

Name of Operator	
Certification Number	

Derogation Type (Tick relevant box)

Self Derogation for non organic straight feeds on the Green List. (Note 1)	
Derogation application for non organic straight feeds not on the Green List (Note 2)	

Product Details - Complete one form per ingredient.

Feed ingredient	
Supplier	
Quantity	

Justification for approval/derogation. Complete the relevant boxes.

a. Details of suppliers approached:- Name, date and phone no. and if possible written confirmation of unavailability.	1.	2.	3.
b. Nutritional evidence to confirm unsuitability of organic alternative.			
c. Evidence that organic alternative cannot be sourced in the region. Ie. Isolated regions and islands.			

Certification Body.

Date application received		Justification (circle)	a	b	c
Reason for refusal					
Approved by		Position			
Signature		Date			

Notes

1. Applies to producers proposing to buy in straight non organic feedstuffs on the Green List. This form must be completed by the producer and kept with the feed records, together with any evidence where relevant. Where compound feedstuffs are brought in it is not necessary to complete this form, but to retain this feed label as justification.
2. Applies to producers proposing to buy in straight feedstuffs NOT on the Green List. This form must be completed and sent to QWFC for approval before purchase.

Record Sheet RS2:

Livestock Nitrogen production data and record sheet (NB: Nitrogen = N)

Livestock on the registered unit.	A	B	C			B x Total C
	No producing 170kg. N	Kg.N produced per animal per year or per crop.	No of animals.			Kg.N produced
			Organic	Conver. Breeding Stock	Non Organic	.
Dairy cow (600kg)	2.0	85.0				
Dairy cow (500kg)	2.2	77.3				
Dairy heifer (500kg), Cattle over 24 months, Suckler cows, Bulls.	2.9	58.6				
Calf (0-6 months)	12.0	14.2				
Store cattle (6-12 months)	7.0	24.3				
Store cattle (12-24 months)	3.8	44.7				
Ewes and goats (65kg)	19.0	9.0				
Lambs and kids (0-6 months)	140.0	1.2				
Gimmers/hoggets and rams.	16.6	10.2				
Sow and litter (0-7kg)	9.0	18.9				
Weaner pigs (7-18kg)	60.0	2.8				
Grower pigs (18-35kg)	28.0	6.1				
Cutter pigs (35-85kg)	18.0	9.4				
Baconer pigs (35-105kg) Gilts and boars	16.0	10.6				
Horses over 6 months old.	2.0	85.0				
Laying hens	260.0	0.65				
			D Birds	E Crops	BxDxE	
Layer pullets (to 20 weeks)	1400.0 per crop	0.12 per bird per crop				
Table birds (to 2.2kg)	2030.0 per crop	0.08 per bird per crop				
Turkeys- male. (to 13.5kg)	252.0 per crop	0.67 per bird per crop				
Turkeys-female (to 6.5kg)	624.0 per crop	0.27 per bird per crop				
Total Kg Nitrogen Produced..... F						
Total Registered Hectares on Holding..... G						
Total Kg Nitrogen applied per Ha per year. H (Divide F by G)						
Imported Manure.	Kg N/Tonne	Tonnes				
Poultry manure	17.00					
Farmyard manure	6.00					
Horse manure	7.00					
Total Imported Nitrogen J						
Total Nitrogen applied to holding.... K (Sum of F & J)						
Total Nitrogen applied per hectare per year. (Kg) L (Divide K by G)						
Total Permitted Kg N per hectare per year.						170.00

*Record Sheet RS3:
Feed and Medicine Declaration*

Transfer of Organic Livestock for breeding or fattening.

A copy of this form **must** accompany all farm to farm transfers of organic livestock, together with a copy of the vendor's current certificate. A single form may cover a whole consignment of animals providing they have all been similarly fed and treated.

