Soil Association Certification Limited

Producer certification (licensees)

*England*
South Plaza
Marlborough Street
Bristol BS1 3NX

**T** 0117 914 2412  
**F** 0117 314 5046  
**E** prod.cert@soilassociation.org

*Wales*
PO Box 805
Cardiff CF11 1FD

**T** 0845 121 2321  
**F** 0845 121 2322  
**E** wales.cert@soilassociation.org

*Scotland*
PO Box 7575
Perth PH2 1DE

**T** 0845 121 3230  
**F** 0845 121 3235  
**E** scot.cert@soilassociation.org

Processor certification (licensees)

**T** 0117 914 2411  
**F** 0117 314 5046  
**E** proc.cert@soilassociation.org

Business development (enquiries)

**T** 0117 914 2406  
**F** 0117 314 5046  
**E** goorganic@soilassociation.org

© Soil Association 2008
Contents

Glossary

Chapter 1

The principles of organic production and processing

1.1 Introduction
1.2 The principles of organic production
1.3 The origins of organic farming and organic standards
1.4 Where we are today
1.5 Developing the standards

Chapter 2

The certification process

2.1 Soil Association Certification Limited
2.2 The Soil Association symbol
2.3 Inspection
2.4 Certification

Chapter 3

Farming and growing

3.0 Standards you must read with this chapter
3.1 Organic farming and the environment
3.2 Employment
3.3 Other statutory requirements
3.4 Records you need to keep
3.5 Labelling
3.6 Genetic engineering and nanotechnology
3.7 External contamination
3.8 Horses and other equines on organic land
3.9 Packaging
Chapter 4

Crop and land management

4.0 Standards you must read with this chapter
4.1 Converting land to organic production
4.2 Planning conversion
4.3 Conversion periods for land and crops
4.4 Managing organic and non-organic enterprises
4.5 Environmental management and conservation
4.6 Managing soil
4.7 Manure, compost and plant wastes
4.8 Mineral fertilisers and supplementary nutrients
4.9 Heavy metals in soil and manure
4.10 Controlling weeds
4.11 Controlling pests and disease
4.12 Harvesting crops
4.13 Storing crops
4.14 Transporting crops
4.15 Cleaning equipment and storage areas

Chapter 5

Arable and horticultural crop rotations

5.0 Standards you must read with this chapter
5.1 Additional standards for arable and horticultural crop rotations
5.2 Using seed and propagation material

Chapter 6

Grassland and forage

6.0 Standards you must read with this chapter
6.1 Additional standards for grassland and forage
6.2 Conserving forage
Chapter 7

Mushroom production

7.0 Standards you must read with this chapter
7.1 Additional standards for mushroom production

Chapter 8

Watercress production

8.0 Standards you must read with this chapter
8.1 Additional standards for watercress production

Chapter 9

Wild harvesting

9.0 Standards you must read with this chapter
9.1 Additional standards for wild harvesting
9.2 Wild harvesting management plan
9.3 Harvesting

Chapter 10

Animal welfare and general livestock management

10.0 Standards you must read with this chapter
10.1 Principles of organic livestock management
10.2 Keeping livestock healthy
10.3 Livestock management plan
10.4 Managing your herd or flock through conversion
10.5 Simultaneous conversion
10.6 Bringing in livestock
10.7 Keeping organic and non-organic livestock
10.8 Managing sick or injured animals
10.9 Veterinary treatments
10.10 Control of specific ailments
10.11 Grazing livestock
10.12 Housing livestock
10.13 Feeding livestock
10.14 Handling and transporting livestock
10.15 Identification
Chapter 11

Beef and dairy cattle

11.0 Standards you must read with this chapter
11.1 Converting cattle
11.2 Welfare of cattle
11.3 Feeding cattle
11.4 Housing cattle
11.5 Rearing calves
11.6 Transporting and handling cattle

Chapter 12

Sheep and goats

12.0 Standards you must read with this chapter
12.1 Converting sheep and goats
12.2 Welfare of sheep and goats
12.3 Feeding sheep and goats
12.4 Housing sheep and goats
12.5 Transporting and handling sheep and goats

Chapter 13

Pigs

13.0 Standards you must read with this chapter
13.1 Converting pigs
13.2 Welfare of pigs
13.3 Outdoor management of pigs
13.4 Feeding pigs
13.5 Housing pigs
13.6 Farrowing and weaning pigs
13.7 Transporting and handling pigs
Chapter 14

Deer

14.0 Standards you must read with this chapter
14.1 Species and origins of stock (including parkland managed)
14.2 Converting deer
14.3 Deer health and welfare
14.4 Managing the grazing of deer
14.5 Feeding deer
14.6 Housing deer
14.7 Handling and transporting deer
14.8 Slaughtering deer

Chapter 15

Beekeeping

15.0 Standards you must read with this chapter
15.1 Bees on your farm
15.2 Keeping bees healthy
15.3 Feeding bees
15.4 Siting and managing your apiaries

Chapter 16

Livestock markets

16.0 Standards you must read with this chapter
16.1 Introduction
16.2 General requirements
16.3 Application
16.4 Inspection
16.5 Before the sale
16.6 The sale
16.7 Handling of livestock and animal welfare
16.8 Record keeping
16.9 Delivery, collection and transport

Chapters 17–19 | Not in use
Chapter 20

Poultry

20.0 Standards you must read with this chapter
20.1 Poultry within your farm system
20.2 Converting poultry
20.3 Table poultry
20.4 Laying poultry
20.5 Welfare of poultry
20.6 Feeding poultry
20.7 Housing poultry
20.8 Access to pasture and range
20.9 Transporting and handling poultry

Chapter 21

Poultry breeding flocks

21.0 Standards you must read with this chapter
21.1 Additional standards for poultry breeding flocks

Chapter 22

Hatcheries

22.0 Standards you must read with this chapter
22.1 Additional standards for hatcheries

Chapter 23

Pullet rearing

23.0 Standards you must read with this chapter
23.1 Additional standards for pullet rearing

Chapters 24–29 | Not in use
Chapter 30

Aquaculture

30.0 Standards you must read with this chapter
30.1 Organic aquaculture systems
30.2 Managing your aquaculture system
30.3 Managing stock through conversion
30.4 Eggs and youngstock
30.5 Environmental management
30.6 Managing holding facilities
30.7 Managing water quality
30.8 Feeding organic stock
30.9 Maintaining high stock welfare
30.10 Keeping your stock healthy
30.11 Transporting live stock
30.12 Harvesting and slaughtering
30.13 Record keeping

Chapter 31

Atlantic salmon

31.0 Standards you must read with this chapter
31.1 Conversion
31.2 Managing water quality and holding facilities
31.3 Feeding your stock
31.4 Maintaining high stock welfare
31.5 Keeping your stock healthy
31.6 Harvesting and slaughtering

Chapter 32

Trout and arctic charr

32.0 Standards you must read with this chapter
32.1 Conversion
32.2 Managing water quality and holding facilities
32.3 Feeding your stock
32.4 Maintaining high stock welfare
32.5 Harvesting and slaughtering
Chapter 33

Shrimp

33.0 Standards you must read with this chapter
33.1 Introduction
33.2 Conversion
33.3 Eggs and youngstock
33.4 Environmental management
33.5 Managing water quality and holding facilities
33.6 Feeding shrimp
33.7 Maintaining high stock welfare
33.8 Keeping your stock healthy
33.9 Harvesting and slaughtering

Chapter 34

Bivalves

34.0 Standards you must read with this chapter
34.1 Introduction
34.2 Conversion
34.3 Site characteristics
34.4 Water quality
34.5 Equipment
34.6 Type and origin of stock
34.7 Culture methods and harvesting
34.8 Food safety
34.9 Predation
34.10 Handling and welfare
34.11 Processing and packing
34.12 Transport
34.13 Managing waste
Chapter 35

Carp

35.0 Standards you must read with this chapter
35.1 Introduction
35.2 Breeding and youngstock
35.3 Managing water quality and holding facilities
35.4 Feeding carp
35.5 Maintaining high stock welfare
35.6 Harvesting

Chapters 36–39 | Not in use

Chapter 40

Processes in the chain between farm and consumer

40.0 Standards you must read with this chapter
40.1 Who these standards apply to
40.2 Principles of organic food processing
40.3 Do you need to be certified?
40.4 Equivalence
40.5 Importing
40.6 Record keeping
40.7 Genetic engineering and nanotechnology
40.8 Composition
40.9 Approving products
40.10 Labelling
Chapter 41
Manufacturing

41.0 Standards you must read with this chapter
41.1 General requirements
41.2 Processing
41.3 Plant and equipment
41.4 Incoming goods
41.5 Storage and warehousing
41.6 Packaging
41.7 Transport
41.8 Cleaning and hygiene
41.9 Pest control

Chapter 42
Abattoirs and slaughtering

42.0 Standards you must read with this chapter
42.1 General requirements
42.2 Record keeping
42.3 Training
42.4 Quality management system
42.5 Animal welfare
42.6 Unloading
42.7 Lairage
42.8 Stunning, killing and slaughtering
42.9 Stunning and killing methods
42.10 Processing
42.11 Producers delivering organic livestock

Chapter 43
Catering

43.0 Standards you must read with this chapter
43.1 Types of certification
43.2 Ingredients
43.3 Record keeping
43.4 Labelling
Chapter 50

Health and beauty products

50.0 Standards you must read with this chapter
50.1 What these standards apply to
50.2 Principles
50.3 Raw materials and ingredients
50.4 Extracting and preserving raw materials
50.5 Physical and chemical processing of ingredients
50.6 Labelling and composition
50.7 Inspection and certification

Glossary

Chapter 51

Specific health and beauty products

51.0 Standards you must read with this chapter
51.1 Capsules and tablets
51.2 Products with a mineral content above 30%
51.3 Propellant products
51.4 Skin creams
51.5 Wet wipes
51.6 Water based products

