

User Manual

Aptean Food and Beverage ERP

Producer Certification

Product Documentation



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Release notes

Article • 7/22/2026 • 1 min read

To view what's new or changed in each release of the Aptean Producer Certification extension, select the specific release version.

Date	Release version	Description
July 2026	2601.0.0.0	Major release
June 2026	2501.4.0.0	Minor release
March 2026	2501.3.0.0	Stability release
February 2026	2501.2.0.0	Platform release
February 2026	2501.1.0.0	Platform release
October 2025	2501.0.0.0	Feature release
July 2025	2402.3.0.0	Platform release
July 2025	2402.2.0.0	Platform release
May 2025	2402.1.0.0	Stability release
August 2024	2402.0.0.0	Feature release
April 2024	2401.1.0.0	Stability release
April 2024	2401.0.0.0	Feature release
March 2024	2301.2.0.0	Stability release
December 2023	2301.1.0.0	Stability release
May 2023	1.0.96375.0	Initial release



2601.0.0.0

Release Note • 7/22/2026 • 1 min read

Enhancements/Modifications

With this release of the Aptean Contract Management extension,

- You can view the **Vendor Name** and **Grower Name** values in the **Vendor No.** and **Grower No.** field values on the **Producer Certificate** page. This change makes it easier to identify and select the correct vendor-grower combination.
- Use the **Vendor No.** field on the **Producer Certification Issuer Card** page to select the vendor for whose product the producer certificate issuer is applicable, and use the **Vendor Name** field to view the name of the selected vendor. When you select a vendor in the **Vendor No.** field, the system copies the vendor's address and contact details into the **Address** field, the **Address 2** field, the **City** field, the **County** field, the **Post Code** field, the **Country/Region Code** field, the **Phone No.** field, the **Mobile Phone No.** field, the **E-Mail** field, the **Fax No.** field, the **Home Page** field, the **Contact** field, the **Primary Contact No.** field, the **Language Code** field, and the **Our Account No.** field. This helps you create issuer records faster and keeps issuer information aligned with the selected vendor. For more information, see [Assign Producer Certification Issuer](#)



2501.4.0.0

Release Note • 6/24/2026 • 1 min read

Enhancements/Modifications

With this release of the Aptean Producer Certification extension, new keys have been added to the following tables to optimize performance when processing certificates.

- Producer Certificate Document Assignments
- Producer Certificate Posted Documents Assignments



2501.3.0.0

Release Note • 3/25/2026 • 1 min read

Resolved issues

The following issue has been resolved in this release.

ID	Description
342295	The system fails to validate the Expiration Date field value on the Purchase Order page when the Check at field value on the Producer Certificate page is set to <i>By Release</i> or <i>By Receipt</i> .



2501.2.0.0

Release Note • 2/25/2026 • 1 min read

Enhancements/Modifications

With this release of the Aptean Producer Certification extension, the following changes have been made to ensure compatibility with Business Central, version 28.

- The references of deprecated *Document Attachment Factbox* part has been removed from the *ProducerCertificate96FDW* (Producer Certificate Card) and *ProducerCertificateList96FDW* (Producer Certificate List) pages.
- These changes ensure seamless document attachment functionality while maintaining backward compatibility through conditional compilation directives.



2501.1.0.0

Release Note • 2/12/2026 • 1 min read

Enhancements/Modifications

With this release of the Aptean Producer Certification extension, the following changes have been made to ensure compatibility with Business Central, version 28.

- The *Document Attachment Factbox* caption has been renamed to *Doc. Attachment List Factbox* on the *ProducerCertificate96FDW* and *ProducerCertificateList96FDW* pages.
- The *DocAttachFactBoxSubsc96FDW* codeunit has been updated to use the *OnAfterGetRecRefFail* codeunit on the *Doc. Attachment List Factbox*, replacing the *OnBeforeDrillDown* codeunit on the *Document Attachment Factbox*.



2501.0.0.0

Release Note • 10/22/2025 • 1 min read

Resolved issues

The following issue has been resolved in this release.

ID	Description
312722	An error occurs when selecting a lot number in the Lot No. field value on the Item Tracking Lines page. This issue occurs only when the Aptean Profiles extension is installed.



2402.3.0.0

Release Note • 7/30/2025 • 1 min read

Enhancements/Modifications

With the release of the Aptean Producer Certification extension, the system does not display a warning message when exceeding the character limit of 80 for the *Home Page* field length on the *ProdCertIssuer96FDW* table to ensure compatibility with Business Central, version 27.



2402.2.0.0

Release Note • 7/30/2025 • 1 min read

Enhancements/Modifications

With the release of the Aptean Producer Certification extension, the *Home Page* field length has been increased from 80 characters to 255 characters on the *ProdCertIssuer96FDW* table to ensure compatibility with Business Central, version 27.



