

# Initial Application Form - Producer



## Personal Details

**Name**

  

**Trading Name**

**Postal Address**

Street Address

City

Town

County

Eir Code

**Address of Holding**

Street Address

City

Town

County

Eir Code

**Telephone Number**

**Email**

**Herd / Flock Number**

**Herd Identifier**

**Official Use**

**Applicant Number**

**Date Application Received**

**Fee Paid**

## **Advisor / Planner Details**

**Planner's Name**

**Planner's Telephone**

**Planner's Email**

**Organic Advisor's Name**

**Organic Advisor's Telephone**

**Organic Advisor's Email**

## **Previous Certification History**

**Have you completed an Approved Organic Training Course?**

- Yes  
 No

**Have you ever been certified by another Organic Certification Body?**

- Yes  
 No

**Name of Organic Certification Body**

**Did the previous Organic Certification Body revoke your licence?**

- Yes  
 No

**Give Details**

**Is there any part of your operation inspected by another Organic Certification Body?**

- Yes  
 No

**Name of Organic Certification Body**

## Activities / Enterprises

### Select your Activities and/or Enterprises

- Crops
- On Farm Processing
- Livestock - Cattle
- Livestock - Sheep
- Livestock - Goats
- Livestock - Pigs
- Livestock - Poultry
- Livestock - Deer
- Livestock - Horses

### Crops

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	Currently non-organic	Enterprises to be converted
Grassland	<input type="checkbox"/>	<input type="checkbox"/>
Fodder Crops	<input type="checkbox"/>	<input type="checkbox"/>
Cereals	<input type="checkbox"/>	<input type="checkbox"/>
Vegetables	<input type="checkbox"/>	<input type="checkbox"/>
Top Fruit	<input type="checkbox"/>	<input type="checkbox"/>
Soft Fruit	<input type="checkbox"/>	<input type="checkbox"/>
Herbs	<input type="checkbox"/>	<input type="checkbox"/>
Protected Crops	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>

### On-farm Processing

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	Proposed Organic Enterprises
Box Scheme	<input type="checkbox"/>
Egg Packing	<input type="checkbox"/>
Farm Shop	<input type="checkbox"/>
Buying in Products for Resale	<input type="checkbox"/>
Other	<input type="checkbox"/>

### Livestock - Cattle

	Currently non-organic	Enterprises to be converted	Number	Breed
Dairy Cows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Suckler Cows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Cattle 0-12 Months	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Cattle 12-24 Months	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Cattle 2+ Years Old (Replacements/Stores)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Breeding Bull	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

### Livestock - Sheep

	Currently non-organic	Enterprises to be converted	Number	Breed
Dairy Ewes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Breeding Ewes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Lambs 0-12 Months	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Rams	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

### Livestock - Goats

	Currently non-organic	Enterprises to be converted	Number	Breed
Breeding Females	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Other Goats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

### Livestock - Poultry

	Currently non-organic	Enterprises to be converted	Number	Breed
Laying Hens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Broilers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Turkeys	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Other Poultry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

### Livestock - Pigs

	Currently non-organic	Enterprises to be converted	Number	Breed
Sows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Sucking Piglets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Weaned Pigs & Growers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Fattening Pigs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Gilts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Boars	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

### Livestock - Horses

	Currently non-organic	Enterprises to be converted	Number	Breed
Horses > 6 Months	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Other Horses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

### Livestock - Deer

	Currently non-organic	Enterprises to be converted	Number	Breed
Red	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Sika/Fallow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

**Do you intend to import products or materials from outside the EU such as the UK for use on your holding?**

- Yes  
 No

**Do you intend to import products or materials from outside the EU for re-sale?**

- Yes  
 No

## **Conversion**

**Area to be certified (Area of land undergoing conversion and area of land that is already organic)**

(ha)

**Do you wish to graze organic/converting animals on commonage?**

- Yes  
 No

**Are you applying for a reduced conversion period? Note: This is only available to Horticulture, Pig and Poultry holdings.**

