

# **JGAP**

**Japan Good Agricultural Practices**

**Control Points and Compliance Criteria for Farms**

**Tea  
2022**



**Issued Date: November 14, 2022**  
**Operation Date: February 14, 2023**

## Contents

1. Introduction	p.1	C	Agricultural Production-Specific Items	
2. How to Use This Document	p.1	C1	Soil management	p.29
3. Structure of the Standard Documents	p.2	C2	Water management	p.30
4. Procedures from Introduction to Certification	p.3	C3	Management of sites and facilities	p.31
5. Handling of the Previous Edition	p.4	C4	Seed and seedling management	p.32
6. Copyrights	p.4	C5	Management of agricultural chemicals	p.33
7. Disclaimer	p.4	C6	Management of fertilizers	p.39
8. Definitions of Terms	p.4			
[Control Points and Compliance Criteria]		R	Control points only for refined tea	p.43
Common Items				
1 Visualization of farm management	p.10			
2 Management Responsibility	p.11			
3 Respect for human rights and labor management	p.14			
4 Education, training and alerting of visitors	p.16			
5 Management of external organizations	p.17			
6 Product management	p.19			
7 Risk management in production processes	p.21			
8 Hygiene management for workers and visitors	p.22			
9 Occupational safety management and response in the event of an accident	p.24			
10 Management of equipment, machinery and tools, etc.	p.26			
11 Management of energy, etc., prevention of global warming	p.27			
12 Managing waste and making effective use of resources	p.28			
13 Consideration of the surrounding environment and biodiversity	p.28			
			Appendix C6.1.5	p.49

## 1. Introduction

This document indicates appropriate farm management and practices as criteria for Good Agricultural Practices (GAP) certification for the following items.

- Farm operation
- Food safety
- Livestock hygiene
- Environmental conservation
- Occupational safety
- Respect for human rights
- Animal welfare

JGAP for agricultural production aims to prescribe appropriate farm management practices in the interests of consumers (food safety), production infrastructure (environmental conservation, livestock hygiene, animal welfare) and workers (occupational safety, respect for human rights).

As JGAP-certified farms and groups record their activities based on the certification rules and are required to describe and disclose the details of their activities as part of the review process, JGAP certification can serve as proof of sustainable agricultural practices. The introduction of JGAP makes it possible to visualize Good Agricultural Practices, establish stable agricultural management, and earn the trust of buyers and consumers.

JGAP is not just an initiative for the agricultural production phase; it builds partnerships with all buyers and consumers related to the supply chain to help shape a sustainable society.

## 2. How to Use This Document

There are two ways to use this document.

The first way is as a reference material for producers or producer groups to improve farm and group management. This document is useful for achieving appropriate and efficient farm and group management.

The second way is for third parties to evaluate conformance with the criteria set forth in this document in order to broadly disclose to consumers and society in general that a particular farm or group is implementing appropriate management practices (JGAP certification). JGAP certification is utilized in the field of distribution and elsewhere as the mark of a trusted farm.

This document is divided into two sections, common items and items specific to agricultural production. The basic structure of the common items is made up of control points that are common to both agricultural and livestock production. The basic structure of the agricultural production-specific items (control point numbers prefixed with a "C") comprises control points that are common to fruits and vegetables, grains and tea. The common items and agricultural production-specific items are the items to be addressed by all parties working with this document. In addition to the common items and agricultural production-specific items, producers of refined tea must also address control points only for refined tea (control point numbers prefixed with an "R")

<How to Read the Main Text of This Document>

### 1) Number

This is the number of the control point.

### 2) Level

Control points are categorized into "Major Must," "Minor Must" and "Recommendations" according to importance (Ref. "8. Terms and Definitions" for the definition of each level.)

The required compliance percentages for each level are stipulated in "4. Summary of procedures up to certification".

### 3) Control points

Control points are the check points that are necessary for Good Agricultural Practices.

### 4) Compliance criteria

Compliance criteria describe a desirable state of farm management for each control point, and indicate objective criteria for evaluation.

When compliance criteria include a list of items such as a., b. and c. or (1), (2) and (3), compliance is required for all items, unless it is specified that compliance is only required for either of the items, such as (1), (2) or (3).

### 5) Result column

This column is used as a checklist during self-assessment or an inspection. A control point can be determined to be "Compliant," "Non-compliant" or "Not applicable."

For example, the symbols "○" "x" and "—" can be used to indicate compliant, non-compliant and not applicable respectively.

## 3. Structure of the Standard Documents

The JGAP standards for Fruits and Vegetables comprise the following four documents.

- (1) JGAP General Regulations (Agricultural Products)
- (2) JGAP Control Points and Compliance Criteria for Farms Tea
- (3) JGAP Control Points and Compliance Criteria for Group AdministrationAgricultural Products
- (4) Guidelines

#### 4. Procedures from Introduction to Certification

**\* Refer to the JGAP General Regulations (Agricultural Products) for detailed rules.**

##### 1. For individual farm inspection and certification

- (1) Read and understand the JGAP Control Points and Compliance Criteria for Farms (Tea).  
\* Refer to the explanatory notes for the reference documents.
- (2) Establish systems and rules based on the JGAP Control Points and Compliance Criteria for Farms (Tea), and implement them.
- (3) Conduct a self-inspection and make improvements to control points that resulted in non-compliance.
- (4) Apply for an audit by a certification body and receive an audit. All control points need to be audited, and each will be evaluated as conforming, non-conforming, or not applicable.
- (5) Corrective actions are taken for the items identified as non-compliant, and a report on the corrective actions is send to the certification body.

##### 2. For group inspection and certification

- Read and understand the JGAP Control Points and Compliance Criteria for Farms (Tea) and the JGAP Control Points and Compliance Criteria for Group Administration (Agricultural Products).  
\* Refer to the explanatory notes for the reference documents.
- Develop a "Group Management Manual" based on the JGAP Control Points and Compliance Criteria for Farms (Tea) and the JGAP Control Points and Compliance Criteria for Group Administration (Agricultural Products), and implement it.
- Conduct an internal audit and make improvements to control points that resulted in non-compliance. The internal audit needs to be encompass the group administrative body and all of the group's sites.
- Apply for an audit by a certification body and receive an audit. All control points need to be audited, and each will be evaluated as conforming, non-conforming, or not applicable. Site audits are conducted by selecting sample sites, where the number of sites sampled is more than the square root of the total number of sites.
- Corrective actions are taken for the items identified as non-compliant, and a report on the corrective actions is send to the certification body.

(6)

As a result of a certification determination made by the certification body, a farm that has met the following compliance level is granted JGAP certification.

JGAP Control Points and Compliance Criteria for Farms (Tea)  
→ 100% compliance with the applicable Major Must items  
At least 85% compliance with the applicable Minor Must items

As a result of a certification determination made by the certification body, a group that has met the following compliance level is granted JGAP certification.

JGAP Control Points and Compliance Criteria for Farms (Tea)  
→ 100% compliance with the applicable Major Must items  
At least 85% compliance with the applicable Minor Must items

JGAP Control Points and Compliance Criteria  
for Group Administration (Agricultural Products)  
→ 100% compliance with the applicable items

## 5. Handling of the Previous Edition

Even after the operation of JGAP Control Points and Compliance Criteria for Farms (Tea) 2022 has gone into effect, initial and renewal inspections for JGAP Control Points and Compliance Criteria for Farms (Tea) 2016 will continue to be accepted until February 13, 2024.

## 6. Copyrights

This document was created by Japan GAP Foundation. The copyrights belong to Japan GAP Foundation. When creating derivative works, prepare permission must be obtained from Japan GAP Foundation.

## 7. Disclaimer

Japan GAP Foundation and JGAP inspection and certification bodies bear no responsibility for the agricultural produce sold by farms and groups that have obtained JGAP certification.

## \* Refer to the JGAP General Regulations (Agricultural Products)

Note: When laws and regulations are cited, they refer to the laws and regulations of Japan, unless otherwise noted.  
English abbreviations

- 1) Agricultural chemicals: Bactericides, insecticides, herbicides and other chemicals(those bactericides, insecticides, herbicides and other chemicals include substances specified by Cabinet Order among those in which the bactericides, insecticides, herbicides and other chemicals are used as their materials or ingredients, and which are used for that control) to be used for controlling bacteria, nematodes, mites, insects, rats, weeds, or other animals or plants or viruses that harm crops (including trees, and agricultural and forestry products; hereinafter referred to as "crops, etc."), and growth stimulants, germination inhibitors and other chemicals. (see Article 2 of the Agricultural Chemicals Regulation Act)  
Other agricultural chemicals include spreaders. In addition, commercially available natural enemies used for the agricultural control purposes mentioned above are considered agricultural chemicals under this law. Agricultural chemicals defined by this law are labeled on the container or the packaging with a registration number issued by the Ministry of Agriculture, Forestry and Fisheries.
- 2) Agricultural produce: After a crop has been harvested from a site, it is referred to as "agricultural produce," distinguishing it from a pre-harvested "crop." Agricultural produce includes food, food ingredients, feed ingredients, and raw materials for pharmaceuticals and quasi-pharmaceuticals. When seeds and seedlings are sold, those seeds and seedlings also fall under agricultural produce. In JGAP, agricultural produce is classified as fruits and vegetables, grains or tea. Note that agricultural produce does not include collected plants.



