

文件標題	驗證核發、維持、增列、減列、暫時終止及終止程序書	文件編號	QS-12-004	頁次	1/9
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## 驗證核發、維持、增列、減列、暫時終止及終止程序書

Procedures governing the Issuance, Maintenance, Addition, Reduction, Temporary Suspension, and Termination of Certification

### 1.目的(Purpose)：

依據有機農業促進法及相關子法之規範，對農產品經營業者進行驗證核發、維持驗證、增列品項或範圍、減列品項或範圍、暫時終止及終止等條件及作業，特定本程序書。

These Procedures are specific to the conditions and operations for certification and issuance, maintenance of certification, addition or reduction of items or ranges, suspension or termination of items or ranges, etc. of operators in accordance with the provisions of the Organic Agriculture Promotion Arc and Related Sub-laws.

### 2.適用範圍 Scope of application：

- 2.1 核發：指初次申請有機農糧產品或有機農糧加工品案件、增列或減列案件、移轉驗證案件、展延查驗案件發證前驗證審查程序。

Issuance: refers to the Certification and examination procedures before the issuance of certificates for the initial application for organic agri-food products or organic agri-food processed products, addition or deletion cases, the transfer and Certification cases, and the renewal audition cases.

- 2.2 維持：指農產品經營者於證書有效期間內執行之定期或不定期追查案件後，該證書持續且有效審查程序。

Maintenance: refers to the continuous and effective examination procedure of the certificate after the operator surveillance or indefinite follow-up of the case within the validity period of the certificate.

- 2.3 增列：指農產品經營者於證書有效期間內增列品項或範圍、場(廠)區審查程序。

Addition: refers to the examination procedures of the items or ranges and the farm (factory) area added by the operator within the validity period of the certificate.

- 2.4 減列：指農產品經營者於證書有效期間內產品異動減列品項或範圍、場(廠)區審查程序。

Extend

Deletion: refers to the items or ranges of products that have been deducted by the operator during the validity period of the certificate, and the examination procedures of the farm (factory) area.

- 2.5 暫時終止：指農產品經營者於證書有效期間內其有機農產品驗證範圍的全部或一部分未符合「有機農業促進法及相關子法」或「有機農產品驗證契約書(QR-14-009)」規範時在特定期限失效的決定。

Temporarily suspend: refers to the decision of part or all the certification scopes losing efficacy within specific period when the operator failed to comply with the Organic Agriculture Promotion Arc and Related Sub-laws or Certification Contract for Organic Agricultural Products (QR-14-009) within the validity period of the certificate.

- 2.5 終止：指農產品經營者於證書有效期間內其有機農產品未符合「有機農業促進法及相關子法」或「有機農產品驗證契約書(QR-14-009)」規定致使驗證範圍全部失效的決定。

Termination: refers to the failure of the operator to comply with the provisions of the Organic Agriculture Promotion Arc and Related Sub-laws or the Certification Contract for Organic Agricultural Products (QR-14-009) within the validity period of the certificate causing all the certification scope lose efficacy.

- 2.6 駁回：指初次申請之農產品經營者其有機農產品未符合「有機農業促進法及相關子法」或「有機農產品驗證契約書(QR-14-009)」規定者。

Withdrawal: refers to the failure of the operator of the initial application to comply with the provisions of the 追求公正、效率、值得信賴的有機農產品驗證

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Organic Agriculture Promotion Arc and Related Sub-laws or the Certification Contract for Organic Agricultural Products (QR-14-009).

2.7 結束或撤回：指農產品經營者於證書有效期間內或暫時終止期間自行提出終止驗證範圍。

Quit or withdraw: refers to the operator applied for the termination of certification scope by himself/herself within the validity or temporary suspension period of the certificate.

### 3.依據 Basis：

「有機農業促進法及相關子法」、「有機農產品驗證契約書(QR-14-009)」。

Organic Agriculture Promotion Arc or Related Sub-laws or Certification Contract for Organic Agricultural Products (QR-14-009).

### 4.權責 Powers and responsibilities：

#### 4.1 理事長：對驗證之核發、維持、增列、暫時終止及終止所作決定負責

Chairman: Responsible for the decisions on the Issuance, maintaining, addition, reduction, temporarily suspend and termination of certification.

