
STANDARD

Management of Rural Environment - Integrated Management in Agricultural Production

Part 5: Requirements for the processing or/and disposal in the market of Integrated Management processed products

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Introduction

Integrated Crop Management is an alternative to conventional methods, an environmentally friendly method of agricultural production, which relies on the rational use of all cultivation inputs, the reduction in the use of chemical preparations and the prudent use of cultivation interventions. However, Integrated Crop Management does not only relate to cultivation requirements, but also extends to other stages in the production process which include the further processing of products, packaging and placing on the market.

This standard describes the requirements that companies which receive products made in accordance with ICM rules must comply with in order to process and place them on the market as ICM products. These requirements are based on:

- compliance with the traceability of products (produced according to AGRO 2-1 and 2-2, 2-3 or 2-4 standards) from their receipt by the business, their processing process until their production and disposal as final Integrated Management Products,
- avoiding cross-contamination and a degradation in the quality of the ICM products throughout the entire production process and all business operations.

The requirements of the standard are presented with the phrases "is obliged", "must" and "it consists of" and include the following requirements:

Is obliged to apply the legal and regulatory requirements relating to the business activity.

Must comply with the main requirements, which do not take the form of a legal obligation, but are technical.

Is recommended to take optional measures to achieve continuous improvements in Integrated Crop Management.

1. Object - Scope

This standard describes requirements for the processing and/or placing on the market processed Integrated Management Products produced, which have been produced in accordance with AGRO 2-1 and 2-2 or 2-3 or 2-4 standards in order to ensure their quality and traceability.

This standard is implemented by:

- a) businesses active in the processing of Integrated Management Products produced in accordance with the AGRO 2-1 and 2-2 or 2-3 or 2-4 standards either on their behalf or on behalf of third parties;
- b) businesses that market processed Integrated Management Products that have been produced according to AGRO 2-1 and 2-2 or 2-3 or 2-4 standards (private label products).

This standard lays down requirements so that the above companies can:

- a) design, implement and comply with specific specifications for the processing and/or placing on the market of processed Integrated Management Products;
- b) ensure that the above specifications are applied in compliance with the requirements laid down;
- c) demonstrate such compliance to interested parties;
- d) request certification for the processing and/or placing on the market of processed Integrated Management Products.

2. Definitions

For the purpose of this standard, the following definitions apply.

2.1 Certification field

The processing and/or placing on the market of processed Integrated Management Products produced in accordance with the AGRO 2-1 &

2-2, 2-3 or 2-4 standards, as well as the relevant guidelines.

2.2. Business

The business processing and/or placing on the market processed Integrated Management Products.

2.3 Certification Body

The private body, which is active or wishing to be active in certifying the application of the standard documents (standards, guidelines, etc.) that ELGO-DIMITRA issues, publishes or recognises.

2.4 Certificate

The official document issued by a recognised Certifying Body to its affiliated business which has been found to meet the requirements of this standard and the relevant guidelines.

2.5 ICM Certification Mark

The registered mark issued by ELGO-DIMITRA, which confirms that the ICM products systematically comply with the requirements of the AGRO 2 series of standards and the relevant guidelines.

2.6 Packaged products

Packaged products are those products placed on the market in branded and sealed packaging, which bears all the markings required by the legislation and other provisions, which are only opened by the end-consumer; note that the term 'consumer' also includes all manner of mass catering facilities (such as restaurants or hospitals).

2.7 Processing

Energy by which the original product is substantially modified, including heat treatment, smoking, salting, maturation, drying, marinating, extraction, fermentation, extrusion or combination of these methods and spinning.

2.8 Unprocessed Products

Products which have not undergone processing and which include products that have undergone dividing, separating, abruptness,

cutting, pulping, peeling, skinning, cutting, cleaning, grooming, grinding, shell removal, cooling, freezing, deep freezing or thawing.

2.9 Processed products

Products coming from the processing of unprocessed products. Such products may contain ingredients which are necessary for their manufacture or which give them special characteristics.

2.10 Primary ingredient

The food ingredient(s) representing more than 50 % of that food or which are usually associated by the consumer by the name of the food.

2.11. Traceability

The ability to identify the origin, the identity of the product at all stages of processing and placing on the market by means of specific recording and identification procedures.

