**中国有机产品**

**认证申请书**

**认证标准：GB/T 19630**

**Application Form for**

**Chinese Organic Product Certification**

**According to GB/T 19630**

|  |  |  |
| --- | --- | --- |
| **申请单位**  **Applicant:** | **中文:**  Chinese: |  |
| **英文:**  English: |  |
|  | | |
| **地址**  **Address** | **中文:**  Chinese: |  |
| **英文:**  English: |  |
|  | | |
| **法人(签字盖章) Person in Charge:**  **(Name and Signature)** |  | |
|  | | |
| **日期Date:** |  | |

**湖南欧格有机认证有限公司**

Kiwa BCS Öko-Garantie China Co., Ltd.

地址：湖南省长沙市芙蓉区隆平高科技园隆平路869号东科园第13栋. 邮编：410127

Address: No. 13 Building, Donghuyihao, Furong District, Changsha City, Hunan Province

官网 Web-page：[www.kiwa-bcschina.com](http://www.kiwa-bcschina.com) E-mail: [info@kiwa-bcschina.com](mailto:info@kiwa-bcschina.com)

**有机产品认证申请单位承诺书**

**Letter of Commitment**

作为有机产品认证申请单位和生产者，我自愿向湖南欧格有机认证有限公司申请有机产品认证，  
并做出如下承诺：

By signing the letter of commitment, we confirm as the organic product certification applicant and producer that our organization applies of our own accord to Kiwa BCS Öko-Garantie China Co., Ltd. (Kiwa BCS China) for certification of organic products and makes the following commitments:

1. 我认真地学习了GB/T 19630《有机产品》，完全了解该标准的要求。

We have seriously studied GB/T 19630 (Organic Products) and fully understand the requirements of the standards.

1. 我申请的项目完全按照GB/T 19630《有机产品》的要求操作，所有生产过程都有详细记录，  
   所提供资料的内容都是真实的。

We confirm that the proposed project operates in full accordance with GB/T 19630(Organic Products), with detail records of production processes and authentic information provided.

1. 我支持内部检查员的工作，保证不影响其工作的独立性。

We support the work of internal inspectors without undermining the independence of work.

1. 我同意严格履行认证合同并及时支付认证的相关费用。

We agree to strictly perform the certification contract and timely pay costs associated with certification.

1. 我完全清楚申请认证并不意味着获得认证。

We are fully aware that the application does not imply the issuance of certification.

1. 我保证按照湖南欧格有机认证有限公司和其委派的检查员提出的合理整改要求改进工作。

We promise to make improvements as per reasonable requirements posed by Kiwa BCS and its inspectors.

1. 我保证允许湖南欧格有机认证有限公司委派的检查员进入所有与认证相关区域进行检查,并提供所有相关文件，包括财务记录。

We guarantee Kiwa BCS China-appointed inspectors the access to all certification-related areas for inspection, and to provide all relevant documents including financial records.

1. 我同意如果认证证书被暂停或撤消，将立即停止使用相应的认证证书和认证标志。

We agree that we shall immediately stop using the certificate and certification mark if the certificate is suspended or revoked.

**法定代表人（签字）Person in Charge (Signature):**

**申请单位（公章）Applicant (Stamp):**

注：本申请表无认证委托人法定代表人签字和单位盖章均视为无效。

Note: This application form is invalid without Person in Charge signature and company stamp.

