

Soil Association organic standards catering

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1 The principles of organic production and processing

The principles of organic production and processing

- 1.1 Introduction
- 1.2 The principles of organic production
- 1.3 The origins of organic farming and organic standards
- 1.4 Where we are today
- 1.5 Developing the standards

1.1 Introduction

Welcome to our standards document for organic processing. It contains all that you have to do to produce and sell your products as organic using the Soil Association symbol.

We have written our standards in plain English to make them as simple and clear as possible. Each standard clearly indicates how you should treat it.

What you 'should' do

These give the ideal or best organic practice. They say how you should ideally be working.

What you 'must' do

These state the actual requirements, including what you must get our permission for and what you must **not** do.

What you 'may' do

These state what you can do. We say if you need to get our permission for these or if there are other conditions. We have divided these conditions into three categories to be clear about your responsibilities when using them:

- With justification – you must be able to justify the use of certain products/practices at your inspection with evidence, such as test results, records, forms, a plan etc. For example, you record why you needed to use the product/practice.
- With our approval – we must have approved your use of certain products/practices. This may cover more than one use or it may be in your annual plan that we have approved. For example, you produce an annual plan that details the product/practice which your certification officer has approved and you have a copy available for inspection.
- With our permission – you must get our permission before each use of certain products/practices. For example, you phone your certification officer for permission every time, they may ask for further documentation.

Generally, if we do not mention a product or practice, it means we do not allow it so you must not use it. Please ask us if you are in doubt.

Text format

- We have included additional notes to help with interpretation or provide background information.
- We have identified new standards introduced since the last edition with 'New' written alongside them.
- We have identified standards where we have changed the wording or corrected a mistake with 'Revised' written alongside them.
- We use green text for paragraphs containing principles and best organic practice. These set the context for the standards that follow. They are things that you should do, or work towards, but they are not requirements.

1.2 The principles of organic production

Organic is a 'whole system' approach to farming and food production. It recognises the close interrelationships between all parts of the production system from the soil to the consumer. We have established a comprehensive set of organic principles that guide our work and our standards.

Agricultural principles

- To produce food of high quality in sufficient quantity.
- To work within natural systems and cycles throughout all levels from the soil to plants and animals.
- To maintain the long term fertility and biological activity of soils.
- To treat livestock ethically, meeting their physiological and behavioural needs.
- To respect regional, environmental, climatic and geographic differences and (appropriate) practices that have evolved in response to them.

Environmental principles

- To foster biodiversity and protect sensitive habitats and landscape features.
- To maximise use of renewable resources and recycling.
- To minimise pollution and waste.

Food processing principles

- To minimise processing, consistent with the food in question.
- To maximise information for the consumer on processing methods and ingredients.

For more detailed food processing principles see chapter 40.

Social principles

- To provide a fair and adequate quality of life, work satisfaction and working environment.
- To develop ecologically responsible production, processing and distribution chains, emphasising local systems.

From these principles the practices that form the foundations of organic farming have been established:

- encouraging biological cycles involving micro-organisms, soil fauna, plants and animals
- sustainable crop rotations
- recycling of nutrients using composted manure and vegetable waste
- cultivation techniques that enhance and protect the soil and its life
- avoiding soluble mineral fertilizers
- avoiding agrochemical pesticides, and
- animal husbandry which meets their physiological, behavioural and health needs.

1.3 The origins of organic farming and organic standards

The origins of organic farming

Three different strands contributed to the founding of organic farming.

- Rudolf Steiner delivered a series of eight lectures to a group of farmers in Austria in 1924. These lectures defined biodynamic agriculture and the Demeter symbol was created in 1927 to identify foods grown by these methods.
- Lady Eve Balfour was inspired by the work of Sir Albert Howard (on composting and agricultural health) and Sir Robert McCarrison (on diet and human health), both working in India. She started the Haughley Experiment on her farm in Suffolk researching the links between the health of soil, plants and animals within different closed systems. Based on this work she wrote *The Living Soil* in 1943 - the book that stimulated the founding of the Soil Association in 1946.
- Also in the '40s, Hans and Maria Müller together with Hans-Peter Rusch developed a natural approach to farming and soil fertility in Switzerland particularly using rock dusts.

However, JI Rodale in the USA actually coined the term 'organic' in 1942 when he started publishing the magazine *Organic Gardening*.

Despite their differences these founding strands shared an underlying basis:

- The concept of the farm as a living organism, an integrated whole.
- The concept of a living soil as the basis of health right up the food chain.
- The whole being greater than the sum of its parts.

So although organic farming involves and develops simple traditional agricultural practices, it is very different and involves a great deal more. Organic farming is not necessarily a low input system, as it aims to maximise the farm's own inputs. As few inputs as possible from outside the farm are used.

The origins of organic standards

Apart from Demeter, there was no formal definition or recognition of organic farming until the 1960s. The Soil Association was the first, publishing its 'standards for organically grown food' as four pages of guidelines in its magazine *Mother Earth*. The standards ended with a 'declaration of intent' for those prepared to subscribe to them.

In 1973 the Soil Association took the next step and formed the Soil Association Organic Marketing Company Limited as a wholly owned subsidiary. Initially its role was to market products grown to the Soil Association standards. However, it soon dropped marketing to concentrate on certification.

Through the '70s and early '80s the inspection element was informal and cursory, but this gradually changed as the organic method of production became more prominent. Later, to reflect this change, the company changed its name to Soil Association Certification Limited (SA Certification).

IFOAM

In 1972 Lady Eve Balfour, JI Rodale and a number of others formed the International Federation of Organic Agriculture Movements (IFOAM), recognising the international nature of organic farming. Their aim was to bring together the various movements and to share information across language, cultural and geographic boundaries. It produced its first 'basic' standards (for information and education, not certification) in 1980.

Governments

By the late '80s the organic market was sufficiently strong that governments started to take an interest, wishing to protect the consumer from possible fraud. In 1987 the Minister of Agriculture announced the formation of UKROFS (UK Register of Organic Food Standards).

Its brief was to draw up a minimum UK organic standard, to register the organic certifiers including their inspectors, and to certify those wishing to by-pass the private bodies.

The EU was also looking at organic farming. Based on the IFOAM standards, it published its 'organic' regulation (no. 2092/91) in 1991. However, it was not until 1999 that livestock standards were legally included in the regulation. In 2005, the European Commission started drafting a new regulation to replace 2092/91, following the European Organic Action Plan in 2004. The new regulation came into force on 1 January 2009 and is in several parts:

- the framework 'Council' regulation no. 834/2007.
- its implementing rules, Commission regulation no. 889/2008.
- other implementing rules for aquaculture, seaweed, yeast and imports.

This official definition and control of organic farming also allowed the authorities to give financial support to organic farmers. This stimulated the significant, sometimes dramatic, growth that the organic market still enjoys.

Several countries followed the EU's lead, including the USA, Japan, Australia and many smaller nations, particularly those exporting to the big trading blocks. Thus the proliferation of national organic laws mirrors the many private organic standards that have emerged.

Partly to address this the Codex Alimentarius Commission of the Food and Agriculture Organisation (FAO), which sets global standards for farming and food, produced guidelines for organic farming. It used the EU regulation as its starting point. The new EU regulation now references the Codex guidelines as a measure of equivalence for imports into the EU.

IFOAM was also active. It set up the IFOAM accreditation programme in 1992 to provide an international service that would allow 'one inspection, one certification, one accreditation'.

1.4 Where we are today

European Union

The EU organic regulation is the legal basis for the control of organic farming and food processing in Europe. It contains:

- standards for crop production (including wild harvesting and seaweed)
- standards for livestock husbandry (including beekeeping and aquaculture)
- standards for processing and labeling of both foods and livestock feeds
- requirements for importing products from outside the EU, including ensuring equivalence to production within the EU
- requirements for inspection and certification of farmers, processors, wholesalers, distributors and importers
- requirements for controlling inspection and certification by national authorities, and
- procedures for amending the regulation, including developing standards for other livestock species (which are under national responsibility until then).

The EU regulation does not cover:

- processing of non-food crops such as for textiles and personal care products
- certification of inputs, and
- non-commercial production (that which is not sold).

United Kingdom Revised 2013

The Department for Environment, Food and Rural Affairs (Defra) is the UK authority. It is responsible for:

- applying and interpreting the EU regulation in the UK
- approving and regulating the private certification bodies
- holding a register of organic producers, processors and importers, and
- assisting the European Commission in approving imports from outside the EU.

Soil Association

Founded in 1946 our mission is to research, develop and promote sustainable relationships between the soil, plants, animals, people and the biosphere, in order to produce healthy food and other products while protecting and enhancing the environment.

There are two parts to our organisation:

- the Soil Association is a membership charity that owns these standards and reviews and updates them. As an applicant or a licensee you will automatically be a member. It is therefore your organisation and you can have your say in how to run it and what standards it sets
- Soil Association Certification Limited (SA Certification) is a wholly owned subsidiary company which inspects and certifies farmers and processors to the symbol scheme using Soil Association standards.

We are 'solutions' based and bring consumers, producers and all other parts of the organic movement together in one organisation. Our structure reflects the holistic principle at the heart of organic production.

Our main activities include:

- educational campaigns reaching out to consumers, farmers and the food industry, opinion

formers and policy makers.

- policy research into targeted areas of agriculture and the links with health, environment and animal welfare.
- promoting local food and community supported agriculture.
- representing organic farmers and serving their needs through conferences, courses and demonstration farms.
- setting standards for organic production and processing, and
- certification to these standards (through SA Certification).

1.5 Developing the standards

We maintain our own standards as they are the practical expression of our guiding philosophy. We feel this is important:

- to uphold integrity, maintain trust and so safeguard your market
- to continue standards development to reflect organic principles
- to be able to react to new understanding, technical innovation or progress in the market, and also to new threats, and
- for the organic movement to own the standards - they are too precious and too important to be left only in the hands of the authorities.

We aim to review different parts of the standards in rotation so that we can focus properly on only the chosen sections.

Our standards comply with all legal requirements, in particular EU Regulations 834/2007 and 889/2008. Some areas of our standards are higher than those required by law and we also have standards for types of production not covered by the EU Regulation. These include environmental management and conservation, textiles and health and beauty care products.

Setting our standards

Our standards department is responsible for managing the standards and their development. We follow a set process:

- anyone can propose an amendment to us
- we analyse and research the changes we think are needed and, along with the proposals we receive, make recommendations to the relevant Standards Committee (however we aim to undertake more in-depth reviews of a small number of areas so will not necessarily deal with all proposals immediately)
- the Standards Committee approves (or not) the proposed changes for consultation
- if approved, we make the proposed amendments available to licensees in Certification News, to Soil Association members through Living Earth, as well as on our website and by contacting relevant stakeholders directly
- we collate your responses and submit them to the Standards Board (or possibly back to the Standards Committee if they identify issues that need further work)
- the Standards Board may revise the proposals and approves them for final authorisation by the Soil Association Council
- the Council gives its final approval
- we publish the approved changes or new standards for you to start applying after a notice period of three months.

