

DOC No. - 02 / REVISION-03	CGCERT OPERATING MANUAL
CGCERT/ OM Part II- FORMS/ SECTION A/ APPLICATIONS	Application Form for Processor (Annexure-04)
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CHHATTISGARH CERTIFICATION SOCIETY, INDIA FOR FORESTRY & AGRICULTURE

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Annexure- 04 Application Form for Processor

Application Receipt No. :: _____ Received Date:: ____/____/____

Recent Photo of Applicant

1. Name of the owner of the processing unit -----

2. Father's Name -----
- 3.a. Permanent address of processor along with telephone no. and e-mail address-----

- 3.b. Address of the processing unit :-----

- Telephone No.-----Email address-----
PAN ----- Adhar No.-----

- 4 Has the unit previously been registered for organic certification under any certification body-

Yes No

If yes, please give following details:

Name of the certification body -----
Certification licence no. and date-----

- 5 Certification requested as per the standards:-

NPOP

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6. Establishment year of the processing unit-----

7. Processing details of organic products:-

Name of the product applied for certification	Annual production		Product ingredients			Input use (additives/possessing aids)
	In units	In quintals	Name	% in the product	Whether organic or not	
(1)	(2)	(3)	(4)	(5)	(6)	(7)

(Please attach separate sheet if, required)

8. Processing details of non-organic products:-

Name of the product (1)	Raw material requirements			Annual production		Product use (7)
	Name (2)	Source (3)	Quantity (4)	In units (5)	In quintals (6)	

9. a) Are both organic and conventional products processed in the same processing unit?

Yes No

If yes, how do you prevent commingling of organic raw products and conventional counterpart?

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b) Do you have any schedule for processing of organic and conventional products in the same unit?

Yes No

c) How do you commingling of organic finished products from conventional finished product?

10. Where do you store your finished processed organic product?

10. a. Details of on-site storage go downs:-

10. b. Details of off-site storage go downs:-

11. Do you store organic and conventional raw materials in the same unit?

Yes No

If yes, how do you prevent commingling between organic and conventional raw materials?

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12. Do you store organic and conventional finished products in the same unit?

- Yes No

13. How do you clean your processing and storage unit?

- Natural means Chemical means others (Please specify)

Name of the product used

14. How do you maintain finished product traceability system?

15. What type of material is used for packaging?

- PVC Food grade

Give details of actual packing materials used

16. Disposal of the finished processed products (tick whichever applicable)-

- i. Domestic selling
 - To retailer
 - To wholesaler
 - Direct to consumer
 - Contracted
- ii. Export

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Enclosure:

1. Company License Photocopy
2. Last three years processing history.
3. Annual plan for current year processing.
4. Map indicating processing unit location/route.
5. Processing unit manual.
6. production system plan. (Flow chart of processing)
7. photograph of Responsible p'son.

Declaration - I hereby declare that all the above information given in this form is true.

Operator's Signature
Date: