head of the certification body.
- a. Documents that record the changes in the certification application items such as the address of the farm (crop field) address, the size of the cultivation area and breeding area, or the number of heads of livestock being raised, in the course of document and on-site inspection;
  - b. The inspection result report or summary report, including any non-conformities and concerns identified during the audit (document and on-site) process.

#### **D. Additional inspection and complementary inspection**

- (1) If a certification inspector fails to examine any item specified in the certification criteria as follows, he/she shall conduct an additional inspection:
- a. Where testing was necessary but could not be conducted due to the conditions of cultivation and the growing period, etc.;
  - b. Where it is necessary to ascertain whether the implementation plan presented by the applicant has been actually implemented;
  - c. Where an additional examination is necessary to determine whether the certification criteria are met.
- (2) In case that any of following subparagraph occur, the head of NAQS may allow to conduct certification inspection by complementing the inspection method under this Notice. In this case, the certification auditor should follow the complemented audit method.
- a. Due to livestock epidemic outbreak, when on-site inspection needs to be supplemented for prevention measures
  - b. By food and etc., the hazard on public health occurs or such concerns rise, the

audit method required to be complemented in order to prevent or minimize the damage.

#### **E. Reporting of Results of inspection**

- (1) Upon completion of a certification inspection, a certification inspector shall submit a certification inspection report in Attached Form 8, 9, or 10 to the head of the competent branch office or the head of a certification body, along with documents for the certification inspection.
- (2) A certification inspector shall enter truthfully the results of a document review and on-site inspection regarding all the requirements of the certification criteria in the certification inspection report and documents for the certification audit and shall attach evidential documents verified in the course of inspection.
- (3) If an inspection has been conducted in the course of an on-site inspection, the inspection report shall be attached.

#### **F. Judgment on the Results of Inspection**

- (1) Upon receipt of a certification inspection report from a certification auditor, the head of a certification body shall make judgment on whether the applicant meets the certification criteria.
- (2) In order to determine the conformity of the certification inspection, the head of a certification body shall appoint the certification reviewer in accordance with 3) C) (1) in Annex 1 of the Certification Body for Eco-Friendly Agricultural Products and Organic Food and shall let him/her determine the suitability according to the certification criteria. In this case, the certification reviewer shall apply 1) a) (2) and (3) for a fair review.
- (3) The head of a certification body may declare an application conforming, only where the application is found to meet all the requirements of the certification criteria through the certification inspection report, and shall require a certification inspector to conduct an additional audit and check conformity after additional inspector, if he/she is unable to make sure of its conformity.

### **2. Inspection Methods for Group Applications**

A. A document inspection and an on-site inspection shall be conducted on all members in accordance with paragraph 1.

#### **B. Inspection by Sampling**

- (1) Notwithstanding item A above, samples may be selected to efficiently conduct an on-site inspection in accordance with the following reference standards for selection

of sample farming households: *Provided*, That, once an on-site inspection starts, the audit methods shall not be changed, and the head of a certification body shall notify the representative of a group of the inspection methods and other processes ahead of the on-site inspection

|                   |           |           |            |            |            |            |            |            |             |
|-------------------|-----------|-----------|------------|------------|------------|------------|------------|------------|-------------|
| Number of members | 5 ~ 15    | 16 ~ 24   | 25 ~ 35    | 36 ~ 48    | 49 ~ 63    | 64 ~ 80    | 81 ~ 99    | 100 ~ 120  | 121 or more |
| Sample households | 4 or more | 8 or more | 10 or more | 12 or more | 14 or more | 16 or more | 18 or more | 20 or more | 20% or more |

- (2) Notwithstanding (1) above, inspection shall be conducted on the entire cultivation area of the members of a group to ascertain whether the cultivated item and the area of actual cultivation stated in the application are true and whether any weedicide has been used.
- (3) Sample farming households shall be selected at random from the environmentally friendly certification management information system, but farming households from whom potentially non-conforming factors are found in the course of the document inspection may additionally be selected.
- (4) If the certification inspector has completed the document review and on-site inspection, two copies of the following documents shall be prepared. After the person who is in concern confirms and signs, one copy shall be submitted to the applicant, and the other copy shall be submitted to the head of the branch office or the head of the certification body.
  - (i) Documents that record the changes in the certification application items such as the address of the farm (crop field) address, the size of the cultivation area and breeding area, or the number of heads of livestock being raised, in the course of document and on-site inspection;
  - (ii) The inspection result report or summary report, including any non-conformities and concerns identified during the inspection (document and on-site) process.

**C. A certification inspection report shall be made in accordance with subparagraph 1(E), but documents for the certification inspection, which must be attached to the certification inspection report, shall be prepared for each farming household inspected, and the details of the document review of the all members and the documents to conform the entire cultivation area under subparagraph B(2) shall be added.**

**D. Judgment on the Results of Inspection**

- (1) If all members have been inspected, judgment on conformity or non-conformity

shall be rendered for each member.

- (2) If a sample inspection has been conducted, judgment on conformity shall be rendered for the relevant group, only if all the members inspected are found conforming, while the group shall be judged as non-conforming if there is any farming household found non-conforming in the group: *Provided*, That, in cases where the inspection finds all sample farming households inspected conforming, but any non-conforming factor is discovered in the document inspection on farms which are not subject to the sample inspection and the inspection of the entire cultivation area under point B(2), the group may be judged as conforming except the non-conforming farming households.
- (3) When a group inspected as nonconformity by the sample inspection under (2) excludes the nonconformity farm and applies re-inspection under Article 12 of Rule, it can be re-inspected only once by any of following methods.
  - a. Examine all members and follow the inspection standard of (1)
  - b. Examine more than the number of sample farms that have been inspected and follow the inspection standard of (2) by excluding the farms that already have been inspected.

**[Annex 3]**

**Methods of Granting Certification Numbers (related to Article 8 (1))**



1. The certification number is issued as a serial number way that combines the designated number by city and region(Do), type of certification, issuing order of certificate.

[Annex 4]

**Details of Certification Labelling, etc. (related to Article 12 (1))**

**1. Methods of Labelling on Certified Products or Packages or Containers of Certified Products**

A. Label of a producer, manufacturer, or handler (example)

| Descriptions of a certified product  |   |
|--|---|
|   | <ul style="list-style-type: none"> <li>• Producer : **(kim**)</li> <li>• Item : Organic Strawberry</li> <li>• Produced at : Gimcheon Gyungbuk</li> <li>• Packaged at : ***, yongjeon-ro, Gimcheon-si, Gyungbuk</li> <li>• Phone number : ***-****-****</li> </ul> |
| Certification number : ***** <div style="float: right; text-align: center;">  </div> |   |

Note: The label's shape must be designed to befit the relevant type of certification according to the graphic guidelines specified in Annex 5 or 12 of the Rule, and other labelling items must be described according to the methods of presenting certification information in Annex 6 of the Rule.

B. Label of a handler (example)

| Descriptions of a certified product   |  |
|---|--|
|  | <ul style="list-style-type: none"> <li>• Handler : **(kim**)</li> <li>• Item : Organic Strawberry</li> <li>• Produced at : Gimcheon Gyungbuk</li> <li>• packaged at :<br/>***, yongjeon-ro, Gimcheon-si, Gyungbuk</li> <li>• Phone number : ***-****-****</li> </ul> |
| certification number : *****  |  |
| *Producer's certification number: *****   |  |
|  |   |

Note: For “Producer’s Certification Number”, enter the certification number of the agricultural product. Provided that, if two or more certified products are mixed or if the producer changes frequently more than three times a year with a single item, then in order to enable traceability of incoming and outgoing certification products, identification system such as manufacturing unit number (certified product management number), bar code, distribution standard code or QR code (Quick Response Code) through “eco-friendly agricultural product distribution system” is displayed.

C. The Labelling method for 70% organic feed under Article 5-2(B)3(b) in Annex 1

- 1) The display figure in Article 1(A) in Annex 5 of the Rule shall not be used.
- 2) It may be used except for the use of organic or the meaning of the letter as part of the product name or product name.
- 3) “70% organic” or a phrase having same meaning should be displayed on the main display so that consumers can easily recognize it.

2. Label on delivery note, transaction statement, warranty and etc(example).

| Transaction Statement |                  |   |      |             |                   |  |
|-----------------------|------------------|---|------|-------------|-------------------|--|
| Supplied to           | Registration No. | ***_**_*****  |      | Supplied by | Registrati on No. | ***_**_*****   |
|                       | Company Name     | **<br>Environmentally -friendly Distributor         |      |             | Company Name      | **<br>Environmentally -friendly Farming Group (seal) |
|                       | Tel.             | ***_***_*****                                       |      |             | Tel.              | ***_***_*****  |
|                       | Address          | * * * ,<br>yongjeon-ro,<br>Gimcheon-si,<br>Gyungbuk |      |             | Packaged at       | ***,<br>Yongjeon-ro,<br>Gimcheon-si,<br>Gyungbuk     |
| Date of Transaction   |                  | Item  | Size | Quantity    | Certification No. | Certification type                                   |
| Jun. 2, 2013          |                  | Organically cultivated cabbage                      | Head | 100         | *_*_*             | Organic  |

note : The certification type and certification number shall be added to the general transaction statement including the name of the supplier and the receiver, the item of transaction, the quantity and the date of transaction.

3. The labelling methods (examples) specified in subparagraphs 1 and 2 shall apply *mutatis mutandis* to the methods of labelling on signboards or signposts.

4. Methods of organic labelling according to the content of the ingredients are as follows:

| Description   | Certified product                   |  | Non-certified product (product eligible for restrictive organic labelling) |  |
|---|-------------------------------------|--|--|--|
|   | 95% or more of organic raw material | not less than 70% of organic raw material (pet food) | Not less than 70% of organic raw material                                  | Less than 70% of organic raw material (specific ingredients) |
| Label organic certification logo  | O                                   | X  | X  | X  |
| Organic or lettering of similar meaning on the product name or part of the product name             | O                                   | X  | X  | X  |
| Organic or lettering of similar meaning on the main display   | O                                   | O  | X  | X  |
| Organic or lettering of similar meaning on any panel other than the principal display panel         | O                                   | O  | O  | X  |
| Organic or lettering of similar meaning in the columns for the names and content of the ingredients | O                                   | O  | O  | O  |

Note: The organic raw material means the content of the ingredients listed in subparagraph 1 (A) of Annex 7 of the Rule, and the standard and specification for the labelling of feed and etc (only limited to organic feed) announced by



the director general of the Minister of Food and Drug Safety shall apply *mutatis mutandis* to the product name, principal display panel, and definitions or meanings used in this Table.

**5. The Period for Use of Existing Packaging Materials Following the Change of the Certification Body or Certification Number**

- A. When the certification body or certification number is changed, the changed matter must be indicated on the package of the certified product.
- B. Notwithstanding A above, if the inventory of the existing packaging material remains, the packaging material manufactured can be used with the approval of the certification body (if the certification body changes, the changed certification body) for the packaging material inventory and its use period. In this case, the certification operator shall keep a document approved by the certification body.

**The conformity audit method on the imported organic processed product not for human consumption (organic feed) (related to Article 13-2)**

1. The kinds and methods of conformity inspection

A. Document inspection

- 1) Document inspection is an inspection that examines the declaration documents and determines whether they meet the criteria for certification and labeling of non-edible organic products (single feed, supplementary survey, and mixed feed) declared for import shall be carried out every case.
- 2) The contents of the document inspection are as follows.

| Inspection item                   | Inspection contents  |
|-----------------------------------|--|
| check Report                      | <ul style="list-style-type: none"> <li>○ Are all the items listed in the notification form appropriate and without omission?</li> </ul>  |
| Check Copy version of Certificate | <ul style="list-style-type: none"> <li>○ Is a certificate issued by a certification body authorized under Article 29 (2) of the Rule?</li> <li>○ Whether the information in the certificate matches the information registered in the environmentally-friendly certification management system</li> <li>○ Whether the 'manufacturer' and 'item name' listed in the declaration match the 'manufacturer' and 'certified items' in the certificate</li> <li>○ Whether the date of import shipment of the product is within the validity period of the certification stated in the certificate</li> </ul> |
| Check transaction certificate     | <ul style="list-style-type: none"> <li>○ Is a transaction certificate issued by a certification body authorized under Article 29 (2) of the Rule?</li> <li>○ Whether the information such as 'Trader', 'Trade Item', and 'Trading Volume' in the transaction certificate matches the information in the declaration and certificate</li> <li>○ Whether document check is possible that other imported products reported is certified non-edible organic processed food.</li> </ul>   |
| Check packaging label             | <ul style="list-style-type: none"> <li>○ Whether the labeling of the product (sample packaging) complies with the labeling provisions of Article 18 of the Rules.</li> <li>○ Whether the labeling of the product (sample packaging) matches the description on the declaration, such as the manufacturer, export destination, or certification</li> </ul>  |

## B. Close inspection

1) Close inspection is a test to determine whether the non-edible organic products are certified and labeled by physical, chemical or microbiological methods, if they fall under any of the following subparagraph:

- a) When importing the product which have not been received a close inspection (limited to the close inspection conducted on the product of which manufactured country, manufacturer and product name are same with the product for report) within a year
- b) When importing a product that has the same manufacturer, manufacturer or product name with the product that has been found to be nonconformity with the result of close inspection within the last year (However, products that have been judged conformity three or more times in a row after receiving the nonconformity determination are excluded)

2) The details of the close inspection are as follows.