- 3) Agrochemical residue analysis: Analysis employing objective analytical methods to determine the type and concentration of agrochemical residues contained in agricultural products.
- 4) Carbon sequestration: the accumulation of organic carbon in soil by plowing organic matter into it. The aim of carbon sequestration is to reduce carbon dioxide in the atmosphere by increasing organic carbon in soil that derives from carbon absorbed from the atmosphere by plants during photosynthesis.
- 5) Certification: Third party proof that the products and processes of a farm or group meet the certification criteria specified by the JGAP certification program. (See ISO/IEC 17065: 2012 and ISO/IEC 17000: 2020)
- 6) Close call: A dangerous case of a near miss that "could have turned into an accident," characterized by the accompanying chill or shock. This is a concept for preventing occupational accidents.
- 7) Compliance criteria: describes a desirable state of appropriate farm management for each control point, and indicates objective criteria for evaluation.
- 8) Compliant: The state of being in compliance with JGAP criteria.
- 9) Compost: A type of special-purpose fertilizer. Fertilizers made from straw, rice hulls, barks, animal waste and other animal or plant organic matters (except for sludge and organs of fish) that has been piled, or stirred and decomposed (includes the use of urea, ammonia sulfate and other materials that promote decomposition). (See Designation of Special Fertilizers under Ministry of Agriculture, Forestry and Fisheries Notification No. 177)
- 10) Control points: Headings for compliance criteria that make up the key points for confirming the Good Agricultural Practices.
- 11) Crop: A plant being cultivated (growing) at a site. This is distinct from agricultural produce after harvest.
- 12) Cross-contamination: Microbiological contamination, agricultural chemical contamination or contamination by foreign matters caused by the activity of workers, machinery, equipment, water and air.
- 13) Cultivation and harvesting processes: The process from the cultivation of fruits and vegetables (horticultural crops or aquatic plants) to their harvesting and transportation or shipping.
- 14) Disinfection: Using chemical substances and/or physical methods to reduce the number of microorganisms living on a surface, in water or in the air to an extent that does not harm food safety or appropriateness. (See definition listed in GENERAL PRINCIPLES OF FOOD HYGIENE CXC 1-1969 2020)
- 15) Drift: The spread of agrochemicals that have been applied beyond the objects for which they were targeted.
- 16) Employer: The business operator or manager of the business or any other person who acts on behalf of the business operator of the business in matters concerning workers in the business (Cited from Article 10 of the Labor Standards Act)

- 17) Exotic species: Species that have been introduced to Japan from overseas and now exist outside their natural habitat or area of growth. (See Article 2 of the Act on the Prevention of Adverse Ecological Impacts Caused by Designated Invasive Alien Species)
- 18) Facility: Buildings, structures and equipment that are used for farm management. Facilities include storages, produce handling facilities, and so on.
- 19) Farm: An entity that produces items subject to certification and is responsible for that production.
- 20) Fertilizer: a substance applied to the ground for the purpose of bringing about a chemical change in the soil to supply nutrients to plants or help plants to grow, or a substance applied to a plant for the purpose of feeding plants. (Quoted from Paragraph 1, Article 2 of the Fertilizer Control Act)
- 21) Fertilizers, etc.: : In this document, the term "fertilizers etc." is a generic term that includes soil conditioner, soil revitalizer, foliar fertilizer, compost, mulching materials (rice straw, weeded grass, wood barks, etc.) and other materials (materials that have fertilizing effects but are not registered, such as plant revitalizers, repellents, bio-stimulants, etc.). Fertilizers, etc. are treated as the same control point as fertilizer.
- 22) Food safety: The assurance that food, when prepared and/or consumed in the intended manner, will not have an adverse effect on the health of a consumer. (See definition listed in GENERAL PRINCIPLES OF FOOD HYGIENE CXC 1-1969 2020)
- 23) Foreign matter: Matter other than the intended agricultural product.
- 24) GAP: The abbreviation of Good Agricultural Practices. GAP refer to the management standards to be observed by producers in the production process for agricultural produce, and the initiatives undertaken on that basis. GAP can refer to the singular "Good Agricultural Practice" or the plural "Good Agricultural Practices."
- 25) General-purpose fertilizer: A fertilizer other than a special-purpose fertilizer. The term a "special-purpose fertilizer" means rice bran, compost, or other fertilizers designated by the Minister of Agriculture, Forestry and Fisheries (Quoted from Paragraph 2, Article 2 of the Fertilizer Control Act)
- 26) Integrated Pest Management (IPM): A comprehensive approach that carefully considers all available pest control methods, taking into account their economic feasibility, and takes appropriate measures to control the occurrences and growth of pests, diseases and weeds, and in doing so reduce risks to human health and damage to the environment, or keep them to a minimum. PMI also aims to avoid disturbances of ecosystems by agriculture and tries to take maximum advantage of the natural mechanism of pest/disease/weed control by natural ecosystems. It contributes to the stable production of safe agricultural produce that can be trusted by consumers. (Refer to Integrated Pest Management (IPM) Implementation Guidelines from the Ministry of Agriculture, Forestry and Fisheries)

- 27) Intellectual property: Generic term for ideas, creations and other items created through intellectual activities that have value as property. Some intellectual property is protected as rights pertaining to interests, such as patent rights, utility model rights, new varieties of plants, designs and copyrighted works.
- 28) ISO 17025: Standards set forth by the International Organization for Standardization (ISO) detailing requirements for the competence of testing and calibration laboratories.
- 29) JGAP: The abbreviation of Japan Good Agricultural Practices. JGAP is one of the GAP certification programs developed by Japan GAP Foundation, and summarizes the role of good agricultural practices from the perspectives of farm operation, food safety, environmental conservation, occupational safety and respect for human rights, with the Japanese production environment in mind.
- 30) Laws and regulations: A generic term referring to laws and regulations that are established by the government. In this document, they refer to constitutions, treaties, laws, decrees, cabinet orders, ordinances, directives, announcements and guidelines.
- 31) Level: The importance of a control point categorized as "Major Must," "Minor Must" or "Recommendations."
- 32) Major Must: Control points for which 100% compliance of applicable items is required.
- 33) Minor Must: Control points for which compliance with at least 85% of applicable items is required.
- 34) Minors: Persons below the age of 18. (See Article 57 of the Labor Standards Act)
- 35) New site: A site that has started being used in the past year or a site that is planned to be used in the future.
- 36) Non-compliant: The state of not being in compliance with JGAP criteria.
- 37) Not applicable: A control point that is not applicable to the farm in question. For example, for a farm that does not engage subcontractors, "agreement with subcontractors" would be not applicable.
- 38) Pathogenic microorganisms: Bacteria, fungi (yeast, mold, etc.), Rickettsia and virus that cause infections in humans.
- 39) Pest forecasting information: In accordance with the Plant Protection Act (Act No. 151 of 1950), information related to pest forecasting and control measures as a result of the analysis of weather, crop growth conditions, and surveys on the prevalence of pests, etc., in order to ensure timely and economical pest control activities.
- 40) Plant residue: Parts of the harvest that are not suitable for shipping and are discarded, or branches, stems, leaves, roots or other parts that are cut off during cultivation or after harvest. Also referred to as crop residue.
- 41) Produce handling process: The process between harvesting and shipment, including post-harvest washing, rinsing, preparing, sorting, grading, packing and storing.

- 42) Produce: In JGAP, the collective name for produced agricultural products, livestock and animal products that are subject to certification.
- 43) Product defect: The state of a product that does not allow normal sales. Such a state could be an abnormal taste or smell, spoiling, deficient quantity, labeling mistakes, or otherwise.
- 44) Product: Agricultural produce that is ultimately delivered from a farm or group to a recipient.
- 45) Production process: a series of activities related to the scope of certification from cultivation to shipping.
- 46) Protective clothing: clothing to protect a body from agrochemicals during agrochemical mixing and application.
- 47) Protective equipment: Equipment worn to protect the body including helmets, protective shoes, special masks, protective glasses, gloves and so on.
- 48) Raw leaves: Foods that are raw materials for crude tea plucked from tea plants. The raw leaves handled here are those that are intended to be used as rough tea in the end.
- 49) Recommendations: Control points that do not affect the inspection result, but whose active implementation is desirable in order to achieve an ideal farm management.
- 50) Reference documents: The collective term referring to the following documents (a) through (d) which make up the JGAP certification standards.  
(a) JGAP General Regulations  
(b) JGAP Control Points and Compliance Criteria for Farms  
(c) JGAP Control Points and Compliance Criteria for Group Administration  
(d) Guidelines
- 51) Refined tea process: production, packaging, storage and shipping of refined tea.
- 52) Refined tea: Tea that is finally ready for consumption. Includes matcha, powdered tea, tea bags, etc.
- 53) Registered conformity assessment body: Corporation that are registered under the Ministry of Health, Labour and Welfare. There are certain standards for registration, and analysis results of the registered conformity assessment body are generally considered to be officially recognized.
- 54) Risk assessment: Evaluating the importance of risks and developing measures to counter them based on the combination of the probability of a hazard occurring and the degree of its harm. (See ISO/IEC Guide 51: 2014)
- 55) Risk: Combination of the probability of a potential hazard and the degree of its harm. A hazard is a potential source of harm to a person, harm to health, harm to property such as agricultural produce, or harm to the environment. (See ISO/IEC Guide 51: 2014)

- 56) Rule: Prescriptions or set procedures, etc. that are to be followed.
- 57) Self-assessment: The process where a farm inspects assesses and confirms its own farm management based on the JGAP Control Points and Compliance Criteria for Farms.
- 58) Site: The smallest unit of land, greenhouses or factories where crops are cultivated and managed.
- 59) Soil analysis: Analysis of the state of the soil at a site, for the purpose of improving crop yield and quality, and calculating the appropriate quantities of fertilizer and soil conditioners.
- 60) Soil Contamination Areas: Designated areas by the Article 5 Paragraph 1 of the Soil Contamination Countermeasures Act, the areas for countermeasures against soil contamination on Agricultural Land designated by the Article 3 Paragraph 1 of the Act to Prevent Soil Contamination on Agricultural Land, and the zones subject to control of contaminated soil caused by Dioxins designated by the Article 29 Paragraph 1 of the Act on Special Measures against Dioxins.
- 61) Soil testing: Testing for the presence of hazardous substances in soil.
- 62) Standard fertilization: : Standard doses and application methods for fertilizers set by the government.
- 63) Tea: Plants that belong to *Camellia sinensis* (L) O. Kuntze. The JGAP Standard Item List includes green tea, black tea and oolong tea. It doesn't include post-fermented tea (pu-erh tea, etc.) which uses fermentation effect of microorganisms such as yeast. Please refer to the JGAP Standard Item List for details.
- 64) Timing of use (number of days before harvest, etc.): The timing when each agrochemical can be used. Paragraph 4, Article 2 of the Ministerial Order Establishing Standards with Which Users of Agricultural Chemicals Must Comply (Ordinance No. 5 of the Ministry of Agriculture, Forestry and Fisheries and Ministry of the Environment, 2003) specifies that an agricultural chemical may not be used outside the timing of use designated on its label.
- 65) Traceability: The state where the history, application, movement and whereabouts of an item can be traced. (See ISO 22000: 2018)
- 66) Unrefined tea: Food product made of fresh leaves that is processed to refined tea. Ingredient for powdered green tea is also included under the definition of unrefined tea.
- 67) Violation of regulations: A violation of the rules established based on the JGAP Control Points and Compliance Criteria for Farms or the JGAP Control Points and Compliance Criteria for Group Administration, or a violation of the JGAP General Regulations, committed by a farm or group.
- 68) Visitors: All those who enter a farm who are not workers belonging to the farm or group.
- 69) Waste: garbage, bulky waste, cinders, sludge, manure, waste oil, waste acid, waste alkali, animal carcasses, and other wastes in a solid or a liquid form (except for radioactive substances and things that have been contaminated by radioactivity) (Quoted from Paragraph 1, Article 2 of the Waste Management and Public Cleansing Act)

- 70) Worker: a person who is employed at a business or office and to whom wages are paid, regardless of the type of occupation.  
(Quoted from Article 9 of the Labor Standards Act)
- 71) Worker: Any person involved with production processes at a farm.

Number	Level	Control Point	Compliance Criteria	Result	Comment
<b>Common Items</b>					
<b>1. Visualization of farm management</b>					
1.1	Major Must	Clarification of the scope of JGAP certification	<p>The latest information is documented below to clarify the scope of JGAP certification.</p> <p>(1) Farm (farm name, address, contact details)</p> <p>(2) Items subject to certification (including the item in its shipped form if such a form applies)</p> <p>(3) Scope of production processes subject to certification set forth in section of 9.2 of the General Regulations</p> <p>(4) Site (site name, etc., site area, items cultivated)</p> <p>(5) Produce handling facility (name, address, items handled)</p> <p>(6) Storage or storage structure (name, address)</p> <p>(7) Subcontractors (name, scope of subcontracting, contact details)</p>		
1.2	Major Must	Maintenance of maps	<p>Maps that include at least the following information are prepared for use in risk assessment.</p> <p>(1) Sites</p> <p>(2) Produce handling facilities</p> <p>(3) Warehouse or storage structures</p> <p>(4) Waste storage locations</p> <p>(5) Location of water supply and water storage used in production processes</p> <p>(6) Usage state of land adjacent to sites</p> <p>(7) Location where agrochemical residue and cleaning water is treated</p>		
1.3	Major Must	Production plan	<p>a. A production plan containing the following items has been formulated and documented.</p> <p>(1) Expected production for each item (crop area × standard yield)</p> <p>(2) Details and timing of work to be performed (frequency of work)</p> <p>b. Results in relation to production plans are evaluated, and utilized when formulating plans for subsequent years.</p>		
1.4	Major Must	Record keeping	<p>To improve farm management, the following efforts are made with respect to records required for each control point.</p> <p>(1) Storage of at least two years of past records</p> <p>In the case of an initial audit or newly required records due to an updated version of the standards, records going back at least three months from the date of the audit are retained (excluding records of work that did not take place during the period concerned).</p> <p>Ongoing retention of records after initial audit</p> <p>(2) Storage of records in keeping with requirements when a retention period of more than two years is required by laws, regulations or a customer</p> <p>(3) Maintaining records so that they can be immediately viewed when needed</p>		

1.5	Major Must	Handling of complaints, accidents and violation of regulations	<p>To practice good farm management, when there are complaints directed at the farm, or an accident or rule violation occurs at the farm, the following information is recorded.</p> <p>(1) Date of occurrence  (2) Date recorded  (3) Recorder  (4) Details of the complaint, accident or rule violation  (5) Emergency responses  (6) Cause  (7) Corrective actions to prevent recurrence  (8) Date that corrective actions are confirmed by the farm manager</p>		
<b>2 Responsibilities of top management</b>					
2.1	Major Must	Clarification of people responsible	<p>As an organizational structure that ensures proper farm management based on JGAP, top management documents at least the following responsible people and disseminates this information within the farm.</p> <p>(1) Top management  (2) Farm manager  (3) Product manager  (4) Fertilizer manager  (5) Agricultural chemical manager  (6) Occupational safety manager  (7) Labor manager</p>		
2.2	Major Must	Responsibilities of the farm manager	<p>a. Top management grants the authority necessary for farm management to the farm manager (control point 2.1).</p> <p>b. The farm manager engages in the following.</p> <p>(1) Understanding the JGAP control points they are responsible for and ascertaining the latest information (revisions, etc.) concerning the reference documents  (2) Ascertaining information concerning JGAP-related revisions and making that information known to related managers</p>		
2.3	Minor Must	Formulation and sharing of policies	<p>To ensure that proper farm management based on JGAP takes root throughout the entire organization, top management documents the policies of farm management necessary for JGAP initiatives and disseminates them throughout the farm.</p> <p>* In the case of a group, top management can be read to mean the representative of the group, and policies to mean group policies.</p>		
2.4	Major Must	Implementation of self-assessments	<p>To improve farm management, self-audits are conducted at least once a year and the results are recorded.</p> <p>(1) Self-audits are conducted by a person who understands JGAP for all of the control points in JGAP Control Points and Compliance Criteria for Farms  (2) As a result of the self-audits, corrective actions are taken on non-compliances</p> <p>* For group certification, self-assessments can be read to mean internal audits.</p>		



2.5	Minor Must	Improvements made by top management	<p>a. To improve farm management, top management revises farm management systems at least once a year based on the following information, and instructs the relevant managers to make improvements as needed.</p> <p>(1) Results of self-audits (control point 2.4) (results of internal audits in the case of a group)</p> <p>(2) Records of product complaints (control point 6.4)</p> <p>(3) Results of external audit</p> <p>(4) Records of complaints, accidents or rule violations (control point 1.5)</p> <p>(5) Changes to the JGAP scope (control point 1.1)</p> <p>b. Top management records the results of revisions made in section a. and the instructions on improvements given to managers.</p> <p>c. Top management strives to foster an awareness of food safety, occupational safety, environmental conservation and respect for human rights throughout the farm.</p> <p>* In the case of an organization, top management can be read to mean the representative of the group.</p>		
2.6	Major Must	Appropriate use of the JGAP logo	<p>To ensure the appropriate display of information related to JGAP, the following are observed when the JGAP logo is used.</p> <p>(1) Compliance with related reference documents</p> <p>(2) Retention of licenses for use issued within the past year</p> <p>* In the case of a group, this is handled by the group administrative office.</p>		
2.7	Minor Must	Measures for the maintenance and continuation of management	<p>To ensure the maintenance and continuation of farm management, measures and plans are developed in anticipation of disasters and other eventualities.</p>		
2.8	Major Must	Management of intellectual property	<p>To protect and utilize intellectual properties, it is ensured that:</p> <p>(1) The farm does not infringe upon the intellectual properties of others, such as registered varieties</p> <p>(2) When technologies, varieties or new product brands that constitute the farm's own intellectual properties have been developed, they are utilized</p> <p>(Establishment of rights, confidentiality, disclosure)</p>		

3 Respect for human rights and labor management					
3.1	Minor Must	Responsibilities of the labor manager	<p>a. The labor manager (control point 2.1) oversees the work of managing the workplace environment, welfare and work conditions at the farm.</p> <p>b. The labor manager engages in the following.</p> <p>(1) Understanding the JGAP control points they are responsible for and ascertaining the latest information (revisions, etc.) concerning the reference documents</p> <p>(2) Improving their knowledge concerning respect for human rights and labor management</p>		
3.2	Major Must	Ensuring an appropriate workforce	<p>To ensure appropriate labor management that considers respect for the human rights of workers, the farm ensures the following.</p> <p>(1) Maintains a list of workers that includes items (a) through (i)</p> <p>(a) Name</p> <p>(b) Date of birth</p> <p>(c) Job history</p> <p>(d) Gender</p> <p>(e) Address</p> <p>(f) Type of work (not required for a business site employing less than 30 employees at all times)</p> <p>(g) Date of employment</p> <p>(h) Date and circumstances of resignation (in the case of dismissal, include the reason)</p> <p>(i) Date of death and cause</p> <p>(2) Management of personal information in compliance with confidentiality requirements</p> <p>(3) When hiring foreign workers, confirming that the workers have permission to stay and are allowed to work</p> <p>(4) Employment of minors in compliance with laws and regulations</p>		
3.3	Minor Must	Presentation of working conditions	<p>a. Employers present documents indicating the following working conditions to workers before they are employed.</p> <p>(1) Details of the work to be performed and the location of the work</p> <p>(2) The period of work, and if the period is limited, matters concerning the renewal of the employment contract</p> <p>(3) Working hours, breaks and days off</p> <p>(4) Wages, the method of payment and the timing of payment</p> <p>(5) Matters concerning resignation (rights concerning the termination of employment, conditions for dismissal, etc.)</p> <p>b. In the case of a foreign worker, the working conditions are presented in a document in a language that can be understood by the worker.</p>		
3.4	Minor Must	Compliance with working conditions	<p>To ensure working conditions that consider respect for the rights of workers, the farm ensures the following.</p> <p>(1) The working hours, days off and rest periods for workers comply with laws and regulations</p> <p>(2) The wages of workers do not fall below minimum wages prescribed by laws and regulations</p> <p>(3) Premium wages for night work, off-hours work and work on days off comply with laws and regulations</p> <p>(4) The wages of workers are paid on set dates in accordance with the working conditions designated in control point 3.3</p> <p>(5) Wages are not unreasonably or excessively deducted</p>		

3.5	Major Must	Prohibition of forced or compulsory labor	To ensure the rights of workers, the farm implements measures so that the following do not occur. (1) Retaining a workforce that utilizes human trafficking, slave labor or prison labor (2) Coercing workers to work against their will through violence, intimidation, confinement or other means that unjustifiably restrain their mental or physical freedom (3) Restricting the movements of workers (4) Confiscating or retaining the personal documents or valuables of workers, such as personal identification, immigration documents, work permits or travel documents		
3.6	Minor Must	Communication between employers and workers	To improve the working conditions and work environment of workers, the farm ensures the following. (1) At least once a year, opinions are exchanged between the employers and workers regarding working conditions, the work environment, occupational safety and other matters in an environment that is conducive to sharing opinions, and the details are recorded (2) Free collective bargaining rights between the employer and a labor union or representative of workers are recognized, and if any agreement or accord has been entered into, it is observed		
3.7	Major Must	Prohibition of discrimination	To ensure the fair treatment of workers, decisions concerning employment, promotion or wage increases use the ability to engage in the relevant work and degree of competence as judgment criteria, and do not consider race, ethnicity, nationality, religion or gender.		
3.8	Minor Must	Family-owned operation based on adequate discussion	If there are workers who are family members, family-run operations are implemented based on adequate discussion between family members to ensure that comfortable working conditions are established for all family members.		
3.9	Minor Must	Housing for workers	When an employer provides housing to workers due to labor management requirements, the housing is safe and a healthy living environment is maintained.		
<b>4 Education, training and alerting of visitors</b>					
4.1	Major Must	Education and training of workers	To ensure that workers understand the farm rules and acquire the competence necessary to carry out the work, each manager designated in control point 2.1 works on the following items regarding education and training in their area of responsibility. (1) Education and training consistent with the farm rules at least once a year (2) If there are foreign workers, education and training using words and expressions (pictures, etc.) that can be understood by those workers (3) Disseminating information about the roles and responsibilities of workers (4) Regular confirmation by managers that workers are complying with the farm rules and are competent (5) Records of education and training including information from (a) through (d) with regard to items (1) and (2) above (a) Implementation date (b) Participants (c) Details of the education and training (d) Materials used for the education and training		
4.2	Major Must	Holding of official qualifications or completion of courses	Workers who engage in work that laws or regulations require the holding of qualifications or the completion of a course or other requirements can prove that they are completed the necessary courses, etc. or passed the necessary examinations.		

