

	<b>Qmark International Certifications Pvt. Ltd.</b>  <b>APPLICATION</b> <b>TRADE / EXPORT</b>	Doc. No.	QCS-06
		Rev. No.	01
		Issue No.	01
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### APPLICATION FOR ORGANIC CERTIFICATION OF TRADE/ EXPORT

(Please fill the following information carefully and provide complete details for quick review of your application and for checking your eligibility to get certified according to the NPOP standards)

<b>1. General Information of the Trader/ Exporter</b> (Please read carefully and fill the details completely)			
Name of Company/ Firm/ Organization			
Complete Address of the Firm/ Company/ Organization with Pin code			
Legal Registration No.			
FSSAI No. with Installed Capacity (MT/Day)			
IEC Number			
Complete Address of the Warehouse / Storage unit with Pin code:			
Name as required on certificate (Unit Name with Address):			
City			
State			
District			
Pin Code			
Phone/Mobile			
Email ID			
Name of Contact Person/s			
Designation			
Mobile			
Email ID			
The certification according to following standards is requested: NPOP <input type="checkbox"/> Others <input type="checkbox"/>			
Brief Description of the company: (Mention the kind of products, location of the units):			
Application – Trade/ Export	Issue Date 26-08-2022	Prepared: Quality Manager	Approved: CEO



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<p>Organizational chart:</p> <p>Please draw an organizational chart of your company with designations of all the people involved and attach with this application</p>	
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**2. Information on Suppliers of Raw Materials**

Name of the supplier	Certification Status	Name of the CB of Supplier

2.1. Please attach the scope of the all the relevant suppliers with valid scope certificate.

2.2. Storage of organic materials	<input type="checkbox"/> In a separate room <input type="checkbox"/> Along with conventional raw materials in the same room
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Please attach separate sheet if required

2.3. Do you have any other subcontracted/merchant trader services: If yes, give details of the subcontractor:	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**3. Storage methods and Traceability**

3.1. Is it possible to trace back every single lot received, stored, and sold from your unit?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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3.2. Is there a report system to check and record the delivery of non-conforming goods/ any file for receiving complaints	<input type="checkbox"/> Yes <input type="checkbox"/> No
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3.3. Please list the kind of packaging material used specifically for each of the products manufactured as organic.

3.4. Organic products are stored	<ul style="list-style-type: none"> <li>• Separate from those produced conventionally <input type="checkbox"/></li> <li>• Same room as that of the conventionally produced without separation <input type="checkbox"/></li> <li>• Same room as that of the conventionally produced with proper method of separation <input type="checkbox"/></li> </ul>
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3.5. Do you have external storage facility? (godown elsewhere)	<input type="checkbox"/> Yes <input type="checkbox"/> No
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3.6. Explain the measures taken to guarantee a separation of organic, conventional and in conversion products in time and space?	
3.7. Cleaning of the storage room is done by:	
3.8. List the method/ methods used for cleaning and sterilizing the processing equipment, and containers along with the ingredients used for it.	
3.9. Please name the quality assurance system followed in your unit	
3.10. Describe the storage condition of the storerooms:(low temperature, CA & others)	
3.11. Do you face any pest problems in the storage room? If yes, list the kind of pest and the remedial measures taken to control them	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.12. Do you practice irradiation for your products?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.13. Describe how commingling of conventional products with certified products are prevented from reception of the products to final sales.	
<b>4. List documents to be submit along with application</b>	
1.Legal Registration documents	
2.FSSAI Certificate /IEC Certificate	
3.PAN card of company or firm	
4.non-GM declaration for the crops requested for certification	
5. Unit License / Import-Export Code Certificate	
6. Product List with Valid Suppliers for Raw materials	
7. Any other relevant documents	
<b>5. Declaration of the Trader/Exporter:</b>	
<ul style="list-style-type: none"><li>I do hereby affirm that all information provided to Qmark International Certifications Pvt. Ltd. is true and accurate. I affirm my commitment and responsibility to know the respective Organic Standards/changes of the referring organic standards and keep updated records for all the activities, changes or deviations in composition of the product/ system/ operation from the given information will be immediately communicated to Qmark International Certifications Pvt. Ltd.</li></ul>	

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- If the organic standards are violated, I agree to be sanctioned according to the Qmark International Certifications Pvt. Ltd. Sanctions procedure.
- If major changes in the organic system occur, e.g., any change in suppliers, products etc., I will inform Qmark International Certifications Pvt. Ltd. immediately. I agree not to release any products resulting from these changes until the certification body has notified me accordingly.
- I agree to keep a record of complaints about the activities, take appropriate action with respect to such complaints and document the action taken.

Date :	
Place :	

**Signature of the Operator / Processor**

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