#### 4.2 秘書長：對一切評估驗證業務，並對核發驗證之技術依據負責

Secretary-general: Responsible for all evaluation and Certification operations and for the technical basis for the issuance of Certification

#### 4.3 驗證組組長：執行一切評估驗證業務，並對核發驗證之技術依據負責

Certification Team Leader: Performs all evaluation and Certification business, and is responsible for the technical basis for issuing Certification

#### 4.4 審議委員：由本會授權負責並辦理有關驗證決定之業務，包括對驗證之核發、維持、增列、暫時終止及終止之決定等。

Examiner: The association shall be authorized to be responsible for and conduct the business related to certification decisions, including the issuance, maintenance, addition, suspension and termination of certification.

### 5.作業程序 Operating procedures

#### 5.1 核發 Issuance

5.1.1 經由主導稽核員之評估報告推薦結果，將現場稽核評估報告及相關案件內容依據「驗證審議程序書(QS-12-003)」交由審議委員執行審查及審議，審議決定驗證通過案件，該案件得以取得驗證通過核發證書之資格。

Upon approval of the recommendation results of the leading auditor's evaluation report, the on-site audit evaluation report and relevant case contents shall be submitted to the review committee for review and exam in accordance with the Certification Review Procedures (QS-12-003), and the review decision shall be made to verify the case and the case shall be eligible for certification.

##### 5.1.1.1 驗證資格的核發 Issuance for certification：

a.生產管理體系文件雖仍存在不足性，但大致上皆依據有機農產品之生產機制運行，符合「有機農業促進法及相關子法」、「有機農產品驗證契約書(QR-14-009)」；且產品實現之品質已有充分證據顯示，符合「有機農業促進法及相關子法」。

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臺灣寶島有機農業發展協會 (Taiwan Formosa Organic Association)

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Although the production management system documents are still deficient, they generally operate according to the production mechanism of organic agricultural products, and conform to the Organic Agriculture Promotion Arc and Related Sub-laws] and the Certification Contract for Organic Agricultural Products (QR-14-009); And the quality of product realization has been fully demonstrated to be in compliance with the Organic Agriculture Promotion Arc and Related Sub-laws.

b.現場稽核中所發現的不符合事項已採取矯正/預防措施；

Corrective/preventive measures have been taken for non-conformities found in the on-site audit;

c.證據顯示內部管理已有效運行、維持並具妥善的計畫實施安排；

Evidence that internal management is functioning effectively, maintained and well planned for implementation;

d.經稽核、審查未發生其他不符合有機農產品相關法令之事由。

Through audit and examination, no other reasons for non-compliance with the relevant laws and regulations on organic agricultural products have occurred.

5.1.1.2 不予核發驗證條件 Non-issue Certification conditions：

未符合「有機農業促進法及相關子法」、「有機農產品驗證契約書(QR-14-009)」第九條。  
Failure to comply with [Organic Agriculture Promotion Arc and Related Sub-laws], Article 9 of the Certification Contract for Organic Agricultural Products (QR-14-009)

5.1.2 經驗證審議後如有不予核發驗證條件，審議委員得敘明理由或其他要求事項於「驗證審議委員驗證決定表(QR-12-003)」中，要求農產品經營者限期改善或駁回。

If there are conditions for non-issuance of certification after Certification, the reviewing committee shall specify the reasons or other requirements in the Certification Decision Form of the Certification Review Committee (QR-12-003) and require the operators to improve within a time limit or withdrawal the certification.

5.1.3 經審議決定後由驗證組以「驗證決定書(QR-12-005)」通知農產品經營者審查結果。

After deliberation and decision, the Certification group shall notify the operators of the results of examination by means of the Certification decision (QR-12-005).