Chapters 52–59 | Not in use
Chapter 60

Textiles

60.0 Standards you must read with this chapter
60.1 Who these standards apply to
60.2 The principles of organic textile production
60.3 Importing and equivalence
60.4 Composition and labelling
60.5 Processing
60.6 Separation
60.7 All inputs
60.8 Spinning, sizing, weaving, knitting and non-woven manufacture
60.9 Pre-treatment stages, wet processing
60.10 Dyeing and printing
60.11 Finishing
60.12 Accessories and trims
60.13 Environmental management
60.14 Storage and transport, packaging and pest control
60.15 Record keeping and quality assurance
60.16 Product performance
60.17 Social criteria
60.18 Inspection and certification

Chapter 61

Silk, wool, hides, leathers and skins

61.0 Standards you must read with this chapter
61.1 Silk
61.2 Wool
61.3 Hides, leathers and skins

Annex – List of abbreviations

Chapters 62–69 | Not in use
Chapter 70

Ethical trade

70.0 Standards you must read with this chapter
70.1 Introduction
70.2 Certification
70.3 Employment
70.4 Trading relationships
70.5 Social and cultural conditions
70.6 Origin of products and ingredients
70.7 Labelling
70.8 Record keeping

Chapters 71–89 | Not in use

Chapter 90

Woodland

90.0 Standards you must read with this chapter
90.1 Introduction
90.2 Scope
90.3 Organic woodland certification
90.4 Woodland management
90.5 Protection from stock and game rearing
90.6 Controlling weeds, pests and disease
90.7 Woodland fertility
90.8 Managing fire
90.9 Parkland, hedgerows, veteran trees and avenues
90.10 Traditional coppice
90.11 Non-timber forest products
90.12 Agricultural production in woodland

Annex I

Exceptional permissions
Glossary

A

Ad lib – freely and at will.
Advisory Committee on Organic Standards (ACOS) – a non-executive, non-departmental public body which advises ministers on matters relating to organic standards.
Aeration of slurry – the active addition of air to slurry through mixing, stirring or direct injection.
Agri-environmental scheme – a government scheme that links agricultural production to minimum levels of environmental management and responsibility.
Animal husbandry – the care and breeding of domestic animals.
Animal welfare officer (AWO) – the person responsible for protecting the welfare of animals during handling and slaughtering at an abattoir.

B

Biodiversity – the diversity of plant and animal life in one or more habitats.
Biodynamic – a system of agriculture taught by Rudolf Steiner and based on natural and spiritual principles and the developing science of life forces. It encourages the farm to be managed as a dynamic organism.
Bleed run – a quantity of organic product that is run through equipment to flush out any remaining non-organic product. The bleed run is then discarded as non-organic.
British Retail Consortium (BRC) – a trade association representing large multiple retailers, department stores and independent shops. The BRC publish technical food safety standards for companies supplying the retail trade.
Burdizzo method – a castration method using a clamp to crush the blood vessels leading into the testicles.
Burtonising – Adding salts to water to meet the composition of water in Burton-on-Trent which is ideal for brewing ales.
Carcasses, sides, quarters and primals – the products of abattoir and meat cutting plants. Carcasses are the whole body of the animal, skinned and gutted. Splitting a carcass down the backbone gives two sides. Splitting each side again gives two quarters and further cutting results in primals. Individual portions, such as steaks or chops, are cut from primals.

Cation exchange capacity (CEC) – the total amount of exchangeable cations the soil can absorb. It indicates the potential of a soil to hold nutrient cations (for example nitrate and phosphate) for plant absorption. Clay soils containing high levels of organic matter usually have a large CEC, while sandy soils with low levels of organic matter have a small CEC.

Certificate of inspection (COI) – issued by the certifier in the country of origin, it accompanies the product to the port of entry in the European union. The port (or other) authority endorses it to gain clearance for entry. One COI can cover a whole consignment, even if it contains a variety of products and containers.

Certificate of registration – the document that we issue confirming we license an operation. The trading schedule lists the certified enterprises or products. Both are necessary to market products as organic and are renewed annually.

Certification committee – the experienced staff who meet weekly to decide on difficult or precedent certification issues, for example:

- aspects that the standards do not cover
- requests from licensees for derogations to the standards
- appeals
- disciplinary actions.

Chemically modified – when a substance has been altered by a chemical reaction, for example, when an oil is hydrogenated, turning it into a solid fat.

Chemical synthetic repellent – a repellent made from synthesized chemicals.

Coccidiostats – chemical products for treating and controlling coccidial infection.

Companion planting – planting two or more crops together in the same area, to benefit from each other’s presence.
**Complementary therapies** – medicinal treatment methods such as homeopathy, herbs and acupuncture, often used in addition to conventional treatments.

**Composting** – the controlled biological decomposition of organic matter in the presence of air to form a humus-like material. Control methods can be intensive or extensive and include various forms of mixing and aerating to achieve high temperatures in the material and ensure even decomposition.

**Concentrate** – animal feed with a high food value and low fibre content relative to volume, for example cereal grains and their by-products, leguminous seeds, oil seeds, cakes and meals. It may be compounded (several ingredients mixed and processed together) or straight (single ingredient, lightly processed or not at all).

**Consignee** – a person or company who receives a delivery of goods.

**Conversion period** – the time under organic management that it takes for non-organic land, crops or livestock to convert to organic production.

**Converted breeding stock** – non-organic livestock that will never have organic status but which, after the correct conversion period, can produce organic offspring, milk, eggs or wool.

**Coppicing** – cutting trees back so that they regenerate from their stool or root system.

**Crop product** – a product made from agricultural crops (for example fruit, vegetables, rice, grains, pulses) but containing no livestock products.

**Cross compliance** – statutory land management and environmental requirements farmers must comply with in order to receive the Single Payment.

**D**

**Dam** – mother.

**Defra** – Department for Environment, Food and Rural Affairs.

**Defra surveillance visits** – inspections by Defra of a random sample of our licensees to check our inspection procedures.

**Derogation** – permission to use a practice or substance that we do not allow, either in our standards or the UK national standards. We give derogations only in exceptional cases. We refer to Defra for cases involving the UK national standards.
**DNA** – Deoxyribonucleic acid (DNA) molecules carry the genetic information necessary for the organisation and functioning of most living cells and control the inheritance of characteristics.

**Dry matter** – the part of a feed remaining after water has been extracted, measured as a percentage of the fresh weight of the product.

**E**

**Ecological diversity** – the variety of biological communities or ecosystems in an area.

**Ecosystem** – a biological community of interacting organisms and their physical environment.

**Ecotype** – a population within a species that has evolved and adapted to a particular habitat.

**EN 45011 (ISO 65)** – the international standard for certification bodies to ensure they provide a non-discriminatory and impartial service.

**Enterprise** – a specific processing system or farm production activity, for example meat cutting, a bottling plant, a sheep flock or a dairy herd.

**Environmental loading** – a concentration of a substance in a specific part of the environment.

**EU Regulation 2092/91** – the minimum rules for producing, processing, importing, labelling and marketing organic foods in the EU. It also defines requirements for inspection and certification and control by national authorities. It covers production of food for human consumption, animal feed and farm inputs. It does not cover non-food products such as textiles, health and beauty care, gardening products or pet foods.

**Extensive husbandry** – managing livestock or crops with low inputs, often using larger areas of land. EU Regulation 2078/92 defines some extensive husbandry systems.

**F**

**Farm ecosystem** – the biological community of interacting organisms and their physical environment on a specific farm.

**Finish cattle** – to raise cattle to a point when they are ready for slaughter.

**First consignee** – a person or company who receives a delivery of goods and who will then further process/pack/label or market those goods. First consignees must be licensed.
Forage – pasture or other high fibre crops for livestock feed. It may be fresh, dried, or ensiled.

G

Genetically modified organism (GMO) – a plant, animal or microbe whose DNA has been changed in a way which is impossible through conventional techniques. It has different characteristics to the unmodified organism. Techniques include:

• deleting, adding, doubling, changing or moving genes within an organism
• transferring genes from one organism to another, and
• modifying existing genes or constructing new genes and incorporating them into an organism.

GMO derivative – any substance which is either produced from or produced by GMOs, but doesn’t contain them.

Genotype – the genetic constitution of an organism or cell, as distinct from its expressed features (phenotype).

H

Hazard Analysis Critical Control Point (HACCP) – a system for identifying and controlling hazards. Food producers use it specifically to identify and control factors that may affect the safety and quality of the food.

Herbivore – an animal that feeds exclusively or mainly on grass and other plants.

Holding – a farm or area of land which can be made up of one or more units. A holding may have at least one Defra holding number.

Hydrographically defined area – a water body defined by its geographical limits (such as coastline, natural obstructions or depth contours) or by its hydrological features. It is, in effect, a single body of water.
International Federation of Organic Agricultural Movements (IFOAM) – a global federation of organic organisations working to promote organic food and farming internationally. It sets basic organic standards and its subsidiary, IOAS, has an accreditation system for certification bodies that wish to adopt its standards. We are one of these bodies and are able to offer certification in compliance with IFOAM standards.

Importers – those importing organic goods, primarily from outside the EU.

Intensive husbandry – managing crops or livestock in order to maximise production using a high level of inputs.

International Organic Accreditation Service (IOAS) – a wholly owned subsidiary of IFOAM to accredit certifiers against IFOAM standards and certification criteria.

ISO 9000 – an international standard for quality management systems.

Labelling – any words, particulars, trade marks, brand names, pictorial matter or symbols on any packaging, document, notice, label, board or collar accompanying or referring to a product certified to these standards.

Ley – land temporarily sown to pasture.

Licence – this is your certificate of registration and your trading schedule. Your licence will only be valid if you have signed, and are meeting the requirements of, the certification contract. Products you are licensed for will be listed on your trading schedule.