4.3	Minor Must	Alerting of visitors	<p>a. Farm rules to be observed by visitors regarding the following are documented, and visitors are warned accordingly.</p> <p>(1) Prevention of injury or accident</p> <p>(2) Food safety</p> <p>(3) Environmental considerations</p> <p>b. If visitors are foreign nationals, the rules are communicated using words or expressions (pictures, etc.) they can understand.</p>		
<b>5 Management of external organizations</b>					
5.1	Minor Must	Agreements with subcontractors	<p>The following details are agreed upon with subcontractors and documented.</p> <p>(1) Agreement date</p> <p>(2) Name of the parties to the agreement (names, representatives and addresses of the farm and subcontractors)</p> <p>(3) Scope of the subcontracted work</p> <p>(4) Rules designated by the farm regarding food safety and occupational safety required by JGAP with respect to the subcontracted work</p> <p>(5) The need to comply with the rules described in (4) above</p> <p>(6) Handling in the event of a violation of the agreement</p> <p>(7) The fact that the subcontractor may be subject to external audit, and that corrective action may be demanded in the event of non-compliance</p> <p>* If the farm and a subcontractor have not come to an agreement, the farm can substitute this by confirming documents (stipulations, etc.) disclosed or presented by the subcontractor.</p>		
5.2	Major Must	audit of subcontractors	<p>The farm inspects subcontractors regarding the subcontracted work in terms of the state of compliance with farm-designated rules on food safety and occupational safety as required by JGAP when a subcontractor is first consigned and at least once a year, with the following details recorded.</p> <p>(1) Name of the subcontractor</p> <p>(2) Implementation date of the audit</p> <p>(3) Name of the person performing the audit</p> <p>(4) Non-compliances</p> <p>(5) Response such as corrective actions</p> <p>* If the subcontractor is JGAP/ASIAGAP certified or has undergone third-party certification acknowledged by Japan GAP Foundation, the farm may omit the audit of the subcontractor by confirming details such as the scope of the certification document, period of certification validity, and so on.</p>		
5.3	Minor Must	Assessment and selection of laboratories	<p>To ensure the reliability of testing results, when requesting testing required by control points, the farm confirms that the laboratory meets one of the following requirements in the field of the testing that is requested.</p> <p>(1) A registered conformity assessment body accredited by the country of production</p> <p>(2) An ISO 17025-certified laboratory</p> <p>(3) A laboratory recommended by Japan GAP Foundation</p> <p>(4) In the case of agricultural chemical residue, a laboratory that meets the guidelines for laboratories that carry out testing for agricultural chemical residue</p>		

6 Product management					
6.1	Minor Must	Responsibilities of the product manager	<p>a. The product manager (control point 2.1) oversees the following work.</p> <p>(1) Management of product type and standards (item, variety, cultivation method, etc.)</p> <p>(2) Product specifications including quantity and weight</p> <p>(3) Traceability management</p> <p>(4) Ensuring product safety and quality</p> <p>(5) Handling of product complaints, abnormalities and product recalls</p> <p>b. The product manager engages in the following.</p> <p>(1) Understanding the JGAP control points they are responsible for and ascertaining the latest information (revisions, etc.) concerning the reference documents</p> <p>(2) Improving knowledge of product management</p>		
6.2.1	Major Must	Ensuring Traceability (fresh leaves)	<p>a. There is a traceability system that allows the following records to be confirmed from the shipped fresh leaves.</p> <p>(1) Farm name</p> <p>(2) Product name</p> <p>(3) Destination</p> <p>(4) Shipping date</p> <p>(5) Shipment quantity</p> <p>(6) Plucking date</p> <p>(7) Plucked quantity</p> <p>(8) Plucking field name or number;</p> <p>(9) Lot number necessary for tracing from picking to shipment (picking lot)</p> <p>b. Confirm the traceability system described in (1) above at least once a year, and review the system as necessary.</p>		
6.2.2	Major Must	Ensuring Traceability (unrefined tea)	<p>a. There is a traceability system that allows the following records to be confirmed from the shipped unrefined tea.</p> <p>(1) Farm name</p> <p>(2) Product name</p> <p>(3) Destination</p> <p>(4) Shipping date</p> <p>(5) Shipment quantity</p> <p>(6) Unrefined tea production date</p> <p>(7) Unrefined tea production volume</p> <p>(8) Lot numbers necessary for tracing from plucking to unrefined tea production and shipment (plucking lot, unrefined tea production lot, etc.)</p> <p>b. Confirm the traceability system described in (1) above at least once a year, and review the system as necessary.</p> <p>c. Regarding unrefined tea, the following labeling is applied to the ocean, container, etc. of the agricultural products to be shipped.</p> <p>(1) Name or title and address of the manufacturer, etc.</p> <p>(2) Name</p> <p>(3) Raw material name (including food additives)</p> <p>(4) Country of origin of ingredients</p> <p>(5) Contents</p> <p>(6) Display linked (identifiable) with the record of a.</p>		

6.3	Major Must	Handling procedures for product complaints, abnormalities and recalls	<p>a. To appropriately handle product complaints and anomalies and prevent recurrences, response procedures including the following information are documented.</p> <p>(1) Ascertaining the circumstances surrounding a product complaint or the occurrence of an anomaly</p> <p>(2) Contacting or reporting to the product manager (including determining the scope of impact, and determining whether a product recall is required by the product manager)</p> <p>(3) Emergency response (including communicating and consulting with affected shipping destinations and other related organizations, making the issue public, product recall, and taking measures with respect to the affected products)</p> <p>(4) Determining the cause</p> <p>(5) Corrective actions to prevent recurrence</p> <p>(6) Reporting to the certification body if a violation of laws or regulations has occurred</p> <p>b. The documented procedures are revised at least once a year.</p>		
6.4	Major Must	Recording the handling of product complaints, anomalies and recalls	<p>a. When a product complaint or anomaly has occurred, the response implemented based on the procedures described in control point 6.3 is recorded.</p> <p>b. The records include the date on which the complaint or anomaly occurred (date of contact), the recording date, the recorder, and the date the issue was confirmed by the product manager.</p>		
6.5	Major Must	Handling the agricultural produce of other farms	<p>a. When handling the agricultural produce of other farms, measures are taken to manage identification for each producing farm and prevent unintended mixing with the agricultural produce of other farms, and it is also possible to confirm this from records.</p> <p>b. When the agricultural produce of other farms is sold, information on the producing farm is labeled so as not to cause misunderstanding on the part of buyers.</p>		
6.6	Major Must	Prevention of mixing of different types and products for different uses	<p>a. When cultivars are sold separately, measures are taken to prevent the accidental mixing of visually indistinguishable agricultural products of different cultivars.</p> <p>b. Measures are taken to ensure that produce for specific uses is not accidentally mixed with produce for other uses.</p>		
6.7	Major Must	Purchasing certified produce	<p>a. There is a purchase record that shows the following for the purchased agricultural products: a.</p> <p>(1) Name of the farm/organization where the product was purchased</p> <p>(2) Purchase date</p> <p>(3) Purchased items</p> <p>(4) Purchase quantity</p> <p>b. When handling purchased agricultural products as certified agricultural products, obtain a copy of the JGAP certificate from the supplier and confirm that the certification scope and expiration date are appropriate before purchasing.</p>		

7 Risk management in production processes					
7.1	Major Must	Understanding agricultural produce	<p>In order to use the risk assessment described in control point 7.3 as a reference, the food safety points to be considered given the purpose of use and expected users of the agricultural produce subject to certification can be described.</p> <p>* When multiple agricultural products are being handled, this information can be described for each group of agricultural products whose characteristics and processes are similar.</p>		
7.2	Major Must	Clarification of processes	<p>a. The following information is documented for each agricultural product, or for each group of similar agricultural products.</p> <p>(1) Work processes</p> <p>(2) Main resources used in the processes (soil, water, seeds and seedlings, agrochemicals, fertilizer, packaging materials, equipment, machinery, tools, etc.)</p> <p>(3) Equipment, machinery, materials, etc. for which there is a risk of cross-contamination with agricultural products or contamination with foreign matter</p> <p>b. On-site checks are performed to ensure that each documented process matches current conditions.</p>		
7.3	Major Must	Conducting risk assessments	<p>a. For each process clarified in control point 7.2, the following is implemented.</p> <p>(1) Food safety risks are identified, the severity of each risk is assessed, and measures to prevent or mitigate the risks are documented</p> <p>(2) Risk assessments are carried out jointly between managers and workers to ensure that risk assessments are reflected in the situation in the field</p> <p>b. Risk assessments include contamination with allergens in the produce handling process.</p>		
7.3.1	Major Must	Response to radioactive materials	When there are laws, regulations or instructions from a government entity concerning the region where a farm is located with respect to items subject to accreditation, instructions are observed so as not to ship agricultural produce that has been contaminated with radioactive materials.		
7.4	Major Must	Dissemination, implementation and confirmation of measures and rules	<p>a. Education and training for workers on measures to prevent or mitigate the risks clarified in control point 7.3 is conducted by managers, and the measures are implemented accordingly (education and training is always conducted when a new worker is assigned or when changes to the measures have occurred).</p> <p>b. The following items are implemented to strengthen measures regarding risks assessed to be of high importance in control point 7.3.</p> <p>(1) Documentation of specific rules that can be understood by workers (including diagrams and video)</p> <p>(2) Education and training on rules provided to workers by managers, and implementation of the rules (Education and training should always be conducted when new workers are arranged or when measures have been trained)</p> <p>(3) Periodic checking and recording of compliance status by managers</p>		
7.5	Major Must	Revisions to risk assessments, etc.	<p>Records are kept that the following were implemented for the risk assessments, measures and rules documented in control points 7.2, 7.3 and 7.4.</p> <p>(1) Revision of risk assessments at least once a year, and whenever processes changed or knowledge of new risks was confirmed</p> <p>(2) Revisions to measures and rules as needed based on revised risk assessments</p> <p>(3) Joint revisions conducted between managers and workers to enhance effectiveness</p>		

