	D- Inspection of Operations	Operating manual
	D.17- System Plan-Input Approval	Page 1/7

SYSTEM PLAN FOR INPUT APPROVAL

1. General Information:

a) Activities undertaken: Processing/ packing Storage/Warehousing Local trade Export/Import


b) Operator details:

Name of Firm/Unit (Facility)

Name of Operator Father/husband Name

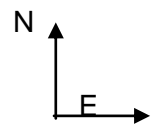
Facility Address	Address for correspondence	FOR OFFICIAL USE ONLY
Contact person/Owner	Email: Telephone no. Fax No.	
Person (s) responsible for Organic production and their area of work		
Languages known: <input type="checkbox"/> English <input type="checkbox"/> Hindi <input type="checkbox"/> Others (Please specify) Are you aware of the organic certification procedure.		

Last changed by and on: QM 11/05/21	Last approved by : Dir
Distribution to:	Operating Manual


 <p>KSOCA NPOP/NAB/0030</p>	D- Inspection of Operations	Operating manual
	D.17- System Plan-Input Approval	Page 2/7

c) Route Map of organic production unit with distance

d) Facility Map of Organic area with surrounding information / activities:

	
--	---

Last changed by and on: QM 11/05/21	Last approved by : Dir
Distribution to:	Operating Manual

	D- Inspection of Operations	Operating manual
	D.17- System Plan-Input Approval	Page 4/7
List of products to be enclosed in the format		

3. Machines/Equipments details

Name of Machine/Equipment	Capacity (per hour)	Purpose	Material of Body	Material of Parts

4. Operations details

Activity (Procedures & Practices)	Name of responsible person for the said activity	Time and frequency	Action undertaken to protect/maintain/improve the organic integrity	Remarks/Annex (justification with supplementary documents)

Last changed by and on: QM 11/05/21	Last approved by : Dir
Distribution to:	Operating Manual



KSOCA

NPOP/NAB/0030

D- Inspection of Operations

D.17- System Plan-Input
Approval

Operating manual

Page 5/7


Cleaning /Sanitization				
Raw material procurement				
Separating				
Grinding				
Compost preparation				
Mixing				
Churning				
Drying				
Fermenting				
Manufacturing				
Packaging				
Grading				
Digestion				
Extracting				
Dehydration				
Cutting				
Freezing				
Storage				
Filtering				
Heating				
Labeling				

Last changed by and on: QM 11/05/21

Last approved by : Dir

Distribution to:

Operating Manual

	D- Inspection of Operations	Operating manual
	D.17- System Plan-Input Approval	Page 6/7

5. Source of water and testing (please enclose test report copy)

6. Test report of products (please enclose test report copy)

7. Inputs & Ingredients details:


<i>Name of Inputs & Ingredients</i>	<i>Purpose</i>	<i>Place of use</i>	<i>Composition</i>	<i>Supplier/source</i>	<i>Commercial availability</i>	<i>Quantity used</i>	<i>Status: approved (A) restricted (R) prohibited(P)</i>

List to be enclosed

8. Waste and Cleaning/ Sanitation details:

Particulars	Schedule	Methods	Material used:
Cleaning of processing house			

Last changed by and on: QM 11/05/21	Last approved by : Dir
Distribution to:	Operating Manual

	D- Inspection of Operations	Operating manual
	D.17- System Plan-Input Approval	Page 7/7
Cleaning of Machines		
Cleaning of Equipments/ Instruments		
Waste management		

9. Critical contamination points

Area of Activity	Risk Perceived	Action taken to control risk	Frequency of monitoring	Remarks/annex
Transportation system:				
Pest management:				
Ingredients				
Cleaning and Sanitation input				
Past use of Machines/Equipments				
Raw input collection				
Packaging material				
Works				

Confirmation:

I hereby confirm that the above information furnished is true to the best of my knowledge and any changes in the organic Input production system will be informed to KSOCA accordingly. The complaints received about the organic input production activities will be recorded and will be dealt in a quick and respectful manner.

Place: -----

Date: -----

Name & Signature of Operator/Representative

Last changed by and on: QM 11/05/21	Last approved by : Dir
Distribution to:	Operating Manual