



## Bio Suisse Checklist 2010 for Individual Producers\*

for Bio Suisse approval of certified organic holdings outside of Switzerland

- ⇒ The checklist must be completed for the entire holding, not just for the products/crop(s) for which Bio Suisse approval is being sought!
- ⇒ The correctness of the information given in the checklist must be confirmed by the inspection body by way of providing a signature on the last page. From the second Bio Suisse approval onwards the checklist must be completed during an inspection.

Name of the farm/company/project:	
Person(s) in charge:	
Address:	
Postcode, Town, Province:	
Country:	
Tel.:	
Fax:	
E-mail:	
Marketing organization / producers' association:	
Area of entire holding in ha/ac:	
Utilizable agricultural area in ha/ac:	
New lands in the past two years: Area in ha/ac and field numbers:	
Holding inspected and certified since (year):	
Inspection body:	
Holding No./ID with inspection body:	
Date of recent inspection:	
Contracting export company:	
Contracting Swiss importing company (if known):	

\* For wild harvesting projects, producer cooperatives, and trading and processing enterprises separate checklists must be completed (available from Bio Suisse or at [www.bio-suisse.ch](http://www.bio-suisse.ch))



## 2.2 WHOLE-FARM APPROACH

Yes	No	n/a	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The holding is managed organically in its entirety.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The holding is partly converted (conventional enterprises in crops/livestock).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Partial conversion is time-limited. <b>If yes, please attach plan for gradual conversion</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The holding manager is only responsible for this holding.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The holding manager is also responsible for other agricultural holdings, which are managed organically in their entirety.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The holding manager is also responsible for conventional and/or partly converted agricultural holdings.

## 2.3 AREAS DEDICATED TO THE ENHANCEMENT OF BIODIVERSITY

		Area in ha/ac			Area in ha/ac
<input type="checkbox"/>	Unfertilized and species-rich permanent meadows and pastures		<input type="checkbox"/>	Ditches, pools, ponds, and peatland	
<input type="checkbox"/>	Stone mounds, dry-stone walls, stone embankments		<input type="checkbox"/>	Species-rich green fallow (for at least 18 months)	
<input type="checkbox"/>	Sown wildflower strips		<input type="checkbox"/>	Hedges, copses	
<input type="checkbox"/>	Other areas dedicated to the enhancement of biodiversity	Please describe:			
<b>Areas dedicated to the enhancement of biodiversity in total:</b>					

Yes	No	n/a	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	During the previous year, clear-felling of natural sites was carried out on the holding / by the manager. <b>If yes, state type of clearance and list clear-felled sites:</b>

## 2.4 WATER RESOURCES MANAGEMENT

Yes	No	n/a	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Irrigation is practised. <b>If yes, list crops and areas:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Sustainability of water usage:</b> <ul style="list-style-type: none"> <li>▪ Utilization of non-renewable water resources. <b>Comments:</b></li> <li>▪ Negative impact on natural soil fertility (salination, erosion). <b>Comments:</b></li> <li>▪ Wasteful use of irrigation water in regions with scarce water resources. <b>Comments:</b></li> </ul>

## 2.5 RESIDUE RISK

Yes	No	n/a	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There is a risk of spray drift (plant protection products) from adjacent conventionally managed plots. <b>If no, give reason(s):</b>  <b>If yes, list measures taken to avoid spray drift:</b>  <b>Please mark plots at risk on the farm map and indicate the potential source (type of pesticide, if known).</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Products from buffer strips are marketed as conventional (evidence available).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Use of sprayers, seed drills, harvesters jointly with non-organic holdings.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Re-usable containers are used which are also used for non-organic products.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Irrigation water flows through non-organic plots prior to being used on the organic holding.