*(A copy of each form **must** be kept by both vendor and purchaser)*

Organic Producer:- Address:- QWFC Registration No:-		Organic Purchaser:- Address:- Registration No:-		
Date land organic:-				
Description of livestock:-	Age	Number	Organic Status	
			<i>Tick box</i>	
			Simultaneous conversion	
			Organic	
			Converted Breeding Stock	
Identification (eartags):-				

Veterinary treatments to date since January 1 st 200... <i>NB. Full disclosure of unfulfilled withdrawal periods is obligatory.</i>		Date last relevant withdrawal period ended.
Non Organic Feed consumed to date since 1 st January 200... <i>List non organic feeds and total kg dry matter fed.</i>		Kg. Dry Matter.

I confirm that this is a true record for the livestock described above and that they have been managed in full compliance with QWFC Organic Standards. **(Organic certification UK13)**

Signed:-

Date:-

This plan must be used in conjunction with a farm map, showing all water courses, hedges, ditches and manure storage sites. Prohibited areas for spreading must be **highlighted in red**. (QWFC organic standards 1.40)

	Description	Estimated Quantity.
Description of the manure and slurry production on the holding, and estimate of the annual quantities produced during the normal housed period.		
Calculate total Nitrogen production on holding. (KgN) Use Annex H.		Total KgN.
Calculate total Nitrogen imported in the form of animal manure or permitted fertiliser. (KgN) (See 1.45 – 1.46)		
Description of the manure and slurry storage facility and an estimate of the capacity. Field storage sites must be designated.		
Description of the dirty water management, including collection, storage and disposal.		
Field numbers and total area available for slurry and manure application. (A)		$\frac{\text{KgN}}{\text{A}} =$
Field numbers and areas where slurry and manure must not be spread.		
Field numbers where care must be taken to avoid run off into water courses or drainage systems.		

Welsh Organic Scheme
 Record Sheet RS5
 Livestock Feed Record (Version 1)

Producer

Feeding Group Identity.....

Calendar year.....

A	B	C	D	E	F	G	H	J	K	L	BxJ	BxK	BxL	BxCxG
Feed period	No. days	No. in group	Ave. weight	Est. dry matter appetite	List of all feeds used during period.	Kg/day fresh weight	Dry matter %	Daily Ration kgDM			Ration for period kgDM			Total fed kg fresh weight
								Organic	In Conv	Non organic	Organic	In Conv	Non organic	
Total														
Total														
Total														

Welsh Organic Scheme
 Record Sheet RS5
 Livestock Feed Record (Version 1)

Producer Example Sheet

Feeding Group Identity Autumn 2002 steer calves

Calendar year 2004

A	B	C	D	E	F	G	H	J	K	L	BxJ	BxK	BxL	BxCxG
Feed period	No. days	No. in group	Ave. weight	Est. dry matter appetite	List of all feeds used during period.	Kg/day fresh weight	Dry matter %	Daily Ration kgDM			Ration for period kgDM			Total fed kg fresh weight
								Organic	In Conv	Non organic	Organic	In Conv	Non organic	
1/1/04 to 31/3/04	91	20	350	7.00	Silage	13.3	40	5.30	0.85	0.85	482.3	77.4	77.4	24206
					Wheat	1.0	85		0.85		77.4	1820		
					Approved Compound	1.0	85		0.85		77.4	1820		
Total								5.30	0.85	0.85	482.3	77.4	77.4	
1/4/04 to 16/8/04	138	18	450	9.00	Grazing only	45.0	20	9.00			1242			111780
Total								9.00			1242			
17/8/04 to 1/1/05	136	8	600	11.00	Silage	15.0	20	3.00			408.0			16320
					Wheat	15.8	40	6.30			856.8			17190
					Approved Compound	2.0	85		1.70		231.2	2176		
Total								9.30		1.70	1264		231.2	

Welsh Organic Scheme
 Record Sheet RS8
 Potash Derogation Form

A true and self sustainable organic farming operation should aim to recycle potash within the system so that the import of mineral potash is unnecessary. However, in certain circumstances such as stockless rotations, NVZ or other justification, a derogation may be granted by QWFC to apply permitted natural potash products (Annex F). A soil analysis for each field, **including clay content**, must accompany this form.

