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ORGANIC PRODUCT PROFILE

Instructions:

1. Complete one sheet in this workbook for each product requested for certification. Rename each sheet to your product name.
2. List the product name exactly as you would like it to appear on your certificate.
3. Use the Ingredient/Processing Aid Name column to list each ingredient in your product. Note that all additives, including processing aids and micro-organisms, must be listed in this column, even if they will not appear on the final product label.
4. Indicate the type of material for each ingredient. For *agricultural* materials, indicate whether they are organic or nonorganic. And for *nonagricultural* materials, indicate whether they are *synthetic* or *nonsynthetic*. (*Agricultural* products are raw or processed agricultural commodity or product, including commodities or products from livestock. *Agricultural* ingredients usually must be certified organic to be allowed as part of the composition of an organic product, unless they are not commercially available in organic form and on the National List at Standards section 205.606. *Nonagricultural* substances are not a product of agriculture. These include materials like minerals or bacterial cultures, or materials like gums or citric acid, which are extracted from, isolated from, or a fraction of an agricultural product so the identity of the agricultural product is unrecognizable in the extract, isolate, or fraction. *Nonagricultural* substances usually must be on the National List at Standards section 205.605 in order to be allowed in organic or "made with organic" products. Synthetic materials come from a chemical process or a process that chemically changes a substance extracted from naturally occurring plant, animal, or mineral sources, but this term does not apply to materials created by naturally occurring biological processes. *Nonsynthetic* or *natural* materials are derived from mineral, plant, or animal matter and have not undergone a synthetic process. Processing aids are defined as (1) substances that are added to a food during the processing of such food but are removed in some manner from the food before it is packaged in its finished form; (2) substances that are added to a food during processing, are converted into constituents normally present in the food, and do not significantly increase the amount of the constituents naturally found in the food; and (3) substances that are added to a food for their technical or functional effects in the processing but are present in the finished food at insignificant levels and do not have any technical or functional effect in that food. Note: Processing aids should be shown as zero percent of the product composition at formulation in column 5, because only ingredients are used for organic percentage calculation purposes.
5. If you have multiple suppliers for a particular ingredient, these can all be indicated on a single row, but ONLY IF each supplier has the same organic content/organic percentage for that ingredient. If the different suppliers' ingredients have a different organic content/percentage, then you must complete additional product profiles to show the different possible suppliers.
6. Note that the organic content of an ingredient may be calculated as 100% if it is a raw agricultural ingredient from a farm or handler, or when designated as "100% Organic" on its organic certificate. Ingredients should be calculated as 95% organic content when designated as "Organic" on its organic certificate. Ingredients with organic content between 95 - 99% must be supported by additional verification from the supplier's certification agency. Note that water and salt are excluded from the calculation, but should be included at the bottom of each worksheet on the designated lines.
7. Submit all product labels and other organic market display information to MOSA for review. All labels must be approved before use.
8. Contact MOSA if you have any questions about how to use this form for your product(s).

Product name as it should appear on the certificate:		
Additional Product Names:		
Brand/Company names on labels:		
Date Submitted:		

Subtotal:	%		%
Water			
Salt		Total % Org. Content	
Total:			-

<p>If any ingredients, as listed on this form, appear under a different name in the ingredient declaration for the finished product, please explain such discrepancies.</p>			
<p>If any of the organic ingredients come from a supplier that is excluded from a certification requirement, such as a retailer, broker, or distributor, please explain how you've verified that the supplier is compliant with Standards section 205.101(b).</p>			
<p>What method was used to calculate composition percentages?</p>		<p>Net weight</p>	<p>Fluid volume</p>
<p>Did you round this down to the nearest whole number?</p>		<p>Combined weight</p>	
		<p>No</p>	<p>Yes</p>