



4R Nutrient Stewardship Certification Program Decertification Guidelines

Certification may be revoked or suspended* if a Nutrient Service Provider or Independent Crop Consultant (NSPs):

- A. Is found to provide false information to the auditor or Certification Sub-Committee
- B. Egregiously violates a standard(s) or Law
- C. Does not become compliant with Corrective Action Plan as proposed after the audit that gained or maintained its certification
- D. Does not pay annual application or auditor fees
- E. NSP changes ownership and new ownership does not wish to comply or participate in the program

**only by majority vote of the NSC will a certification be revoked or suspended*

If the NSP is found to have violated any of the items A through D, the following steps may apply.

1. Progress Report: The NSC needs assurance that the institution is carrying out the Correction Action Plan that submitted or was being implemented at the time of the audit.
2. Warning**: The NSC acts to warn the NSP that its certification status may be in jeopardy when the NSP is found to have not been in compliance with the 4R Nutrient Stewardship Certification Program's Standard requirements. A monitoring report is required from the NSP to demonstrate that the NSP has made appropriate improvements to bring itself into compliance of the Standard of the program.

***a warning indicates that the NSC believes that, although the NSP is out of compliance, the NSP has the capacity to make appropriate improvements within a reasonable period of time to comply with the standard.*

3. Probation: The NSC places a NSP on probation when, in the NSC's judgement, the NSP is not in compliance with one or more of the Standards and that non-compliance is sufficiently serious or extensive that raises concern of the NSP's ability to make appropriate improvements in a timely manner. In probation: the NSP must prove in a form as requested by the NSC that it will make the necessary changes to gain compliance or certification will be revoked.
4. Revoke Certification: The NSC revokes the certification from the NSP as a result of determination that the NSP has not, cannot, or will not conform to the 4R Nutrient Stewardship Certification Program Standards. *If the Certification is revoked, the NSC will notify the NSP and request the certification sign be removed from the property and any promotional items with the certified logo be destroyed as well.

The NSC reserves the right to alter the order of disciplinary action described above, eliminate disciplinary steps, or to implement new disciplinary measures with a majority vote. The Certification Sub-Committee will review and report to the NSC the information necessary for voting decisions.

Complaint Procedure:

Any complaint received should be directed to the Executive Director of the NSC.

1. Complaint should be in writing and signed
2. The Executive Director will contact the auditor (who performed the audit if at all possible), Board Chair, and Certification Sub-Committee Members. The auditor will be asked to follow up into the complaint and to report back to the certification sub-committee the findings.
3. The certification sub-committee will report to the NSC the findings and any disciplinary actions will be determined.