



ACTIONS IN THE CASE OF DEVIATIONS

(As amended 18 Augustus 2011)

TABLE OF CONTENTS

1	DEFINITION OF TERMS	2
2.	PROCEDURES IN THE EVENT OF DEVIATIONS	2
2.1	Nursery Inspections	2
2.1.1	Provisional withdrawal of Certification	
2.1.2	Final withdrawal of Certification	
2.2	Nucleus, Foundation and Mother Unit Inspections	3
2.2.1	Provisional withdrawal of Registration	
2.2.2	Final withdrawal of Registration	
2.3	Administrative Control	5
2.3.1	Provisional Withdrawal of Certification	
2.3.2	Final Withdrawal of Certification	
2.4	Conducting an Audit	
3.	INVESTIGATION OF COMPLAINTS	6
4.	SIMILAR AND RECURRING DEVIATIONS	6
5.	LOCALITY OF THE BOARD	6

1. DEFINITION OF TERMS

- 1.1 Audit/auditing: The once-off or final inspection of a unit and the pointing out of deviations from predetermined documented standards and the request for action by the authority stemming from such deviations.
- 1.2 Auditor: Person requested by the Executive Board to audit laboratories, nucleus, foundation, mother and nursery units.
- 1.3 Board: Executive Board of the Deciduous Plant Improvement Association.
- 1.4 DoA: Department of Agriculture.
- 1.5 Deviation: Any deviation from a requirement prescribed by the Scheme or SOP.
- 1.6 Inspector: A person who is authorised in writing by the Executive Board to enforce any requirements prescribed by the Scheme and who is granted investigative powers in accordance with Article 41(1) of the Plant Improvement Act.
- 1.7 Monitoring: The continuous observation and where necessary suggestions for improvements at the time of and during the execution of an inspection.
- 1.8 Nursery or PIO: A participant in terms of Article 5.2 of the Scheme on whose behalf the plant material is cultivated.
- 1.9 PIO: Plant Improvement Organisations acknowledged in terms of Article 6.2.1 of the Scheme as such.
- 1.10 Scheme: Deciduous Fruit Plant Certification Scheme
- 1.11 Secretariat: Secretariat of the Deciduous Plant Improvement Association.
- 1.12 Unit: An area of land registered in accordance with article 6 of the Scheme.

2. PROCEDURES IN THE EVENT OF DEVIATIONS

2.1 Nursery Inspections

2.1.1 Provisional withdrawal of Certification

2.1.1.1 Inspectors conduct an inspection of the nursery

2.1.1.2 Inspectors compile an inspection report and indicate clearly the deviations found in the unit.

2.1.1.3 Inspectors provide the nursery and the Secretariat with the inspection report and provisionally withdraw the certification of those graft combinations where the deviations have been found.

2.1.1.4 Inspectors grant nurseries the opportunity to apply the necessary corrective measures within 14 days after the date of the inspection.

2.1.1.5 Inspectors revisit the nursery after 14 days and conduct follow-up inspection.

2.1.2 Final Withdrawal of Certification

2.1.2.1 Inspectors conduct a follow up inspection after 14 days.

2.1.2.2 Inspectors compile an inspection report and indicate clearly the deviations found in the unit.

2.1.2.3 Inspectors grant the nursery a further opportunity to apply the necessary corrective measures within 14 days after the second date of inspection.

2.1.2.4 Inspectors provide the nursery and the Secretariat with the inspection report as soon as sufficient time has elapsed according to the discretion of the inspectors.

2.1.2.5 Should the nursery fail to apply the corrective measures effectively, the certification of those graft combination in the nursery where the deviations were found will be finally withdrawn.

2.1.2.6 The Secretariat will notify the following institutions in writing that the certification of the said graft combination was finally withdrawn namely:

- a) the said nursery;
- b) the DoA;
- c) the said PIO
- d) the Board.

2.1.2.7 An administration levy may be instituted by the DPA compromising double the normal cost of the inspector in instances where the certification was finally withdrawn.

