

CERTICARNES	INSTRUCTION	CERTICARNES-INS-003
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GUIDE FOR CERTIFICATION BODIES

1. TERMINOLOGY

Applying firm or applying group: livestock farms, group of livestock farms, slaughterhouses and packing plants that become members of the program and apply for certification according to the Certified Natural Meat Program's protocol.

2. COMMUNICATION

Communications from the certification bodies to INAC must be done to the email address uruguaymeat@inac.gub.uy. Certification bodies will receive confirmation in the next 48 hours.

3. PROCEDURE

- 3.1. The certification body will provide the Certification form (Cercicarnes PLA 015) to any applying firm or group with the CNMP adherence form (CNMP GP 02 Annex 4) attached, and will be responsible of the complete filling of those forms by the firms.
- 3.2. 48 hours before the First Certification Audit (FCA) to the firm or applying group the certification body will communicate with INAC to:
 - send certification form (Cercicarnes PLA 015)
 - send adherence form to the CNMP (CNMP GP 02 Annex 4)
 - establish date and place of the FCA.
- 3.3. 48 hours before the Second Certification Audit (SCA) the certification body will communicate to INAC the date and place of it.
- 3.4. Once the Conformity Certificate has been issued by the certification body, it will have 72 hours to communicate and send to INAC:
 - a copy of the FCA report (RFCA)
 - a copy of the SCA report (RSCA)
 - a copy of the Conformity Certificate
- 3.5. Once the information established on 3.4. is received, Cercicarnes will have 72 hours for issuing the definitive Conformity Certificate. A copy of Cercicarnes' certificate is attached to this document.

Written by:	Revised by:	Approved by:

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4. REFERENCES

- General Procedure for Meat Certification PCNCU PG-02
- CNMP Certification Form CERTICARNES-PLA.015
- Certicarnes´ Conformity Certificate Attached to this Intructions

Elaborado:	Revisado:	Aprobado:
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