- a) inspection items, among the items set out under the non-edible organic processed product certification standard in article 4 in Annex 3 of the Rule, shall be conducted on the ingredients that the director general of NAQS determines with consideration of information related to detection frequency or violation against standard and etc.
- b) The test shall be carried out by the institution specified Article 1(C)7) in Annex 2 or by the feed test certification institution or feed test institution in accordance with Articles 22 and 29 of the Enforcement Rules of the Feed Control Act.
- c) The importer intending to report shall pay the test fee directly to the test institution.
- d) When the importing reporter submits the feed test certificate under Article 20(1)2 of Enforcement Rules of the Feed Management Act, the close inspection on the corresponding feed may be replaced or be tested with adjusting test item.
- e) Other method of collecting and handling specimens apply *mutatis mutandis* Article 20(3) of Enforcement Rules on Feed Management Act.

## 3. Determination of test results

- A. The head of NAQS Provincial office determines each conformity by stages in case that the document and close inspection have been finished according to the contents of subparagraph 1.
- B. Among document inspection items, the head of NAQS Provincial office may request the importing reporter to complement simple writing errors and minor displaying violation which are possibly complemented before inspection results determination and

determines as conformity. In such case the period for complementation is excluded from the handling period.

4. Measures on inspection results and its notification

A. When the head of NAQS Provincial office determines as nonconformity corrective measures in accordance with Article 31(4) of the Act shall be ordered without proceeding the importing report.

1) When the non-edible organic processed products do not meet the certification standard : Removal of certification display of the corresponding product.

2) When the non-edible organic processed products do not meet the labelling standard : Change of certification display of the corresponding product.

3) When other certification and display standard do not meet : Proceed with each subparagraph in Annex 8 of the Rule

B. In case that the measures such as abrogation under Article 24 of the Feed Control Act and etc are required by which veterinary medicine remain above acceptable standards and etc, the head of NAQS Provincial office should notify the results to the mayor or governor of the corresponding feed have been registered.

## [Annex 5]

### **Guidelines for Surveillance Inspections of Certified Products (related to Article 14 (1))**

#### 1. Inspection of Production Process

- A. The head of a branch office or the head of a certification body shall visit the location of the farm or operation area of a certified person after issuing the certificate of conformity and shall inspect the production process.
- B. The period and the subject of the inspection are as follows.
- (1) Regular inspection: inspect production process inspection conduct at least once within the certification validity period year, but if an administrative disposal has been received within the last three years or the hazardous residues are detected from the products (in case of a group, more than sample farms in Article 2 in Annex 2 is considered as one inspection, and unannounced inspection in accordance to Article 33(4) of the Rule is considered as a production process inspection).
  - (2) Occasional inspection: in addition to regular inspections, when the head of the certification body or the director general of NAQS (including the head of Provincial office or branch office) determines that an inspection is required under a report on the violation of a specific company (including online or mail-order sales).
  - (3) Special inspection : a special inspection conducted by the director general of NAQS in consideration of violation of certification standards, etc.
- C. In order to maintain the reliability of the production process inspection, the certification body shall select the number of certified licensees to be inspected per day in consideration of the inspection subject, inspection time, and travel distance.
- D. An inspection shall be conducted during the cultivation period (the rearing period in the case of livestock products) or the production period of the relevant agricultural product and shall be conducted during the period when a violation of the certification criteria is most likely to occur (such as the season during which pesticides are most frequently used in conventional cultivation) and finished before receiving the certification renewal application.
- E. The detailed inspection items are as follows:
- (1) It shall be examined whether management-related documents have been recorded;
  - (2) The records of the shipment of certified products shall be examined;
  - (3) It shall be examined whether a certified product is properly labelled;

- (4) It shall be examined whether there is any prohibited substance purchased, stored, or used;
- (5) It shall be examined whether the certification criteria for each item have been complied with;
- (6) It shall be examined whether the implementation plan submitted at the time of the certification audit has been implemented;
- (7) In the case of a manufacturer, processor or handler, samples of agricultural or livestock products for ingredients shall be selected to ascertain whether they have been actually shipped by the relevant producer.

F. Inspectors may conduct an inspection of residual substances (hereinafter referred to as “prohibited substances”), such as organic synthetic pesticides, antibiotics, GMO, and etc, in accordance with the subparagraph 5) through 9) of Annex 2 as necessary during the inspection process of the B. If meeting following cases, then inspections shall be carried out.

- (1) Where harmful residues have been detected from a product in the past one year.
- (2) Where the certification standard violation possibility such as finding of use-trace of non permitted substances such as synthetic pesticide exists.
- (3) When it is subject to inspection, but it is not inspected that the livestock can not be collected as a test sample because it is breeding during the certification examination (limited to livestock products)

G. The head of a branch office or the head of a certification body shall conduct a production process inspection (unannounced inspection) on not less than 5% of the subjects of the year without notification to the certified operators. In this case, the selection of inspection targets is based on high-risk certification cases, such as violations of certification standards within the past three years or residual substances detected.

H. The head of a branch office shall confirm compliance with procedures and methods of certification audits of Annex 2 for 5% of number of cases certified by the head of a certification body.

## **2. Surveillance of Distribution Process**

A. The head of a branch office shall visit a shop or operation area where a certified product is sold or handled to conduct an inspection on the distribution process of the certified product.

B. The head of a branch office shall register the details of companies inspected in the

past year and the list of distributors of certified products within his/her jurisdiction which has been acquired through inspections on actual conditions of the distribution of certified products with the information system for certification management and shall manage them.

C. The period and the subject of the inspection are as follows.

- (1) Regular inspection: In regard to the cycle of inspection, a plan for internal inspections shall be formulated and implemented at least twice a year for companies that need to be inspected, among the distributors registered in accordance with point B above;
- (2) Occasional inspection: in addition to regular inspections, when the head of the certification body or director general of NAQS (including the head of Provincial office or branch office) determines that an inspection is required under a report on the violation of a specific company (including online or mail-order sales).
- (3) Special inspection : a special inspection conducted by the director general of NAQS in consideration of violation of certification standards, etc.

D. Inspections shall be conducted during the season in which the amount of certified products distributed is the greatest, if possible, but an inspection of the distribution process shall be conducted within one year, in cases where a company that has been subject to an administrative disposition or has been detected as an offender who has illegally distributed certified products, in the past year.

E. The detailed inspection items are as follows:

- (1) It shall be examined whether a certified product is properly labeled;
- (2) It shall be examined whether the records of purchase of certified products are consistent with the records of sale of such products;
- (3) Samples shall be selected from a certified product, and it shall be examined whether the certified product was actually shipped from its origin;
- (4) It shall be examined whether a certified product is being distributed, in spite of the revocation of certification or the suspension of the use of a label;
- (5) It shall be examined whether any uncertified product is labelled or advertised as a certified product or whether a certified product mixed with any uncertified product is sold or stored, transported, or displayed for sale.
- (6) In the case of imported certified products, it shall be checked whether they are certified products that have legally completed declaration of organic food, etc. in accordance with Article 23-2 of the Act.

F. Auditor may conduct an inspection of pesticide residues or other harmful residues, if such inspection is necessary in the course of inspection of the distribution process.

The pesticide residue inspection shall be conducted in the following cases:

- (1) Where harmful residues have been detected from a certified product handled by the relevant company in the past year;
- (2) Where the certified product is distributed from a company that has been subject to an administrative disposition or has been detected as an offender who has illegally distributed certified products, in the past year.

G. <deleted>



## **Procedure for Imposition and collection of Fines for Negligence**

### 1. Issuance of manual for statement of opinion and guidelines for imposition

A. Where an administrative officer requested confirmation document of imposition of a fine for negligence, he/she shall, at the scene of violation, issue 1 copy of the manual for statement of opinion for imposition of a fine for negligence, pursuant to [Attached Form 12] which explains that the party has opportunity to present his/her opinion within 20 days(working days excluding saturday and holyday) by counting from the next day of the violation get caught: *Provided*, That when it is difficult to issue the manual at the scene of violation, an administrative agency may send it by mail.

B. Where an administrative officer send the manual for statement of opinion by mail, the start date of the 20 days for statement of opinion are counted from the next day after the manual is delivered to a party, and if the last day of the period is Saturday or holiday, it is set to expire next day.

C. The head of a branch office or the head of a certification body shall record details of violations in the environmentally-friendly certification management information system and submit the documents as below to the head of a provincial office after their administrative officers issued the manual for statement of opinion for imposition of a fine for negligence.

(1) A confirmation document of violation and photos of scene of violation

(2) Manual for statement of opinion for imposition of fine for negligence (original copy)

(3) Other documents required to impose a fine for negligence

### 2. Determination of imposition of a fine for negligence

A. The head of a provincial office shall calculate a fine for negligence by reflecting relevant documents submitted by the head of a branch office or the head of a certification body and the data recorded in the system in accordance with standards for imposition of a fine for negligence. Where the head of a provincial office judged that it is necessary to consider circumstances such as motivations and results or reasonable imposition of fine, he/she may determine imposition of fine and amount of a fine for negligence after an administrative agency visited the scene of violation and reconfirm fact of violation.

B. Where a party states opinion within the period for statement of opinion, the head of a provincial office may reflect the opinion to determine imposition of a fine for negligence and amount of a fine for negligence.

C. Where a party meets the conditions as below, Article 2(2) of the enforcement ordinance of the Regulation of Violations of Public Order Act shall be applied: *Provided*, That, where a party failed to pay a fine for negligence, the conditions are excluded.

(1) A Recipient pursuant to Article 2 of 「 Act on National Basic Living Security

(2) A person who eligible for Protection pursuant to Article 5 and Article 5-2(2) and (3) of 「 Act on Single-Parent Family Support 」

(3) A disability with ratings of 1-3 pursuant to Article 2 of 「 Act on Welfare of Persons with Disabilities 」

(4) A person who assigned a disability rating of 1-3 pursuant to Article 6(4) of 「Act on the Honorable Treatment and Support of Persons etc. of Distinguished Services to the State」

(5) A minor

D. Where a party intends to voluntarily pay the fine for negligence within the deadline for presenting opinion, he/she shall pay pursuant to Article 5 of the enforcement ordinance of 「 Act on the Regulation of Violations of Public Order 」 . Where a party requests reduction of fines for negligence, an administrative officer must notify the party to submit an identification card and relevant documents etc. at the scene of violation or by phone.

\* Ex) In case that a million won is imposed, it is reduced to 400,000 won by applying 50% of (C) and 20% of (D). (However, it is not reduced less than 40,000 won, which is the minimum fines for negligence)

### 3. Notification of Imposition of a Fine for negligence

A. Where imposition of a fine for negligence is determined, the director of the Quality management division shall complete 「 registration of imposition of a fine for negligence 」 in the management system and request disposition of a fine for negligence from the director who takes charge of collection of a fine for negligence. The director who takes charge of imposition of a fine for negligence send a notification of a fine for negligence pursuant to [Attached Form 13], an appeal form pursuant to [Attached Form 14] and payment notice to a party by registered mail.

B. Where the head of a provincial office completed disposition of a fine for negligence, he/she shall register the results in 「 imposition/collection of a fine for negligence 」

in the management system.

#### 4. Procedure of Appeal against Disposition

- A. Where a party who is dissatisfied with a disposition raises an appeal within 60 days from the date of notification, the head of a provincial office shall prepare relevant documents such as a report of violation etc., submit the documents(an appeal form [Attached Form 14], appeal documents, confirmation documents, a report of violation, notice of disposition of a fine for negligence, payment notice etc. to a competent court within 14 days and notify the party that the appeal transferred to the court.
- B. The start date of “60 days” are counted from the next day after the notice of disposition of a fine for negligence is delivered to a party, and when the last day of the period is Saturday or holiday, it is set to expire next day.
- C. The appeal shall be deemed to take effect from the day the provincial office receives the document: *Provided*, That when it received by mail, the date postmarked in the mail shall be deemed the date of receipt.
- D. The appeal shall be received in writing. When there is any flaw in documents, it shall be immediately notified to a party who raised the appeal by phone etc. to be complemented.
- E. The division which takes charge of imposition of a fine for negligence in a provincial office handles receipt and notice of appeal and other relevant services, and transfer received appeal to a competent court.

[Annex 6]

<deleted>

[Annex 7] Detail procedure and method of recall and disposal (Related to Article 18)

1. Determination of recall

A. Recognition of recall : As analytical results of certified products from the analytical institute or certification body, when he/she is notified from the provincial office or branch office the fact that the organic synthetic pesticide ingredients or veterinary drug ingredients are detected over the residual standard, which is declared by the Director of the Food and Drug Safety pursuant to Article 7(1) of the Food Sanitation Act, of the ingredients of organic synthetic pesticide or veterinary drug

- 1) If in the production stage, the analytical institute or certification body shall immediately report to the provincial office or branch office in jurisdiction
- 2) If in the distribution stage, the analytical institute shall immediately report to the Provincial office or branch office in jurisdiction
- 3) The Provincial office or branch office which recognizes the recall subjects shall immediately inform the Provincial or branch office in jurisdiction of production and shall take discontinue distribution measure of the corresponding certified product.
- 4) The analytical institute shall notify the person in charge of certification or branch office first by telephone, etc, and confirm the recognition of this, and shall record and manage the time, contents of the call, etc. Provided, that, if the corresponding certified product is the recall target food, etc that is recovered under the Food Sanitation Act, it shall be notified to the Director of the Ministry of Food and Drug Safety, the Mayor/ state Governor, or the Mayor, county governor, district mayor.

B. Confirmation of Recall target : upon receipt of notification, the Provincial or branch office in jurisdiction of production shall immediately confirm whether it is recall target.

2. Recall and disposal procedure

A. Recall order and recall initiation

- 1) The Provincial and branch office in jurisdiction of production, upon recall recognition, shall immediately order recall to the certified operator by telephone (the time and contents of the call and etc shall be recorded and managed), and within 24 hrs after recall recognition, shall notify recall and disposal to the corresponding certified operator by official letter.
- 2) Recall shall commence when the recall certified operator first receives the recall order from the Provincial and branch office by telephone and etc.

B. Recall plan preparation and submission

- 1) The certified operator received recall order shall prepare the recall plan under form

in Annex 16 along with commencing recall, and submit it to the Provincial or branch office which ordered recall within 24 hrs after receiving recall order.

- 2) The recall plan shall include the contents of following each subparagraph.
  - a) The certified product name, name of certified operator and location, production date (expiration date), production volume, stock volume, each business partner name such as 1st, 2nd, 3<sup>rd</sup> vendor etc, contact, sales volume and distribution stock volume of each business
  - b) The volume of recall plan (calculate in consideration of the average consuming cycle of the certified product and remaining expiration date)
  - c) Reason of recall, recall method, expected date of recall completion, handling plan of the recall certified product and etc
  - d) For fast recall, the recall certified operator shall include the recall efficiency test plan which self-confirms whether the recall information has been transmitted to all businesses in the distribution stages or each business which have received recall notification has executed proper measure for recall in the recall plan.
- 3) The Provincial or branch office received the recall plan shall notify recall order, request of sealing, recall plan and etc to the all Provincial and branch office in country, and shall conduct the line report (Provincial or branch office →NAQS →MAFRA).

#### C. Appeal on recall order

- 1) If the recall certified operator considers that the recall order is unreasonable, then first inform the intention of appeal on recall order by phone to the Provincial or branch office ordered recall, and shall submit the appeal application on recall order under the form in Annex 17 with related proof materials to the corresponding Provincial and branch office ordered recall within 48 hrs from the date of receiving recall order.
- 2) The Provincial or branch office which have received appeal application by phone shall examine the contents of appeal application upon receipt and notify the results to the certified operator, if it is difficult to determine, report the appeal application contents to NAQS and request discussion.
- 3) When NAQS receives request for discussion from the Provincial or branch office, it examine the contents of appeal application together as possible as it can.

#### D. Recall monitoring

- 1) The Provincial or branch office which has received the recall plan determines the feasibility of the recall plan in cooperation with the certification body, and shall continuously monitor the status of the certified operator's recall.
  - a) The Provincial or branch office identifies whether the volume of production, stock ,

shipment, and distributive stock volume of primary, secondary, and tertiary businesses are correct by receiving the production and sales related documents from the recall certified operator in cooperation with the certification body, and if necessary, shall conduct onsite inspection on the volume of stock and distributive stock.

- b) Moreover, the Provincial or branch office shall confirm whether the recall certified operator precisely identifies the primary, secondary, tertiary business including distribution route and etc and the sales volume of each business, determine whether the planed recall amount, recall method, and recall period are properly established in consideration of the distributive stock and consumption volume of each business and order complementation, if necessary.
- c) as of monitoring results, if it is not the case, The Provincial or branch office shall order the recall certified operator correction.

2) The measure on the target of recall certified product

- a) The Provincial or branch office ordering recall shall seal the stock volume of the recall certified operator in cooperation with the certification body.
- b) Moreover, for the certified product, which is the target of recall, has been sold to the business outside of jurisdiction, in order to fast sealing of the recall target, The Provincial or branch office shall notify the related contents (name of sales company, stock volume and etc) to the corresponding Provincial and branch office in jurisdiction and shall request confirmation on whether the account implementation.
- c) The Provincial or branch office received sealing request shall immediately visit the account of the certified operator and seal the recall target certified product, and notify the results to the Provincial or branch office in jurisdiction of production.
- d) If the supplier of the retrieval certification company requests the release of the seal to return the sealed certified product, the Provincial or branch office in jurisdiction of the distribution site will unseal the certified product to be recovered and notify the Provincial or branch office in jurisdiction of the production site.

E. Report of recall results

- 1) The recall certified operator who finishes recall according to the recall plan shall report the results of recall to the Provincial or branch office ordered recall.

F. The recall results evaluation

1) The recall completion report

- a) If the recall certified operator evaluates that recall has been finished according to the recall plan, keep the recalled products in a certain place where it is not to mingle with other products, confirm the final recall volume, complete the form of

Annex 18 upon completion of recall and report it to the Provincial or branch office ordered recall.

- (1) The contents, production volume, shipping volume, planned recall volume, and the volume not been recalled of target product
- (2) The action and disposal plan for not-recalled product
- (3) The proof of recall product related document from each account and etc
- (4) The cause analysis data and preventive measure

## 2) Recall evaluation

- a) In cooperation with the certification body, the Provincial or branch office ordered recall shall visit the place where the recall products have been kept and shall seal the recalled certified product.
- b) Moreover, the Provincial or branch office ordered recall shall evaluate whether recall has been conducted according to the recall plan.

- (1) Confirmation of the final recalled volume
- (2) Confirmation on the return related document and actual product to determine whether the actual recall target certified product is recalled
- (3) The Provincial or branch office confirm whether the distribution stock volume is rightly recalled by each sales company at each distribution stage, and confirm on-site of the sales, if necessary
- (4) When determining the recall results, including recall volume and etc, is incomplete, shall order a complementary order for deficiencies

## G. Recall certified product handling

- 1) The Provincial or branch office ordered recall shall order the recall certified operator handle the recalled certified product according to following methods and etc.
  - a) Agricultural products shall apply *mutatis mutandis* to methods such as disposal, postponement of shipment, change of use (non-edible such as seeds) under the 「Agriculture and Fisheries Quality Control Act」 and 「Food Hygiene Act」 .
  - b) When livestock products are disposed by incineration, burial and etc, the recall certified operator shall select an waste disposal contractor to collect, transport, stock, incinerate, and bury the disposal target certified products and etc. in accordance with 「Waste management Act」 . The Provincial or branch office shall release the seal for processing and on-site witness to check the status of action or report the results of the treatment.
  - c) Converting into other purposes (composting and etc) besides food consumption shall be conducted under the related regulation or methods and etc, The Provincial or branch office shall release the seal for processing and on-site witnessing to check the status



of action or receive a result report.

- 2) The disposal must be carried out in the presence of an corresponding officer of the Provincial or branch office, and the certification body shall cooperate with it.

#### H. Recall completion

- 1) The Provincial or branch office in jurisdiction of production site in cooperation with the certification body shall determine the administrative measures in accordance with the administrative measure in the legislation.
- 2) The recall certified operator shall analyze the cause of recall, establish the preventive plan in order to prevent recall with the same reason, and submit it together with the recall results to the Provincial or branch office ordered recall.
- 3) The Provincial or branch office received the recall results, in cooperation with the certification body, shall evaluate the cause analysis and preventive plan submitted by the certified operator, conduct onsite evaluation, and order the necessary administrative measure including facility renovation and etc. However, it may not apply for the certification revocation case.
- 4) If the Provincial or branch office ordered recall, in cooperation with the certification body, validate the recall completion report of the certified operator, determining the recall process is completed by confirming the correction measure and preventive measure, issue the official document of the recall completion (recall results) and complete recall.
- 5) The Provincial or branch office ordered recall shall conduct line report (Provincial/branch office → NAQS → MAFRA) on the recall completion, and notify it to the director of Ministry of Food and Drug Safety and each Mayor / Governor of city/Province(Do) or city, county, and district.

■ Detailed Practical Guidelines for Certification of Environmentally-friendly Agricultural and Livestock Products and Organic Food, etc. [Attached Form 1]

Certified Products Production Plan (for Agricultural Products)

1. Applicant

A. Applicant Information

|   |   |                           |  |
|---|---|---------------------------|--|
| 1) Name                                       |   | 2) Contact (Phone number) |  |
| 3) Date of birth or Business Registration No. |   |                           |  |
| 4) address                                    |   |                           |  |
| 5) Unit of Certification Application          | <input type="checkbox"/> Group(Name of the Group : )<br><input type="checkbox"/> Individual |                           |  |

\* In the case of a group, attach the document for common item to the Producer group separately.

B. Application contents

|                          |   |
|--------------------------|---|
| 1) Type of Application   | <input type="checkbox"/> New application <input type="checkbox"/> Application for certification renewal<br><input type="checkbox"/> Application for extension of validity                                 |
| 2) Type of Certification | <input type="checkbox"/> Organic agricultural and forestry products<br><input type="checkbox"/> Non-pesticide agricultural products<br><input type="checkbox"/> Started to convert to organic agriculture |

\* To apply for extension of the validity period of the certified product, list only the applicable items.

2. Application Details

- Please list all details of the crop field and the production plan for each item.

| Location of Business | Zip Code | Item | Cultivation Area (m <sup>2</sup> ) | Planned Amount (kg) | Production amount in the previous year(kg) | Facility classification | Note (Number of cropping) |
|----------------------|----------|------|------------------------------------|---------------------|--|-------------------------|---------------------------|
|                      |          |      |                                    |                     |  |                         |                           |
|                      |          |      |                                    |                     |  |                         |                           |
|                      |          |      |                                    |                     |  |                         |                           |
|                      |          |      |                                    |                     |  |                         |                           |

- In case for the forestry product, write cultivation area based upon documents that can objectively prove sowing and planting seed
- \* wild simulated ginseng: Specially managed forest production report
- \* other forestry products: Forest Use Permit, Forest Management Plan, Land Use and Temporary Use Permit and Report, etc.

**3. Cropping season**

- Please describe the cropping season of the item to be certified.

| Item | Date of sowing | Harvest period | Period of sale |
|------|----------------|----------------|----------------|
|      |                |                |                |
|      |                |                |                |
|      |                |                |                |
|      |                |                |                |

**4. Crop Field·Water·Crop Seeds**

A. Are the crop fields contaminated by heavy metals, factory wastewater, etc., or are there pollution sources such as metal mines and waste landfills in nearby places? (If so, please describe the type of the pollution source.)

Yes( )  No

B. Is there a soil test result for the last year for the soil in the crop field?

Yes  No (please submit soil test results)

C. Please provide remedial measures for the cases where the organic matter content of the crop field soil is less than the optimum value or the salts are excessively accumulated.

