

DOC No. - 02 / REVISION-02	CGCERT OPERATING MANUAL
CGCERT/ OM Part II- FORMS/ SECTION A/ APPLICATIONS	Application Form for Trader/ Exporter (Annexure-9 A)
Page 1 of 5	



## CHHATTISGARH CERTIFICATION SOCIETY, INDIA FOR FORESTRY & AGRICULTURE (CGCERT)

S.F.R.T.I. Campus, Near Vidhan Sabha, Zero Point, Baloda Bazar Road,  
Post – Mandhar, Raipur, C.G. 493111, Phone/Fax : 0771-2283249  
Website : [www.cgcert.com](http://www.cgcert.com) E-mail: [cgcert@gmail.com](mailto:cgcert@gmail.com)

### Annexure – 09 (A) Application Form for Trader/ Exporter

**Application Issue No. :: \_\_\_\_\_ Issue Date:: \_\_\_\_/\_\_\_\_/\_\_\_\_**  
**Validity of application: 3 months from the date of issue**

1. Name of the Trader/ Exporter -----

2.a Permanent address of Trader/ Exporter -----  
-----  
-----

2. b Address of the Trader/ Exporter unit :-----  
-----  
-----

Telephone No.-----Email address-----

Fax -----

3 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 license no. and date-----

4 Certification requested as per the standards:

NPOP  NOP  EU Regulation 2092/91  Others (Specify)

5 . Licence No./Authorization No. of the Trader/ Exporter (If have any) -----  
-----

<b>DOC No. - 02 / REVISION-02</b>	<b>CGCERT OPERATING MANUAL</b>
<b>CGCERT/ OM Part II- FORMS/ SECTION A/ APPLICATIONS</b>	<b>Application Form for Trader/ Exporter (Annexure-9 A)</b>
<b>Page 2 of 5</b>	

6. Details of traded/ exported organic Products:-

Name of the product applied for trade/ exprt  (1)	Details of Transaction Certificates (TC no. & date) <b>attach copy of TC.</b>  (2)		Total Quantity of the traded/ exported Product	Status of the traded/ exported Product (Certified Organic./In-conversion)
	TC no.	Date		

(Please attach separate sheet if required)

7. Details of Supplier:-

Name of the Supplier  (1)	Address of the Supplier (2)		Transaction Certificates of the supplier			Status of the traded/ exported Product (Certified Organic./In-conversion) <b>Attach copy of scope certificate.</b>

8. Are both certified organic and conventional products being traded/ exported by the Trader/Exporter?

Yes       No

<b>DOC No. - 02 / REVISION-02</b>	<b>CGCERT OPERATING MANUAL</b>
<b>CGCERT/ OM Part II- FORMS/ SECTION A/ APPLICATIONS</b>	<b>Application Form for Trader/ Exporter (Annexure-9 A)</b>
<b>Page 3 of 5</b>	

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

9. Where do you store the traded / exported products?

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

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

10. c. How do you clean your storage unit:

10.d. How do you prevent pests & insect attack in your storage area?

<b>DOC No. - 02 / REVISION-02</b>	<b>CGCERT OPERATING MANUAL</b>
<b>CGCERT/ OM Part II- FORMS/ SECTION A/ APPLICATIONS</b>	<b>Application Form for Trader/ Exporter (Annexure-9 A)</b>
<b>Page 4 of 5</b>	

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?

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

Yes    No

13. How do you clean you storage unit?

Natural means    Chemical means    others (Please specify)

Name of the product used

14. How do you maintain product traceability system?

13. Do you repack the traded/ exported product?

Yes    No

<b>DOC No. - 02 / REVISION-02</b>	<b>CGCERT OPERATING MANUAL</b>
<b>CGCERT/ OM Part II- FORMS/ SECTION A/ APPLICATIONS</b>	<b>Application Form for Trader/ Exporter (Annexure-9 A)</b>
<b>Page 5 of 5</b>	

15. What type of material is used for repackaging?

- PVC     Food grade

Give details of actual packing materials used

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

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

**Enclosure:**

1. Last three years history of procurement.
2. Current Annual plan for procurement.
3. Copies of scope & transaction certificates from suppliers of their products
4. All relevant invoice details
5. Import Certificate of Inspection if any.

**Declaration –**

1. I hereby declare that all the above information given in this form is true. I agree to be sanctioned by CGCERT, in case I violate the standards.
2. I shall inform CGCERT of any major changes in the organic system or change in supplies, products etc., I will dispose any of the changed product only after the certification body will notify me.

**Operator's Signature**

**Date:**