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Malys Angkor Product QUALITY CONTROL: Guideline for Inspection and testing bodies

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Component #2: Development and promotion of Cambodian Rice quality and labels

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1. Inspection and testing Body Authorization from Cambodian Rice Federation

- 1.1. Inspection and Testing Body must first be contracted listed and authorized by the Cambodian Rice Federation before it can perform inspection, laboratory testing and issue CRB quality control certificate.
- 1.2. Requirements on how to apply for authorization to conduct CRB inspection and testing are defined at CRB Quality control . Guidelines for Cambodian Rice Federation.

2. Certification Agreement with the Brand User

- 2.1. The authorized Inspection and Testing Body shall have a legally enforceable contract or agreement with the Brand User for the provision of the certification services for CRB Quality control.
- 2.2. The contract between the Inspection and Testing Body and Brand User shall address, among other information, the following matters as applicable:
 - 2.2.1. Where changes occur, the Brand User shall notify the Inspection and testing Body.
 - 2.2.2. The Brand User is aware of the limitations of the inspection report and certificate reflect the ITB's findings at the time and place of inspection only and it is not to be considered as a warranty of the condition of cargo. The inspection report and certificate do not entitle to carry the Inspection and Testing Body quality mark on these or similar products.
 - 2.2.3. The use of logo of the Inspection Body is limited to the inspection and testing scheme and will only reflect on the certificate to be issued to the Brand User.

2.3. Notification Required from the Brand User

The Brand User shall, without any delay, inform the Inspection and Testing Body of the changes that might affect its capability to fulfil the requirements of the CRB Quality control.

When one of the following happens, information to the Inspection and Testing Body is deemed required;

- 2.3.1. Change in legal status.
- 2.3.2. Change in address or location.
- 2.3.3. Change in specification and purchase contract with buyer.
- 2.3.4. Other changes occur, the requirements of the CRB Quality control.

3. Selection of the Inspection Team

3.1. Inspection Team to be assigned by the Inspection Body must have the following;

- 3.1.1. At least one of member of the team *must have proven knowledge and experienced for Inspection and Testing in rice products* at least 5 years.
- 3.1.2. At least one of the team members *must have proven knowledge and experienced for Inspection and Testing of Cambodian Jasmine Rice* at least 2 years.
- 3.1.3. At least one of the team members must have proven knowledge and experienced for loading and fumigation rice at least 2 years.
- 3.1.4. Experience and Education or Training on the following;
 - 3.1.4.1. CRB Quality Control Requirements
 - 3.1.4.2. Regulatory Requirements that apply to the nature of operations of the Brand User
 - 3.1.4.3. Continuing education on the CRB Quality Control Requirements after the initial training.

4. Selection of the Laboratory

- 4.1. Independent ISO/IEC 17025 accredited testing laboratory specializes in a specific product group and analytically implements the legally required parameters by product.
- 4.2. Experience and Education or Training on the following;
 - 4.2.1 CRB Quality Control Requirements
 - 4.2.2 Regulatory Requirements that apply to the nature of operations of the Brand User
 - 4.2.3 Continuing education on the CRB Quality Control Requirements after the initial training.

5 Inspection and Testing Planning

Pre-Shipment Inspection, the brand user notifies the inspector of its intention to ship and indicate the time-windows when he will be ready for pre-shipment inspection.

The assigned Inspector shall confirm the inspection schedule and plan to the Brand User at least two days before the agreed inspection date.

How to plan for the over-all execution of the audit depends on the Inspection team.

5.1 Export rice quality: (see Annex 2)

- 5.1.1 Quality complies with the standard and requirements;
 - An Organic Rice shipment shall present a copy of Organic certificate in accordance with Organic standard such as US & EU
 - Rice will be packed in qualified bag or other qualified wrapping/packing.

5.1.2 Quality none-complies with the standard and requirement;

- Stop packing and Re-processing of rice/replace new rice,
- The inspector will check rice quality until it is complied.
- Continue packing after 1 hr.
- The inspector will check rice quality until it is compiled then continue packing.

5.1.3 The sample will be sealed and send for Lab testing.

5.1 Packing and Labels quality: (see Annex 1)

5.1.1 Quality complies with the standard and requirements;

- Use it for Cambodian Premium Jasmine Rice.

5.1.2 Quality none-complies with the standard and requirement;

- Replace new bag.

Final Inspection, the assigned Inspector shall confirm the inspection schedule and plan to the Brand User at least two days before the agreed inspection date.

How to plan for the over-all execution of the audit depends on the Inspection team.

5.2 Export rice quality: (see Annex 2)

5.2.1 Quality complies with the standard and requirements;

- An Organic Rice shipment shall present a copy of Organic certificate in accordance with Organic standard such as US & EU
- Certified and loading.
- Supervise Fumigation (Fumigation itself perform by 3rd parties)
- Close and Seal container.
- Taking Photo.

5.2.2 Quality none-complies with the standard and requirement;

- Reprocessing, replace new rice.
- The inspector will check rice quality until it is complied.
- Continue loading.
- If the rice could not reprocess or replace. The loading will be stopped.
- Report to CRF of non-conformity.

5.2.3 Foreign matter and Hiding insect check failed;

- Reprocessing, replace new rice.
- The inspector will check rice quality until it is complied.
- Continue loading.
- If the rice could not reprocess or replace. The loading will be stopped.
- Report to CRF of non-conformity.

Domestic market/ Rice Inspection and Loading Supervision, the assigned Inspector shall confirm the inspection schedule and plan to the Brand User at least two days before the agreed inspection date.

How to plan for the over-all execution of the audit depends on the Inspection team.

5.3 Rice quality: (see Annex 2)

- 5.3.1 Quality complies with the standard and requirements;
- An Organic Rice shipment shall present a copy of Organic certificate in accordance with Organic standard such as US & EU
 - Certified and loading.
 - Supervise Fumigation (Fumigation itself perform by 3rd parties)
 - Close and Seal container.
 - Taking Photo.
- 5.3.2 Quality none-complies with the standard and requirement;
- Reprocessing, replace new rice.
 - The inspector will check rice quality until it's complied.
 - Continue loading.
 - If the rice couldn't reprocess or replace. The loading will be stopped.
 - Report to CRF of non-conformity.
- 5.3.3 Foreign matter and Hiding insect check failed;
- Reprocessing, replace new rice.
 - The inspector will check rice quality until it's complied.
 - Continue loading.
 - If the rice couldn't reprocess or replace. The loading will be stopped.
 - Report to CRF of non-conformity.
- 5.4 Loading Inspection, Trucking Inspection and loading, Packing, Labels and Container quality: (see Annex 1)
- 5.4.1 Quality complies with the standard and requirements;
- Use it for Cambodian Premium Jasmine Rice.
- 5.4.2 Quality none-complies with the standard and requirement;
- Replace new bag.
- 5.5 What must be assured is that during the Inspection and every Renewal Inspection, it shall cover the following activities;
- 5.5.1 Opening meeting.
- 5.5.2 On-site inspection.
- 5.5.3 Representative of Brand User reviews the inspection result and sign the inspection report.
- 5.5.4 Closing meeting.

6 Lab testing Report and Inspection Certificate

- 6.1 Within 8 days after the receiving the sample, the Laboratory Body shall submit the Lab testing Report to Brand User.
- 6.2 Within 2 days after the receiving confirmation of shipment documents, the Inspection Body shall submit the following documents to Brand User.
- 6.2.1 Inspection Report and Certificates.
- 6.2.2 Photo report.

At a minimum, the Inspection and Testing Body's Lab testing report and inspection certificate shall describe information on the following items;

- 6.2.2.1 Name of the exporter.
- 6.2.2.2 Name of buyer.
- 6.2.2.3 Shipment quantity.
- 6.2.2.4 Packing and Marking
- 6.2.2.5 Inspection date and Location (address)
- 6.2.2.6 Result of the Inspection and Testing.
- 6.2.2.7 Name of inspector.

7 Certificate Preparation

- 7.1 If the submitted documents by the Brand User are sufficient, the Inspection and testing Body shall prepare the certificate.
- 7.2 Inspection and Testing Body shall use the agreed format or design of the report and certificate. (see Annex 3)

8 Submission of Report and Certificate to CRF

- 8.1 Inspection and Testing Body shall send a copy of the completed inspection/Lab testing documents and the Certificate to Cambodian Rice Federation which is there for the records.