



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:

- ☐
- ☐
- ☐
- ☐
- ☐