



List of requirements for Small Producers' Organizations:

#	Shortened Document-Based Procedure	Normal Document-Based Procedure	Complete Remote Procedure	Complete On-Site Procedure
1	Sworn Statement of Compliance	Evaluation Form in which Critical Criteria are evaluated	Evaluation Form in which Critical, Minimum and Ongoing Improvement Criteria are evaluated	Evaluation Form in which Critical, Minimum and Ongoing Improvement Criteria are evaluated
2	List of members	Documents annexed to form	Documents annexed to form and Documents that support the responses on evaluation form	Documents annexed to form and Documents that support the responses on evaluation form
3	FLO Certificate in effect FTF Membership	Permission from FUNDEPPO if processing or exporting service is sub-contracted, indicating the time period granted (2, 3, or 5 years, for example).	Possible interviews by telephone or Skype with some of the organization's members.	Permission from FUNDEPPO if processing or exporting service is sub-contracted (may be the same permission granted the first time).
4	Permission from FUNDEPPO if processing or exporting service is sub-contracted.	SPP Registration of the processing or exporting companies sub-contracted.  If the companies do not have SPP Registration and are not going to request such, they should be included in the evaluation of the SPO, specifically of	Permission from FUNDEPPO if processing or exporting service is sub-contracted (may be the same permission granted the first time).	SPP Registration of the processing or exporting companies sub-contracted.  If the companies do not have SPP Registration and are not going to request such, they should be included in the evaluation of the SPO, specifically of



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		what are referred to as 'Controlled'. <sup>1</sup>		what are referred to as 'Controlled'.
5		That the companies sub-contracted have SPP Registration or are controlled in the SPO's evaluation.	SPP Registration of processing or exporting companies sub-contracted.  If the companies do not have SPP Registration and are not going to request such, they should be included in the evaluation of the SPO, specifically of what are referred to as 'Controlled'. <sup>2</sup>	SPP Registration of processing or exporting companies sub-contracted.  If the companies do not have SPP Registration and are not going to request such, they should be included in the evaluation of the SPO, specifically of what are referred to as 'Controlled'. <sup>3</sup>
6				On-Site Evaluation after a document-based evaluation has been conducted (of the Evaluation Form and Annexes), and an On-Site Evaluation Plan has been prepared by the CE.

<sup>1</sup> Control of the companies is conducted during the second year of the SPO's certification, or when it has engaged in transactions under the SPP symbol.

<sup>2</sup> Control of the companies is conducted during the second year of the SPO's certification, or when it has engaged in transactions under the SPP symbol.

<sup>3</sup> Control of the companies is conducted during the second year of the SPO's certification, or when it has engaged in transactions under the SPP symbol.