

APPLICATION FOR DEMETER PROCESSING &/OR REPACKAGING REGISTRATION

The completed application form, the signed undertaking and a non-refundable application fee of \$836 (inc. GST) should be sent to the Bio-Dynamic Research Institute, Post Office, Powelltown, Victoria. 3797 Australia. EFT: BSB: 013-278 Account: 0016-16202

NAME OF MANUFACTURER:

NAME OF PERSON RESPONSIBLE FOR PROCESSING OF DEMETER GOODS:

ADDRESS OF PREMISES:

POSTAL ADDRESS:
(if different to above)

TELEPHONE NUMBER:

MOBILE PHONE NUMBER:

FACSIMILE NUMBER:

EMAIL ADDRESS:

TYPE OF PREMISES:

THE GOODS FOR REGISTRATION:

The following information is required under the DAFF (Australian Government) Organic Accreditation Program:

- a) Provide the Business Entity name and indicate the legal status of this business.
- b) Provide a copy of any current or previous Organic/Bio-Dynamic certification for the area/process related to this application. If such certification is no longer current, indicate if certification ceased due to de-certification or sanctions imposed by the Organic certification body.
- c) This application, along with any supporting documentation must contain a signed declaration confirming all aspects of the application request are true and correct.

The Research Institute requires the following information to be provided as part of the application process:

1. A floor plan of your processing plant, office, receival and storage areas, with each area clearly identified.
2. A flow chart indicating the processing procedure.
 - i) This must indicate all aspects of the receival, handling, storage, processing, packaging and distribution of the product to be certified.
 - ii) Explain the type of machines used and the temperatures to which the product is subjected.
 - iii) What % loss of the certified raw material (if any) occurs during processing. Where possible this should indicate the % for the final product and for each stage of the processing procedure.
 - iv) Provide information on any additives or processing aids used.
 - v) Provide the ingredient list of the final product, including the % of the certified component.
3. A summary of activities indicating how the operation has been developed, and will maintain, the **DEMETER** Bio-Dynamic integrity of products. (This is referred to as the "Management Plan"). This information includes, but is not limited to, the following:

- i) The program developed to ensure identity of the certified material at all stages of the operation.
 - ii) Details of any areas or activities which offer the potential for contamination of **DEMETER** products with substances not complying with the Standard, along with the precautions taken to minimise this possibility occurring.
 - iii) Details of substances and methods used for cleaning of all equipment and areas which come in contact with the certified material.
 - iv) Provide information on the substances and methods used for pest control.
4. Describe the type and material used for packaging of the product.
 5. Provide a rough sketch of the proposed labelling of the product.

UNDERTAKING

- a) I understand that the Demeter Trademark is owned by the Bio-Dynamic Research Institute and that I wish to be registered as an Authorised User of Bio-Dynamic Produce sold under the **Demeter** Trade Mark.
- b) I agree I have read a copy of the current version of the **National Standards For Organic and Bio-Dynamic Produce** and the **Australian Demeter Bio-Dynamic Standards**.
- c) I agree that this Application when accepted by the Bio-Dynamic Research Institute, will constitute a contract between myself and the Bio-Dynamic Research Institute.
- d) I agree, to permit an appointed official of the Council to inspect my premises and types of goods for registration for the purpose of satisfying the Council that the Trade Mark will be properly used.
- e) If required by the Bio-Dynamic Research Institute, or if the Inspector deems this necessary, samples of produce may be taken for analysis at any stage of the processing procedure at a cost to myself.
- f) In the event of being authorised as a **Demeter** registered user: I agree that I will undertake my operations in accordance with the Bio-Dynamic Research Institute's **Demeter Standard** and the **National Standard for Organic and Bio-Dynamic Produce** as it applies to Bio-Dynamic produce, and agree to abide by the standards and the requirements of the Bio-Dynamic Research Institute in regard to the **Demeter** Trademark.
- g) I undertake to maintain accurate and up to date records of all purchases, production, processing, handling, transport, storage and sale of products relating to my authorization as a Demeter Trademark user. and to supply any such records to the Research Institute or it's representative at their request.
- h) I agree to pay the annual fee for registration, the amount of which is indicated in the Institute's **Certification Fee Schedule**, to cover administration and inspection costs, plus 0.2% of the wholesale value of the processed/re-packaged certified goods as Trademark license fee.

Signed:

On Behalf Of:

Name:

Date: