GLOBALG.A.P. General Regulations Specifications for BioDiversity

(Based on GLOBALG.A.P. General Regulations Version 6)

ENGLISH VERSION 1.1_DEC23

OBLIGATORY FROM: 1 JANUARY 2024

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1 INTRODUCTION

GLOBALG.A.P. general regulations specifications for add-ons create the framework within which a producer or producer group shall comply with the add-ons' principles and criteria (P&Cs) in addition to compliance with a GLOBALG.A.P. standard. These add-ons are voluntary and mostly customer-driven. Each add-on has its own specific P&Cs that makes it different and customized. The results of the add-on audit do not affect the audit report of the base standard.

The basis for this document is the latest GLOBALG.A.P. general regulations (rules for individual producers, rules for producer groups and multisite producers with a quality management system (QMS), and rules for plants scope), which should be consulted while reading these GLOBALG.A.P. general regulations specifications.

2 GENERAL INFORMATION FOR THIS ADD-ON

Name and version of the add-on:	BioDiversity version 1.1
Common name (if applicable):	BioDiversity
Scope:	Plants
Scheme ID:	317
Application in country/countries:	EEA
Add-on observers:	None, public add-on
Combinable with the following base standard(s):	☒ IFA v6 Smart for fruit and vegetables ☒ IFA v6 GFS for fruit and vegetables ☐ IFA v6 Smart for flowers and ornamentals ☐ IFA v6 Smart for aquaculture (all products unless finfish are specified) ☐ IFA v6 GFS for aquaculture (all products unless finfish are specified) ☒ Other, please specify: benchmarked schemes/checklists
List of normative documents:	BioDiversity checklist v1.1_Jan23 General regulations specifications for BioDiversity add-on v1.1_Jan23 (this document)

3 ROLES RELATED TO THIS ADD-ON

The following stakeholders have a role in the rollout of the add-on and are defined as follows:

BioDiversity representative:

Person responsible for the implementation of the BioDiversity add-on on the farm. The BioDiversity representative is also responsible for ensuring compliance with this add-on.

4 GLOBALG.A.P. GENERAL REGULATIONS SPECIFICATIONS

Section (Numbering of sections 3 to 7 is based on the GLOBALG.A.P. general regulations.)	**GLOBALG.A.P. general regulations specifications for the BioDiversity add-on**
3 CERTIFICATION OPTIONS	
Preconditions: The scope of this add-on shall be identical to the IFA scope in terms of products, locations, and members.	
It is possible to implement and conduct audits against the add-on for the following options (pick all applicable options): ☒ Option 1 – individual producer ☒ Option 3 – individual producer (☒ benchmarked scheme, ☒ benchmarked checklist) ☒ Option 1 – individual multisite producer with QMS ☒ Option 3 – individual multisite producer with QMS (☒ benchmarked scheme, ☒ benchmarked checklist) ☒ Option 2 – producer group ☒ Option 4 – producer group (☒ benchmarked scheme, ☒ benchmarked checklist)	
5 REGISTRATION WITH THE CERTIFICATION BODY	
5.2 Registration process	
5.2.1 General	
Choice of certification body (CB)	☒ A finally approved CB for the base standard and/or add-on ☐ A provisionally approved CB for the base standard and/or add-on ☐ A verification body (VB) approved for the base standard and/or add-on The chosen CB: ☒ Shall be the same CB that conducted the audit against the base standard ☐ Does *not* need to be the same CB that conducted the audit against the base standard A list of GLOBALG.A.P. approved CBs (and VBs, if applicable) is available on the GLOBALG.A.P. website. Customize the search for CBs by selecting the region, country, and scope. Additional info:

Section (Numbering of sections 3 to 7 is based on the GLOBALG.A.P. general regulations.)	GLOBALG.A.P. general regulations specifications for the BioDiversity add-on
Duration of the service contract	The duration of the service contract is agreed between the CB and the producer. The contract between the CB and the producer is *independent* of the contract between FoodPLUS GmbH and the owner of the add-on. The CB shall include this add-on as part of the GLOBALG.A.P. sublicense and certification agreement that is signed between the CB and the producer.
Registering parts of the products as originating from GLOBALG.A.P. certified production processes (parallel ownership = PO)	☒ PO is possible.* ☐ PO is not possible. *For additional registration requirements, see "GLOBALG.A.P. general regulations – Rules for parallel ownership."
Additional requirements regarding the registration process	PO is *not* allowed in the case of Option 1 single site individual producers. However, PO is allowed in the case of Option 1 multisite individual producers with/without QMS and in the case of Option 2 producer groups – albeit only with regard to *producer group members/production sites, not products*.
6 AUDIT PROCESS – INDIVIDUAL PRODUCERS (OPTION 1 OR OPTION 3)	
6.1 Self-assessments	
General	Self-assessments are: ☒ Required against all the P&Cs and follow all the rules in the GLOBALG.A.P. general regulations ☐ Not required Additional info:
6.2 CB audits	
Announced CB audits	☒ Annual ☐ Other, please specify: Additional info:

Section (Numbering of sections 3 to 7 is based on the GLOBALG.A.P. general regulations.)	GLOBALG.A.P. general regulations specifications for the BioDiversity add-on
Unannounced CB audits	☒ Together with the audit against the base standard, as per the GLOBALG.A.P. general regulations ☐ Other, please specify: Additional info: The add-on audit shall be conducted together with the audit against the combinable base standard. Rules on unannounced audits shall follow the exact requirements regarding unannounced audits as stated in the applicable general regulations of that base standard. No shortened checklist for the add-on shall be used during unannounced audits.
Off-site and on-site stages	☒ Splitting the CB audit against the add-on is possible, as per the GLOBALG.A.P. general regulations. ☐ Splitting the CB audit against the add-on is *not* possible and the audit shall be conducted on site only. Additional info:
Remote CB audits	☒ Possible together with the CB audit against the base standard, as per the GLOBALG.A.P. Full Remote audit procedure ☐ Not allowed Additional info:
CB audit duration	The duration of the CB audit against the add-on depends on the size of the farm and the complexity of the production activities and will be in the range of approximately: No estimation. The duration depends on size and complexity of the activities.
CB audit timing	☒ Together with the CB audit against the base standard, as per the GLOBALG.A.P. general regulations. ☐ Other, please specify:
6.3 Initial and subsequent CB audits	
☒ The same as in the GLOBALG.A.P. general regulations ☐ Other, please specify: Additional info: The initial BioDiversity audit may be conducted by a CB at a different time than the audit against the base standard. However, all subsequent CB audits shall be conducted simultaneously with the audit against the base standard.	

Section (Numbering of sections 3 to 7 is based on the GLOBALG.A.P. general regulations.)	**GLOBALG.A.P. general regulations specifications for the BioDiversity add-on**
6 AUDIT PROCESS – PRODUCER GROUPS (OPTION 2 OR OPTION 4) OR INDIVIDUAL MULTISITE PRODUCERS WITH QMS (OPTION 1 OR OPTION 3) ☐ *N/A for producer groups or individual multisite producers with QMS*	
6.1 Internal audits	
General	Internal audits are: ☒ Required against all the P&Cs and follow all the rules in the GLOBALG.A.P. general regulations ☐ Required but follow different rules than the GLOBALG.A.P. general regulations: ☐ Not required
Internal QMS auditor requirements	☒ As per the GLOBALG.A.P. general regulations ☐ Other, please specify:
Internal farm auditor requirements	☒ As per the GLOBALG.A.P. general regulations ☐ Other, please specify:
6.2 CB audits	
Announced CB QMS audits	☒ Annual, as per the GLOBALG.A.P. general regulations, together with the CB audit against the base standard ☐ Other, please specify: Additional info:
Unannounced CB QMS audits	☒ Recertification audit together with the CB audit against the base standard, as per the GLOBALG.A.P. general regulations ☐ Other, please specify: Additional info:
CB farm audits	☒ Together with the audit against the base standard, as per the GLOBALG.A.P. general regulations ☐ Specific rules that are different from the GLOBALG.A.P. general regulations, please specify: Additional info:
Off-site and on-site stages	☒ Splitting the CB QMS audit against the add-on is possible, as per the GLOBALG.A.P. general regulations.

Section (Numbering of sections 3 to 7 is based on the GLOBALG.A.P. general regulations.)	GLOBALG.A.P. general regulations specifications for the BioDiversity add-on
	☐ Splitting the CB QMS audit against the add-on is *not* possible and the audit shall be conducted on site only. Additional info:
Remote CB audits	☒ Possible together with the CB audit against the base standard, as per the GLOBALG.A.P. Full Remote audit procedure ☐ Not allowed Additional info:
CB farm and QMS audit duration	The duration of the CB audit against the add-on depends on the size of the farm and the complexity of the production activities and will be in the range of approximately: No estimation. The duration depends on size and complexity of the activities.
CB audit timing	☒ Together with the audit against the base standard, as per the GLOBALG.A.P. general regulations ☐ Other, please specify:
6.3 Initial and subsequent CB audits	
☒ The same as in the GLOBALG.A.P. general regulations ☐ Other, please specify: Additional info:	

