



ADITI

Organic Certifications Pvt. Ltd.

Bangalore
15-03-2023

CIRCULAR

Subject: Adequate Storage space for the certified products, Aditi's Operational Rules, and Revision of the Contract for Certification

Ref. No.: ADITI/HO/2023/Circular/005

Dear Valued Operators,

At Aditi Organic Certifications Pvt. Ltd., we are dedicated to upholding **the highest standards of quality in the organic sector**. We would like to express our appreciation for your partnership and cooperation in ensuring that the integrity of your organic products is maintained at **every stage of the value chain**.

We have observed that some harvested produce is being stored under conditions that pose a high risk of contamination or commingling, particularly among operators who manage groups of farmers under an Internal Control System (ICS). To address this issue, we kindly request that all ICS make necessary **infrastructural arrangements to store organic produce only in Aditi-certified locations**.

Please note that Aditi follows a **five-day work week**, which will be strictly implemented across all departments, including Certification, TC, Sampling, and Inspection departments. This is to ensure fairness and impartiality in the workload of all our teams. Our staff will be available for support during weekends/holidays only in unavoidable or extraneous circumstances. If support is sought during weekends and officially declared holidays, operators will be charged higher than usual for a particular activity.

Aditi is focused on the timely completion of annual audits for all operators prior to the expiration of the issued Scope Certificate. As you all know, the certification process is a thorough and extensive verification process that requires coordination among multiple teams. To ensure consistency in the quality of our verification process, we have determined that a minimum of 45 days is necessary. We kindly request your cooperation in ensuring that all requested documents, including the **updated Organic Management Plan**, are submitted at least 45 days prior to the expiration of the scope certificate. Failure to comply with this requirement may result in the withdrawal of certification from operators. This new policy will be effective from April 01, 2023. We value our partnership with you and look forward to continuing our collaboration.

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CIN : U01409KA2007PTC042101 GST : 29AAGCA1987P1ZV

We would like to inform you that the Contract for Certification has been updated. We kindly ask you to review the revised terms and conditions carefully and indicate your acceptance by signing and returning the updated Contract of Certification to our office.

We would like to inform you that December 22, 2023, is declared as the last working day for 2023. Our offices will be **closed from 23rd to 31st December 2023**. We request you plan your activities accordingly.

Thank you for your continued trust and confidence in our services. We look forward to working with you on a continuing basis.

Best regards,

For Aditi Organic Certifications Pvt. Ltd.,

For ADITI ORGANIC CERTIFICATIONS PVT. LTD.

Narayana Upadhyaya

Managing Director