Three bodies assist us in this process:

- Council:
 - i. Council members are trustees of the charity, elected by all Soil Association members
 - ii. it is the final authority on our standards and appoints the standards board
- Standards Board:
 - i. this consists of an independent chair, the chairs of the eight standards committees, three organic sector representatives and three lay members
 - ii. it directs the work of the standards department and appoints the standards committees
- Standards committees:
 - i. these consist of a wide range of practical, professional and scientific experts, balanced by consumer representatives and non-governmental organisations

- ii. each committee is responsible for technical evaluation of standards in its specific area.

We set all this down in formal standards-setting procedures and terms of reference - please ask us if you want a copy.

All standards committee members offer their services voluntarily and as individuals, not as representatives of companies. We gratefully acknowledge the huge contribution they make to our standards work through the time and expertise they freely give.

2 The certification process

The certification process

2.1 Soil Association Certification Limited

2.2 The Soil Association symbol

2.3 Inspection

2.4 Certification

2.1 Soil Association Certification Limited

2.1.1

Since 1973 Soil Association Certification Limited (SA Certification) has certified farm enterprises, foods and other products as organic. SA Certification is a wholly owned subsidiary of the Soil Association charity. We are registered with Defra to certify organic food production and processing under the terms of EU Regulation No. 834/2007

2.1.2

Our certification scheme is accredited to EN45011 (ISO 65) by the United Kingdom Accreditation Service (UKAS). Our certifier code is 'GB-ORG-05'.

How we work

2.1.3

We inspect and certify organic farms, food manufacturers and producers of non-food items such as health and beauty products and textiles. See 'Inspection and certification process' (standard 2.4.11) for the process we follow.

If we are satisfied that the farmer, food manufacturer, producer or operator has met our standards we issue:

- an annual certificate of registration
- a trading schedule, and
- a licence to use our symbol.

2.1.4

We license every stage, from production on the farm, through processing, to distribution to the consumer.

2.2 The Soil Association symbol

2.2.1

The Soil Association symbol is the most recognised organic trademark in the UK and has gained the trust, respect and confidence of consumers and producers across the globe. The Soil Association symbol demonstrates that an organic food or non-food product meets our standards (see 2.2.2 and 2.2.3).

2.2.2

Food production includes:

- horticultural and arable crops, livestock and aquaculture
- food processing and packing, distribution, retail and catering - all the operations between farm production and consumer purchase, and
- importing organic food from outside of the EU, either for direct sale or for further manufacturing.

2.2.3

Non-food production includes:

- other products containing organic ingredients, such as health and beauty care products and textiles
- products that are used as inputs to farming and gardening systems
- sustainable forestry and manufacture of timber products (covered by the Woodmark scheme), and
- education and courses in organic agriculture, horticulture and food processing.

Using the Soil Association symbol

2.2.5

The Soil Association organic symbol is a registered certification mark (®) of Soil Association Limited.

2.2.6

We have made some changes to our symbol to improve readability and recognition for consumers. The new symbol design is available for use from January 2009 but to reduce waste (for example, packaging) the final deadline for switching to the new symbol is 1 January 2012. Until then, it is acceptable to use either symbol.

Old symbol



New symbol



2.2.7

You may only use the symbol on your products if you hold a valid certificate of registration from us. You must only use it for organic products identified on your trading schedule.

2.2.8 Revised 2013

You may use the symbol on company stationery, promotional literature and websites if we certify a range of your products, providing it is not misleading to the consumer as to which products the symbol applies.

2.2.9

From July 2010, you must use our symbol on the final (consumer) packaging of the products we certify except where we agree there is a good reason for not doing so.

Note – examples of exceptions we might agree are:

- where the label is so small that it would jeopardise other information required by law
- for products which are exclusively exported
- where your labelling machine cannot print a symbol (and you cannot apply the symbol in another way)
- where you are acting as a sub-contractor to a brandholder who is licensed with a different organic certification body and the brandholder requires that you do not use it.

2.2.10

Where our symbol has not been used on a brand since July 2008 you may instead use the words 'Soil Association organic'.

Note - this only applies where our symbol has not been used at all across a brand. The font size of 'Soil Association organic' must be at least that of the EU phrases 'EU agriculture' and 'non-EU agriculture'.

2.2.11

Where the words 'Soil Association organic' are used instead of our symbol, you should communicate about the value of the Soil Association organic standards in your marketing and promotional materials.

What the symbol should look like

2.2.12

You must reproduce the symbol from original artwork. Please contact your certification officer for a copy of the symbol.

2.2.13

The symbol must appear:

- complete and upright
- in proportion to the product description
- at least 10mm in diameter (example 'A')
- in black or white (examples 'B' and 'C')
- clearly visible
- clear and legible over the whole of a background, for example if used over a photograph (example 'D'), and
- no less prominent than the EU logo.

You must ask us if you wish to use the symbol at a smaller size than 10mm in diameter (for example on very small packaging) or in a colour other than black and white.



2.2.14

The symbol should be:

- on the main face of the label or packaging
- in proportion to the product description, but it works best if it is at least 12mm in diameter, and
- placed on a clear background that extends 30% beyond the area of the symbol (for example 3mm around a symbol 10mm in diameter).

2.2.15

The symbol must **not** appear:

- against a background that affects the legibility of the symbol (example 'E')
- incomplete
- at an angle
- within an extra circle either of an outline or solid colour (example 'F')
- in more than one colour (example 'G'), or
- with a different font or typeface (example 'H').

Examples of how **not** to use the symbol are shown below.



2.2.16

In addition to standards 2.2.10 - 2.2.15 you must also comply with the labelling standards in sections 3.5 (for producers) and 40.10 (for processors).

2.2.17 Revised 2016

The 'Soil Association organic' symbol is available in Welsh and Gaelic.



Note – you must only reproduce the symbol from original artwork (see standard 2.2.12). Please contact your certification officer for a copy of the symbol.

The EU organic logo

2.2.18

You must display the EU organic logo on your labels of packaged organic products. You may continue to market products that were produced, packed and labelled before 1 July 2010 without the EU organic logo, new certifier code or new 'country of origin' requirements until these stocks run out.

Our certifier code

2.2.19

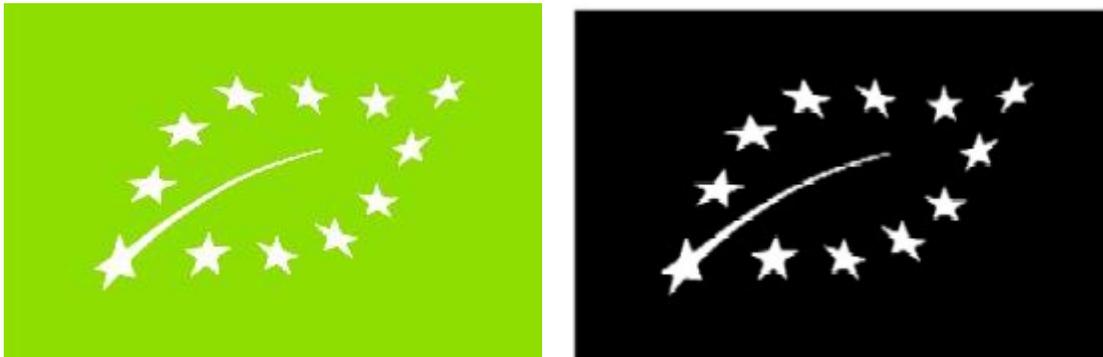
You may continue to place products on the market using existing packaging without the EU organic logo, new certifier code or new 'country of origin' requirements until 1 July 2012.

Thereafter your labels of packaged organic products that are placed on the market must also include the EU organic logo. Your certifier code must be placed in the same visual field as the logo. The place of farming should be placed immediately below the certifier code. The text should align with the left edge of the EU organic logo. For full guidance please refer to http://ec.europa.eu/agriculture/organic/eu-policy/logo_en and standards 3.5.8 and 3.5.9 (for producers), standards 40.10.9 to 40.10.14 (for processors).

2.2.20

The EU organic logo is published for use in green as shown below. The reference for single colour printing is Pantone 376, or if you print using four colour process, 50% cyan, 100% yellow. Where colour is not possible you may use black and white. It may also be possible to use other colours as

described in standard 2.2.20. Please refer to http://ec.europa.eu/agriculture/organic/eu-policy/logo_en for full details on how to use the EU organic logo.



2.2.21 Revised 2013 (applies from October 2013)

The EU organic logo must:

- appear at least 9mm high and 13.5mm wide, or
- appear 6mm high for very small packages, and
- have a proportional height to width ratio of 1:1.5

2.2.22

The EU organic logo may appear:

- anywhere on your packaging, providing it is easily visible, clearly legible and indelible
- in negative, if the background of your packaging is dark
- in the single colour of your packaging if you are only able to print one colour
- with an outer line around it to improve how it stands out on coloured backgrounds
- in conjunction with other logos and text referring to organic, providing this does not overlap, obscure or change the logo.

2.2.23

Our certifier code is 'GB-ORG-05'; it must appear in the same visual field as the EU organic logo. This certifier code will replace the old certifier code 'GB organic certification 5'. You should use the new certifier code on any new packaging from 1 July 2010. You may use labels displaying our old certifier code until 1 July 2012. Please refer to sections 3.5 (for producers) and 40.10 (for processors), for when to use 'GB-ORG-05'.

The approved product symbol

2.2.24

You may use the approved product symbol (which replaces the certified product symbol from January 2009) on non-organic products such as salt and agricultural inputs certified under our approved products scheme. You may **not** use the Soil Association organic symbol on these products. Please ask us if you would like further information on this scheme.



2.3 Inspection

2.3.1

Our inspectors check your operation to make sure that it meets our standards. The inspector will give you an inspection report.

We will draw up an action summary form (either at inspection or we will send it to you afterwards). This lists areas that do not comply with the standards and asks how you will correct them.

We may impose sanctions depending on the severity of the weakness. We grade these as:

- minor non-compliance
- major non-compliance
- critical non-compliance, or
- manifest infringement.

We may also ask for extra information to complete the approval process.

2.3.2

You must complete the action summary form with the actions you will take to comply with the standards, and return it to us with any other information we request before the deadline we give you.

When we have received your completed form and agreed that the information you have given is satisfactory we will approve the action summary form.

We will then issue your licence if you are an applicant or continue it if you are a licensee.

We may suspend or even terminate your licence if you do not send the completed form, or the information we request, within the deadlines. If your licence is suspended you must **not** trade as organic.

Additional inspections

2.3.3

We may do extra inspections throughout the year if:

- you wish to add a new enterprise to your licence
- you move to new premises
- we receive a complaint regarding your business
- you are selected as part of our spot inspection programme
- we need to inspect again to make sure you have corrected non-compliances, or
- our risk assessment of your operations suggests the need for this.

These may be announced or unannounced. We may charge you for these inspections. UKAS or Defra inspectors may accompany our inspectors.

Defra may also inspect you as part of their surveillance of our inspection procedures.

2.3.4

If you are an international group licensee you must comply with section 8.3 of IFOAM 'Norms for Organic Production and Processing'. Please refer to www.ifoam.org.

2.4 Certification

2.4.1

You must have available the current Soil Association standards relevant to your organic enterprises.