###### 1. 申请单位基本情况Basic Company Information

|  |  |  |  |
| --- | --- | --- | --- |
| **公司地址（持证者）\***  **Address of the Company (contract holder) \***  **Kiwa BCS应将证书寄往该地址 []**  **Address where Kiwa BCS will send the Certificate** | | **生产/加工/经营单元的地址（如不同于该公司）**  **Address of the Production/ Processing/ Sale unit site (if not the company)**  **Kiwa BCS应将证书寄往该地址 []**  **Address where Kiwa BCS will send the Certificate** | |
| 公司名称:  Company Name |  | 单元名称:  Unit Name: |  |
| 注册地址:  Registered address |  | 信箱 / 街道  P.O. Box / Street: |  |
| 邮编/城镇:  Zip Code / Town |  | 邮政编码/乡镇  Zip Code / Town: |  |
| 省/国家:  Province/Country |  | 省/国家  Province / State Country: |  |
| 统一社会信用代码：Unified Social Credit Code |  |  |  |
| 经营类型\*\*：  Ownership\*\* |  |  |  |
| 注册资本（万元）：Registered capital (ten thousand yuan) |  |  |  |
| 员工人数:  No. of employees |  |  |  |
| GPS定位号(经纬度):  **Geographical Reference**  e.g. 49°27'30.86"N  11°5'41.20"E |  | GPS定位号(经纬度):  **Geographical Reference**  e.g. 49°27'30.86"N  11°5'41.20"E |  |
|  |  |
| **法定代表人****联系信息**  **Name of legal representative** | | **项目责任人联系信息（如果不是法人）**  **Contact responsible person (if not the Owner)** | |
| 姓名Name: |  | 姓名Name: |  |
| 电话Phone: |  | 电话Phone: |  |
| 手机Mobile: |  | 手机Mobile: |  |
| 电子邮件E-mail: |  | 电子邮件E-mail: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **其它（****生产/加工/经营）单元地址：**  **Address of other unit site（Production/ Processing/ Sale）** | | **其它（生产/加工/经营）单元地址：**  **Address of other unit site（Production/ Processing/ Sale）** | |
| 单元名称:  Unit Name: |  | 单元名称:  Unit Name: |  |
| 信箱 / 街道  P.O. Box / Street: |  | 信箱 / 街道  P.O. Box / Street: |  |
| 邮政编码/乡镇  Zip Code / Town: |  | 邮政编码/乡镇  Zip Code / Town: |  |
| 省/国家  Province / State Country: |  | 省/国家  Province / State Country: |  |
| GPS定位号(经纬度):  **Geographical Reference**  e.g. 49°27'30.86"N  11°5'41.20"E |  | GPS定位号(经纬度):  **Geographical Reference**  e.g. 49°27'30.86"N  11°5'41.20"E |  |
|  |  |
| **项目责任人联系信息（如果不是法人）**  **Contact responsible person (if not the owner)** | | **项目责任人联系信息（如果不是法人）**  **Contact responsible person (if not the owner)** | |
| 姓名Name: |  | 姓名Name: |  |
| 电话Phone: |  | 电话Phone: |  |
| 移动电话Handy: |  | 移动电话Handy: |  |
| 电子邮箱E-mail: |  | 电子邮箱E-mail: |  |

**\***注Note：申请人需具有认证产品的所有权，所有权是指对产品具有占有、使用、收益和处置的权利。

The applicant shall have the ownership of the certified product, which means the right to possess, use, benefit and dispose of the product.