2402.1.0.0

Release Note • 5/7/2025 • 1 min read

Resolved issues

The following issue has been resolved in this release.

ID	Description
284832	A performance issue occurs when deleting sales and purchase document lines that are temporary, not associated with items, or not released.



2402.0.0.0

Release Note • 8/28/2024 • 2 min read

Features

With this release of the Aptean Producer Certification extension, the producer certificates assigned to lots on lines of the **Purchase Order** page are automatically inherited when these lots are assigned to lines on the **Sales Order**, **Prod. Order Components**, or **Transfer Order** page. For more information, see [Automatic assignment of producer certificates](#).

Enhancements/Modifications

With this release of the Aptean Producer Certification extension, modifications have been made to accommodate the following changes:

- Enhanced application interaction: Procedures have been added to enhance the application interaction, improve upgrade tag management, streamline upgrade and installation processes, and provide additional flexibility by managing upgrades on a per-company and per-database basis.
- Application area refresh: Updates have been implemented to improve the application area refresh process by integrating a new procedure into the *Enable* codeunit.
- Improved management of install and upgrade code: The *Install* and *Upgrade* codeunits have been updated to streamline the handling of installation, reinstallation, and upgrade processes, ensuring smoother transitions and minimizing disruptions during these operations.
- Centralized license management procedures: The existing license management codeunit has been modified to use centralized license management procedures, further reducing the need for application-specific adjustments.
- Enhancements have been made to update the process within the application to handle the *User Group* and *User Group Permission Set* tables. This change ensures compatibility with current and future versions of Business Central, even when the *User Group* and *User Group Permission Set* tables are deprecated.

Note

The *User Group* and *User Group Permission Set* tables are deprecated in Business Central, version 25.



2401.1.0.0

Release Note • 4/30/2024 • 1 min read

UI/UX changes

- The **Pay-to Vendor No.** and **Pay-to Vendor Name** fields have been renamed as **Vendor No.** and **Vendor Name** on the **Producer Certificate Assignments** page.

Resolved issues

The following issues have been resolved in this release.

ID	Description
182096	An incorrect error message is displayed when performing the Assign Growers And Certificates action on the Purchase Order page.
182378	An error occurs when performing the Assign Growers And Certificates action with split purchase lines on the Warehouse Receipt page.
189018	Certain captions have been curated on the Producer Certificate Assignments page for better clarity and readability.
189019	The Grower Vendor Link List page displays the vendor number from a deleted grower record in the Main Vendor field when that deleted grower No. is used again on the Grower page.
196616	An incorrect error message is displayed when a sales order is shipped, and the Assign Growers And Certificates action is executed on the Sales Order page.



2401.0.0.0

Release Note • 4/3/2024 • 1 min read

Features

With this release of the Producer Certification extension, you can seamlessly interact with third-party certificate agency Global GAP. This enables retrieving essential information on the availability/expiration of certificates held by vendors / growers. This information is then efficiently stored within the Aptean Producer Certificate extension. With this integration, the extension streamlines the process by automatically updating producer certificates based on downloaded information. This functionality enhances the overall efficiency and accuracy of the certification management process.

UI/UX changes

The following UI/UX changes have been made in this release.

- The **Producer Certificate Entity Identification List**, **Bookmark Lists**, **Bookmark Items**, **Product GGAP**, **Product ID Mappings**, and **Certification Staging Lists** pages are added.
- The **Access Provider**, **Username**, **Password**, **O-key Editor** fields are added to the **Producer Certification Code** page.
- The **Product ID**, **Identification number**, **Source Type**, **Source No**, **Certification No.**, **Status**, and **Expiration Date** fields are added to the **Producer Certificate Restriction** line.



2301.2.0.0

Release Note • 3/6/2024 • 1 min read

Resolved issues

The following issue has been resolved in this release.

ID	Description
182481	An error occurs while entering a value in the Phone No. field on the Producer Certification Issuer Card page.



2301.1.0.0

Release Note • 12/5/2023 • 1 min read

Enhancements/Modifications

Modifications were made for this extension to accommodate the changes in the Aptean [Profiles](#) extension.



1.0.96375.0

Release Note • 5/8/2023 • 1 min read

Features

With the features added in this release of the Aptean Producer Certification extension, you can:

- Set up producer certification, classifications and issuers. To know more, see [Setup](#).
- Assign producer certificates to growers, vendors, and locations.
- Assign producer certificates to warehouse receipts, production orders, transfer orders and sales documents.



Introduction

Article • 5/8/2023 • 2 min read

The Apteian Producer Certification (PCR) extension is designed to simplify and automate the certification process for growers, packers, and traders. In today's world, health and security concerns are of utmost importance, especially when it comes to the products sold to retail companies. To ensure health and safety, it is crucial that items purchased from growers, packers, and traders are properly certified.