D. Has the chemical fertilizer and organic synthetic pesticide been purchased and used in the cultivated packaging within the last two years (one year for non-pesticide)? (If yes, please use the form below)

Yes     No

| Name of the Material | Date of purchase | Purchased site(Contact) | <u>Purchase</u><br>Amount | <u>Stock</u><br>Amount | <u>Storage</u><br>location |
|----------------------|------------------|-------------------------|---------------------------|------------------------|----------------------------|
|                      |                  |                         |                           |                        |                            |

| Name of the Material | <u>Date of use</u> | <u>Place to use</u> | <u>Usage</u><br>amount | <u>Target item</u> |
|----------------------|--------------------|---------------------|------------------------|--------------------|
|                      |                    |                     |                        |                    |

\* Completed with details of purchase and use on conventional cultivation farm

E. Completed with details of purchase and use on conventional cultivation farm

River    Lake    Groundwater    Tap water    Natural rainwater    Other(    )

F. If there is a result of the test for the water for cultivation within the last 5 years, please submit it.

Submitted the result of the test    Did not submit the test result

G. Please describe the use and plan of the seed.

| Name of the seed | Used amount | Purchased site | Type of the seed |
|------------------|-------------|----------------|------------------|
|                  |             |                |                  |
|                  |             |                |                  |
|                  |             |                |                  |
|                  |             |                |                  |

※ Please classify the seeds as organic, non-pesticide, conventional seed (untreated), conventional (pesticide disinfection)

H. If you purchased seedlings, please describe your use details.

| Name of the seedling | Used amount | Purchased site | Type of the seedling |
|----------------------|-------------|----------------|----------------------|
|                      |             |                |                      |
|                      |             |                |                      |
|                      |             |                |                      |
|                      |             |                |                      |

※ Please classify the seedlings as organic, non-pesticide seedlings

I. Have you ever used seeds labeled as GMO crops?  Yes  No

(Please submit packaging materials or certificate of supplier of purchased seeds.)

J. Does there contamination concern by pesticide scattering etc exist around the field of certification application?  yes  no

(If yes, describe the prevention plan)

**5. Cultivation Method**

A. (Non-pesticide cultivation only) Please list the annual usage plan of chemical fertilizer (including the amount used).

| Name of the material | Ingredient content | Available amount of use | Period of use | Location of use (Location of Farm) | Used amount | Planned amount of use |
|----------------------|--------------------|-------------------------|---------------|------------------------------------|-------------|-----------------------|
|                      |                    |                         |               |                                    |             |                       |
|                      |                    |                         |               |                                    |             |                       |
|                      |                    |                         |               |                                    |             |                       |
|                      |                    |                         |               |                                    |             |                       |

B. Please list control plans for weeds and pests.

◆ Plan for weed control :

◆ Plan for pest control :

C. Please list the implementation and plan of the last three years' crop rotation system (non pesticides agricultural products are not required).

| Location of Business | Zip Code | Year      |                     | Year      |                     | Year      |                     |
|----------------------|----------|-----------|---------------------|-----------|---------------------|-----------|---------------------|
|                      |          | Crop name | Cultivati-on period | Crop name | Cultivati-on period | Crop name | Cultivati-on period |
|                      |          |           |                     |           |                     |           |                     |
|                      |          |           |                     |           |                     |           |                     |
|                      |          |           |                     |           |                     |           |                     |
|                      |          |           |                     |           |                     |           |                     |
|                      |          |           |                     |           |                     |           |                     |

**6. Quality Control of the product**

A. Have been informed the fact that pesticide residue were detected in the recent one year?  Yes  No (if yes, submit the related notification or write the contents)

Name of the notification institute, Date of notification, Tested item, the name of detected ingredients, detection amount and etc

**7. Applicant Checklist**

A. Who wrote the approved production plan?

Written directly by the Applicant( )

At the request of the Applicant, the following delegate has completed the application and confirmed by the Applicant ( )

| Name | Date of birth<br>(Business<br>Registration<br>No.) | Address | Contact | Affiliate |
|------|--|---------|---------|-----------|
|      |  |         |         |           |

B. Applicants for certification must confirm the following notice and sign at the bottom of the page

Notice for Applicants

If the contents are different from the facts, it is possible to cancel the certification in accordance with Article 24 of the 「Act on the Promotion of Environment-Friendly Agriculture and Fisheries and the Management of and Support for Organic Foods, etc.」 and to dispose of penalties pursuant to Article 60 of the same Act 3 years of imprisonment or fines of up to 30 million won).

20XX Year      Month      Day

Name of the applicant: (Seal or sign)

## Certified Products Production Plan (for Livestock Products)

### 1. Applicant

#### A. Applicant Information

|   |   |                           |  |
|---|---|---------------------------|--|
| 1) Name                                       |   | 2) Contact (Phone number) |  |
| 3) Date of birth or Business Registration No. |   |                           |  |
| 4) address                                    |   |                           |  |
| 5) Unit of Certification Application          | <input type="checkbox"/> Group(Name of the Group : )<br><input type="checkbox"/> Individual |                           |  |

\* In the case of a group, attach the document for common item to the Producer group separately.

#### B. Application contents

|                          |   |
|--------------------------|---|
| 1) Type of Application   | <input type="checkbox"/> New application <input type="checkbox"/> Application for certification renewal<br><input type="checkbox"/> Application for extension of validity |
| 2) Type of Certification | <input type="checkbox"/> Organic Livestock Products<br><input type="checkbox"/> Non-antibiotics Livestock Products  |

\* To apply for extension of the validity period of the certified product, list only the applicable items.

### 2. Application Details

#### A. Please list all details of the facility you are applying for certification.

| Criteria                   | Location of Business | Zip Code | Code Area(m <sup>2</sup> ) | Note |
|----------------------------|----------------------|----------|----------------------------|------|
| Rearing area               |                      |          |                            |      |
| Grazing area               |                      |          |                            |      |
| Forage field               |                      |          |                            |      |
| Manure processing facility |                      |          |                            |      |
| Other facilities           |                      |          |                            |      |



### 3. Breeding scale

A. Please list all items and details intended to be certified.

| Item | Size of the breeding stock (Number of livestock) |                |               |              |
|------|--|----------------|---------------|--------------|
|      | Total  | Mature animals | Young animals | Baby animals |
|      |  |                |               |              |
|      |  |                |               |              |
|      |  |                |               |              |
|      |  |                |               |              |

B. Please list the production details of the item intended to be certified.

| Item | Breeding period | Shipment period | Planned shipment quantity |               | Shipment quantity of previous year |               |
|------|-----------------|-----------------|---------------------------|---------------|------------------------------------|---------------|
|      |                 |                 | Number of animals         | Quantity (kg) | Number of animals                  | Quantity (kg) |
|      |                 |                 |                           |               |                                    |               |
|      |                 |                 |                           |               |                                    |               |
|      |                 |                 |                           |               |                                    |               |
|      |                 |                 |                           |               |                                    |               |

### 4. General Principles and Management Control

A. Please describe the purchase, use, and inventory of veterinary drugs or organic synthetic pesticide ingredient containing materials for the past year. (Including the conventional production usage details)

| Name of the material | Date of purchase | Purchased site (Contact) | Purchased Amount | Inventory | Storage site |
|----------------------|------------------|--------------------------|------------------|-----------|--------------|
|                      |                  |                          |                  |           |              |

| Name of the material | Date of purchase | Location for use | Used Amount | Target livestock |
|----------------------|------------------|------------------|-------------|------------------|
|                      |                  |                  |             |                  |

5. Housing and breeding conditions

A. Please describe the method of providing feeds and drinking water

|                                    |  |
|------------------------------------|--|
| Method of providing feeds          |  |
| Method of providing drinking water |  |

B. Please list the insulation and ventilation facilities of the rearing areas.

|                        |  |
|------------------------|--|
| Insulation facilities  |  |
| Ventilation facilities |  |

C. Please provide the following information regarding the density of the housing:

■ Species : ,                      ■ Facility Type :

| Breeding stage | Housing area(m <sup>2</sup> ) | Number of breeding animals | Average area for one animal (area/head) | Minimum area for one animal (area/head) |
|----------------|-------------------------------|----------------------------|---|---|
|                |                               |                            |   |   |

\* The breeding stage shall be documented based on the method of estimating the stocking density of the corresponding types of livestock, such as cattle (calf, cattle, breeding), chickens (hens (or raising hens) for eggs) and housing areas shall be applied only for the actual areas used for breeding.

D. Please describe disinfection methods for housings, farm machineries, and utensils.

|  |
|--|
|  |
|--|

E. Are the bottoms of the houses clean and dry and have enough seating space?

|                  |  |
|------------------|--|
| Floor facilities |  |
| Stall bedding    |  |
| Cleaning method  |  |

F. (Organic pigs or breeding only) Please indicate the period of cage cultivation.

|            |  |
|------------|--|
| Mother pig |  |
| Baby pig   |  |

G. (Organic poultry only) Please indicate the size of the poultry, water space, and whether you have a scattering box installed.

|                   |  |
|-------------------|--|
| Size of the perch |  |
| Sleeping area     |  |
| Egg laying box    |  |

H. (Organic laying chickens only) Time spent under artificial light

| Time spent under artificial light | Time spent under natural daylight | Total |
|-----------------------------------|-----------------------------------|-------|
|                                   |                                   |       |

I. (For organic livestock only) Describe the conditions of pasture or field.

| Location and area(m <sup>2</sup> ) of the pasture or field | Access pathways to the pasture or field | Access restricted period for pasture or field |
|--|---|---|
|  |   |   |

J. Please indicate the following if you are parallel-producing the certified livestock with other types of livestock, such as non-certified livestock or livestock of different type of certification. (Check in the box if your operation does not conduct parallel production )

|   |
|---|
| Are the housings(buildings) kept separated and equipped with signs? <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| Are the management-related data managed and recorded separately? <input type="checkbox"/> Yes <input type="checkbox"/> No               |
| Are feeds and medicines stored and used separately? <input type="checkbox"/> Yes <input type="checkbox"/> No                            |
| Please indicate the quantity of shipment and the place of shipment for the previous year. Quantity of Shipments: Location of Shipments: |
| Please list the separated management plan for the parallel breeding livestock.  |

6. Self-supplied feed (Organic livestock products only)

A. Please list the certification details of pasture or crop field for feed production.

| Location of Business | Zip Code | Area(m <sup>2</sup> ) | Certification details (certified <input type="checkbox"/> , non-certified <input type="checkbox"/> ) |                       |                            |
|----------------------|----------|-----------------------|--|-----------------------|----------------------------|
|                      |          |                       | Certification No.  | Type of Certification | Initial certification date |
|                      |          |                       |  |                       |                            |
|                      |          |                       |  |                       |                            |
|                      |          |                       |  |                       |                            |
|                      |          |                       |  |                       |                            |

B. (Only in case of non-certified from A.) Please describe the use of all agricultural materials put in the pasture or the crop field for feed production.

| Date of use | Name of the used material | Location of use | Used quantity | Material type |
|-------------|---------------------------|-----------------|---------------|---------------|
|             |                           |                 |               |               |

7. Selection of livestock, breeding methods and stocking

A. Please describe the breeding method of the livestock intended to be certified.

| Breeding method  | Livestock identification number |
|--|---------------------------------|
| <input type="checkbox"/> Treatment of reproductive hormone                                     |                                 |
| <input type="checkbox"/> Embryo transfer technique   |                                 |
| <input type="checkbox"/> Breeding techniques using genetic engineering                         |                                 |
| <input type="checkbox"/> Natural breeding,<br><input type="checkbox"/> Artificial insemination |                                 |

B. Please describe the breeding method and purchase history of the livestock you are currently breeding.

(Please include the details of transfer from general housing to certified housing in case of parallel production)

| Livestock identification number | Date of stocking (breeding) | Number of animals | Age of the animals at the point of purchase | Reasons of purchase | Criteria  |
|---------------------------------|-----------------------------|-------------------|---|---------------------|---|
|                                 |                             |                   |   |                     | <input type="checkbox"/> Natural reproduction<br><input type="checkbox"/> External stocking (general)<br><input type="checkbox"/> External stocking (certified) |

\* If it is impossible to manage by the livestock identification number, use group management number or housing number (the same shall apply hereinafter)

8. Conversion period

A. Please indicate the conversion period for the livestock you are currently breeding.

| Livestock identification number | Initial date of conversion | Expected shipment date | Breeding period under certification |
|---------------------------------|----------------------------|------------------------|-------------------------------------|
|                                 |                            |                        |                                     |

**9. Feed and nutrition management**

A. Please provide details of the amount of the feed you have provided to the livestock which intended to be certified, and submit the relevant evidence.

| Name of the feed | Purchased amount | Provided amount | Name of the supplier | Name of additives | Type of Feeds   |
|------------------|------------------|-----------------|----------------------|-------------------|---|
|                  |                  |                 |                      |                   | <input type="checkbox"/> Organic Feed<br><input type="checkbox"/> Non-antibiotics Feed<br><input type="checkbox"/> Regular Feed |

B. Please submit a document proving that drinking water provided to livestock meets 「Water Standards for Natural Environment」 . (Such as inspection report within the last 5 years or tap water usage record according to water service law, etc.)

**10. Animal Welfare and Disease Management**

A. Please specify the use of veterinary drugs used for the livestock intended to be certified, and submit the veterinarian's prescription.

| Name of the drug | Date of use | General withdrawal period | Expected shipment date of the specific livestock | Presence of veterinarian prescription |
|------------------|-------------|---------------------------|--|---------------------------------------|
|                  |             |                           |  |                                       |

**11. Quality control during the steps of transporting, slaughtering and processing**

A. Please list the shipment details of certified products for the past year.

| Shipment date | Shipment quantity (kg) | Destination | Presence of certification label |
|---------------|------------------------|-------------|---------------------------------|
|               |                        |             |                                 |

B. Submit the certified packaging materials (samples) or markings and packaging materials that you are currently using.

| Date of packaging material production | Produced quantity | Used quantity | Inventory quantity |
|---------------------------------------|-------------------|---------------|--------------------|
|                                       |                   |               |                    |

<Samples of the certified packaging materials>

C. Please list the shipment procedure (such as transportation-slaughtering-processing or milk collection-processing, etc.) of the certified products and the related operations and submit the contract with the relevant operation.

| Step1( )        | Step2 ( ) | Step 3( ) | Step 4( ) |
|-----------------|-----------|-----------|-----------|
| Details of work |           |           |           |

| Categories           | Name of Business | Location of Business | Contact (manager) | Details of work |
|----------------------|------------------|----------------------|-------------------|-----------------|
| Slaughterhouse       |                  |                      |                   |                 |
| Processing operation |                  |                      |                   |                 |
| Sales operation      |                  |                      |                   |                 |
| Packaging center     |                  |                      |                   |                 |

D. (When slaughtering and processing livestock) Describe the slaughter and processing details of livestock shipped for the past year.

| Livestock identification number | Shipment date | HACCP application |                      |
|---------------------------------|---------------|-------------------|----------------------|
|                                 |               | Slaughterhouse    | Processing operation |
|                                 |               |                   |                      |

E. (When processing crude milk, etc.) Please describe the processing details of crude milk shipped for the past year.

| Supplier | Supplied period | Processing operation | HACCP application |
|----------|-----------------|----------------------|-------------------|
|          |                 |                      |                   |

F. **(Quality control of products)** Have been informed the fact that pesticide residue were detected in the recent one year?  Yes  No (if yes, submit the related notification or write the contents)

|  |
|--|
| <p>Name of the notification institute, Date of notification, Tested item, the name of detected ingredients, detection amount and etc</p> |
|--|

**12. Disposal of livestock manure**

A. Please list the livestock manure disposal history for the past one year.

| Date of the livestock manure disposal | Amount of the livestock manure disposal | Livestock manure disposal method | Name of the relevant operation/Contact |
|---------------------------------------|---|----------------------------------|--|
|                                       |   |                                  |  |

B. Do you manage and maintain the livestock manure by ensuring that it does not leak out from the field?

- Livestock manure does not flow to the outside  Livestock manure flows to the outside

C. Please provide the notification or permission details in accordance with the 「Enforcement rule of the act on the management and use of livestock excreta」 and submit the relevant supporting documents.

- Livestock excretion facility permit  Disposal facility establishment certificate subject to notification  Notification or permission exemption



D. Do you use livestock manure and liquid manure under the level that does not pollute the surface water, and do not use them during the rainy season?

- Do not cause environmental pollution  Cause environmental pollution

**13. Applicant Checklist**

A. Who wrote the approved production plan?

- Written directly by the Applicant( )
- At the request of the Applicant, the following delegate has completed this request and confirmed by Applicant ( )

| Name | Date of birth<br>(Business<br>Registration<br>No.) | Address | Contact | Affiliate |
|------|--|---------|---------|-----------|
|      |  |         |         |           |

B. Certification Applicant must confirm and sign the following notice.

Notice for Applicants

If the contents are different from the facts, it is possible to cancel the certification in accordance with Article 24 of the 「Act on the Promotion of Environment-Friendly Agriculture and Fisheries and the Management of and Support for Organic Foods, etc.」 and to dispose of penalties pursuant to Article 60 of the same Act 3 years of imprisonment or fines of up to 30 million won).

Year

Month

Day

Name of applicant: (Seal or sign)

## Certified Products Production Plan (for Beekeeping products)

### 1. Applicant

#### A. Applicant Information

|   |   |                           |  |
|---|---|---------------------------|--|
| 1) Name                                       |   | 2) Contact (Phone number) |  |
| 3) Date of birth or Business Registration No. |   |                           |  |
| 4) address                                    |   |                           |  |
| 5) Unit of Certification Application          | <input type="checkbox"/> Group(Name of the Group : )<br><input type="checkbox"/> Individual |                           |  |

\* In the case of a group, attach the document for common item to the Producer group separately.

#### B. Application contents

|                          |   |
|--------------------------|---|
| 1) Type of Application   | <input type="checkbox"/> New application <input type="checkbox"/> Application for certification renewal<br><input type="checkbox"/> Application for extension of validity |
| 2) Type of Certification | <input type="checkbox"/> Organic beekeeping products  |

\* To apply for extension of the validity period of the certified product, list only the applicable items.

### 2. Application Details

- Please list all details of the breeding and beekeeping facility for certification.

| Classification   | location | Zip code | Area(m <sup>2</sup> ) | Note |
|------------------|----------|----------|-----------------------|------|
| beekeeping place |          |          |                       |      |
| other facility   |          |          |                       |      |

\* The beekeeper keeps a record of both the location of the apiary and the time the beehive is placed (remarks).

### 3. Beekeeping size

A. Please list all types and sizes of bees required to produce certified products.

| Type of Bee kind | Size (School) | Number of Beehive (unit) |
|------------------|---------------|--------------------------|
|                  |               |                          |

B. Please list the production history of the item to be certified

| Name of bee type | Beekeeping period | Sales period | Plane production amount of honey(kg) | Honey production amount of the past year(kg) |
|------------------|-------------------|--------------|--------------------------------------|--|
|                  |                   |              |                                      |  |
|                  |                   |              |                                      |  |
|                  |                   |              |                                      |  |
|                  |                   |              |                                      |  |

### 4. General principal and Business management

A. Please describe the purchase, use, and inventory of veterinary drugs or organic synthetic pesticide ingredient containing materials for the recent one year. (Including the conventional production usage details).

| Name of the material | Date of purchase | Purchased site (Contact) | Purchased Amount | Inventory | Storage site |
|----------------------|------------------|--------------------------|------------------|-----------|--------------|
|                      |                  |                          |                  |           |              |

| Name of the material | Date of purchase | Location for use | Used Amount | Target subject |
|----------------------|------------------|------------------|-------------|----------------|
|                      |                  |                  |             |                |

B. (List only organic beekeeping products) Please describe the materials and materials of the hive and honeycomb.

| The hive, honeycomb | Date of purchase | Purchased site (Contact)) | Natural materials and organic location |
|---------------------|------------------|---------------------------|--|
|                     |                  |                           |  |

### 5. Apiary and Beekeeping Conditions

A. Please indicate the following about the location and surrounding area of the hive.

|  |
|--|
| Are the beehives placed in a controlled place that meets the organic bee keeping certification criteria? <input type="checkbox"/> Yes <input type="checkbox"/> No  |
| Are there any of the following places within a radius of 3 km from where the hive is placed? <input type="checkbox"/> Yes <input type="checkbox"/> No<br>- Conventional agricultural areas (except in areas where management is such that it does not affect the quality of organic and organic beekeeping products)<br>- Polluted Non-Agricultural Area, Golf Course, Barns<br>- Areas with Potential Contamination by GMOs or Environmental Pollutants |
| Can the honey, nectar and pollen properly managed in accordance with organic standards within a radius of 3 km from where the hive is placed? <input type="checkbox"/> Yes <input type="checkbox"/> No   |

### 6. Selection of bee, breeding methods and stocking

A. Please describe type of bee, breeding method, and stocking method.

| Type of Bee | Date of stocking | Number of School | Note  |
|-------------|------------------|------------------|---|
|             |                  |                  | <input type="checkbox"/> Self division of school<br><input type="checkbox"/> Outside stocking (conventional)<br><input type="checkbox"/> Outside stocking |

## 7. Conversion period

A. Please enter the certification conversion period for the bee currently in bee keeping.

| Start date of bee keeping | expected shipment date of<br>beekeeping product | Was replacement period |
|---------------------------|---|------------------------|
|                           |   |                        |

## 8. Feed and nutrition control

A. Please provide a description of the food you will be providing to bees to be certified.

| kind of food | Organically<br>produced | Feeding amount of<br>bee hive at the end<br>of production<br>period (g) | Climate or other exceptional<br>environment |  |
|--------------|-------------------------|---|---|--|
|              |                         |   | Feed period                                 | Type of food   |
|              |                         |   |   | <input type="checkbox"/> honey(organic)<br><input type="checkbox"/> sugar(organic) |

## 9. Animal welfare and disease control

A. List used organic synthetic pesticide, veterinary drugs, repellent, materials used for the pest and disease control, and smoked material in detail.

| Name of used<br>materials | Date of use | Withdrawal period<br>(veterinary drugs only) | Expected shipment<br>date of beekeeping<br>product |
|---------------------------|-------------|--|--|
|                           |             |  |  |

## 10. Quality control of products

A. List extracting honey and shipment of certified product in recent one year

| <u>Extracting<br/>honey(production)<br/>date</u> | <u>Extracting honey<br/>production<br/>amount (kg)</u> | Shipment date | Shipment<br>volume (kg) | consignee | organic label |
|--|--|---------------|-------------------------|-----------|---------------|
|  |  |               |                         |           |               |

B. Submit the certified packaging materials (samples) or labels currently used, and the production and usage of the packaging materials.

| Manufactured date of packaging material | Number of packaging material | Use volume | stock volume |
|---|------------------------------|------------|--------------|
|   |                              |            |              |

the certified packaging materials (samples)

C. Describe the quality control plan including maintenance of organic integrity of the certified product and etc.

<Quality control plan>

**Applicant Checklist**

A. Who wrote the approved production plan?

- Written directly by the Applicant( )
- At the request of the Applicant, the following delegate has completed this request and confirmed by Applicant ( )

| Name | Date of birth (Business Registration No.) | Address | Contact | Affiliate |
|------|---|---------|---------|-----------|
|      |   |         |         |           |

B. Certification Applicant must confirm and sign the following notice.

Notice for Applicants  
 If the contents are different from the facts, it is possible to cancel the certification in accordance with Article 24 of the 「Act on the Promotion of Environment-Friendly Agriculture and Fisheries and the Management of and Support for Organic Foods, etc.」 and to dispose of penalties pursuant to Article 60 of the same Act 3 years of imprisonment or fines of up to 30 million won).

Year                      Month                      Day

Name of applicant: (Seal or sign)

## Manufacturing, Processing and Handling Plan of the Certified Product

### 1. Applicant

#### A. Applicant Information

|   |   |                           |  |
|---|---|---------------------------|--|
| 1) Name                                       |   | 2) Contact (Phone number) |  |
| 3) Date of birth or Business Registration No. |   |                           |  |
| 4) address                                    |   |                           |  |
| 5) Unit of Certification Application          | <input type="checkbox"/> Group(Name of the Group : )<br><input type="checkbox"/> Individual |                           |  |

#### B. Application contents

|                          |   |
|--------------------------|---|
| 1) Type of Application   | <input type="checkbox"/> New application <input type="checkbox"/> Application for certification renewal<br><input type="checkbox"/> Application for extension of validity   |
| 2) Type of Certification | <input type="checkbox"/> Handler <input type="checkbox"/> organic processed food<br><input type="checkbox"/> Organic feed for breeding livestock<br><input type="checkbox"/> organic feed for pet(95% organic)<br><input type="checkbox"/> organic feed for pet (70% organic) |

\* When applying for the extension of the validity period of the certified product, fill out only the applicable items.

