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## CONTRIBUTION BASIS

NaturaCert is a non-profit entity that offers verification and certification services in different national and international standards, therefore, its policies are public and transparent for all clients.

Within the process of selling the NaturaCert service, the applicant for the certification and/or verification service must follow the initial steps to receive a quote, one of the prerequisites is that the information filled out in the application forms is completed to deliver an adjusted audit plan taking into account the geographical location and accessibility to the audit site, the area to certify or verify and the complexity of the production system, in addition to the time for preparing the report, if required. In the cases in which the certification/verification scheme defines a minimum inspection time per productive unit/farm/site, this will be the one considered in the quotation for the effective work in the field and will be adjusted based on the displacements required by the evaluator and the time established for the preparation of the preliminary report.

In the case of groups of producers, the criteria for calculating the sample are applied, as determined by the certification scheme in the corresponding normative document and the total time of each audit per productive unit/farm/site will be determined based on the above factors: geographic location, accessibility, and complexity of the production system (diversity of products to be certified, number of workers, use of pesticides, the existence of organic certification, total extension of the farm, if applicable, presence of several physically distanced production lots and existence of off-site facilities). If the scheme establishes a maximum number of production units/farms/sites to visit per day, NaturaCert will use this base as a reference and will adjust it according to the time required for travel to the work area and between sites to visit.

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### CRITERIA FOR THE SELECTION OF THE SAMPLE

#### 1. CERTIFICATION SCHEME: RAINFOREST ALLIANCE

The duration of the evaluation will be determined by the scheme. According to the information provided by the applicant in the Certification Application Form (CAF), the variables and conditions are determined by the system, and based on these the CAF will determine the sample.

#### 2. CERTIFICATION SCHEME: FLORVERDE SUSTAINABLE FLOWERS

**Chart 1.** Inspector-Days per Number's Workers in the PU

N° Workers	N° Inspector-Days	Minimum number of people to interview
<= 50 (Include Smallholders)	2	7 (Can be Group)
51-300	3	14 (Include at least 1 group)
301-600	4	21 (Include at least 1 group)
=>601	5	28 (Include at least 1 group)

**Note 1:** The number of workers corresponds to the annual average of permanent and temporary workers of the P.U.

**Note 2.** For the group certification option and the individual option with several PUs with SCI, the sample of farms to be visited will be at least the approximate square root of the upper whole number of the total registered producers or PUs.

**Note 3.** When a producer within a group has several PUs, the number of producers, not the PUs will be taken to define the sample size.

**Note 4.** Unannounced inspections will have a maximum duration of 50% of the inspector days established in Table 1 for announced inspections.

**Note 5.** Unannounced inspections in a group or individual scheme with several PUs with SCI will be carried out on 50% of the certified producers or PUs.


**Note 6.** The duration of the inspection can be adjusted upon prior request to the FSF Technical and Administrative Secretariat. Examples of this are: when companies have more than 1 nearby or adjoining PU or when companies have more than one PU and have centralized processes.

#### 3. CERTIFICATION SCHEME: FLORVERDE SUSTAINABLE FLOWERS + RAINFOREST ALLIANCE

**Chart 2.** Inspector-Days per Number's Workers in the PU

N° Workers	N° Inspector-Days**	Minimum number of people to interview
<= 50 (Include Smallholders)	2,5	7 (Can be Group)
51-300	3,5	14 (Include at least 1 group)

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301-600	5	21 (Include at least 1 group)
=>601	6	28 (Include at least 1 group)

**\*\*Times will be handled according to the FSF (Because they are older) scheme.**

**Note 1:** The number of workers corresponds to the annual average of permanent and temporary workers of the PU.

**Note 2.** The time for evaluation of the SCI will increase if the number of RA member farms is greater than 200 (see table 2. AUDIT OF THE MANAGEMENT SYSTEM IN GROUP RA CERTIFICATION).

**Note 3.** The reporting time corresponds to the RA scheme.

**Note 4.** For the group certification option and the individual option with several PUs with SCI, the sample of farms to visit will be at least the approximate square root of the upper whole number of the total registered producers or PUs.

**Note 5.** When a producer within a group has several PUs, the number of producers, not the PUs will be taken to define the sample size.

**Note 6:** Unannounced inspections will have a maximum duration of 50% of the inspector days established in Table 2 for announced inspections.

**Note 7.** Unannounced inspections in a group or individual scheme with several PUs with SCI will be carried out on 50% of the certified producers or PUs.


**Note 8.** When a joint FSF-RA audit corresponds to an annual RA audit in which there is a sample reduction, the evaluation time for the farms must consider table 2 for those that have a joint inspection and table 1 for those others in that it only applies to the FSF scheme.

#### 4. CERTIFICATION SCHEME: GLOBALG.A.P.

**Chart 3.** Sample for Scope

Option1 (Farms) / MULTISITE with QMS / OPTION 2 (Group)	
All announced inspections carried out by NaturaCert will be carried out at the production site. In all cases, the inspector must record and the auditee must sign the dates and duration of the evaluations. The evaluation will include the audit of the QMS and the inspection of a sample of registered producers/production sites that will be carried out in two visits:	
<b>Initial Visit</b>	
<b>First Audit</b>	<ol style="list-style-type: none"> <li>1. QMS</li> <li>2. <math>\sqrt{(Total\ CMP)\ registered\ (if\ centralized)}</math></li> <li>3. <math>\sqrt{(Total\ producers\ or\ SP\ registered)}</math></li> </ol>
<b>Follow up</b>	$50\% \times \sqrt{(Total\ certified\ producers\ or\ ST)}$
<b>Surveillance Audit</b>	

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<b>First Audit</b>	<ol style="list-style-type: none"> <li>1. QMS</li> <li>2. <math>\sqrt{(Total\ CMP)\text{registered (if centralized)}}</math></li> <li>3. <math>\sqrt{(Total\ producers\ or\ SP\ registered)^*}</math></li> </ol>	
<b>Follow up</b>	$50\% \times \sqrt{Total\ de\ productores\ o\ ST\ certificados}$	

\*If there are pending sanctions from the previous follow-up. In cases where there are none, the number of sites visited in the previous monitoring is subtracted from the data obtained.

**Note 1.** Producers will be classified by type of production within each subscope and the formula will be used at the level of each subgroup.

**Example.**

Subscope: Fruits and Vegetables

Type of Production: Fruits in the open field vs. Fruits in a greenhouse

The data obtained is rounded up to the next integer if there are decimals.


**Note 2:** In the case of joint inspections with GRASP, FSMA, and/or R4T, 0.50 days must be added to the total process time.

**5. VERIFICATION SCHEME: C.A.F.E. PRACTICES**

Chart 4. Sampling Methodology

Entities	Size (Ha)	New Verification	Re-Verification	
		Sampling	Sampling	Zero tolerance
Small Farms And Correspondents Mills	< 12	The square root of total farms	15% of farms previously verified + 85% of new/not previously verified farms + All entities with previous cases of Zero Tolerance	<b>Note:</b> All entities with previous cases of zero tolerance must be included in the re-verification application and will be verified <u>in addition to</u> the normal sample.
Medium Farms And Correspondents Mills	12 to 49,9	The square root of total medium farms multiplied for 1.5		
Large Farms And Correspondents Mills	>50	They are all sampled; except when the application is made up of more than 20 grand. In this case, the sampling method will be: The first large farms + the square root of the number of large farms greater than		

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		20 large farms multiplied by 1.5. Formula: $20+(\sqrt{x-20}) * 1.5$ Where x= the total number of large farms in the application		
*Mills	NA	all sampled		
**Warehouses	NA	all sampled		

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