5.2 維持 Maintenance

5.2.1 農產品經營者通過定期或不定期追蹤查驗、展延查驗的程序查檢後，認定該經營業者產品其生產體系仍然保持有效的運行，且具有證據顯示該有機農產品持續符合有機農產品驗證基準者，而過去稽核中提出的不符合事項皆已依據當時所提出之矯正措施有效運行當中，新產生的不符合事項也已矯正完成時交由審議委員執行驗證決定之審議(經「驗證審議程序書(QS-12-003)」5.4節授權同意)即可維持經營者驗證。

After the operators of agricultural products have passed the procedures of regular or random follow-up inspection and renewal audition, it is determined that the production system of the products of the operator is still operating effectively, and there is evidence that the organic agricultural product continuously meets the organic agricultural product certification benchmark, the non-conforming items raised in the past audit have been effectively addressed in accordance with the corrective measures proposed at that time, and when the newly generated non-conforming items have been rectified, they are submitted to the deliberation committee for execution of the Certification decision (authorized by Section 5.4 of the QS-12-003 Certification Review Procedures) to maintain the Certification by the operator.

5.2.2 維持驗證程序的有效運作主要是由驗證諮議委員會應負責監督。

The maintenance of the effective operation of the Certification process shall be primarily supervised by the certification impartially committee.

5.2.3 依據農產品經營者於定期追蹤查驗或不定期追蹤查驗、展延查驗時具有以下狀況，應將該案件提送審議委員進行審議 The case shall be submitted to the Review Committee for

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consideration in case of the following conditions at the time of surveillance or indefinite follow-up inspection and renewal audition :

- a. 所產生的不符合事項仍與過去稽核之不符合事項相同或未依據當時所提出之矯正措施有效執行，且該案件可能導致暫時終止或終止驗證。

The resulting non-conformance remains the same as previously audited non-conformance or is not effectively modified in accordance with the corrective measures proposed at the time, and the case may result in suspension or termination of the certification.

- b. 不符合事項矯正措施未實施或預防措施執行證據顯示未完成；

The corrective measures for non-conformance have not been implemented or the evidence of the implementation of the preventive measures indicates that they have not been completed;

- c. 未提供應有的產品驗證有機完整性客觀證據；

Failure to provide objective evidence of the organic integrity of the product Certification;

- d. 產品抽驗不合格者。

The product fails to pass the random inspection.

- e. 受暫時終止欲申請恢復驗證者。

Suspended and desiring to apply for resumption of Certification.

- 5.2.5 定期或不定期追查審議後如有不予維持驗證條件，審議委員得敘明理由或其他要求事項於「驗證審議委員驗證決定表(QR-12-003)」中，要求農產品經營者限期改善、暫時終止或終止(駁回)。暫時終止或終止(駁回)後應依「證書、契約書及標誌管理程序書(QS-14-001)、產品驗證標章、銷售證管制程序書(QS-14-002)」之規定將相關已授權之本會證書、標章回收，如有使用套印式包裝或包裝袋時，需於生產廠(場)現場緘封，並拍照存證；如無法將證書或標章回收，本會應公告作廢證書字號與標章流水序號失效。

If there are conditions for not maintaining the Certification after surveillance or indefinite follow-up review, the review committee shall specify the reasons or other requirements in the Certification Decision Form of the Certification Review Committee (QR-12-003) and require the operator to improve within a time limit, suspend or terminate (reject). Upon suspension or termination (rejection), the relevant authorized certificates and seals shall be recovered in accordance with the Management Procedures for Certificates, Contracts and Marks (QS-14-001) and Control Procedures for Product Certification Marks and Transaction Certificate (QS-14-002). If overprinted packaging or packaging bags are used, they shall be sealed at the site of the manufacturer (site) and photographed for storage. If the certificate or marks cannot be recovered, the association shall announce the invalidation of the certificate and the serial number of the marks.

- 5.2.6 據情況，由審議委員決定是否對該案進行再次審議(限期改善)或授權驗證組於補件後通過(通過，但具有附帶決議)之裁定，以確保有機農產品生產完整性能否滿足要求。合格者，維持驗證合格證書，不合格者或超過限期改善時間未提出有效矯正措施或要求延期者，本會則依據第 5.5 及 5.6 節辦理暫時終止或終止驗證。

In the circumstances, the reviewing committee shall decide whether to reconsider the case (for improvement within a specified period) or authorize the Certification group to pass a decision (with a resolution attached) after the supplementation, so as to ensure the production integrity of organic agricultural products can meet the requirements. The qualified ones can maintain a certificate of Certification. In case of non-conformity or failure to propose effective corrective measures or request extension beyond the time limit for improvement, the association shall suspend or terminate the Certification in accordance with Sections 5.5 and 5.6.