2.4.2

You must comply with all relevant standards for each enterprise or product shown on your trading schedule.

2.4.3

If you suspect or know a product you have produced, or another operator has supplied to you, does not comply with these standards, you must stop trading it and tell us immediately.

2.4.4

You may sell, or process for other companies to sell, only those products listed on your valid trading schedule.

2.4.5

If you sell direct to the public you must display your certificate of registration in a prominent place at the point of sale for consumers to see. You must also have your most up-to-date trading schedule available if consumers wish to see it.

2.4.6

If you wish to use our symbol, the wording 'GB-ORG-05' or reference to SA Certification or Soil Association on your product, it must be licensed by us. For the application process see standard 2.4.11.

2.4.7

Once we license you we will send you a new certificate of registration every 12 months. This is subject to you paying us your annual certification fees and showing by your annual inspection that you are continuing to meet our standards.

2.4.8

If you are a producer we calculate your fee each year primarily based on the area of your organically managed land.

2.4.9

If you are licensed under our processor certification scheme we will ask you each year to provide your total organic sales, which we use to help calculate your fees.

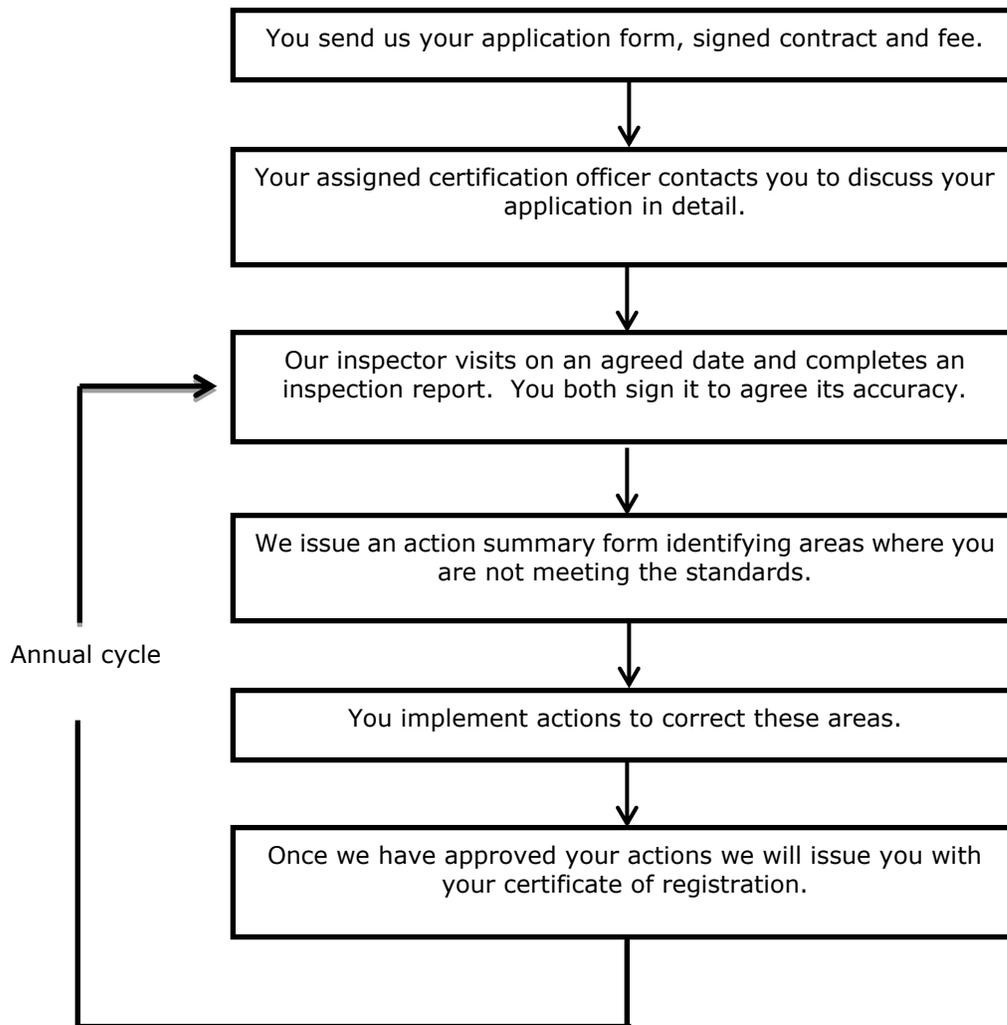
Complaints

2.4.10

We appreciate there may be occasions when you wish to make a formal complaint to us. This could be regarding service, standards, policy, another licensee or an unlicensed company. We have formal complaints and appeals procedures which are available on request. You can make a complaint in writing, by email or by telephone.

Inspection and certification process

2.4.11 Revised 2014



40 Processes in the chain between farm and consumer

Standards you must read with this chapter:

Chapter 1. The principles of organic production and processing

Chapter 2. The certification process

Chapter 41. Manufacturing

Processes in the chain between farm and consumer

40.1 Who these standards apply to

40.2 Principles of organic food processing

40.3 Do you need to be certified?

40.4 Products and ingredients certified to other organic standards

40.5 Importing

40.6 Record keeping

40.7 Genetic engineering and nanotechnology

40.8 Composition

40.9 Approving products

40.10 Labelling

40.1 Who these standards apply to

40.1.1

These standards apply after organic foods leave the farm. They apply, for example, to:

- storage and warehouse units
- food manufacturers and food importers
- on-farm processors and packers
- packers and wholesalers
- retailers who process, pack or label their food, and
- caterers and restaurants, if you wish to use our Soil Association symbol.

40.2 Principles of organic food processing

40.2.1

In addition to the principles in chapter 1, we have defined more detailed principles of organic food processing. These principles reflect our underlying philosophy and set out the ideal to strive for. They guide our standards and should also guide your manufacturing practice.

40.2.2

Organic foods are wholesome, authentic, unadulterated and of high quality.

Note -

- 'wholesome' means preferably whole, minimally processed, contributing to positive health
- 'authentic' means honest/genuine food from a known source, not giving a false impression regarding its nature
- 'unadulterated' means food made using recipes and methods that minimise the use of additives and processing aids
- 'high quality' means as good and as nutritious as possible (of its kind).

40.2.3

Organic foods are **not** fortified with added artificial nutrients, unless required by law.

40.2.4

The transformation of organic agricultural raw materials into food is easily traceable and kept separate from contamination.

40.2.5

New or novel technologies, ingredients and processes will **not** be applied automatically to organic food manufacturing.

40.2.6

There is no place for genetically modified organisms or their derivatives in organic food.

40.2.7

Emissions and pollutants are minimised at sites processing organic food and the processing site environment is conserved and respected.

40.2.8

Organic food packaging and transportation is minimised and environmentally responsible.

40.2.9

Labelling ensures transparency of information concerning the nature and ingredients of the food.

40.2.10

Social justice and rights and high standards of animal welfare are an integral part of the whole organic food production chain.

40.2.11

You should comply with the UN Convention for Human Rights (www.un.org/rights) and the core standards of the International Labour Organisation (www.ilo.org). This means you should allow your employees:

- the freedom to associate
- the right to organise, and
- the right to bargain collectively.

40.2.12

You must **not** use forced or involuntary labour or child labour that interferes with their education.

40.2.13

We may withdraw your certification if working conditions in your organic business do not meet legal requirements or the UN Convention for Human Rights.

40.2.14

If you have 10 or more employees you must have a policy that ensures you comply with legal requirements for human rights and labour relations.

40.3 Do you need to be certified?

40.3.1

If you want the products that you make, store or sell to be labelled as organic, you must hold a legal certificate of registration for that product from an organic certifier, such as us.

40.3.2

You need certification if you manufacture, trade, wholesale, distribute, store, break down, pack, repack, re-label or process organic materials out of sight of the final customer. This includes:

- wholesaling and storing products only, both packed and loose
- collecting bulk products from many points, for example milk haulier
- supplying ingredients to others to process for you
- catering and food service
- on-farm processing and packing
- importing organic raw materials or processed products from outside the EU
- first consignees of organic raw materials from outside the EU, and
- seed and animal feed mills.

Note – this covers all wholesalers, storage premises, including warehouses and distribution centres. It applies to those storing products in bulk, and those storing products that are already packed and labelled for the final consumer. However you do **not** need certification if you sell directly to the end consumer or user, or are a warehouse owned by or operating under contract to retailers or a store attached to a retail operation.

40.4 Products and ingredients certified to other organic standards (Revised 2019)	
Standards	Guidance
<p>40.4.1 Products and ingredients certified to other organic standards You may use products and ingredients that are certified to other organic standards, however some will have to be checked to verify that they meet Soil Association extra requirements so that the Soil Association logo can be used. These extra requirements may relate to any stage of the supply chain, including the primary production on farms. You must seek approval before using an ingredient/product where extra sourcing requirements apply. <i>Soil Association higher standard</i></p>	<p>The annex 'Sourcing Organic Ingredients' here details the types of product that need to be checked and the Soil Association requirements that apply.</p> <p>Organic ingredients that are certified to Soil Association standards already meet the SA's sourcing requirements. You can identify product certified to Soil Association standards from: a certificate with the Soil Association organic symbol; the words 'Soil Association Organic' or the Soil Association symbol on the packaging.</p> <p>If the organic ingredient you want to use is not certified to Soil Association standards it may need to meet extra requirements detailed in the annex 'Sourcing Organic Ingredients' here.</p> <p>To verify compliance with the Soil Association's requirements, we may require information from organic operators in your supply chain and their certifiers.</p> <p> On your product specification form you need to indicate your supplier for each organic ingredient and their certifier. For ingredients where SA has extra sourcing requirements, you will need to update your specification if your suppliers of ingredients change and seek our approval prior to use. We may also require you to keep additional records, depending on the sources you use.</p> <p>If you are unclear whether extra sourcing requirements apply, please contact your certification officer</p>
<p style="text-align: center;">Why?</p> <p>The Soil Association has higher organic standards than the legal organic minimum. We would like to ensure these higher standards apply across the whole supply chain but realise this is not always practically possible. We want to ensure that it is clear what our logo represents on higher standards of animal welfare, environmental protection and food quality, and for our licensees to be able to communicate this to customers.</p>	

40.5 Importing

40.5.1 New 2013 (applies from October 2013)

You must only import product in accordance with regulation 1235/2012 and 834/2007. This will include either bringing in:

- 'in-scope product' from approved third countries
- produce with import authorization
- produce certified by approved certifiers.

Importing from the EU

40.5.2

You may sell products certified as organic in the EU without further certification in the UK. However, you must be certified with us if you want to use our symbol.

Importing from third countries

40.5.3

To import organic products from outside the EU, you must make sure that:

- we or one of the other UK certifiers have certified you for these products
- every consignment has a 'certificate of inspection' (COI) from the certifier in the exporting country
- the relevant port health authority stamps the COI, and
- you keep these COIs for at least three years

40.5.4

If you are the first consignee and not the importer, you must send the original import certificate to the importer and keep a copy for yourself.