**\*\***注Note：“经营类型”指国有/股份制/私营等Ownership refers to state-owned/joint-stock or private.

###### 2. 认证项目的基本信息 Information about the Certification Project

|  |  |  |  |
| --- | --- | --- | --- |
| 首次认证申请  Initial certification application | **[ ]** | 再认证申请  Re-certification application | **[ ]** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 种植业/单个农场Agriculture/Individual Farmer | **[ ]** | 种植业/小农户团体Agriculture/Group with ICS | **[ ]** | 野生采集  Wild collection | **[ ]** |
| 畜牧业  Animal husbandry | **[ ]** | 水产养殖Aquaculture | **[ ]** | 加工Processing | **[ ]** |
| 经营  Sale | **[ ]** | 其他，请描述  Others, then Please describe |  | | |
| 在同一场所，是否生产有机产品和常规产品？  Do you produce conventional and organic products in same facility? | | | **Yes[ ] No[ ]** | | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **2.1农业生产Agriculture** | | | | | | | **无关not relevant** | | **[ ]** |
| 植物生产  Plant production | | **[ ]** | 芽苗菜生产  Sprout production | | | **[ ]** | 食用菌栽培  Mushroom Cultivation | | **[ ]** |
| 生产场所的总数:  Total number of sites: | |  | 农场的总面积(包括常规面积):  Total size of production area (including conventional area): | | | | 公顷/Ha | | |
| 是否申请缩短转换期？\*  Do you apply for retro-spective approval of the conversion period? | | **[ ]** | 农场的有机生产面积:  Total organic production area: | | | | 公顷/Ha | | |
| 若申请地块缩短转换期，请选择原因，并填写和提交《地块转换期缩短或免除申请书》：  If YES: Please select the reason, fill in and submit the application for shortening or waiving the conversion period for field:  \*参考标准GB/T 19630-2019 4.2.1、4.5.1.1和《有机产品认证实施规则》5.5.4(4)  Refer to GB/T 19630-2019 4.2.1&4.5.1.1 and CNCA-N-009:2019 5.5.4(4) | | | | 新开垦的、撂荒36个月以上  Wasteland more than 36 months. | | | | | **[ ]** |
| 36个月以上未使用标准中的禁用物质  Not using the prohibited substance for this standard for more than 36 months. | | | | | **[ ]** |
| 获得其它国家或地区的有机标准认证  Obtained other organic certification. | | | | | **[ ]** |
| **2.2小团体(农户团体）Producer Group (Farmer Group)** | | | | | | | **无关not relevant** | | **[ ]** |
| 总农户数:  Total number of group members: | |  | 生产规模：  Range of the farm sizes: | | | | 公顷/Ha | | |
| 是合法的组织(如合作社等) Is the group legally organized ?(e.g. Cooperative) | | **[ ]** | 成员的平均生产规模是多少公顷?  What is the average farm size (ha)? | | | | 公顷/Ha | | |
| 是否建立了内部监督系统? Is an Internal Control System (ICS) already implemented? | | **[ ]** | 场地(包括采后处理和贮藏等)总数：Total number of sites / facilities:(incl. post-harvest handling and storage units, etc.) | | | |  | | |
| **2.3野生采集Wild Crops Collection** | | | | | | | **无关not relevant** | **[ ]** | |
| 采集区域的总数量:  Total number of the collection areas: | |  | 各个采集区的面积：  The respective size(s) of the collection areas: | | | | 公顷/Ha | | |
| 采集接收场所的总数量：Total number of take over points / collection points: | |  | 采后处理和贮藏场所的数量：  Total number of post-harvest handling and storage facilities: | | | |  | | |
| **2.4畜禽养殖Livestock** | | | | | | | **无关not relevant** | | **[ ]** |
| 畜禽类别  Livestock breeds | |  | | | 畜禽总量(包括常规畜禽)：  Total amount of the livestock (including conventional livestock): | |  | | |
| 整个养殖区域的规模(包括常规区域)：Total size of production area (including conventional area): | | 公顷/Ha | | | 有机养殖区域：  Total organic production area: | | 公顷/Ha | | |
| 畜舍的总面积:  Total size of stable area(s): | | m2 | | | 自由放养区的总面积(Ha):  Total size of free-range area(s): | | 公顷/Ha | | |
| **2.5水产养殖Aquaculture** | | | | | | | **无关not relevant** | | **[ ]** |
| 水产类别：  Aquatic species： |  | | 整个养殖区域的规模(包括常规区域)：  Total size of production area (including conventional area): | | | | 公顷/Ha | | |
| 养殖池/塘的数量：  No. of ponds/pools: | |  | 有机养殖区域的规模：  Total organic production area: | | | | 公顷/Ha | | |
| **2.6加工Processing** | | | | | | | **无关not relevant** | | **[ ]** |
| 产品类别：  Product class： |  | | 加工场所(含分包, 储存等)的数量：  No. of locations (including sub-units, storage facilities, etc.): | | | |  | | |
| 预计有机产品加工数量：  Estimated product processing quantity | |  | 其他(如再认证变化):  Others(Such as re-certification changes): | | | |  | | |
| **2.7经 营Sale** | | | | | | | **无关not relevant** | | **[ ]** |
| 产品类别：  Product class： |  | | 经营与仓储位置及数量？  No. of locations (storage, etc.): | | | |  | | |
| 申请认证产品数量：  No. of certified products： | |  | 其他(如再认证变化):  Others(Such as re-certification changes): | | | |  | | |

