



**Quality Welsh Food Certification Ltd.
Ardystio Bwyd Cymreig Safonol**

Welsh Organic Scheme Standard

PROCESSING of ORGANIC AGRICULTURAL PRODUCTS including IMPORTING

QWFC Ltd

PO Box 8, Gorseland, North Road, Abersystwyth, Ceredigion SY23 2WB

Tel: 01970 636688

Email: organic@wfbp.co.uk

QWFC Ltd - Certification Process: Terms & Conditions

Introduction:

Quality Welsh Food Certification Ltd (QWFC) is a Certification Body accredited by the United Kingdom Accreditation Service (UKAS) to ISO17065, an internationally recognised standard for certification bodies.

This document contains information that you need to read before you decide to join any scheme certified by QWFC or to maintain your certification for a scheme, including information on how we conduct assessments: it must also be read in conjunction with the scheme standards that will be the subject of assessment and certification activity. Please be sure to read all documents in full before you make your application for certification or before your next assessment.

Application for certification

Applicants must complete an application form and submit payment to QWFC before initial assessments. Payment must be made as specified in the Scheme Fees Leaflet and re-assessment undertaken according to and at times stipulated in scheme rules to maintain certification.

Assessments

We check whether applicants or clients are complying with the scheme standards by assessments which may be undertaken by one of our assessors or an assessor from another assessment body. An initial assessment is required before certification may be granted and re-assessments are carried out at the prescribed frequency for each scheme also a number of Clients will be selected, at random, for an Assessment in addition to the routine assessment.

Assessments may be carried out at 'Short Notice' typically 4 working days or 'Unannounced'. Where notice is to be given an assessor will contact you when your assessment is due to arrange a mutually convenient date. If you are unable to agree an appointment by the date the assessment is due, your certification will be delayed or may be suspended pending assessment.

The Welsh Government Quarantine Unit Scheme is subject to 'in-use' inspection by the Animal Health & Plant Agency (APHA). If APHA identify a non-conformance against the QU Scheme Standard, QWFC will need to investigate further. This may require a further visit which may incur a fee; you will be contacted to agree to this before we proceed. Fees are not refundable.

Please try and prepare for the Assessment so that it can be carried out as effectively and efficiently as possible. If the Assessor is unable to complete the process because for example, some records may not have been immediately available, processes in operation or facilities may not be to hand, it may be necessary to re-visit & unfortunately, we will need to pass on the extra cost.

The Assessor will need to:

(a) talk to the person responsible for the operation of the activity for which certification is being applied for **(b)** review relevant records **(c)** have access to facilities, buildings or processes **(d)** evaluate samples of inputs or outputs.

Please make sure that the assessor will be able to evaluate all the different elements of a process; service or facility that is to be certified. If you only have part of an operation available for assessment, you may only be certified for the activities assessed or you may be declined certification. If you wish to increase or change the scope of certification to, you'll need to notify QWFC and a further assessment may be required. **Check your documents carefully to make sure that the scope of certification meets your requirements.**

Any aspects of an operation found during assessment that don't comply with the requirements of a scheme's standards, will be recorded by the assessor on a "Non-Conformance Form" which you will be asked to sign to confirm your agreement. This form is to provide information only and is not indicative of whether certification will be granted or declined.

The "Non-Conformance Form" together with the assessor's report will be forwarded to QWFC for review and a decision on certification: QWFC will write to you to notify you of the results of the assessment. If any non-conformances require action, you will be sent a "Non-Conformance Action Report" explaining what is required and the date by which it needs to be completed. In some circumstances, re-assessment may be necessary which may incur a fee; you will be contacted to agree to this before we proceed. Fees are not refundable.

If you have no non-conformances or have rectified any raised; you may be granted certification against the scheme. You will be issued with a Certificate or Letter to confirm certification & permitted to use the appropriate scheme mark and QWFC logo on products, literature, stationery, and advertising where relevant. Use of scheme marks must be in

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accordance with the rules specified in the QWFC document “Conditions Governing the Use of Certification Marks” which you can find on the QWFC website www.qwfc.co.uk or request on 01970 636688.

QWFC Certificates of Conformity are not transferable and are the property of QWFC. Certificates are valid until the expiry date stated on them unless surrendered; replaced or revoked & should be reproduced in their entirety when required. QWFC’s certificates can only be used in relation to activities; facilities or products that are included in the scope of certification.

