



BIO SUISSE

Bio Suisse Checklist 2011 Collection of Wild Products

**for Bio Suisse approval of certified projects outside of Switzerland
engaging in the collection of wild products**

- **All items on the checklist must either be completed or (if not relevant to the project) crossed out.**
- **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 project: | |
| Contact person: | |
| Address: | |
| Postcode, Town, Province: | |
| Country: | |
| Tel.: | |
| Fax: | |
| E-mail: | |
| Marketing organization: | |
| Size of the collection area in ha: | |
| Number of collectors:: | |
| Project inspected and certified since (year): | |
| Inspection body: | |
| Project No./ID with inspection body: | |
| Date of recent inspection: | |
| Contracting export company: | |
| Contracting Swiss importing company: | |

1. CONDITIONS IMPOSED BY BIO SUISSE IN THE PREVIOUS YEAR

| Yes | No | n/a | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Bio Suisse imposed conditions in the previous year. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The conditions imposed by Bio Suisse in the previous year have been met. Explain in detail: |

2. GENERAL DETAILS ON THE PROJECT

Which products/plants are collected as part of the project?
(All products that are being collected must be listed)!

| Trivial name | Botanical name | Application for Bio Suisse approval |
|--------------|----------------|--|
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No |

| Yes | No | n/a | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Cultivation measures are carried out as part of the project. If yes, which ones? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The person with responsibility for the project is the manager of a non-organic agricultural holding or in charge of such a holding. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Collectors meet Bio Suisse requirements for the entire quantity collected of any one plant species. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | There is a risk of spray drift (plant protection products) from adjacent conventionally managed plots. If no, give reason(s): If yes, list measures taken to avoid spray drift: Please mark plots at risk on the farm map and indicate the potential source (type of pesticide, if known). |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Re-usable containers are used which are also used for non-organic products. |

3. THE FOLLOWING DOCUMENTS / INFORMATION MUST BE AVAILABLE (DESCRIPTION IN THE INSPECTION REPORT OR ATTACHMENTS)

| | Described in the inspection report | Attachment |
|---|------------------------------------|--------------------------|
| The collection area: | | |
| • Topographic and pedo-climatic situation in the collection area | <input type="checkbox"/> | <input type="checkbox"/> |
| • Property rights and rights to beneficial use in the collection area | <input type="checkbox"/> | <input type="checkbox"/> |
| • Plot maps, topographic maps, or land registry maps (the boundaries of the collection areas, potential sources of emissions as well as the collection and storage sites must be indicated) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Evidence that no auxiliary inputs prohibited in organic agriculture have been used in the collection area during the past three years. (In normal cases, a plausible declaration is sufficient, together with an inspection of the land by the inspector. In case of doubt, a letter of confirmation from the landowner must be submitted. A residue analysis may be requested.) | <input type="checkbox"/> | <input type="checkbox"/> |

| | | |
|---|--------------------------|--------------------------|
| The collection activities: | | |
| • Identity of the main persons responsible for the collection | <input type="checkbox"/> | <input type="checkbox"/> |
| • Trivial and botanical name of the wild products collected | <input type="checkbox"/> | <input type="checkbox"/> |
| • Description of collection technique | <input type="checkbox"/> | <input type="checkbox"/> |
| • Which parts of the wild products are collected (whole plant, leaves, flowers etc.)? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Course of collection activities from planning, to harvesting, storage, processing and marketing | <input type="checkbox"/> | <input type="checkbox"/> |
| • Collection report (collectors, quantity, date) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Qualification and instruction of the collectors | <input type="checkbox"/> | <input type="checkbox"/> |
| • Authorization for collection (if required by law) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Lists of collectors (authorized by the inspection body) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Collectors contract | <input type="checkbox"/> | <input type="checkbox"/> |

| | | |
|--|--------------------------|--------------------------|
| Sustainability of collection: | | |
| • Evidence that the collection is ecologically benign (with regard to habitat stability and species diversity) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Intensity of exploitation in the collection area | <input type="checkbox"/> | <input type="checkbox"/> |
| • Further collection activities in the same area | <input type="checkbox"/> | <input type="checkbox"/> |

4. STORAGE/PROCESSING/MARKETING IN THE PROJECT

| Yes | No | n/a | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Substances/agents are used for pest control purposes in stores. If yes, list product(s): |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Other measures are being taken in order to avoid contamination. If yes, list measures: |

| | | | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Fumigation or fogging are being carried out in stores. If yes, list product(s)/gases: |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Products are cleaned, dried, conditioned/packaged, and/or processed in the project. If yes, list products: Attach recipes, descriptions of processing and/or packaging |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Products produced on other holdings are cleaned, dried, conditioned, packaged, and/or processed in the project. If yes, the "Bio Suisse checklist for processing and trade" must be completed |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Cleaning, drying, conditioning/packaging and/or processing are carried out by a contractor. If yes, attach contractor's certificate |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The holding's products are processed / conditioned/cleaned prior to being exported to Switzerland. If yes, give name of processor / firm carrying out conditioning/cleaning: |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The project also markets products from other holdings/projects. If yes, the "Bio Suisse Checklist for Processing and Trade" must be completed. |

5. CONFIRMATION THAT DETAILS GIVEN ABOVE ARE CORRECT

The undersigned project 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 approval,
- 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 approval,
- 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.

Project 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:

- Current inspection report
- Current certificate of the projects / decision on certification
- Map(s) in which the collection area is marked (Scale no smaller than 1:50,000)
- Sample of collectors contract
- List of collectors

Additional attachments as set out under Point 3 of this checklist:

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