



ORGANIC TRUST CLG

Initial Application Form - Pot/
Container Production; Sprouted
Seed & Grain Production

Official Use Only	
Applicant No	
Date Application Received	
Fee Paid	
Licence Number/I.D.	

First Name	
Surname	
Position or Job Title	
Trading Name (The Name to Appear on Licence/ Certificate)	
Postal Address	
Postal Code	
Address of Production Site(s) (If different to above)	
Telephone No	
Mobile No	
Fax No	
Email Address	
Website	

Have you ever been certified by another Organic Certification Body?	Yes	No
If Yes, please give the name of the Organic Certification Body?		
Date of last inspection		
Are you transferring from another Organic Certification Body?	Yes	N o
Please state the reason (s) for transferring to the Organic Trust CLG		
Did the previous Organic Certification Body revoke your licence?	Y es	N o
Please state reason (s) why your licence was revoked		

your licence was revoked		
Is any part of your operation inspected by another Organic Certification Body?	Yes	No
If Yes, please give the name of the Organic Certification Body?		

Your Activities and/or Enterprises	
Please provide a full description of the unit and/or premises <i>(please attach a detailed site map, showing all areas of proposed organic and non-organic production, handling and storage of substrates, seeds and products)</i>	
Please provide a full description of the activities taking place on the unit i.e. crops and or products to be produced, method of production, method of harvesting, processing of produce including washing, packaging and labelling proposed? <i>(all labels must be approved prior to use)</i>	
Please detail source(s) of certified organic seed(s) <i>(non-organic seeds are not permitted)</i>	
Please provide a full description of the substrate media used i.e. a) details and percentage of materials from organic farming origin b) details and percentage of the non-organic materials permitted in the Organic Food & Farming Standards in Ireland c) details of organically certified substrate which complies with 3.02.05 of the standards (excludes sprouted seed and grain production) <i>(please attach supporting documentation including technical specifications of same)</i>	
Please detail source(s) of water used in above activity. <i>(in the case of non-mains water supply please attach water test result(s) verifying potability)</i>	
Please describe any additional nutrients applied to above substrate(s), detailing source, application rate and method of application (excludes sprouted seed and grain production). <i>(please attach supporting documentation including technical specifications of same)</i>	

Please describe methods to control plant pests and diseases.		
Are non-organic products also produced or processed at this unit?	Yes	No
If Yes, please give details of non-organic production or processing activities, and the procedures to ensure that organic and non-organic products are clearly identifiable and separate during production, processing and despatch		
Where organic crops are grown adjacent to non-organically managed crops, what precautionary measures are in place to prevent contamination of the organic crops?		
Please describe how spent substrate will be disposed off?		
Please give details on your pest control policy, procedures and products used in your operation <i>(please attach supporting documentation including technical specifications of same)</i>		
Are you registered as a Food Business Operator (e.g. HSE, DAFF, FSAI, etc)?	Yes	No
If Yes, what competent authority are you registered with?		
Registration Number?		
Do you own a copy of the Standards for Organic Food & Farming in Ireland, as amended?	Yes	No
Have you read and understood these standards?	Yes	No

Declaration/Contract

- I/we have full management control of all land and enterprises detailed in this application.
- To the best of my/our knowledge, all information supplied in this application is accurate and complete.
- I/we accept the right of the Organic Trust CLG to refuse any application (following a review of the application documentation) or to refuse certification.
- I/we accept that this application may not be accepted as a single application (depending on the information submitted regarding the entity/ies to be inspected & certified). Therefore, I/we agree to comply with the requirements for certification and to supply any additional information which may be required for evaluation purposes.
- I/we accept that this application will be considered together with all the other applications that I/we make including production & processing applications.
- In instances where organic licences are held with Organic Certification Bodies other than the Organic Trust CLG, the Organic Trust CLG must have access to such entities.
- I/we accept that the Organic Trust CLG reserves the right to obtain copies of file information relating to any previously held organic or in-conversion licence(s) from the appropriate Organic Certification Body or Bodies, including a copy of the most recently issued licence.
- In the case where the control authority or control body of this operation changes, I/we undertake the transmission of the control files to the subsequent control authority or control body;
- I/we accept that exchange of information between the Organic Trust CLG and any other relevant Organic Certification Body is a mandatory requirement. This includes instances where part of the operation is sub-contracted to another operator which is certified by an Organic Certification Body other than the Organic Trust CLG.
- I/we have read and understood the Organic Food & Farming Standards in Ireland, Edition 1.
- I/we agree from date of application to perform the operations in accordance with these standards and any future amendments.
- I/we agree to notify the Organic Trust CLG of any changes to the holding and activities outlined in this application, and any changes to the contents outlined in this application.
- I/we agree where the operation is withdrawn from the control system, to inform without delay the Organic Trust CLG and the relevant competent authority.
- I/we agree where the operation is withdrawn from the control system, that the control file is kept for a period of at least five years.
- I/we agree to ensure that all staff involved in the operation are trained in the specifics of the prevailing organic standards.
- I/we agree to submit the said operation including any operations carried out by a subcontractor to inspections & spot checks by officials of the relevant competent authority and the Organic Trust CLG.
- I/we agree to abide by any conditions or sanctions imposed on my/our operation by the Organic Trust CLG, and the relevant competent authority.
- I/we accept that withdrawal of the licence in one area (e.g. production) may also result in withdrawal of the licence in all licensed areas (e.g. processing), even if these are separate legal entities.
- If the Organic Trust CLG should rescind my/our licence, we undertake to inform our buyers in writing that my/our licence has been withdrawn in order to ensure that the indications referring to the organic production method are removed from this production and will specify the period (if appropriate) of any such withdrawal in accordance with clause 1.04.12 of the Organic Food & Farming Standards in Ireland, Edition 1.
- I/we undertake not to sell any product labelled as 'organic' until organic status has been awarded by Organic Trust CLG.
- I/we recognise that the Organic Trust Symbol is the sole property of the Organic Trust CLG.
- I/we agree to inform the Organic Trust CLG without delay of any irregularity or infringement affecting the organic status of our product or organic products received from other operators or subcontractors.