Certification may be suspended if you fail to rectify non-conformance raised by the due date and do not contact us; if you fail to pay any fees due, or whilst we investigate a complaint received. Whilst certification is suspended, and you will be unable to market your output, undertake a service or operate a facility as certified against the scheme. You will be notified of the suspension and informed of the reason and what is required to regain your certified status. Permanent withdrawal of certification may follow suspension and you need to re-apply for certification. You cannot claim to be certified against the scheme and any QWFC Certificate of Conformity and scheme marks must be returned. **In cases of serious breaches of the requirements of scheme standards or ‘terms & conditions’, or if an applicant or client has been abusive towards any person who is part of the certification process, or if the applicant or client is bringing the relevant scheme into disrepute, or subject to legal action certification may be withdrawn at our absolute discretion.**

You must inform us, without delay, of any change in your circumstance, for example a change in the structure of a company or partnership or the scope of activities following expansion or significant investment. Such notification should be made in writing. Certification is non-transferable and a change of ownership requires a new application. If you do not inform us of the scope of your activities, it could lead to your products being rejected or use of facilities suspended. In certain situations, failure to notify us of a change of circumstance may result in your certification being suspended until an assessment and follow up procedures can be completed.

It is a condition of certification that you inform us immediately if you or any organisation; business or individual that you are associated with is / are subject to investigation by, prosecution by or issue of a statutory notice from a statutory body relating to animal health or welfare, the environment, feed or food safety. Failure to immediately notify us of such action being taken may result in your certification being suspended. Conviction resulting from such action may result in certification being withdrawn.

You must also notify the competent authority should there be an issue of which you are aware that could affect human or animal health.

It is a condition of certification that you cooperate in the investigation of any complaint by QWFC & record any complaints received & action taken: this record and actions taken will form part of the assessment

RULES GOVERNING CERTIFICATION

Clients shall:

At all times comply with these rules as amended from time to time;

- Comply with the requirements of the Scheme Standard. Repeated failure to comply with any of the specified requirements of the Scheme Standard may result in suspension or withdrawal of Certification
- Retain a copy of the most recent Scheme Standard;
- Give representatives of QWFC, and ‘observers as required, access during normal working hours to establishments.
- Nominate a management representative and one or more deputies authorised to act in the main nominee’s absence (and replacement nominees as may be necessary) who shall be responsible for all matters in connection with the requirements of the Certification
- Correct any deficiencies identified during continuing assessments;
- Ensure that products; activities or facilities continue to fulfil requirements & not deliver or knowingly permit the delivery or sale of downgraded products as products conforming to the Scheme Standard;
- Use a Mark of Conformance or make claims regarding certification only in respect of products; activities or facilities which are subject to the Certification, produced at the address stated, and strictly in accordance with the conditions for its use;

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- Discontinue any use of a Mark of Conformance which is outside the scope of the conditions for its use, or which is unacceptable to QWFC, and any form of statement with reference to the authority of the Client to claim compliance with a Certification Scheme which in the opinion of QWFC might be misleading;
- Upon withdrawal of the Certification (however determined) forthwith discontinue use of any Mark of Conformance for which a licence has been issued and all advertising matter which contains any reference thereto. In addition, any other documents in possession of the Client which bear reference to the Certificate of Conformance shall, if QWFC requires, be so treated;
- Not conduct operations in a manner which may affect the confidence of buyers and consumers in the reliability of QWFC's Certification Schemes.

Having regard for QWFC administrative costs, Clients and Applicants shall pay:

- the relevant annual fee for assessment and Certification;
- the cost of any additional assessment deemed to be necessary;
- the cost of assessment where less than 24 hours' notice of the need to cancel is given; or it has been cancelled on more than 2 consecutive occasions
- the cost of any additional sampling or testing deemed to be necessary;
- any additional costs incurred by QWFC due to non-conformance with these Rules.

Further Information

For further details on the operation of any QWFC certification scheme and the QWFC certification procedure, please visit our website www.qwfc.co.uk or contact us directly on 01970 636688.

If you wish to appeal against any decision on certification, please write to us at QWFC, Gorseland, North Road, Aberystwyth, Ceredigion, SY23 2WB within 14 days of receiving notice of the decision. Please give your reasons why you believe the decision to be wrong. If we are unable to resolve this issue, a tribunal appointed by QWFC will consider the appeal: you will be entitled to make representations to that tribunal. Full details of the QWFC appeals procedure can be requested by ringing 01970 636688.