Section (Numbering of sections 3 to 7 is based on the GLOBALG.A.P. general regulations.)	**GLOBALG.A.P. general regulations specifications for the BioDiversity add-on**
7 CERTIFICATION PROCESS	
7.1 Requirements for achieving GLOBALG.A.P. certification	
7.1.1 Certification rules	
Compliance system	☒ Major Musts, Minor Musts, and Recommendations ☐ Other, please specify:
7.1.2 Minor Must compliance calculation	
Compliance levels for CB farm audits	☐ 100% compliance with Major Musts, 95% compliance with Minor Musts ☒ Other, please specify: 100% compliance with Major Musts, 75% compliance with Minor Musts
Compliance levels for CB QMS audits (if applicable)	☒ 100% compliance with the QMS requirements, as per the GLOBALG.A.P. general regulations ☐ Other, please specify: ☐ Not applicable if a QMS is not implemented
7.1.3 Decision (whether or not to issue a letter of conformance)	
☒ The same as in the GLOBALG.A.P. general regulations regarding decision-making and the audit report ☐ Different rules regarding decision-making and the audit report, please specify: ☐ The same person that reviews the report may make the certification decision. ☐ The same person that reviews the report *shall not* take the certification decision. Additional info:	
7.2 Letter of conformance Instead of a certificate, the individual producer or producer group receives a letter of conformance. Additional info:	
7.3 Letter of conformance validity extension	
☒ Together with the base standard, as per the GLOBALG.A.P. general regulations ☐ No extension allowed	

Section (Numbering of sections 3 to 7 is based on the GLOBALG.A.P. general regulations.)	GLOBALG.A.P. general regulations specifications for the BioDiversity add-on
7.4.3 Sanctions	
Corrective action following initial CB audit	☒ Rules for closing non-conformances follow the GLOBALG.A.P. general regulations. ☐ Different rules apply, please specify: Additional info:
Corrective action following subsequent CB audits	☒ Non-conformances shall be closed within 28 calendar days, as per the GLOBALG.A.P. general regulations. ☐ Non-conformances shall be closed within X calendar days. ☐ It is not necessary to implement corrective action within a certain period of time. Additional info:
CB REQUIREMENTS	
General	☒ The GLOBALG.A.P. approved CB has: a) Registered for the new add-on in the GLOBALG.A.P. IT systems b) Submitted a letter of intent in English to the GLOBALG.A.P. Secretariat (obsolete for registration through CB-AT) c) Paid an annual registration fee according to the GLOBALG.A.P. fee table for conducting audits against the add-on d) Assigned the add-on in CB-AT to the auditors so they can complete any applicable online tests ☐ The CB approval process is different, please specify:
CB auditor approval	☒ Auditors from GLOBALG.A.P. approved CBs that are already approved to conduct audits against accredited standards such as IFA, or schemes successfully benchmarked to the specific product category ☐ Auditors from GLOBALG.A.P. approved CBs that already conduct audits against not accredited standards ☐ In addition to the IFA approval, the in-house trainer shall conduct one witness audit against the add-on. Additional info: CB auditors shall be approved for the plants scope. For in-house trainers (IHTs): As a condition for final approval, the provisionally approved CB shall nominate a

Section (Numbering of sections 3 to 7 is based on the GLOBALG.A.P. general regulations.)	**GLOBALG.A.P. general regulations specifications for the BioDiversity add-on**
	BioDiversity IHT who complies with BioDiversity auditor qualifications and who has completed the required IHT training and has passed the OLT. The IHT shall provide the internal CB training to all CB auditors applying for the BioDiveristy add-on.
CB auditor qualifications	If other requirements as indicated in the GLOBALG.A.P. general regulations – Rules for certification bodies apply, please specify: Additional info:. For CB auditors: The registered BioDiversity CB auditors shall complete the applicable online tests and the respective updates within three months of release in the CB auditor's working language." Online test: Failing the test twice requires that the auditor retake the test proctored. Failing the third exam attempt requires that the auditor attend an IHT training and pass the OLT. CB training fees: Online IHT training fees: Total of €250 for 2 × 1/2 training days. No additional costs for the online exam for auditors that will carry out audits against this add-on.
CERTIFICATION INTEGRITY PROGRAM	
The possibility of adding the Certification Integrity Program (CIPRO) to the add-on shall be clarified	☐ Yes ☒ No Additional info:
ADD-ON LOGO USE	
☒ No BioDiversity add-on logo available ☐ A(n) add-on logo is available that shall be used as per the following rules:	
DATA ACCESS RULES	
Rules regarding data access	☐ GLOBALG.A.P. data access rules in its current version ☒ Additional or other data access rules, see Annex I, "Data access rules"
FEES	
Add-on fees	GLOBALG.A.P. system participation fees for this add-on shall be charged in addition to the base standard fees (see the

Section (Numbering of sections 3 to 7 is based on the GLOBALG.A.P. general regulations.)	GLOBALG.A.P. general regulations specifications for the BioDiversity add-on
	GLOBALG.A.P. fee table). The producer shall not pay any fees directly to the supplier or service provider. Fees are payable to the CBs only. Add-on fees for producers, depending on the applicable scope: ☒ Per producer • Option 1 or 3: €30 per producer • Option 2 or 4 (or Option 1 or 3 with QMS): €250 per producer group or producer with QMS + €5 per producer group member or production site

ANNEX I DATA ACCESS RULES

1 INTRODUCTION

These are the data access rules for the BioDiversity add-on.

☒ This is a public solution and is therefore visible to the public.

☐ This is a private solution and is therefore not visible to the public.

2 ADD-ON DATA/ADD-ON VISIBILITY

	Data access groups				
	GLOBALG.A.P. Secretariat	CB	Market participant	BioDiversity add-on observer	Public user
Add-on	x	x	x	x	x

"x" indicates that this data is visible to users assigned to the respective data access group (made available either by the GLOBALG.A.P. Secretariat itself or by one of its data partners).

3 COMPANY (PRODUCER/OPERATION) DATA

	Data access groups				
	GLOBALG.A.P. Secretariat	CB	Market participant	BioDiversity add-on observer	Public user
Company (producer/operation)					
Company name	x	x	x[10)]	x[10)]	x[10)]
Company address[1)]	x	x	x[10)]	x[10)]	
Company city	x	x	x[10)]	x[10)]	x[10)]
Company country	x	x	x	x	x
Company contact information[2)]	x	x			
Company website (if available)	x	x			

	Data access groups				
	GLOBALG.A.P. Secretariat	CB	Market participant	BioDiversity add-on observer	Public user
Current GLOBALG.A.P. identification number (GGN/GLN/CoC Number/PHA-N[3)])	x	x	x	x	x
Previous GLOBALG.A.P. identification number	x	x	x	x	x
Legal registration per country[4)]	x	x			
Location[5)]	x	x	x	x	
CB registration number[6)]	x	x	x	x	x
Contact person (responsible for legal entity)					
Contact name[7)]	x	x		x	
Contact information[2)]	x	x			
PHU/Production site information[8)]					
Name of product handling unit (PHU)/production site	x	x	x[10)]	x	
PHU/Production site address[9)]	x	x	x[10)]		
PHU/Production site contact information[2)]	x	x			
Sub-GLN(s)	x	x	x	x	x
Location[5)]	x	x	x		
Products per PHU/production site	x	x		x	

“x” indicates that this data is visible to users assigned to the respective data access group (made available either by the GLOBALG.A.P. Secretariat itself or by one of its data partners).

Notes

[1)]Company address includes: street address (or information available to describe the company (producer/operation) location), postal address, postal code, and state/province

[2)]Contact information includes: telephone number and email address. Mandatory for the certificate holder (Option 1 and Option 3 individual producer and Option 2 and Option 4 producer group) and voluntary for the producer group members.

[3)]GGN: GLOBALG.A.P. Number, GLN: Global Location Number, CoC Number: Chain of Custody Number, PHA-N: number for PHA standard registered operations

[4)]Legal registration for each country is mandatory for the certificate holder (Option 1 and Option 3 individual producer and Option 2 and Option 4 producer group) and for the producer group members.

[5)]Location includes geospatial coordinate information of the physical location of the site: northern/southern latitude and eastern/western longitude in decimal format (2+5 digit format, e.g., 10.12345).

[6)]Number assigned to the company (producer/operation) by the CB

[7)]Contact name includes: title, first name, and last name

[8)]The PHU/production site information is required for each production site registered by Option 1 and Option 3 individual producers and Option 2 and Option 4 producer group members. If the producer group member is a multisite producer, each production site shall be registered with geospatial coordinates. If the physical production site is different from the legal entity address, the production location shall be registered as a production site.