This extension provides an easy and efficient way to check for both global and regional certifications. Various certificates are employed globally to guarantee that food products meet rigorous safety and quality standards. For instance, widely recognized certificates such as International Featured Standard (IFS) and Rainforest Alliance (RFA) ensure that food products are safe and produced using ethical practices. Besides these global certifications, different countries have their own certificates that are mandatory for compliance with national regulations. For example, the British Retail Consortium (BRC) certificate is commonly used in the United Kingdom, Quality and Safety (QS) is utilized in Germany, and the Food and Drug Administration (FDA) certificate is required in the United States.

With our streamlined approach, you can effortlessly track the certification of growers, vendors, and locations. This not only saves time, but it also improves accuracy and efficiency.



Setup

Article • 7/31/2024 • 1 min read

The following setups are required.

- [Manage permission sets](#)
- [Set up contract management](#)



Manage permission sets

Article • 10/21/2024 • 3 min read

Permission sets in Business Central define a user's access level to various features and data within this extension.

We provide the following system permission sets:

- Direct
- Indirect

Direct permission sets

Users with this permission set can perform specific actions directly without requiring additional approvals or workflows. These sets include permissions to read, modify, delete, and create data.

The direct permission set ID for this extension is *PRODCERT96FDW*.

Indirect permission sets

Users with this permission set can perform specific actions. This is used in conjunction with other permission sets and typically involves additional conditions or approvals before an action can be completed.

The indirect permission set ID for this extension is *PRODCERTBASIC96FDW*.

User-defined permission sets

In addition to the system permission sets we provide, you can create new permission sets or copy system permission sets and modify or delete access to specific entities according to your requirements. For more information, see

[Assign permissions to users and groups](#).

Assign a permission set

1. Select the Search icon , enter **Users**, and then choose the related link.

The **Users** list page opens.

2. Navigate to the username for which you want to assign the permission set and select it.

The **User Card** page opens.

3. On the **User Permission Sets** FastTab, in the **Permission Set** field, enter the valid permission set for this extension.

The associated fields are automatically updated based on the entered value. The user has the necessary



permissions to use the features of the Aptean Producer Certification extension, ensuring secure and role-based access.



Set up producer certification

Article • 4/10/2024 • 5 min read

You control the visibility of global and non-global attributes on the Producer Certificate Setup page. You can also set up three non-global attributes. The following procedures describe how to perform this activity.

- 1. Select the Search icon , enter **Producer Certification Setup**, and then choose the related link.
The **Producer Certification Setup** page opens.
- 2. On the **General** FastTab, fill in the following fields:

Field	Description
Show Global Attributes	Specifies whether the Global Attributes must be visible on the Producer Certificate page.
Show Non Global Attributes	Specifies whether the Global Attributes must be visible on the Producer Certificate page.
Non Global Attributes 1	Specifies the non global attribute 1 that can be associated with the item to be used on the Producer Certificate page.
Non Global Attributes 2	Specifies the non global attribute 2 that can be associated with the item to be used on the Producer Certificate page.
Non Global Attributes 3	Specifies the non global attribute 3 that can be associated with the item to be used on the Producer Certificate page.

This page allows you to choose Global Attributes as certification filters and select three Non-Global Attributes as certification filter criteria.

- 3. On the action bar, click **Create Producer Certificates** to create Producer Certificate Cards with the same Producer Certificate No. available on the **Assigned Certificates** action on the **Lot No. Information Card** page.

 **Note**

If the Aptean Advanced Attributes extension is not installed, you can view this page, but not edit it.

Create Producer Certification Code

Various industries may require specific certificates to ensure that their products comply with health and safety regulations. To address this need, you can create and categorize the appropriate producer certifications that are



applicable to your industry or product. The following procedures describe how to create the code for the producer certification applicable for your products.

1. Select the Search icon , enter **Producer Certification Classification**, and then choose the related link.

The **Producer Certification Classification** page opens.

Producer certification codes represent a generic type of certificate (e.g., 'Quality Certificate') but also signify a very specific type of certificate such as HCCP, BRC, or Global GAP. This group of specific certificates is usually linked to a third-party certification agencies. These agencies provide certificate information through an online portal, which is accessible through manual consultation or queries using APIs. The following procedures explain configuring login credentials for a designated third-party agency and streamlining automated communication.

2. On the action bar, select **New** to create a new certificate.
3. On the **General** FastTab, in the **Code** field, enter the code.
4. In the **Description** field, enter the short description.
5. On the **Access Provider** FastTab, in the **Access Provider** field, select *Global GAP* from the dropdown.
6. In the **Username** field, enter the username associated with this specific certification group to log in to the certification agency's system for managing or accessing certification-related information.
7. In the **Password** field, enter the corresponding password for the provided username.
8. In the **O-key Editor** field, enter the specific access code associated with this user account to identify that your account can edit information.

