

INITIAL QUESTIONAIRE FOR FARM ASSESSMENT FOR BHUTANGAP CERTIFICATION

(Annex to Application BFDA- CS- PR7.2-01-FM -03)

- This questionnaire should be completed and returned together with the application. It is intended to provide preliminary information relevant to the applicant and his capability to practice farming and continuous conformance of the farm unit to the requirements of the relevant standard.
- This document will be used by the BFDA's inspection/audit staff during preliminary visit to the farm unit as part of the initial inspection.
- Supplements may be included when it is necessary to expand any statement. A separate document should be completed for each farm unit involved, or variation between farm units clearly indicated.
- The statements should relate to the facilities available at the date of completion of this form.
- The information given in this document will be treated in the strictest confidence.
- Please answer every question. A response 'Yes' or 'No' is accepted for most of the sections.
 Negative responses do not disqualify the client's application. If the question is not applicable mark N/A.
- Whenever supplements are attached as annexure, indicate clearly the annexure number and title.

A. PRELIMINARY INFORMATION ON APPLICATION

Information on the following subjects will be used to assess the completeness of your application. Please tick the appropriate response, where indicated.

1. Indicate the date when your produce is available for inspection:
2. Standard(s) for which you wish to become certified:
3. Do you have a copy of the standard according to which you request certification? Please Tick
a) Hardcopy b) Access through internet c) No copy
4. Scheme for which you wish to be certified:
5. Do you have a copy of the Scheme for which you wish to be certified? Please tick.
a) Hardcopy b) Access through internet c) No copy
6. Is the mentioned crop(s) cultivated as per the requirement of relevant standard? Please Tick
a) Yes b) No



7. Have the mentioned crop(s) in the application form ever been inspected and/or certified before? Please Tick.
a) Yes b) No
If Yes, please enclose all the information regarding the inspection(s) and/or certification(s), including report of findings, etc.
8. Legal status of the farm. Please Tick
a) Sole proprietorship b)Partnership c)Farmers Cooperative d)Farmers Group
e) Others (please specify):
Where applicable, please attach copies of the following: - Lease agreement - Lag Thram
 Registration certificate from the Department of Agricultural Marketing and Cooperatives Any other relevant documents to support the legal status of the farm.
B. INFORMATION ON BASIC SYSTEM Section 1 - Production Details Section 2 - Farmer Group Management Plan Section 3 - Farm Equipment Records SECTION 1 - PRODUCTION DETAILS Please give the following information on basic farm system. 1.1 Did you conduct land/site assessment of mentioned area of your farm? Please Tick.
a) Yes b) No
1.2 Do you have any parallel or split production of the mentioned crops? Please Tick.
a) Yes b) No
If Yes, specify the crops cultivated under parallel or split production.
1.3 Provide a farm map/layout clearly showing BhutanGAP production areas (crop-wise) and conventional areas? (Attach a map if readily available)



1.4 What types of production practice do you follow? Please tick.
a) Open field cultivation
b) Protective cultivation
If protective cultivation is followed, do you meet the requirements of protective house? Please describe briefly.
1.5 Is the biomass or manure produced at farm sufficient for soil nutrient and fertility management?
Please Tick.
a) Yes b) No b
If No, what types of nutrient do you procure and from where? Please Tick.
a) Chemical Fertilizer
b) Farm Manure
c) Both
Please specify the dealer address:
1.6 What is the source of water used to irrigate your farm? Please Tick.
a) Rain-fed b) Irrigation channel c) Neighboring farm's water source
d) Others (please specify below):
If the water source is from neighboring farm, what is their source?



1.7 How do you manage weed problems? Please tick.
a) Bio-pesticides (weedicides) b) Chemical pesticides
c) Others (please specify below):
1.8 Any history of pests or diseases outbreak in the farm? Please tick.
a) Yes b) No
1.9 If yes, provide details of the pest and disease outbreak and the year of outbreak.
1.10 How do you manage the pests and disease outbreaks on the farm? Please tick all relevant.
a) Cultural method b) Chemical pesticides
c)Others (please specify below):
1.11 Do you have separate storage facilities for agrochemicals and plant protection equipment?
a)Yes b) No
If No, where do you store agrochemicals and its equipment? Please describe briefly.
in 140, where do you store agrochemicals and its equipment. Trease describe orienty.
1.12 Are you aware of prohibited and restricted lists of agro inputs as per the Standard? Please Tick.
a) Yes b) No
1.13 Does your neighbour apply chemical sprays and fertilizers on their farms? Please Tick.
a) Yes b) No



If Yes, what type of buffers do you maintain to avoid cross-contamination of your farm?
1.14 Do you use clean (not contaminated) and safe packing materials to pack your produce? Please Tick.
a) Yes b) No b
a) 10s
If yes, please specify the type of packing material used.
1.15 Do you maintain Farmer's Diary? Please Tick.
a) Yes b) No
If Veg. places attack a const
If Yes, please attach a copy.
1.16 Do you hire labour from outside? Please Tick.
a) Yes b). No
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If yes, for what farm activities do you hire labour? Please provide details.
1.17 Do you have a system to ellet identification number for each let of produce? Places Tiels
1.17 Do you have a system to allot identification number for each lot of produce? Please Tick.
a) Yes b) No
If Yes, please write the sample ID number in use and how do you ensure product traceability.
If No, how do you segregate the doubtful produce to ensure product integrity? Describe briefly.
If No, how do you segregate the doubtful produce to ensure product integrity? Describe briefly.



1.18 Do you have a packing house?		
a) Yes b) No		
If No, where do you carry out the segregation, grading and packing of produce? Please describe briefly.		
1.10 D		
1.19 Do you outsource any activity and processes such as repackaging, storage, etc? Please tick.		
a) Yes b) No		
If Yes, please provide the following details:		
a) Name and address of the unit:		
b) Process or activity outsourced:		
c) Name and contact details of the person responsible:		
1.20 Do you have a Quality Plan or an internal plan of your farm for GAP activities?		
a) Yes b) No		
If Yes, please attach the document(s).		
11 Tes, preuse attach the document(s).		
SECTION 2 - FARMER GROUP MANAGEMENT PLAN (if applicable)		
Please give the following information on management practices of the farmer group.		
2.1 Do you maintain Internal Control System (Group Quality Management System)? Please Tick.		
a) Yes b) No		
If Yes, please attach copies of documents.		
2.2 Do you have internal inspectors? Please tick.		
a) Yes b) No		
Please provide the name and organization of the internal inspector.		
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2.3 Are internal farm audit checks carried out? Please tick.	
a) Yes b) No	
If Yes, by whom and how frequently is the internal farm audit check carried out?	
2.4 Do you assign any identification number to the member farmers of the group? Plea	se tick.
a) Yes b) No	
If Yes, please write the sample ID number in use:	
2.5 Do you have a designated common pack house? Please tick. a) Yes b) No	
a) Yes b) No If No, where do you carry out the segregation, grading and packing of produce? Please	dosariba briafly
if two, where do you early out the segregation, grading and packing or produce: I lease	describe offerry.
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SECTION 3 – FARM EQUIPMENT RECORD.	
3.1 Please list the equipment and farm machineries used on your farm.	
3.2 Attach calibration test report, if any.	
5.2 Fitmen canoration test report, if any.	

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Approved by: MR

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