**MASM-06-ОR-01(01):2023**

**MONGOLIAN AGENCY FOR STANDARD AND METROLOGY**

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| **APPLICATION FORM FOR ORGANIC CERTIFICATION**  |

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| **Detailed information of Applier**  |
| Applier’s organization name: | Address: | Email: | Telephone: |
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|  |  |  |  |
| Scope of activity:Number of employees:Name of director: |
| State registration number: |  |
| Registration number : |  |
| Name of executive director |  Phone : | Email address : |
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* + - 1. **Mongolian law on organics and IFOAM norm**

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| **2** | **The activity scope for certification:** |
| 1 | Organic crop production |  |
| 2 | Organic livestock production |  |
| 3 | Organic beekeeping |       |
| 4 | Organic food processing plant |  |
| **2.1** | **Organic farming production:** |
| Production type: | Location: | Size of factory area:      |
|  |  |  |
| Date of operation started: | Number of factory employees: | If there is a branch or not |
|       |       |            |
| **2.2** | **Organic livestock production :** |
| Production type: | Location: | Size of factory area:      |
|  |  |  |
| Date of operation started: | Number of factory employees: | If there is a branch or not | Number of animals |
|  |  |  |
| **2.3** | **Organic beekeeping** |
| Production type: | Location: | Size of factory area:      |
|  |  |  |
| Date of operation started: | Number of factory employees: | If there is a branch or not | Number of colonies: |
| **2.4** | **Organic food processing**  |
| Production type: | Location: | Size of factory area:      |
|  |  |  |
| Date of operation started: | Number of factory employees: | If there is a branch or not | Capacity |

|  |  |
| --- | --- |
| **3** | **Is there a subcontractor ?** |
| **There is none** .  |
| **If yes, please write the details of the subcontractor involved in the table below.** |
| **Entity, individual** | **Activity** | **Location**  |
|       |       |       |
|       |       |       |
|  |  |  |
|  |  |  |
|       |       |       |

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| **4** | **Certification history:** |
| First time applying for certification | ☐ |
| Certified by……………. but now willing to change the certification body | ☐ |
| Certified by……………. but now willing to be certified by a different certification body | ☐ |
| Certified by……………. but the certification period is approaching its end | ☐ |
| Application for recertification | ☐ |
|  | Note:In case of receiving refusal from a different certification body upon submitting an application, please write the reason of refusal in true and detailed manner |  |
| ……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………… |  |

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| **5** | **The following documents should be attached to the application form. It includes :** |
| **5.1** | 1. Application and request for certification
2. Map that indicates location and site, land ownership certification /evidence/
3. Size and documentation of infrastructure and facility
4. Information of equipment
5. Information and documentation of sterilization and disinfection
6. Declaration of Impartiality
7. Statement of Social responsibility
8. Statement of Health
9. Copy of state registration certificate (Record of activities applied for)
10. Introduction of organization/company
11. Information of product
12. Factory location,
13. Registration of Applicant’s request for Organic certification on information system /www.organicgov.mn/ of Ministry of Food, Agriculture and Light Industry.
14. Fire safety certificate
15. Others /License related to the activity which was approved by authorizes organizations/

The above documents should be delivered to the officer in charge of documents in Room No. 103 at the headquarter of the Mongolian Agency for Standard and Metrology**Address:** Peace avenue 46A Bayanzurkh District, Ulaanbaatar city, 13343 |
| **6** | **Organic crop production:** |
| 1. Reports of pest insect and weed control2. Crop rotation scheme3. Crop record4. Record of fertilizers5. Record and information of traceability |
| **7** | **Organic livestock Production :** |
| 1. Feed record and information2. Information of shelter and pasture conditions3. Supply of winter feeds4. Size of pasture circle5. Record and information of traceability6. Information of vaccination |
| **8** | **Organic beekeeping:** |
| 1. Feed record and information 2. Size of pasture circle3. Record and information of traceability |
| **9** | **Organic food process Factory :** |
| 1. Test results of the accredited laboratory where the product was tested 2. Reports of pest insect and weed control3. Record of prerequisites4 . Record and information of traceability |

10. Payment information:

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| The payment shall be made in accordance with the Scheme 4 of the Appendix of Order No.22 approved by the Deputy Prime Minister of Mongolia in 2019.Note: The Client should cover the costs for transportation, accommodation and meals of audit team |

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| The information of authorized management of the organization which declares the authenticity of all this information given in the application form. |
| Signature of authority | Date: |
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