2.2 Nucleus, Foundation and Mother Unit Inspections

2.2.1 Provisional Withdrawal of Registration

- 2.2.1.1 Inspectors conduct an inspection of the Nucleus-, Foundation- and Mother unit.
- 2.2.1.2 Inspectors compile an inspection report and indicate clearly any deviations found in the units.
- 2.2.1.3 Inspectors provide the PIO and the Secretariat with the inspection report and provisionally withdraw the certification of the units where the deviations have been found.
- 2.2.1.4 Inspectors grant the PIO the opportunity to apply the necessary corrective measures within 14 days after the date of the inspection.
- 2.2.1.5 Inspectors revisit the unit after 14 days and conduct a follow-up inspection.

2.2.2 Final Withdrawal of Registration

- 2.2.2.1 Inspectors conduct a follow up inspection after 14 days.
- 2.2.2.2 Inspectors compile an inspection report and indicate clearly the deviations found in the units.
- 2.2.2.3 Inspectors grant the PIO a further opportunity to apply the necessary corrective measures within 14 days after the second date of inspection.
- 2.2.2.4 Inspectors supply the nursery and the Secretariat with the inspection report as soon as sufficient time has elapsed according to the discretion of the inspectors.
- 2.2.2.5 Should the PIO fail to apply the corrective measures effectively, the certification of those graft combination in the unit where the deviations were found will be finally withdrawn.
- 2.2.2.6 The Secretariat will notify the following institutions in writing that the certification of the said graft combination was finally withdrawn namely:
 - a) the DoA;
 - b) the said PIO
 - c) the Board.
- 2.2.2.7 An administration levy may be instituted by the DPA compromising double the normal cost of the inspector in instances where the certification was finally withdrawn.

2.3 Administrative Control

2.3.1 Provisional Withdrawal of Certification

2.3.1.1 Secretariat processes and verifies information submitted by PIO's and nurseries.

2.3.1.2 Secretariat indicates clearly the deviations in the information to the PIO's and nurseries and provisionally withdraws the certification of those graft combinations where deviations have been found.

2.3.1.3 Secretariat grants the PIO's and nurseries the opportunity to apply the necessary corrective measures within 14 days and to re-submit the information to the Secretariat.

2.3.2 Final withdrawal of Certification

2.3.2.1 Secretariat processes and verifies the new information after 14 days.

2.3.2.2 Should the nursery or PIO fail to apply the corrective measure effectively; the Secretariat will submit the deviations to the Management Committee to consider further steps.

2.3.2.3 In instances where the deviations arise from administrative shortcomings by a nursery or PIO, the DPA will be entitled to charge an administrative levy of double the normal membership fee.

2.4 Conducting an Audit

2.4.1 Auditors conduct inspections of laboratories, Nucleus-, Foundation-, Mother- and Nursery units.

2.4.2 Conclusions of the auditors as pointed out in their audit report will be submitted by the Secretariat to the Board.

2.4.3 In instances where the audit report points out a deviation, the Secretariat must inform the DoA, the Board, the nursery and the PIO concerned.

3. INVESTIGATION OF COMPLAINTS

In instances where the investigation of a complaint points out a deviation the Secretariat must inform the DoA, the Board, the nursery and the PIO concerned.

4. SIMILAR AND RECURRING DEVIATIONS

The Secretariat report the PIO or nursery to the Board for the consideration of further steps to be taken in the following instances:

- a) where certification irrespective of the reason have been finally withdrawn for a second time at a nursery;
- b) where registration, irrespective of the reason have been finally withdrawn for a second time at a PIO;
- c) where any deviations at a PIO or nursery have been reported for a second time in an audit report;
- d) where any deviation at a nursery have been reported for a second time in an investigation report of a complaint.

5. LOCALITY OF THE BOARD

The Chairman – Deciduous Fruit Plant Improvement Association

Plant SA
Unit 9A Riverside Industrial Park
25 Textile Street
Paarl
7646