



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

AUDIT INFORMATION

Applicant Name:	Saskatchewan Organic Certification Association (SOCA)
Est. Number:	N/A
Physical Address:	Box 2293, Tisdale, SK, Canada SOE 1 TO
Mailing Address:	Box 2293, Tisdale, SK, Canada SOE 1 TO
Contact & Title:	Russell Plamondon
E-mail Address:	p.and.e@sasktel.net
Phone Number:	306-873-2207
Auditor(s):	Martin Friesenhahn
Program:	USDA National Organic Program (NOP)
Audit Date(s):	August 30-31, 2005
Audit Identifier:	NP5242BBA
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>USDA, AMS, 7 CFR Part 205, National Organic Program; Final Rule</i>, dated December 21, 2000;• <i>Amendment to the National List</i>; effective date November 3, 2003; and• <i>Amendment to the National List</i>; effective November 4, 2003; and• SOCA's procedures, instructions and applicable documents pertaining to NOP Certification
Audit Scope:	2005 NOP Annual Update submission
Location(s) Audited:	Desk

The following information was provided for the audit:

- **Fee schedule:** Cost of Inspections – 2004 (for Processor/Handler, Livestock and Farm)
- **Annual Program Review:** Annual evaluation dated December 20, 2004
- **Performance Evaluations:** 23 submitted (2004 and 2005)
- **Conflict of Interest Disclosure Reports:** 18 submitted - Statement Regarding Confidentiality, Competition, and Disclosure of Potential Conflicts of Interest
- **Current Certification Activities:** SOCA Producers List 2004 -73 clients (6 Processors, 11 Livestock, 67 Crop, and no wild crop certifications)
- **Certification Files (inspection reports and certification evaluation documents):** None submitted (stated that they were reviewed during the on-site audit of August 24, 2004)



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

- **Changes to Program:**
 - Change to corporate structure, from membership based association to certifier only association
 - SOCA restructuring – revised 11/21/04 – changed personnel positions and descriptions of SOCA Certification Program
 - Added new inspector Dawn Fleming and external reviewer Robert Berday
- **Other Submissions:**
 - SOCA Certificate of Amendment & revised SOCA Bylaws
 - Revised SOCA Certification Handbook
 - Revised Internal Audit Procedure
 - Resumes on 2 inspectors (including new inspector) and new external reviewer
 - NOP training information

FINDINGS

The information submitted by SOCA complied with NOP requirements except as noted in the non-compliance. One major non-compliance was identified for non submission of required information. All previous non-compliances had been addressed.

NP5242BBA.NC1 – Major – NOP §205.510(a)(1) requires, “An accredited certifying agent must submit annually to the Administrator, on or before the anniversary date of the issuance of the notification of accreditation, the following reports and fees. (1) A complete and accurate update of information submitted pursuant to §§205.503 and 205.504.” Section 205.504(d)(2) requires copies of at least 3 inspection reports and certification evaluation documents for each area of operation. *SOCA did not submit any of these documents with the 2005 NOP annual update. It was mentioned that these files were reviewed during the on-site audit conducted on August 24, 2004.*