Any complaint regarding the operation of the certification system by QWFC should be forwarded to QWFC, Gorseland, North Road, Aberystwyth, Ceredigion, SY23 2WB; for investigation

Statement of Policy

QWFC undertake to administer Schemes and their certification activities effectively and efficiently at all times. However, we cannot be held responsible for any losses that arise from, including without limitation, any industrial action or the failure of any machine, data, processing system, transmission link or any other event outside our reasonable control.

Scheme standards may change over time, for example in response to new or amended legislation. You will be informed of any changes to scheme standards and the timeframe for their implementation, and you must ensure full compliance with any changes to scheme standards and relevant legislation to retain certification. Scheme standards and scheme regulations may be in addition to any statutory requirements. Nothing in any scheme standards or scheme regulations shall be deemed to provide any exemption from the legislation and you must comply with all legislation relevant to the scope of the relevant scheme at all times. Under no circumstances shall QWFC, their employees or agents be liable for any losses, damage, charges, costs or expenses of whatever nature (including consequential loss) which you may suffer or incur by reason of, or arising directly or indirectly from the administration by QWFC, their employees or agents or the performance of their respective obligations in connection with a certified scheme save to the extent that such loss, damage, charges, costs and/or expenses arises as a result of finally and judicially determined gross negligence or wilful default of such persons.

It is a condition of certification that you agree to abide by the scheme standards at all times and implement as appropriate, any changes that may be communicated to you. QWFC reserves the right to implement alterations to scheme standards and operating procedures where, at its absolute discretion, it considers it necessary to do so. Scheme standards, scheme regulations and Producer Manual represent the entire understanding between applicants or clients and QWFC and applicants or clients will need to acknowledge that they have not relied upon any other statement (written or oral) in applying for certification or claims to be certified against the scheme.

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It is illegal for a processor; retailer or importer to market or export any produce or manufactured product as organic without full compliance with these Welsh Organic Scheme Standards.

8.01	Scope	<p>The Welsh Organic Scheme Standard for Processing of Organic Agricultural Products including Importing apply to all those operators that process; import into or from a Third Country organic agricultural products, either for their own use or on behalf of a third party, with the intention of placing them on the market.</p> <p>A processing operation is one that uses organic agricultural crop ingredients or organic livestock to create a product for the marketplace. This includes livestock slaughter and meat cutting, storage; repackaging & relabelling of re-labelling of home produced or imported organic agricultural products.</p>	<p>834 Articles 1(2&3); 28 (1&2); 32 & 33 889 Article 81</p>
8.02	Principle	<p>There are four main principles that apply to the production of organic food and organic animal feeds:-</p> <ol style="list-style-type: none"> 1. Production from organic agricultural ingredients except where that ingredient is unavailable in organic form and cannot be readily substituted with a similar organic ingredient. 2. Restriction on the inclusion of food additives, non-organic ingredients, micronutrients and processing aids so that their use is minimal and only where necessary for a particular technological or nutritional purpose. 3. Exclusion of any substance or processing method that might be misleading to the true nature of the product. 4. Careful production with preference given to biological, mechanical and physical methods. 	<p>834 Articles 6, 7; 32(1a) & 33(1)a 889 Article 26</p>
8.03	Application	<p>An application for organic processing certification including the import or export of organic agricultural products must be made to QWFC with:</p> <ul style="list-style-type: none"> • A description of your operation; activities & product(s) • Location(s) of all facilities used for reception, processing, packing, labelling & storage (including intermediate storage) of organic agricultural produce or imported organic agricultural produce • Procedures for the transport of organic products. <p><i>Application forms are available from QWFC</i></p>	<p>889 Articles 63, 67(2); 70, 74; 80; 82(1&2) & 88 1235 Article 13 (4a)</p>
8.04	Verification	<p>All operators will be subject to an annual assessment by QWFC. Full access to the facility and any associated sites must be granted together with access to all relevant documentation. More frequent or spot assessments may also be necessary.</p>	<p>834 Article 27(3), 32(1)b & 33(1)c 889 Article 65 & 82(1&2); 85 & 88 1235 Article 13 (4a&4b)</p>
8.05	HACCP	<p>A risk analysis must be completed for all processes & activities to identify any stages where the organic integrity of the product could be compromised & control measures required must be documented (see 8.10 & 8.18)</p>	<p>889 Articles 26; 63(1)c; 80; 88 & 91 1235 Article 13 (4a)</p>
8.06	Statutory Control	<p>Organic processing operations must comply with all statutory legislation and codes of good practice.</p> <p><i>Proof of registration with the appropriate UK competent authority for all sites must be supplied to QWFC.</i></p>	<p>889 Article 26(5)c</p>

