

Internal inspection form



Farm Inspection Report

This form is used for farm inspection in the project with internal control system

Name of producer/Address:		Project:
		Farmer code:
Name of inspector:		Year of entry:
Date of inspection:		Type of Inspection visit <input type="checkbox"/> Initial <input type="checkbox"/> Annual <input type="checkbox"/> Extra inspection <input type="checkbox"/> Announced <input type="checkbox"/> Unannounced <input type="checkbox"/> Witness audit of ICS inspector <i>(specify name of ICS inspector audited):</i>
Time use:	Field/site inspected:	
Name of internal inspector:		
Date of last internal inspection:		
Present during inspection:		

Assessment on farmer's production	OK	improve	Explain
1) Organic fields in holding:plots <input type="checkbox"/> Organic (plot no.) <input type="checkbox"/> In-conversion (plot no.)..... Total organic area:.....			<i>Specify the area of each plot & type of crops grown</i>
2) Conventional fields:.....plots Total conventional area:.....			<i>Specify the area of each plot & type of crops grown</i>
3) Farmer's commitment /understanding to internal rule			
4) Is there parallel production? If yes, please explain measure to separate parallel produce.			
5) Natural area with biodiversity and ecosystem in the farm			
6) Diversity of crops in the farm, Crop rotation, Intercropping			
7) Soil/water conservation, risk of soil erosion			
8) Burning of crop residues in the farm			
9) Sustainability of organic production in the farm			
10) Seeds / Seedlings & sources			
11) GMO's risk from inside & outside of the farm			
12) Fertilizer/mineral used, quantity and sources.			
13) Pest and weed control method & substances used			
14) Non-permitted fertilizer or substances is used			
15) Risk of contamination from outside and from the machines used.			
16) Explain the borders and buffer area to prevent contamination (if there is potential risk)			

Assessment on farmer's production	OK	improve	Explain
17) Risk of mixing/contamination during harvest			
18) Explain on-farm handling, e.g. drying, grading, trimming, etc. and if there is potential risk.			
19) Packaging materials used in the farm and transportation.			
20) Storage place and pest control methods			
21) Transportation and sale to the project			
22) Farm & input records			
23) Harvesting & sale records			
24) Hired workers in the farm and how the workers are treated.			
25) Previous non-compliances (NCs) have been resolved			
26) Yields or estimated yields:			

Additional comments:

Assessment on Internal Control System	OK	improve	Explain
A. Producer contract/agreement with the project			
B. Basic data is available, with total area under management of the farmer including conv. fields.			
C. Farm history is available and last use of prohibited substances is specified.			
D. Farm maps have sufficient information			
E. Farmer has been inspected as described in ICS manual/documents			
F. ICS inspection report informs source of seed/plant used, fertilization, pest control			
G. Information in ICS inspection report is corresponding to observations of ACT inspector			
H. In cases of non-compliances, appropriate corrective measures have been proposed and communicated to the farmer by ICS.			
I. No problem of conflict of interest between ICS and farmer			
J. Yield estimates are reasonably accurate			
K. Farmer has been approved by the internal approval system in accordance with it's requirements.			
L. Farmer received training or support from the project			
Witness audit			
M. ICS inspector has skill on inspection and interview to get sufficient information			
N. ICS inspector understands questions in the ICS report			
O. In case of non-compliance, ICS inspector proposed appropriate CA to the farmer			

Additional comments:

Overall evaluation on performance of farmer	Propose necessary improvements for ICS and/or the farmer:
Fully compliant)	
Compliant with improvements required	
Not compliant	

..... Inspector signature, date

