	<b>MS AGROLAND SERVICES PRIVATE LIMITED (AGROCERT)</b>	Doc no.	ASPL-CD-04
		Issue no.	01
	Application of Trading Unit	Issue date	15.03.2021
		Revision no.	01
	Revision date	06.02.2023	

1	Name of Company		Client ID-
2	Legal Status of the Organization	<input type="checkbox"/> Sole proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Non-profit organization <input type="checkbox"/> others Mention:	
3	Company Registered Address	State:	District:
		Country:	Pin code:
4	Company Corresponding Address	State:	District:
		Country:	Pin code:
5	Trading Unit Address	State:	District:
		Country:	Pin code:
6	GST Number		
7	FSSAI Licensee Number		
8	Pan Card		
9	Legal Person Name:	Email ID –	
	Contact Number:		
10	Responsible Person Name:	Email ID:	

**APPROVALS:**

<b>PREPARED BY</b>	<b>APPROVED BY</b>
<b>QUALITY MANAGER</b>	<b>COO</b>



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**Contact Number:**

11 **Project Location (How far from the nearest railway station and Bus station)**

**12. Certification required under standards:**

NPOP  Other \_\_\_\_\_

**13. Certification History:**

13.1. This is your first application for organic certification:  YES  NO

If No, please provide the following details.

➤ Name of Previous Certification Body: \_\_\_\_\_

➤ You have ever denied for certification earlier:  YES  No  Not Applicable.

If yes give details \_\_\_\_\_

**14. List of the product to be certified:**

S. NO.	Product Name	Product Description (Powder, dried etc.)	Operations (Handling of trader products.)	Certification Required
1				
2				
3				
4				
5				
6				
7				
8				
9				

If insufficient use separate sheet.

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**15. Details of Trading Unit:**

**15.1 Is conventional activity carried out in the unit (Trading of conventional products):**

YES       No

**15.2 If YES then give the details how you maintain the integrity of organic products:**

**16- Unit Description**

Unit Name	Handling/Exportation	Unit Address	FSSAI License	Capacity of unit (MT)	Additional Certification (ISO 22000, BRC etc)

**Remarks:**

**17. Cleaning:**

Mode of cleaning	Cleaning Agent Used	Frequency of cleaning	Remark

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**17. Provide details of the packing material:**

**17.1 Provide details of the size of packing and type of packaging (Manual or automatic used?)**

**18. Storage**

Sr. No.	Address of storage unit	Type of storage. Own/ subcontracted	Capacity of storage (MT)	Is organic and conventional material stored in the same place?	If yes, type of separation measure	Frequency and type of cleaning measures


**19. Pest Control Measures for Factory premises and Storage places:**

Type of pest	Control Measure	Frequency of Operation

**20. Transportation.**

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<b>20.1 Is organic raw material or finished product transported in a separate and dedicated vehicle?</b> <input type="checkbox"/> YES <input type="checkbox"/> No
<b>20.2 Are the vehicles cleaned prior to loading of organic material?</b> <input type="checkbox"/> YES <input type="checkbox"/> No
<b>20.3 Can the lots be identified during transportation?</b> <input type="checkbox"/> YES <input type="checkbox"/> No  <b>What is the identification means?</b>
<b>20.4. Define traceability System:</b>
<b>20.5. Do every lot is accompanied with transportation document? (Bill, LR, Invoice, Label)</b> <input type="checkbox"/> YES <input type="checkbox"/> No

**21. Required Documents:**

- Aadhaar Card
- PAN Card
- Passport size photo
- Unit/Firm Registration document or Record of Rights, Tenancy and Crops (RTC)
- Valid Mobile No. of the License and Responsible person
- Valid Email Id
- FSSAI Licence
- Process Flow Chart
- Product details
- Factory / Storage Map
- Filled Vender List with vails supplier scope certificates.

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**22. Declaration of the Operator:**

I do hereby affirm that all information provided to Agroland Services Pvt Ltd (ASPL) is true and accurate. I affirm my commitment to meet the respective Organic Standards as indicated in section 1. If the organic production rules are violated, I agree to be sanctioned according to the ASPL Scale of Sanctions. If major changes in the organic operations occur, I will inform ASPL immediately. I agree not to release any products resulting from these changes until the certification body has notified me accordingly.

I agree to keep a record of complaints about my organic activities, take appropriate action with respect to such complaints and document the action taken.

**Name of License :**

**Position In the Organisation :**

-----

**Date and Place :**

**Seal & Signature of Licence**

**23. This part filled by Agroland Services Pvt Ltd (ASPL):**

Review of the application and reviewer's remarks

1. The certification requirements have been defined clearly: Yes  No
2. Any differences between applicant and ASPL about certification. procedure have been cleared: Yes  No
3. ASPL can perform the cert. service (incl. aspects like domicile, language, and any other specific requirements) and application is accepted: Yes  No
4. Date of receiving the Application :

**Application review Remarks :**

**Name of the Reviewer**

.....

**Date and place :**

**Signature and seal of reviewer**

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