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6.11. Procedure for maintaining, suspending and withdrawing of the scope of certification.

Purpose is to establish the procedure for maintaining, suspending and withdrawing of the scope of certification.

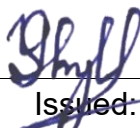
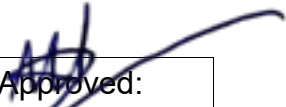
1. This procedure applies to all the certified operators under certification.
2. Commercial department is responsible to inform the operators about the expiry of certificate.
3. Quality Manager is responsible for review of the inspection report and its attachments.
4. Quality Manager is responsible for the decision on maintaining, extending, suspending and withdrawal of the scope of certification

Applied Procedure:

1. Meghalaya State Organic Certification Body has developed a procedure for maintaining, extending, suspending and withdrawing of certification.
2. Maintaining the Certification:
 - a. The existing operators are informed about the date of expiry of the certificate at least three months before the expiry of the certificate.
 - b. In case of renewal of certification, the entire process of the certification is executed before granting the renewal of the certification viz. application and organic management plan, application and organic management plan review, contract, inspection and sampling, decision on certification and grant of certification.
 - c. If the operator is not willing to continue the certification, after the expiry of the certificate the operator shall immediately inform Meghalaya State Organic Certification Body and further...
 - i. Cannot use the certification and logo after the expiry of validity of the certificate.
 - ii. Is not authorized to use either the certificate or the logo, the use of which has to be ceased hence forth and the operator alone would be responsible for the consequences, if any, on their continued use.
 - iii. In case the use of the certification and logo is detected after expiry of the certificate, subsequently, Meghalaya State Organic Certification Body has every right to initiates legal action against the operator.

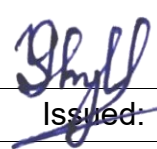
6.12. Procedure for Suspending Certification:

- a. The certification of any operator can be suspended if it is observed that,
 - i. The product (s) marked with the Certification Mark under a license/certification do not comply with the relevant norms, relevant standard and procedures of Meghalaya State Organic Certification Body; or

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- ii. The registered and certified operator failed to provide reasonable facilities to Meghalaya State Organic Certification Body enable them to discharge the duties imposed on them; or
- iii. The registered and certified operator has failed to comply with any of the terms and conditions of the certification.
- iv. Complaint received regarding the certified product and proved during the investigation Meghalaya State Organic Certification Body.
- b. Before suspending the certification of any of the project Meghalaya State Organic Certification Body gives a fair chance to the operator by issuing a show cause notice to the registered operator at least 14 days prior to suspension.

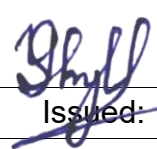
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- c. The certified operator has to reply to the show cause notice within 14 days from the receipt of show cause notice with justifications. If satisfactory explanation and evidence are produced by the registered operator, Meghalaya State Organic Certification Body can reconsider the decision on suspension of that particular certified operator and give a hearing to the licensee within fourteen days from the date of receipt of such explanation or before the expiry of the notice whichever is longer.
- d. If registered operator failed to submit the explanation within time stated above, ultimately the certification of that particular certified operator got suspended by addressing a written note to the registered operator within 14 days of the stipulated period for submission of explanation.
- e. The period of suspension may vary based on the reason of suspension.
- g. Where a certification has been suspended or cancelled, the registered operator shall discontinue forthwith the use of the Certification Mark notwithstanding the pendency, of any appeal before the designated Accreditation Agency and if there be, with an applicant or certified operator, any articles in stock which have been improperly marked, an applicant or certified operator, as the case may be, shall take necessary steps to get the Certification Mark on such articles either removed, cancelled, defaced or erased.
- h. After suspension Meghalaya State Organic Certification Body notifies the suspension of the project to accreditation body and advises the certified operator not to refer the certification in any of the means and surrender the certificate.

6.13. Withdrawal of Certification:

- a. Any infringement that may affect the organic integrity is found, the entire affected lot of production may be removed from the entire production cycle and that particular product or lot may be demarked.
- b. In case of serious kind of violation by the operator with respect to NPOP requirements, directives of APEDA or certification procedure the certification of the operator can be withdrawn by Meghalaya State Organic Certification Body and it is informed to accreditation body within reasonable time.
- c. If a certified operator is temporarily unable to comply with NPOP standard and certification regulations, as amended from time to time, Meghalaya State Organic Certification Body may require the certified operator to discontinue the use of its certification logo or any claim of compliance with the certification program with immediate effect until it is satisfied that compliance is again achieved or pending the results of an appeal.

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If an operator fails to comply with these Regulations, as amended from time to time, MSOCB may as appropriate:

i. Withdraw the certificate

ii. Or reduce its scope

iii. Or refuse to grant or renew the certificate of registration.

5. Certification department communicate such decisions along with the reasons, to the operator in writing.

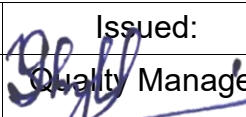
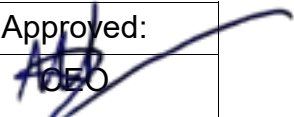
6. In case of suspension or withdrawal of certification, records will be maintained. The decision will be communicated to the operator in writing along with the reasons.

7. In case of suspension, the decision will be communicated by the Quality Manager to the operator along with the decision, obligations of the suspension, action plan needed to end the suspension and Meghalaya State Organic Certification Body 's control plan based on the standard requirement after the period of suspension.

8. The control plan to reinstate the certification after suspension may comprise complete certification cycle from new application for certification till decision on certification or part of it, as deemed necessary by the Quality Manager.

9. In case of suspension, withdrawal, reduction, termination of the certification the accreditation body will be informed by Meghalaya State Organic Certification Body about the same. In event of such decision and/ or in case of reinstatement of the suspension the information will be made public by Meghalaya State Organic Certification Body by suitable means such as publication and/ or website and/ or notification etc.

10. In the event of any violation of the applicable organic standards or certification requirements by the Operator, MSOCB, in its capacity as the Certification Body, shall withdraw the Operator's certification for a specified period where serious non-compliances affecting the organic integrity of products, processes, or operations are identified. The duration of the withdrawal shall be determined by MSOCB based on the nature, severity, and extent of the non-compliance, in accordance with applicable regulations and certification procedures.

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