



**Livestock and Seed Program
Audit, Review, and Compliance Branch
Quality System Audit Report**

AUDIT INFORMATION

Applicant Name:	Georgia Crop Improvement Association, Inc. (GCIA)
Est. Number:	N/A
Physical Address:	2425 South Milledge Ave., Athens, GA 30605
Mailing Address:	Same
Contact & Title:	Terry Hollifield, Program Administrator
E-mail Address:	gacrop@bellsouth.net
Phone Number:	706-542-2351
Auditor(s):	Martin Friesenhahn
Program:	USDA National Organic Program (NOP)
Audit Date(s):	October 30, 2006
Audit Identifier:	NP6303BBA
Action Required:	Yes
Audit Type:	Annual Update
Audit Objective:	To verify continued compliance of the company's information to the audit criteria.
Audit Criteria:	<ul style="list-style-type: none">• <i>7 CFR Part 205.510, National Organic Program; Final Rule</i>, dated December 21, 2000; Updated September 11, 2006.
Audit Scope:	GCIA 2005 Annual Report
Location(s) Audited:	Desk

The following information was provided for the audit:

- **Fee schedule:** Revised Organic Certification Fee Schedule
- **Annual Program Review:** Not submitted.
- **Performance Evaluations:** Employee Performance Evaluation forms (7)
- **Conflict of Interest Disclosure Reports:** Signed Annual Conflict of Interest and Confidentiality Statement Reports (8 submitted).
- **Current Certification Activities:** GCIA Certification List dated January 5, 2006 – (26 clients listed).
- **Certification Files (inspection reports and certification evaluation documents):** 1 file – crop, 1 file processor.
- **Changes to Program:**
 - Revised Fee Schedule with changes to the mileage and assessment fees for greenhouse and processor/handler operations.



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- **Other Submissions:**
 - Projected number of certified operations: Crop: 29, Livestock: ?, Wild Crop: ?, and Handling operations: 23.
 - Organic Production and Handling Plans, sample forms, and the GCIA Organic Certification Program.
 - List of Personnel: Organic staff=5, Organic Committee=3, and Organic Inspectors =2 (from Organic staff).
 - Organic Training description.
 - Qualifications, education, experience and IOIA Certificates.
 - GCIA Association Business activities and Services conducted or provided by GCIA (in addition to organic certification).

FINDINGS

Procedures and records reviewed verified that GCIA is currently operating in compliance to the requirements of the audit criteria except as noted in the non-compliances. One major and one minor non-compliance were identified during the review.

NP6303BBA.NC1 – Major – NOP § 205.510(a)(4) requires “The results of the most recent annual program review and a description of adjustments to the certifying agent’s operation and procedures implemented or to be implemented in response” *The completed annual program review was not submitted. The copy submitted was a blank copy by the Reviewer Kyle Stephens of Clemson University.*

NP6303BBA.NC2 – Minor – NOP § 205.510(a)(4) requires “The results of the most recent performance evaluations....” The GCIA Organic Certification Program states that the Program Administrator will be evaluated each year by the GCIA Executive Committee. *The performance evaluation was not submitted for the Program Administrator.*