



Quality Welsh Food Certification Ltd
Gorseland, North Road, Aberystwyth, Ceredigion, SY23 2WB
Email organic@wlbpc.co.uk Phone: 01970 636688

Applying for Organic Certification

Who is eligible?

Any producer of an agricultural or horticultural product or processor of food or feed products in Wales is eligible to apply for certification under the Welsh Organic Scheme Standards. Certification under the Scheme will only be granted if, on assessment, the farm or processing facility is seen to comply with the relevant scheme Standards.

Why do I need to be certified?

UK retained Regulation's 834/2007 and 889/2008 control the labelling and marketing of organic feed and feed products. These Regulations cover farm production including crops, livestock and horticulture for human consumption; processing of agricultural products as food for humans and animal feed, including on farm processing, the retail, storage or labelling of organic products and the importing of organic products from outside of Europe. Anyone carrying out these activities without the relevant certification by an Organic Control Body could be prosecuted by Trading Standards. The Organic Regulations are in addition to other statutory requirements.

How do I become certified for organic production and processing?

It is essential that you read the relevant sections of the Welsh Organic Scheme Standard to ensure that you are ready to make an application and that you are fully prepared for the assessment.

Application process:	Farmers and Growers need to complete and submit an Application Form and Conversion Plan to QWFC, along with maps of the farm.
	Food and Feed Processors need to complete and submit an Application Form, along with copies of product labels, ingredients sheets, HACCP and procedures.
Certification Fees:	Fees are payable at the time the application is submitted. Payment can be made by cheque, BACS or Direct Debit. Payments by Direct Debit are collected on the 28 th of the month in which you applied and annually thereafter. A VAT invoice will be sent to you for your records.

Once the application paperwork has been received by us and checked, with any queries raised answered, the application will be sent to one of our inspectors who will arrange a date with you directly for the inspection to take place. If you are a farmer or grower, inspection will not take place until the land has started its conversion.

At the time of inspection, the inspector will issue a Non-Conformance Report identifying any areas of non-conformance, or any comments relevant to the operation. The inspector will also write a report of the inspection which will be sent to ourselves for assessment.



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When the report is assessed, if there are any areas of non-conformance a Declaration of Corrective Action form will be issued, outlining the corrective action required to resolve the non-conformance.

If there are no areas of non-conformance and no additional information required, then certification will be granted, and a Certificate and Schedule issued. If there are areas of non-conformance or additional information is required that prevents the issuing of a Certificate, certification will not be granted until the non-conformance and required information is resolved and supplied.

Certificates and accompanying Schedule are valid for one year from the start or conversion.

Once certification has been granted, Defra will be notified that the certification process has been completed and they will enter your details onto the National Register. Your details will also be included on BioC (www.bioc.info) which lists all organic businesses within the UK.

What if we have several units?

If the business has several units, please contact us to discuss, as where possible, we prefer licensees to have one registration, however, this is not always possible.

Re-assessment?

The business will normally be reassessed annually. However, as required by the Regulations, a small percentage of our organic licensees are selected at random for an additional inspection's and/or the sampling of products. In some instances additional inspections are also required to check that serious non-conformances identified, or repeated non-conformances, have been resolved, this additional inspection could be at the licensee's cost.

Please be aware that your certification may be withdrawn at any time it is found that you have critical non-conformance with the Welsh Organic Scheme Standard, or are found to be in breach of QWFC Scheme Regulations.