## 2.6 SOCIAL ENVIRONMENT

Number of full-time employees / employees employed year-round		Number of day labourers/seasonal workers (at peak harvest time)	
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Yes	No	n/a	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The holding has a social certification. <b>If yes, which one(s):</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The employees' working conditions meet the relevant legal requirements. <b>Comments:</b>

## 3 CROP PRODUCTION

### 3.1 PLANT PROTECTION PRODUCTS

Yes	No	n/a	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bioherbicides, pyrethroids (incl. in traps!), and/or growth regulators are being used. <b>If yes, list which product(s) and in which crops:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pineapples: ethylene is used to induce flowering. <b>If yes, list which product(s):</b>

#### Application of copper-based plant protection products

The following quantities of copper-based products have been used per ha/ac:

- The details relate to the 12 month period prior to the inspection
- The details relate to the calendar year preceding the inspection

Crop	Area in ha/ac	Product (Name)	Quantity of product used in kg/ha per year	Content of elemental copper in %

### 3.2 FERTILIZER USE

Yes	No	n/a	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Foliar feeds, trace element fertilizers and/or easily soluble straight fertilizers are being used. <b>If yes, list which product(s) and in which crops:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>If yes: soil / foliar analyses must be attached!</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chemically-synthesized chelates, e.g. EDTA are being used. <b>If yes, list which product(s) and in which crops:</b>

#### Imported fertilizers

What types of organic or mineral fertilizers (incl. potash fertilizers) not produced on the holding are imported onto the holding per annum and used thereon (type, quantities, composition):

- The details relate to the 12 month period prior to the inspection  
 The details relate to the calendar year preceding the inspection

Fertilizer (Description*)	Quantity in kg	N <sub>tot</sub> content in %	P <sub>2</sub> O <sub>5</sub> content in %	K <sub>2</sub> O content in %	

\*e.g. FYM, poultry manure or compost produced on another holding, organic bought-in fertilizers, rock phosphate etc.

\*\* If inorganic potassium fertilizer is used at a rate of more than 150 kg K<sub>2</sub>O/ha/year, evidence of a K deficiency must be furnished (soil analysis)

### 3.3 CROP ROTATION, SOIL PROTECTION

Yes	No	n/a	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Soil-protecting or soil-building crops (leys, legumes, green manures, strips sown in wildflowers and herbs, etc.) constitute at least 20% of the crop rotation.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	At least 50% of the open tillage area has sufficient plant cover outside of the vegetation period.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Burning of straw or stubble on fields is being carried out.

## 4 SPECIALIST CROPS

Yes	No	n/a	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>4.1 VITICULTURE</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Organic reproductive material for new plantings in the current year.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Year-round vegetative ground-cover <b>If no, give period in which vegetative ground-cover is present and time when ground is cultivated:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type of vegetative ground-cover: spontaneous weed growth
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type of vegetative ground-cover: sown green manure
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No vegetative ground-cover (kept weed-free year-round by mechanical means or with plastic cover)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wine is produced on the holding itself. <b>If yes, please complete the special wine-making form</b>

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wine is produced on another holding: <b>If yes, please provide name, address, location</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>4.2 TREE AND SHRUB CROPS (SOFT FRUIT, TOP FRUIT ETC.)</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Organic vegetative propagating material for new plantings in the current year <b>If not, name crops:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Year-round vegetative ground-cover <b>If no, give period in which vegetative ground-cover is present and time when ground is cultivated:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type of vegetative ground-cover: spontaneous weed growth
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type of vegetative ground-cover: sown green manure
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No vegetative ground-cover (kept weed-free year-round by mechanical means or with plastic cover) <b>If not, name crops:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>4.3 VEGETABLES, HERBS, ORNAMENTAL PLANTS</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Protected cropping (greenhouses) available. <b>If yes, give area in ha/ac:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Only organic transplants are used. <b>If not, list crops where non-organic transplants are used:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Substrates used for transplants contain more than 70% peat <b>If yes, list crops where this substrate is used:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Substrates used for transplants contain auxiliary inputs prohibited in organic agriculture. <b>If yes, list crops where this substrate is used:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steaming of soils outdoors.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Greenhouses are heated. <b>If yes, list crops with their heating period and temperature:</b>

## 5 LIVESTOCK HUSBANDRY

Yes	No	n/a	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Livestock is kept on the holding. <b>If yes, give type and number of animals kept on the holding (rolling average for the year):</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The livestock enterprise(s) is/are certified to organic standards. <b>If yes, name the standards:</b>