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8.07	Input Records	<p>Stock and financial records must be kept of all brought in raw materials, including the source and organic registration details of the supplier. Records of the importer and first consignee of organic agricultural products must be kept separately, except where the importer is also the first consignee</p> <p>Organic agricultural products Imported from a Third Country must have the original endorsed Certificate of Inspection (COI) or Extract of the Certificates of Inspection issued by an approved Certification Body. Were the COI's is not the original this must be stamped 'COPY' or 'DUPLICATE</p> <p>A full product stock take must be completed at least once per year.</p> <p>All records must be retained for at least three years and be of sufficient detail to enable QWFC to carry out mass balance calculations of all inputs and outputs.</p>	<p><i>834 Articles 29 & 33(1)d</i> <i>889 Article 26; 31; 66; 83 & 89</i> <i>1235 Article 13 (4a&6); Annexes V & V1</i></p>
8.08	Output Records	<p>Stock; financial & production records must be kept of all organic outputs including any waste product. Records of the importer and first consignee for organic agricultural products imported into a Third Country must be kept separately, except where the importer is also the first consignee. Copy COI's for organic agricultural products must be stamped 'COPY' or 'DUPLICATE</p> <p>A full product stock take must be completed at least once per year.</p> <p>All records must be retained for at least three years and be of sufficient detail to enable QWFC to carry out mass balance calculations of all inputs and outputs</p>	<p><i>834 Article 33(1)d</i> <i>889 Article 26(5); 31; 66; 83 & 89</i> <i>1235 Article 13 (4a;4b) & 6; Article17(4); Annexes II & V</i></p>
8.09	Ingredients	<p>All products sold as organic must contain only organic ingredients unless the non-organic ingredients are from the approved list of ingredients and processing aids in Annex J and within the permitted inclusion rates. At least 95% of the agricultural ingredients must be organically produced.</p> <p>Organic agricultural products may be imported from suppliers or exporters. A current; valid Organic Certificate issued by a Control Body approved by the EU or a from a country that has an equivalence agreement with the EU must be available for the product(s)</p>	<p><i>834 Articles 6; 7; 19(2&3); 23(4); 24c; 27; 32; 33 & 60</i> <i>1235 Article 13 (4a&4b) Annexes III & IV</i></p>
8.10	Non-Dedicated Facility	<p>Processing operations that handle both organic and non-organic materials for production or retail must have adequate separation procedures during intake, storage, processing, packaging, display and transport. The risk of contamination with an unauthorised substance or substitution with non-organic ingredient must be addressed in the HACCP procedures (see8.05)</p>	<p><i>834 Articles 18(1&2); 19(1); 32(1)a &33(1)a</i> <i>889 Articles 26(4&5) & 35(4)</i></p>
8.11	Equipment	<p>The processing facility and all plant and equipment and storage must be appropriate for the type of production and must be well maintained and kept clean and tidy.</p>	<p><i>889 Articles 26(4)</i></p>
8.12	Hygiene	<p>Organic processing operations must use only cleaning chemicals and procedures that are appropriate to the industry. All traces of cleaning chemicals must be removed with a final rinse of potable water. Cleaning records must be kept. A high standard of cleanliness is required.</p>	<p><i>889 Articles 26(4) & 35(4)c</i></p>
8.13	Pest Control	<p>A pest control policy must be drawn up using procedures & methods that are appropriate to the industry. The emphasis must be on prevention of infestation rather than treatment.</p>	

