**Non-Organic Ingredient Request - AsureQuality Operator**

**Identification of the Ingredient/Product (code/Name)**: ­­

Supplier Name:

Manufacturer Name (if different):

Is this ingredient request a change to an ingredient in an already approved recipe?

[ ]  Yes [ ]  No (New product & recipe)

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

***Confirm the product indicated above conforms to the following criteria:***

**All Products**

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” [ ]

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

D. Is the ingredient is of agricultural origin [ ]  **Yes** [ ]  **No**

Agricultural Ingredients (including Colours)

Colours [ ] Not Applicable

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

B. If theend product is to be certified to USDA NOP then the non-organic agricultural ingredient is listed in 205.606 [ ] **Not Applicable not USDA NOP** [ ] **Yes** [ ] **No**

C. If the ingredient is an agricultural product confirm it is not commercially available in a certified organic form

 [ ] **Yes** [ ] **No**

If you have indicated an organic form is unavailable describe how this has been confirmed\*?

**\*If needed reference may need to be made on suitability of organic forms available**

**Vitamins and Minerals**

Minerals (trace elements included) [ ] Not Applicable (none added)

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

 [ ] Legal requirements attached

Vitamins [ ] Not Applicable (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 [ ] **True** [ ] **False**

 [ ] Legal requirements for EACH market attached

*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.*

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.

**Identification of Non-organic Product (code/Name):** ­­

**Operator Name:**

**Registration Number:**

**Phone:**

**Email:**

**PO Number:**

**Persons Name**:

**Title**:

**Signature**:

**Date:**

 **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.

**Or email to**: organics@asurequality.com

If it is an ongoing recipe approval then you can alternatively correspond directly with the person you have been communicating with at AsureQuality.

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 [ ] Non-applicable

OR

**Dispensation for the Use of Non-Agricultural Ingredients:** [ ] Approved [ ] Declined [ ] Non-applicable

**Expiry Date for Authorisation (max 12 months):**

**MPI OOAP – number of renewals:** **[ ]  Less than 36mths since first approved (or OER implemented)**

*Ref: OER: OPR 3.9.1.2d)*

**Approved for use in:** **[ ]** 95%+ organic products**[ ]** 70-95% “ made with organic ingredients” products

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

**Name of Approver:**

**Date:**      **Signature:**