8 Hygiene management for workers and visitors					
8.1	Major Must	Ascertaining the state of health and taking measures	<p>The following are implemented for worker hygiene management and agricultural produce sanitation.</p> <p>(1) Establishment and implementation of procedures to determine a worker or visitor in an abnormal state of health (symptoms including diarrhea, vomiting, fever, jaundice)</p> <p>(2) Prohibiting a person with symptoms described in (1) above from entering or working in areas that come into contact with agricultural produce, or only allowing entry or work after measures have been taken</p> <p>(3) Adequately responding to care for the health of a person with symptoms described in (1) above</p> <p>(4) Implementing infection prevention measures to prevent the infection of other workers or visitors who are in good health</p>		
8.2	Minor Must	Setting and disseminating hygiene management rules	<p>For worker hygiene management and agricultural produce sanitation, the rules necessary for hygiene management are documented for the following items, disseminated among workers and visitors, and implemented accordingly.</p> <p>(1) Wearing of work clothes, caps, masks, shoes, gloves, etc.</p> <p>(2) Hand washing procedures, disinfection and caring for nails</p> <p>(3) Personal behavior such as smoking, eating and drinking, coughing, spitting and sneezing, etc.</p> <p>(4) Use of toilets</p> <p>(5) Contact with agricultural produce</p> <p>(6) Handling of personal items</p>		
8.3	Minor Must	Maintenance of hand-washing facilities	<p>The following are implemented so that workers can use hand-washing facilities when needed and ensure hygiene through hand-washing.</p> <p>(1) Maintenance of hand-washing facilities where clean water can be used for hand-washing in toilets and near work sites</p> <p>(2) Hygienic management of hand-washing facilities (cleaning and maintenance)</p> <p>(3) Installation of supplies necessary for hand-washing such as soaps, towels and disinfectants</p>		
8.4	Minor Must	Maintenance of toilets	<p>The following are implemented so that workers can use toilets when needed and to prevent contamination of users or the environment due to unclean toilets.</p> <p>(1) Ensuring a sufficient number of toilets for workers near work sites</p> <p>(2) Regular cleaning of toilets</p> <p>(3) Repairing of damage to toilets that have an impact on hygiene</p> <p>(4) Appropriate disposal of filth and sewage from toilets</p>		
8.5	Minor Must	Restrictions on smoking, eating and drinking locations	<p>Locations for smoking, eating and drinking are specified, and measures are implemented to prevent an impact on agricultural produce or the outbreak of fire.</p>		



9 Occupational safety management and response in the event of an accident					
9.1	Minor Must	Responsibilities of managers in occupational safety	<p>a. The occupational safety manager (control point 2.1) oversees activities to minimize injuries and accidents from occurring during work.</p> <p>b. The occupational safety manager implements the following.</p> <p>(1) Understanding the JGAP control points they are responsible for and ascertaining the latest information (revisions, etc.) concerning the standard documents</p> <p>(2) Improving their knowledge regarding occupational safety</p> <p>(3) Gathering and understanding information on the safe use of equipment and machinery</p> <p>(4) Assigning a person able to render first aid on the farm and can prove that the person has received first aid training within the last five years</p> <p>(5) Preparing and managing appropriate clothing and protective equipment to ensure safety</p>		
9.2	Major Must	Accident prevention	<p>To prevent accidents, the person responsible for occupational safety works on:</p> <p>(1) At least once a year an occupational safety risk assessment including (a) to (g) below and documentation of measures to prevent accidents and injuries;</p> <p>(a) riding machines (especially road driving, loading and unloading and use on slopes and steps, entanglement);</p> <p>(b) Lawn mowers (brush cutters) (including use on slopes)</p> <p>(c) Adjusting rotating parts such as fresh leaf cutters and repairing abnormalities in tea factories</p> <p>(d) Re-starting machinery after repairing malfunctions or cleaning rotating machinery in a tea factory.</p> <p>(e) Work in a hot environment (measures against heatstroke)</p> <p>(f) Information on accidents, injuries, and near misses that have occurred on your own farm or in the same industry</p> <p>(g) Work at height (including use of stepladders, etc.)</p> <p>(h) Machines using automated driving technology and drones</p> <p>(2) Notification and implementation of the measures established in (1) above (must be done when assigning new employees and changing measures)</p> <p>(3) Risk assessment and review of countermeasures when there are changes in facilities and work content</p> <p>(4) The risk assessment and countermeasures in (1) above and the review in (3) above should be carried out jointly with workers to increase effectiveness.</p>		
9.3	Minor Must	Requirements for engaging in dangerous tasks	<p>To ensure that tasks that involve danger are performed safely, workers who meet the following requirements are assigned.</p> <p>(1) Persons who have received adequate education and training for safety (control point 4.1)</p> <p>(2) If required by laws or regulations, persons who have obtained official qualifications or completed courses, etc. regarding occupational safety (control point 4.2)</p> <p>(3) Persons other than those under the influence of alcohol, those taking medicine that could impede their work, those who are sick, pregnant or minors</p> <p>(4) Persons who have the mental and physical functions and abilities appropriate to the task</p> <p>(5) Persons wearing appropriate clothing and protective equipment to ensure safety</p>		
9.4	Minor Must	Response in the event of an accident	<p>The following are implemented to quickly response to an accident or fire and minimize its impact</p> <p>(1) Procedures for responding to an accident or fire and the communication network to utilize are documented and disseminated among workers</p> <p>(2) Preparation of clean water and first-aid kits</p> <p>(Contents of first-aid kits should be determined based on requirements as a result of the risk assessment described in control point 9.2)</p>		

9.5	Minor Must	Safe use of equipment, machinery and tools	<p>The following are implemented with respect to equipment, machinery and tools in order to prevent accidents.</p> <p>(1) Usage consistent with instruction manuals and manufacturer guidance</p> <p>(2) Prohibiting on modifications that compromise safety</p> <p>(3) Performing of safety assessments when purchasing equipment and machinery, and selectin of models that are safer</p> <p>(4) Effective use (mounting, etc.) of safety mechanisms when operating machinery with such mechanisms such as seat belts and safety frames</p> <p>(5) Driving on public roads in accordance with laws and regulations, such as installing vehicular lighting on tractors equipped with towing work equipment</p> <p>(6) audit before use</p>		
9.6	Major Must	Preparations for occupational accidents (mandatory enrollment)	In preparation for occupational accidents, when insurance to compensate for occupational accidents exists in laws and regulations and the farm falls under mandatory enrollment criteria, it is enrolled in the insurance.		
9.7	Recommendations	Preparation for occupational accidents (enrollment in voluntary insurance, etc.)	<p>The following are implemented in preparation for occupational accidents.</p> <p>(1) Measures to compensate workers should they be involved in an occupational accident</p> <p>(2) Measures to compensate top management or working family members should they be involved in an occupational accident</p>		

10 Management of equipment, machinery and tools, etc.					
10.1.1	Major Must	Management of facilities, equipment and machinery, etc.	<p>a. To prevent the contamination of agricultural produce and accidents, the following are implemented regarding the equipment, machinery and transportation vehicles that are in use.</p> <p>(1) Documented lists of the equipment, machinery (powered machinery, fertilizer spreaders and agricultural chemical spreaders) and transportation vehicles in use</p> <p>(2) Description of the electricity and fuel, etc. used in the operation of the equipment, machinery and transportation vehicles included in the list</p> <p>(3) Timely performance of necessary audits, maintenance, cleaning, washing and disinfection (maintenance and audit work must not compromise food safety)</p> <p>(4) Retention of maintenance invoices, etc. when outside maintenance services are used</p> <p>(5) Storage that takes into account food safety, occupational safety and theft prevention</p> <p>b. To prevent contamination of agricultural produce and accidents, the maintenance, upkeep, audit and cleaning of produce handling facilities is performed.</p> <p>c. Trusted contractors are selected for purchases and maintenance services, and the reasons for selection can be explained.</p>		
10.1.2	Major Must	Management of the tools, supplies and packaging materials used for harvesting and the handling of agricultural produce	<p>To prevent the contamination of agricultural produce, the following are implemented for the tools, supplies, and harvest-related containers and packaging materials used for harvesting and the handling of agricultural produce.</p> <p>(1) Regular audits for deterioration, breakage or contamination</p> <p>(2) Repair, cleaning, replacement or other measures when abnormalities are discovered as a result of audits</p> <p>(3) Hygienic storage</p> <p>(4) Safeguards in place to prevent incorrect usage or mislabeling when multiple types of packaging materials are used</p> <p>(5) Trusted contractors are selected for purchases, and the reasons for selection can be explained</p>		
10.2	Major Must	Management of cleaning tools, cleaning agents, disinfectants and machine oils	<p>To minimize contamination of agricultural produce, the following are implemented with respect to the equipment and machinery used in production processes, for the cleaning tools, cleaning agents and disinfectants used on product storage containers, and for machine oils.</p> <p>(1) The item has no food safety issue and is appropriate for the intended application</p> <p>(2) After use, the designated location is kept clean</p> <p>(3) The cleaning tools are used and stored separately from other cleaning tools</p> <p>(4) Regular audits are carried out for cleaning tool deterioration or damage, etc., and replacements are made as needed</p> <p>(5) Cleaning agents and disinfectants must be within their periods of use or expiration dates</p> <p>(6) Compliance with usage and storage cautions</p>		
10.3	Minor Must	Management of poisonous and deleterious substances	<p>To prevent accidents and contamination of agricultural produce, the following are implemented when toxins and deleterious substances other than agricultural chemicals are present.</p> <p>(1) Separation from other items and storage in a locked area</p> <p>(2) Labeling as toxins or deleterious substances</p>		
10.4	Major Must	Management of product sorting and weighing equipment	In order to perform accurate sorting and weighing, the equipment used to sort and weigh products is regularly inspected and calibrated.		