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The livestock enterprise(s) is/are not certified but is in compliance with the IFOAM Basic Organic Standards:</p> <ul style="list-style-type: none"> <li>- no embryo transfer / genetic manipulation</li> <li>- the animals can move in their housing in a way that is in keeping with their innate behavioural traits</li> <li>- the animals are protected against harmful influences such as heat, cold, dust, harmful gases, or dampness</li> <li>- no fully slatted floors</li> <li>- animals have sufficient access to range and/or pasture</li> <li>- animals are not caged</li> <li>- less than 10%* (ruminants) or 15%* (non-ruminants) of bought-in feed from conventional sources</li> <li>- no use of prohibited feed additives: antibiotics, hormones, sulphonamides, coccidiostats, synthetic growth promoters or appetizers, synthetic colourings, urea, slaughter-wastes for ruminants, poultry manure or dung (any kind of excrement), pure amino acids, genetically modified organisms or their derivatives</li> <li>- no use of prohibited veterinary substances: substances of synthetic origin to stimulate production or to prevent natural growth, hormones to trigger heat or synchronize heat, synthetic growth promoters</li> <li>- no tooth-cutting or tail-docking in pigs</li> <li>- no de-beaking in poultry</li> </ul> <p><b>If not, list deviations:</b></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Livestock is marketed as non-organic produce.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Livestock is only kept for self-sufficiency or they are hobby animals.

## 6 STORAGE/PROCESSING/MARKETING ON THE HOLDING

Yes	No	n/a	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Substances/agents are used for pest control purposes in stores. <b>If yes, list product(s):</b></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Other measures are being taken in order to avoid contamination. <b>If yes, list measures:</b></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Fumigation or fogging are being carried out in stores. <b>If yes, list product(s)/gases:</b></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Products are cleaned, dried, conditioned/packaged, and/or processed on the holding. <b>If yes, list products:</b></p> <p><b>Attach recipes, descriptions of processing and/or packaging</b></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Products produced on other holdings are cleaned, dried, conditioned, packaged, and/or processed on the holding. <b>If yes, the "Bio Suisse checklist for processing and trade" must be completed</b></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Cleaning, drying, conditioning/packaging and/or processing are carried out by a contractor. <b>If yes, attach contractor's certificate</b></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The holding's products are processed / conditioned/cleaned prior to being exported to Switzerland. <b>If yes, give name of processor / firm carrying out conditioning/cleaning:</b></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The holding also markets products from other holdings. <b>If yes, the "Bio Suisse Checklist for Processing and Trade" must be completed.</b></p>

## 7 CONFIRMATION THAT DETAILS GIVEN ABOVE ARE CORRECT

The undersigned holding manager confirms

- that he gives his permission for the completed checklist to be forwarded to Bio Suisse and that it may be used by Bio Suisse in a confidential manner and solely for the purposes of certification,
- that he is willing to make the current integral inspection report from his inspection and certification organization available to Bio Suisse in a confidential manner and solely for the purposes of certification,
- that he grants Bio Suisse permission to carry out follow-up spot-checks on his holding following consultation with his inspection and certification organization,
- that he grants his inspection and certification organization permission to make a current planimetric plot map available to Bio Suisse,
- that he carries out production exclusively without the use of genetically modified organisms and their derivatives,
- that the details are correct to the best of his knowledge and belief.

**Holding manager:** .....

Date: ..... Signature: .....

The undersigned inspector confirms

- that the details are correct to the best of his knowledge and belief.
- (*from the second Bio Suisse approval onward*) that the checklist was completed on the occasion of an inspection

**Inspector:** .....

Date: ..... Signature: .....

### Stamp and signature of inspection body:

#### Compulsory attachments (First and subsequent applications):

- Current inspection report
- Current certificate of holding / decision on certification
- Annual production programme / schedule of areas / field history

#### Compulsory attachments for first applications:

- Inspection report from previous year
- Certificate of holding / decision on certification from previous year
- Planimetric plot map (incl. areas devoted to the enhancement of biodiversity, adjacent plots and possible plots at risk from spray drift)
- Crop rotation plan
- Italy/Spain/Turkey/holdings engaged in viticulture: risk analysis re. residues

#### Other attachments:

- Spray plan for plant protection (copper-based plant protection products)
- Labels including ingredient lists of plant protection products
- Soil / foliar analyses where trace element fertilizers/foliar feeds/inorganic potassium fertilizers are used
- Bio Suisse Checklist processing and trade
- Documentation of separation from the field onwards in cases of parallel production of annual crops
-