



DEMETER® ASSOCIATION, INC.
For Certification of Biodynamic® Agriculture

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Website: www.demeter-usa.org

DEMETER SYSTEM PLAN/HANDLING PLAN UPDATE APPLICATION 2017

Name of Organization: _____ Date: _____

STEP 1: REQUEST RENEWAL OF CERTIFICATION (CHECK ONE)

☐ I wish to continue certification with Demeter Association, Inc. I am submitting the following required renewal items with this renewal update:

☐ Fee Worksheet

☐ Payment of Fees

☐ I do not wish to continue Biodynamic®/Aurora Certified Organic® certification with Demeter Association. I am notifying Demeter of my intent to withdraw from the certification program and surrender all certifications with Demeter. I understand that the organization or I may no longer represent, label, or sell product using the registered certification marks Demeter®, Biodynamic® and/or Aurora Certified Organic®. I understand that to successfully withdraw and not receive a Notice of Noncompliance, licensing fees for the past calendar year's sales are due per the Demeter Fee Schedule and Terms of Agreement. I have enclosed the following:

☐ Fee Worksheet with information on past calendar year's sales

☐ A check for licensing fees

STEP 2: GENERAL INFORMATION:

Name of owner or parent company: _____

Type of legal entity (Sole proprietor, LLC, corporation, etc.): _____

Name of person responsible for Biodynamic®/Aurora Certified Organic® certification (be certain to include contact info below):

List of people who are authorized to conduct certification business on behalf of the organization and with whom confidential information can be shared:

Name	Position	Email	Work Phone #	Cell Phone #

☐ Current physical address of all land parcels and facilities (attach an additional sheet if necessary):

Parcel / Facility	Street Address	City, State, Zip	County

☐ Mailing address for all correspondence to persons responsible for certification:

Address/City/State/Zip: _____ Country: _____

☐ I am applying for the following scopes of Biodynamic® certification:

Crops Handling Livestock Trader

☐ I am applying for the following scopes of Aurora Certified Organic® certification:

Crops Handling Livestock

I wish to add new land to my certification, and am including a 36-month land history and map for land to be added. I understand that no crop can be sold, labeled, or represented as Biodynamic® from new land until an inspection has been conducted and Demeter has added this land to my certification. New Parcel: _____

I wish to add new facilities to my certification. I understand that no product can be sold, labeled, or represented as organic until an inspection has been conducted and Demeter has added the facility to my certification. New Facility: _____

I will contact Demeter – I need more information to determine if I need to add an additional scope to my current certification (e.g. adding handling for on-farm processing).

STEP 3: SYSTEM PLAN UPDATE (CHECK ONE)

- ☐ I have reviewed the Demeter OSPs/OHPs on file with Demeter for my operation and they are complete and accurate now. No changes need to be made for the OSP documents to reflect current practices, and to the best of my knowledge, practices to be conducted in the coming year. I will notify and provide updates to Demeter if changes need to be made at any time.
- ☐ I need to update my information in the OSP/OHP documents checked below. For each checked document, I have included a description of the specific updates being made. Blank documents are available for downloading at www.demeter-usa.org/forms.

Crop Production Updates*

OSP Application Demeter

OSP Application Crop Plan

Maps (current year changes and updates required)

OSP Input Material List (current year changes and updates required)

OSP Sanitation List (current year changes and updates required)

Other: _____

Livestock Production Updates*

OSP Livestock Application

OSP Livestock Material Input List

OSP Livestock Sanitation List

OSP Livestock Feed and Materials List (livestock producers)

OSP Pasture Plan (for ruminants)

Demeter OSP Livestock Application

Livestock Facility Maps

Other: _____

Handling Production Updates*

OHP Organic Handling Plan
OHP Disclosure of Non-Organic Ingredients and Processing Aids
(handling producers)
DA Trader Application
Facility Maps/Trap Maps

Individual Product Profiles (IPPs)
OHP Sanitation List
Demeter OHP (specify): _____
Other: _____

*Description of Updates (attach separate sheet if necessary)

STEP 4: SPECIFIC CONFIRMATIONS

Please confirm the following:

Yes / No

- ☐ I understand I can access the Demeter Standards at www.demeter-usa.org/for-farmers/farm-processing-standards.asp, and I have read and understand these Standards and the requirements for Demeter certification.

For Crop Production:

Yes / No/ NA

Hybrid seed is not used for cereal crop production, except for corn.

Any hybrid seed I am using for vegetable production, particularly brassicas, have been verified to ensure they are not the product of cytoplasm or protoplasm fusion production techniques.

I have verified that any manure-based farm inputs, including compost and formulated products, do not contain manure that is sourced from confinement operations. I have documentation on file to support this.

I am requesting an exemption for the incorporation of livestock on my operation. I am attaching information specific to this request that documents why I cannot currently meet this requirement.

STEP 5: PREVIOUS NONCOMPLIANCES, UPDATES, AND REMINDERS:

- ☐ I have reviewed the previous certification decision(s) (ECD) and I did not have any noncompliance's, requests for information, or reminders after my last inspection.
- ☐ I have reviewed the previous certification decision(s) (ECD) and any requirements issued after my last inspection, and I confirm that the corrective actions I submitted to address the issues are in effect and have not changed. I confirm that any requested updates to all OSP/OHP plans have been made and updated documents are submitted with this renewal.
- ☐ I have reviewed the previous certification decision(s) (ECD) and any requirements issued after my last inspection, and I confirm that any changes to the implementation of corrective actions, or corrective actions that have not been implemented, are outlined on an attached separate sheet.

STEP 6: CONTINUATION OF CERTIFICATION AGREEMENT:

By signing this form, you are stating that:

- 1) You have read the above information and attest that it is true to the best of your knowledge.
- 2) You affirm that you have read, fully understand and agree to be bound by the standards, procedures, fees, policies, assessment, obligations, requirements, and Terms of Agreement as stated in the DemeterStandards, DA Policy Manuals, and DA Terms of Agreement.
- 3) You will continue to operate in accordance with applicable standards and the policies of DemeterAssociation, Inc.

Name: _____

Signature: _____

Date: _____

STEP 7: SUBMIT YOUR RENEWAL

Submit this signed renewal form, along with a completed Fee Worksheet and fees to:

1. Demeter Association, Inc. P.O. Box 1390, Philomath, OR 97370.
2. Courier shipments may be addressed to 6735 SW Country Club Dr, Suite 104, Corvallis, OR 97333.
3. Updated OSP/OHP documents may be emailed to admin@demeter-usa.org.

The Demeter certification staff is available if you have any questions on what is required to complete your renewal or surrender your certification, or if you need a copy of your current OSP documents.

Comments:

[illegible]

FOR OFFICE USE ONLY: