CCI
CeresCertifications International ™

Form# 004a
Revised By TS
Revision Date 7/21/22
Revision# 025
Supersedes 3/21/22

PGFS Certification Application

The PrimusGFS scope is focused on Food Safety within the Agricultural sector, which includes horticultural, grains and pulses designed for human consumption. Please complete this application and return it to CCI by email, fax or mail. Once you have registered for your audit within the PGFS system and return this application you will be advised of the next step within the certification process. If you have any questions, please contact CCI. Thank you!

Please check one applying for: ☐ **PrimusGFS Certification Audit**   ☐ **Pre-Assessment Audit**   ☐ **Other**

CLIENT CONTACT DETAILS

COMPANY NAME (LLC, Corp, etc.)			
TRADE NAME		**Is your company part of a larger, legal entity? If so who?**	☐ Yes ☐ No
AUTHORIZED CONTACT		**TITLE**	
PHYSICAL ADDRESS (also provide ranch/field addresses)		**MAILING ADDRESS**	
PHONE NUMBER		**FAX NUMBER**	
MOBILE NUMBER		**EMAIL ADDRESS**	
LANGUAGE	☐ English ☐ Other		

BILLING INFORMATION

BILLING CONTACT		**BILLING ADDRESS**	
BILLING PHONE NUMBER		**BILLING EMAIL**	

CERTIFICATION INFORMATION

1	Has your organization completed a PrimusGFS (and/or GFSI level) audit through an accredited certification body (CB)?	
	☐ Yes ☐ No — If yes, when and who was your CB?	
2	Has your organization ever failed a third-party certification inspection?	☐ Yes ☐ No
	If yes, please provide details:	
3	Approximately when would you like to schedule the audit (provide estimated month and/or date)?	
4	What is your desired audit period (based on seasonality of crop & validity of current certified)?	☐ Annual ☐ Other
5	Provide any blackout dates as to when the audit should NOT occur.	
6	Is this inspection required for a specific client (e.g., Walmart, Costco) ?	☐ Yes ☐ No
	If yes, please specify name of client/supplier:	
7	Do you have at least three (3) months worth of documentation to provide during audit? (i.e.., water testing records, daily logs, etc.). 3 months of records is recommended to proceed with audit. *Refer to PGFS Interpretation Guidelines.*	☐ Yes ☐ No
8	Do you have a current copy of the normative documents? (e.g., PrimusGFS regulations, standards, questions, expectations, interpretation guidelines).	☐ Yes ☐ No
9	Do you have a current site map of location(s)? If so, please provide.	☐ Yes No

AUDIT SCOPE

10	What is the <u>entire scope of the audit?</u> (Specify about type of operation, commodities, and processes)

11	List all products/commodities (conventional &/or organic) to be audited: *(commodities must be witnessed during audit)*.

12	Are you requesting like commodities to be certified that <u>will not</u> be present during audit?	□ Yes □ No
	If yes, please provide details:	

13	Do you have any products, processes or areas to be exempt from the scope of certification?	□ Yes □ No
	If yes, please explain:	

14	Do you have any activities at any locations other than your primary operation? Include all premises, support buildings, etc.	□ Yes □ No
	If yes, please explain:	

A PGFS audit can not be performed if the commodities are not present in the field and/or your operation is not running during the audit.

15	What certification category applies to your company? *(Refer to Food Certification Categories on final page & check all boxes that apply.)*
	SCOPE: □ BI □ BII □ BIII □ CII □ CIII □ CIV □ G

16	**What operation/site are you wishing to certify?** *(Refer to Food Certification Categories on final page & check the boxes that apply.)*
	**** Facility Operations (GMP audits) are required to have a traceability exercise during the audit****
	FACILITY OPERATIONS: □ Packinghouse □ Processing □ Storage & Distribution □ Cooler/Cold Storage
	Will the optional Preventative Controls Module (Module 7) apply? □ **Yes** □ **No**

17	**FIELD OPERATIONS:** □ Farm □ Indoor Agriculture □ Harvest Crew

FIELD INFO:

# of Farms (Fields) to be audited:	Size per Field (acres):	Months of Harvest:	# of Field Employees:
Do you field pack any commodities?			□ Yes □ No
If yes, will any field pack commodities be included in this audit scope?			□ Yes □ No □ NA

18	**HARVEST CREW INFO:**

# of Harvest Crews (HC) to be audited:	Name of Harvest Crews:	# of HC Employees:

19	**FACILITY INFO:**

Number of Facilities to be audited:	Size of entire Facility (sq. feet):	Months of Operation:	Number of Employees:
Number of Coolers and/or Storage to be audited:	Size per Cooler (sq. feet):	Hours of Operation:	

20	What is the Water Source and/or Irrigation type used?	
21	Have you identified any CCP's within your HACCP plan, if applicable?	□ Yes □ No NA
22	If yes, what are the CCPs?	
23	Do you have a written Hazard Analysis justifying why CCP's do not exist, if applicable?	□ Yes □ No □ NA
24	How did you hear about CCI?	

CCI prohibits discrimination in employment & services provided on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, or sexual orientation.

By signing below, you certify the above information is complete and correct to the best of your knowledge and that you agree to comply with the requirements for certification as well as supply any information required during the certification process. Please email, fax, mail your completed form to CCI. Email: tara@ceresci.com Fax: 715-861-6460 Address: PO Box 031, Chippewa Falls, WI 54729

Signature of Authorized Representative   **Date**

CCI Review: Date: *(for CCI Use Only)*

FOOD CERTIFICATION CATEGORIES

Scope	Category name	Operation Type(s)	Examples of product
BI	Farming of Plants (other than grains and pulses)	•Farm •Indoor Agriculture •Harvest Crew	Growing or harvesting of plants (other than grains and pulses) including horticultural products and hydrophytes for food. On farm storage of plants (other than grains and pulses), including horticultural products and hydrophytes for food.
BII	Farming of Grains and Pulses	•Farm •Indoor Agriculture •Harvest Crew	Growing or harvesting of grains and pulses for food. On farm storage of grains and pulses for food.
BIII	Pre-process handling of plant products, nuts and grains	•Storage and Distribution Center •Cooling / Cold Storage •Packinghouse	Activities on harvested plants, including horticultural products and hydrophytes for food, that keep the products whole and integral. De-shelling of nuts; Drying of grain; Grading of fruit and vegetables; Storage; Cleaning, washing, rinsing, fluming, sorting, grading, trimming, bundling, cooling, hydro-cooling, waxing, drenching, packing, re-packing, staging, storing, loading and / or any other handling activity that does not significantly transform the product from its original harvested form.
CII	Processing of perishable plant products	Processing	Production of plant products, including fruits and fresh juices, vegetables, grains, nuts, pulses and perishable pet food from plant products only. Washing, slicing, dicing, cutting, shredding, peeling, grading, pasteurization, cooking, chilling, juicing, pressing, freezing, packed in modified atmosphere, packed in vacuum packing or any other activity that significantly transforms the product from its original whole state.
CIII	Processing of perishable animal and plant products (mixed products)	Processing	Production of mixed animal and plant products, including ready to eat and perishable pet food. Mixing, cooking, chilling, freezing, packing in modified atmosphere, packed in vacuum packing. (e.g. ready to eat salads with grilled chicken or other meat, frozen foods with both plant and animal ingredients, etc.).
CIV	Processing of ambient stable products	Processing	Production of food products from any source that are stored and sold at ambient temperature, including canned food and ambient stable pet food. Aseptic filling, baking, bottling, brewing, canning, cooking, distilling, drying, extrusion, fermentation, freeze drying, pressing, frying, hot filling, irradiating, milling, mixing and blending, packing in modified atmosphere, packed in vacuum packing, pasteurizing, pickling, roasting, salting and refining.
G	Storage and Distribution services for food.	• Storage and Distribution Center	Storage facilities and distribution vehicles for the storage and transport of food, feed and/ or packaging products. Note: any packing with labelling activities are excluded.

Categories Table: Taken from PGFS Guidance Document:
Table 1: GFSI Scopes of Recognition (taken from GFSI v2020.1)