



## Swiss Confederation Certificate of Inspection Guidance Notes

- Box 1: Authority or body in the third country entered in the list of countries in Annex 4, or authority or body entered in the individual authorisation. This body completes boxes 1-3 and 5-15.
- Box 2: This box indicates the legal bases which are relevant for the issue and use of this certificate; indicate the relevant provision, namely Article 23 (list of countries), Article 23a (list of recognized certification bodies and inspection authorities) or Article 24 (individual authorisation) of the Organic Farming Ordinance.
- Box 3: Serial number of the certificate of inspection given by the issuing body or authority referred to in box 1.
- Box 4: The authorisation number in case of import under Article 24 (individual authorisation). This box is completed by the issuing body or, when the information is not yet available at the time the issuing body endorses box 15, by the first consignee or the importer.
- Box 6: Inspection authority or body for monitoring compliance of the last operation (production and preparation, including packaging and labelling, as defined in Article 4 of the Organic Farming Ordinance) with the rules of the organic production methods in the country of dispatch.
- Box 7: Operator who carried out the last operation (production, preparation, including packaging and labelling, as defined in Article 4 of the Organic Farming Ordinance) on the consignment in the country of origin mentioned in box 8.
- Box 9: Country of destination Switzerland is already printed.
- Box 10: Name and address of the first consignee of the consignment in Switzerland. The first consignee shall mean the natural or legal person where the consignment is delivered and where it will be handled for further preparation and/or marketing. The first consignee shall also complete box 18.
- Box 11: Name and address of the importer. The importer shall mean the natural or legal person in Switzerland who presents the consignment to Swiss customs for release or to its certification body for checking of customs documents.
- Box 15: Declaration of body or authority issuing the certificate. The signature and the stamp must be in a colour different to that of the printing.
- Box 16: Only for imports under the procedure laid down in Article 24 of the Organic Farming Ordinance with an underlying valid individual authorisation at the moment of the import.. To be completed by the certification body of the importer on the occasion of the inspection.
- Box 17: Shall be completed by the competent certification body either at the verification of the consignment in accordance with Article 16d (1) or before the preparation or splitting operation in the circumstances referred to in Article 16e or f.
- Box 18: Shall be filled in by the first consignee at the reception of the products, when he has carried out the checks provided for in Annex 1 point 8.5 of the Organic Farming Ordinance.