40.5.5 Revised 2013 (applies from October 2013)

You must make sure that product is approved before it is transported. You cannot get retrospective approval once the product has left the country of origin.

Importing from non-approved third countries

40.5.6 Revised 2013 (applies from October 2013)

If you are bringing in product with import authorisation you must be aware that these authorisations are specific to products and suppliers and non-transferable.

Note – the EU Commission has planned a phase out of import authorisations by July 2014.

40.5.7

To apply for import authorisation you must:

- get and complete an OB11 form from Defra (available from the Defra website), and
- send the completed form to Defra along with evidence (in English) that the product meets EU organic standards - Regulation (EC) 834/2007 - and that these production and inspection standards will continue to apply. See the Defra website for more details.

40.5.8

You must apply to Defra to renew the import authorisation before it expires.

40.5.9

If you are an importer or first consignee, you must allow inspections by us, or other approved certifiers.

Note - the inspector will wish to see:

- the EC 'certificate of inspection' (COI)
- the import authorisation, and
- the first consignee's name and address.

40.5.10

If we ask you must also provide full information on:

- where the products arrive in the EU, and
- where and how you will store the products.

40.6 Record keeping

40.6.1 Revised 2013

You must have paper or electronic records that prove the organic status of your products. Your records must cover all production stages, from goods received through to goods dispatched.

40.6.2 New 2013 (applies from February 2014)

You must have a system in place that allows retrospective traceability for all raw material and finished goods.

Note - this could include the following documents:

- goods in records
- batch codes for goods in records
- invoices for goods purchased
- delivery notes for goods received
- production records
- packing records
- batch numbers for goods produced
- dispatch notes
- remittance advice documents.

40.6.3

Your records must show that you:

- processed organic and non-organic products separately, and
- cleaned according to these standards before production.

40.6.4

Your financial records must show, as a minimum:

- the organic products' sale value
- annual stocktake records, and
- quantities sold on a daily basis to the final consumer if applicable.

40.6.5 Revised 2013

You must keep a complaints register for your business. This must record:

- all complaints you make or receive, and
- any response to the complaint and the action taken.

40.6.6 Revised 2013

You must:

- have a system to keep track of procedures and records to ensure they are correct, up to date and effective
- keep all records for at least two years or six months beyond the 'best before' or 'use by' date, whichever is the longer and have them available for your inspection.

Residue testing

40.6.7

If you or a third party does any residue testing on organic products and gets a positive result for any residue, you must inform us of that result immediately.

40.6.8

You must keep copies of negative results, as our inspector may need to see them.

40.7 Genetic engineering and nanotechnology

40.7.1

You must **not** use genetically modified organisms (GMOs) in organic food processing. They do not fit with the principles of organic agriculture as they pose potential risks to the environment and human health. Also, once they have been released into the environment they cannot be recalled.

40.7.2

You must produce organic products without using GMOs or their derivatives.

40.7.3

You must **not** use any ingredients containing GMOs or their derivatives in organic food including:

- organic ingredients
- additives
- processing aids
- ingredients of natural flavours
- micro-organisms, or
- enzymes.

40.7.4

You must get a signed GMO declaration form, if we ask you, from your suppliers of non-organic ingredients to show that they do not contain any GMOs or their derivatives. Depending on the risk of contamination, we may ask you to provide analysis or identity preservation certificates to support this.

Note – you must use our GMO declaration form. Please see our website or contact us for copies.

Contamination

40.7.5

Organic products must be free of contamination from GMOs, their derivatives and other contaminants. You must make sure you prevent contamination during production, processing, storage and transport.

40.7.6

If contamination occurs, or there is a risk of contamination, we may decide to withdraw certification from your crops or products, and suspend your licence while we investigate. We will decide if we can reinstate your licence on a case-by-case basis.

GM testing

40.7.7

If we feel there is a risk that organic food has been contaminated, we may need samples of products or ingredients to test for the presence of GMOs.

40.7.8

Analysis must be by the PCR method at 0.1% limit of detection.

Note – we will only use analysis when we consider the risks justify it. You may have to pay for these tests.

40.7.9

If you or a third party tests any of your organic products and gets a positive result, you must inform us of that result as soon as possible.

Nanotechnology

40.7.10

Nanotechnology involves the manipulation of materials and the creation of structures and systems at the scale of atoms and molecules. This can be either through simple physical processes or by specific engineering. Nanoparticles are commonly defined as measuring less than 100nm – one hundred millionths of a millimetre. Nanomaterials include:

- nanoparticles and nanoemulsions, and
- nanostructures including nanocapsules, nanotubes, fullerenes (buckyballs), quantum dots and nanowires.

The properties of nanomaterials can differ significantly from those at larger scales because quantum effects start to occur at the nanoscale. These differences may be in chemical reactivity and biological activity, solubility and mobility, colour and transparency, among others. Nanomaterials may therefore introduce new or heightened risks of toxicity, which are currently little understood. The possible effects of these nanomaterials on the environment, human and animal health are currently unknown.

These are examples of known and developing uses of nanotechnology:

- food additives, such as for flavouring, enhanced absorption of nutrients or modifying texture
- health and beauty, such as in transparent mineral sunscreens and make-up products
- packaging, including quantum dots for traceability, UV light filters, nanoclays as gas barriers and carbon nanotubes to alter strength-to-weight ratio
- medicinal, such as drug delivery, DNA vaccines and advanced therapies
- industrial, such as fuel additives and window coatings
- environmental, such as soil remediation
- electronic, such as nanocomponents in electronic circuits
- pesticides, such as pesticide delivery in nanoemulsions, and
- textiles, such as stain and water resistant coatings.

Manufactured nanoparticles include:

- engineered nanoparticles that are intentionally produced to have a specific novel property, such as for the uses listed above, and
- other manufactured nanoparticles that are produced incidentally by industrial processes, particularly modern high-energy processes such as those using high pressure (for example, some types of homogenisation).

There are many cases of naturally occurring nanoparticles, for example from volcanic eruptions or in wood smoke; these fall outside the scope of this standard.

40.7.11

You must **not** use ingredients containing manufactured nanoparticles, where:

- the mean particle size is 200nm or smaller, and
- the minimum particle size is 125nm or smaller.

Note – we recognise that this standard will have implications for some established manufacturing processes that produce nanoparticles incidentally. Until we research these more fully, we will **not** apply this standard to them. The standard does apply to engineered nanoparticles.

40.8 Composition

40.8.1

When you make organic foods and develop new lines you should:

- use local foods and fresh ingredients wherever possible (to reduce energy use and to support local communities)
- use as high a proportion of organic materials as possible
- keep processing to a minimum (to maintain the food's nutritional value)
- use as few additives and processing aids as possible, and
- use organic additives and flavourings if they are available.
-

40.8.2 New 2014 (applies from February 2014)

Organic processed food products must be composed of at least 50% agricultural ingredients. To determine whether a product is compliant, added water and cooking salt must not be taken into account.

Legislation

40.8.3

You must make sure your organic products meet all statutory requirements. This includes requirements concerning:

- grade
- composition
- quality
- quantity and
- product descriptions.

40.8.4

You must use substances, re-constitution techniques, additives and processing aids only in ways allowed by the law and by these Standards. Techniques must not be used to modify or restore attributes lost during the processing or storage process.

40.8.5

You must use organic ingredients if they are available in sufficient quantity and quality.

40.8.6

You must **not** use organic and non-organic versions of the same ingredient in the same product.

Additives
40.8.7 Revised 2014 (applies from February 2014)

You may only use the following additives in organic foods and according to the specific conditions against them. Additives marked with an asterisk must be included in the calculation of agricultural ingredients (to determine the organic percentage of a product).

Food additives, including carriers:

E no.	Name	Specific conditions	Organic origin
E160b	Annatto, bixin & norbixin*	Products of animal origin	
E170	Calcium carbonates	All authorised functions except colouring or calcium enrichment	
E250	Sodium nitrite (see note)	For curing meat. The ingoing amount must not exceed 80mg/kg and the residual amount must not exceed 50mg/kg	
E252	Potassium nitrate (saltpetre)	For curing meat. The ingoing amount must not exceed 80mg/kg and the residual amount must not exceed 50mg/kg	
E270	Lactic acid	Plant and animal products	
E290	Carbon dioxide	Plant and animal products	
E296	Malic acid	Plant products	
E300	Ascorbic acid	Plant and meat products	
E301	Sodium ascorbate	For use with nitrites or nitrates in meat products	
E306	Tocopherol rich extract (Vit E)*	Antioxidant in fats and oils (natural concentrate only)	
E322	Soya lecithin*	Plant and milk products	Yes
E322	Sunflower lecithin*	Plant and milk products	No
E325	Sodium lactate	For milk and meat products	
E330	Citric acid	Plant products	
E331	Sodium citrate	Products of animal origin	
E333	Calcium citrates	Plant products	
E334	Tartaric acid (L(+)-)	Plant products	
E335	Sodium tartrate	Plant products	
E336	Potassium tartrate	Plant products	
E341a	Monocalcium phosphate	Raising agent for self-raising flour	
E392	Extracts of rosemary*	Plant and animal products	Yes
E406	Agar	Plant, milk and meat products	
E407	Carrageenan	Plant and milk products	
E410	Locust bean gum*	Plant and animal products	Yes
E412	Guar gum*	Plant and animal products	Yes
E414	Arabic gum*	Plant and animal products	Yes

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E415	Xanthan gum	Plant and animal products	
E422	Glycerol	For plant extracts	
E440a	Pectin*	Plant and milk products	
E464	Hydroxypropyl methyl cellulose	Encapsulation material for capsules	
E500	Sodium carbonates	Plant products, dulce de leche, soured cream, butter and sour milk cheese	
E501	Potassium carbonates	Plant products	
E503	Ammonium carbonates	Raising agent in flour	
E516	Calcium sulphate	Carrier in plant products	
E524	Sodium hydroxide	Surface treatment of Laugengebäck (a type of traditional German pastry)	
E551	Silicon dioxide	Anti-caking agent for herbs and spices	
E941	Nitrogen	-	
E948	Oxygen	-	
E938	Argon	-	
E220	Sulphur dioxide	Wines and cider (for maximum levels see standards 40.8.7 & 44.1.5)	

Note – this additive can only be used, if it has been demonstrated to the satisfaction of the competent authority that no technological alternative, giving the same guarantees and/or allowing to maintain the specific features of the product, is available.

40.8.8 Revised 2014 (applies from February 2014)

For cider you may use E220 sulphur dioxide or E224 potassium metabisulphite. Total sulphur dioxide (SO²) levels in cider must not exceed 100 mg/l total SO² and 30 mg/l free SO².

Flavourings

40.8.9 Revised 2014 (applies from February 2014)

You may use natural flavouring substances and natural flavouring preparations only if:

- they are natural flavours as defined in regulation (EC) No 1334/2008
- they are not made from GMOs
- they do not contain anything made from GMOs
- for liquid flavours, water, glycerol, vegetable oil and ethanol are the only carrier solvents used, and
- for extraction, water, glycerol, vegetable oil, ethanol and carbon dioxide are the only solvents used.

40.8.10

For each flavour you must submit our GMO and natural flavouring declaration forms for us to approve.