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		Prior approval is required for the use of organo-phosphorous; carbamate or organo-chlorine compounds	
8.14	Staff Training	All staff involved with the processing & handling of organic agricultural products, including import, must be fully trained & competent. Records must be kept of the training.	
8.15	Production Processes	All the processes involved in the production must be approved and follow good manufacturing practice. Ionising radiation is not permitted. Only materials listed in Annex J may be used as processing aids. <i>Any changes to the production process(es) must be notified to QWFC</i>	834 Articles 9, 10, 18(3&4); 19(3); 32(1)a & 33(1)a 889 Article 26 & 27 1235 Article 13 (4a & 4b)
8.16	Packaging	Packaging must be of food grade quality. Recyclable or biodegradable packaging should be used where possible. Packaging must be sealed/ closed to avoid the possibility of contamination or substitution.	889 Article 31(1&2)
8.17	Labelling	Organic produce must be clearly labelled as organic at the point of sale. Organic produce must be labelled as per Section 9 <i>Labels must be approved by QWFC before use.</i>	834 Articles 23 & 24(1) 889 Article 26(4)c & 62
8.18	Waste Product	Waste products from the processing operation should be recycled or reprocessed on site to minimise their impact on the environment. The quantity of waste produced must be documented. Reprocessing of waste product on site must be addressed in the HACCP procedures (see 8.05)	
8.19	Storage	The storage of organic product must be done so that the identity & integrity is maintained and be subject to appropriate stock control. Details of storage arrangements for imported organic products from exporter to first consignee and from first consignee to further consignees within the EU must be maintained	889 Article 26(5) & 35 1235 Article 13(4a)
8.20	Transport	Organic products may only be transported in appropriate sealed packaging, vehicles or containers. They must be accompanied by identification documents with batch identity marks. Organic products for import into the EU must be accompanied by the original endorsed COI issued in the Third Country Details of transport arrangements for imported organic products from exporter to first consignee and from first consignee to further consignees within the EU must be maintained <i>Electronic COI for the import of organic products into the EU may be issued</i>	889 Articles 30, 31, 32 & 83 1235 Article 13 (4a); Article 19(1) & Annex V
8.21	Receipt of Imported Organic Agricultural Produce	Checks must be made on products imported from the EU to: <ul style="list-style-type: none"> • Verify that packaging or containers are adequate to prevent tampering or substitution • Identify the exporter • Identification of the lot/ batch • Verify that the consignment has a valid COI & complete BOX21 	889 Articles 31; 32; 33 & 66(2) 1235 Annexes V&VI
8.22	Customs procedures for	If a consignment from a third country is assigned to customs warehousing or inward processing, and undergoes preparation eg packing, repacking, or	1235 Article 14 (1-3); Article 6; Article 19(1) & Annexes V&VI

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	imported Organic Agricultural Produce	<p>labelling the facility must be have a valid organic certificate covering the activity.</p> <p>The COI for the consignment must be endorsed as per 8.21 & once the consignment has been packed; repacked; labelled etc the endorsed COI must accompany the consignment to be further verified by the member states authority before release</p> <p>If a consignment from a third country is split into different batches at port of entry, the COI must be endorsed as per 8.21. Once the consignment is split, an extract of the COI for each lot/ batch must be endorsed by the member states authority. The original, endorsed COI extract must then accompany each batch to the consignee.</p> <p>A copy of each endorsed extract of the COI, marked as per 8.07, together with the original must be kept by the Importer stated on the COI.</p> <p>When a consignee receives each batch, checks must be completed as per 8.21 & BOX 14 of the original extract of the COI completed.</p> <p>All documentation must be retained as per 8.07</p>	
8.23	Additional Records for Imported Organic Agricultural Produce	<p>Records of each consignment imported into the EU must be kept including:</p> <ul style="list-style-type: none"> • Name and address of the first consignee where this is different from the importer • Valid certificate to demonstrate the organic status of the imported organic products • Certificate of Inspection (COI) • Any details QWFC may reasonably require <p>Records for each consignment should be forwarded to the control body or control authority of the first consignee upon request.</p> <p>Copies of the organic inspection reports of any other units or premises used for importing should be available for inspection upon request.</p> <p>All documentation must be retained as per 8.08</p>	<p>834 Article 32 889 Article 31; 67(2); 83; 84; & 85 1235 Article 13 (4a;4b;5&6); Article17(4);Article1 9(1) & Annexes II&V</p>
*9.01	Organic Product	<p>A food product marketed as organic must contain at least 95% ingredients of agricultural origin that have been produced and certified to organic standards. The balance of up to 5% must be from the approved list in Annex J.</p> <p>A product cannot contain the same ingredient in Organic & Non-Organic form</p>	<p>834 Articles 19(2&3); 23(4); 32 & 33 889 Articles 28; 59 & 60(1)d</p>
*9.02	Label Detail	<p>Labels must be clear and accurately describe the product; comply with UK Food Labelling Legislation & EU regulations and include the following details.</p> <ol style="list-style-type: none"> 1. The name of the product. 2. The weight or volume in the pack. 3. A list of ingredients in descending order; including allergens 4. A 'use by' date or 'best before' date. 5. Usage or storage instructions. 6. The name and contact details of the processor 7. A batch code may also be used to provide traceability. 	<p>834 Articles23 & 33 889 Article 60</p>
*9.03	Use of CB Code & EU Logo	<p>A label for organic product supplied by a producer or processor Certified by QWFC Ltd & marketed for sale in the UK; EU & NI & under the scope of a 'UK-EU Trade Agreement should include</p> <ol style="list-style-type: none"> 1. The Control Body Code 'GB-ORG-13' 	<p>834 Articles 24(1) & 33 889 Articles 57 & 58</p>