- Yes  
 No

## **Soil Fertility**

**Describe the current Soil Fertility levels**

- Low/Poor Soil Fertility       Medium Soil Fertility       High/Good Soil Fertility

**Do you intend to import or use fertility nutrients or supplements?**

- Yes  
 No

**How has soil fertility been maintained to date? Please list ALL soil fertility inputs by name.**

**Was chemical/artificial fertiliser used?**

- Yes  
 No

## **Soil Fertility and Maintenance**

**Explain how soil nutrient levels will be maintained using organic management methods. Refer to the most recent soil analysis for the farm.**

**Outline a plan for spreading manure together with a full description of areas it will be spread.**

**Describe the proposed manure management system in detail including a description of installations for storage of livestock manure.**

**Do you plan to import farmyard manure, slurry or dairy sludge?**

- Yes
- No

**Give Details**



## Weed Control

Explain how weed control has been managed to date.

Was herbicide/weed killer used in recent years?

- Yes  
 No

Date last used

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Day    Month    Year

Give Details

Describe how weed control will be handled on the organic unit in both cultivated areas and grass land

## **Enterprises**

If there are conventionally managed enterprises on the holding which are to be maintained as non-organic (i.e. after the holding has entered formal conversion to organic production), these must be specified. An example might be a conventional mushroom enterprise, conventional nursery enterprise, etc

Give a brief overall outline of the proposed organic enterprises for the holding (e.g. Cattle, Beef Finisher, Sheep, Poultry for Meat, Egg Production, Pigs, Arable, Horticulture etc)

## **Crop Rotation Plan**

Please outline a crop rotation/crop plan for the organic holding, as appropriate. If the holding consists of permanent grassland, simply tick the box. For horticulture and arable production please provide a three year rotation for each field as an attachment.

- Permanent Grassland
- Arable Production
- Horticultural Production

**Give Details**

## **Grazing Policy.**

**Are you farming a single species of livestock?**

- Yes
- No

**Will you be rotational grazing?**

- Yes
- No

**Will you be set stocking?**

- Yes
- No

**If you are farming more than one species of livestock, do you intend to operate a clean grazing system?**

- Yes
- No

**Or do you intent to mix graze?**

- Yes
- No

**Outline a clean grazing policy which is demonstrated by a system of rotating animals to avoid re-infestation of stock. Fencing and access to water may need to be improved to achieve this. Detail changes/improvements required, as appropriate, to achieve this**

# Livestock Management

## **Own Forage only**

Yes

No

## **Own forage and purchased organic concentrates**

Yes

No

## **Other feed inputs**

Yes

No

## **Give Details**

## **Do you envisage selling fodder?**

Yes

No

## **Give Details of fields and quantities from which hay/silage will be sold**

## **Animal Bedding**

Specify materials and quantity of bedding to be used (refer to the Standards for permitted materials: section 4.07 Bedding Materials). Are any of the above housing units in conjunction with each other.

## **Fencing**

Describe adjustments which are required to fencing to ensure that the farm boundaries are stock-proof. This is important to prevent mixing of organic and neighbouring non-organic livestock which could lead to a non-compliance. The farm boundaries will be inspected on the first inspection. Outline a timescale for such adjustments. Provide sketches or photographs as appropriate:

## **Spray Drift**

Please list all boundaries that are adjacent to neighbouring conventional tillage fields:

**Are boundaries adequate to prevent spray drift?**

- Yes
- No

**Please detail preventative actions**

**Water**

**Irrigation used?**

- Yes
- No

**Water for Livestock?**

- Yes
- No

**Mains water used?**

- Yes
- No

**Sources of water other than mains used?**

- Yes
- No

**Give Details**

## **Precautionary Measures**

**How will the spreading of manure/slurry be managed to avoid run-off causing pollution of the environment?**

**How will the production and storage of forage avoid contamination of environment (i.e. are effluent storage facilities in place; are storage facilities compliant with the nitrates directive?)**