Providing there is sufficient justification, derogation will be granted if :-

Clay content is less than 20% and potash less than 2-

OR:- clay content is more than 20% and potash is 0

Field Number	Crop	Stockless?	NVZ?	Other Justification	Potash Index	Clay Content

I request a derogation to apply the following product at the stated rate per hectare to the above fields.
 I attach a soil analysis report for each field.

Product..... Application Rate.....

Name..... Address.....

Signed..... Date.....

*Record Sheet RS9
Non organic Livestock Derogation Form*

The breeding female replacements for an organic livestock enterprise must either be homebred or sourced from another registered organic holding. However, where there are no organic replacements available within a reasonable distance, QWFC may grant a derogation to source non organic females that have not previously given birth. There is a limit of 10% of the organic breeding pig or cattle herd or 20% of an organic sheep flock per year. In exceptional circumstances a derogation for 40% may be granted.

Species and breed of livestock to be purchased.		
Number and age of livestock to be purchased.		
Number previously purchased since 1 st January.		
Flock or herd size on 1 st January.		
Name and address of supplier.		
<i>Confirmation that breeder has had no BSE cases for the last 6 years must be supplied.</i>		
Name and address of 3 organisations or organic breeders contacted to locate organic breeding stock.		
Name Address	Name Address	Name Address
Phone Date Contacted	Phone Date Contacted	Phone Date Contacted
Reason for buying in breeding stock.		

I request a derogation to purchase these non organic breeding females which have not previously given birth.

Name.....

Certification No.....

Address

Signed..... Date.....

*Record Sheet RS10
Livestock Health Plan*

The health plan should address all potential health issues, and show a clear commitment to preventative measures. Animal welfare must be a priority and should be the guiding principle when considering veterinary treatment measures.

The health plan must be reviewed annually, preferably in consultation with the vet, and will be assessed at the annual inspection.

Sufficient copies of this proforma should be used to provide a complete and up to date working plan for the health management of all livestock species farmed. A detailed health plan drawn up by the vet will also be acceptable.

Potential Health Issue	Preventative Measures	Veterinary Treatments

*Record Sheet RS11
Non Organic Manure Inputs.*

The import of non organic manures onto a registered holding may only be done with **prior approval** of QWFC (Standards 1.45, 1.46&1.47) and only where it can be shown that adequate nutrition of the crop cannot be achieved through sustainable organic practice. This form may be used to apply for a derogation prior to sourcing non organic animal manure.

Name and address of supplier of manure.	
Quantity to be brought in. (Tonnes)	
Livestock species and type of production system. Stocking density of broiler chickens.	
Proposed storage site and composting period.	
Proposed fields for application of brought in manure.	
Proposed cropping.	
Proposed rate of application.	

Declaration from non organic producer supplying manure:-

I declare that the livestock manure described above derives from an extensive system of production and that no feeds containing genetically modified organisms have been fed to the livestock.

Signed..... Name..... Date.....

Justification from organic producer:-

Please find attached **soil analysis reports** for the fields that require supplementary nutrients from imported non organic livestock manures.
I declare that the required nutrients cannot be sourced from this organic holding nor from any other organic holding within reasonable distance.

Signed.....

Name:-

Certification No:-

Address:-

*Record Sheet RS12.
Complaints Form*

Licensee.....

Cert. No.....

This form **must** be completed following any complaint made against the registered business. All complaints **must** be investigated and resolved appropriately. The complainant **must** be notified of any action taken. This record **must** be made available to QWFC at any inspection.

Complaint.

Date of complaint.	
Complaint made to whom.	
Name of complainant.	
Address of complainant.	
Phone no.of complainant.	
Method of complaint.	

Description of complaint.

Action taken to resolve complaint and prevent recurrence.

What response was made to complainant?

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Conclusion.

Signed by:-		Date:-	
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This form should be used for single varieties of seed, grass and forage seed mixes and for seed potatoes.

Organic seeds must be used where available (QWFC Standards 1.49). However, where no suitable/appropriate organic alternative is available, **untreated** non organic seed may be used following prior derogation by QWFC. There are no grounds for a derogation to use non organic seed for reasons of seed quality if the variety a producer wants to use is registered in the database.

QWFC will require the reason for wanting to use non organic seed before any purchase.