### 2. Application Details

A. Please list all operations facilities of Manufacturing, Processing and Handling facilities to be certified.

| Categories | Operation Facilities |          |                       | Note |
|------------|----------------------|----------|-----------------------|------|
|            | Location of Business | Zip code | Area(m <sup>2</sup> ) |      |
|            |                      |          |                       |      |
|            |                      |          |                       |      |
|            |                      |          |                       |      |
|            |                      |          |                       |      |
|            |                      |          |                       |      |

B. Please list all manufacturing, processing and handling item details intended to be certified.

| Item | Planned Amount of Manufacturing, Processing and Handling (kg) | Origin of Agricultural Products for Manufacturing, Processing and Handling | Production Amount of Previous Year (kg) |
|------|---|--|---|
|      |   |  |   |
|      |   |  |   |
|      |   |  |   |
|      |   |  |   |
|      |   |  |   |

**3. Manufacturing, Processing and Handling Process**

A. Please record the intended manufacturing, processing and handling process to be certified.

**4. Operation Management**

A. Please submit management related data within recent 1 year

Submitted  Not submitted

B. Please describe the name of all materials and the recording method to manage the entry and shipment details.

| Name of Data | Content of the Data | Recording Method   | Name of the Data Manager |
|--------------|---------------------|--|--------------------------|
|              |                     | <input type="checkbox"/> Hand writing<br><input type="checkbox"/> Electronic |                          |



**5. Work record and raw material management**

A. Please indicate how to check whether the organic foods and etc received are certified products and how to manage the raw materials and products received, such as assigning a manufacturing unit number (certified product control number).

|  |
|--|
|  |
|--|

B. Please list all the entry details of raw materials and products (including general agricultural products) used in manufacturing, processing and handling process during the recent one year.

| Date of Entry | Item | Quantity | Name of the Seller | Seller Address | Certification No. | Management No. |
|---------------|------|----------|--------------------|----------------|-------------------|----------------|
|               |      |          |                    |                |                   |                |

\* Non-certified products shall be marked as non-certified in the Certification No. column.

C. Please list all the shipment details of raw materials and products used in handling process and processed foods used in manufacturing, processing, handling during the recent one year (including general agricultural products and general processed foods).

| Date of shipment | Item | Quantity | Name of the Buyer | Buyer Address | Whether certified product | Management No. |
|------------------|------|----------|-------------------|---------------|---------------------------|----------------|
|                  |      |          |                   |               |                           |                |

D. Please list all current inventories (including general raw materials and products) of raw materials and products that are being manufactured, processing or handled.

| Item | Inventory quantity | Storage site | Certification No. | Management No. |
|------|--------------------|--------------|-------------------|----------------|
|      |                    |              |                   |                |

E. Please list all the additives, such as food additives and processing aids, used in the products to be certified. (Only for organic processed food and organic feed)

| Name of the Material | Categories  | Whether it is a permitted substance  | Used Amount | Date of Use | Purpose of Use |
|----------------------|---|--|-------------|-------------|----------------|
|                      | <input type="checkbox"/> Food additives<br><input type="checkbox"/> Processing aids<br><input type="checkbox"/> Other | <input type="checkbox"/> Permitted<br><input type="checkbox"/> Not permitted |             |             |                |

| Name of the buyer | Buyer Address | Purchased Amount | Amount of Inventories | Storage site |
|-------------------|---------------|------------------|-----------------------|--------------|
|                   |               |                  |                       |              |

F. Please describe the ratio of organic raw materials per product (Organic Processed Food and organic feed for pet only).

| Name of the product | Weight of the organic raw material( $I_o$ ) | Weight of the non-organic raw material( $I_c$ ) | Weight of the non-organic food additives( $I_a$ ) | Weight of water and salt( $WS$ ) | Product weight ( $G$ ) | Organic raw material ratio |
|---------------------|---|---|---|----------------------------------|------------------------|----------------------------|
|                     |   |   |   |                                  |                        |                            |

\* The calculation formula is as follows.

$$\frac{I_o}{G - WS} = \frac{I_o}{I_o + I_c + I_a} \geq 0.95(0.70)$$

## 6. Pest and pathogen control

A. Please list the method used for pest and pathogen control.

|  |
|--|
|  |
|--|

B. List all materials used for cleaning and disinfection and pest and pathogen control.

| Name of the material | Period of use | Location of use | Quantity used | Planned amount of use | Purpose of use | Supporting documents   |
|----------------------|---------------|-----------------|---------------|-----------------------|----------------|--|
|                      |               |                 |               |                       |                | <input type="checkbox"/> Public disclosure or quality certification material (Registration No.: )<br><input type="checkbox"/> Will be submitted separately |

7. Quality control of products

A. If you use radiation during the manufacturing, processing and handling process, please list all the materials used.

- Used radiation(purpose of use: )
- Did not use radiation

B. (Imported agricultural products only) If the products were treated with fumigation during the import process, please describe the plans to take measures.

C. Please indicate the plans for separation management of other certified products or non-certified products if you are handling the certified products with other types of certification or with non-certified products during the processes such as storage, operation, packaging and processing.

- Handle non-certified products     Do not handle non-certified products
- Handle other certified products with different types of certification
- Do not handle other certified products with different types of certification

|                            |  |
|----------------------------|--|
| Item that needs separation |  |
| Storage                    |  |
| Operation                  |  |
| Packaging                  |  |
| Processing                 |  |
| Others                     |  |

D. (Handlers only) If you mixed other certified products with the products with different types of certification, please indicate the plans for the labeling.

E. If you are consigning some part of the manufacturing, processing or handling process, please fill out the following information and submit the relevant contract.

| Consignee  | Contents of consignment | Contact | Consignment operation address | Certification status  |
|--|-------------------------|---------|-------------------------------|---|
|  |                         |         |                               | <input type="checkbox"/> Certified<br>(Certification No.: )<br><input type="checkbox"/> Not certified |
| <Contract submission><br><input type="checkbox"/> Submitted a contract<br><input type="checkbox"/> Did not submit the contract (please specify the reason) |                         |         |                               |   |

F. Please list the details of business license, registration and report of the operation and submit the relevant documents.

|  |   |
|--|---|
| Agricultural product operation                     | <input type="checkbox"/> Registered for food manufacture business<br><input type="checkbox"/> Registered for food subdividing business<br><input type="checkbox"/> Registered as an excellent management facility for agricultural products<br><input type="checkbox"/> Other registration( )                             |
| Livestock product operation                        | <input type="checkbox"/> Designated for HACCP applying operation<br><input type="checkbox"/> Operation not designated for HACCP applying operation<br><input type="checkbox"/> Other registration( )  |
| Organic processed food operation                   | <input type="checkbox"/> Designated for HACCP applying operation<br><input type="checkbox"/> Operation not designated for HACCP applying operation<br><input type="checkbox"/> Registered for food manufacturing and processing business<br><input type="checkbox"/> Food item manufacturing report                       |
| <u>Non-edible organic processed food operation</u> | <input type="checkbox"/> Designated for HACCP applying operation<br><input type="checkbox"/> Operation not designated for HACCP applying operation<br><input type="checkbox"/> <u>Business registration of feed manufacturing industry</u><br><input type="checkbox"/> <u>Certificate of feed ingredient registration</u> |

**G. (Quality control of products)** Have been informed the fact that pesticide residue were detected in the recent one year?  Yes  No (if yes, submit the related notification or write the contents)

|  |
|--|
| <p>Name of the notification institute, Date of notification, Tested item, the name of detected ingredients, detection amount and etc</p> |
|--|

**8. Applicant Checklist**

A. Who wrote the approved production plan?

- Written directly by the Applicant( )
- At the request of the Applicant, the following delegate has completed this request and confirmed by Applicant ( )

| Name | Date of birth<br>(Business<br>Registration<br>No.) | Address | Contact | Affiliate |
|------|--|---------|---------|-----------|
|      |  |         |         |           |

B. Certification Applicant must confirm and sign the following notice.

|  |
|--|
| <p>Notice for Applicants</p> <p>If the contents are different from the facts, it is possible to cancel the certification in accordance with Article 24 of the 「Act on the Promotion of Environment-Friendly Agriculture and Fisheries and the Management of and Support for Organic Foods, etc.」 and to dispose of penalties pursuant to Article 60 of the same Act 3 years of imprisonment or fines of up to 30 million won).</p> |
|--|

Year                      Month                      Day

Name of applicant: (Seal or sign)

## Producer Group Common Factors

|  |   |   |  |  |
|--|---|---|--|--|
| Group status   | Name of the group   |   | Number of Members  |  |
|  | Type of the group   | <input type="checkbox"/> Farmers' Union Act, <input type="checkbox"/> Agricultural company corporation,<br><input type="checkbox"/> Voluntary organization (cooperative unit) |  |  |
|  | Date of establishment   |   | <input type="checkbox"/> Corporate registration No. or<br><input type="checkbox"/> Business Registration No. |  |
| Manager status   | Name of the representative  |   | Contact of the representative  |  |
|  | Name of the production manager  |   | Contact of the production manager  |  |
|  | <input type="checkbox"/> Office Address or<br><input type="checkbox"/> Address of the representative  |   |  |  |
| Production Management Status   | Is there an internal code (regulation) related to the operation of the organization?<br><input type="checkbox"/> Internal regulations exist, <input type="checkbox"/> No internal regulations<br>(※ Please submit relevant documents if there are internal regulations)   |   |  |  |
|  | Please describe the details including that affiliated farms were provided with the production instructions that are written in accordance with certification standards.<br><input type="checkbox"/> Did not provide production instructions<br><input type="checkbox"/> Provided production instructions<br>- Supply date: , supply quantity:<br>(※ Please submit the production instructions if the production instructions are distributed) |   |  |  |
|  | Please provide details of the certification criteria and compliance with the affiliated farmers.<br><input type="checkbox"/> Did not conduct education<br><input type="checkbox"/> Conducted education<br>- Education date : , Education site : , Number of participants:<br>(※ Please submit the list of education participants If you have conducted)   |   |  |  |
|  | Please submit the details of the preliminary examination of the affiliated farms.<br><input type="checkbox"/> Did not conduct preliminary examination<br><input type="checkbox"/> Conducted preliminary examination<br>- Preliminary examination date : , Preliminary examination site : ,<br>Number of examined farms:<br>(※ Please submit the report on inspection result If you have conducted preliminary examination)                    |   |  |  |
|  | Please list the training details of the production manager.<br><input type="checkbox"/> Did not participate in production manager education<br><input type="checkbox"/> Completed production manager training<br>- Education Date: , Host of the education :<br>(※ If you completed the education, please submit the education certificate)   |   |  |  |
| When certified as a producer group, confirm that the group certification may be canceled under the joint management responsibility if the ratio of violators who received administrative disposition for cancellation of the certification exceeds 20 percent.<br><div style="text-align: center;"> <u>    </u> 20 <u>    </u> year <u>    </u> month <u>    </u> day<br/>           Applicant : _____ (sign or seal)         </div> |   |   |  |  |

|  |  |   |  |
|--|--|---|--|
| <p><b>Certification No.:</b></p> <h1 style="margin: 0;">Certificate</h1> <p style="margin: 0;">《For Manufacturer/Processor/ Handler》</p>   |  |   |  |
| Type of Certification  |  | Expiration Date                                 |  |
| Manufacturer/Processor<br>(Handler)  |  | Business<br>Registration No.<br>(Date of Birth) |  |
| Address  |  |   |  |
| Location of Business   |  |   |  |
| Place of Production of the<br>Agricultural/Livestock<br>Product Handled  | ※ Fill in this field only when issued to handler |   |  |
| Item   |  |   |  |
| Additional Conditions of<br>the Certification  |  |   |  |
| <p>This is to certify that the above mentioned product complies with the manufacturing, processing or handling standards (handling standards for non-pesticide agricultural products, etc.) for organic foods pursuant to Article 20 (Article 34) of the Act on Promotion of Environment-friendly Agriculture and Fisheries, and Management and Support for Organic Foods and Article 13 (Section 1 of Article 41) of the Enforcement Regulations of the same Act under the jurisdiction of the Ministry of Agriculture, Food and Rural Affairs.</p> <p style="text-align: right; margin-right: 50px;">yyyy/mm/dd</p> <p style="text-align: center; margin-top: 20px;"><b>Head of Certification Body</b></p> |  |   |  |



Issuance No.:

# Transaction Certificate

|             |                   |                        |
|-------------|-------------------|------------------------|
| Supplier    | Name of Business  |                        |
|             | Address           |                        |
| Purchaser   | Name of Business  |                        |
|             | Address           |                        |
| Transaction | Item              | Type of Certification  |
|             | Amount            | Certification No.      |
|             | Lot No.           | Invoice No.<br>B/L No. |
|             | Other Information |                        |

