

Extract from the Bio Suisse Standards

## **Separation of the flow of goods; traceability of products that are certified according to the Bio Suisse standards**

### **1. Traceability**

Complete traceability of products that are certified according to the Bio Suisse Standards must be ensured at all times, from farm to fork. The products must be accompanied by shipping documents (e.g. delivery notes, invoices, processing reports, etc.) from the harvest to their delivery to the customer. Therefore, shipping documents must be handled in accordance with the requirements outlined below at each link in the chain of production, processing, trade and transport.

Products that are certified in accordance with the Bio Suisse Standards must be labelled as such at all times in a clearly visible manner and stored separately in order to minimise the risk of confusion or inadvertent commingling with products that are not certified according to the Bio Suisse Standards.

### **2. Requirements pertaining to traceability and shipping documents**

Production: each packaged unit delivered to the collection point must be labelled with:

- the name of the producer and/or the producer's code number
- the inspection status
- the delivery date and/or date of harvest
- the name and/or quality of the product
- the weight and/or unit of quantity.

Packaged units include: individual boxes, bags, barrels or other containers. If individual packages are combined to form a larger unit (e.g. bound to a pallet, individual bags in a big bag, etc.), the larger container is considered a packaged unit.

### **3. Processing, packaging and transport:**

Each time commodities that are certified according to the Bio Suisse Standards are repackaged into a new container (e.g. after sorting and packaging, or after processing), the new container must be provided with a new label. A new shipping document must also be created. Both the container and the shipping document must indicate the following:

- Packaging and/or processing date,
- Inspection status (BIO SUISSE ORGANIC or BIO SUISSE ORGANIC, in-conversion product)
- Name of the producer (or the lot number if products from several producers are commingled)
- Name and/or quality of the product
- Weight and/or unit of quantity.

Processing reports must indicate the composition and origin of commodities by means of their lot numbers. At each change of container, both the delivery and receipt of the commodities must be recorded. The procedure is the same as for delivery to the collection point. A copy of the shipping document must accompany the commodities to the next processing or trading step.

#### **4. Filing and inspecting shipping documents**

Filing: Upon delivery of the commodities, one copy of the shipping documents remains with the supplier, one copy is kept by the recipient, and one copy is used to identify the goods during further transport and/or processing steps. This procedure is repeated every time containers are changed.

Proof of product integrity: The inspection body must be allowed to inspect the traceability documentation in order to check the separation of the flow of goods and traceability. The inspection body must describe and confirm the separation of commodities that are certified according to the Bio Suisse Standards from those that are not.

#### **5. Exporting/importing to Switzerland**

An electronic traceability attestation must be available in the Supply Chain Monitor for each delivery in Switzerland of imported products that are certified according to Bio Suisse Standards. The attestation must declare the entire chain of custody, including every stage of trade beginning with the producer of the raw product. Import transactions must be recorded in the Supply Chain Monitor by the exporter at the latest six weeks after the date of delivery in Switzerland, and the importer must apply for a Bud stamp of approval from Bio Suisse.