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		<p>2. Statement of Agricultural Origin ‘UK Agriculture’- product with minimum 98% ingredients from the UK ‘UK/Non-UK Agriculture - product with ingredients from the UK & outside the UK Non-UK Agriculture - product with ingredients solely from outside the UK More specific references may be used if a product contains minimum 98% ingredients from a specific UK nation eg Welsh lamb may be labelled ‘Welsh Agriculture’</p> <p>3. Use of the Welsh Organic Scheme logo is optional; where it is used it must be reproduced in the correct format & used in accordance with QWFC Ltd ‘Conditions Governing the use of Certification Marks’</p> <p>4. Use of the EU logo is optional, where it is used the EU statements of agricultural origin, as per point 7, must be used A label for an organic product supplied by a producer or processor Certified by QWFC Ltd & marketed for sale in the EU or NI & not under the scope of a ‘UK-EU Trade Agreement’ should include</p> <p>5. The Control Body Code ‘GB-ORG-193’</p> <p>6. The EU Logo</p> <p>7. Statement of Agricultural Origin ‘EU Agriculture’- minimum 98% ingredients from the EU ‘EU/Non-EU Agriculture - product produced with ingredients from the EU & outside the EU ‘Non-EU Agriculture’ - product produced with ingredients from outside the EU</p> <p>8. The outer packaging of pre-packed & labelled products should be labelled with the Control Body Code as per 5 & new batch/ lot number which must be traceable to the product(s) & link with despatch documents A label for an organic product supplied by a producer or processor Certified by QWFC Ltd & not under the scope of the ‘UK-EU Trade Agreement & intended for sale in the UK; EU & NI may include both labelling requirements In addition to the above a label should also include</p> <p>9. A clear reference in the product description to the organic production methods for the ingredients. e.g. ‘Organically produced.’</p> <p>10. A clear distinction between the organic ingredients and those that are from Annex J. <i>For further information see QWFC Ltd Labelling Guidance & defra.co.uk</i></p>	
9.04	In-Conversion	Single crop products may be marketed as ‘product under conversion to organic farming’ where the crop has been harvested at least 12 months after the land conversion began.	<i>834 Article 17(4) 889 Article 60(2) & 62a</i>
9.05	In – Conversion Labelling	The labelling of an in-conversion product must not mislead the consumer by using the word ‘organic’ more prominently than the rest of the product description. The EU Logo must not be used on products containing in conversion ingredients.	<i>834 Article 17(1) 889 Article 60(2) & 62</i>

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9.06	Part Organic Products	Products that contain only a proportion of the agricultural ingredients that are organic may describe the individual ingredients as organic only in the ingredient list and not more prominently than the rest of the ingredients listed.	<i>834 Articles 23(4) & 33 889 Article 60(2)</i>
9.07	Sample Label	Labels for products certified to the Welsh Organic Scheme Standard must be submitted to QWFC for approval before use.	
9.08	Ingredient Changes	QWFC must be notified in advance of any changes to the ingredients or composition of a product.	<i>889 Article 63(3) & 64</i>



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Annex J

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PO Box 8, Gorseland, North Road, Abersystwyth, Ceredigion SY23 2WB

Tel: 01970 636688

Email: organic@wlbp.co.uk

Annex J - Permitted Non-Organic Ingredients and Processing Aids.