Licensee – someone who holds a valid licence.

Linked farms – farms that work together and share resources and/or products for the benefit of each participating farm.

Livestock product – a product which includes ingredients derived from animals (for example meat, dairy products, eggs) besides any other ingredients.

Livestock production – the production of domestic or domesticated terrestrial animals (including insects) and aquatic species farmed in fresh, salt or brackish water. This excludes the products of hunting and fishing of wild animals.

Lungeing area – the room a cow that is lying down needs to lunge forward in order to stand up.
Manifest infringement – such a significant breach of the standards that integrity in the organic system has been lost. It may also result from not correcting a previous critical non-compliance. We will terminate part of the licence or the entire licence.

Marketing – holding or displaying for sale, offering for sale, selling, delivering or placing in the market in any other form.

Meat Hygiene Service (MHS) – an executive agency of the Food Standards Agency, carrying out meat inspection duties. Its remit is to protect public health and animal welfare at slaughter and promote consumer confidence.

Mineral fertilisers – nutrients of mineral origin, such as limestone and rock phosphate.

Mixed cropping – a crop composed of two or more prominent species (for example wheat and rye).

Mixed stocking – grazing two or more species on the same pasture, either at the same time or alternating with each other.

Natural flavours – Article 1 (2) (c) of Regulation 88/388/EEC defines natural flavours as containing only flavouring components from material of vegetable or animal origin that are extracted by:

• physical processes (including distillation and solvent extraction)
• enzymatic processes, or
• microbiological processes.

Nature identical – a synthetic material that has a molecular structure identical to the natural material.
Non-compliance – breach of the standards that may be, in rising order of severity:

- Minor – does not directly compromise the integrity of the product but needs correcting
- Major – may compromise the integrity of the product if not corrected, or may result from not correcting a previous minor non-compliance. A number of major non-compliances may lead to suspension of certification for the products or enterprises affected where there are concerns over integrity of the product or whole system.
- Critical – directly affects the integrity of the product, or may result from not correcting a previous major non-compliance. A critical non-compliance will normally result in us suspending certification for the products or enterprises affected or the whole licence.

O

On-farm processing – processing of organic produce on an organic farm for which the producer will need a separate processing licence, for example, bottling milk, cutting meat and repacking wholefoods.

On-farm packing – packing of organic produce, (such as retail packing of vegetables or eggs), on an organic farm for which the producer will need a separate processing licence. This may also include packing fresh produce brought in from another licensed farmer, grower or processor.

Organic status – the organic certification, or otherwise, of a product, enterprise or operation.

P

Parallel production of crops – managing organic and non-organic crops of the same variety on the same unit. This is not allowed.

Parallel production of livestock – managing organic and non-organic livestock of the same species on the same holding. This is not allowed.

Permanent pasture – pasture that has been growing for at least five years

Pesticide Safety Directorate (PSD) – an executive agency of Defra responsible for evaluating and registering pesticides in the UK, monitoring their use and taking enforcement action against illegal use, or more.

Phytotherapeutic – standardised herbal preparations consisting of complex mixtures of one or more plants which contain, as active ingredients, plant parts or plant material in the crude or processed state.
Primary ecosystem – an ecosystem which has not been disturbed by man’s activities, for example virgin rainforest.

Poaching – the trampling of land when wet, mainly by livestock, so that it becomes churned and muddy. It damages the soil structure and is a particular problem of heavy land.

Polymerase chain reaction (PCR) – a method for creating millions of copies of a particular segment of DNA. It is used to amplify very small amounts of a DNA sequence until there are enough copies available to detect and measure.

Quality management system – the organisational structure, responsibilities, procedures, processes and resources for implementing quality policy and achieving quality goals.

Regenerate – to recreate cells, tissues or organs which have been lost by degeneration or removal.

Rhizome – a swollen underground stem commonly used for reproduction and food storage by the plant.

Rotational grazing – grazing a series of pastures in sequence. It alternates short periods of heavy use with a recovery period and helps to utilise the forage efficiently.

Sanctions – penalties for not complying with our standards or procedures. We grade the sanctions, depending on their severity. They consist of: ‘minor non-compliance’, ‘major non-compliance’, ‘critical non-compliance’ and ‘manifest infringement’. Definitions can be found under ‘non-compliance’ and ‘manifest infringement’ in this glossary.

Semi-intensive system – a farming system that uses supplementary feeding and therefore depends on both natural and supplied feed. Stocking densities are between those of intensive and extensive systems.

Single Payment Scheme – a government scheme simplifying support payments to farmers into one payment rewarding compliance with environmental and other measures.
Soil erosion – the loss of topsoil, mainly caused by wind or rain blowing or washing it away.

Species – the basic unit of biological classification. A group of organisms that have a unique set of characteristics (like body shape and behaviour) that distinguishes them from other organisms. Individuals within the same species can breed and produce fertile offspring.

Spot inspection programme – the programme of additional inspections over and above the annual visits. We target those who we consider to be higher risk or where we have identified specific risks, for example end of derogation periods, parallel production, following up complaints.

Straight – a single concentrate livestock feed, for example wheat or field beans, that is not compounded with other ingredients. It may be lightly processed.

Substrate – a material upon, in or through which organisms can grow.

Supplementary nutrients – nutrient inputs to complement the farm’s own nutrient cycles and to correct imbalances and deficiencies.

Suspend licence – temporarily withdraw a licensee from the certification scheme. A licensee cannot legally market their products with any reference to organic when their licence is suspended.

Symbiotic relationship – when two or more different organisms live together in close association and to their mutual advantage.

T

Terminate licence – permanently remove a licensee from the certification scheme. In this state an operator cannot legally market their products with any reference to organic.

Third countries – those outside the European Union.

Traceability code – a code that accompanies a specific product or batch right through the processing and distribution chain. That product can be traced in the associated records from entry to exit of the system.

Trace element – a substance needed in very small amounts for the proper functioning of the body. Examples include chromium, copper, cobalt, iodine, iron, selenium and zinc.

Trading schedule – the document that lists certified enterprises or products of licensees. It supplements the registration certificate and together they enable a licensee to market the listed products as organic. Both are renewed annually.

Turbidity – the cloudiness of water caused by suspended particles.
**U**

**United Kingdom Accreditation Service (UKAS)** – official body in the UK that accredits certification bodies who meet the requirements of EN 45011 and other standards.

**Unannounced inspection** – an inspection for which we give no advanced warning or notice. We may charge for these inspections.

**Under-sowing** – to sow one crop into another existing crop, for instance a grass or clover mixture into a cereal crop.

**Unit** – a part of a holding which may be managed differently and physically, financially and operationally separate.

**V**

**Valid schedule/certificate** – one that is current (not past its expiry date) and where we have not suspended or terminated the licence.

**Validated training** – a process for ensuring that the training meets recognised standards.

**Visual field** – the area within a 180 degree view. For example with a box, the area within the same visual field as the sales description would be either the side panels, or the top or bottom of the box. It would not include the back of the box.

**W**

**Water fit for drinking** – referred to as potable water or mains water in the UK. Must be drinking quality. Chlorine levels must not exceed five parts per million.

**Woodmark** – the Soil Association’s forest certification programme, providing FSC forest and ‘chain of custody’ certification throughout the world.
Acknowledgements

We are grateful to members of the standards committees who gave their time generously to proofread and advise, and to all employees who have been involved with this project for their unstinting support.

Picture credits

Unless otherwise indicated all pictures are copyright of the Soil Association. We thank the following licensees and individuals for supplying images for these chapters.

Chapter 7: courtesy of Oakfield Farm Products Ltd
Chapter 8: courtesy of Vitacress Salads
Chapter 9: courtesy of Devil’s Claw Project, Namibia
Chapter 14: courtesy of Wootton Organic Farms Ltd
Chapter 22: courtesy of Lloyd Maunder Ltd
Chapter 23: courtesy of Ben and Cathy Wetherden
Chapter 34: courtesy of Loch Fyne
Chapter 40: courtesy of Fresh & Wild
Chapter 41: courtesy of Yeo Valley Organic
Chapter 60: courtesy of Lee Holdstock

Chapters 16, 31, 32, 33, 35, 50, 51, 61 and 90: iStockphoto.com
The principles of organic production and processing
The principles of organic production and processing

1.1 Introduction
1.2 The principles of organic production
1.3 The origins of organic farming and organic standards
1.4 Where we are today
1.5 Developing the standards
The principles of organic production and processing

The certification process

2.1 Soil Association Certification Limited
2.2 The Soil Association symbol
2.3 Inspection
2.4 Certification
1.1 Introduction

Welcome to our standards for organic production and processing. It contains all that you have to do to produce and sell your products as organic using the Soil Association symbol.

We have written our standards in plain English to make them as simple and clear as possible. Each standard clearly indicates how you should treat it.

What you ‘should’ do

These give the ideal or best organic practice. They say how you should ideally be working.

What you ‘must’ do

These state the actual requirements, including what you must get our permission for and what you must not do.

What you ‘may’ do

These state what you can do. We say if you need to get our permission for these or if there are other conditions. Generally, if we do not mention a product or practice, it means we do not allow it so you must not use it. Please ask us if you are in doubt.

What you ‘may’ do, but only with our permission

These state what you can do, but only with our prior permission.
Text format

- We have included additional notes to help with interpretation or provide background information.
- We have identified new standards introduced since the last edition with ‘New’ written alongside them.
- We have identified standards where we have changed the wording or corrected a mistake with ‘Revised’ written alongside them.
- We have used an arrow [►] to indicate when a standard is continued on another page.
- We use green text for paragraphs containing principles and best organic practice. These set the context for the standards that follow. They are things that you should do, or work towards, but they are not requirements.
1.2 The principles of organic production

Organic is a ‘whole system’ approach to farming and food production. It recognises the close interrelationships between all parts of the production system from the soil to the consumer.

We have established a comprehensive set of organic principles that guide our work and our standards.

**Agricultural principles**

- To produce food of high quality in sufficient quantity.
- To work within natural systems and cycles throughout all levels from the soil to plants and animals.
- To maintain the long term fertility and biological activity of soils.
- To treat livestock ethically, meeting their physiological and behavioural needs.
- To respect regional, environmental, climatic and geographic differences and (appropriate) practices that have evolved in response to them.

**Environmental principles**

- To foster biodiversity and protect sensitive habitats and landscape features.
- To maximise use of renewable resources and recycling.
- To minimise pollution and waste.

**Food processing principles**

- To minimise processing, consistent with the food in question.
- To maximise information for the consumer on processing methods and ingredients.

For more detailed food processing principles see chapter 40.
Social principles

• To provide a fair and adequate quality of life, work satisfaction and working environment.
• To develop ecologically responsible production, processing and distribution chains, emphasising local systems.

From these principles the practices that form the foundations of organic farming have been established:

• encouraging biological cycles involving micro-organisms, soil fauna, plants and animals
• sustainable crop rotations
• recycling of nutrients using composted manure and vegetable waste
• cultivation techniques that enhance and protect the soil and its life
• avoiding soluble mineral fertilisers
• avoiding agrochemical pesticides, and
• animal husbandry which meets their physiological, behavioural and health needs.
1.3 The origins of organic farming and organic standards

The origins of organic farming

Three different strands contributed to the founding of organic farming.

- Rudolf Steiner delivered a series of eight lectures to a group of farmers in Austria in 1924. These lectures defined biodynamic agriculture and the Demeter symbol was created in 1927 to identify foods grown by these methods.
- Lady Eve Balfour was inspired by the work of Sir Albert Howard (on composting and agricultural health) and Sir Robert McCarrison (on diet and human health), both working in India. She started the Haughley Experiment on her farm in Suffolk researching the links between the health of soil, plants and animals within different closed systems. Based on this work she wrote *The Living Soil* in 1943 – the book that stimulated the founding of the Soil Association in 1946.
- Also in the ’40s, Hans and Maria Müller together with Hans-Peter Rusch developed a natural approach to farming and soil fertility in Switzerland particularly using rock dusts.

However, JI Rodale in the USA actually coined the term ‘organic’ in 1942 when he started publishing the magazine *Organic Gardening*.

Despite their differences these founding strands shared an underlying basis:

- The concept of the farm as a living organism, an integrated whole.
- The concept of a living soil as the basis of health right up the food chain.
- The whole being greater than the sum of its parts.

So although organic farming involves and develops simple traditional agricultural practices, it is very different and involves a great deal more. Organic farming is not necessarily a low input system, as it aims to maximise the farm’s own inputs. As few inputs as possible from outside the farm are used.
The origins of organic standards

Apart from Demeter, there was no formal definition or recognition of organic farming until the 1960s. The Soil Association was the first, publishing its ‘standards for organically grown food’ as four pages of guidelines in its magazine *Mother Earth*. The standards ended with a ‘declaration of intent’ for those prepared to subscribe to them.

In 1973 the Soil Association took the next step and formed the Soil Association Organic Marketing Company Limited as a wholly owned subsidiary. Initially its role was to market products grown to the Soil Association standards. However, it soon dropped marketing to concentrate on certification.

Through the ‘70s and early ‘80s the inspection element was informal and cursory, but this gradually changed as the organic method of production became more prominent. Later, to reflect this change, the company changed its name to Soil Association Certification Limited (SA Certification).

IFOAM

In 1972 Lady Eve Balfour, JI Rodale and a number of others formed the International Federation of Organic Agriculture Movements (IFOAM), recognising the international nature of organic farming. Their aim was to bring together the various movements and to share information across language, cultural and geographic boundaries. It produced its first ‘basic’ standards (for information and education, not certification) in 1980.

Governments

By the late ‘80s the organic market was sufficiently strong that governments started to take an interest, wishing to protect the consumer from possible fraud. In 1987 the Minister of Agriculture announced the formation of UKROFS (UK Register of Organic Food Standards).
Its brief was to draw up a minimum UK organic standard, to register the organic certifiers including their inspectors, and to certify those wishing to by-pass the private bodies.

The EU was also looking at organic farming. Based on the IFOAM standards it published its ‘organic’ regulation (no.2092/91) in 1991. However, it was not until 1999 that livestock standards were legally included in the regulation. This official definition and control of organic farming also allowed the authorities to give financial support to organic farmers. This stimulated the significant, sometimes dramatic, growth that the organic market still enjoys.

Several countries followed the EU’s lead, including the USA, Japan, Australia and many smaller nations, particularly those exporting to the big trading blocks. Thus the proliferation of national organic laws mirrors the many private organic standards that have emerged.

Partly to address this the Codex Alimentarius Commission of the Food and Agriculture Organisation (FAO), which sets global standards for farming and food, produced guidelines for organic farming. It used the EU regulation as its starting point. The EU recently stated that it will work to support these becoming the basis for global harmonisation of organic standards.

IFOAM was also active. It set up the IFOAM accreditation programme in 1992 to provide an international service that would allow ‘one inspection, one certification, one accreditation’. Our global partnership programme is IFOAM accredited.
1.4 Where we are today

European Union

The EU organic regulation is the legal basis for the control of organic farming and food processing in Europe. It contains:

- standards for crop production (including wild harvesting)
- standards for livestock husbandry (including beekeeping)
- standards for processing and labelling of both foods and livestock feeds
- requirements for importing products from outside the EU, including ensuring equivalence to production within the EU
- requirements for inspection and certification of farmers, processors and importers
- requirements for controlling inspection and certification by national authorities, and
- procedures for amending the regulation, including developing standards for other livestock species and for aquaculture (which are under national responsibility until then).

The EU regulation does not cover:

- processing of non-food crops such as for textiles and personal care products
- certification of inputs
- non-commercial production (that which is not sold), and
- wine processing.

United Kingdom

The Department for Environment, Food and Rural Affairs (Defra) is the UK authority. It is responsible for:

- setting the UK minimum standards (if different from the EU regulation)
- approving and regulating the private certification bodies
- holding a register of organic producers, processors and importers, and
- approving imports from outside the EU coming directly into the UK.
Previously UKROFS was responsible for these but the Advisory Committee on Organic Standards (ACOS) replaced it. ACOS’ role is purely advisory, advising the minister on all organic issues. Defra has taken back UKROFS’ original powers.

The *Defra Compendium* of organic standards is the legal minimum standard in the UK. It only varies from the EU regulation by some additional requirements in the livestock standards.

---

**Soil Association**

Founded in 1946 our mission is to research, develop and promote sustainable relationships between the soil, plants, animals, people and the biosphere, in order to produce healthy food and other products while protecting and enhancing the environment.

There are two parts to our organisation:

- the Soil Association is a membership charity that owns these standards and reviews and updates them. As an applicant or a licensee you will automatically be a member. It is therefore your organisation and you can have your say in how to run it and what standards it sets
- Soil Association Certification Limited (SA Certification) is a wholly owned subsidiary company which inspects and certifies farmers and processors using Soil Association standards. It has two main programmes:
  - the symbol programme using Soil Association standards, and
  - the global partnership programme accredited by the International Federation of Organic Agriculture Movements (IFOAM).

We are ‘solutions’ based and bring consumers, producers and all other parts of the organic movement together in one organisation. Our structure reflects the holistic principle at the heart of organic production.
Our main activities include:

- Educational campaigns reaching out to consumers, farmers and the food industry, opinion formers and policy makers.
- Policy research into targeted areas of agriculture and the links with health, environment and animal welfare.
- Promoting local food and community supported agriculture.
- Representing organic farmers and serving their needs through conferences, courses and demonstration farms.
- Setting standards for organic production and processing.
- Certification to these standards (through SA Certification).
1.5 Developing the standards

We maintain our own standards as they are the practical expression of our guiding philosophy. We feel this is important:

- to uphold integrity, maintain trust and so safeguard your market
- to continue standards development to reflect organic principles
- to be able to react to new understanding, technical innovation or progress in the market, and also to new threats, and
- for the organic movement to own the standards – they are too precious and too important to be left only in the hands of the authorities.

We aim to produce updated standards once a year, usually in the autumn to apply from the following January. However, this is not always possible and sometimes we publish revisions. We aim to review different parts of the standards in rotation so that we can focus properly on only the chosen sections.

Our standards comply with all legal requirements, in particular EU Regulation 2092/91 and the Defra Compendium. Some areas of our standards are higher than those required by law and we also have standards for types of production not covered by the EU Regulation or the Defra Compendium. These include environmental management and conservation, aquaculture, textiles and health and beauty care products.

Setting our standards

Our standards department is responsible for managing the standards and their development. We follow a set process:

- anyone can propose an amendment to us
- we analyse and research the changes we think are needed and, along with the proposals we receive, make recommendations to the relevant standards committee
- the standards committee approves (or not) the proposed changes for consultation
• if approved we send out the proposed amendments to licensees in *Certification News* and to Soil Association members through *Living Earth*
• we collate your responses and submit them to the standards board (or possibly back to the standards committee if they identify issues that need further work)
• the standards board may revise the proposals and approves them for final authorisation by the Soil Association council
• the council gives its final approval
• we publish the approved changes or new standards for you to start applying after a notice period of three months.

Three bodies assist us in this process:

• council:
  i. council members are trustees of the charity, elected by all Soil Association members
  ii. it is the final authority on our standards and appoints the standards board

• standards board:
  i. this consists of two council members, the chairs of the standards committees and other Soil Association bodies
  ii. it directs the work of the standards department and appoints the standards committees

• standards committees:
  i. these consist of a wide range of practical, professional and scientific experts, balanced by consumer representatives and non-governmental organisations
  ii. each committee is responsible for technical evaluation of standards in its specific area.

We set all this down in formal standards-setting procedures and terms of reference – please ask us if you want a copy.

All standards committee members offer their services voluntarily and as individuals, not as representatives of companies. We gratefully acknowledge the huge contribution they make to our standards work through the time and expertise they freely give.
The certification process
The certification process

2.1 Soil Association Certification Limited
2.2 The Soil Association symbol
2.3 Inspection
2.4 Certification
2.1 Soil Association Certification Limited

2.1.1
Since 1973 Soil Association Certification Limited (SA Certification) has certified farm enterprises, foods and other products as organic. SA Certification is a wholly owned subsidiary of the Soil Association charity. We are registered with Defra to certify organic food production and processing under the terms of EU Regulation 2092/91.

2.1.2
Our certification scheme is accredited to EN45011 (ISO 65) by the United Kingdom Accreditation Service (UKAS).

Our certifier code, issued by Defra, is ‘organic certification UK5’.

How we work

2.1.3
We inspect and certify organic farms, food manufacturers and producers of non-food items such as health and beauty products and textiles. See ‘Inspection and certification process’ (standard 2.4.11) for the process we follow.

If we are satisfied that the farmer, food manufacturer, producer or operator has met our standards we issue:

• an annual certificate of registration
• a trading schedule, and
• a licence to use our symbol.

2.1.4
We license every stage, from production on the farm, through processing, to distribution to the consumer.
2.2 The Soil Association symbol

2.2.1
The symbol shows that a farm or manufacturer meets our standards. It is an internationally respected mark for organic products. All sectors of the organic industry use it, and consumers recognise and trust it. It is used for both food and non-food production.

2.2.2
A licensee may display our symbol, which is a registered certification mark, on licensed products.

2.2.3
Food production includes:
• horticultural and arable crops, livestock and aquaculture
• food processing and packing, distribution, retail and catering – all the operations between farm production and consumer purchase, and
• importing organic food from outside of the EU, either for direct sale or for further manufacturing.

2.2.4
Non-food production includes:
• other products containing organic ingredients, such as health and beauty care products and textiles
• products that are used as inputs to farming and gardening
• sustainable forestry and manufacture of timber products (covered by the Woodmark scheme), and
• education and courses in organic agriculture, horticulture and food processing.
The global partnership symbol

2.2.5

Our global partnership symbol shows that operators have also met IFOAM standards.

It covers food and non-food products.

Please ask us if you would like a copy of the global partnership standards.

You may also sign a contract to use the IFOAM seal on your product labels and promotional literature.

The International Organic Accreditation Service (IOAS) accredits this global partnership scheme on behalf of IFOAM.

The certified product symbol

2.2.6

You may use the certified product symbol on non-organic products such as seaweed, salt and agricultural inputs certified under our certified products scheme.

You may not use the Soil Association symbol on these products.

Please ask us if you would like further information on our certified products scheme.
Using the Soil Association symbol

2.2.7
The ‘Soil Association organic standard’ symbol is a registered certification mark (®) of Soil Association Limited.

2.2.8
You do not have to use our symbol but we recommend you do, and that you make it easy for your customers to see.

2.2.9
You may only use the symbol on your products if you hold a valid certificate of registration from us. You may only use it with those organic products identified on the trading schedule.

2.2.10
You may use the symbol on company stationery, promotional literature and websites if we certify your entire product range. Otherwise you must only use the symbol if you state clearly which products, lines or ranges it applies to.

2.2.11
When you are allowed to use our certifier code ‘organic certification UK5’, you can place it anywhere on the label. We recommend you use it either underneath or beside the symbol. Please refer to sections 3.5 (for producers) and 40.10 (for processors), for when to use ‘organic certification UK5’.
What the symbol should look like

2.2.12 | Revised

You must reproduce the symbol from original artwork. Please contact us for a copy of the symbol.

2.2.13

The symbol must appear:

• complete and upright
• in one colour
• clearly visible
• at least 10mm in diameter, and
• clear and legible over the whole of a background, for example if used over a photograph.

Note – you must ask us if you wish to use a smaller symbol, for example on very small packaging.

2.2.14

The symbol should be:

• on the main face of the label or packaging
• in proportion to the product description, but it works best if it is at least 12mm in diameter, and
• placed on a clear background that extends beyond the area of the symbol.
2.2.15
In addition to standards 2.2.11–2.2.13 you must also comply with the labelling standards in sections 3.5 (for producers) and 40.10 (for processors).

2.2.16 | New
The Wales ‘Soil Association organic standard’ symbol is available for use by licensees in Wales.

2.2.17 | Revised
The symbol must **not** appear:

- incomplete
- at an angle
- with an extra circle
- in more than one colour, or
- with a different font or typeface.

Note – examples of how **not** to use the symbol are shown below.
2.3 Inspection

2.3.1

Our inspectors check your operation to make sure that it meets our standards. The inspector will give you an inspection report.

We will draw up a compliance form (either at inspection or we will send it to you afterwards). This lists areas that do not comply with the standards and asks how you will correct them.

We may impose sanctions depending on the severity of the weakness. We grade these as:

- minor non-compliance
- major non-compliance
- critical non-compliance, or
- manifest infringement.

We may also ask for extra information to complete the approval process.

2.3.2

You must complete the compliance form with the actions you will take to comply with the standards, and return it to us with any other information we request before the deadline we give you.

When we have received your completed form and agreed that the information you have given is satisfactory we will approve the compliance form.

We will then issue your licence if you are an applicant or continue it if you are a licensee.

We may suspend or even terminate your licence if you don’t send the completed form, or the information we request, within the deadlines.
Additional inspections

2.3.3

We may do extra inspections throughout the year if:

- you wish to add a new enterprise to your licence
- you move to new premises
- we receive a complaint regarding your business
- you are selected as part of our spot inspection programme, or
- we need to inspect again to make sure you have corrected non-compliances.

These may be announced or unannounced. We may charge you for these inspections. IOAS or Defra inspectors may accompany our inspectors.

Defra may also inspect you as part of their surveillance of our inspection procedures.

2.3.4 | New

If you are an international group licensee you must comply with section 8.3 of IFOAM ‘Norms for Organic Production and Processing’. Please refer to www.ifoam.org
2.4 Certification

2.4.1
You must have and keep up-to-date all sections of the Soil Association standards relevant to your organic enterprises.

2.4.2
You must comply with all relevant standards for each enterprise or product shown on your trading schedule.

2.4.3 Revised
If you suspect or know a product you have produced, or another operator has supplied to you, does not comply with these standards, you must stop trading it and tell us immediately.

2.4.4
You may sell, or process for other companies to sell, only those products listed on your valid trading schedule.

2.4.5 New
If you sell direct to the public you must display your certificate of registration in a prominent place at the point of sale for consumers to see. You must also have your most up-to-date trading schedule available if consumers wish to see it.

2.4.6 Revised
If you wish to use our symbol, the wording ‘organic certification UK5’ or reference to SA Certification or Soil Association on your product, it must be licensed by us. For the application process see standard 2.4.11.
2.4.7 | Revised

Once we license you we will send you a new certificate of registration every 12 months. This is subject to you paying us your annual certification fees and showing by your annual inspection that you are continuing to meet our standards.

2.4.8 | Revised

If you are a producer we calculate your fee each year based on the size of your organically managed land.

2.4.9

If you are licensed under our processor certification scheme we will ask you each year to provide your total organic sales, which we use to help calculate your fees.

Complaints

2.4.10 | Revised

We appreciate there may be occasions when you wish to make a formal complaint to us. This could be regarding fees, service, standards, policy, another licensee or an unlicensed company.

We have formal complaints and appeals procedures available on our website, or you can contact us direct for details. You can make a complaint in writing or by telephone.
**Inspection and certification process**

**2.4.11**

1. You send us your application form and fee
2. Our inspector visits on an agreed date and completes an inspection report. You both sign it to agree its accuracy
3. We issue a compliance form detailing areas where we consider you are not meeting the standards
4. You propose actions to correct these areas
5. We issue you with a certificate of registration after your certification is approved

*Annual cycle*
Processes in the chain between farm and consumer
40.0

Standards you must read with this chapter

Chapter 1. The principles of organic production and processing
Chapter 2. The certification process
Chapter 41. Manufacturing

Processes in the chain between farm and consumer

40.1 Who these standards apply to
40.2 Principles of organic food processing
40.3 Do you need to be certified?
40.4 Equivalence
40.5 Importing
40.6 Record keeping
40.7 Genetic engineering and nanotechnology
40.8 Composition
40.9 Approving products
40.10 Labelling
40.1 | Who these standards apply to

40.1.1 | Revised

These standards apply after organic foods leave the farm. They apply, for example, to:

- storage and warehouse units
- food manufacturers and food importers
- on-farm processors and packers
- packers and wholesalers
- retailers who process, pack or label their food, and
- caterers and restaurants.
40.2 Principles of organic food processing

40.2.1
In addition to the principles in chapter 1, we have defined more detailed principles of organic food processing. These principles reflect our underlying philosophy and set out the ideal to strive for. They guide our standards and should also guide your manufacturing practice.

40.2.2
Organic foods are wholesome, authentic, unadulterated and of high quality.

Note:
- wholesome’ means preferably whole, minimally processed, contributing to positive health
- ‘authentic’ means honest/genuine food from a known source, not giving a false impression regarding its nature
- ‘unadulterated’ means food made using recipes and methods that minimise the use of additives and processing aids
- ‘high quality’ means as good and as nutritious as possible (of its kind).

40.2.3
Organic foods are not fortified with added artificial nutrients, unless required by law.

40.2.4
The transformation of organic agricultural raw materials into food is easily traceable and kept separate from contamination.

40.2.5
New or novel technologies, ingredients and processes will not be applied automatically to organic food manufacturing.
40.2.6
There is no place for genetically modified organisms or their derivatives in organic food.

40.2.7
Emissions and pollutants are minimised at sites processing organic food and the processing site environment is conserved and respected.

40.2.8
Organic food packaging and transportation is minimised and environmentally responsible.

40.2.9
Labelling ensures transparency of information concerning the nature and ingredients of the food.

40.2.10
Social justice and rights and high standards of animal welfare are an integral part of the whole organic food production chain.

40.2.11 | New
You should comply with the UN Convention for Human Rights (www.un.org/rights) and the core standards of the International Labour Organisation (www.ilo.org). This means you should allow your employees:

• the freedom to associate
• the right to organise, and
• the right to bargain collectively.

40.2.12 | New
You must not use forced or involuntary labour or child labour that interferes with their education.
40.2.13 | New

We may withdraw your certification if working conditions in your organic business do not meet legal requirements or the UN Convention for Human Rights.

40.2.14 | New

If you have 10 or more employees you must have a policy that ensures you comply with legal requirements for human rights and labour relations.
40.3  Do you need to be certified?

40.3.1  Revised

If you want the products that you make, store or sell to be labelled as organic, you must hold a legal certificate of registration for that product from an organic certifier, such as us.

40.3.2  Revised

You need certification if you manufacture, trade, wholesale, distribute, store, break down, pack, repack, re-label or process organic materials out of sight of the final customer. This includes:

- wholesaling and storing products only, both packed and loose

  Note – this covers all wholesalers, storage premises, including warehouses and distribution centres. It applies to those storing products in bulk, and those storing products that are already packed and labelled for the final consumer. However you do not need certification if you sell directly to the end consumer or user, or are a warehouse owned by or operating under contract to retailers or a store attached to a retail operation

- collecting bulk products from many points, for example milk haulier
- supplying ingredients to others to process for you
- catering and food service
- on-farm processing and packing
- importing organic raw materials or processed products from outside the EU
- first consignees of organic raw materials from outside the EU, and
- seed and animal feed mills.
### 40.4 Equivalence

#### 40.4.1

You may use products certified with other organic certification bodies but they must meet equivalent standards to these. To check this we may:

- obtain verification from other certification bodies that equivalent standards are being met
- inspect and certify operators in third countries
- assess inspection reports by other certification bodies
- audit third country certifiers, or
- assess audit reports by IFOAM or other independent organisations.

#### 40.4.2

We run the following international programmes:

- direct certification in third countries with no approved national or private certifier
- global partnership programme under the International Organic Accreditation Service (IOAS), our IFOAM accredited programme (please contact us for more details), and
- the National Organic Program (NOP) for exporting to the USA, under the United States Department of Agriculture (USDA).
40.5 Importing

40.5.1
You should:

• source locally to minimise imports
• import products certified under IFOAM approved programmes, and
• help and encourage local organic organisations overseas to set up their own certification body.

Importing from the EU

40.5.2
You may sell products certified as organic in the EU without further certification in the UK. However, you must be certified with us if you want to use our symbol.

Importing from third countries

40.5.3
To import organic products from outside the EU, you must make sure that:

• we or one of the other UK certifiers have certified you for these products
• every consignment has a ‘certificate of inspection’ (COI) from the certifier in the exporting country
• the relevant port health authority stamps the COI, and
• you keep these COIs for at least three years.

40.5.4
If you are the first consignee and not the importer, you must send the original import certificate to the importer and keep a copy for yourself.
40.5.5

You do not need import authorisations for imports from approved third countries.

Note – approved third countries:

• have production and inspection rules that are equivalent to Regulation (EEC) No 2092/91, and
• are listed, with their recognised certifiers, in the annex to Regulation (EEC) No 94/92 (please ask for this list or see our website).

40.5.6

You must have an import authorisation to import organic goods from countries outside the EU. You cannot get authorisation once the product is in the UK. The import authorisations are product and supplier specific.

40.5.7

To apply for import authorisation you must:

• get and complete an OB8 form from Defra (available from the Defra website), and
• send the completed form to Defra along with evidence (in English) that the product meets EU organic standards – Regulation (EEC) 2092/91 – and that these production and inspection standards will continue to apply. See the Defra website for more details.

40.5.8

You must apply to Defra to renew the import authorisation before it expires.
40.5.9

If you are an importer or first consignee, you must allow inspections by us, or other approved certifiers.

Note – the inspector will wish to see:

• the EC ‘certificate of inspection’ (COI)
• the import authorisation, and
• the first consignee’s name and address.

40.5.10

If we ask you must also provide full information on:

• where the products arrive in the EU, and
• where and how you will store the products.

40.5.11

You must sign our inspection report when the inspection is complete (and you are satisfied that its contents are accurate).

Note – we may pass this information to other EU certifiers, with your permission.

40.5.12

If you want to use the Soil Association symbol on imported products, we must license your business. The products and ingredients must meet our standards.

Note – to check this we may ask for more information, possibly including inspection reports translated into English.
40.6 Record keeping

40.6.1
You must have paper or electronic records that prove the organic status of your products. Your records must cover all production stages and must contain the information we detail below.

40.6.2 | Revised
Your buying records must show:

• what and how much you bought, and
• from whom and when you received it.

Note – you must keep current copies of all of your suppliers’ trading schedules/certificates (which ever is applicable).

40.6.3 | Revised
For both organic and non-organic ingredients your goods in records must show:

• what has arrived, how much and from whom
• batch details or traceability code of incoming goods
• who transported it and the condition of the packaging, and
• your check of the organic status.

Note – see 40.10.46 for details of what you need to check.

40.6.4
Your production records must show:

• that you used the recipe we approved
• which batches of ingredients you used and how much
• what product you made and how much, and
• the date, time of production and traceability code of the finished product.
40.6.5

Your records must show that you:

• processed organic and non-organic products separately, and
• cleaned according to these standards before production.

40.6.6

Your goods-out records must show:

• what you sent out, who to and how much, and
• the batch code/traceability code of the finished product.

40.6.7 | Revised

Your financial records must show, as a minimum:

• the organic products’ sale value
• annual stocktake records, and
• quantities sold on a daily basis to the final consumer if applicable.

40.6.8 | Revised

You must respond to complaints received and keep a complaints register for your business. This must record:

• all complaints you make or receive, and
• any response to the complaint and the action taken.

40.6.9 | Revised

You must:

• keep paperwork to show that you operate the procedures effectively
• have a system to keep track of procedures and records to ensure they are correct and up to date, and
• stocktake at least annually.
40.6.10

You must:

• make all records available to our inspectors when they ask for them, and
• keep all records for at least five years.

Note – you can reduce inspection time by having all these records ready when our inspector arrives.

40.6.11 | Revised

Our inspectors must be able to use your records to check:

• how much organic produce you bought in
• how much you used
• how much product you produced, and
• how much you sold.

Note – the inspector will check that these quantities match. This is known as an input/output balance.

Residue testing

40.6.12

If you do any residue testing on organic products and get a positive result for any residue you must inform us of that result as soon as possible.

40.6.13

You must keep copies of negative results, as our inspector may need to see them.
40.7 Genetic engineering and nanotechnology

GMOs

40.7.1
You must **not** use genetically modified organisms (GMOs) in organic food processing. They do not fit with the principles of organic agriculture as they pose potential risks to the environment and human health. Also, once they have been released into the environment they cannot be recalled.

40.7.2
You must produce organic products without using GMOs or their derivatives.

40.7.3
You must **not** use any ingredients containing GMOs or their derivatives in organic food including:

- organic ingredients
- additives
- processing aids
- ingredients of natural flavours
- micro-organisms, or
- enzymes.

40.7.4 | Revised
You must get a signed GMO declaration form, if we ask you, from your suppliers of non-organic ingredients to show that they do not contain any GMOs or their derivatives. Depending on the risk of contamination, we may ask you to provide analysis or identity preservation certificates to support this.

Note – you must use our GMO declaration form, please see our website or contact us for copies.
Contamination

40.7.5
Organic products must be free of contamination from GMOs, their derivatives and other contaminants. You must make sure you prevent contamination during production, processing, storage and transport.

40.7.6
If contamination occurs, or there is a risk of contamination, we may decide to withdraw certification from your crops or products, and suspend your licence while we investigate. We will decide if we can reinstate your licence on a case by case basis.

GM testing

40.7.7
If we feel there is a risk that organic food has been contaminated, we may need samples of products or ingredients to test for the presence of GMOs.

40.7.8
Analysis must be by the PCR method at 0.1% limit of detection.
Note – we will only use analysis when we consider the risks justify it. You may have to pay for these tests.

40.7.9
If you test any of your organic products and get a positive result, you must inform us of that result as soon as possible.
Nanotechnology

40.7.10 | New

Nanotechnology involves the manipulation of materials and the creation of structures and systems at the scale of atoms and molecules. This can be either through simple physical processes or by specific engineering. Nanoparticles are commonly defined as measuring less than 100nm – one hundred millionths of a millimetre. Nanomaterials include:

- nanoparticles and nanoemulsions
- nanostructures including nanocapsules, nanotubes, fullerenes (buckyballs), quantum dots and nanowires.

The properties of nanomaterials can differ significantly from those at larger scales because quantum effects start to occur at the nanoscale. These differences may be in chemical reactivity and biological activity, solubility and mobility, colour and transparency, among others. Nanomaterials may therefore introduce new or heightened risks of toxicity, which are currently little understood. The possible effects of these nanomaterials on the environment, human and animal health are currently unknown.

These are examples of known and developing uses of nanotechnology:

- food additives, such as for flavouring, enhanced absorption of nutrients or modifying texture
- health and beauty, such as in transparent mineral sunscreens and make-up products
- packaging, including quantum dots for traceability, UV light filters, nanoclays as gas barriers and carbon nanotubes to alter strength-to-weight ratio
- medicinal, such as drug delivery, DNA vaccines and advanced therapies
- industrial, such as fuel additives and window coatings
- environmental, such as soil remediation
- electronic, such as nanocomponents in electronic circuits
- pesticides, such as pesticide delivery in nanoemulsions, and
- textiles, such as stain and water resistant coatings.
Manufactured nanoparticles include:

- engineered nanoparticles that are intentionally produced to have a specific novel property, such as for the uses listed above, and
- other manufactured nanoparticles that are produced incidentally by industrial processes, particularly modern high energy processes such as those using high pressure (for example, some types of homogenisation).

