

December 2017



International Federation of Inspection Agencies

AGRICULTURAL SUPERINTENDENT CERTIFICATION PROGRAMME

OILS AND FATS

SUMMARY FOR USERS

IFIA Agriculture Committee
Rue du Commerce 20-22
1000 Brussels, Belgium
Tel: +32 (0)2880 21 37
Email: secretariat@ifia-federation.org



PARTICIPATION IN THE PROGRAMME

The Agricultural Superintendent Certification Programme is open to IFIA members and to non-member organisations who may register for the programme.

The programme provides the first and only recognised individual qualification for superintendents, providing incentive and helping to harmonise the skills and competences of agricultural superintendents worldwide.

A similar certification programme for petroleum inspectors is now accepted internationally by independent inspection companies (IFIA members and non-members) and by clients, who regularly include requirements in contracts for inspection companies or branches to employ a minimum percentage of certified inspectors. It is hoped that the Agricultural Superintendent Certification programme will achieve similar levels of support and acceptance. All superintending organisations, IFIA members and non-members, are encouraged to participate.

Applications are made on-line and examinations can be taken at local test centres, making participation simple and with a minimum of lost time for candidates. Full details are available on the IFIA website at <http://www.ifia-federation.org/content/agricultural-superintendent-certification/>. A summary of the requirements is provided below.

REQUIREMENTS

IFIA MEMBERS

Branches (or regional centres) of IFIA member companies first need to establish a “branch contact” who will submit applications for candidates and will receive all emails relating to the programme. This is done on line using a Branch Booking Form:

<http://www.ifia-federation.org/content/forms/agriculture/branch-booking-form/>

NON-MEMBERS

Independent inspection organisations who are not members of IFIA need to apply to register with IFIA by submitting company details and client references and using the form:

<http://www.ifia-federation.org/content/agricultural-superintendent-certification/application-process-for-non-ifia-members/>

If accepted for registration, branches of non-member companies can then set up branch contacts using Branch Booking forms as noted above.

TRAINING

To qualify for the programme, candidates must be working as superintendents, have a minimum of six months' work experience and have completed a series of specified training tasks. These are given on a Training Requirements List which can be downloaded from the IFIA website at:

<http://www.ifia-federation.org/content/agricultural-superintendent-certification/>

Model training record books are provided for download and may be used to record training activities.

IFIA will request training records for some candidates for audit.

APPLICATIONS

Application for Certification forms must be completed and submitted on line. Forms for the US and Canada are different from those for the rest of the world and both can be accessed through the website.

A form must be completed for each candidate and forms include a statement from the candidate's manager or supervisor confirming that the candidate has met the necessary requirements for training and experience.

When IFIA have approved the application the branch contact can select a test centre and make examination appointments for their candidates.

EXAMINATIONS

A set of approximately 500 test questions has been developed to cover all aspects of oils and fats cargo inspection. These can be downloaded from the IFIA website at:

http://www.ifia-federation.org/content/wp-content/uploads/Agri_Test_Questions_March_16_Corrected_June_17.pdf

The test questions are in English. Translations may be provided in the future.

Candidates sit a single examination of 100 questions selected from the question set. The selection ensures that each examination contains questions covering all topics and that examinations are of equal difficulty. The pass mark is 75%.

Examinations are computer-based, and can be taken at a local test centre. The USA and Canada can submit candidates at any time. Other global regions have one month every six months during which candidates can be submitted. Examination schedules are available on the IFIA website: <http://www.ifia-federation.org/content/agricultural-superintendent-certification/examination-schedule/>

RESULTS & CERTIFICATES

A Pass/Fail note is issued at the test centre. Examination scores and download links for certificates for successful participants are emailed to the branch contact.

Certificates are valid for a period of five years, following which it is necessary for superintendents to be re-examined.

Each superintendent is given a unique superintendent number and his or her examination record, along with this number, is entered onto a database. The database enables IFIA to provide information on the certification status of any superintendent should employers or clients wish to assure themselves that the superintendent is in possession of a valid certificate.

For additional information, please visit the dedicated section on our website; <http://www.ifia-federation.org/content/ifia-inspector-and-superintendent-certification-programmes/> or contact us at exams@ifia-federation.org. Tel: +44 1694 731120.