The use of non-organic ingredients and processing aids in the manufacture of organic or part organic food products must be must comply with the requirements of these standards

Permitted Ingredient Categories:-

1. **Agricultural Ingredients** are single animal or vegetable products that have been grown or reared in an agricultural environment or are ingredients derived from such products. **Permitted products are listed in Table 1.**
 2. **Non-Agricultural Ingredients** are not derived from an agricultural production system and are divided into five categories: -
 - a. **Food Additives** (including their carriers). **Permitted products are listed in Table 2.**
 - b. Flavourings which must be natural as defined in *EU1344(2008) Article 3(2c)*
 - c. **Water and Salt** both are permitted. The water must be potable and chlorination must not exceed statutory guidelines. The salt should be from a conventional and natural source where possible.
 - d. **Micro-Organism Preparations.** (Yeasts, yoghurt and cheese cultures) These must be non-GM. Yeast should be 'organic'
 - e. **Minerals** (including trace elements) and **vitamins. Only where required by Legislation**
- Processing aids are used during the manufacture of the food product but do not have a function in the end product. **Permitted products are listed in Table 3.**

Table 1 Permitted Non-Organic Agricultural Ingredients		
Unprocessed Vegetable Products & Products Derived from by Processing		
Edible Fruits and Nuts: -		<i>EU889(2008) Annex IX (1.1)</i>
Acorns	<i>Quercus spp</i>	
Cola nuts	<i>Cola acuminata</i>	
Gooseberries	<i>Ribes uva-crispa</i>	
Maracujas (Passion Fruit)	<i>Passiflora edulis</i>	
Raspberries (dried)	<i>Rubus idaeus</i>	
Red Currants (dried)	<i>Ribes rubrum</i>	
Edible Spices and Herbs: -		<i>EU889(2008) Annex IX (1.2)</i>
Pepper (Peruvian)	<i>Schinus molle L.</i>	
Horseradish seeds	<i>Armoracia rusticana</i>	
Lesser galanga	<i>Alpinia officinarum</i>	
Safflower flowers	<i>Carthamus tinctorius</i>	
Watercress herb	<i>Nasturtium officinale</i>	
Miscellaneous:-		<i>EU889(2008) Annex IX (1.3)</i>
Algae, including seaweeds permitted in conventional foodstuffs preparation.		
Fats and Oils refined, but not chemically modified and not extracted by means of solvents. Derived from any plant except those listed below.		<i>EU889(2008) Annex IX (2.1)</i>
Cocoa	<i>Theobroma cacao</i>	
Coconut	<i>Cocos nucifera</i>	
Olive	<i>Olea europaea</i>	
Sunflower	<i>Helianthus annuus</i>	
Palm	<i>Elaeis guineensis</i>	
Rape	<i>Brassica napus, rapa</i>	
Safflower	<i>Carthamus tinctorius</i>	
Sesame	<i>Sesamum indicum</i>	

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Soya	<i>Glycine max</i>	
Sugars, Starches and Other Products from Cereals and Tubers:-		<i>EU889(2008) Annex IX (2.2)</i>
Fructose Rice paper Unleavened bread paper Starch from rice and waxy maize		Not chemically modified
Miscellaneous:-		<i>EU889(2008) Annex IX (2.3)</i>
Pea protein Rum Kirsch	<i>Pisum spp</i>	Only from cane sugar juice Prepared on the basis of fruits & flavourings as per Art27(1c)
Table 2 Permitted Food Additives, (including carriers).		<i>EU889(2008) Annex VIII (Sect A)</i>