**Where water is being used for irrigation, to wash produce, dairy and food equipment, how will the risk of contaminating crops with prohibited materials be avoided?**

**How will the risk of contamination due to entry by birds and infestation by rodents and/or insects in feed storage area be avoided?**

**How will the products used for cleaning and disinfection be stored so as to avoid contamination?**

**How will the use of equipment and machinery, which is also used in conventional production be managed to avoid contamination of organic crops?**

**Where not all land is undergoing conversion, how will the organic and conventional products be kept separate?**



# Schedule of Areas

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This schedule of areas must correspond to the land area provided on this form. BISS Application may replace the schedule of areas if areas to enter organic are clearly marked.

Parcel No(s)	Grassland Area (ha)	Fruit, Vegetables & Potatoes Area (ha)	Cereals Area (ha)	Other Area (ha)	Total Area (ha)	Proposed Cropping Status Organic (O) Conversion (C) Non-Organic (NO)*

\* Note: All parcels must be listed even if not undergoing conversion.

## Field History

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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.

Field Number	Hectares	Current Year	Last Year	Previous Year

## Supporting Documents

Checklist of supporting documentation, please ensure the applicable and corresponding documents accompanies your application

Animal Health Plan	<input type="checkbox"/>
Animal Housing Sketch	<input type="checkbox"/>
BISS Application with Maps	<input type="checkbox"/>
Commonage Template	<input type="checkbox"/>
Poultry Chart	<input type="checkbox"/>
Water Analysis	<input type="checkbox"/>
Soil Analysis	<input type="checkbox"/>
Crop Rotation Plan	<input type="checkbox"/>

## Supporting Documents - Information

The Animal Health Plan must be drawn up by a veterinary surgeon. 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 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 Animal Health Plan. The Animal Health Plan must be signed by a veterinary surgeon. A template for an Animal Health Plan can be downloaded from the Organic Trust website. Please ensure all mutilations (disbudding, castration etc.) are carried out in accordance with the Organic Food and Farming Standards.

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), live stock type, numbers, age & weight required - the plan must specify the species, age & weight of animals to be housed in each unit and the exact dimensions of each unit.

BISS Application which clearly indicate the area on which this application is based. Farm boundaries must be clearly identified. BISS Application may replace the schedule of areas if areas to enter organic are clearly marked.

Poultry Chart(s) where you intend to keep poultry on the in conversion / organic area must be completed. The poultry chart can be downloaded from the Organic Trust website.

## **Marketing Consent**

**I wish to be listed on the Organic Trust public database of members, which displays my name, phone number, location / county, product and enterprise type and organic status.**

- Yes
- No

**I wish to receive the Organic Trust Newsletter by email**

- Yes
- No

**I wish to receive notifications, news, update on upcoming farm walks and other events from the Organic Trust that might be of interest by**

- Email: Yes
- Email: No
- Phone: Yes
- Phone: No

## **Data Protection**

The Organic Trust will process your personal data in alignment with current data protection legislation and in accordance with the requirements of your contract with the Organic Trust. Further details can be found on our website: [www.organictrust.ie/privacy](http://www.organictrust.ie/privacy) and [www.dataprotection.ie](http://www.dataprotection.ie)

Your rights under data protection legislation include: the right to be informed if, how and why your personal data is being processed; the right to access and get a copy of your personal data; the right to have your personal data corrected or supplemented if it is inaccurate or incomplete; the right to have your personal data deleted or erased; the right to limit or restrict how your personal data are used; the right to data portability; the right to object to the processing of your data and the right not to be subject to automated decisions without human involvement, where it would significantly affect you.

If you have any data privacy queries or concerns, please contact the Organic Trust or email [dataprotection@organictrust.ie](mailto:dataprotection@organictrust.ie) and we will be happy to assist you.

## **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, the latest Edition.
- 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 the Organic Food & Farming Standards in Ireland, the latest Edition.
- 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.

### **Signature**

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### **Date**

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Day    Month    Year