3. References to standards and other standard documents

a) **AGRO 2-1:** Management of the Rural Environment - Integrated Management System for Agricultural Production, Part 1: Specification.

b) **AGRO 2-2:** Management of the Rural Environment - Integrated Management System for Agricultural Production, Part 2: Integrated Crop Management Requirements.

c) **AGRO 2-3:** Management of the Rural Environment - Integrated Management System for Agricultural Production, Part 3: Requirements for standardisation/packaging and/or placing on the market of Integrated Management Products.

d) **AGRO 2-4:** Management of the Rural Environment - Integrated Management System for Agricultural Production, Part 4: Requirements for the ginning and/or placing on the market of an integrated management ginned cotton.

4. Requirements for processing and/or placing on the market

4.1 General Requirements

The processing company **is obliged** to ensure compliance with the legal obligations relating to the environment and its operation in general.

Every company that manages products in the food and animal feed category **is obliged** to have an HACCP plan (Analysis of risk factors and critical control points) in the context of implementing the applicable legislation.

It is recommended to the above companies to implement and certify a Food Safety Management System based on ISO 22000 or other relevant standards that are applied internationally.

It is recommended to measure and record its carbon footprint.

4.2 Raw material delivery requirements

The ICM products delivered **must**:

- a) come from certified agricultural holdings/businesses in accordance with AGRO 2-1 and 2-2 or 2-3 or 2-4 standards;
- b) have been transported to the business under suitable conditions, depending on the product, to ensure any degradation in their quality is avoided;
- c) be accompanied by documents attesting their origin and compliance with traceability. The supplier's certification status (active or non active-certificate, certification field, duration of validity, etc.) can be confirmed through the information system i-AGRO of ELGO-DIMITRA.

4.3 Processing

The business **must** ensure that:

- a) the processing and packaging of the products is carried out in accordance with the rules laid down in the legislation in force;

- b) any additives or other materials used for the production of the finished product meet the requirements of the legislation concerning safety and avoidance of degradation in the quality of the products;
- c) the packaging materials used meet sanitary requirements and do not cross-contaminate the product, and in the case of foodstuffs, are suitable for foodstuffs;
- d) processes involving any handling of products prior to packaging (e.g. storage, washing, maturation) shall be carried out in such a way as to avoid contamination and in general degradation of their quality;
- e) in the case of vacuum packing or modified atmospheres or otherwise, it shall be ensured that the degradation of their quality will be avoided.

The company **must** carry out annual sample checks on raw materials and/or finished products based on a plan of analysis and sampling following a documented risk analysis.

The tests must be carried out at accredited labs for the relevant analysis methods.

The results of all tests **must** be kept in file.

4.4 Facilities, Instruments & Business Equipment

4.4.1 General Requirements

The business **is obliged** to apply all rules on the proper construction of building facilities and the existence of all necessary equipment, as specified in the applicable legislation, to ensure that degradation in the quality of products is avoided.

It must:

- a) ensure the proper cleaning, disinfection and maintenance of rooms, instruments and equipment;
- b) avoid environmental or other contaminants.

4.4.2 Production-process/maintenance/storage areas

The business **is obliged** to ensure that:

- a) suitable conditions for the production/maintenance/storage of the products (e.g. conditions of maintenance/cooling/freezing/drying/maturation/fermentation/evaporation, etc.) in the areas of productive processes/maintenance/storage;
- b) These conditions are checked and recorded.

4.5. Traceability

The business must establish and continuously follow a procedure to:

- a) check the identity of products delivered;
- b) ensure the continuity of traceability during any intermediate production processes/handling carried out within the business;
- c) check the identity of produced products which leave the business, including the possibility for reverse confirmation of traceability.

Implementation of this procedure **must** be documented.

In case where in the business processing and packaging of products other than of Integrated Management is made, this **must** be carried out in a different place or at different times and/or days of its operation.

The business **must** keep a record of ICM product suppliers, incoming quantities, movements of products in all stages of the production processes within the business, the recipients and destination of outgoing quantities of end-products, as well as the relation between each batch of incoming original products and each batch of outgoing end-products.

During the movement of processed Integrated Management Products (final products), these **must** be accompanied by the accompanying documents specified by national legislation

(e.g. marketing and handling documents, e.g. invoices, shipping notes), where in addition to the others, the indication "Integrated Management" must be indicated.

In the company's accounting system the Integrated Management Products **must** be distinguished from others by the number code and their description, which necessarily includes the indication "Integrated Management".

In the case of repackaging of processed products, data linking the finished products to the initials packaged from which they came in order to maintain traceability, **must** be entered.