	Name	Preparation of Foodstuffs of		Specific Conditions
		Plant Origin	Animal Origin	
E153	Vegetable Carbon		X	Only in Ashby Goats Cheese & Morbier Cheese
E160b*	Annatto*, bixin* & norbixin		X	Only in Red Leicester, Double Gloucester, Cheddar & Mimolette cheeses
E170	Calcium carbonate	X	X	All authorised functions except colouring or Calcium enrichment
E220	Sulphur dioxide	X	X	In fruit wines without added sugar (including cider and perry) or in mead: 100mg
E224	Potassium metabisulphite	X	X	In cider and perry produced with addition of sugars or juice concentrate after fermentation: 100mg/l
E250	Sodium nitrite		X	For curing meat only. The ingoing amount expressed as NaNO ² must not exceed 80mg/kg and the residual amount expressed as NaNO ² must not exceed 50mg/kg.
E252	Potassium nitrate (saltpetre)		X	For curing meat only. The ingoing amount expressed as NaNO ₃ must not exceed 80mg/kg and the residual amount expressed as NaNO ₃ must not exceed 50mg/kg.
E270	Lactic acid	X	X	
E290	Carbon dioxide	X	X	
E296	Malic acid	X		
E300	Ascorbic acid	X	X	For meat products
E301	Sodium ascorbate		X	For use with nitrites or nitrates in meat products ²
E306	Tocopherol-rich extract	X	X	Anti-oxidant in fats and oils
E322	Lecithins	X	X	Milk products
E325	Sodium lactate		X	For milk-based and meat products
E330	Citric acid	X	X	
E331	Sodium citrates	X	X	
E333	Calcium citrates	X		

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E334	Tartaric acid (L(+)-)	X	X	
E333	Calcium citrates	X		
E334	Tartaric acid (L(+)-)	X		
E335	Sodium tartrate	X		
E336	Potassium tartrate	X		
E341(i)	Mono-calcium phosphate	X		Raising agent for self-raising flour
E392	Extracts of rosemary*	X	X	Only in organic form.
E400	Alginic acid	X	X	
E401	Sodium alginate	X	X	
E402	Potassium alginate	X	X	
E406	Agar	X	X	
E407	Carrageenan	X	X	
E410	Locust bean gum	X	X	
E412	Guar gum	X	X	
E412	Guar gum	X	X	
E414	Arabic gum	X	X	
E412	Guar gum	X	X	
E415	Xanthan gum	X	X	
E422	Glycerol	X		Plant extracts
E440(i)	Pectin	X	X	
E464	Hydroxypropyl methyl cellulose	X	X	Encapsulation material for capsules
E500	Sodium carbonates	X	X	
E501	Potassium carbonates	X		
E503	Ammonium carbonates	X		
E504	Magnesium carbonates	X		
E509	Calcium chloride		X	For milk coagulation
E516	Calcium sulphate	X		Carrier
E524	Sodium hydroxide	X		Surface treatment of Laugengeback
E551	Silicon dioxide	X		Anti-caking agent for herbs and spices
E553b	Talc	X	X	As a coating agent for meat products
E938	Argon	X	X	
E941	Nitrogen	X	X	
E948	Oxygen	X	X	
Table 3 Processing Aids				<i>EU889(2008) Annex VIII (Sect B)</i>
Water		X	X	Drinking water as per EU98(83)
Calcium chloride		X		Coagulation agent
Calcium carbonate		X		
Calcium hydroxide		X		
Calcium sulphate		X		Coagulation agent
Magnesium chloride (or nigari)		X		Coagulation agent

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Potassium carbonate	X		Drying of grapes
Sodium carbonate	X		Sugar production
Lactic acid		X	For regulation of brine bath pH in cheese production
Citric acid	X	X	For regulation of brine bath pH in cheese production Oil production and hydrolysis of starch
Sodium hydroxide	X		Sugar production, oil production from rapeseed (<i>Brassica spp</i>)
Sulphuric acid	X	X	Sugar & Gelatine production
Hydrochloric acid		X	Gelatine production For regulation of brine bath pH in the production of Edam; Gouda & Maasdammer cheeses. Boerenkaas; Friese & Leidse Nagelkaas
Ammonium hydroxide		X	Gelatine production
Hydrogen peroxide		X	Gelatine production
Carbon dioxide	X	X	
Nitrogen	X	X	
Ethanol	X	X	Solvent
Tannic acid	X		Filtration aid
Egg white albumen	X		
Casein	X		
Gelatin	X		
Isinglass	X		
Vegetable oils	X	X	Greasing, releasing or anti-foaming agent
Silicon dioxide gel or colloidal solution	X		
Activated carbon	X		
Talc	X		Compliant with purity criteria for E553b
Bentonite	X	X	Sticking agent for Mead Compliant with purity criteria for E558
Kaolin	X	X	Propolis Compliant with purity criteria for E559
Cellulose	X	X	Gelatine production
Diatomaceous earth	X	X	Gelatine production
Perlite	X	X	
Hazelnut shells	X		
Rice meal	X		
Beeswax	X		Releasing agent
Carnauba wax	X		Releasing agent