There are many cases of naturally occurring nanoparticles, for example, from volcanic eruptions or in wood smoke; these fall outside the scope of this standard.

40.7.11 | New

You must **not** use ingredients containing manufactured nanoparticles, where:

- the mean particle size is 200nm or smaller, and
- the minimum particle size is 125nm or smaller.

Note – we recognise that this standard will have implications for some established manufacturing processes that produce nanoparticles incidentally. Until we research these more fully, we will not apply this standard to them. The standard does apply to engineered nanoparticles.
40.8 | Composition

40.8.1

When you make organic foods and develop new lines you should:

• use local foods and fresh ingredients wherever possible (to reduce energy use and to support local communities)
• use as high a proportion of organic materials as possible
• keep processing to a minimum (to maintain the food’s nutritional value)
• use as few additives and processing aids as possible, and
• use organic additives and flavourings if they are available.

Legislation

40.8.2

You must make sure your organic products meet all statutory requirements. This includes requirements concerning:

• grade
• composition
• quality
• quantity, and
• product descriptions.

40.8.3

You must use additives and processing aids only in ways allowed by the law and by these standards.

40.8.4

You must use organic ingredients if they are available in sufficient quantity and quality.
40.8.5

You must not use organic and non-organic versions of the same ingredient in the same product.

40.8.6 | Revised

You may only use the following additives in organic foods. Many have specific conditions against them. You must only use the additive in line with the specific condition. The last column in the table indicates the dates by which you must source certain additives as organic.

Food additives, including carriers

<table>
<thead>
<tr>
<th>E no.</th>
<th>Name</th>
<th>Specific conditions</th>
<th>Organic origin by</th>
</tr>
</thead>
<tbody>
<tr>
<td>• E170</td>
<td>Calcium carbonates</td>
<td>All authorised functions except colouring or calcium enrichment</td>
<td>—</td>
</tr>
<tr>
<td>• E250</td>
<td>Sodium nitrite</td>
<td>For curing meat. The ingoing amount must not exceed 80mg/kg and the residual amount must not exceed 50mg/kg</td>
<td>—</td>
</tr>
<tr>
<td>• E252</td>
<td>Potassium nitrate (saltpetre)</td>
<td>For curing meat. The ingoing amount must not exceed 80mg/kg and the residual amount must not exceed 50mg/kg</td>
<td>—</td>
</tr>
<tr>
<td>• E270</td>
<td>Lactic acid</td>
<td>—</td>
<td>2013</td>
</tr>
<tr>
<td>• E290</td>
<td>Carbon dioxide</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>• E296</td>
<td>Malic acid</td>
<td>Plant products</td>
<td>—</td>
</tr>
<tr>
<td>• E300</td>
<td>Ascorbic acid</td>
<td>Plant and meat products</td>
<td>2009</td>
</tr>
<tr>
<td>• E301</td>
<td>Sodium ascorbate</td>
<td>For use with nitrites or nitrates in meat products</td>
<td>2009</td>
</tr>
<tr>
<td>E no.</td>
<td>Name</td>
<td>Specific conditions</td>
<td>Organic origin by</td>
</tr>
<tr>
<td>------</td>
<td>-------------------------------------------</td>
<td>----------------------------------------------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>E306</td>
<td>Tocopherol rich extract (Vitamin E)</td>
<td>Antioxidant in fats and oils (natural concentrate only)</td>
<td>2013</td>
</tr>
<tr>
<td>E322</td>
<td>Lecithins</td>
<td>Plant and milk products</td>
<td>2009</td>
</tr>
<tr>
<td>E325</td>
<td>Sodium lactate</td>
<td>For milk and meat products</td>
<td>2009</td>
</tr>
<tr>
<td>E330</td>
<td>Citric acid</td>
<td>Plant products</td>
<td>2009</td>
</tr>
<tr>
<td>E331</td>
<td>Sodium citrate</td>
<td>Products of animal origin</td>
<td>2009</td>
</tr>
<tr>
<td>E333</td>
<td>Calcium citrates</td>
<td>Plant products</td>
<td>2009</td>
</tr>
<tr>
<td>E334</td>
<td>Tartaric acid (L(+)-)</td>
<td>Plant products</td>
<td>2013</td>
</tr>
<tr>
<td>E335</td>
<td>Sodium tartrate</td>
<td>Plant products</td>
<td>—</td>
</tr>
<tr>
<td>E336</td>
<td>Potassium tartrate</td>
<td>Plant products</td>
<td>—</td>
</tr>
<tr>
<td>E341a</td>
<td>Monocalcium phosphate</td>
<td>Raising agent for self raising flour</td>
<td>—</td>
</tr>
<tr>
<td>E406</td>
<td>Agar</td>
<td>Plant, milk and meat products</td>
<td>—</td>
</tr>
<tr>
<td>E407</td>
<td>Carrageenan</td>
<td>Plant and milk products</td>
<td>2009</td>
</tr>
<tr>
<td>E410</td>
<td>Locust bean gum</td>
<td>—</td>
<td>2009</td>
</tr>
<tr>
<td>E412</td>
<td>Guar gum</td>
<td>—</td>
<td>2009</td>
</tr>
<tr>
<td>E414</td>
<td>Arabic gum</td>
<td>—</td>
<td>2009</td>
</tr>
<tr>
<td>E415</td>
<td>Xanthan gum</td>
<td>—</td>
<td>2013</td>
</tr>
<tr>
<td>E422</td>
<td>Glycerol</td>
<td>Plant extracts</td>
<td>2009</td>
</tr>
<tr>
<td>E440a</td>
<td>Pectin</td>
<td>Plant and milk products</td>
<td>2009</td>
</tr>
<tr>
<td>E464</td>
<td>Hydroxy-propyl-methylcellulose (HPMC)</td>
<td>Vegetarian capsules</td>
<td>—</td>
</tr>
<tr>
<td>E500</td>
<td>Sodium carbonates</td>
<td>Plant products, dulce de leche and soured cream butter</td>
<td>—</td>
</tr>
<tr>
<td>E501</td>
<td>Potassium carbonates</td>
<td>Plant products</td>
<td>—</td>
</tr>
<tr>
<td>E503</td>
<td>Ammonium carbonates</td>
<td>Raising agent in flour</td>
<td>—</td>
</tr>
<tr>
<td>E516</td>
<td>Calcium sulphate</td>
<td>Carrier in plant products</td>
<td>—</td>
</tr>
<tr>
<td>E524</td>
<td>Sodium hydroxide</td>
<td>Surface treatment of Laugengebäck (a type of traditional German pastry)</td>
<td>—</td>
</tr>
<tr>
<td>E551</td>
<td>Silicon dioxide</td>
<td>Anti-caking agent for herbs and spices</td>
<td>—</td>
</tr>
<tr>
<td>E no.</td>
<td>Name</td>
<td>Specific conditions</td>
<td>Organic origin by</td>
</tr>
<tr>
<td>-------</td>
<td>---------------</td>
<td>---------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>• E941</td>
<td>Nitrogen</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>• E948</td>
<td>Oxygen</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>• E938</td>
<td>Argon</td>
<td>—</td>
<td>—</td>
</tr>
</tbody>
</table>

Other substances:

- • E220 Sulphur dioxide | Wines and cider (for maximum levels see standard 40.8.7)

**Sulphur dioxide**

**40.8.7**

For wine and cider only, you may use E220 sulphur dioxide, or E223 sodium metabisulphite or E224 potassium metabisulphite. The sulphur dioxide level in the wine at bottling must not be more than the following levels:

<table>
<thead>
<tr>
<th>Wine</th>
<th>SO² total (mg/l)</th>
<th>SO² free (mg/l)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Red</td>
<td>90</td>
<td>25</td>
</tr>
<tr>
<td>• White/roset/cider</td>
<td>100</td>
<td>30</td>
</tr>
<tr>
<td>• Sparkling</td>
<td>100</td>
<td>10</td>
</tr>
<tr>
<td>• Dessert</td>
<td>250</td>
<td>70</td>
</tr>
<tr>
<td>• Bag in box</td>
<td>155</td>
<td>55</td>
</tr>
</tbody>
</table>
**Flavourings**

**40.8.8 | Revised**
You may use natural flavouring substances and natural flavouring preparations only if:

- they are natural flavours as defined in regulation 88/388/EEC
- they are not made from GMOs
- they do not contain anything made from GMOs
- for liquid flavours, water, glycerol, vegetable oil and ethanol are the only carrier solvents used, and
- for extraction, water, glycerol, vegetable oil, ethanol and carbon dioxide are the only solvents used.

**40.8.9**
For each flavour you must submit our GMO and natural flavouring declaration forms for us to approve.

**40.8.10**
You must use flavours made from organic ingredients if you want to use the name of the flavour in the name of the product.

Note – for example, you must use an organic strawberry flavour in organic strawberry flavoured ice cream.

**Water**

**40.8.11**
Water that you use as an ingredient, for rinsing equipment or for washing produce, must be fit for drinking. You must tell us:

- where the water comes from, and
- how you treat the water and what you add to it.

Brewers must seek permission before Burtonising water for brewing.
Salt

40.8.12
You may use salt, either as sodium chloride or potassium chloride, in organic products.

With our permission, you may use salt with anti-caking agent, provided you can justify that it is necessary in your production process.

Note – generally, you do not need to use anti-caking agents if the salt grains are in the range 1–3mm.