10.5	Major Must	Management of boilers and pressure vessels	To prevent accidents, the following are implemented. (1) Notification necessary for the installation and use of boilers and pressurized containers, and assignment of an operations supervisor in charge of their handling (2) Recording of periodic voluntary audits of boilers and pressurized containers		
<b>11 Management of energy, etc., prevention of global warming</b>					
11.1	Major Must	Management of fuel	To prevent fire or explosion, environmental contamination due to leaks, and in the interest of food safety, the following are implemented regarding the storage and supply of fuel. (1) Strict prohibition of fire and installation of warning signs (2) Use of containers that are appropriate for their contents (3) Installation of unexpired fire extinguishers in locations that are effective for initial firefighting (4) Implementation of measures to prevent fuel leaks (5) Implementation of measures to prevent ignition (anti-static measures, prevention of blowing out or vaporizing at high temperatures) (6) Prevention of contamination of agricultural produce or seeds and seedlings		
11.2	Minor Must	Promotion of energy conservation	The following are implemented as measures to reduce greenhouse gases. (1) Ascertaining the amount energy used including electricity, gas, heavy oil, gasoline, diesel oil and kerosene (2) Documenting and implementing plans to conserve energy in facilities and machinery (3) Considering the adoption of renewable energy		
<b>12 Managing waste and making effective use of resources</b>					
12.1	Major Must	Proper disposal of waste and effective use of resources	To ensure proper waste disposal and reduce greenhouse gas emissions, the waste generated in the production process that leaves the farm is ascertained, and the following are documented. (1) Storage methods that do not contaminate the environment (2) Disposal methods compliant with laws, regulations and government guidance (3) Efforts to reduce waste		
12.2	Major Must	Keeping areas tidy, well organized and clean	The area inside the farm is kept tidy, well organized and clean, and there is no scattered waste.		

13 Consideration of the surrounding environment and biodiversity					
13.1	Major Must	Consideration of the surrounding environment	<p>In the interest of the surrounding environment, the following are implemented.</p> <p>(1) Measures to determine and prevent noise, vibration, bad odors, insects, smoke, dust or harmful substances being dispersed from or flowing out from the farm and affecting surrounding residents, etc.</p> <p>(2) Adequate measures to ensure safety when agricultural machinery appears on public roads, and measures to prevent mud and dirt from falling on public roads</p>		
13.2.1	Minor Must	Consideration of biodiversity (1)	<p>To preserve biodiversity, the following are implemented.</p> <p>(1) Ascertaining the flora and fauna growing and living around the farm, and measures to prevent damage caused by wildlife in the interest of biodiversity</p> <p>(2) When a site is in a nature conservation area, government guidance (development restrictions, etc.) are observed</p>		
13.2.2	Recommendations	Consideration of biodiversity (2)	<p>To preserve biodiversity, the farm works to protect endemic (native) animal and plant species, implements sustainable agriculture utilizing biodiversity, or takes part in local biodiversity initiatives.</p>		

Number	Level	Control Point	Compliance Criteria	Result	Comment
<b>C Agricultural Production-Specific Items</b>					
<b>C1 Soil management</b>					
C1.1	Major Must	Soil safety	To confirm the safety of soil (including soil dressing, culture soil and substrates for hydroponics), in the following cases the farm consults a government agency, implements countermeasures, and makes a record of the measures. (1) When it is possible that POPs were used in the past (2) When there is a soil contamination area notification or designation (cadmium, etc.) from the government		
C1.2	Minor Must	Preventing soil runoff	The necessary farming techniques are utilized to prevent soil runoff due to wind or water.		
C1.3	Minor Must	Soil development with consideration for carbon sequestration	The following are implemented in the interests of soil development, the circulation of organic matter in the region, and measures to reduce greenhouse gases. (1) Documentation of soil development plans with consideration for carbon sequestration (2) Active utilization of organic matter and plant residues generated within the region		
C1.4	Minor Must	Measures against the inflow of contaminated water	To prevent the impact on the soil and crops due to the inflow of contaminated water into a site, the following are implemented after confirming conditions in the surrounding area (control point 1.2). (1) Measures to prevent inflow (2) If there is an inflow of contaminated water, implementation of a food safety risk assessment on crops and the soil, and measures based on the findings of the assessment Records of risk assessment results and countermeasures implemented		

C2 Water management					
C2.1	Major Must	Management of water used for cultivation	<p>The following are implemented to prevent the contamination of agricultural produce by water used for cultivation (water for irrigation and water with diluted agrochemicals, etc.).</p> <p>(1) Identification of water sources and water storage locations for each intended use</p> <p>(2) Implementation of the following when water is used for cultivation</p> <p>(a) Confirmation of anomalies (cloudiness or odor) when using water</p> <p>(b) When anomalies are found in the water being used, recording of the details of the anomalies and the action taken in response</p> <p>(3) For heavy metals, if environmental standards are exceeded, the instructions of local municipalities should be followed</p>		
C2.2	Major Must	Management of water used for harvesting and after harvesting	<p>To prevent the contamination of agricultural produce, during and after harvesting, water or ice that comes into contact with agricultural produce, water used to clean containers, and water used to wash the hands of workers or machinery that comes into contact with agricultural produce in the produce handling process is used hygienically, and the following are implemented.</p> <p>(1) Use of tap water and other water approved by the government as suitable for drinking</p> <p>(2) When water other than the water described in (1) above is used, implementation of water analysis at least once a year and confirmation of non-detection of <i>E. Coli</i></p>		
C2.2.1	Minor Must	Hygiene management of cleaning water stored in containers	To prevent the contamination of agricultural produce by cleaning water, water is stored in containers and splashed down when used for cleaning.		
C2.3	Recommendations	Protection of water sources, etc.	When there is a water source, water storage site or waterway managed by the farm, necessary measures are implemented to prevent intentional or accidental contamination.		
C2.4	Minor Must	Treatment of wastewater and sewage	To prevent the deterioration of water quality and environmental contamination, the wastewater generated at the farm, and the plant residue, cleaning waste and other matter contained within it are treated.		
C3 Management of sites and facilities					
C3.1	Minor Must	Handling of pests, etc.	<p>The following are implemented to prevent the pests (insects, rodents, birds, mold, etc.) from entering or occurring in produce handling facilities, and to prevent contamination with foreign matter, toxic plants, and so on.</p> <p>(1) Implementation of measures to prevent entrance, occurrence or contamination</p> <p>(2) Extermination activities using methods that do not impact food safety</p>		
C3.1.1	Minor Must	Prevention of insect invasion at night	Necessary measures are being taken to prevent insects from entering the factory at night as they are attracted to the lights inside the factory.		
C3.1.2	Minor Must	Clarification of areas where shoes are prohibited	In order to prevent contamination of agricultural products with shoes, shoes are prohibited in the production areas for crude tea and finished tea. Also, at the entrance to the production area, there is a sign to raise awareness about the prohibition of wearing shoes.		

C3.2	Major Must	Storage of unrefined tea and refined tea	<p>In order to prevent contamination and deterioration during storage of unrefined tea and refined tea, storage facilities are working on the following.</p> <p>(1) Prevention of getting wet</p> <p>(2) Avoiding contact with contaminants such as chemicals, oils, and waste</p> <p>(3) When using refrigeration equipment, implement temperature control and measures against water wetting due to condensation.</p> <p>(4) When storing unrefined tea and finished tea, clarify the product name, manufacturing lot, and quantity to prevent future handling errors, including expiration dates.</p> <p>(5) In the case of areas used for purposes other than produce storage, thorough cleaning prior to use and records of such cleaning.</p>		
C3.3	Major Must	Considering the appropriateness of new sites	<p>Consideration is given to the following items regarding the use of a new site, and the details of consideration and results of usage decisions are recorded.</p> <p>(1) Safety of agricultural produce (control points C1.1, C2.1 and C5.5.1)</p> <p>(2) Occupational safety (control point 9.2)</p> <p>(3) Impact on the surrounding environment (control point 13.1)</p> <p>(4) Development restrictions in nature conservation regions (control point 13.2.1)</p>		
C3.4	Minor Must	Responses to problems with new sites	When improvements are implemented as a result of consideration implemented according to control point C3.3, the details of the measures taken and the results of the measures are recorded.		



C4 Seed and seedling management					
C4.1	Major Must	Procurement of seeds and seedlings	<p>In order to ensure food safety and traceability, we are working on the following regarding seeds and seedlings.</p> <p>(1) When seeds and seedlings are purchased, store or record certificates, etc. that include the name of the variety, place of production, and seller.</p> <p>(2) In the case of self-propagation, the field record of the collected seedlings</p> <p>(3) Select a reliable supplier for seeds and seedlings, and be able to explain the reasons for selection.</p>		
C4.2	Minor Must	Records of sowing and planting	<p>To ensure traceability, the following items related to sowing and planting are recorded.</p> <p>(1) Seed or seedling lot</p> <p>(2) Sowing or planting method (including identification of machinery used)</p> <p>(3) Date of sowing or planting</p> <p>(4) Name of the site or site number</p>		
C5 Management of agricultural chemicals					
C5.1 Agricultural chemical usage plans					
C5.1.1	Major Must	Responsibilities of the agricultural chemical manager	<p>a. The agricultural chemical manager (control point 2.1) supervises work to select, plan, use and store agricultural chemicals.</p> <p>b. The agricultural chemical manager implements the following.</p> <p>(1) Understanding the JGAP control points they are responsible for and ascertaining the latest information (revisions, etc.) concerning the reference documents</p> <p>(2) Improves their knowledge regarding agricultural chemicals</p> <p>(3) Obtains and stores the latest information about agricultural chemical usage standards</p>		
C5.1.2	Major Must	Practicing Integrated Pest Management (IPM)	<p>a. The agricultural chemical manager implements the following to ensure environmental protection and sustainable agricultural management.</p> <p>(1) Development of a pest and weed-resistant environment</p> <p>(2) Determinations of the need for and timing of pest and weed removal after ascertaining the state of pests and weeds</p> <p>(3) Pest and weed removal through a wide range of methods combining chemical pesticides and herbicides and non-chemical removal techniques</p> <p>b. Efforts to reduce the use of chemical pesticides and herbicides are documented, and utilized in plans for subsequent years by ascertaining the results.</p>		
C5.1.3	Major Must	Selection and planning of agricultural chemicals	<p>To ensure the proper use of agricultural chemicals, prevent environmental contamination and practice IPM, the agricultural chemical manager documents agricultural chemical usage plans that meet the following.</p> <p>(1) Stating of the product name, active ingredients, applicable crops, applicable diseases, pests or weeds, dilution factor, amount used, usage frequency, total number of times used, usage timing and usage method (other than spraying) for the agricultural chemicals that are planned for use</p> <p>(2) Compliance with agricultural chemical usage standards of the country of production</p> <p>(3) If there are restrictions or requirements for suppliers and local regions, compliance with their agricultural chemical usage standards</p> <p>(4) Consideration of toxicity to fish for use at sites near paddy fields or water systems</p> <p>(5) Prevention of tolerance or resistance through RAC code confirmation</p> <p>(6) Preventing violations of agricultural chemical residue standards in subsequent crops</p> <p>(7) Non-use of agricultural chemicals when such use is prohibited in the country to which the produce will be exported</p> <p>Confirmation of agricultural chemical residue standards in countries to which the produce will be exported</p>		

