Application Review Procedure QSP7.3

This document describes how PSA ensures that it has gathered all required information necessary to determine that it has the capabilities to undertake the product evaluation

Code: QSP7.3

February 2019

1. The purpose of codification of this procedure is presenting an appropriate and coordinated to control the complication of all the required documents for adopting the inspection of those units who are applicant for MSC, ASC licenses.
2. The scope of this procedure covers the corporation`s projects in the areas covered by the ASI Validation and is applicable in the all units who are applicants for ASI, MSC.
3. Responsibilities: the planning director is the final responsible for doing this procedure.
4. References

MSC &ASC ?Requirements

1. Method

MSC

TM evaluate each applicant to determine the need for CoC certification using the criteria below:

Certification is a requirement for all organizations that take legal ownership of certified products except in the following

circumstances:

a. Organizations that only purchase, handle, and sell certified products in consumer-ready tamper-proof packaging (CRTPP).

i. PSAs use the decision tree in Figure 1 to verify whether products are in CRTPP.

b. Organizations that receive certified product in CRTPP and open the package only for the purpose of heating or placing on a

plate before serving to a final consumer.

c. Entities that are identified by reference to or on a valid fishery or farm certificate

There may be several certification options available to an applicant.

PSA evaluate each applicant to determine which certification option(s) the applicant is eligible for and which

option will be best suited to their needs.

**6- annexes**

**by completing following checklist, it will be done.**

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| Application Review checklist | | |
| Item |  | Confirmation of Program manger |
| A | Sufficient information has been gathered to begin the evaluation process. |  |
| B | Any differences in understanding are resolved. |  |
| C | The desired scope of certification is clearly defined. |  |
| D | competence and capability to perform all of the evaluation and certification activities. |  |
| E | Have had their certificate withdrawn within the last 2 years. |  |
| F | Have had their certificate suspended within the last 6 months |  |
| G | Organizations seeking certification shall have been in operation for no less than eighteen months (18) or one harvest cycle, whichever is less |  |
| H | Prior to accepting an application for group certification, the PSA’s documented procedures for conducting group certification have been assessed during a desk review or an on-site audit. |  |