

	<b>Inspection Checklist for Voluntary Certification Scheme for Medicinal Plant Produce- Good Agricultural Practices</b>	<b>Doc No: ANNEX-A</b>
	<b>Rev No: 00</b>	<b>Name of Inspector:</b>
	<b>Rev Date: 01/06/2022</b>	<b>Date of inspection:</b>

Param-eters	Control criteria	Level of compliance	Compliance		Remarks
			YES	NO	
<b>1</b>	<b>Site selection</b>				
1.1	Is the site for production or collection of planting material/s free from toxic elements?	Major			
1.2	Is the site having access to reliable source of irrigation water?	Major			
2.3	Does the site is known as a reliable source for the species intend to collect?	Minor			
2.4	Has the meteorological data collated for preceding three years taken into account while judging the suitability of the site?	Minor			
<b>3.</b>	<b>Soil Conditions</b>				
3.1	Is the soil optimal to the selected crop with reference to its water holding capacity & fertility?	Major			
3.2	Soil test report for soil fertility, nutrient status, soil amendments available?	Major			
<b>4.</b>	<b>Seeds &amp; Propagation material</b>				
4.1	Seeds chosen for cultivation purposes must meet the botanical & varietal purity?	Critical			
4.2	Seed/planting material are accompanied with the necessary information like Name/ Botanical name/ cultivar/ genotype/phenotype	Critical			
4.3	Are the seeds chosen for cultivation purposes physically free from pests, diseases, weeds & foreign & inert matter?	Critical			
4.4	Are the seed collected from recently collected lots & are mature seeds in case seeds are collected from wild source?	Critical			
<b>5.</b>	<b>Stem &amp; Root Cutting</b>				
5.1	Are only healthy stem cutting giving desired rooting used?	Major			

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5.2	Are root cuttings of uniform size & maturity & are free from any disease & infection?	Critical			
<b>6.</b>	<b>Field preparation</b>				
6.1	Is soil brought to the desired tilth to facilitate favourable environment for growing seed & seedlings?	Major			
6.2	Any field operation performed to provide soil structure & texture & keep soil free from weeds for initial 20-30 days?	Major			
6.3	Is placement of seeds taking place at the appropriate depth in the moist zone of the soil?	Major			
6.4	Replenishment of plant populations to compensate mortality losses should be carried out within a reasonable timeframe & in consideration of the gestation period of the target crop?	Minor			
6.5	Is use of organic manure preferred for growing medicinal plants?	Minor			
6.6	How the irrigation cycles are planned for & implemented to ensure optimal plant growth?	Major			
6.7	How water harvesting & water conservation methods are followed?	Minor			
6.8	How initial flush of weeds are controlled effectively?	Major			
6.9	Are use of herbicides avoided?	Major			
6.10	Is there is pest management protocol is there to minimize loss of quality of crops?	Major			
6.11	How under compulsive circumstances care is taken to use smallest effective dosage of pesticides on the basis of crop protection protocols prescribe for the target species?	Major			
6.12	Is residues analysis from testing agencies is carried out when chemical pesticides are used?				
<b>7.</b>	<b>Harvest &amp; Post harvest Management</b>				

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7.1	How are cutting devices employed for harvesting selected to minimize the contamination by soil particles?	Major			
7.2	Are the containers used for harvested materials kept clean?	Major			
7.3	How care is taken for the cross contamination by the other species, weeds & other matter?	Major			
7.4	Are the washing & cleaning methods for freshly harvested materials laid down in consideration of the target plant part?	Critical			
<b>8.</b>	<b>Traceability</b>				
8.1	Are packs are labelled legibly?	Major			
8.2	Is registered product traceable back to trackable from the registered farm where it has been growth?	Critical			
<b>9.</b>	<b>Records</b>				
9.1	Does the producer keep records on sowing/planting methods, seed/planting rate, sowing/planting date?	Major			
9.2	Is there a document for seed quality (free from injurious pests, diseases, virus)?	Major			
9.3	Any record for manure & fertilizers purchase?	Major			
<b>10</b>	<b>Personnel &amp; Equipment</b>				
10.1	The personnel should have basic exposure to subject matters like safety & hygiene.	Major			
10.2	The machinery used in fertilizers & pesticide application must be calibrated at prescribed schedules & calibration certificates/records should maintained.	Major			
10.3	Is equipment must be clean & mounted where applicable.	Minor			

**Name of the Inspector:**

**Seal and Signature of the Inspector**

**Date of Inspection:**

Created/Revised by: QT	Reviewed by: QM	Approved By: NU
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