



# Questionnaire for Organic Product Recertification

有机产品再认证调查表

Plant Production

植物生产

Name of Applicant (Seal)

申请单位 (盖章)

Person in Charge (Signature)

负责人 (签字)

Date of Application

申请日期

Y 年    M 月    D 日

## China Organic Food Certification Center

中绿华夏有机产品认证中心

Address: No.59 Xueyuan South Road, Haidian District, Beijing    Postcode: 100081

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## NOTES

### 注意事项

- 1 The questionnaire shall apply to plant harvest and pretreatment. *Questionnaire for Organic Product Certification (Organic Products Processing)* shall be filled out for products involving post-harvest processing.

本表仅适用于植物收获及其简单处理产品。对于收获后需进行加工的产品，应同时填写“加工”类别《有机产品认证调查表》。

- 2 The questionnaire shall, if without signature and seal of legal person (responsible person, or internal inspector), be deemed invalid.

本表无负责人、内检员签字和单位盖章均视为无效。

- 3 The questionnaire shall, if without confirmation seal (or signature) after altered, be deemed invalid.

本表涂改后无确认章（或签字）无效。

- 4 The questionnaire shall be printed or neatly and clearly written by pen or signing pen.

本表应打印或用钢笔、签字笔填写，字迹工整、清晰。

## Part I Basic Information

### 第一部分 基本情况

#### 1 Basic Information of Base 基地基本信息

1.1 Is there any change to the address of the production unit (base)? 生产单元 (基地) 地址是否变更?

☐ Yes 是 ☐ No 否

If yes, please specify the new address:如是, 请填写新的生产单元 (基地) 地址:

1.2 Is there any change to the boundaries of the production unit?

生产基地范围是否变更?

☐ Yes 是 ☐ No 否

If yes, please indicate the change and provide relevant documents:如是, 请详细描述变更情况或提供相关文件:

1.3 Are there new sources of pollution around the production base? 生产基地周围是否新增污染源?

☐ Yes 是 ☐ No 否

If yes, please indicate the types of new sources of pollution and levels of pollution:

如是, 请详细描述新增污染源类型及污染程度: \_\_\_\_\_

1.4 Is there any change to the address of the post-harvest treatment site? 收获后处理场所是否变更?

☐ Yes 是 ☐ No 否

If yes, please specify the new address:如是, 请填写新的收获后处理场所地址:

1.5 Is there any valid environmental monitoring report (within 24 months before the certificate expires)?

环境监 (检) 测报告是否有效 (证书有效期截止日 24 个月内) ?

☐ Yes 是 ☐ No 否

If no, please carry out environmental monitoring immediately.如否,请立即进行环境监测。

1.6 Is there any change to the production pattern? 生产组织模式是否变更?

☐ Yes 是 ☐ No 否

If yes, please indicate the new production pattern:如是, 请描述新的生产组织模式:

If farmers are involved in the actual production, please indicate the number of farmers involved:

如实际生产涉及农户, 请填写农户数。 \_\_\_\_\_

1.7 Is there any change to the production approach?

生产类型是否变更?

☐ Yes 是 ☐ No 否

If yes, please select the new production approach 如是, 请选择新的生产类型:

☐ Field planting 大田种植

☐ Greenhouse 设施栽培

☐ Field planting+ Greenhouse 大田种植+设施栽培

2 Quality Management Documentation 质量管理文件

No. 序号	Name 项目	Amended ?(Y/N) 是否修订 (是/否)	If amended, illustrate the main revision content and attach the new version, 如修订, 说明主要修订内容并提供修订后最新版本
2.1	Quality management manual 质量管理手册		
2.2	Specifications for organic production operation (including regulations for retention seeds, composting, etc.) 有机生产操作规程 (包括自留种、自制堆肥等规程)		

3 Nonconformity Items in the last on-site inspection and Rectification

上年度现场检查开具的不符合项及整改情况 ☐ Not Relevant 不涉及

Nonconformity items 不符合项内容	Measures 整改措施	Rectification 整改完成情况		
		Fully completed 已完成	Basically completed 基本完成	Not completed 未整改

Part II Plant Production Management

第二部分 植物生产管理

1 Other Information 生产单元内其他情况

1.1 Are there uncertified organic crops grown in the same production unit, apart from proposed product?  
除申报产品外，同一生产单元内是否还有其它按有机方式生产但不申请认证的植物产品?  
☐ Yes 是      ☐ No 否  
If yes, please indicate the crop name and planting area:如是，请填写作物名称及面积: \_\_\_\_\_

1.2 Are there non-organic crops grown in the same production unit, apart from proposed product?除申报产品外，同一生产单元内是否还有非有机方式种植的作物?  
☐ Yes 是      ☐ No 否  
If yes, please indicate the crop name planting area:如是，填写这些作物的名称及面积: \_\_\_\_\_

1.3 Does the local government put an ban on certain substances after last inspection?自上次检查后，当地政府是否强制使用禁用物质?  
☐ Yes 是      ☐ No 否  
If yes, please indicate the name of susbtance, and also time, place, and amount of application:  
如是，请描述使用物质名称、使用时间、使用量及使用地块等信息: \_\_\_\_\_

2 Seeds and Plant Propagation Materials Used in Current Certification Year 本年度种子和植物繁殖材料

2.1 ☐ Not Relevant. If no newly cultivated crops in the base this year, no need to fill in 2.2 不涉及，生产单元内本年度未新栽培作物，无需填写 2.2

2.2 Seeds and Plant Propagation Materials Used in Current Certification Year 本年度种子和植物繁殖材料

Crop name 作物名称	Seed/seedling source 种子/种苗来源		Seed/seedling Nature 种子/种苗属性		Used amount(kg/mu) 种子/种苗用量(千克/亩)(株/亩)	Planting time 播种/定植时间	Are the seeds genetically modified, coated or pesticide-soaked? 是否为转基因种子、包衣种子或化学农药浸种
	Retention 自留	Purchase 外购	Organic 有机	Conventional (non-Chinese organic) 常规 (非有机)			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

3 Soil Fertilty Management of the Current Certification Year 本年度土地培肥管理情况

3.1 Measures taken to maintain and improve soil fertility 生产单元采取何种措施维持和提高土壤肥力?

☐ Returning straws 秸秆还田

☐ Burying weeds or green manure crops 杂草或绿肥作物翻埋

☐ Deep plowing 深翻

☐ Lying idle 休闲撂荒

☐ Others 其他\_\_\_\_\_

3.2 Fertilizers Used or to Be Used in the Current Year: 本年施用或计划使用的肥料:

Crop name 作物名称	Fertilizer name 肥料名称	Ingredients 原料组成	Fertilizer source (purchased/ produced on the base) 肥料来源 (外购/自制)	Amount of application (ton) 施用或计划施用的数量 (吨)	Time of application 施肥时间

4 Pest and Disease Control of the Current Certification Year 本年度病虫害防治情况

4.1 Pest and disease control 病虫害防治

4.1.1 Diseases control measures 请选择采取的病害防治措施

☐ Disease-resistant varieties 抗病品种☐ Timely tillage 适时耕种☐ Plowing and solarizing 耕翻晒垡

☐ Lying idle 休闲撂荒☐ Plant density control 控制种植密度☐ Elimininting disease-stricken plants 将病株带出农场

☐ Others, please indicate.其他, 请说明: \_\_\_\_\_

4.1.2 Pest control measues: 请选择采取的虫害防治措施

☐ Pest-resistant varieties 抗虫品种☐ Non-chemical seed treatment 非化学药剂种子处理☐ Elimininting harmful plants 危害植株带出农场

☐ Manual capture 人工捕捉☐ Physical removal 物理清除

☐ Others, please indicate.其他, 请说明. \_\_\_\_\_

4.1.3 Common diseases and pest in organic production and inputs to be used or plan to be used for control 列出有机生产中常见的病虫害及计划施用的投入品

Crop name 作物名称	Disease & pest name 病虫害名称	Input name(including biopesticide, yellow sticky trap, bagging,etc.) 施用或计划施用的投入品名称 (包括生物农药、 黄板、套袋等)	Active ingredients 有效成分	Amount of applicaiton 用量	Duration of effect 施用时间

4.1.4 If copper is used as a disease control substance, please indicate the amount of application (by copper) 若使用铜盐作为病害防治物质, 请列出单位面积年使用总量 (以铜计)

☐ >6kg Cu/ha/year >6 kg 铜/公顷•年☐ ≤6kg Cu/ha/year ≤6 kg 铜/公顷•年,

4.3 Please indicate the main method of weeding 请描述生产单元中的主要草害防治措施\_\_\_\_\_

5 Cultivation Management of the Current Certification Year 本年度栽培管理措施

5.1 Are cultivation methods, such as crop rotation and intercropping, used? 是否采用作物轮作、间作套作等栽培方式?

☐ No. Annual crop without rotation 否, 一年一季不轮作

☐ Yes. please indicate plants for crop rotation or inter cropping: 如是, 请描述轮作或间作植物名称:\_\_\_\_\_