Signed

Date

Applicant

Signed

Date

Applicant

Checklist of documentation required to complete application - please ensure the following accompanies your completed application form - thank you!

	Application Fee (see fee schedule in application pack)
	Location Map The location map must clearly indicate the exact location of the holding - also provide Sat-Nav co-ordinates if available
	Site Map(s) Ordnance Survey Map(s) or REPS Map(s) or Single Farm Payment Map(s) of sufficient scale which clearly indicate the area on which this application is based and corresponds to the Schedule of Area. Farm boundaries must be clearly identified.
	Org 1 Form Application to the Department of Agriculture, Food and the Marine for registration as an organic operator - i.e. completion of page 1 of the blue ORG1 Form - ROI applicants only
	Copy of the OFS Application Form (only applicable to ROI applicants applying for payment under the Organic Farming Scheme) Applicants MUST ensure that the original form and appropriate attachments are sent to the Organic Unit of the Department of Agriculture, Food & the Marine, Johnstown Castle Estate, Co Wexford, by the due deadline, i.e. <i>usually</i> May 15 th in any year) and that a copy accompanies this application form (if available on date of application)
	Your Most Recent Organic Licence and Contract Only applicable to applicants which were previously certified by another Organic Certification Body
	Suppliers Organic Certification Organic Certification/Licences for all suppliers of organic certified inputs
	Substrates & Nutrients Technical Specification Details
	Proposed Organic Labels (if available)
	Pest Control Products Copies of technical specifications for all pest control products used

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Tel/Fax: +(353) 1 8530271; email: organic@iol.ie; website: www.organic-trust.org
EU, DAFM & DEFRA Approved Organic Certification Body; Codes: IE-ORG-03 * GB-ORG-09

Organic Food & Farming Standards in Ireland

Extract from standards

3.02.05 Pot plants and potted herbs, including salad crops and wheatgrass (and other grasses) but excluding grow bag production, may be produced and sold as organic provided:

- (a) The seeds are organically produced - derogations for use of untreated non-organic seed are **not permitted** for pot plant, potted herb (including salad crops) and wheatgrass production, i.e. only certified organic seeds may be used.
- (b) The substrate is made up of at least 50% (by fresh weight of the end product) of materials from organic farming origin i.e. permitted composted material or soil;

Note: *Composts approved for use in organic production systems by EU approved organic certification bodies are NOT considered to be materials from organic farming origin and are ineligible for consideration at (b). Such composts are deemed suitable for use in organic production systems and may only be used to provide the balance of the substrate under (c) below.*

- (c) The balance of the substrate, including additional mineral requirements, complies with the provisions of **Sections 2.08 & 2.10** (e.g. propagation composts approved by OCBs on the EU listing of approved organic certification bodies)
- (d) Potable water must be used;
- (e) The substrate provides at least 50% of their nutrient needs until the point of sale;
- (f) All other relevant aspects of these standards are complied with.
- (g) Slaughterhouse waste is not used.

3.02.07 **Sprouted Grain Production**

Sprouted grain production can be permitted provided the seeds used are certified organic seeds (no derogations for untreated non-organic seeds are permitted) and provided no nutrients or other additives are added to the water used for sprouting purposes. Sprouted grain production is considered a processing activity and is certified under the Processing Scheme of the relevant OCB - refer to Section 6.05.29.