40.8.11

You must use flavours made from organic ingredients if you want to use the name of the flavour in the name of the product.

Note - for example, you must use an organic strawberry flavour in organic strawberry flavoured ice cream.

Water

40.8.12

Water that you use as an ingredient, for rinsing equipment or for washing produce, must be potable (fit for drinking). You must tell us:

- where the water comes from, and
- how you treat the water and what you add to it.

Brewers must seek permission before Burtonising water for brewing.

Salt

40.8.13

You may use salt, either as sodium chloride or potassium chloride, in organic products.

With our approval, you may use salt with anti-caking agent, provided you can justify that it is necessary in your production process.

Note - generally, you do not need to use anti-caking agents if the salt grains are in the range 1-3mm.

Micro-organisms

40.8.14 Revised 2013 (applies from October 2013)

To make organic products, you may add micro-organisms that:

- are normally used in food production
- are **not** genetically modified
- do **not** contain detectable GM DNA from the substrates used to grow the micro-organisms, and
- preferably, are grown on organic substrates.

Note - from 1st January 2014 yeast and yeast products will be considered as ingredients of agricultural origin. This means they will form part of the percentage calculations for product formulations. Please see yeast standard 41.2.15.

Vitamins and minerals

40.8.15 Revised 2013

You may only use vitamins, minerals, amino acids and trace elements in organic products if the law requires you to.

Notes - the Bread and Flour Regulations (1998) state that iron, thiamine (vitamin B1) and nicotinic acid (vitamin B3) in a carrier of calcium carbonate must be added to flour, except wholemeal flour. The Spreadable Fats (Marketing Standards) (England) Regulations (1999) state that vitamin A (retinol) and vitamin D (calciferol) must be added to margarine.

40.8.16

You must **not** add vitamins and minerals to liquid milk.

Colourants for cheese**40.8.17 Revised 2014 (applies from February 2014)**

You may add annatto, bixin and norbixin to Red Leicester, Double Gloucester, Cheddar and Mimolette Cheese, but you must include it in the calculation of organic agricultural ingredients.

Processing aids**40.8.18 Revised 2014 (applies from February 2014)**

You may only use the processing aids in the table below. Many have specific conditions against them. You may only use the processing aid in line with the specific condition.

<i>Processing aid name</i>	<i>Preparation of food stuffs of plant origin</i>	<i>Preparation of food stuffs of animal origin</i>	<i>Specific conditions</i>
Water	*	*	Drinking water within the meaning of Council Directive 98/83/EC
Calcium chloride	*		Coagulation agent
Calcium carbonate	*		
Calcium sulphate	*		Coagulation agent
Calcium hydroxide	*		
Magnesium chloride (or nigari)	*		Coagulation agent
Potassium carbonate	*		Drying of grapes
Carbon dioxide	*	*	
Nitrogen	*	*	
Ethanol	*	*	Solvent
Tannic acid	*		Filtration aid
Egg white albumen	*		
Casein	*		
Gelatin	*		
Isinglass	*		
Vegetable oils	*	*	Greasing or releasing or anti-foaming agent
Silicon dioxide gel or colloidal solution	*		
Activated carbon	*		
Bentonite	*		As a sticking agent for mead (see note 1). In compliance with the specific purity criteria for food additive E558.
Diatomaceous earth	*	*	Gelatine production (see note 1)
Cellulose	*	*	Gelatine production (see note 1)
Perlite	*	*	Gelatine production (see note 1)
Hazelnut shells	*		
Beeswax	*		Releasing agent
Carnuba wax	*		Releasing agent
Sodium carbonate	*		Sugar production
Sodium hydroxide	*		Sugar production
Ammonium hydroxide		*	Gelatine production
Hydrogen peroxide		*	Gelatine production

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Sulphuric acid	*	*	Sugar(s) production (see note 2) Gelatine production (see note 1) For the regulation of the pH of the brine bath in the processing of Gouda, Edam and Maasdammer cheeses, Boerenkaas, Friese and Leidse Nagelkaas
Hydrochloric acid		*	
Citric acid production	*	*	For the regulation of the pH of the brine bath in cheese production (see note 1). Oil production and hydrolysis of starch (see note 2).
Lactic acid production		*	For the regulation of the pH of the brine bath in cheese production (see note 1).
Rice meal	*		

Notes -

1. The restriction concerns only animal products
2. The restriction concerns only plant products

40.8.19

To make organic products you may use micro-organisms and enzymes which:

- are normally used as processing aids
- are **not** genetically modified
- in the case of enzymes, are **not** made by GMOs, and
- do **not** contain detectable GM DNA from the substrates used to grow the micro-organisms.

Non-organic ingredients

40.8.20

The EU considers that the following unprocessed crops are not available in organic form. You may use them in non-organic form.

Edible fruits, nuts and seeds:

- acorns (*Quercus* species)
- cola nuts (*Cola acuminata*)
- passion fruit also known as maracujas (*Passiflora edulis*)
- dried raspberries (*Rubus idaeus*)
- dried redcurrants (*Ribes rubrum*).

Edible spices and herbs:

- Peruvian pepper (*Schinus molle* L.)
- horseradish seeds (*Armoracia rusticana*)
- lesser galanga (*Alpina officinarum*)
- safflower flowers (*Carthamus tinctorius*).

Algae, including seaweeds, which are allowed as food ingredients.

Note - spirulina algae (*Arthrospira platensis*) must be organic.

40.8.21

The EU considers most fats and oils from plants are available in organic form. If you cannot find one in organic form you will have to follow the procedure in standard 40.8.25.

40.8.22

Fats and oils, whether organic or non-organic, must **not** be chemically modified.

40.8.23

The EU realises that the following products are not yet available in organic form. You may use them in non-organic form.

Sugars and starches from cereals and tubers:

- fructose
- rice paper
- unleavened bread paper, and
- starch from rice and waxy maize.

Miscellaneous products:

- pea protein (*Pisum* species),
- rum, only obtained from cane sugar juice, and
- kirsch made from fruits as a flavouring as explained in 40.8.8.

40.8.24

Sugars and starches, whether organic or non-organic, must **not** be chemically modified.

40.8.25

The EU considers the following animal products are not yet available in organic form. You may use them in non-organic form:

- aquatic organisms, which have **not** been farmed and which are allowed in non-organic food
- gelatin
- whey powder, and
- natural sausage skin casings.

40.8.26

If you cannot find an organic ingredient, and the ingredient is not listed in 40.8.19 - 40.8.24, you may seek a derogation to use it as non-organic. You must:

- complete Defra form number OB9 to receive a derogation to use the non-organic version, and
- get our permission to use that non-organic ingredient. We may **not** give this, even if Defra has granted a derogation, if we consider there are organic substitutes available.

Note - Defra normally issues derogations for 12 months then for two further periods of 12 months each. However, Defra may cancel derogations or reduce the time of derogations if enough of the ingredient in organic form becomes available in the EU.

Irradiation

40.8.27 Revised 2013

You must **not** use ionising radiation for the treatment of organic food or feed, or of raw materials used in organic food or feed.

40.9 Approving products

40.9.1

Before you market your products with any reference to organic, organically grown, organically produced or in-conversion, we must have approved them and listed them on your trading schedule. Any changes to your products must be approved by us before you market them.

40.10 Labelling

40.10.1

You must comply with these labelling standards for:

- raw materials
- retail and bulk products
- processed and unprocessed products, and any
- promotional material, catalogues and websites.

40.10.2

Your labels must:

- clearly and accurately describe the product, and
- comply with all relevant legislation.

Approving your artwork

40.10.3

Your labels, websites, catalogues and promotional material must comply with our standards.

Products with 95 - 100% organic ingredients

40.10.4

To label your product as organic (or organically grown or produced), it must contain:

- at least 95 per cent (by weight) of the agricultural ingredients (including those additives marked with an asterisk in standard 40.8.7) as organic, and
- only non-organic ingredients and processing aids listed in section 40.8 (Composition).

For feed products, this percentage must be calculated from dry matter content.

Example: fruit yoghurt (ingredients per kg)

<i>Agricultural origin</i>		<i>Non-agricultural ingredients</i>	
	850g	• Citric acid (permitted additive):	5g
Organic yoghurt (made with organic milk + starter culture only):			
Organic fruit:	50g		
Organic sugar:	50g		
Organic pectin (permitted additive):	20g		
Non-organic waxy maize starch (permitted non-organic agricultural ingredient):	25g		

The organic percentage is the total organic agricultural ingredients divided by the total agricultural ingredients:

$$\frac{(850+50+50+20)}{(850+50+50+20+25)} \times 100 = 97.5\%$$

Therefore this product contains over 95% organic agricultural ingredients so you can label it as organic.

Note - you can exclude the citric acid from the calculation.

Products with less than 95% organic ingredients

40.10.5

For products where the main ingredient is a product of hunting or fishing and other agricultural ingredients are organic:

- you may identify the organic ingredients in the same field of view as, but not more prominent than, the product description
- you must identify the organic ingredients in the ingredient panel using the same colour, size and style of lettering as for the non-organic ingredients, and
- you must include in the ingredient panel the total percentage of organic ingredients (as a percentage of the agricultural ingredients).

40.10.6

For products where less than 95% of the agricultural ingredients are organic, you must only identify the organic ingredients in the ingredient panel:

- using the same colour, size and style of lettering as for the non-organic ingredients
- include the total percentage of organic ingredients (as a percentage of the agricultural ingredients), and
- using the symbol (but only here)

For bulk products which do not include the ingredient information on the label you must indicate the total percentage of organic ingredients on the product label.

Labelling in-conversion products

40.10.7 Revised 2013 (applies from October 2013)

To label your product as 'in-conversion', the product must:

- contain only one agricultural ingredient, which must be of plant origin, either processed or unprocessed, and
- have been grown on land that has gone through at least a 12 month conversion period before the crop was harvested.

The label must:

- **not** mislead the consumer that the product is organic
- **not** include the Soil Association symbol, and
- include the wording 'product under conversion to organic farming'. This must **not** be more prominent in colour, size and style of lettering than the sales description of the product. The words 'organic farming' must **not** be more prominent than the words 'product under conversion to'.
- Include our certifier code 'GB-ORG-05'

Note - you may use the wording 'Soil Association approved organic conversion'.

Identifying organic ingredients

40.10.8

Your labels must identify the organic and non-organic ingredients in the ingredient panel.

Identifying the certifier

40.10.9



You must display the EU organic logo on your labels of packaged organic products. You may continue to market products that were produced, packed and labelled before 1 July 2010 without the EU organic logo, new certifier code or new 'country of origin' requirements (below) until these stocks run out.

You may continue to place on the market products using existing packaging without the EU organic logo, new certifier code or new 'country of origin' requirements until 1 July 2012. Thereafter your labels of packaged organic products must include:

- the EU organic logo, and
- a declaration of where the ingredients have been farmed as 'EU agriculture', 'non-EU agriculture', or 'EU/non-EU agriculture':
 - i. in the same visual field as the EU organic logo; below the certifier code, and no more prominent than the sales description
 - ii. you can replace EU or non-EU with a particular country if all ingredients were farmed there
 - iii. you do **not** have to count small amounts of ingredients up to a total of 2% of the agricultural ingredients.