C5.2 Preparation of agricultural chemicals				
C5.2.1	Major Must	Determining the use of agricultural chemicals	<p>To ensure the proper use of agricultural chemicals and prevent environmental contamination, the agricultural chemical manager implements the following before using agricultural chemicals.</p> <p>(1) Determining the use of agricultural chemicals in accordance with the agricultural chemical usage plan</p> <p>(2) When plans are changed, finalization of the plan only after re-confirmation that the changed agricultural chemical usage plan meets control point C5.1.3</p> <p>(3) Determination of usage dates counting back from planned harvest dates</p> <p>(4) Compliance with other labeling instructions</p> <p>(5) For the purchase of agricultural chemicals, trusted contractors are selected and the reasons for selection can be explained</p>	
C5.2.2	Major Must	Preparation for the use of agricultural chemicals (1)	<p>To ensure the proper use of agricultural chemicals, the following are implemented regarding preparations for their use.</p> <p>(1) Preparations based on authorization and instructions by the agricultural chemical manager</p> <p>(2) Non-use of agricultural chemicals beyond their last effective date</p> <p>(3) Preparation at a location and using methods that do not contaminate agricultural produce or the surrounding environment</p> <p>(4) Accurate measurement and dilution of agricultural chemical based on label instructions</p> <p>(5) When the mixed use of agricultural chemicals is required, following of label instructions and proper mixing taking into account the order of mixing based on the types of agents</p> <p>(6) Inspection of spraying equipment prior to use</p>	
C5.2.3	Major Must	Preparation for the use of agricultural chemicals (2)	<p>To protect the health of workers and prevent environmental contamination, the following are implemented regarding preparations for the use of agricultural chemicals.</p> <p>(1) Preparation of dedicated tools for the disposal of spilled agricultural chemicals</p> <p>(2) Safe carrying of agricultural chemicals from their storage location to the location used for preparation to prevent contamination along the way</p> <p>(3) Only starting the measurement of agricultural chemicals and preparation of spraying solution after wearing protective clothing and protective equipment</p> <p>(4) Calculation of the necessary amounts so that there is no excess spraying solution or spraying agents (particles or powder) after spraying</p> <p>(5) Appropriate cleaning of the measurement tools and other equipment used (after use, measurement cups and empty agricultural chemical containers will be rinsed at least three times, with water and the water used for rinsing will be put in the chemical tank as part of the dilution water)</p>	
C5.3 Use and recording of agricultural chemicals				
C5.3.1	Major Must	Wearing of protective clothing and protective equipment	<p>To protect the health of workers, the following are implemented with respect to protective clothing and protective equipment.</p> <p>(1) Wearing of protective clothing and protective equipment especially for agricultural chemicals in accordance with the agricultural chemical label instructions</p> <p>(2) Complying with the number of uses and period of use for masks</p>	
C5.3.2	Major Must	Management of protective clothing and protective equipment	<p>To prevent cross-contamination with agricultural produce and protect the health of workers, the following is implemented with respect to the protective clothing and protective equipment used in the spraying of agricultural chemicals.</p> <p>(1) Prohibiting coming into contact with agricultural produce or entering an area where agricultural produce is present while wearing protective clothing and protective equipment used for agricultural chemicals</p> <p>(2) Cleaning of protective clothing and protective equipment that is reused</p> <p>(3) Washing of protective clothing separately from other clothing after use, and cleaning of gloves before removal</p> <p>(4) Removal of mud from boots by washing boots including soles and visual checking of the state of removal</p> <p>(5) Replacement of torn or damaged protective clothing and replacement of dirty filters of masks</p> <p>(6) Drying of protective clothing and equipment after cleaning</p> <p>(7) Storage in a way that avoids protective clothing and equipment coming into contact with agricultural chemicals and agricultural produce</p>	

C5.3.3	Major Must	Disposal of residue and cleaning of spraying equipment	<p>To prevent cross-contamination of agricultural produce and environmental contamination, the following are implemented regarding cleanup following the spraying of agricultural chemicals.</p> <p>(1) Complete use of prepared spraying solutions at the target site</p> <p>(2) Development of cleaning procedures to ensure that no agricultural chemicals remain in spraying equipment, and prompt cleaning of equipment in accordance with the procedures after spraying</p> <p>(3) The cleaning of spraying equipment is performed at a specific location managed by the farm, using methods that do not harm agricultural produce or water sources</p> <p>(4) Treatment of residues and cleaning water after the spreading of agricultural chemicals in accordance with government guidance If there is no government guidance, treatment of residues and cleaning water is performed at a specific location managed by the farm in a way that does not harm agricultural produce or water sources</p>		
C5.3.4	Major Must	Recording the use of agricultural chemicals	<p>To ensure traceability, the following items are recorded regarding the use of agricultural chemicals. When (4), (5), (7) and (8) are included in an agricultural chemical usage plan, (5), (7) and (8) can be omitted from agricultural chemical usage records.</p> <p>(1) Target crop (name of the applicable crop in agricultural chemical registration)</p> <p>(2) Usage location (site name, etc.)</p> <p>(3) Date of use</p> <p>(4) Agricultural chemical product name</p> <p>(5) Active ingredient(s)</p> <p>(6) If dilution factor is specified, the dilution factor and amount of spraying liquid; if usage amount is specified, the usage amount per 10 acres</p> <p>(7) Timing of use (number of days prior to harvest, etc.)</p> <p>(8) Method of use (including specification of the machinery used such as spraying equipment)</p> <p>(9) Name of the worker</p>		
C5.3.5	Major Must	Verification of the proper use of agricultural chemicals	<p>To prevent violations of agricultural chemical usage standards, the agricultural chemical manager implements the following.</p> <p>(1) Confirmation that results of agricultural chemical usage prior to harvest (control point C5.3.4) meet agricultural chemical usage standards</p> <p>(2) Stock taking of agricultural chemicals before the harvest season commences to conform that the amount used was appropriate</p> <p>Periodic inventory taking for crops produced year-round The frequency and timing of inventory taking can be explained.</p> <p>(3) Response based on control points 6.3 and 6.4 in the event of the incorrect usage of agricultural chemicals</p>		
<b>C5.4 Storage of agricultural chemicals</b>					
C5.4.1	Major Must	Management of agricultural chemical storage (1)	<p>To prevent the theft or cross-contamination of agricultural chemicals, the following are implemented with regard to the storage of agricultural chemicals.</p> <p>(1) Preventing agricultural chemicals from being left outside agricultural chemical storage</p> <p>(2) Key management for agricultural chemical storage by the agricultural chemical manager</p> <p>(3) Use of securely locked agricultural chemical storage so that people cannot come into contact with agricultural chemicals without permission or directions from the agricultural chemical manager</p>		
C5.4.2	Minor Must	Management of agricultural chemical storage (2)	<p>To prevent the incorrect usage of agricultural chemicals and to protect the health of workers, the following are implemented regarding the storage of agricultural chemicals.</p> <p>(1) Labeling to warn of poisonous and deleterious substances, and separate management from other agricultural chemicals</p> <p>(2) Ensuring good ventilation in agricultural chemical storage structures that can be entered</p> <p>(3) Ensuring that lightings are bright enough to read labels</p> <p>(4) Complying with instructions on storage temperatures</p> <p>(5) Storage in the containers in which agricultural chemicals were purchased</p> <p>(6) Measures to prevent agricultural chemical mix-ups</p> <p>(7) Separate management of agricultural chemicals whose use is prohibited and agricultural chemicals whose effective dates have passed</p>		