This is to certify the above described transaction of organic foods, etc. (including non-pesticide agricultural products) pursuant to Section 2 of Article 13 (Section 1 of Article 41) of the Enforcement Regulations of the Act on Promotion of Environment-friendly Agriculture and Fisheries, and Management and Support for Organic Foods under the jurisdiction of the Ministry of Agriculture, Food and Rural Affairs.

yyyy/mm/dd

**Head of Certification Body**

210mm×297mm[백상지 120g/㎡]

| <b>Certificate</b>   |  |   |  |
|--|--|---|--|
| Name of Business   |  | License<br>(registration,<br>certification)<br>No.              |  |
| Location of Business   |  | Phone Number  |  |
| Name   |  | Date of birth<br>(Fines:<br>resident<br>registration<br>number) |  |
| Address  |  | Phone Number  |  |
| <p>I confirm it is same as above.</p> <p>Year Month Day</p> <p>Confirmer Address :</p> <p style="margin-left: 40px;">Name : (Seal or sign)</p> <p style="margin-left: 40px;">(Relationship with the Employers : )</p> <p>Inspector Affiliate :</p> <p style="margin-left: 40px;">Position : Name : (Seal or sign)</p> <p style="margin-left: 40px;">Position : Name : (Seal or sign)</p> |  |   |  |

| Report on Production process inspection result (For Producers)   |   |  |                   |   |  |
|--|---|--|-------------------|---|--|
| <b>1. Date of inspection/date of report :</b>  |   |  |                   |   |  |
| <b>2. Inspector :</b>  |   |  |                   |   |  |
| <b>3. Subject</b>  |   |  |                   |   |  |
| Certification No.  |   | Producer                                   |                   |   |  |
| <b>4. Production History</b>   |   |  |                   |   |  |
| Item   | Cultivation area(m <sup>2</sup> )<br>Rearing size | Shipment amount(kg)/<br>Period of shipment | Item              | Cultivation area(m <sup>2</sup> )<br>Rearing size | Shipment amount(kg)/<br>Period of shipment |
|  |   |  |                   |   |  |
|  |   |  |                   |   |  |
|  |   |  |                   |   |  |
| <b>5. Inspection Result</b>  |   |  |                   |   |  |
| Inspection Categories  |   |  | Inspection Result |   |  |
| Whether the operation is recording the management-related data   |   |  |                   |   |  |
| Whether the labels on certified products are appropriate   |   |  |                   |   |  |
| Whether the herbicides are used  |   |  |                   |   |  |
| Whether pesticides or chemical fertilizers are used or the appropriateness of the usage (appropriateness of standards for the use of veterinary drugs) |   |  |                   |   |  |
| Compliance with other certification standards (Quality control of products, standards for feeding, etc.)   |   |  |                   |   |  |
| Sample collection for residue inspection   |   |  |                   |   |  |
| Whether the main implementation plan is conducted  |   |  |                   |   |  |
| <b>6. Overall opinions or specific non-conformities and adjustment comments on the non-conforming product</b>  |   |  |                   |   |  |

**Report on production process inspection result  
(For Manufacturers, Processors and Handlers)**

**1. Date of inspection/date of report :**

**2. Inspector :**

**3. Subject**

|                   |  |                                 |  |
|-------------------|--|---------------------------------|--|
| Certification No. |  | Manufacturer·Processor, Handler |  |
|-------------------|--|---------------------------------|--|

**4. Production History**

| Item | Shipment amount(kg)/<br>Period of shipment | Item | Shipment amount(kg)/<br>Period of shipment |
|------|--|------|--|
|      |  |      |  |
|      |  |      |  |
|      |  |      |  |

**5. Inspection Result**

| Inspection Categories  | Inspection Result |
|--|-------------------|
| Whether the operation is recording the management-related data   |                   |
| Whether the labels on certified products are appropriate   |                   |
| Sample inspection for verification of the shipment from the production site<br>(Management of the traceability of agricultural products) |                   |
| Whether the prohibited substances have been used   |                   |
| Compliance with other handling standards<br>(Quality Management, etc. of Products)   |                   |
| Sample collection for residue inspection   |                   |
| Whether the main implementation plan is conducted  |                   |

**6. Overall opinions or specific non-conformities and adjustment comments on the non-conforming product**

## Report on the distribution process inspection result

1. Date of inspection/date of report :

2. Inspector :

3. Subject

|   |                               |   |   |   |
|---|-------------------------------|---|---|---|
| Name of the operation<br>(Representative) |                               | Address<br>(Phone Number)                         |   |   |
| Handling Type                             | Shop <input type="checkbox"/> | Repackaging distribution <input type="checkbox"/> | Collection and storage warehouse <input type="checkbox"/> | Others(School, etc.) <input type="checkbox"/> |

4. Retail history

| Item | Certification No. | Amount(kg) | Item | Certification No. | Amount(kg) |
|------|-------------------|------------|------|-------------------|------------|
|      |                   |            |      |                   |            |
|      |                   |            |      |                   |            |
|      |                   |            |      |                   |            |

5. Inspection Result

| Inspection Item  | Inspection Result |
|--|-------------------|
| Whether the labels on certified products are appropriate   |                   |
| Whether the non-certified products have been labeled or advertised as certified products   |                   |
| Whether the products that had been disapproved or suspended with the use of certification label have been distributed                    |                   |
| Sample collection for residue inspection   |                   |
| Sample inspection for verification of the shipment from the production site<br>(Management of the traceability of agricultural products) |                   |
| Compliance with other handling standards<br>(Quality Management, etc. of Products)   |                   |

6. Overall opinions or specific non-conformities and adjustment comments on the non-conforming product

## Report on preliminary inspection (Agricultural Products)

### 1. Inspection subject

|                       |  |               |  |
|-----------------------|--|---------------|--|
| Group Name            |  | Phone Number  |  |
| Producer Name         |  | Date of birth |  |
| Type of Application   | <input type="checkbox"/> New application<br><input type="checkbox"/> Application for certification renewal     |               |  |
| Type of Certification | <input type="checkbox"/> Organic <input type="checkbox"/> Low pesticide <input type="checkbox"/> Non-pesticide |               |  |

### 2. Confirmation of the management related documents

|   |  |
|---|--|
| <input type="radio"/> Record period of management related documents :   |  |
| <input type="radio"/> Are the cultivation details (Item, sowing date, planting date, harvest date) recorded in the redistribution field recorded? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="radio"/> Is the material usage history (material name, used amount) recorded by each crop field recorded?                            | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="radio"/> Are the production quantity and sales volume by each shipment site recorded?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="radio"/> Are there data on the purchase, use and storage of synthetic pesticides and chemical fertilizers?                           | <input type="checkbox"/> Yes <input type="checkbox"/> No |

### 3. Confirmation of the crop fields applied for certification

| Location of Business | Zip Code | Trace of herbicide                                       |
|----------------------|----------|--|
|                      |          | <input type="checkbox"/> Yes <input type="checkbox"/> No |
|                      |          | <input type="checkbox"/> Yes <input type="checkbox"/> No |
|                      |          | <input type="checkbox"/> Yes <input type="checkbox"/> No |

4. Whether the education on certification standards and compliances had been conducted to the certification applicant(  Yes  No )

5. I confirm the details of the preliminary inspection as above.

|                                    |           |                    |
|------------------------------------|-----------|--------------------|
| Date of the preliminary inspection | Applicant | Production Manager |
|                                    | (Sign)    | (Sign)             |

## Report on Preliminary inspection (Livestock Products)

### 1. Inspection subject

|                       |   |               |  |
|-----------------------|---|---------------|--|
| Group Name            |   | Phone Number  |  |
| Producer Name         |   | Date of birth |  |
| Type of Application   | <input type="checkbox"/> New application<br><input type="checkbox"/> Application for certification renewal            |               |  |
| Type of Certification | <input type="checkbox"/> Organic <input type="checkbox"/> non antibiotics <input type="checkbox"/> Organic beekeeping |               |  |

### 2. Confirmation of the management related documents

|   |  |
|---|--|
| <input type="radio"/> Record period of management related documents:  |  |
| <input type="radio"/> Are the livestock purchase details (number of animals and age) and breeding history recorded?             | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="radio"/> Is the record of the feed supply (type of feed, addition of veterinary medicines) recorded?               | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="radio"/> Are the amount of livestock product and sales volume by each shipment site recorded?                      | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="radio"/> Are there data on the purchase, use, and storage of veterinary drugs?(Including veterinary prescriptions) | <input type="checkbox"/> Yes <input type="checkbox"/> No |

### 3. Confirmation of the rearing fields applied for certification

| Kind of livestock                                 | Total | Mature animals | Young animals | Baby animals | Beekeeping |
|---|-------|----------------|---------------|--------------|------------|
| Current rearing size(Number of animals))          |       |                |               |              |            |
| Rearing area or beekeeping area (m <sup>2</sup> ) |       |                |               |              |            |

4. Whether the education on certification standards and compliances had been conducted to the certification applicant(  Yes,  No )

5. I confirm the details of the preliminary inspection as above.

|                                    |           |                    |
|------------------------------------|-----------|--------------------|
| Date of the preliminary inspection | Applicant | Production Manager |
|                                    | (Sign)    | (Sign)             |

- Detailed Practical Guidelines for Certification of Environmentally-friendly Agricultural and Livestock Products and Organic Food, etc.  
[Attached Form 6] ~~<Deleted>~~



## Sample collection confirmation

|                    |                             |   |                   |      |                 |                     |
|--------------------|-----------------------------|---|-------------------|------|-----------------|---------------------|
| Sample information | Type of the sample          | <input type="checkbox"/> Agricultural products <input type="checkbox"/> Livestock products<br><input type="checkbox"/> Processed food <input type="checkbox"/> Soil <input type="checkbox"/> Water <input type="checkbox"/> Others( ) |                   |      |                 |                     |
|                    | Name of the specimen (Item) |   | Collection amount | (kg) | Collection date | year / month / date |
|                    | Collection site             |   |                   |      |                 |                     |
|                    | Production site             | <input type="checkbox"/> Same as above  |                   |      |                 |                     |

※ Please indicate detailed information on the 'Collection site' and the 'Production site' including the Zip Code.

|                     |                                  |  |  |                     |
|---------------------|----------------------------------|--|--|---------------------|
| Testing information | Testing agency (Research agency) |  | Request date for testing (The date sent) | year / month / date |
|                     | Testing items                    | <input type="checkbox"/> Pesticide <input type="checkbox"/> Heavy metal <input type="checkbox"/> Veterinary drugs <input type="checkbox"/> Others( ) |  |                     |

|                      |         |   |
|----------------------|---------|---|
| Producer Information | N a m e | Name of the producer group or the operation |
|                      |         |   |

※ Write the name of the producer group name only when applying for group certification.

