**Non-Organic Ingredient Form – AQ Operator**

**Name and Identification of the Ingredient (Code/Name): ­­**

**Supplier Name & Address:**

**Manufacturer Name & Address (if different):**

**Section 1: Identify the Ingredient:**

[ ]  **Non-Agricultural ingredient** (Proceed to Section 2)

OR

[ ]  **Agricultural ingredient**

Describe how you have confirmed, certified organic form of this ingredient is not available\*?

***\*Indicate Suppliers Contacted. If needed, reference may be made on suitability of organic forms available.***

*NB. As per AsureQuality Organic Standard 6.2.1, approval for a non-organic form of an agricultural ingredient is subject to periodic review. If an organic form becomes commercially available at a later stage, then you will need to change to the organic form. Bear this in mind when ordering labels.*

**Section 2: All Products (Agricultural and Non-Agricultural)**

A. “Supplier - Non-Organic Product Declaration” completed and attached [ ]  **Yes** [ ]  **No**

B. The ingredient is a processing aid or additive & is listed in AQ section, 10 Table 3 [ ]  **Yes** [ ]  **No**

C. If the product is synthetic and is to be certified under USDA NOP, the synthetic product is listed in 205.60.

 - Not applicable as USDA NOP certification not sought [ ]  **N/A**

 - The end product will be labelled as “made with organic ingredients” [ ]  **Yes**

 - Is listed in USDA NOP 205.60 [ ]  **Yes** [ ]  **No**

D. Is this ingredient request a change to an ingredient in an already approved recipe? [ ]  Yes or [ ]  No (This is for a new Product & Recipe)

E. Name of end product/recipe(s) ingredient is to be incorporated into:

Section 3: Agricultural Ingredients only (Including Colours)

1. If the ingredient is an agricultural product, and is not listed in the respective AQ list of acceptable non-organic agricultural ingredients, Application for Exception completed and attached.

 [ ]  **Yes** [ ]  **N/A**

B. If theend product is to be certified to USDA NOP, then the non-organic agricultural ingredient is listed in 205.606 [ ]  **N/A** (Not for USDA NOP) [ ]  **Yes** [ ]  **No**

Colours [ ]  N/A

C. Colours are derived from non-synthetic source(s) only (see 8 for USDA NOP) [ ]  **Yes** [ ]  **No**

**Section 4: Vitamins and Minerals (Including Trace Elements)**

 [ ]  **Yes** [ ] **N/A**

Vitamins [ ]  N/A (None Added)

A. It is ascorbic acid and is used for its functional use as an antioxidant only, and the end product will not refer to “Vitamin C” as an ingredient[ ]  **Yes** [ ]  **N/A**

B. It meets OER: OPR 3.9.2.3 in that is not being added to reconstitute properties lost in the processing and storage of food, that correct the results of negligence in the processing of products, or that otherwise may be misleading as to the true nature of the product [ ]  **Yes [ ]  No** [ ]  **N/A**

C. Is legally required (for each market) in the foodstuff in which it is incorporated [ ]  **Yes** [ ]  **No**

Minerals (Trace Elements Included) [ ]  N/A (None Added)

D. Is legally required (for each market) in the foodstuff in which it is incorporated [ ]  **Yes** [ ]  **No**

**Operator Declaration­:**

I hereby declare that the information provided in this form is accurate and truthful to the best of my knowledge and is based on information provided by our supplier or vendor.

 ***For a new recipe approval please submit this form with:***

 *- An extension to scope application if wish to add to scope outside of audit timeframe.*

 *- Recipe.*

 *- Product information ie, PIF, MSDS & other supporting documentation where indicated.*

 *- The supplier declaration.*

***Or***

***For a change to an ingredient in an existing recipe please submit this form with:***

 *- Previously approved recipe.*

 *- Proposed amended recipe for review.*

 *- Product information ie, PIF, MSDS & other supporting documentation where indicated.*

 *- The supplier declaration.*

NB. Products containing non-organic ingredients are considered as having a higher risk of contamination, so may be subject to random residue testing. It is recommended that non-organic raw materials are regularly monitored.

**Operator Name:**

**Registration Number:**        **Phone:**

**Email:**

**Persons Name**:

**Title**:

**Signature**:

**Date:**

**Email to**: organics@asurequality.com

**AsureQuality Use only:**

Standards Assessed: [ ]  AsureQuality Organic Std [ ]  MPI OOAP [ ]  USDA NOP [ ]  JAS [ ]  COR

**Recipe Input Assessment Decision:** [ ] Approved [ ] Declined

**Approval as a processing aid:** [ ] Approved [ ] Declined [ ] Not Applicable

OR

**Dispensation for the Use of Non-Agricultural Ingredients:** [ ] Approved [ ] Declined [ ] Not Applicable

**Expiry Date for Authorisation (Max 12 months**)**:**      [ ] Refer Exception[ ] Not Applicable

**MPI OOAP (Number of Renewals):** [ ] Not Applicable**[ ]  Less than 36 Months Since Initial Approval**

(*Ref: OER: OPR 3.9.1.2d)*

**Conditions of Approval** (if any):

**Name of Approver:**

**Signature:**

**Date:**

**Name of Re-Approver:**

**Signature:**

**Date:**