The following conditions **must** apply to the composition of processed products:

(a) the processed product is produced from Integrated Management Products (raw materials), so that they participate in the composition of the finished product at least 80 % by weight (water, sugar or sugar solutions or other sweeteners and cooking salt are not included in the calculation of weight);

(b) especially in the case of foodstuffs, the primary ingredient of the final product, if there is a primary ingredient, must be 100 % of Integrated Management.

The company **must** inform the relevant information system of ELGO-DIMITRA with data relating to the processing and packaging of Integrated Management Products, in accordance with the provisions of this system.

4.6 Labelling of processed products

The company **must** ensure that the following data are recorded on the packaging of the Integrated Management Final Products (packaged processed products): name or descriptive title of the certification body, the phrase 'ICM Product' (optional), ICM Certification Mark, and the particulars of the end-product batch. The use of Integrated Management terms and indications in unpacked processed products is not permitted.

The mark **must** be clearly and indelibly affixed in a prominent place, within the same field of vision as the trade name of the product.

To facilitate traceability, **it is recommended** that products have a barcode on the packaging, which includes information relating to the batch, so that a scanner can be used to collect electronic data that make checking balances easier.

4.7. Health, safety and training of employees

The business **must** identify potential risks related to employee health and safety and ensure that suitable preventative measures are taken.

The business **must** identify the training/education needs of employees, which will be met by preparing and implementing an annual training programme.

Records of training/education **must** be kept.

4.8 Crisis management process

The business must follow a crisis management process for the detection, prevention and handling of accidents that may occur during its operation, as well as possible emergencies (e.g. catastrophic weather phenomena, fire, widespread pollution, pandemic, etc.).

The crisis prevention and response procedure **must** provide for the actions to be taken to prevent accidents or emergency situations and in particular to counteract the impact, these might have on the environment and the quality of products.

It is recommended, whenever practically feasible, to conduct periodic readiness exercises.

4.9. Internal inspection

The business **must** have a periodic internal inspection procedure in order to determine the degree of adoption and compliance with the requirements of this standard.

The results of internal inspections **must** be recorded and to be kept in records.

The internal inspection **must** include:

- a) A control of the files kept, which document compliance with the requirements and must be retained for at least 3 years;
- b) A control of compliance with the specified requirements in all stages of the production process;
- c) A record of non-compliances with the requirements of the standard and the suitable corrective actions to be taken.

The business **must** carry out at least one internal inspection a year.

ANNEX A
(FOR INFORMATION PURPOSES)

Indicative and summary list of the documents/files needed to document implementation and compliance with the requirements of this standard	Paragraph in stand-ard AGRO 2-5
<ul style="list-style-type: none"> ▪ Legal documents of operation for the business. ▪ An HACCP plan (in the case of food and animal feed businesses). ▪ File of suppliers of ICM products ▪ Description of a procedure for the transfer (mode and conditions) of products imported into the business. ▪ Certification status check file of Integrated Management Product Suppliers. ▪ Accompanying documents/reports with traceability of the products at least at producer and variety level (where required). 	4.1 and 4.2
<ul style="list-style-type: none"> ▪ A description of the processes relating to any handling before packaging of the products. ▪ Record of cooperating businesses in the case of subcontracting of any handling of the products. ▪ Record of supplies of additives or other materials used in the manufacture of the finished product. ▪ Record of packaging materials. ▪ Types and names of finished products, as well as a code and description thereof in the company's accounting system. ▪ Analysis and sampling plan based on relevant risk analysis. ▪ Record of analyses in raw materials and/or finished products. 	4.3
<ul style="list-style-type: none"> ▪ A description of the facilities, the main equipment and a diagram of their layout. ▪ Conditions record file for the production/maintenance/storage of products. 	4.4
<ul style="list-style-type: none"> ▪ Traceability procedure and documentation of its application. ▪ File of recipients of the final products of the business. ▪ Inputs and output file. ▪ Product recipe file. ▪ File of ICM product shipping papers. 	4.5
<ul style="list-style-type: none"> ▪ File with models of packaging of finished products. 	4.6
<ul style="list-style-type: none"> ▪ Annual record of potential risks relating to employees' health and safety, and related preventative measures. ▪ Annual training plan. ▪ Training/education records. 	4.7
<ul style="list-style-type: none"> ▪ Crisis management process. ▪ Record of crisis management exercises and results. 	4.8
<ul style="list-style-type: none"> ▪ Internal inspection procedure. ▪ Record of internal inspections, non-compliances and corrective actions. 	4.9