We hereby confirm that we collected samples as above for certification inspection, re-examination, change inspection, renewal inspection according to Article 11, 12, 14, 26, and 41 and surveillance under Article 36 and 42 of the 「Enforcement Rule of the Act on Promotion of Environmentally-friendly Agriculture and Fisheries and Management of and Support for Organic Food, etc.」

Inspector(Collector) :                      Affiliate                      Name                      (Seal or sign)

Applicant(Witness) :                      Name                      (Seal or sign)

| Report on Certification audit result (Agricultural Products)   |  |   |   |
|--|--|---|---|
| <b>1. Content of the Application</b>   |  |   |   |
| Applicant  | Name of Business                       |   | Number of Producers                       |
|  | Name of the representative             |   | Business Registration No. (Date of birth) |
|  | Address                                | (Phone Number: )  |   |
| Content of the Application   | Type of Certification                  | <input type="checkbox"/> Organic Agricultural Products,<br><input type="checkbox"/> Non-pesticide Agricultural Products   |   |
|  | Type of Application                    | <input type="checkbox"/> New application <input type="checkbox"/> Application for certification renewal<br><input type="checkbox"/> Application for extension of validity<br><input type="checkbox"/> Application for change of certification |   |
|  | Operation Address                      |   |   |
|  | Area for application (m <sup>2</sup> ) |   |   |
|  | Item for application                   |   |   |
| <b>2. Inspection Result</b>  |  |   |   |
| Categories   |  | <u>inspection results</u>   |   |
| ① Operation Management and Group Management  |  |   |   |
| ② Crop Field, Water, Crop  |  |   |   |
| ③ Cultivation Method   |  |   |   |
| ④ Quality Management, etc. of Products   |  |   |   |
| ⑤ Others   |  |   |   |
| <b>3. Opinion</b>  |  |   |   |
| Attachment: 1 copy of the itemized inspection of the requirements for certification standards I report the result of the examination as above. |  |   |   |
|  | Year                                   | Month   | Date                                      |
| Affiliated Inspector   | Position                               | Name  | (Seal or sign)                            |
|  | Position                               | Name  | (Seal or sign)                            |



| Certification audit result report(For manufacturer-processor and handler)  |                                   |   |   |
|--|-----------------------------------|---|---|
| <b>1. Content of the Application</b>   |                                   |   |   |
| Applicant  | Name of the operation             |   | Handler number                            |
|  | Name of the representative        |   | Business Registration No. (Date of birth) |
|  | Address                           | (전화번호: )  |   |
| Content of the application   | Type of Certification             | <input type="checkbox"/> Organic Processed Food,<br><input type="checkbox"/> Non-edible organic processed food, <input type="checkbox"/> Handler:                         |   |
|  | Type of Application               | <input type="checkbox"/> New application <input type="checkbox"/> Application for certification renewal<br><input type="checkbox"/> Application for extension of validity |   |
|  | Location of Business              |   |   |
|  | Application area(m <sup>2</sup> ) |   |   |
|  | Application Item                  |   |   |
| <b>2. Inspection Result</b>  |                                   |   |   |
| Categories   |                                   | Evaluation  |   |
|  |                                   | Conformed   | Not conformed                             |
| ① General Principles(Handler: Operation Management)  |                                   |   |   |
| ② Processing materials(Handler: Operation facility standards)  |                                   |   |   |
| ③ Processing method(Handler: material management)  |                                   |   |   |
| ④ Pest and pathogen control(Handler: handling method)  |                                   |   |   |
| ⑤ Cleaning and disinfection(Handler: Storgae, Packaging, and Transporting)   |                                   |   |   |
| ⑥ Packaging(Handler: quality control of the products)  |                                   |   |   |
| ⑦ Transportation of organic materials and processed foods  |                                   |   |   |
| ⑧ Record, documentation and access assurance   |                                   |   |   |
| ⑨ Standard on manufacturing facility(Organic Feed <sup>에</sup> only)   |                                   |   |   |
| <b>3. Opinion</b>  |                                   |   |   |
| Attachment: 1 copy of the itemized examination of the requirements for certification standards<br>I report the result of the examination as above.<br><div style="display: flex; justify-content: space-around; margin-top: 10px;"> <span>Year</span> <span>Month</span> <span>Date</span> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 25%;">             Affiliated Inspector<br/><br/>             Position           </div> <div style="width: 25%;">             Name<br/><br/>             Name           </div> <div style="width: 25%;">             (Seal or sign)<br/><br/>             (Seal or sign)           </div> </div> |                                   |   |   |

| Exemptions on certification standards |   |         |
|---------------------------------------|---|---------|
| Criteria                              | Exemptions                                  | Details |
| Agricultural Products                 | Extension or reduction of Conversion period |         |
|                                       | Use of Non-organic Crops                    |         |
|                                       | Others                                      |         |
| Livestock Products                    | Grazing of mammals                          |         |
|                                       | Emergency control of pasture                |         |
|                                       | non-organic livestock stocking              |         |
|                                       | Others                                      |         |
| Processed Products                    | Use of Non-organic Ingredients              |         |
|                                       | Others                                      |         |

※ Part of this form can be changed and used due to increase / decrease of exceptions.

210mm×297mm[백상지 80g/m<sup>2</sup>(재활용품)]

■ Detailed Practical Guidelines for Certification of Environmentally-friendly Agricultural and Livestock Products and Organic Food, etc. [Attached Form 12]

Intention to voluntary payment of a fine: Yes(), No()

## Manual for Statement of Opinion for a Fine

Name of operator(certification number):

Name of representative:

You are subject to imposition of a fine for negligence(not determined) \_\_\_\_\_ won pursuant to Article 62 (Fines for Negligence) of 「the Act on Promotion of Environmentally-friendly Agriculture and Fisheries of and Support for Organic Food, etc.」 . The administrative agency informs that if you have any opinion on imposition of a fine for negligence, you may present your opinion to the agency of the administrative officer by mail or phone (phone number of a provincial agency) etc. from (Year Month Date) to (Year Month Day).

Year Month Day

Recipient Name (Seal or sign)

Address:

Phone:

Administrative officer

Agency:

Position:

Name

(Seal or sign)

Address (provincial agency):

Phone:

※ If no appeal against statement of opinion is presented, a notice of imposition of a fine for negligence will be send to the address of the recipient within 20 days.

※ Please fill out the statement of opinion on the form as below, and contact administrative officer above by mail or by phone.

- Name:
- Phone(mobile) number:
- Statement of opinion

※ Reduction of a fine for negligence

- If you voluntarily pay a fine of negligence with the period of statement of opinion(20 days), the fine may be reduced at the rate of less than 20/100 of the amount which is imposed pursuant to Article 5 of the enforcement ordinance of 「the Act on the Regulation of Violations of Public Order」 .
- The fine may be reduced at the rate of 1/2 of the amount in cases that falls under Article 6(1)C of Annex 1 (Standards for imposition of a fine for negligence) of the enforcement ordinance of 「the Act on Promotion of Environmentally-friendly Agriculture and Fisheries and Management of and Support for Organic Food, etc.」

※ If you inform a case of offering money, goods or entertainment, impartiality and unkindness by mail or phone or on the internet etc., the agency will be fair in dealing with it.

Name of agency :

- Address:

(postcode)

- Phone(FAX):

(FAX: )

- Web site: [www.naqs.go.kr](http://www.naqs.go.kr) (electronic civil complaint→ report of fraud and corruption)

## Notice of Imposition of a Fine for Negligence

No.

1. Certification Number :  
 (or Identification/Business Registration No.)

2. Address:

3. Name of executive (or representative) :

In accordance with Article 62 of 「the Act on Promotion of Environmentally-friendly Agriculture and Fisheries and Management of and Support for Organic Food, etc.」 and Article 17 of the Regulations on Violation of Order Act, we will inform you of the disposal of eco-friendly certification as follows.

4. Violation

| ①Date/time | ②Place | ③Administrative agency | ④Details of violation |
|------------|--------|------------------------|-----------------------|
|            |        |                        |                       |

6. Imposition: Fine for negligence won

7. Date and place for payment: specified on notice of payment

8. Standard of calculation of a fine for negligence and other notifications

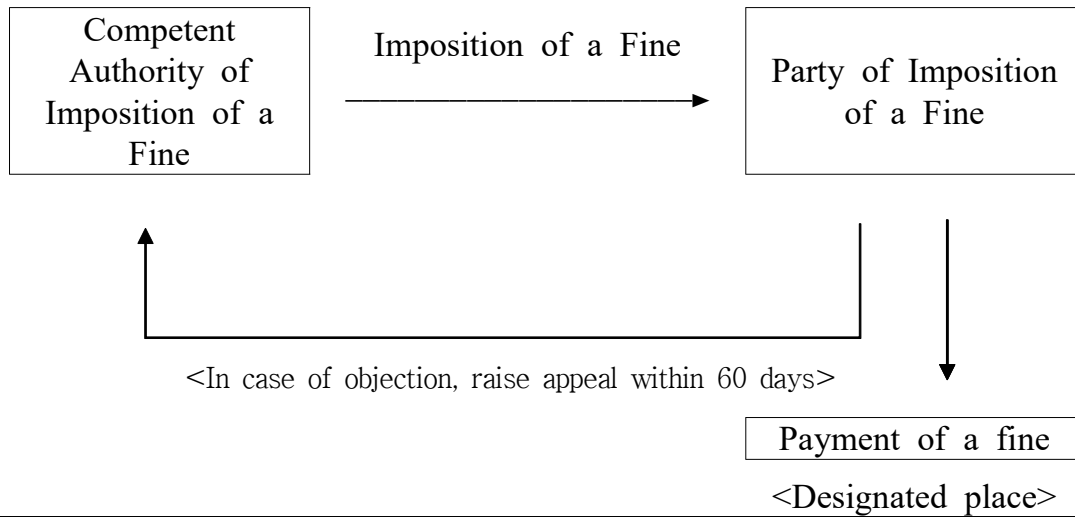
Year Month Day

National Agricultural Products Quality Management Service ○ ○ Provincial Office

Official Seal



< The handling process of imposition of a fine is as follows. >



< If a fine is not paid, the party may receive unfavorable disposition pursuant to 「[ACT ON THE REGULATION OF VIOLATIONS OF PUBLIC ORDER](#)」 >

1. If a party fails to pay a fine for negligence within the deadline for the payment thereof, the administrative agency shall collect additional dues from the party at the rate of 5/100 of the amount in default from the day following the deadline for payment.
2. If a fine for negligence in arrears is not paid, increased additional dues shall be collected at the rate of 12/1,000 of the amount in default per month after the deadline for payment, in addition to the additional dues.
3. If a person who runs a business subject to permission, the administrative agency may suspend the business or revoke the pertinent permission, etc.
4. With respect to deficits disposal of fines for negligence by administrative agencies, Article 86 of the National Tax Collection Act shall apply mutatis mutandis.
5. An administrative agency may, where necessary for the collection of fines for negligence or the public interest, furnish the materials concerning disposition on default or deficits upon request by a credit information company or a credit information concentration institution.
6. A court may rule to issue an order to detain a delinquent, upon request by the public prosecutor concerned, for not more than 30 days until he/she pays a fine for negligence in arrears.

| <b>Appeal against a Fine for Negligence</b>   |                          |  |                                 |   |
|---|--------------------------|--|---------------------------------|---|
| Applicant   | Certification number     |  | Resident registration number    | - |
|   | Name<br>(Representative) |  | Address                         |   |
| Violation   | Date/time                |  |                                 |   |
|   | Details                  |  |                                 |   |
| Imposition of a fine for negligence   | Payment Due              |  | notice of payment number        |   |
|   | Date of Notification     |  | Amount of a fine for negligence |   |
| Reason of appeal  |                          |  |                                 |   |
| <p style="text-align: center;">I am dissatisfied with a disposition of a fine for negligence and make an appeal pursuant to Article 20 「Act on the Regulation of Violations of Public Order」 .</p> <p style="text-align: center;">20    Year    Month    Day</p> <p style="text-align: center;">Name of applicant: (Seal or sign)</p> <p>Attached documents:</p> <ol style="list-style-type: none"> <li>1. A notice of imposition of a fine for negligence and a fine for negligence and a notice of payment. each 1 copy</li> <li>2. Other required documents</li> </ol> <p>National Agricultural Products Quality Management Service ○○ Provincial Office</p> |                          |  |                                 |   |

## Document issued at entry

omit official  
seal

### inspection on eco-friendly certified products and certified operators

**Inspection site (name of company and etc):**

**Inspector**

○ Agency:

(☎ )

○ Position: Name: (Sign) total person(s)

**Time of entry:** year month day 00:00 ~ 00:00

**Purpose of entry**

In accordance with Article 36 of the Enforcement Rule, Article 11 (1) of the Framework Act on Administrative Investigations, and Article 6(4) of the Enforcement Decree of the same Act, for the investigation of environmentally friendly certified products and certified operator, visiting of officers will occur thereby please cooperate positively.

NAQS Provincial office head of branch office

Head of certification body (Name of certification body: )

☞ Fraudulent corruption, complaints, civil counseling, etc ∴ Farmers  
Certification Management Team (054-429-4179)

☞ Fraudulent distribution report: 1588-8112

☞ NAQS web-site([www.naqs.go.kr](http://www.naqs.go.kr)):

Fraudulent corruption report or fraudulent distribution report center



## Appeal application on Recall Order

I am appealing the recall order that your organization has notified me for the following reasons.

- Name of the certified operator (the Representative) :
- Certification number :
- Contact :
- Location :
- Date of recall order :
- The document number of recall order :

|                                    |                                   |  |
|------------------------------------|-----------------------------------|--|
| Certified<br>product(s)<br>details | Name of the certified product(s)  |  |
|                                    | Manufacture date(Expiration date) |  |
|                                    | Production volume (kg)            |  |
|                                    | Shipment volume (kg)              |  |
|                                    | Stock volume (kg)                 |  |

- The reason of appeal :
  
- Details of appeal :

Year                      month                      day

Applicant (sign or seal)

The Director of NAQS (Head of the provincial or branch office)