[9)]PHU/Production site contact address includes: street address (or information available to describe the PHU/production site location), postal address, postal code, city, and country

[10)]Data is visible for Option 1 and Option 3 individual producers. Where the standard allows group certification, data is also visible for Option 2 and Option 4 producer groups (certificate holder), but not visible by default for producer group members. Producer group member data is only visible to the respective data access group if access has been granted by the producer group member.

4 PRODUCT AND CERTIFICATION DATA

	Data access groups				
	GLOBALG.A.P. Secretariat	CB	Market participant	BioDiversity add-on observer	Public user
Product	x	x	x	x	x
Product status	x	x	x	x	x
Standard version	x	x	x	x	x
Certification option including multisite information	x	x	x	x	x
For producer groups: number of producer group members	x	x	x	x	x
Certificate validity date	x	x	x	x	x
CB	x	x	x	x	x
GLOBALG.A.P. certificate number	x	x	x	x	x
Countries of destination	x	x	x	x	x
Quantity data[1)]	x	x	x	x	
Total area of production[5)]	x	x			
Certification data[2)]	x	x	x	x	
Scope-specific certification data[3)]	x	x	x	x	x
For aquaculture: growth stage(s) covered by certification	x	x	x	x	x
Audit checklist and result[4)]	x	x		x	

"x" indicates that this data is visible to users assigned to the respective data access group (made available either by the GLOBALG.A.P. Secretariat itself or by one of its data partners).

Notes

[1)]Product quantity details:

For plants: number of growing cycles for covered production; number of growing cycles for noncovered production; productive area of covered harvest in ha; productive area of noncovered harvest in ha. The productive area is the part of the production area where harvest occurs during the period covered by a valid certificate. The number of growing cycles refers to the number of crops planted on the same productive area during certificate validity.

For aquaculture: brood stock in-house, estimated organisms; seedlings (ova/juvenile) in-house, estimated organisms; farmed aquatic species, annual quantity in metric tons at point of harvest

[2)]Data includes “valid from” date of the certificate and the date of the certification decision.

[3)]Details of the recorded scope-specific certification data:

For plants: audit conducted remotely (yes/no); harvest included/excluded; product handling included; ownership/purchase of certified and noncertified products*; production of certified and noncertified products; does the producer buy certified products from external sources (if yes, additionally GGN, quantity, and unit are collected)

*The term “certified product” refers to products originating from farms with GLOBALG.A.P. certified production processes or a benchmarked equivalent

For aquaculture: audit conducted remotely (yes/no); postharvest activity? (if yes: species that are processed); brood stock additionally purchased?; seedlings (ova) additionally purchased?; seedlings (juvenile) additionally purchased?; feed supplied (internally or externally)?; ownership/purchase of products originating from certified production processes and products originating from noncertified production processes; production of products originating from certified production processes and products originating from noncertified production processes; no use of antimicrobials in the last certification cycle (grow-out phase)?

[4)]Audit checklist and audit details may include date of audit, audit checklist, non-conformances and non-compliances, audit notes, summary calculation, audit locations and samples, production sites/producer group members, audit duration, audit personnel, audit evidence and justifications, audit type, additional variety of the product, trade attribute or audit status

[5)]Details of the recorded scope-specific certification data:

For plants: The production area (total area of production) is the surface where a crop registered for certification is cultivated. It is the total covered and noncovered area of production including the noncertified area and not limited to the productive area (i.e., the area that is actually harvested within the certification cycle) per product.

VERSION/EDITION UPDATE REGISTER

New document	Replaced document	Date of publication	Description of modifications
231201_BioDiversity_GR_specs_v1_1_Dec23_en	220225_BioDiversity_add-on_v1_rules_specs_en	1 December 2023	5.2.1 Clarification of parallel ownership 6.3 for QMS clarification of sampling during the surveillance audit 7.1.1 The compliance system aligns with the GLOBALG.A.P. general regulations (compliance: yes or no instead of 0, 1, 2, or 3).7.1.2 Clarification of non-compliances at producer group level 7.1.3 Clarification of conditions for issuing a letter of conformance

If you want to receive more information on the modifications in this document, please contact the GLOBALG.A.P. Secretariat at standard_support@globalgap.org.

If the changes do not introduce new requirements to the standard, the version will remain “5.0” and an edition update shall be indicated with “5.0-x”. If the changes do affect compliance with the standard, the version name will change to “5.x”.

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Spichernstrasse 55 | 50672 Cologne, Germany
info@globalgap.org | www.globalgap.org