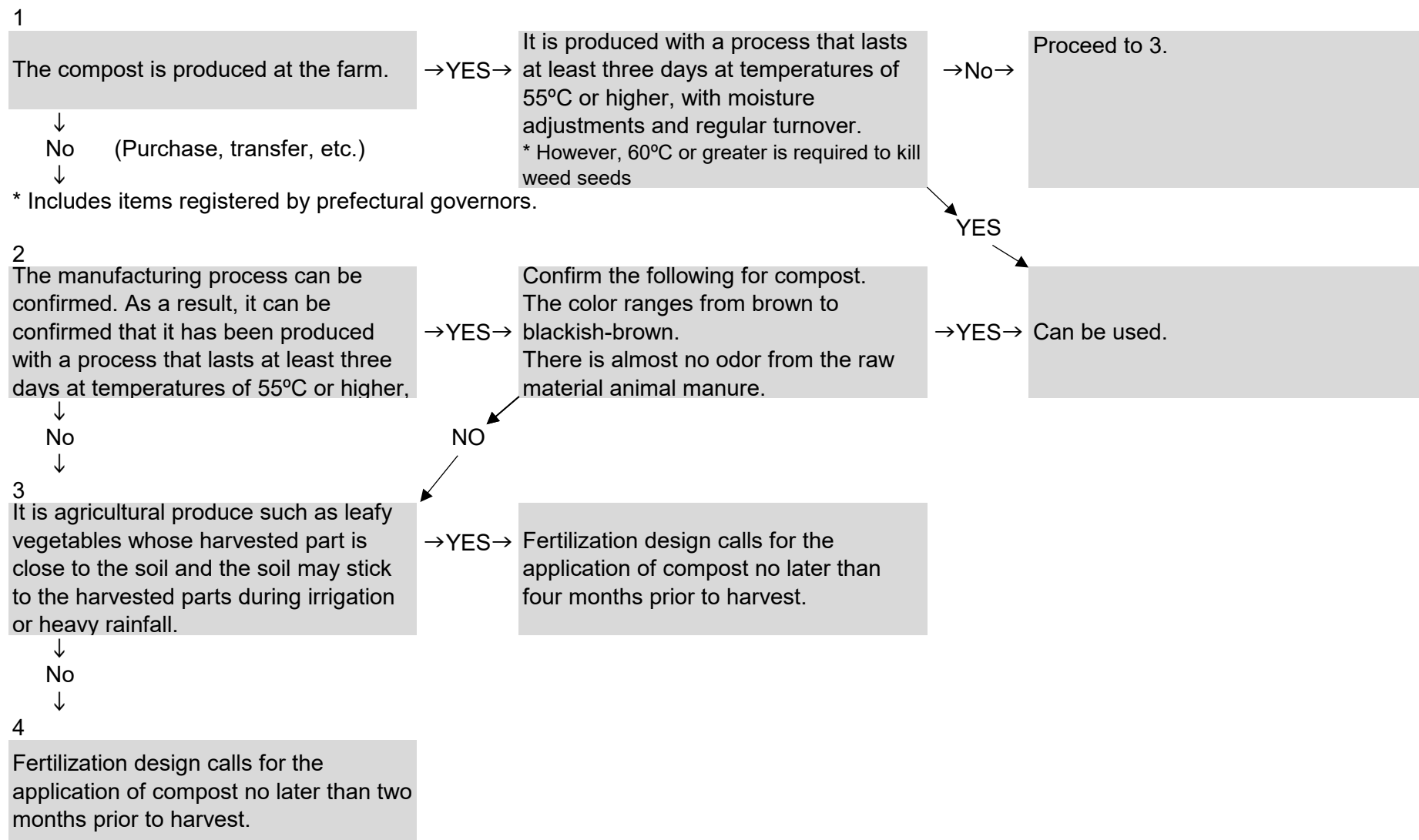
C5.4.3	Minor Must	Management of agricultural chemical storage (3)	To prevent cross-contamination or environmental contamination, the following are implemented regarding the storage of agricultural chemicals. (1) Containers of agricultural chemicals that are partially used must be sealed (2) Measures to prevent agricultural chemicals from tipping over or falling (3) Measures to prevent the leakage of agricultural chemical (4) Measures to prevent agricultural chemicals from sticking to or being absorbed by storage shelving (5) Preparation of dedicated tools for the disposal of spilled agricultural chemicals (6) Measures to prevent agricultural chemicals from adhering to agricultural produce or other materials		
C5.4.4	Major Must	Storage of hazardous materials (agricultural chemicals)	To prevent fire, storage methods indicated by agrochemical distributors or manufacturers, etc. regarding the storage of ignitable or flammable agricultural chemicals are confirmed, and the instructions are followed for storage. Warning labels are also used.		
C5.4.5	Minor Must	Agricultural chemical inventory control	Records are updated whenever agricultural chemicals are received for storage or dispatched from storage. Consistency between records and physical inventory is checked.		
<b>C5.5 Agricultural chemical drift</b>					
C5.5.1	Major Must	Preventing damage due to drift	The following are implemented to prevent damage due to the drift of agricultural chemicals. (1) Determining the crops that are being cultivated at surrounding sites including the farm's own sites (control point 1.2), and determining the danger of agricultural chemical drift on that basis (including recognizing the dangers of agricultural chemical inflow through water used for irrigation) (2) Implementing measures to deal with drift based on (1) above		
C5.5.2	Major Must	Preventing causing damage due to drift	To prevent causing damage due to the drift of agricultural chemicals, the following are implemented. (1) Measures to prevent the drift of agricultural chemical to surrounding crops including adjacent sites of the farm, and to surrounding residents (2) Measures to prevent the outflow of agricultural chemicals into underground water, rivers and other water systems (3) If soil fumigants are used, covering of the soil according to label instructions, etc.		
<b>C5.6 Verification of agrochemical residue</b>					
C5.6	Major Must	Agrochemical residue analysis	The following are implemented to verify the appropriateness of agricultural chemical usage. (1) Plans for residual agricultural chemical testing that meets the following requirements are documented. (a) Residual agricultural chemical testing plans involves identifying agricultural chemicals used in the farm and those with a potential for drift, and selecting those items, agricultural chemical ingredients, harvest timings and locations believed to involve a high risk of residue (b) When agricultural chemical ingredients with a particularly high risk of residue determined in (a) above cannot be identified, bulk analysis of multiple ingredients is performed (2) The following are implemented based on residual agricultural chemical testing plans. (a) Performing of residual agricultural chemical testing and retention of the results at least once a year (b) Implementation of response in accordance with control points 6.3 and 6.4 when the results of analysis show that residual agricultural chemical standards have been exceeded		

C6 Management of fertilizers					
C6.1 Selection and planning of fertilizers					
C6.1.1	Major Must	Responsibilities of the fertilizer manager	<p>a. The fertilizer manager (control point 2.1) supervisors work to select, plan, use and storage of fertilizers.</p> <p>b. The fertilizer manager implements the following.</p> <p>(1) Understanding the JGAP control points they are responsible for and ascertaining the latest information (revisions, etc.) concerning the standard documents</p> <p>(2) Improves their knowledge regarding fertilization and soil management</p>		
C6.1.2	Minor Must	Determining fertilizer ingredients	<p>The following are implemented to determine the ingredients in fertilizers in order to calculate the appropriate amount of fertilizer to apply.</p> <p>(1) Storage of documents indicating the ingredients in purchased fertilizers</p> <p>(2) For items that lack a table of ingredients, such as composts produced on the farm, analysis by a laboratory or the determining of standard component amounts from books, etc.</p>		
C6.1.3	Major Must	Appropriate fertilization design	<p>The fertilizer manager implements the following to ensure appropriate fertilization design and implement measures to reduce greenhouse gases.</p> <p>(1) Fertilization design states the name of the fertilizer to be used, the percentages of ingredients contained in the fertilizer, the amount to be applied and amount of ingredients applied per 10 acres, the method of fertilization, and the timing or season of fertilization. The timing or season of fertilization is determined taking food safety into account.</p> <p>(2) The fertilization design can explain how the balance between improved quality, improved yield and environmental conservation is taken into account.</p> <p>(a) Past production results (crop yield and quality) and their relationship with fertilization results</p> <p>(b) Results of soil analysis</p> <p>(c) Government or agricultural cooperative standard fertilization amounts and standard fertilization amounts based on the cultivation record</p> <p>(d) Soil development (control point C1.3)</p> <p>(e) Information on water pollution due to fertilizers in the area or downstream</p> <p>(f) Impact that the fertilizer to be used has on global warming (nitrous oxide emissions)</p>		
C6.1.4	Major Must	Safety of fertilizers	<p>To ensure the safety of the fertilizers to be used and prevent contamination of soil or agricultural produce, the following are implemented regarding fertilizers.</p> <p>(1) Confirmation that radioactive substances contained within fertilizers fall within national government standard values</p> <p>(2) Confirmation that fertilizers other than those that have passed official standards set by the government do not involve factors that could harm agricultural produce by determining the raw materials (including those at the place of collection), manufacturing processes and inspection results.</p> <p>(3) Measures to prevent pathogenic microorganisms and to kill weed seeds, etc. by ensuring appropriate fermentation periods and temperature for compost</p> <p>(4) Avoiding the use of other fertilizers that could contaminate water sources or the soil</p> <p>(5) For the purchase of fertilizers, trusted contractors are selected and the reasons for selection can be explained</p> <p>(6) Compliance with other precautions for use</p>		
C6.1.5	Major Must	Safety of livestock manure compost	<p>To prevent the pathogenic microbial contamination of agricultural produce due to livestock manure compost, livestock manure compost is managed based on Appendix C6.1.5.</p>		

C6.2 Use and recording of fertilizers					
C6.2.1	Major Must	Recording of fertilizer usage	<p>To ensure traceability, the following items are recorded with respect to the use of fertilizers.</p> <p>(1) Location where fertilization was implemented (site name, etc.)</p> <p>(2) Fertilization date</p> <p>(3) Name of the fertilizer</p> <p>(4) Amount of fertilizer applied</p> <p>(5) Fertilization method (including identifying the spraying equipment used)</p> <p>(6) Name of the worker</p>		
C6.2.2	Recommendations	Verification of fertilization	<p>To confirm the appropriate growth of crops and ensure that fertilizers that help prevent environmental contamination are used, fertilization plans, spraying results and production results are verified, and the results are used in the planning of subsequent crops.</p>		
C6.3 Storage of fertilizers					
C6.3.1	Major Must	Storage of hazardous materials (Fertilizer)	<p>To prevent fire and other accidents, when storing fertilizers that generate heat or that may catch fire or explode, the storage methods indicated by the fertilizer distributor or manufacturer are checked, and those instructions are followed for storage.</p>		
C6.3.2	Minor Must	Storage criteria for fertilizers	<p>To prevent fertilizers from suffering deterioration in quality or contaminating the environment, and in the interests of occupational and food safety, the following are implemented for the storage of bagged fertilizers.</p> <p>(1) The storage area must be covered, to prevent the fertilizer being affected by sunlight, frost, rain and water coming from outside</p> <p>(2) Waste and spilled fertilizer is removed and the area cleaned</p> <p>(3) Fertilizers are not played directly on top of the soil</p> <p>(4) Fertilizers that contain agricultural chemicals and lime nitrogen must be stored according to their label instructions</p> <p>(5) Storage methods that prevent collapses or falling</p> <p>(6) Preventing the contamination of agricultural produce, seeds or seedlings</p>		

C6.3.3	Major Must	Storage of compost	To prevent environmental contamination and cross-contamination, the following measures are implemented for compost and run-off during production.		
C6.3.4	Minor Must	Fertilizer inventory control	Records are updated whenever fertilizers are received for storage or dispatched from storage. Consistency between records and physical inventory is checked. Methods are devised to monitor the inventories of fertilizers that are difficult to weigh.		
<b>R Control points only for refined tea</b>					
R1.1	Major Must	Labeling on refined tea	The following contents are displayed on the packaging container of refined tea. (1) Name (2) Raw material name (including food additives) (3) Country of origin of ingredients (4) Contents (5) Expiration date (6) Storage method (7) Name or title and address of manufacturer, etc. (8) Notes on intended use, if required.		
R1.2	Major Must	Shipment record of refined tea	Regarding refined tea, the following items are added to control point 6.2a. and recorded. (1) Shipping date (2) Shipping destination (3) Product name (4) Shipping quantity (5) Expiration date (6) Identification related to manufacturing of the shipped refined tea (refined tea production lot, etc.)		
R1.3	Major Must	Refined tea production record	Regarding refined tea, the following items are added to control point 6.2a. and recorded. (1) Identification related to the production of refined tea (finished tea production lot, etc.) (2) Refined tea manufacturing date (3) Refined tea production volume (4) Identification related to the production of unrefined tea used in the production of refined tea (unrefined tea production lot, etc.)		
R1.4	Major Must	Limited raw materials for refined tea	Refined tea is manufactured under the following conditions. (1) Raw tea leaves from other certified farms are not mixed. (2) Foods other than unrefined tea (brown rice, etc.) are not mixed.		
R1.5	Minor Must	Zoning of refined tea production area	The refined tea production area is separated from the unrefined tea production area.		

## (Appendix C6.1.5) Decision tree for the management of animal manure compost



\* In either case, comply with control points C6.1.2, C6.1.3 and C6.1.4 during use.





<https://jgap.jp>

**Japan GAP Foundation**  
4F, Nihon Nogyo Kenkyusho Bldg., 3-29 Kioicho, Chiyoda-ku, Tokyo, 102-0094, Japan