You do not have to use the EU organic logo on products imported from countries outside the EU, but if you do you must also use the declaration of where the ingredients have been farmed.

40.10.10

You must **not** use the EU organic logo on:

- products with less than 95% organic ingredients
- in-conversion products.

Identifying the certifier

40.10.11

Your labels must include the code of the certifier who licenses the company that applies the labels. If that certifier is us, you must use our code, 'GB-ORG-05'. This must appear in the same visual field as the EU organic logo if the EU organic logo is used.

40.10.12

If it is another certifier, then you must use their code, even if the label also has the Soil Association symbol. For example, if an Ecocert licensee in France labels a product with the Soil Association symbol, the product must have the Ecocert code 'FR-BIO-01' and **not** 'GB-ORG-05'.

40.10.13

If the company applying the label is based outside the EU, even if we certify it, your labels must **not** use 'GB-ORG-05'. Only products we certify in the UK can use this code. Your label must identify us as the certifier (see section 2.2).

40.10.14

Labels of non-food products, such as textiles and health and beauty care, must **not** include the code of the certifier.

Clear labelling

40.10.15

Your label should list:

- salt which contains anti-caking/free flow agent
- reconstituted ingredients, labelled as dried or reconstituted
- all processing aids that are used to produce the product
- the percentage of any water added, and
- processing methods that are not immediately obvious to the consumer, for example, homogenisation, standardisation, UHT, part-baked and electrically tenderised meat.

40.10.16

If your company trade name includes the word organic, you must **not** use that on labels of non-organic products. For example, you could **not** use the name 'Brown Farm Organics' on non-organic products.

40.10.17

If you produce organic and non-organic lines in the same range, you must ensure that the packaging is sufficiently distinguished (for example by colour, design or wording) to prevent confusion.

40.10.18

Your labels must list all ingredients, including ingredients of ingredients, in descending order by weight unless legally exempt. However, you must still identify non-organic ingredients including ingredients of ingredients.

40.10.19

Your labels must list vegetable oils and starches individually, for example, rapeseed oil (to help consumers with allergies), and any additive used as an emulsifier or stabiliser.

Note - we recommend you list every single ingredient, even if labelling regulations state that it is not necessary.

40.10.20

Your labels/packageaging must display a traceability code, such as batch or date code.

Labelling claims

40.10.21

If you make a claim on your label then you must be able to substantiate it.

40.10.22

Your sales description and product name must accurately describe the product.

Note - for example if:

- you label your product as 'organic mint biscuits', it must contain organic mint
- your product does **not** contain organic mint, you can only label it as 'organic biscuits with mint'
- you label your product as 'organic strawberry flavoured ice cream' it must contain organic strawberry flavouring
- your product does **not** contain organic strawberry flavouring, it could only be labelled as 'organic ice cream with strawberry flavour'.

40.10.23

If you want to label your product as 'pure' or '100% organic', you can only do so if all the ingredients are organic. If you add water, salt or any other non-agricultural ingredients, you may **not** label it as '100% organic'.

Note - you could use the phrase, '100 per cent of the agricultural ingredients are organic'.

40.10.24

You must **not** use phrases such as 'GMO free' unless you can prove this, if challenged.

Note - we suggest you use:

- 'organic standards prohibit the use of GM materials', or
- 'non-GM'.

40.10.25

You must **not** use phrases such as 'pesticide free' unless you can prove this, if challenged.

Note - we suggest you use:

- 'organic agriculture aims to avoid the use of artificial pesticides and fertilisers'
- 'organic standards restrict the use of artificial pesticides and fertilisers', or
- 'grown under organic standards which minimise the use of artificial pesticides and fertilisers'.

40.10.26

We do **not** endorse any particular product. You must **not** use phrases such as 'endorsed by the Soil Association' on labelling or other advertising material.

Labelling vitamins and flavours

40.10.27

If you claim that the product is fortified with vitamins or minerals, we may ask you to provide evidence that the vitamin or mineral is legally required in the product. See 40.8.3.

40.10.28 Revised 2014 (applies from February 2014)

If you use E300 ascorbic acid as an additive (e.g. as an acidity regulator or antioxidant), you must label it with its specific additive name and/or its 'E' number. This is 'E300' or 'ascorbic acid' or 'L-ascorbic acid'. You cannot simply label it as 'vitamin C'. We would accept reference to vitamin C in the ingredients panel immediately after this information only.

40.10.29 Revised 2014 (applies from February 2014)

If you use E306 tocopherol as an additive (e.g. as an antioxidant), you must label it with its specific additive name and/or its 'E' number. You cannot simply label it as 'vitamin E'. We would accept reference to vitamin E in the ingredients panel immediately after this information only.

40.10.30

However, if fortification of your product is legally required, you can label the additives as, for example, 'vitamin C' or 'vitamin E'.

Labelling juices

40.10.31

You must **not** label juice made from concentrate as 'pure'.

40.10.32

If your juice is made from concentrate, you must include the phrase 'juice from concentrate', as part of the sales description. If your multiple ingredient product contains juice from concentrate you

must mention this on the ingredients declaration.

Fish labelling

40.10.33

You must describe organic fish as 'organic farmed fish' in the sales description and in any advertising literature.

40.10.34

For a multi-ingredient product you must refer to farmed fish somewhere on the label.

40.10.35

You must **not** label wild harvested fish and shellfish as 'organic'.

Labelling for retailers, restaurants and farm shops

40.10.36

You must display your certificate of registration (see standard 2.4.5).

Note - provided you display your certificate, you do not need to label any loose produce with the certification code 'GB-ORG-05'.

40.10.37

If you sell loose organic products, you must label them clearly and separate them from any non-organic product to prevent confusion (or contamination).

40.10.38

If you pack or re-label organic products you must comply with the labelling standards.

Labelling for box schemes

40.10.39

If you have a box scheme selling direct to the end consumer, you must:

- include your company name and address on the box, or on accompanying paperwork
- include our symbol and use the certifier code 'GB-ORG-05' (see section 2.2)
- **not** use our symbol on the box or paperwork if your boxes contain more than half in-conversion produce, and
- wrap and label in-conversion produce separately from organic or make sure that it is identified on paperwork (see standard 40.10.7).

40.10.40

If you sell boxes to another company you must label the box as organic and use our certifier code 'GB-ORG-05'.

Labelling of bulk and wholesale products

40.10.41

If you are selling a bulk product, the ingredient information must be either on the label, or on a document with the product.

40.10.42 Revised 2013 (applies from February 2014)

If you send an organic product to another company, including retailers, wholesalers and other licensees for further processing, packing or re-labelling then you must label it:

- so that the recipient can easily identify the product and status, the seller or owner, their certification code, traceability code and % organic (if less than 95%).
- with the words 'Soil Association Organic' or the Soil Association symbol.

40.10.43

For bulk transport you must include this information on separate documentation and include the name of the transporter. You must be able to link the documents with the container or vehicle.

Dispatch documentation

40.10.44

You must send delivery notes and/or invoices with goods out. They must include the word 'organic' in the product description. It must be clear which products are organic and which not.

Note - if your company name includes the word organic, this is **not** enough to indicate that the product is organic.

Labelling eggs

40.10.45

You must only use colours in accordance with article 2(9) of directive 94/36/EC for stamping eggshells.

41 Manufacturing

Standards you must read with this chapter:

Chapter 1. The principles of organic production and processing

Chapter 2. The certification process

Chapter 40. Processes in the chain between farm and consumer

Manufacturing

41.1 General requirements

41.2 Processing

41.3 Plant and equipment

41.4 Incoming goods

41.5 Storage and warehousing

41.6 Packaging

41.7 Transport

41.8 Cleaning and hygiene

41.9 Pest control

Note – sections on record keeping and labelling are at 40.6 and 40.10

41.1 General requirements

Organic integrity

41.1.1

You must:

- have procedures to maintain the organic integrity of your products, from buying raw materials to goods out
- always work to good practice guidelines for your sector of the food industry
- operate high standards of hygiene in the premises make sure that staff operate high standards of personal hygiene, and
- make sure that organic food is **not** contaminated, for example with:
 - i. non-organic foods
 - ii. cleaning and pest control products
 - iii. packaging materials and foreign bodies such as glass or metal, or
 - iv. pests, pathogenic or spoilage micro-organisms.

41.1.2

You must only use agricultural ingredients that comply with these standards.

41.1.3

You should follow ISO 9000/BRC procedures or equivalent in your paperwork, quality control and work processes.

41.1.4

If you process organic products rarely you must tell us so that we can arrange an inspection that coincides with one of your production dates. You must inform us one month before any production date.

Note - 'rarely' means less frequently than every two months.

Training and staffing

41.1.5

You must ensure that those involved in processing organic food:

- are fully trained for the tasks they are carrying out
- are aware of the relevant standards, and
- understand the importance of maintaining organic integrity throughout the production cycle.

Complying with legislation

41.1.6

You must make sure your organic business meets all relevant statutory requirements. This includes requirements about:

- premises
- equipment
- staff facilities
- general hygiene, and
- protection of food from contamination or deterioration.

41.2 Processing

Processing methods

41.2.1

You should:

- minimise processing to preserve the vital quality of organic foods, and
- minimise energy use and waste.

41.2.2

When you make an organic product you must use only the following methods:

- mechanical, physical and biological methods of food processing
- washing as we allow in these standards
- cleaning as we allow in these standards, and
- heating and cooling.

41.2.3

You must **not** irradiate organic products or use products that have been irradiated.

41.2.4

You may use ultra violet (UV) light for water treatment and surface sterilisation of products.

Separation

41.2.5

You must keep organic products and non-organic products separate at all stages.

Note - in some cases, we may require that you produce organic foods on a site or in a building or with equipment that handles only organic food.

41.2.6

If you process organic and non-organic products either using the same equipment or at the same site, you must minimise the risk of contamination.

You must:

- assess the risk of contamination and accidental substitution and put in place controls to avoid those risks
- process organic products separately from non-organic products
- clean, only in ways we allow, the plant and equipment you use to make organic products before you start processing, and
- finish the whole run of organic products before you start to process non-organic products.

For those we consider high-risk operations, we will conduct an additional unannounced inspection annually at your expense and we may require that you adopt additional measures to ensure organic

integrity.

Fruit and vegetables

41.2.7 Revised 2013 (applies from February 2014)

You may use ethylene only:

- for sprout inhibition of onions and potatoes, but only
 - i. until 1st July 2014, and
 - ii. if you investigate alternatives to synthetically produced ethylene, and

Note – between 2013 and 2014 we are undertaking a review of ethylene use and feasible alternatives to synthetically produced ethylene. Please contact us at consultation@soilassociation.org for more information or to get involved.

You may use ethylene:

- to ripen bananas, kiwis, kakis and citrus (only as part of a strategy to prevent fruit fly damage).

Note - you should ripen fruit naturally.

41.2.8

You may wash fruit and vegetables in fresh water or natural acid washes but you must:

- only use products listed in standard 40.8.6
- only use products that are allowed by law, and
- submit details of the washes for our approval before use.