The producer certification code is created. Further, more details regarding the producer certificate can be added on the **Producer Certificate** Card page. To know more, see [Create Producer Certificate](#).



Bookmark Lists

Article • 3/21/2024 • 3 min read

Establishing seamless communication with the Global GAP certification agency necessitates specific setup tailored for automated processes. This setup is crucial for ensuring efficient and accurate data exchange between systems. By configuring custom settings and protocols, organizations can optimize their interaction with the certification agency, meeting compliance standards and facilitating streamlined operations.

Bookmark Lists

Bookmark Lists are a requirement to be set up in the Global G.A.P portal, representing lists of growers and the item categories they provide. The generated lists can be downloaded and viewed in Business Central. This page allows you to access and retrieve vital information related to growers and their associated product IDs from the Global G.A.P application.

To initiate this process, follow the below described steps:

1. Select the Search icon , enter **Bookmark Lists**, and then choose the related link. The **Bookmark Lists** page opens.
 2. On the action bar, select **Get Bookmark Lists** to initiate the process of fetching the bookmark lists from the Global GAP portal.
- This process utilizes login credentials specified on the **Producer Certificates Setup** page, facilitating automated communication between Business Central and the external portal.
- Refer to the following table for the field information on the **Bookmark Lists** page:

Field	Description
ID	Specifies the unique identifier assigned to each bookmark list. The ID is provided by the Global GAP portal upon fetching the lines.
Certification Code	Specifies the certification code associated with the bookmark list. This will always be the certification code set to Access Provider Global GAP for each bookmark list that is fetched from the Global GAP portal.
Name	Specifies the name of the bookmark as defined in the global GAP portal.
Description	Specifies the description of the bookmark as defined in the global GAP portal.



Bookmark Items

From the bookmark list, you can navigate to the **Bookmark Items** page by clicking on the **Bookmark Items** action for that specific bookmark list. The bookmark items represent entities (vendors, growers or locations) that hold a global GAP identification number.

Refer to the following table for the field information on the **Bookmark Items** list page:

Field	Description
Bookmark List ID	Specifies the unique identifier assigned to each bookmark list. The Global GAP portal provides the ID upon fetching the lines.
Bookmark Item ID	Specifies the unique identifier assigned to each bookmark item list. The ID is provided by the Global GAP portal upon fetching the lines.
Certification Code	Specifies the certification code associated with the bookmark list. This will always be the certification code set to Access Provider Global GAP for each bookmark list that is fetched from the Global GAP portal.
GGN	Specifies the identification number under which the vendor/grower/location is known in the Global GAP database.
Product ID	Specifies the product ID for which the identification Number is certified.
Product Name	Specifies the description of the Product ID as retrieved from the Products GGAP table.



Product GGAP

Article • 4/3/2024 • 5 min read

When identifying certificates for growers, Global GAP utilizes Product IDs to categorize product groups (e.g., Potato). On the **Product GGAP** page, the product IDs used by the certification agency Global GAP (GGAP) are retrieved from the GGAP database using in-log credentials as specified on the **Producer Certification Classification** page for access provider of Global GAP.

1. Select the Search icon , enter **Products GGAP**, and then choose the related link.
Or,
Alternatively, you can access it by clicking the **Products GGAP** action from the **Producer Certification Setup** page.
The **Products GGAP** page opens.
2. On the action bar, select **Get Products**.
This function will download vital information related to specific agricultural product groups from the third-party application (GGAP database) within the certification process, such as certified products, unique identifiers, associated attributes, and other relevant information.
3. Select **Translations GGAP** to view translations for Product IDs and Product Descriptions that are downloaded in the previous step. Only translations in languages provided by Global GAP are visible here.

Product Mapping

The downloaded product IDs/Product groups do not need to match with the setup of item categories and/or items within Business Central to make automatic updating of producer restriction lines possible. For that, a mapping between the two administrations needs to exist. The following procedure describes how to map the product IDs provided by Global GAP to entities existing in Business Central to facilitate automated communication.

1. Select the Search icon , enter **Products GGAP**, and then choose the related link.
The **Product ID Mappings** page opens.
2. In the **Product ID** field, select the code.
3. In the **Product Name** field, select the name of the product ID. This field value is automatically populated when you select the product ID.
4. In the **Source Type** field, select either Item or Item Category to specify the source type for the mapping, indicating whether it relates to individual items or item categories associated with the product ID.
5. In the **Source Code** field, select the number of the source code to which this needs to be mapped.



Producer Certificate Entity Identification List

You can use the **Producer Certificate Entity Identification List** page to manage and organize identification numbers for entities like growers, vendors, and locations within specific certification agencies, such as Global GAP. This setup enables you to efficiently register and associate identification numbers with entities, ensuring adherence to certification standards.

