

APPLICATION FORM

BIO-DYNAMIC RESEARCH INSTITUTE

APPLICATION FOR REGISTRATION FOR CERTIFICATION TO THE NATIONAL STANDARD FOR ORGANIC AND BIO-DYNAMIC PRODUCE

The completed application form, the signed undertaking and a non-refundable application fee of \$165 (incl. GST) EFT BSB 013-278 Account No 0016-16202 or cheque to be sent to the Bio-Dynamic Research Institute, Post Office, Powelltown, Victoria. 3797.

See attached fee schedule for fees.

Please note that the initial soil and tissue samples we take to satisfy the requirements of the standard, are for your account.

ATTACHMENT AND INFORMATION CHECKLIST

Tick	Document	Required for?
	Organic Farm Management Plan	Farmer & Farmer/Processor
	Farm Map including Areas, boundaries, paddock sizes, Quarantine areas etc	Farmer & Farmer/Processor
	HACCP (if available)	Processor, Retailer, Wholesaler
	Factory Floor Plan, areas marked and flow of product	Processor/Farmer Processor
	Production Process and Material Flow sheet	Processor/Farmer Processor
	Raw Materials list for each Product line (see sheet attached)	Processor/Farmer Processor
	Valid Certificates of origin of Raw Materials	Processor/Farmer Processor
	List of inputs in last 3 years either in this doc or as an attachment	Farmer & Farmer/Processor

A. PLEASE PROVIDE THE FOLLOWING DETAILS:

Applicant's Name (s): _____

Name of Operation / Farm _____

Trading as: _____

Actual Address: _____

Postal Address: _____
(if different from above) _____

Tel. number: _____ Mobile number: _____

Fax number: _____ E-Mail address: _____

Website: _____ ABN Number _____

Provide the Business Entity name and indicate the legal status of this business:

B. INDICATE TYPE OF BUSINESS: (may tick more than 1)

	Farmer
	Farmer with on-Farm Processing
	Processor
	Retailer
	Wholesaler
	Exporter
	Other – <i>Please specify</i>

C. INDICATE TYPE of CERTIFICATION REQUIRED (*Please tick appropriate*)

	Bio-Dynamic certification
	Organic certification
	Demeter Bio-Dynamic certification

D. THE GOODS FOR REGISTRATION:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

**** If you are a Processor – please fill in the RAW MATERIALS list attached.**

E. CONVENTIONAL PRODUCE OR PRODUCT?

1. Do you have any conventional Produce/product grown/stored on your premises?
*YES / NO

*If yes please provide a list:

** If yes please indicate in your Farm Management Plan how this produce is kept separate and prevented from contaminating Organic/Biodynamic Produce.*

F. PREVIOUS CERTIFICATION?

1. Have you and/or the area related to this application been previously or are currently certified to the National Standard for Organic and Bio-Dynamic Produce by another Certifying body?

*YES / NO

If YES – Please provide the following details:

Certifying body: _____ Cert #: _____ Current? Y/N

Address / business name of area previously/currently certified: _____

2. If such certification (in 1 above) is no longer current, indicate if certification ceased due to de-certification or sanctions imposed by the Organic certification body.

G. PREVIOUS INPUTS

Please provide a list of **ALL** inputs used during the last three (3) years. (This will include all weed control, insect and pest control on the property. Anti-biotics, veterinary medicines, growth promotors, fertilizers etc etc)

Please include your p500 applications here.

Add an extra sheet if necessary.

A separate sheet attached from your Farm records is also acceptable

NAME OF INPUT	DATE USED	USED ON WHAT & WHY
<i>e.g. Dipel</i>	<i>Sept 2017</i>	<i>Control of caterpillar on Cabbage</i>

H. UNDERTAKING AND DECLARATION

I agree that:

- A. This Application, when accepted by the Bio-Dynamic Research Institute (BDRI), will constitute a contract between myself and the BDRI.
- B. I have read the current version of the **National Standards For Organic and Bio-Dynamic Produce** (downloaded <https://www.agriculture.gov.au/export/controlled-goods/organic-bio-dynamic/national-standard> on the the DoA website) and understand the conditions outlined in this Standard, in particular, that Production units can only be certified as in-conversion after at least one year under organic management practices.
- C. During normal working hours, to permit a proper official of the BDRI to inspect my operation and types of goods for Certification purposes to ensure that I meet the requirements set out in the **National Standards For Organic and Bio-Dynamic Produce**.
- D. I may be subject to an unannounced inspection as required by 4.1.5 in the **National Standards For Organic and Bio-Dynamic Produce**.
- E. If required by the BDRI, samples of soil, water or produce may be taken for analyses at a cost to myself.
- F. I will undertake my operations in accordance with the the **National Standard for Organic and Bio-Dynamic Produce** as it applies to Organic and/or Bio-Dynamic produce and to abide by the standards and the requirements of such Standard.
- G. I will notify the BDRI (as the Certification Body), without delay, **of any changes to my operation and/or management plan** that may affect the ability to conform with the National Standard for Organic and Bio-Dynamic Produce requirements.
- H. I undertake to maintain **accurate and up-to-date records** of all purchases, production, processing, handling, transport, storage and sale of products, and to supply any such records to the BDRI at their request.
- I. I will pay all fees as set out in the fee schedule and pay for the soil and/or tissue sample(s) as required by the BDRI.

DECLARATION

I declare that all the information provided on this Form and all additional and supporting documentation is true and correct at the time of signing this agreement. Should any information change – G above will apply.

Signed: _____

Name: _____ Date: _____

PROCESSOR PRODUCT AND RAW MATERIALS LIST

List all the ingredients and additives in the final product below for all Processors:

Please extend this list for ALL your products

Name of Applicant: _____ **Date:** _____

PRODUCT	RAW MATERIAL	%	CERTIFICATION	COUNTRY OF ORIGIN