



APPLICATION FOR CHANGES TO THE SCOPE OF ORGANIC CERTIFICATION

This record is required for major changes to the OHP (Organic Handling Plan) or OMP (Organic Management Plan) prior to implementation of the changes.

A major change is one in which the changes to the system could potentially affect the integrity of the organic product. Examples of changes to the OHP or OMP that are regarded as a major change are as per the list below.

Type of Change	Tick if applicable
Addition of land	
Attach site maps of the new land as required in the OHP / OMP Guidance Document. For farming land, include the current organic status of the property. Include a Soil Additives Record and a Spray Record as attached for at least the previous 3 months for the new farming land. Include any additional details below as indicated.	
Addition of product	
For Processors, attach an Organic Product Information Record as attached and include all the information as required as per the OHP Guidance Document. For Primary Producers, include the new product and details below as indicated.	
Change in farming practice	
For Primary Producers, include the details below as indicated.	
Changes to segregation areas for organic product	
For Primary Producers / Processors, include any new site maps / property maps as required. Include all relevant details below as indicated.	
Changes to traceability of product	
For Primary Producers / Processors, include details below as indicated. Also update the OHP / OMP in the relevant sections and forward these sections to AUS-QUAL for review. Please refer to the OHP / OMP Guidance Documents as required.	
Changes to management personnel	
For Primary Producers / Processors, include details below as indicated. Also ensure that the OHP / OMP is updated as required.	

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Site Plan / Farm Plan for _____

Photocopy and attach more copies as required.

Note that you may attach your own copies of Site Plans / Farm Plans instead of using this template.

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Fertilizer and Soil Additives Record – This may be photocopied as required. You may also attach your own copies of records if they are already complete.

Date	Crop	Block / Row	Product	Application Rate	Application Method

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