The following procedure describes registering the identification number for growers/vendors/locations per certification agencies.

1. On the **Producer Certificate Setup** page, select **Producer Certification Classification** action.
The **Producer Certification Classification** page opens.
2. On the action bar, select **Related > Producer Certificate Entity Identification**.
The **Producer Certificate Entity Identification List** page opens.
3. In the **Source Type** field, select the type of entity for which an identification number is being registered.
4. In the **Source No** field, select the source code linked to the respective tables for vendors, growers, or locations.
5. In the **Identification Number** field, specify the unique identification number associated with the entity.
6. In the **Source Name** field, specify a description of the selected Source number record. This field value is automatically filled in based on the selected Source Number.
7. In the **Certification Code** field, select the code. This field value is automatically filled in based on the selected Producer Certification Classification.



Automated Communication Setup with Global GAP Certification Agency

Article • 4/10/2024 • 2 min read

You can automate tasks to streamline communication with the Global GAP certification agency. Initially, manual procedures involve retrieving and processing certificate information from the Producer Certificate role center, utilizing functions available on the **Certification Staging List** page. Once these manual processes are error-free and master data accuracy, such as entity ID numbers and producer certificates, is verified, full automation can be achieved. This automation process involves executing the **Automation** function from the **Navigate bar** or using the tell-me function to search for "GlobalGAP Automation."

The following procedure describes the setting of the automation:

1. Select the Search icon  , enter **Global GAP Automation**, and choose the related link.
The **Global GAP Automation** page will open.
2. On the **Process Setup** FastTab, turn on the toggles whether the procedure should **Get Certificates** or **Update Certificates..**
3. Turn the **Process Certificates** toggle to directly process newly downloaded information.
4. Fill in the other fields as appropriate.
5. Select **Schedule**.

A summary page will open, allowing you to set up a date formula for when the functionality should run next.

Upon confirmation, the system will create a job queue entry to initiate automatic calculation. For more information, see [Set up Job Queue](#).



Certificate Staging Lists

Article • 4/3/2024 • 5 min read

On the **Certification Staging Lists** page, you can view the details of the grower's/vendor's certificates imported from the Global GAP certificate agency by executing the **Get Certificates** action on the **Certification Staging List** page.

! Note

You can only view the certificate information if the Product ID Mapping is specified in the **Product ID Mappings** page.

Select the Search icon , enter **Certification Staging List**, and then choose the related link.

Or,

Alternatively, select the relevant certificate from the list on the **Producer Certificate List** page, and then select **Certification Staging List** action.

The **Certification Staging Lists** page opens.

Fields are filled based on information obtained from the global GAP database.

Certification Staging Lists fields

The following fields are displayed on the Certification Staging Lists:

Field	Description
Bookmark List Id	This unique identifier is assigned to each bookmark list and provided by the Global GAP portal, Upon fetching the lines.
Identification No.	This number represents how the Global GAP database identifies the vendor/grower/location.
Source Type	This field indicates the type of source from which the certification information is obtained.
Source No.	This is the number of the source code to which this information needs to be mapped.
Product Id	This is the product ID for which the identification Number is certified.
GTIN	This is the Global Trade Item Number, a unique identifier for the product.



Certification Code	This is the certification code associated with the bookmark list. The lists fetched from the Global GAP portal are set to Access Provider Global GAP.
Certification No.	This indicates the unique certification number associated with the certificate information.
Status	This indicates the status of the certification (e.g., Valid, Blocked).
Expiration Date	This indicates when the certification date will expire.
Created At	This indicates when the certification information was created or imported.
Error	This indicates if there is an associated error with the imported certification information.

Certification Staging Functions

The following functions are available on the **Certification Staging List** page.

Function	Description
Get Certificates	Use this action to download certificates for all the bookmark lists associated with the access provider.
Update Certificates	Use this action to update certificates for all the bookmark lists associated with the access provider.
Process Certificates	Use this action to process the certificate staging records containing the certificates to generate producer restriction lines.
Delete Certificates	Use this action to delete the certificate records.
Reopen	Use this action to open the record, allowing for incorrect data to be reprocessed.
Revalidate	Use this action to revalidate the imported staging record for which amendments were made on the record.
Show All	Use this action to view all the records.
Show Open	Use this action to view only the records which are in <i>Open</i> Status.
Show Error	Use this action to view only the records which have an error.
Error List	Use this action to view the detailed overview of the detected error.



Error Viewing and Resolution in Certification Information Import

To manage errors recorded while importing the certification information and processing the certificate information in the Certification Staging list to producer certificate restriction lines, you can conveniently view the detailed overview of detected errors on the **Error Log Entries** page by clicking the **Error Lists** action on the **Certification Staging Lists** page. Additionally, for a more comprehensive view, you can click on the tile in the Producer Certificate role center, allowing you to easily examine the entire list of errors. After resolving the various errors that could have occurred for individual staging list lines, these lines can be processed again. This streamlined approach ensures efficient identification and resolution of issues encountered during the certification information import process.



