



SUID-AFRIKAANSE NASIONALE SAADORGANISASIE

SOUTH AFRICAN NATIONAL SEED ORGANIZATION

NPC Reg No 1989/003392/08

16 October 2020

PROCEDURE: AUTHORISATION OF INSPECTORS AND SAMPLERS

In accordance with international requirements with which the South African Seed Certification Scheme is harmonised, it is expected that authorised inspectors / samplers undergo the same training as official inspectors, or, as alternative, that their expertise have to be confirmed by way of official examinations and evaluations.

1 Seed Samplers

Candidate Seed Samplers must have a school education up to at least grade 10, or at least three years of applicable training in the seed industry, is recommended for persons who wish to be authorised as samplers.

SANSOR requirements:

- Module 1 and 2 of the SANSOR theoretical course passed successfully.
- Following an applicable practical training and gaining of sufficient experience, the passing of a practical evaluation by an authorised senior SANSOR Sampler.
- The candidate sampler must be in the employ of a full SANSOR Member.
- The application for authorisation, after practical evaluation by an experienced sampler/mentor, must be submitted to SANSOR -
 - within five years of completion of the theoretic course,
 - completed on the applicable [Evaluation Form](#), signed by the mentor,
 - accompanied by an [Authorization Agreement](#) signed by the candidate inspector, and
 - accompanied by an [Indemnity Declaration](#) signed by the CEO, or duly appointed representative, of the company for which the candidate inspector will conduct seed certification activities.

2 Inspectors – Field Inspection

Candidate Inspectors must have completed post-school agricultural training or at least five years applicable training in the seed industry, preferably in seed production, is recommended for persons who wish to be authorised as SANSOR inspectors.

SANSOR requirements:

- Module 1 – 3 of the SANSOR theoretical course passed successfully.
- Practical training by an authorised SANSOR inspector/mentor for at least one completed crop cycle and passing of the prescribed evaluation.
- The candidate inspector must be in the employ of a full SANSOR Member.
- The application for authorisation, after practical evaluation of an inspector / sampler, must be submitted to SANSOR -
 - within five years of completion of the theoretic course,
 - completed on the applicable [Evaluation Form](#), signed by the mentor,

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- accompanied by an [Authorization Agreement](#) signed by the candidate inspector, and
 - accompanied by an [Indemnity Declaration](#) signed by the CEO, or duly appointed representative, of the company for which the candidate inspector will conduct seed certification activities.
- In addition, the candidate inspector must prove to have sufficient -
- knowledge of the South African and OECD Certification Schemes,
 - knowledge of field inspections and requirements for specific crops,
 - knowledge of characteristics that can be used for identifying varieties of the specific crops they wished to be authorised for, and
 - ability to identify off-types and correct determination of the percentage thereof in the specific crops.

The order in which the theoretical and practical training is taken, is not prescribed. However, authorisation is subject to successfully passing both.

Authorisation of inspectors is limited to the specific crops on which he/she has been evaluated on.

3 Authorisation Cards

An Authorisation Card with a unique authorisation number will be issued to a successful candidate in order to -

- serve as identification for authorised inspectors for conducting activities under the SA Seed Certification Scheme,
- ensure that inspectors only execute inspections on the crops for which they have been authorised. All information is linked to the authorisation number and name of the inspector, and
- not only make provision for specific crops for which an inspector is authorised, but also to which company the organisation is linked.

4 Validity of authorisation

Authorisation will be valid for as long as the inspector complies with the requirements. Refresher workshops will be presented on a regular basis to ensure that expertise is maintained and updated. Authorisation will lapse in the following instances:

- If the inspector / sampler no longer remains in the service of the company where he/she was employed when he/she was authorised.
- If the company where he/she is employed, is no longer a member of SANSOR, and
- If he/she did not follow the correct procedures and requirements of the SA Seed Certification Scheme.

In the case where the inspector moves from the employment of one SANSOR Member company to another SANSOR Member company, the new employer must submit a written request to SANSOR for the transfer of the inspector's authorization, accompanied by a signed Indemnity Declaration and SANSOR Letter of Appointment. The request must be submitted within 90 days of the date the inspector started working at the new company.

5 Conditions for maintaining authorisation

To remain authorised an inspector or sampler must -

- do regular inspections and/or sampling on the specific crops he/she is authorised for.
- regularly participate in refresher workshops and re-evaluated, theoretically and practically, as determined by the Authority.
- remain informed of the Schemes and amendments thereof.
- be available to be monitored by the Authority / authorised party during field inspections.
- respond timeously on follow-up queries from the authority on any administrative issue regarding certification.

6 Withdrawal or termination of authorisation

The authorisation of an inspector/sampler will be withdrawn or terminated if –

- False or misleading information is provided during evaluation/application for authorisation.
- False or misleading information are entered on registration forms or inspection reports.
- Correct procedures are not followed for registrations, inspections and final certification of seed lots.
- When found that an inspector does not maintain the required standards during visits/post-controls/monitoring.
- When the inspector/sampler misuses the authority assigned to him/her in an effort to enrich or attempt to enrich himself/herself, and
- The inspector/sampler finds himself/herself in a position where he/she is being intimidated or can be intimidated.

7. Other actions

The Authority may at any stage requests that an authorised inspector or sampler undergo re-training and evaluation.

8. Appeals

A person who feels aggrieved by any decision or action taken by the Authority in terms of this Scheme may, within the period and in the manner prescribed and upon payment of the prescribed fees, appeal to the Minister against the decision or action in question.