5.2 Is the winter fallow involved? 是否存在冬季休耕?

☐ Yes 是 ☐ No 否

5.3 Is irrigation involved? 是否进行灌溉?

☐ No, only natural precipitation 否, 完全依靠天然降雨

☐ Yes, irrigation water sources: 是, 灌溉水来源: ☐ Groundwater 地下水 ☐ River 河流  
☐ Spring water 山泉水 ☐ Others 其他\_\_\_\_\_

Irrigation methods:如是, 采用何种方式: ☐ Flood 漫灌 ☐ Drip 滴灌 ☐ Sprinkler 喷灌 ☐ Subsurface 渗灌 ☐ Others 其他\_\_\_\_\_

6. Planting and Harvesting Statistics of the Current Year<sup>1</sup> 本年度种植及收获统计表<sup>1</sup>

Base name 基地名称	Plot No. 地块编号	Area (mu) 面积(亩)	Crop name 作物	Growth cycle 生长周期	Yield (kg/mu) 亩产 (Kg/mu)	Harvest yield(ton) 预计收获量 (吨)
Total area (mu) 基地面积合计 (亩)						



Notes 注

Crops of different varieties and places shall be numbered separately and shall not be numbered in a plot. 不同品种、不同位置的作物应分别编号，不能合并在同一地块中。

## 7 Pollution Control of the Current Year 本年度污染控制措施

7.1 Will water penetrate or diffuse from conventional farmland into the organic plots? 常规农田的水是否能渗透或漫入有机地块?

☐ Yes 是 ☐ No 否 ☐ Not relevant 不涉及

7.2 Will external sources of fertilizers cause pollution of banned substances to organic production? 外部来源的肥料是否会造成禁用物质对有机生产的污染?

☐ Yes 是 ☐ No 否 ☐ Not relevant 不涉及

7.3 Does the apparatus for conventional farming systems cleaned before used in organic production? 常规农业系统的设备在用于有机生产前是否进行清洁?

☐ Yes 是 ☐ No 否 ☐ Not relevant 不涉及

7.4 Are protective cover, plastic film, and insect nets used? 是否使用保护性建筑覆盖物、塑料薄膜、防虫网等?

☐ Yes 是 ☐ No 否

If yes, please indicate the materials: 如是, 请选择使用物材质: \_

☐ Polyethylene 聚乙烯 ☐ Polypropylene 聚丙烯 ☐ Polychlorinate 聚碳酸酯 ☐ Polychlorinated materials 聚氯类 ☐ Others 其他 \_\_\_\_\_

7.5 Are these protective coverings removed after usage? 上述物质保护性覆盖物等使用完后, 是否从土壤中清除?

☐ Yes 是 ☐ No 否

If yes, methods for removal: 如是, 选择措施方法:

☐ Incineration 焚烧 ☐ Concentrated treatment 收拾集中处理 ☐ Others, please indicate 其他, 请描述. \_\_\_\_\_.

## 8 Water and Soil Conservation and Biodiversity Conservation of the Current Year 本年度水土保持和生物多样性保护措施

8.1 Measures taken to prevent soil erosion, desertification and salinization 使用了哪些保护措施防止水土流失、土壤沙化和盐碱化?

☐ Terraces 梯田 ☐ Contour plowing 等高耕作 ☐ Permanent irrigation canal 永久性排灌水渠 ☐ Forest 林带

☐ Others, please indicate 其他 (请说明) \_\_\_\_\_

8.2 Are measures taken to protect the natural enemies and their habitats? 是否采取措施保护天敌及其栖息地?

☐ Yes 是 ☐ No 否

8.3 How are crop residues dealt with after harvest? 作物收获后如何处理作物秸秆?

☐ Returned to the field 秸秆还田 ☐ Shipped out of the field 运出田块 ☐ Incineration 焚烧 ☐ Not relevant 不涉及 ☐ Others: 其他 \_\_\_\_\_;

If incineration, please explain the reasons. 如焚烧, 请说明理由. \_\_\_\_\_

Part III Harvest, Packing and Other Treatment

第三部分 收获、包装等处理

This part applies only to plant harvest and pre treatment. *Questionnaire for Organic Product Recertification Organic Products Processing* shall be filled out for products involving post-harvest processing (in which SC certification shall prevail).