Set up Job Queue

Article • 4/3/2024 • 3 min read

The following procedure describes setting the job queue to download the certificate automatically in a fixed recurring pattern (e.g., every week on Monday).

1. Select the Search icon , enter **Job Queue Entries**, and then choose the related link. The **Job Queue Entries** page opens.
2. Select the job queue entry that was created for Object Global GAP Automation
3. On the **Recurrence** FastTab, perform the following steps:
 - A. To specify the frequency of the job, perform one of the following steps:
 - Turn on the days on which the job must run.
 - In the **Next Run Date Formula** field, select the date formula to calculate the next time the recurring job must run. For example, to have the job run once a week, specify 1W.
 - B. In the **Starting Time** field, select the earliest time of the day that the recurring job must run.
 - C. In the **Ending Time** field, select the latest time of the day that the recurring job must run.
 - D. In the **No. of Minutes between Runs** field, select the minimum number of minutes that will elapse between the job runs.

This field is only applicable when the job is set to be a recurring job.
 - E. In the **Inactivity Timeout Period** field, select how many minutes can pass before a recurring job with the *On Hold* status is automatically restarted.
4. On the action bar, select **Process > Set Status to Ready**.



Assign Producer Certification Issuer

Article • 5/8/2023 • 3 min read

The following procedure describes how to assign the audit companies that issue producer certifications to vendors or growers.

- 1. Select the Search icon , enter **Producer Certification Issuer List** and then choose the related link.
The **Producer Certification Issuer List** page opens.
- 2. On the action bar, click **New** to create a new entry.
The **Producer Certification Issuer Card** page opens.
- 3. On the **Producer Certification Issuer Card** page, fill in the following details.

On the **General** FastTab,

Field	Description
Code	Specifies the code of the producer certificate issuer.
Name	Specifies the name of the producer certificate issuer.
Vendor No.	Specifies the number of the vendor for whose product this producer certificate is applicable.
Vendor Name	Specifies the name of the vendor for whose product this producer certificate is applicable.

On the **Address & Contact** FastTab,

Field	Description
Address	Specifies vendor’s address.
Address 2	Specifies additional address information.
Country/Region Code	Specifies the country and region code for the address.
City	Specifies the city where vendor resides.
Post Code	Specifies the post code of vendor’s address.
Phone No.	Specifies vendor’s telephone number.
Mobile Phone No.	Specifies vendor’s mobile phone number.
Email	Specifies vendor’s email address.



Home Page	Specifies vendor’s website.
Our Account No.	Specifies the account number from which payments are made to the vendor.
Primary Contact Code	Specifies the contact number of the person in charge of your business with this vendor.
Contact	Specifies the name of the person in charge of your business with this vendor.



Create Producer Certificate

Article • 7/22/2026 • 7 min read

You can create producer certificates with this extension. The following procedures describe how to create producer certificates.

- 1. Select the Search icon , enter **Producer Certificate List**, and then choose the related link.
The **Producer Certificate List** page opens.
- 2. On the action bar, click **New**.
The **Producer Certificate** page opens.
- 3. On the **Producer Certificate** page, fill in the following details.

On the **General** Fast Tab,

Field	Description
Certification Code	Specifies the code that represents the producer certificate.
Certification No.	Specifies the unique identification number assigned to the producer certificate.
Certification Description	Specifies the description of the producer certificate.
Certificate Comment	Specifies any additional information regarding the producer certificate.
Insurance Certificate	Specifies whether the certificate has insurance.
Insurance Policy No.	Specifies the unique identification number of the insurance policy for the certificate.
Vendor No.	Specifies the vendor associated with the producer certificate. When you click the drilldown on the Vendor No. field, the selection list displays the Vendor No. , Vendor Name , Grower No. , and Grower Name columns.
Vendor Name	Specifies the name of the vendor for which the certificate is applicable.
Grower No.	Specifies the grower associated with the producer certificate. When you click the drilldown on the Grower No. field, the selection list displays the Vendor No. , Vendor Name , Grower No. , and Grower Name columns.
Grower Name	Specifies the name of the grower for which the certificate is applicable.
Grower Country of Origin	Specifies the grower’s country of origin.
Organic	Specifies whether the grower is cultivating organically.



Status	Specifies the status of the certification. Options include open, valid, invalid, released, expired and blocked. Note: Regardless of the certification status (open, valid, invalid, released, expired, or blocked), this producer certificate can be utilized for purchase orders, warehouse receipts, production orders, transfer orders, and sales documents.
Certification Company Code	Specifies the code assigned to the company that provides the certificate.
Certification Company Name	Specifies the name of the company that provides the certificate.