Failure to obtain a derogation may lead to the decertification of the crop.

Where grass and forage mixes are used containing at least the minimum percentage of organic seeds (60% in 2006), details of the non organic seed in the mix can be submitted to QWFC using this form. This may be done after purchase but before the next inspection.

Getting Approval.

1. First check the availability of organic seeds on the UK organic seed database at www.organicXseeds.co.uk If web access is not available, then check with QWFC.

2. **Single seed varieties.**

If the variety that you require is not available as organic seed, and alternative varieties of the same crop are not suitable, QWFC will consider your request to use non organic seed. The justification **must** be from the following list.

Reason for derogation request:-

- (a) No variety of the species required is registered on the UK organic seed database.
- (b) The seed supplier is unable to deliver the seed before sowing despite ordering the seed in reasonable time.
- (c) The variety required is not available on the database and it can be demonstrated that none of the registered alternatives of the same species are appropriate for the situation. (Reasons for being inappropriate must be given)
- (d1) For research purposes.
- (d2) To test in small scale field trials.
- (d3) For variety conservation purposes.
- (e) The seed is part of a grass or forage mix containing at least the minimum percentage of organic seeds for the year. (60% in 2006)

3. **Seed mixes:-**

- All grass and forage seed mixes **must** contain at least the minimum percentage of organic seeds for the year. In 2006 the requirement is 60%. QWFC may be contacted for the requirement in subsequent years.
- Producers requesting approval to use a grass or forage seed mix containing less than the required percentage of organic seeds **must** apply prior to purchase. Justification will be required for each non organic variety used. Approval will only be given in exceptional circumstances.
- The minimum percentage approach only applies to grasses and forage mixes. These include grass clover mixes and unharvestable mixes. An unharvestable mix is defined as one containing species from two or more of the following different groups that is not intended for harvesting:- Cereals, pulses ,grass and clovers, brassicas and others e.g. oilseeds.

4. **Potatoes:-**

Seed potatoes **must** be sourced organically. Approval for non organic varieties may be given in exceptional circumstances. QWFC must be contacted to discuss requirements. Applications **must** also be made in writing.

*Record Sheet RS13
Non Organic Seed Derogation - Application.*

Name		Certification No.		Address			
Crop species	Variety	Total Kg.	Org/non org.	Sowing date	Area	Field nos.	Justification code
Estimated percentage of total organic seed used on holding:							
Official Use only:- Approved/Not approved by:-		Official use only:- Date:-		This box must be completed if justification reason is (c) Please continue on separate sheet if necessary.			
Official Use only:- Reasons/Conditions:-							

***Please enter the justification code for a derogation request by inserting one of the letters from the options listed on the previous page. (Either (a), (b), (c), (d1), (d2), (d3) or (e). You may be asked for further justification by QWFC at a later date. For grass and forage seed mixes containing the minimum percentage of organic seeds enter reason (e). For reason (c), written justification must be given in the box above right.**

Tenant.		Certification Body & Cert.No.	
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This form may be used to record an agreement to rent registered land

Licensee.		Certification No.	
Address.			
Address.			

As **Licensee** of the above organic registered holding, I agree to rent the registered fields detailed below to the tenant for the period specified. I have supplied the tenant with a copy of the current organic certificate and schedule of registered land.

Signed..... Date.....

As prospective **Tenant** of the land detailed below, I agree to manage the land according to the QWFC organic standards and to maintain the field records. I am a registered organic producer and I have supplied the licensee with a copy of my current organic certificate.

Signed..... Date.....

Holding No.	OS Ref. No.	Area (ha)	Org.Status	O/IC	Period of tenancy

Office Use:-

This form **must** be completed and sent to QWFC for approval prior to using a product or practice that is restricted under the QWFC standards.

Licensee.....

Certification No.....

Address.....

.....

Date.....

Derogation sought for:-

Restricted practice	
Restricted product	
Name of supplier	
Production enterprise	
Quantity to be used	
Field numbers. (if relevant)	
Justification for practice or product	

Approved	Signed:-	Date:-
Not Approved	Signed:-	Date:-
Reasons/Conditions		