

Task list for IPW Controller at cellar

August 2006

At an IPW committee meeting it was decided that cellars receiving grapes (especially larger cellars) be requested to appoint an IPW Controller, who should be in possession of a degree or Diploma in Viticulture or similar qualification, as well as an IPW Training certificate (2004 or later). Said Controller must perform/complete the following tasks/duties on an annual basis:-

- Ensure that IPW evaluation forms (Appendix 1; 2A; 2B & 2C) are completed and handed in on time for all grape producers delivering to cellars;
- Ensure that the IPW evaluation forms and spray records are completed in full;
- Check that the points awarded are calculated correctly and that points for spray records evaluation are carried over correctly to Appendix 1.
- Check whether the producers qualify (50% and over) or not;
- In instances where producers do not qualify, verify whether an action plan is in place or not;
- Prepare a summary containing the following:-
 - Name of every producer and farm delivering grapes to the cellar;
 - Tonnage and cultivar delivered by every producer to the cellar during the season;
 - The total points awarded by Controller as calculated in Appendix 1;
 - Indicate if action plans are in place or not where producers did not score 50% or more;
 - Total percentage of grapes received that qualify in accordance with IPW criteria;

Take note that the Controller is not expected to verify the technical authenticity/correctness of the IPW evaluation forms, but to ensure that these are completed in full.

Important: A winery may request that a controller perform additional tasks, e.g. verify technical authenticity/correctness or record keeping. Where applicable, these additional tasks should reflect in the cellar's specific procedure.