###### 3. 认证历史 History of certification

|  |  |  |  |
| --- | --- | --- | --- |
| 是否是第一次申请有机认证  Will this be the first organic inspection? | **[ ]** | 如果否，申请有机认证时间  If certified before: Since when? | 月/年 |
| 以前的认证标准  According to which (organic) standard(s)? |  | 以前认证机构名称  Previously organic certified body by: |  |
| 是否有被撤销有机证书的情形，如有，请说明撤销原因：  Has the organic certificate been revoked? If so, please state the reasons for the revocation: | |  | |

###### 4. 申请认证产品 Products to be certified

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 序号 | 产品名称**\***  Product name**\*** | 产品描述**\***  Trade name**\*** | 规模 (亩/头/只)  Scale  (mu/head) | 预计产量 (吨)  Expected yield (tons) | 预计年产值（万元）**\*\***  Estimated annual production value**\*\*** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
| 7 |  |  |  |  |  |
| 8 |  |  |  |  |  |
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| 10 |  |  |  |  |  |
| 11 |  |  |  |  |  |
| 12 |  |  |  |  |  |
| 13 |  |  |  |  |  |
| 14 |  |  |  |  |  |
| 15 |  |  |  |  |  |

**注Note: 如产品较多，请另附表格。Please attach a separate table if multiple products are involved.**

**\*“产品名称”须与国家认监委公布的《有机产品认证目录》中相应的“产品名称”保持一致，“产品描述”指产品销售包装上使用的商品名（包含商标信息）。"Product name" shall be consistent with the *Organic Product Certification Catalogue* released by the CNCA. "Trade name" refers to the designation of product used on packages (Including trademark information).**

**\*\*万元 (总产量×市场价格) 10,000 Yuan (Yield x Market Price). If applicable, please convert the price in national currency, like € (Euro) or US$ (Dollar), in Chinese ¥ (Yuan) - on the basis of the up-to-date exchange rate.**

**5.项目的位置Location(s) of the facility(ies)**

|  |  |
| --- | --- |
| 最近的机场名称:  Next (inter-)national airport: |  |
| 与最近的机场之间的距离和所需要的时间:  Estimated distances and travel times between airport and main project (km and hours): |  |
| 各单元(生产基地、加工厂与出口公司等)之间的距离以及所需的旅途时间:  Accessibility, distances and travel times between individual facilities / sub-units: |  |

**6.其他信息Other information**

|  |  |
| --- | --- |
| 能否安排在周六、周日进行现场检查？  Could you arrange on-site inspection on Saturday and Sunday? | **Yes[ ] No[ ]** |
| 现场检查所用语言？  which language is used in on-site inspection? | **中文[ ] English[ ]** |

**Kiwa BCS China公开文件**

Kiwa BCS China public documents

请在Kiwa BCS China网站（http://www.kiwa-bcschina.com/）获取和阅读这些公开文件：

Please access and read these public documents on the Kiwa BCS China website (http://www.kiwa-bcschina.com/)

1. 湖南欧格介绍

Kiwa BCS China introduction.

1. 湖南欧格认证资质范围

Kiwa BCS China Scope of Certification Qualification.

1. 湖南欧格认证依据

Kiwa BCS China based on the basis of certification.

1. 湖南欧格认证程序和认证要求

Kiwa BCS China Certification procedures and policy.

1. 湖南欧格认证申投诉和争议处理程序

Kiwa BCS China Certification of appeals, complaints and dispute resolution procedures.

1. 湖南欧格认证文件

Kiwa BCS China Certification program documents.

1. 湖南欧格批准、拒绝、保持、扩大、缩小、变更、暂停、恢复、撤销、注销认证的条件和程序

Conditions and procedures for approving, rejecting, maintaining, expanding, narrowing, changing, suspending, reinstating, revoking, or deregistering certification in Kiwa BCS China.

1. 中国有机产品认证标志、有机码、认证证书、销售证和认证机构标识（或名称）的使用要求

Requirements for the use of China Organic Product Certification Mark, Organic Code, Certification Certificate, Sales Certificate and Certification Body Identity (or Name).

1. 认证机构和认证委托人的权利和义务

Rights and obligations of the certification body and the certification client.

