

Hong Kong Organic Resource Centre Certification Limited

Application Procedure for Material Listing 2022



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1. Introduction

- 1.1 All commercial farm inputs (including fertilizer, disease and pest control materials) must be approved by HKORC-Cert Limited before applying on our certified organic farm.

Manufacturers, distributors or consumers of commercial farm can apply for this input manufactory certification. A list containing all certified inputs are available on the HKORC-Cert Limited official website. <https://hkorc-cert.org/zh/category/%e4%b8%8b%e8%bc%89%e5%8d%80/%e7%89%a9%e6%96%99%e6%aa%a2%e9%96%b1/>.

2. Application Procedure

- 2.1 Applicants for material listing, including producers of fertilizers and pest control substances, retailers and users should fill in the application form together with relevant information such as following:
- Organic certificate and information on the certification body
 - Information on raw materials and compositions
 - MSDS, test reports on heavy metal content and composition
 - Other test reports (e.g. non-GMO proof)
 - Production process flow
 - Other supporting documents (depending on product types)
- 2.2 Submission of documentation together with application fee for material listing.
- 2.3 If the organic certificate or information on the certification body is IFOAM accredited or equivalent, the application fee of \$3,000 of material listing will be charged.
- 2.4 If the organic certificate or information on the certification body is not IFOAM accredited or equivalent, or the product has not been certified from any organic certification, the application fee of \$20,000 will be charged.
- 2.5 For commercially produced farm input materials (such as fertilizers and pesticides), HKORC-Cert will take samples at the applicant's warehouse for chemical analysis.
- 2.6 If necessary, an inspector will be appointed for an on-site inspection. Applicant is financially responsible for the inspection fees and related costs.
- 2.7 Further information may be requested during the processing of application. If the applicant fails to provide requested information within one month, HKORC-Cert has the right to terminate the application.
- 2.8 Upon thorough checking with standard and the product/substances is found to comply with standard, with the Centre Director's approval, HKORC-Cert will issue a letter to applicant notifying its approved use while validity is one year. Information of the approved product/substances will be uploaded on website of HKORC-Cert under the title 'List of Approved Material' for reference by certified units and public. The approval does not imply effectiveness of the product.
- 2.9 Within the one-year validity period, HKORC-Cert has the right to spot-check the approved products. The product will be removed from the list immediately if any non-compliance is confirmed.
- 2.10 Approval should be renewed annually.
- 2.11 If operator decides to maintain their products on the website of HKORC-Cert, renewal of application of material listing together with application fee and all relevant information should be forwarded to HKORC-Cert at least three months prior to the expiry date for HKORC-Cert's vetting and decision making.
- 2.12 The producer should immediately report any changes in composition or other relevant operation's information to HKORC-Cert.
- 2.13 As material listing is not a certification, approved material **must not** have any indication of HKORC-Cert approval on the product itself.