- 5.2.7 年度定期、不定期追蹤查驗、展延查驗評估時，得以同時辦理異動申請或增列品項而其核發程序需依據 5.1 節辦理。

During the annual surveillance or indefinite follow-up inspection and renewal audition evaluation, the applicant can simultaneously apply for alteration or add items, and the approval and issuance procedures

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shall be conducted in accordance with Section 5.1.

5.2.8 展延案件經營者，因審議委員會決定再次審議(限期改善)，已超過證書有效期者，如要求改正事項屬有機農產品生產完整性能否可能滿足法規要求，本會得依據第 5.5 辦理暫時終止驗證。但如屬文件或資訊不足者，本會得維持驗證資格。

For the operator of the extended case, when the certificate has exceeded the validity period of the certificate due to the decision of the review committee to reconsider (improve within a time limit), if the required corrective items are whether the production integrity of organic agricultural products can meet the requirements of the regulations, the association shall suspend the Certification in accordance with Article 5.5. However, in the case of insufficient documents or information, the association can maintain the Certification qualification.

### 5.3 增列 Addition

#### 5.3.1 增列品項 Addition of categories and items

申請增列有機農產品驗證類別、品項案件依據 5.1 節程序辦理。

The application for adding Certification item of organic agricultural products shall be handled in accordance with the procedures in Section 5.1.

#### 5.3.2 增列範圍 Adding scope

申請增列有機農產品驗證產品範圍者，申請者需書面提出「有機農產品驗證追查及異動申請書(QR-13-003)」異動申請，並由本會承辦人填寫「證書核發申請書(QR-12-006)」，經由驗證組組長審查確認後，交由活動組組長製作證書，秘書長及理事長審核(此依據「驗證審議程序書(QS-12-003)」5.4 節授權辦理)。過程應使用「驗證決定書(QR-12-005)」來紀錄相關事項。通過後驗證組以書面方式通知申請者，並依據本會「證書核發程序書(QS-12-002)」辦理換證。若於定期、不定期追查一併執行增列範圍時，仍應依據 5.2 節進行審議。

Where an application is made for the inclusion of an organic agricultural product Certification product range, applicants are required to submit a written [Application for Certification, Tracing and Alteration of Organic Agricultural Products (QR-13-003)] alteration application, and the undertaker of the association shall fill in the [Application for Certification and Issuance (QR-12-006)], which shall be examined and confirmed by the leader of the Certification group, and then submitted to the leader of the activity group for certificate preparation and examination by the Secretary-general and chairman (authorized by Section 5.4 of the Certification Review Procedures of QS-12-003). The process shall use the Certification Decision (QR-12-005) to document the relevant matters. After passing, the Certification group shall notify the applicant in writing and renew the certificate in accordance with the [Procedures for Certification and Issuance (QS-12-002)] of the association. If the additional scope is implemented in conjunction with surveillance or indefinite follow-up, it shall still be considered in accordance with section 5.2.

### 5.4 減列 Subtraction

#### 5.4.1 減列品項、範圍 Deletion item and scope

5.4.1.1 申請減列品項、範圍有機農產品驗證產品範圍者，申請者需書面提出「有機農產品驗證追蹤查驗、展延查驗及異動申請書(QR-13-003)」異動申請，並由本會承辦人填寫「證書核發申請書(QR-12-006)」，由驗證組確認後，再經由驗證組組長審核後，交由活動組組長製作證書及秘書長及理事長審核(此依據「QS-12-003 驗證審議程序書」5.4 節授權辦理)。審議過程應使用「驗證決定書(QR-12-005)」來紀錄相關事項。通過後驗證組以書面方式通知申請者，並依據本會「證書核發程序書(QS-12-002)」辦理換證。若於定期、不定期追查一併執行減列類別、品項、範圍時，仍應依據 5.2 節進行審議。

