



ORGANIC TRUST CLG

Initial Application Form - Producer

Official Use Only	
Applicant No	
Date Application Received	
Fee Paid	
Date Conversion Started	
Conversion 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 Holding(s) (If different to above)	
Telephone No	
Mobile No	
Fax No	
Email Address	
Website	
Primary Holding's CPH Number (Only applicable to Northern Ireland Producers)	
Herd/Flock No	
Herd Identifier	
Do you intend to apply for entry to GLAS?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Planner's Name		Planner Tel/ Mob No						
Organic Farming Scheme Applicant? <input type="checkbox"/> (Republic of Ireland)		Yes	No					
Organic Aid Scheme Applicant? <input type="checkbox"/> (Northern Ireland)		Yes	No					
Organic Adviser's Name		Tel/Mob No						
Have you completed an Approved Training Course? <input type="checkbox"/> (Requirement under the Organic Farming Scheme Terms & Conditions - ROI only)		Yes	No					
Give Details								
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	No					
Please state the reason (s) for transferring to the Organic Trust								
Did the previous Organic Certification Body revoke your licence?		Yes	No					
Please state reason (s) why your licence was revoked								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 tick <input type="checkbox"/>)								
Crops	Currently non-organic	Enterprises to be converted	Livestock	Currently non-organic	Enterprises to be converted	Approx. Numbers	On-farm Processing	Proposed organic enterprises
Grassland			Beef Cattle				Box Scheme	
Fodder Crops			Dairy Cattle				Egg Packing	
Cereals			Sheep				Farm Shop	
Vegetables			Goats				Other-	
Top Fruit			Pigs					
Soft Fruit			Poultry - Layers & Eggs					
Herbs			Poultry - Table Birds					
Protected Crops			Horses					
Other-			Other-					
Other-			Other-					
Please complete enclosed Schedule of Areas Form which must correspond to details below								
Area of land undergoing conversion (Ha) (areas used to store and/or pack and/or process product and all areas to which animals have access, such as yards, buildings, scrub, grazing habitats must be included in the area undergoing conversion, but exclude commonage)								
Proportion of land undergoing conversion which is owned by you (Ha)								

Proportion of land undergoing conversion which is leased by you for at least 5 years from the date of this application (Ha)		
Proportion of land undergoing conversion which is rented by you under con-acre system (Ha) (permitted for inclusion but excluded for payment under the Organic Farming Scheme)		
Do you wish to graze organic and/or simultaneously converting animals on commonage ? (Producers who wish to use commonage must complete a specific template which is available from the Organic Trust)	Yes	No
Please specify any area of land which will be conventionally managed by you and that will not be undergoing conversion (Ha)		
Please specify any area of land rented-out by you (Ha)		
Are you applying for a reduced conversion period?	Yes	No
If Yes please tick appropriate box <input type="checkbox"/>		
<p>Producer involved with plant production only and excludes livestock holdings undergoing simultaneous conversion (Refer to clause 2.05.03 of the Organic Food & Farming Standards in Ireland, Edition 1. for the specific conditions)</p> <p>Pig and/or poultry producer (Refer to clause 4.04.10 of the Organic Food & Farming Standards in Ireland, Edition 1. For specific conditions)</p>		

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 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, the Organic Trust must have access to such entities.
- I/we accept that the Organic Trust 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 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. I/we also accept that that all information obtained during the course of the inspection and certification process is subject to audit by and subsequently made available to the relevant Competent Authorities.
- 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 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 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.
- I/we agree to abide by any conditions or sanctions imposed on my/our operation by the Organic Trust, 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 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.
- I/we recognise that the Organic Trust Symbol is the sole property of the Organic Trust.
- I/we agree to inform the Organic Trust 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
	Management/Conversion Plan The Management/Conversion Plan must be drawn up and kept up to date and must include the details specified in the <i>Guidelines for Producing a Management/Conversion Plan</i> .
	Schedule of Areas This schedule of Areas must correspond to land area on page 2 of this form.
	Completed Field History Form(s) Field History must correspond to the schedule of area and must provide the current and the previous 2 years cropping history, fertiliser inputs, pesticide & herbicide use
	Farm 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.
	Health Plan - Livestock Enterprises (may be part of the management/conversion plan) Ideally the Health Plan should be done in partnership with either a veterinary surgeon or an organic advisor. The plan must ensure the development of a pattern of health building and disease control measures appropriate to the particular circumstances of the individual farm and allow for the evolution of a farming system progressively less dependent on allopathic veterinary medicinal products. The plan must indicate the problems endemic to the particular farm or area (e.g. Blackleg) and include requirements for vaccinations and proposed veterinary inputs which may be necessitated on the basis of the specific on-farm health issues identified in the Health Plan. Therefore, it would be very helpful if the Health Plan is signed by the prescribing veterinary surgeon.
	Animal Housing sketch Animal housing sketch must provide sufficient details, which illustrates compliance with the organic standards. Details such as dimensions of all animal housing buildings on the farm must include bedded area(s), slatted area(s), livestock type, numbers, age & weight are required - the plan must specify the species, age & weight of animals to be housed in each unit and the exact dimensions of each unit
	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 yellow ORG1 Form - ROI applicants only
	Sworn Affidavit (only applicable to plant production applications where application is being made for a one year reduced conversion period)
	Copy of most recent in-conversion or organic licence & copy of Conversion Plan which was submitted with original application (only applicable to applicants transferring from another Organic Certification Body)
	Poultry Charts (Only applicable to applicants wishing to keep poultry on the licensed area) - poultry charts are available from the OT office (01 8530271)

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EU, DAFM & DEFRA Approved Organic Certification Body; Codes: IE-ORG-03 * GB-ORG-09