

Scottish Organic Producers Proc 9 – Retail Inspection Questionnaire

9. Supplementary Inspection Questionnaire for a Retailer

To be used in conjunction with document 6. Processor Questionnaire.

Operator Name		SOPA Reg No	
Inspector		Inspection Date	

Ref	Standard	Objective evidence of compliance and comments	Compliance
	Retail Outlets Describe the outlets used for selling produce.		
6.09 & 8.11	Labelling Is the term organic correctly used in the shop trading name when non-organic products are sold?		
	Do the labelling and sales literature correctly differentiate between organic and non-organic products?		
	Are organic and non-organic products adequately labelled and separated when on display?		
8.11	Certification ID Is the UK3 code or SOPA certificate displayed when non-prepacked fresh produce is sold?		
8.22	Sales - Farm Shop How are the quantities sold to the final consumer recorded on a daily basis? Can reconciliation be done?		
	Sales - Farmers Markets How are the quantities sold to the final consumer recorded on a daily basis? Can a reconciliation be done?		
	Sales – Box Scheme How are the quantities sold to the final consumer recorded on a daily basis? Can a reconciliation be done?		