1. 认证收费标准

Charging rules for certification in Kiwa BCS China.

1. 湖南欧格公正性和保密性声明

Statement of impartiality and confidentiality for Kiwa BCS China.

1. 湖南欧格签约检测实验室名录

Kiwa BCS China has contracted a list of testing laboratories.

1. 湖南欧格给获证组织的一份公开信

An open letter to Kiwa BCS China client which obtain certificate.

**附件：**

**首次认证申请文件清单**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 文件类型 | 植物生产 | 芽苗菜 | 野生  采集 | 食用  菌 | 畜禽养殖 | 水产养殖 | 加工 | 经营 |
| 中国有机产品认证申请书 | △ | △ | △ | △ | △ | △ | △ | △ |
| 中国有机体系规程OSP（即符合性调查表） | △ | △ | △ | △ | △ | △ | △ | △ |
| 营业执照（含委托方） | △ | △ | △ | △ | △ | △ | △ | △ |
| 食品生产许可证（含委托方） |  |  |  |  |  |  | △ |  |
| 食品经营许可证 |  |  |  |  |  |  |  | △ |
| 野生采集许可（含委托方） |  |  | △ |  |  |  |  |  |
| 动物防疫条件合格证副本（含委托方） |  |  |  |  | △ |  |  |  |
| 种畜禽生产经营许可证（含委托方） |  |  |  |  | △ |  |  |  |
| 屠宰许可证（含委托方） |  |  |  |  | △ |  |  |  |
| 渔业捕捞许可证（含委托方） |  |  |  |  |  | △ |  |  |
| 饲料生产许可证（适用时，含委托方） |  |  |  |  |  |  | △ |  |
| 种植土地/养殖土地/捕捞水域使用权/水域滩涂养殖区域使用的合法证明 | △ | △ | △ | △ | △ | △ | △ |  |
| 认证委托人和种植户/生产加工方的书面合同或委托协议（适用时） | △ | △ | △ | △ | △ | △ | △ |  |
| 有机管理体系文件(管理手册、操作规程) | △ | △ | △ | △ | △ | △ | △ | △ |
| 种植地块/野生采集区域/畜禽养殖场/水产养殖场/采后处理点地理位置坐标及其分布图、缓冲带及临近地块使用情况 | △ | △ | △ | △ | △ | △ |  |  |
| 加工厂区/经营场所地理位置坐标及位置图，周边环境描述；加工、包装车间、原料、成品仓库及相关设备的分布图； |  |  |  |  |  |  | △ | △ |
| 土壤检测报告 | △ |  | △ | △ |  |  |  |  |
| 灌溉水质检测报告 | △ |  |  |  |  |  |  |  |
| 畜禽/渔业/食用菌/芽苗菜/加工厂用水水质检测报告（适用时） | △ | △ |  | △ | △ | △ | △ |  |
| 大气环境检测报告或证明 | △ | △ |  |  |  |  |  |  |
| 植物生产地块清单（OSP附件，适用时） | △ | △ |  | △ |  |  |  |  |
| 农户团体农户清单（OSP附件，适用时） | △ | △ | △ | △ | △ | △ |  |  |
| 采集户清单（OSP附件，适用时） |  |  | △ |  |  |  |  |  |
| 36个月采集区域未使用禁用物质证明 |  |  | △ |  |  |  |  |  |
| 供应商无有机种子/繁殖材料/菌种/配料供应证明（OSP附件，适用时） | △ |  |  | △ |  |  | △ |  |
| 供应商种子/繁殖材料/产品/菌种/种畜/禽/疫苗/饵料/配料/添加剂/加工助剂非转基因物质声明和未经禁用物质处理的声明（OSP附件，适用时） | △ |  |  | △ | △ | △ | △ |  |
| 原/配料产品有机证书扫描件和销售证书（OSP附件，适用时） |  | △ |  | △ | △ | △ | △ | △ |

注：

1）以上文件为一般性申请要求，现场检查时检查组可根据具体情况要求认证委托人提供本清单未涉及的内容；

2）针对再认证申请，以上有变化的文件均需重新提交；

3）询价仅填写《中国有机认证申请表》即可。