

Extract from the Bio Suisse Standards

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

Based on part I, section 2.1.3.1 and part III, section 1.4.

### **1. Traceability**

Complete traceability of products that are certified according to 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 as per the requirements outlined below at each link in the chain of production, processing, trade and transport.

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

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

During 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 sack, etc.), the larger container is considered a packaged unit.

During processing, packaging and transport: Each time products that are certified according to 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 address label and a new shipping document. Both the container and the shipping document must indicate the following:

- the packaging and/or processing date,
- the inspection status ('BIO SUISSE ORGANIC' or 'BIO SUISSE ORGANIC, in-conversion product')
- the name of the producer (or the lot number if products from several producers are commingled)
- the name and/or quality of the product
- the weight and/or unit of quantity.

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

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

Filing: Upon delivery of the products, one copy of the shipping document 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 at each change of containers.

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 how products that are certified according to Bio Suisse standards are kept separate from those that are not.

### **4. Exporting to Switzerland**

In order to export/import to Switzerland, there must be an electronic traceability attestation in the SCM (Supply Chain Monitor) for each delivery of products that are certified according to Bio Suisse standards. This must show the entire chain of custody, including every stage of trade, beginning with the producer of the raw product.