此部分仅适用于植物收获及其简单处理产品。对于收获后需进行加工的产品（以SC证为准），应同时填写“加工”类别《有机产品再认证调查表》。

1 Harvest and Post-Harvest Treatment (Sorting, Cleaning, and Other) 收获及收获后处理（分选、清洗等）

1.1 Harvesting methods 收获方式:

☐ Machinery 机械                      ☐ Manual 人工                      ☐ Others, please indicate.其他, 请描述\_\_\_\_\_

1.2 Post-harvest treatment 收获后处理方式

☐ No treatment, directly fill in Table 2 无需进行处理, 则直接填写表2

☐ Cleaning 清洁                                      ☐ Threshing 脱粒

☐ Sorting 分选    ☐ Cutting 切割

☐ Shelling 脱壳    ☐ Drying 干燥

☐ Preservation 保鲜                                      ☐ Others, please indicate 其他, 请描述。\_\_\_\_\_

1.3 Are the equipment used for both organic and non-organic plants?

用于处理有机植物的设备是否也被用于处理非有机植物?

☐ Yes 是                      ☐ No 否

1.4 Are detergents or disinfectants used for equipment? 是否对设备器具进行清洁或消毒?

☐ Yes 是                      ☐ No 否

If yes, please indicate the name of detergent or disinfectant:如是, 请列出清洁或消毒剂的名称: \_\_\_\_\_

1.5 Pest control measures in post-harvest treatment sites 收获后处理场所有害生物防治措施:

☐ Insecticidal lamp 杀虫灯                      ☐ Insect proof net 防虫网                      ☐ Mouse glue trap 粘鼠板

☐ Mousetrap 捕鼠笼                      ☐ Mouse baffle 挡鼠板                      ☐ Temperature and humidity control 温湿度控制

☐ Herbal medicine 中草药                      ☐ Other 其他\_\_\_\_\_

Are fumigants used? 是否使用熏蒸剂: ☐ Yes 是                      ☐ No 否                      If yes, specify 如是, 熏蒸剂: \_\_\_\_\_

2 Inputs and Outputs for the post-harvest 收获后处理投入产出统计

Harvest 处理前		Production efficiency (%) 出成率 (%)	Post-harvest 处理后	
Raw material name 原料名称	Quantity of harvested product 原料收获量 (吨)		Quantity of product (ton) 产品产量(吨)	Product name 产品名称

Note 注:

1 Quantity of harvested product \* Production efficiency (%) = Quantity of product 原料收获量 × 出成率 (%) = 产品产量;

2 If post-harvest is not required (or the quantity remains unchanged before and after post-harvest), the production efficiency should be filled in at 100%. 如无需进行处理 (或处理前后数量不变), 则出成率填写 100%。

3 Packaging, Storage and Transportation 包装、贮藏和运输

3.1 Packaging 包装

Are products packaged? 产品是否包装?

☐ Yes 是    ☐ No 否

If yes, please indicate the packaging materials 如是, 请说明包装材料。 \_\_\_\_\_

Have the packaging materials or containers contacted banned substances? 包装物或容器是否接触过禁用物质?

☐ Yes 是    ☐ No 否

If yes, please indicate the name of substances: 如是, 请描述物质名称。 \_\_\_\_\_

Are fillers used in packaging? 包装过程中是否使用填充物质?

☐ Yes 是    ☐ No 否

If yes, please indicate the name of filler: 如是, 请描述物质名称。 \_\_\_\_\_

3.2 Storage 产品贮藏 ☐ Not Relevant 不涉及

Name of warehouse 仓库名称	Nature of warehouse 仓库属性		Capacity (ton) 贮藏能力 (吨)
	Owned 自有仓库	Leased 外租仓库	

3.3 Pest control measures in warehouses 仓库有害生物防治措施:

☐ Insecticidal lamp 杀虫灯    ☐ Insect proof net 防虫网    ☐ Mouse glue trap 粘鼠板

☐ Mousetrap 捕鼠笼    ☐ Mouse baffle 挡鼠板    ☐ Temperature and humidity control 温湿度控制

☐ Herbal medicine 中草药    ☐ Other 其他 \_\_\_\_\_

Are fumigants used? 是否使用熏蒸剂:

☐ No 否    ☐ Yes 是    If yes, specify 如是, 具体名称: \_\_\_\_\_

3.4 Are the transportation facilities dedicated to organic raw materials? 产品运输是否有专用运输工具?

☐ Yes 是    ☐ No 否    ☐ Not Relevant 不涉及

If no, please specify cleaning measure and method for preventing contamination 请描述清洁措施及避免常规产品混杂或禁用物质污染措施: \_\_\_\_\_

4 Secondary packaging and/or segmentation 二次分装、分割 ☐ Not Relevant 不涉及

4.1 If there is secondary packaging and/or segmentation applied, please specify address 认证产品如存在二次分装, 请描述二次分装或分割场所地址: \_\_\_\_\_

4.2 Are the equipments for secondary packaging and/or segmentation used for both conventional and organic

products? 二次分装或分割过程中的设备是否同时用于处理非有机产品?

☐ No 否 ☐ Yes 是

If yes, please specify cleaning and separation measures 如是, 填写清洁或隔离措施: \_\_\_\_\_

## Part IV Labling and Marketing

### 第四部分 标识与销售

#### 1 Organic Labeling 有机标识

☐ Not relevant 不涉及

1.1 Will 'organic' be presented on the package 产品包装上是否宣称该产品为“有机”?

☐ Yes 是 ☐ No 否

1.2 Do you plan to put an organic product label and code on the certified products or the minimum sales package?

是否计划在获证产品或者产品的最小销售包装上加施有机认证标志、有机码?

☐ Yes 是 ☐ No 否

If yes, please indicate the way:如是, 请选择加施的方式

☐ Apply for purchasing organic label 购买使用有机产品防伪标签

☐ Apply for printing by self 申请自行印制

1.3 Are there other labeling sites except the sites mentioned above? 是否在申请认证场所外加贴有机码?

☐ No 否 ☐ Yes 是 If yes, please specify the address 如是, 加贴有机码场所地址: \_\_\_\_\_

#### 2 Marketing 销售

☐ Not relevant 不涉及

Measures taken to ensure the completeness and traceability of organic products in sales:

在产品销售时采取何种措施保证有机产品的完整性和可追溯性:

☐ Preventing contamination by non-organic products

避免将有机产品与非有机产品混合

☐ Preventing the contact with prohibited substances

避免将有机产品与禁用物质接触

☐ Establishing and implementing records on sales, transportation, storage, warehouse, and sale

建立有机产品的购买、运输、储存、出入库和销售等记录

☐ Others (please specify) 其他, 请说明。 \_\_\_\_\_

#### 3 Trademark 商标

☐ Not relevant 不涉及

3.1 Is there information of self-owned trademark in the product description?

申请书中的产品描述是否包含自有商标信息?

☐ No 否

☐ Yes, please fill in the self-owned trademark name 是, 请填写自有商标名称: \_\_\_\_\_

3.2 Is there information of trademark owned by other company in the product description?

申报产品的包装上是否使用他人商标?

☐ No 否

☐ Yes, please fill in the trademark name owned by other company 是, 请填写他人商标名称: \_\_\_\_\_

Part V Management System

第五部分 管理体系

1 Documentation 文件控制

1.1 Is the quality management system document submitted in the latest valid version?  
质量管理体系文件是否为最新有效版本?  
☐ Yes 是            ☐ No 否

1.2 Is the access to valid version of applicable documents secured?  
是否能确保在使用时可获得适用文件的有效版本?  
☐ Yes 是            ☐ No 否

1.3 Are there valid records of organic production?  
是否保存了有效的有机生产记录?  
☐ Yes 是            ☐ No 否

2 Resource Management 资源管理

Name 姓名	Post 职务	Familiarity with national organic standards 是否了解或熟悉国家有机标准要求	Tenure 任职年限
	Production manager 生产管理者	<input type="checkbox"/> Little 不了解 <input type="checkbox"/> Detailed 熟悉 <input type="checkbox"/> Great 掌握 <input type="checkbox"/> Basic 了解	
	Internal inspector 内部检查员	<input type="checkbox"/> Little 不了解 <input type="checkbox"/> Detailed 熟悉 <input type="checkbox"/> Great 掌握 <input type="checkbox"/> Basic 了解	

## Statement

### 声明

I hereby assert, within the range of my personal experience, knowledge and capabilities, that the information about production, processing and management provided by the questionnaire hereof is authentic and accurate. I hereby agree that the follow-up necessary on-site inspection (including sampling, inspection to original records, and bills) serve for the purpose of verifying compliance with organic product standards. I am aware that the content, even if reviewed and adopted, does not mean that the proposed product passes the certification of organic products.

我在此声明, 在我个人的经历、知识和能力范围内, 本调查表中所填写并反映的所有生产、加工和经营的情况都是真实的、准确的。我在此认同, 后续必要的现场检查 (包括抽样检测, 查验原始记录及票据) 是为了验证符合有机产品标准的需要。同时我也知道, 即使本调查内容经审查得到通过, 并不意味着申报产品通过了有机产品认证。

**Person in Charge (Signature)** 负责人 (签字) : \_\_\_\_\_

**Internal inspector (Signature)** 内检员 (签字) : \_\_\_\_\_