41.2.9

You must **not**:

- wash organic fruit and vegetables in water with more chlorine than allowed in drinking water (5ppm)
- use wax coatings directly onto fruit or vegetables.

41.2.10

You may treat fruit and vegetable juice with ultra-violet (UV) light as an alternative to pasteurisation.

Honey

41.2.11

You must:

- use temperatures under 60°C to liquefy organic honey
- hold honey for less than six hours at this temperature, and
- have procedures in place to ensure that the honey does **not** remain above 50°C for more than eight hours.

41.2.12

You must **not**:

- pasteurise organic honey
- use heat exchangers or warm rooms operating over 65°C, or
- sell baker's honey or filtered honey as organic.

Note – 'baker's honey' and 'filtered honey' come from the Honey Regulation (2003). Bakers honey is only fit for processing. Filtered honey refers to the use of fine filters that prolong shelf life.

Dairy

41.2.13

With our approval, you may use Ultra Heat Treated drinking milk (UHT) as an ingredient in other products. You must give us justification for this and clearly label its use.

Baking

41.2.14 Revised 2014 (applies from February 2014)

If you use the same tins or prover pockets for organic and non-organic products, you must:

- check them, before use for organic products, and reject those which have residues of non-organic products, and
- record how many you reject during these checks and keep the records for us to inspect

Note - you should use clearly marked baking tins and trays that are dedicated to organic production.

41.2.15 New (applies from February 2014)

If you use the same tins or prover pockets for organic and non-organic products and you use dusting flours, these must be organic. Organic release agents should be used when possible.

Note – we invite representations from manufacturers of organic release agents by 2016, when we will review this standard.

Yeast

41.2.16 Revised 2013 (applies from October 2013)

To produce organic yeast, you must culture it on a substrate of at least 95% certified organic origin. If you are unable to obtain organic yeast extract or autolysate*, you may add up to 5% non-organic yeast extract or autolysate to the substrate (calculated in dry matter). You must be able to demonstrate that you have tried to source organic yeast extract or autolysate.

The European Commission plan to review this permission by 31st December 2013.

If you use enzymes or other micro-organisms in the process of manufacturing the organic yeast, you must use them from a certified organic source, if that is available. The seed yeast that you use may be non-organic, but it must not contain or be produced using genetically modified organisms.

From 1st January 2014 yeast and yeast products will be considered as ingredients of agricultural

origin. This means they will form part of the percentage calculations for product formulations.

Note - all general standards governing food processing and packing (chapters 40 and 41) apply for producing organic yeast.

The following processing aids are permitted for the production of yeast and yeast products:

Name	Primary yeast	Yeast confections/ formulations	Specific conditions
Calcium chloride	X		
Carbon dioxide	X	X	
Citric acid	X		For the regulation of the pH in yeast production
Lactic acid	X		For the regulation of the pH in yeast production
Nitrogen	X	X	
Oxygen	X	X	
Potato starch	X	X	For filtering
Sodium carbonate	X	X	For the regulation of the pH
Vegetable oils	X	X	Greasing, releasing or anti-foaming agent

* Autolysate – when all or part of a cell or tissue breaks down by self-produced enzymes, the product is called autolysate.

41.3 Plant and equipment

41.3.1

You should use buildings and machinery for your organic processes that:

- process only organic products
- are energy efficient
- minimise waste, and
- are easy to clean and are hygienic.

41.3.2

Any material that will come into contact with organic food must be:

- made from non-porous food grade material, and
- smooth and free from cracks and crevices.

41.3.3

You must make sure that epoxy lined and non-stick vats and containers are **not** damaged or worn to the extent that they could contaminate the organic product.

41.3.4

You must **not** use aluminium equipment if the organic food or drink is:

- abrasive
- acidic (pH less than or equal to 4.5), or
- salty (more than 2% salt).

41.3.5

You must **not** use lead containers to store or process organic foods.

41.4 Incoming goods

41.4.1

You must:

- book all goods into storage
- check the organic status and make a record of this check, and
- check that the supplier is on the list of suppliers that we have approved.

41.4.2

If you find any problems with checks on incoming goods, such as missing or incorrect information, you must **not** sell the product as organic or use it as an ingredient in an organic product until you have made sure that the delivery is correct.

41.4.3

If you cannot be sure about the organic status of the delivery you must either:

- get written confirmation from the supplier
- send it back
- sell it as non-organic, or
- use it in non-organic products.

41.5 Storage and warehousing

41.5.1

You must:

- label the room, area, or racking with the word 'organic' to show that it is for storing organic products
- label all organic materials clearly to avoid accidental contamination
- have sufficient space or barriers around the organic storage area to stop accidental contamination
- only use stores, bins and containers that are made of materials suitable for contact with the food they are to store
- dedicate and label bins and containers as organic
- prevent contamination by birds, insects and vermin, and
- clean the stores regularly so that there are no residues which could contaminate organic products or encourage pests.

41.5.2

You should keep storage records including:

- stock records
- traceability records, and
- records showing that the store was cleaned regularly during use and before holding organic products.

41.6 Packaging

41.6.1

When selecting packaging, you will be taking into account factors such as: presenting your product in optimum condition, safety and hygiene, security and integrity, cost, production processes, and market requirements. Packaging of organic products should also meet the best possible environmental practice; consumers expect this too. Therefore, you should consider the environmental impacts of your packaging alongside these factors.

41.6.2

You should refer to the Soil Association guidance document 'Reduce, re-use, recycle: A guide to minimising the environmental impact of packaging' to help you meet these standards. Please contact us for a copy.

41.6.3

These standards apply to packaging of products that you introduce into the supply chain.

41.6.4

We define packaging as all primary (retail), secondary (grouping, display) and tertiary (transport) materials used for:

- containing
- protecting
- preserving
- handling
- storage
- delivery
- labeling
- marketing, and
- presentation of your products.

Note - we include bulk bins but **not** transport pallets in this definition.

Note - for guidance, please refer to chapters 2 and 4 of the Soil Association packaging guide.

41.6.5

You must ensure that your packaging meets all relevant legislation relating to packaging, packaging waste, and materials in contact with food.

Note - for guidance, please refer to chapter 3 of the Soil Association packaging guide.

41.6.6

You must ensure that your packaging is fit for its intended use.

41.6.7

You must store packaging in clean, dry and hygienic conditions.

41.6.8

To minimise the direct and indirect environmental impacts of your packaging during its life cycle, you must:

- minimise the amount of material used
- maximise the amount of material that can be reused or recycled, and
- use materials with recycled content where possible.

You must be able to demonstrate, at your inspection, that you have done this for each packaging format you use. You may use a form from us to help you do this. Please contact us for copies and guidance.

Note - for guidance, please refer to chapter 6 of the Soil Association packaging guide.

41.6.9

You must review your packaging against standard 41.6.8 at least every three years and be able to demonstrate that you have done this, for example by keeping minutes of review meetings, or having a formal policy requiring this.

41.6.10

If you use renewable materials, they should be from sources with demonstrable controls over sustainability, e.g. FSC for timber products.

Note - for guidance, please refer to chapter 6 of the Soil Association packaging guide.

41.6.11

If you use bleached paper or cardboard, it must be totally chlorine free (TCF) or elemental chlorine free (ECF). Recycled paper must be process chlorine free (PCF).

41.6.12

You must **not** use these materials in your packaging:

- unlacquered aluminium foils if the food is acidic (with a pH less than or equal to 4.5) or salty (containing more than 2% salt)
- coatings, dyes or inks that contain phthalates if they will be in direct contact with foodstuffs
- polyvinyl chloride (PVC)
Note - you may use other chlorinated plastics, such as PVdC
- materials or substances that contain, have been derived from, or manufactured using, genetically modified organisms or genetically engineered enzymes
- synthetic coatings for cheese if they contain fungicides
- wood that has been treated with preservatives
Note - this includes bulk bins but not transport pallets.

You must be able to prove to us that you have **not** used these materials, for example by having

written confirmation from your supplier.

41.6.13

For packaging that you reuse, you must:

- make sure it is in good repair, clean and free of contamination, and
- if previously used for non-organic products, clean it so that no residues remain.

41.6.14

If you use transparent synthetic coatings for cheese, you must explain that they are non-organic on the label.

41.6.15

For any compostable or biodegradable primary packaging (other than paper, cardboard and wood) that you use, you must:

- ensure that it conforms with the European standard for compostable packaging (EN13432), and
- clearly label it to indicate the best means of disposal (see section 40.10 on labelling and approving your artwork).

Note – these materials are often derived from genetically modified organisms or use genetically engineered enzymes in their manufacture. Use of such materials is **not** permitted under standard 41.6.12.

Note – for guidance, please refer to chapter 7 of the Soil Association packaging guide.

41.6.16

You must ensure that any environmental information, claims and symbols on your packaging are clear, truthful and accurate and conform to Defra's Green Claims code (see section 40.10 on labelling and approving your artwork).

Note - for guidance, please refer to chapter 9 of the Soil Association packaging guide.

41.6.17

You should provide consumers with information about your packaging, for example, about the materials you have selected, its purpose, and how they can minimise its environmental impact at disposal.

Note - for guidance, please refer to chapter 9 of the Soil Association packaging guide.

41.6.18

If your packaging does **not** comply with these standards, we will ask you to revise it.

41.7 Transport

41.7.1

Organic food should be produced locally. This can reduce energy use and the need to conserve freshness artificially. It may also promote greater contact and understanding between farmers and consumers.

41.7.2

You should:

- try to identify local suppliers and local markets for organic products
- avoid air freight where possible
- reduce the need for transport, and
- use, manage and maintain transport so that it uses as little energy as possible.

41.7.3

To prevent contamination, mixing or substitution of organic with non-organic products you must:

- transport organic goods in closed packaging or containers
- transport organic goods in vehicles that are suitable for them
- make sure the loading equipment and the vehicles are clean and have been cleaned only in ways we allow in these standards, and
- record details of all collection runs and record results of all the checks you make.

41.7.4

You must only transport chilled or frozen organic goods in vehicles that have systems to ensure the temperature stays correct throughout the journey.

41.7.5

If you wish to mix milk from different farms in tankers, or to transfer milk from one tanker to another you must be licensed to do this.

41.7.6

If you are importing or exporting air freighted products and ingredients, you must record:

- what was air freighted
- the quantity
- the country of origin, and
- the port and date of entry into the EU.

41.8 Cleaning and hygiene

41.8.1

You must, as a priority, avoid the contamination of organic foods by pathogenic or spoilage micro-organisms.

41.8.2

You may use:

- all detergents, disinfectants, sterilants and terminal sanitisers allowed for use in the food industry, according to manufacturers' instructions
- dry cleaning methods where they will **not** risk organic integrity, or
- ultra-violet radiation to prevent mould growth on the surface of dough and baked goods, but you must inform us before installing this equipment. You must make sure and show us that it complies with all relevant safety legislation.

41.8.3 Revised 2013

You must:

- clean all surfaces that may be in contact with organic products before the start of production
- clean throughout the production process to prevent build-up of residues or micro-organisms that could contaminate the product
- always rinse off remaining disinfectants and sanitisers with potable water to prevent residues left on the surface contaminating the organic food, and
- only use alcohol wipes that do **not** leave any residue after the alcohol has evaporated.