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Where an application is made for deletion of the, item or scope of an organic agricultural product to verify the scope of the product, applicants are required to submit a written Application for Follow-up Certification, Extension Certification and Alteration of Organic Agricultural Products (QR-13-003). The undertaker of the association shall fill in the Application for Certification and Issuance (QR-12-006), which shall be confirmed by the Certification group, examined by the Certification group leader, and then submitted to the leader of the activity group for certificate making and examination by the Secretary-general and the chairman of the board of directors (as authorized in Section 5.4 of the QS-12-003 Certification Review Procedures). The review process shall use the Certification Decision (QR-12-005) to document the relevant matters. After passing this process, the Certification group shall notify the applicant in writing and renew the certificate in accordance with the Procedures for Certification and Issuance (QS-12-002) of the association. If deduction categories, items and ranges are carried out in conjunction with surveillance or indefinite follow-up, they shall still be considered in accordance with Section 5.2.

5.4.1.2 定期、不定期追查時發現符合「驗證案件違規處理程序書(QS-12-005)」時。

When surveillance or indefinite follow-up finds compliance with the Certification Case Violation Procedures (QS-12-005).

5.4.2 具下列情況於定期、不定期追查時發現或客戶自行要求實施減列申請時，應仍應將該案送至審議委員進行審議決定：

The case shall still be submitted to the reviewing committee for consideration and decision if the following circumstances are discovered during surveillance or indefinite follow-up or when the customer requests the application for deregistration himself/herself:

a. 失去必要的資格或不具備條件無法生產的有機產品品項或產品範圍；

Items or ranges of organic products that have lost the necessary qualifications or are not eligible for production;

b. 企業因改制等原因已將有機產品分離出去；

The enterprise has separated the organic products for reasons such as restructuring;

c. 已無驗證的管理體系組織結構的場所；

Places where there is no validated organizational structure for the management system;

d. 已租賃、承包給外部經營的場所；

Premises leased and contracted out;

e. 已無驗證管理體系所覆蓋產品的生產經營活動的場所；

Places where the production and operation activities of the products covered by the certification management system are no longer available;

f. 獲證組織決定不再包含的場所；

Places which the accredited organization has decided not to include;

g. 其它。

Others.

5.4.3 經減列後若有影響原證書、標誌使用及管理之相關事宜，應依照「證書、契約書及標誌管理程序書(QS-14-001)、產品驗證標章、銷售證管制程序書(QS-14-002)」辦理相關產品標章使用與證書變更事宜。

If there are any related matters affecting the use and management of the original certificate and mark after subtraction, relevant matters concerning the use of the product seal and the change of the certificate shall be handled in accordance with the Certificate, Contract and Mark Management Procedure (QS-14-001) and the Control Procedures for Product Certification Marks and Transaction Certificate (QS-14-002).

## 5.5 暫時終止 Suspension

5.5.1 滿足有機農產品驗證契約書第九條時，本會得以主動執行辦理部分或全部暫時終止

追求公正、效率、值得信賴的有機農產品驗證

臺灣寶島有機農業發展協會 (Taiwan Formosa Organic Association)

文件標題	驗證核發、維持、增列、減列、暫時終止及終止程序書	文件編號	QS-12-004	頁次	7/9
使用單位	本會驗證組	資料類別	程序書		
機密等級	非管制文件	生效日期	2010/11/09	最近修訂日	2025/05/22
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If Article 9 of the Certification Contract for Organic Agricultural Products is met, the association may voluntarily execute the suspension of part or all of.

- 5.5.2 本會應以書面方式立即通知暫時終止農產品經營者驗證資格(依據「驗證審議程序書(QS-12-003)」5.4.2 節之授權)，並更新主管機關指定之資訊系統(EPV)，要求經營者將產品一日內下架十日內回收，驗證組應指派稽核員依據「追蹤及展延查驗程序書(QS-13-001)」第 5.2 節之說明執行不定期追查。後續處理程序依據「驗證案件違規處理程序書(QS-12-005)」辦理。

The association shall immediately notify in writing the suspension of the Certification qualification of the operators (as authorized under Section 5.4.2 of the Certification Review Procedures (QS-12-003). and update the information system(EPV) designated by the Competent Authority to require the operator to remove the product from the shelf within one day and recover it within ten days. The Certification group shall assign auditors to carry out random tracing in accordance with the instructions in Section 5.2 of the Surveillance and Renewal audit Procedure (QS-13-001). Subsequent processing procedures shall be conducted in accordance with the Certification Case Violation Procedures (QS-12-005).