On the **Dates** FastTab,

Field	Description
Received at	Specifies the date on which the certificate is received.
Start date	Specifies the date on which the certificate is issued.
Expiration date	Specifies the date of expiration of the certificate.
Last request at	Specifies the date on which the certificate is last requested.

On the **Checks** FastTab,

Field	Description
Assign to Lot	Specifies whether the certificate is assigned to a lot.
Check at	Specifies the point at which the certificate is checked. Options include No control needed, By release, and By receipt.

On the **Producer Certification Restriction Lines** FastTab,

Field	Description
Filter Type	Specifies whether the producer certificate is applicable to the general category, specific item, or item parent category. General category certificates are not specific to a particular item or item parent. For example, a single Security Certificate can apply to all products sold by a vendor. In such scenarios you can link the certificates to the General category rather than creating certificates for each item.
Item Parent Category	Specifies the parent category to which the item requiring the producer certificate belongs.
Item Category	Specifies the category of item for which the producer certificate is applicable.



Item No.	Specifies the number of the involved entry or record, according to the specified number series.
Global Lot Attribute 1	Specifies the value of global lot attribute 1. This global lot attribute was set up on the Advanced Attribute Setup page.
Global Lot Attribute 2	Specifies the value of global lot attribute 2. This global lot attribute was set up on the Advanced Attribute Setup page.
Global Lot Attribute 3	Specifies the value of global lot attribute 3. This global lot attribute was set up on the Advanced Attribute Setup page.
Grower No.	Specifies the number assigned to the grower who produces this item.
Grower Name	Specifies the name of the grower who produces this item.
Grower country of origin	Specifies the grower's country of origin.
Non Global Attribute 1	Specifies the value of non global attribute 1 that was setup on the Producer Certification Setup page.
Non Global Attribute 2	Specifies the value of non global attribute 2 that was setup on the Producer Certification Setup page.
Product ID	Specifies the product ID for which the identification Number is certified. This field is only filled when the restriction line is created automatically from the Certification staging page.
ID Number	Specifies the number that represents how the Global GAP database identifies the vendor/grower/location. This field is only filled when the restriction line is created automatically from the Certification Staging page.
Certification No.	Specifies the unique certification number associated with the certificate information. This field is only filled when the restriction line is created automatically from the Certification Staging page.
Status	This indicates the status of the certification (e.g., Valid, Blocked, Processed). This field is only filled when the restriction line is created automatically from the Certification Staging page.
Expiration Date	Specifies when the certification will expire.

 Note

You can add up to eight global and three non global lot attributes.



4. On the action bar, click **Producer Certification Assignments** to manage the assignment of the producer certificate to growers, vendor, and location. For more information, see [Assign Producer Certificates](#).

Note

On the **Producer Certificate** page, on the **Certificate Attachment** FactBox, you can attach, and upload links, notes and descriptions related to the assigned certificates.

Aptean Production Certificate implements modifications and restrictions on the **Producer Certificate List** page to ensure your certificate information's accuracy, integrity, and security. When registering a new Producer Certificate, the system imposes restrictions when a Certification Code that is set as *Global GAP* for the Access provider.

- **Certificate No.**, **Location Code**, **Start Date** and **Expiration Date** become non-editable on the **Producer Certificate** Card as they are copied from the restriction lines to the Producer Certificate Assignments lines.
- The **Assign to Lot** checkbox is automatically set to *Yes*.
- Restriction lines remain non-editable and expected to automatically update with information sourced from Global GAP.

Note

You can edit the global lot attributes value in the restriction lines and ensure to update the Producer Certificate Assignments by performing the **Producer Certificate Assignments** action on the **Producer Certificate** page.

Furthermore, changing vendors, growers, or the certification code triggers confirmation messages, ensuring well-informed and secure modifications to the certification information. This setup and modification process ensures that the **Producer Certificate List** aligns with the requirements for smooth automated communication with third-party certification agencies.



Create a producer certificate for a location entity

Article • 4/3/2024 • 3 min read

Besides vendors and growers, locations (warehouses, pack locations, etc.) can hold certificates that must be visible during various business processes. Therefore it is possible to create a producer certificate for any location. Upon receiving lot numbers at these locations, the certificate will be assigned to the lot numbers.

The following procedure describes how to create producer certificates for location.

1. Select the Search icon , enter **Producer Certificate List**, and then choose the related link.

The **Producer Certificate List** page opens.

2. On the action bar, click **New**.

The **Producer Certificate** page opens.

3. In the **Certification Code** field, select the value of the certificate code.

4. In the **Location Code** field, select the designated location for the certificate.

Note

When a location is selected, the **Vendor No.** and **Grower No.** fields become non-editable. Any existing values are cleared, and a notification appears.