41.8.4

You must **not**:

- leave sanitisers in contact with the equipment before you make organic products
- use substances on contact surfaces that could taint or contaminate organic products, or
- use ionising radiation on equipment for organic products.

41.8.5

You may use a cleaning in place (CIP) system for equipment that you cannot take apart.

Bleed runs

41.8.6

If you process organic product on equipment that you cannot fully clean by taking apart or CIP, you may, with our approval, use a bleed run or purge to remove residues of non-organic product.

41.8.7

Before you use bleed runs to clean equipment for an organic production run, you must:

- work out how much organic product you need to put through to remove all residue of non-organic product
- write a procedure for how you will do the purge, including how much organic product you will use and showing how this will remove all non-organic material

- show this at your inspection so that we can approve the procedure if we think the precautions are adequate, and
- keep full records of all your bleed runs, including the quantities of purge material you have used.

Note - you may only use the bleed/purge material for one bleed run/purge.

Storing cleaning materials

41.8.8

You must:

- label all detergents and sanitisers correctly with the name of the product and safety information
- store bulk stocks of detergents and sanitisers safely in a marked store to reduce the risk of contamination, and
- store stocks of detergents and sanitisers in closed containers.

Cleaning schedule

41.8.9 Revised 2013

You must keep a cleaning schedule that includes:

- what will be cleaned
- how and how often
- what chemicals and equipment you will use, and
- the final rinse of food contact surfaces with potable water before processing organic products.

41.8.10 Revised 2013

You must keep records of cleaning which a responsible person must sign and which show that:

- you cleaned all equipment before organic production
- the clean was done according to the schedule, and
- you complete a final rinse of all surfaces rinsed with potable water.

41.9 Pest control

41.9.1

Pest control in organic production areas should prevent birds, rodents, insects or other pests contaminating organic foods. Pest control should aim to prevent infestation rather than treat it.

41.9.2

You should ensure that pest control substances:

- do **not** contaminate organic foods
- do **not** cause damage to the environment, and
- are used as little as possible.

41.9.3

You must:

- design and operate your buildings and controls so that wild birds, rodents and insects cannot get in, and
- clean all areas often, carefully and thoroughly, especially those areas that are difficult to reach.

41.9.4

You must:

- only handle pest control chemicals according to the Control of Substances Hazardous to Health Regulations
- label pest control chemicals correctly, including the name of the chemical and health warnings
- store pest control chemicals, when they are not being used, in a locked store away from food, and
- allow only qualified operators to fumigate areas or equipment.

Preventing infestations

41.9.5

To stop birds, rodents and insects coming in to the buildings you should use barriers such as:

- mechanical screens, nets, doors and shutters
- sound barriers, and
- light barriers.

41.9.6 Revised 2013

To prevent infestations in organic areas you may use:

- desiccant dusts such as diatomaceous earth and amorphous silica, preferably from naturally occurring sources
- electric flying insect control units, with shatterproof tubes that are changed at least annually
- tamper resistant bait stations that contain legally approved pesticides
- sticky boards for insects, and
- pheromones in traps and dispensers, for monitoring pest levels or as attractants and sexual behaviour disrupters.

Infestations in organic products

41.9.7

If you find infestation in organic products, on sacks and containers or in areas handling organic products, the only control methods you may use are:

- carbon dioxide or nitrogen
- freezing and heating
- vacuum treatment, or
- desiccant dusts, such as diatomaceous earth or amorphous silica.

41.9.8

If you use desiccant dusts on organic products you must remove them by vacuuming or sieving.

41.9.9

If you use any other pest control method on organic products we will **not** certify them as organic - and you must **not** sell them as organic.

Infestations in areas used for organic products

41.9.10

You must **not** use organo-phosphorous, carbamate or organo-chlorine compounds anywhere on the site, unless we have approved the safeguards that you would take to prevent migration.

41.9.11

You may use natural insecticides that we have approved. You must check we have approved the product before use.

41.9.12

You may use pyrethrum, that is, natural pyrethrins extracted from plants only, under the specific conditions below. They may be synergised only with piperonyl butoxide (PBO) from a natural source, such as oil of sassafras:

- you may use pyrethrum as a spray or fog only to control insects
- before using pyrethrum, you must remove all organic products from the area to be treated
- you must **not** put organic products back into the treated area for at least 24 hours after the treatment
- you must clean all product contact surfaces in the area, using methods that we allow, after the treatment and before you process or store organic product there again, and
- you must contact us before you want to spray if you cannot remove organic products from the area. In some cases, we may allow you to cover organic products with impermeable sheeting to prevent contact with the spray.

41.9.13

With our permission, you may use synthetic pyrethroids, but only in sealed units such as electric motor housings, electronic panel cupboards, pipe ducts and ductwork.

41.9.14

With our approval, you may use glue boards for rodents. You must:

- provide evidence to show that other methods of trapping have failed or are not appropriate, before you use the glue boards, and
- check rodent glue boards at least once every 12 hours including at weekends and Bank Holidays, as required by the British Pest Control Association code of practice
- keep a record of each check.

Infestations in areas not used for organic products

41.9.15 Revised 2014 - now duplicated under the above heading

You must **not** use organo-phosphorous, carbamate or organo-chlorine compounds anywhere on the site, unless we have approved the safeguards that you would take to prevent migration.

41.9.16

You may use insecticides and rodenticides other than organo-phosphorous, carbamate or organo-chlorine compounds in non-organic areas, providing they are **not** near an area where you process organic products. Many such products are volatile and may migrate. This includes areas such as:

- non-organic food preparation areas
- stores only used for non-organic food
- loading bays, and
- offices, toilets and canteens.

Getting our permission

41.9.17

Where you require our permission to use a substance, you must contact us in writing, with the following information:

- the products you intend to use and the active ingredients of those products
- where the infestation is and where organic products and production areas are (preferably by marking the areas on a plan)
- how you will comply with the specific conditions that are shown for each of the chemicals
- why your existing precautions failed to prevent this infestation and what precautions you will take to stop the infestation coming back, and
- what precautions you will take to prevent contamination of organic products with the pest control product.

41.9.18

In emergencies, if you cannot contact us before the treatment, you must send us all the details above, within two working days.

41.9.19

You must keep copies of permissions so that our inspector can see them.

41.9.20

A nominated employee or registered contractor must do regular checks of hygiene, proofing and pest levels.

41.9.21

You must keep records of:

- what pests you have found
- what chemicals, methods and equipment you used on them
- who did the treatment, when and which area or equipment was treated, and
- what precautions you took to prevent contamination of organic products.

43 Catering

standards you must read with this chapter:

Chapter 1. The principles of organic production and processing.

Chapter 2. The certification process.

Chapter 40. Processes in the chain between farm and consumer.

Chapter 41. Manufacturing.

Catering

43.1 Types of certification

43.2 Ingredients

43.3 Record keeping

43.4 Labelling

43.1 Types of certification

43.1.1

These standards apply to cafés, pubs, restaurants, takeaways and other public and private caterers who prepare organic food out of sight of the customer.

The European Union has clarified that catering falls outside the scope of the EU regulation (No. 834/2007). This means that these are voluntary standards and you do not have to comply with them. However, if you wish to use the Soil Association symbol, then you must apply to us for certification and you must follow these standards.

The regulation does apply to those who supply organic products/ingredients to caterers (for example farm production, prepared vegetables, frozen chips, pre-packed sandwiches, frozen prepared meals for caterers, central production of cook/chill). These operations therefore do legally need full certification. Please contact us if you are not sure how this affects your business.

43.1.2

We offer three types of certification:

- 100% organic restaurant - where your whole menu is organic
- organic dish - multi-ingredient dishes, for example 'organic lasagne', where the dish complies with the composition requirements in section 40.8, and
- organic menu item - where you serve organic menu items alongside non-organic components, for example 'organic steak served alongside non-organic vegetables'.

Organic restaurant

43.1.3

To be eligible for certification as a 100% organic restaurant your whole menu and your operation must meet all relevant sections of these standards.

43.1.4

Once we have certified your whole operation, you may use the Soil Association symbol anywhere on your menus and promotional literature. You may include 'organic' in your company or restaurant name.

Note - please refer to section 2.2 for use of our symbol.

Menu items and dishes

43.1.5

To be eligible for organic certification, the menu items or dishes must meet all relevant sections of these standards.

43.1.6

If you make organic and non-organic dishes in the same kitchen, you must either use dedicated utensils and surfaces or do a full clean down. You must keep records of cleaning done before you

produce organic food.

43.1.7

You may use the Soil Association symbol on menus and promotional literature against the menu items and dishes we have certified. However you must make sure it is clear which dishes or items are organic and which are not.

Note - please refer to section 2.2 for use of our symbol.

43.2 Ingredients

43.2.1

You must complete our specification sheets for all ingredients you wish to use.

43.2.2

If you stock an organic and non-organic version of the same ingredient, you must be able to show us that you have systems in place to:

- ensure that the ingredients are separated
- prevent a non-organic ingredient being used in place of an organic one
- source an organic alternative if needed.

43.2.3

If you do run out of an organic ingredient, you may use alternative organic crop products, such as products certified by other EU certifiers or different varieties, without asking us first. You must keep records of this and send a completed specification form for the new organic ingredient as soon as possible.

43.2.4

If you run out of organic livestock products you must tell us before you use an alternative so we can check that the animals have been raised to standards equivalent to our own.

43.2.5

You must **not** substitute non-organic product for organic.

43.2.6

If you use microwaves to prepare, heat or cook any menu items or dishes you must inform your customers of this.

Fish and game

43.2.7

You may use wild caught fish, shellfish, wild game and other ingredients gathered locally. You must make it clear that they are wild caught or gathered and not organic.

You may use up to 30% wild caught fish and wild game in an otherwise organic dish, such as 'fish pie'.

43.2.8

If you sell wild caught fish as part of any certified dish, you must have a fish buying policy.

43.2.9

You must **not** use reared game birds in organic dishes or menus. This is because of the intensive way game birds are reared.

43.3 Record keeping

43.3.1

You must keep records that show:

- what organic and non-organic ingredients you bought
- what organic and non-organic ingredients you used
- how much of each ingredient you used, and
- how much of each ingredient is in each menu item or dish, unless your whole operation is certified.

Our inspector will check these records at inspection.

Organic restaurants

43.3.2

As an organic restaurant, you do not have to record how much of each ingredient is used in each dish. Instead, we will do at least one extra, unannounced inspection each year to check that you are using ingredients that we have approved.

43.4 Labelling

43.4.1

You must display to your customers:

- your certificate of registration
- a statement describing whether your whole operation is certified or only specific menu items or dishes
- your organic purchasing policy, and
- your fish buying policy.

43.3.2

You should include the following in your organic purchasing policy:

- which ingredients you buy as organic
- what you do if an organic ingredient is not available. For example, change recipe, substitute with another organic ingredient or withdraw the item
- which certifiers certify the food you buy, and
- any other policies, such as wild caught fish or game, fair trade, local.