- 5.5.3 在新的驗證條件得到滿足前，已暫時終止驗證範圍的產品不能再使用有關標示及標章，暫時終止期內不得使用驗證證書及有機驗證相關之廣告文宣，原始證書應暫時歸還驗證機構保管。農產品經營者具有申訴的權利。

Before the new Certification conditions are met, the products whose Certification scope has been suspended shall not use the relevant labels and stamps, the Certification certificate and the advertising materials related to the organic Certification shall not be used during the suspension period, and the original certificate shall be returned to the Certification institution for safekeeping. the operators have the right to appeal.

- 5.5.4 暫時終止驗證之期限由本會依個案情形定之，暫時終止期限不得超過 6 個月，超過者以終止(結束)驗證執行；確認暫時終止之原因於規定期限內已完成矯正措施並依據第 5.2 節之程序執行審議，通過後恢復其驗證資格。

The term of suspension of Certification shall be prescribed by the association on a case-by-case basis but it shall not exceed 6 months. If the term exceeds 6 months, the Certification shall be terminated. Confirm that the cause of suspension has been rectified within the specified time limit and reviewed in accordance with the procedures in Section 5.2, and resume the qualification for Certification upon approval.

- 5.5.5 業者在暫時終止驗證期間本會應於網路上公告與暫時將其驗證合格資訊刪除。

During the period of suspension of Certification, the association shall announce and temporarily delete the Certification qualification information on the Internet.

## 5.6 終止 Termination

- 5.6.1 有機農產品驗證契約書(QR-14-009)第九條條件時，本會得以執行辦理終止驗證：

The association may terminate the Certification of organic agricultural products under Article 9 of the Certification Contract for Organic Agricultural Products (QR-14-009).

- 5.6.2 若有以上 5.6.1 節之情事發生，本會應立即以書面方式終止農產品經營者驗證資格，逕行更新主管機關指定之資訊系統(EPV)，並將驗證終止原因、土地資訊與未完成矯正事項登錄之。要求業者將產品一日內下架十日內回收，並依據「證書、契約書及標誌管理程序書(QS-14-001)、產品驗證標章、銷售證管制程序書(QS-14-002)」之規定將相關已授權之本會證書、標章回收，如有使用套印式包裝或包裝袋時，需於生產廠(場)現場緘封，並拍照存證。

In case of any of the events mentioned in Section 5.6.1 above, the association shall immediately terminate the Certification qualification of the operators in writing, and update the information system(EPV) designated by the Competent Authority including the reason for the termination, lands information and the uncompleted non-conforming items. The operator is required to take the product off the shelf within one day and take back the product within five days, and to take back the relevant authorized certificates and stamps of the association in accordance with the provisions of the Certificate, Contract and Mark Management Procedure

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(QS-14-001) and Control Procedures for Product Certification Marks and Transaction Certificate (QS-14-002). If overprinted packaging or packing bags are used, they shall be sealed and photographed at the production plant (site).

- 5.6.3 依據 5.1 節核發條件，經由主導稽核員之評估報告推薦結果，將此評估報告及相關案件內容依據「驗證審議程序書(QS-12-003)」交由審議委員執行審查及審議，滿足以下條件，且審議結果決定驗證決定終止者，該案件則需辦理終止驗證。

In accordance with issuance conditions in Section 5.1, upon review by the leading auditor's recommendation of the evaluation report, the evaluation report and relevant case contents shall be submitted to the for review and exam in accordance with the Certification Review Procedures (QS-12-003). If the following conditions are met and the review results decide that the Certification shall be terminated, the case shall be terminated.

- 5.6.4 本會驗證組應指派人員依據「證書、契約書及標誌管理程序書及標誌管理程序書(QS-14-001)、產品驗證標章、銷售證管制程序書(QS-14-002)」將本會證書、標章回收；如無法將證書或標章回收，本會應公告作廢證書字號與標章流水序號失效。如有使用套印式包裝或包裝袋時，需於生產廠(場)現場緘封，並拍照存證。

The Certification group of the association shall designate personnel to recover the association's certificates and stamps in accordance with the Management Procedures for Certificates, Contracts and Marks (QS-14-001) and Control Procedures for Product Certification Marks and Transaction Certificate (QS-14-002); If the certificate or seal cannot be recovered, the association shall announce the invalidation of the certificate and the serial number of the seal. If overprinted packing or packing bag is used, it shall be sealed at the site of the manufacturer (factory) and photographed for storage.

- 5.6.5 驗證終止後經營者應停止使用一切引用該驗證之廣告事務，並請業者書面切結。

After the Certification is terminated, the operator shall cease to use all advertising services that refer to the Certification, and request the operator to provide a written guarantee.

- 5.6.6 經營者經本會書面通知日起終止驗證後一年內，不得向本會提出申請。

The operator shall not apply to the association for termination of the Certification within one year after the date of written notification by the association.

- 5.6.7 經營者經本會書面終止驗證後，如有異議得於一個月內檢附相關佐證資料填寫「客戶/利益第三人申訴抱怨單(QR-07-002)」以書面方式向本會提出申訴、抱怨或爭議，本會另依「客戶服務與申訴抱怨管制程序書(QS-07-001)」處理。

After the Certification is terminated in writing by the association, if there are any objections, the operator shall submit a written appeal, complaint or dispute to the association by filling in the Customer/Interest Third Party Complaint Form (QR-07-002) with relevant supporting documents within one month, and the association shall handle the matter in accordance with the Control Procedure for Customer Service and Complaint (QS-07-001).

## 5.7 結束(撤回)

經營者自行提出結束驗證後，本會將逕行將驗證結束原因、土地資訊與驗證未完成矯正事項登錄於主管機關指定之資訊系統(EPV)。業者應依據「證書、契約書及標誌管理程序書及標誌管理程序書(QS-14-001)、產品驗證標章、銷售證管制程序書(QS-14-002)」將本會證書、標章繳回；如無法將證書或標章繳回，本會應公告作廢證書字號與標章流水序號失效。如有使用套印式包裝或包裝袋時，需於生產廠(場)現場緘封，並拍照存證。

Quit(withdraw)

After the operator applied for the quit certification by himself/herself, the association shall immediately update the information system(EPV) designated by the Competent Authority including the reason for the quit, lands information and the uncompleted non-conforming items. The operator shall return the certificates and marks in accordance with the Management Procedures for Certificates, Contracts and Marks (QS-14-001) and Control Procedures for Product Certification Marks and Transaction Certificate (QS-14-002); If the certificate or marks cannot be recovered, the association shall announce the invalidation of the certificate and the serial number of the marks. If overprinted packaging or packing bags are used, they shall be sealed at the site of the manufacturer (site)

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and photographed for storage.

## 6.相關程序書 Relevant procedures :

6.1 驗證審議程序書 Certification Review Procedures (QS-12-003)

6.2 證書、契約書及標誌管理程序書 Management Procedures for Certificates, Contracts and Marks (QS-14-001)

6.3 產品驗證標章、銷售證管制程序書 Control Procedures for Product Certification Marks and Transaction Certificate (QS-14-002)

6.3 追查及重新評鑑程序書 Surveillance and Renewal audit Procedure (QS-13-001)

6.4 客戶服務與申訴抱怨管制程序書 Control Procedure for Customer Service and Complaint (QS-07-001)

6.5 驗證案件違規處理程序書 Certification Case Violation Procedures (QS-12-005)

6.6 驗證審議委員驗證決定表 Certification Decision Form of the Certification Review Committee (QR-12-003)

6.7 證書核發程序書 Procedures for Certification and Issuance (QS-12-002)

6.8 驗證決定書 Certification Decision (QR-12-005)

6.9 有機農產品驗證追蹤查驗、展延查驗及異動申請書 Application for Follow-up Certification, Extension Certification and Alteration of Organic Agricultural Products (QR-13-003)

6.10 證書核發申請書 Application for Certification and Issuance (QR-12-006)