5. On the Producer Certification Restriction Lines, in the **Item No.** field, select the number.

6. On the action bar, select **Producer Certificate Assignments** to manage the producer certificate assignment to a specific location.

A prompt message appears to update the Producer Certificate Assignment.

7. Click **Yes**.

The Producer Certificate Assignment line is created for the specific location.

You can assign producer certificates in purchase orders, warehouse receipts, production orders, transfer orders, and sales documents.



Producer Certificate Assignments

Article • 7/22/2026 • 5 min read

With this extension, you can assign producer certificates to growers, vendors, and locations. The following procedures describe how to perform this activity.

1. Select the Search icon , enter **Producer Certificate Assignments**, and then choose the related link.
The **Producer Certificate Assignments** page opens.
2. On the action bar, click **New** to create a new entry.
3. On the **Producer Certification Assignments** page, in the **Certification for** field, mention whether the certification is applicable to the grower, vendor or location.
4. In the **Bill to Vendor No.** Field, enter the number assigned to the vendor for whom the bill will be created.
5. In the **Bill to Vendor Name** field, enter the name of the vendor for whom the bill will be created.
6. Fill in the rest of the fields as required.
7. Print Document - In the **Vendor No.** field, select a vendor. The system automatically populates the **Vendor Name** field and copies the vendor's address and contact information into the corresponding issuer fields. > [!NOTE]
> On the **Grower, Vendor** and **Location** pages, you can view the **Producer Certificates** FactBox which specifies the number of assigned certificates to the growers, vendors, and locations.

Note

when producer certificate restriction lines are created automatically from the [Certification Staging list](#), the producer certificate assignments are updated automatically.

Assign producer certificates

You can assign producer certificates in purchase orders, warehouse receipts, production orders, transfer orders, and sales documents. The following procedures describe how to perform this activity.

1. On the **Purchase Order** page, on the **Lines** FastTab, on the action bar click **Line > Assign Growers And Certificates**.
The **Assign Growers and Certificates** page opens.
Ensure that you execute the **Assign Growers and Certificates** action prior to shipment to copy certificate details onto posted shipment documents.
 - This activity can be performed similarly on the **Warehouse Receipt, Transfer Order, and Sales Return Order** pages.
 - On the **Sales Order** lines, on the action bar, click **Line > Related Information > Assign Growers and Certificates**.



- On the **Production Order** page, on the **Item Tracking Lines**, on the action bar, click **Related > Line > Assign Growers and Certificates**.

 Note

On the **Assign Growers and Certificates** page, you will be able to assign only valid certificates to the producers, vendors, and locations. Additionally,

- The vendor, location, and items/item category/attributes restrictions should match with the assigned document.
- The certificate's expiration date should be after the order date.

2. On the **General** FastTab, the **Lot No.** field is automatically filled with the lot number of the specific item.
3. On the **Producer Certificate Document Assigned Grower** FastTab, fill in the number and name of the grower for which the Producer Certificate Document will be assigned.

 Note

You must assign the grower manually per Lot No. A single lot can have more than one grower.

4. On the **Producer Certificate Documents Assignments** FastTab, the fields are filled with details of all the certificates linked to the grower.

The Producer Certificate is assigned to the required document and the grower.

If you have initially assigned a grower and their name, posted a receipt for a partial quantity, and subsequently changed the grower and grower number before posting, you can view the complete list of growers for those specific lines.

Automatic assignment of producer certificates

When producer certificates are assigned to lots on lines of the **Purchase Order** page, the producer certificates are automatically inherited when these lots are assigned to lines on the **Sales Order**, **Prod. Order Components**, or **Transfer Order** page.

On the action bar, select **Related Information > Assign Growers and Certificates** to view or delete the automatically inherited producer certificates on the **Assign Growers and Certificates** page.

The **Producer Certificate Document Assignments** and **Producer Certificate Documents Assigned Growers** pages are updated accordingly.



Integrations

Article • 3/21/2024 • 1 min read

The Apteian Producer Certification extension utilizes the features of the following extension:

Telemetry

The Apteian **Producer Certification** extension can be used in conjunction with the Apteian [Telemetry](#) extension to analyze and evaluate data through which you can view the setup, usage and volume of data processing.

Advanced Attributes

The Apteian **Producer Certification** extension can be used in conjunction with the Apteian [Advanced Attributes](#) extension to set up user-defined attributes linked to items, customers, vendors, and lot numbers.

Lot Management

The Apteian Producer Certification extension can be used in conjunction with the Apteian [Lot Management](#) extension, facilitating the synchronization of grower information. This ensures that growers associated with specific lots are accurately reflected in the Lot Origin Details. By linking Apteian Lot Management with this extension, you can efficiently manage lot numbers, assign growers, and track certifications, streamlining the process and enhancing data accuracy.