Micro-organisms

40.8.13
To make organic products, you may add micro-organisms that:

• are normally used in food production
• are not genetically modified
• do not contain detectable GM DNA from the substrates used to grow the micro-organisms, and
• preferably, are grown on organic substrates.

Vitamins and minerals

40.8.14
You may only use vitamins, minerals and trace elements in organic products if the law requires you to.

Notes – the Bread and Flour Regulations (1998) state that iron, thiamine (vitamin B1) and nicotinic acid (vitamin B3) in a carrier of calcium sulphate must be added to flour, except wholemeal flour. The Spreadable Fats (Marketing Standards) (England) Regulations (1999) state that vitamin A (retinol) and vitamin D (calciferol) must be added to margarine.
40.8.15

You must **not** add vitamins and minerals to liquid milk.

**Colourants for cheese**

40.8.16 | Revised

You may add water-extracted annatto to Red Leicester, Double Gloucester, Scottish Cheddar and Mimolette Cheese.

**Processing aids**

40.8.17 | Revised

You may only use the processing aids in the table below. Many have specific conditions against them. You may only use the processing aid in line with the specific condition.

**Processing aid**

<table>
<thead>
<tr>
<th>Name</th>
<th>Specific conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water</td>
<td>—</td>
</tr>
<tr>
<td>Calcium chloride</td>
<td>Coagulation agent</td>
</tr>
<tr>
<td>Calcium carbonate</td>
<td>—</td>
</tr>
<tr>
<td>Calcium sulphate</td>
<td>Coagulation agent</td>
</tr>
<tr>
<td>Calcium hydroxide</td>
<td>Treatment of maize for tortilla chip and sugar production</td>
</tr>
<tr>
<td>Magnesium chloride (or nigari)</td>
<td>Coagulation agent</td>
</tr>
<tr>
<td>Potassium carbonate</td>
<td>Drying of grapes</td>
</tr>
<tr>
<td>Carbon dioxide</td>
<td>—</td>
</tr>
<tr>
<td>Nitrogen</td>
<td>—</td>
</tr>
<tr>
<td>Ethanol</td>
<td>Solvent</td>
</tr>
<tr>
<td>Tannic acid</td>
<td>Filtration aid</td>
</tr>
<tr>
<td>Egg white albumen</td>
<td>—</td>
</tr>
<tr>
<td>Casein</td>
<td>—</td>
</tr>
<tr>
<td>Gelatin</td>
<td>—</td>
</tr>
<tr>
<td>Name</td>
<td>Specific conditions</td>
</tr>
<tr>
<td>--------------------------</td>
<td>---------------------------------------------------------</td>
</tr>
<tr>
<td>Isinglass</td>
<td>—</td>
</tr>
<tr>
<td>Vegetable oils</td>
<td>Greasing or releasing or anti-foaming agent</td>
</tr>
<tr>
<td>Silicon dioxide gel or colloidial solution</td>
<td>—</td>
</tr>
<tr>
<td>Activated carbon</td>
<td>—</td>
</tr>
<tr>
<td>Bentonite</td>
<td>—</td>
</tr>
<tr>
<td>Diatomaceous earth</td>
<td>—</td>
</tr>
<tr>
<td>Perlite</td>
<td>—</td>
</tr>
<tr>
<td>Hazelnut shells</td>
<td>—</td>
</tr>
<tr>
<td>Beeswax</td>
<td>Releasing agent</td>
</tr>
<tr>
<td>Carnuba wax</td>
<td>Releasing agent</td>
</tr>
<tr>
<td>Sodium carbonate</td>
<td>Sugar production</td>
</tr>
<tr>
<td>Sodium hydroxide</td>
<td>Sugar production</td>
</tr>
<tr>
<td>Sulphuric acid</td>
<td>Sugar production</td>
</tr>
<tr>
<td>Citric acid</td>
<td>Oil production and hydrolysis of starch</td>
</tr>
<tr>
<td>Rice meal</td>
<td>—</td>
</tr>
</tbody>
</table>

**40.8.18**

To make organic products you may use micro-organisms and enzymes which:

- are normally used as processing aids
- are not genetically modified
- in the case of enzymes, are not made by GMOs, and
- do not contain detectable GM DNA from the substrates used to grow the micro-organisms.
**Non-organic ingredients**

**40.8.19 | Revised**

The EU considers that the following unprocessed crops are not available in organic form. You may use them in non-organic form.

Edible fruits, nuts and seeds:

- acorns (*Quercus* species)
- cola nuts (*Cola acuminata*)
- passion fruit also known as maracujas (*Passiflora edulis*)
- dried raspberries (*Rubus idaeus*)
- dried redcurrants (*Ribes rubrum*).

Edible spices and herbs:

- Peruvian pepper (*Schinus molle L.*)
- horseradish seeds (*Armoracia rusticana*)
- lesser galanga (*Alpinia officinarum*)
- safflower flowers (*Carthamus tinctorius*).

Algae, including seaweeds, which are allowed as food ingredients.

Note – spirulina algae (*Arthrospira platensis*) must be organic.

**40.8.20 | Revised**

The EU considers most fats and oils from plants are available in organic form. If you cannot find one in organic form you will have to follow the procedure in standard 40.8.25.

**40.8.21**

Fats and oils, whether organic or non-organic, must not be chemically modified.
40.8.22

The EU realises that the following products are not yet available in organic form. You may use them in non-organic form.

Sugars and starches from cereals and tubers:

- fructose
- rice paper
- unleavened bread paper, and
- starch from rice and waxy maize.

Miscellaneous products:

- pea protein (*Pisum* species), and
- kirsch made from fruits as a flavouring as explained in 40.8.8.

40.8.23

Sugars and starches, whether organic or non-organic, must **not** be chemically modified.

40.8.24

The EU considers the following animal products are not yet available in organic form. You may use them in non-organic form:

- aquatic organisms, which have not been farmed and which are allowed in non-organic food
- gelatin
- whey powder, and
- natural sausage skin casings.
40.8.25
If you cannot find an organic ingredient, and the ingredient is not listed in 40.8.19–40.8.24, you may seek a derogation to use it as non-organic. You must:

- complete Defra form number OB9 to receive a derogation to use the non-organic version, and
- get our approval to use that non-organic ingredient. We may not give this, even if Defra has granted a derogation, if we consider there are organic substitutes available.

Note – Defra normally issues derogations for three months then for further periods of seven months each. However, Defra may cancel derogations or reduce the time of derogations if enough of the ingredient in organic form becomes available in the EU.

Irradiation

40.8.26
You must not use non-organic ingredients that have been irradiated.
40.9 Approving products

40.9.1 Revised

Before you market your products as organic or in-conversion, we must have approved them and listed them on your trading schedule. You must send us a SA Certification-format specification for each product detailing:

• product name
• all ingredients, additives and processing aids
• their organic, non-organic or wild harvested status
• licensed or unlicensed suppliers, and their certifiers, and
• details of the production process.

40.9.2

For products with one ingredient you must send us a single ingredient specification form (SIPS). For products with more than one ingredient use a multi-ingredient specification form (MIPS).

40.9.3

If you wish to change your product specification, such as using a new supplier or different ingredient, you must send us an updated specification. We must approve any change to specification before you market the product.
40.10 Labelling

40.10.1
You must comply with these labelling standards for:

- raw materials
- retail and bulk products
- processed and unprocessed products, and any
- promotional material, catalogues and websites.

40.10.2
Your labels must:

- clearly and accurately describe the product, and
- comply with all relevant legislation.

Approving your artwork

40.10.3 Revised
You must send us draft copies of your labels, promotional material, catalogues and websites for us to approve before you print or publish them. This includes any claims you make about your packaging on the label (for example, ‘Green Claims’, and the labelling of compostable and biodegradable materials). We will check they comply with these standards and are accurate, clear and not misleading. We will inform you of any changes that you need to make.

We can only finally approve your products when we have also approved the label.

If you print artwork without our written approval and it does not comply with these standards, we may ask you to reprint it.
**Products with 95–100% organic ingredients**

### 40.10.4

To label your product as organic (or organically grown or produced), it must contain:

- at least 95 per cent (by weight) of the agricultural ingredients as organic, and
- only non-organic ingredients and processing aids listed in section 40.8.

**Example: fruit yoghurt**

(ingredients per kg)

<table>
<thead>
<tr>
<th>Agricultural ingredients</th>
<th>Non-agricultural ingredients</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Organic yoghurt (made with organic milk plus starter culture only): 850g</td>
<td>• Pectin (permitted additive): 20g</td>
</tr>
<tr>
<td>• Organic fruit: 50g</td>
<td>• Citric acid (permitted additive): 5g</td>
</tr>
<tr>
<td>• Organic sugar: 50g</td>
<td></td>
</tr>
<tr>
<td>• Non-organic waxy maize starch (permitted non-organic agricultural ingredient): 25g</td>
<td></td>
</tr>
</tbody>
</table>

The organic percentage is the total organic agricultural ingredients divided by the total agricultural ingredients:

\[
\frac{(850+50+50)}{(850+50+50+25)} \times 100 = 97.4\%
\]

Therefore this product contains over 95% organic agricultural ingredients so you can label it as organic. Note – you can exclude the pectin and citric acid from the calculation.
Products with 70–95% organic ingredients

40.10.5

You must label products where 70–95% of the agricultural ingredients are organic with one of the following phrases:

- ‘X per cent of the agricultural ingredients are produced in accordance with the rules of organic production’
- ‘made with X per cent organic agricultural ingredients’, or
- ‘product containing X per cent organic agricultural ingredients’.

40.10.6

The phrase must be in the same visual field as the sales description, but not more prominent. You must identify the organic and non-organic ingredients in the ingredient panel using the same colour, size and style of lettering for both.

Example: herbal capsules

(ingredient weight per 100g of finished capsule)

<table>
<thead>
<tr>
<th>Agricultural ingredients</th>
<th>Non-agricultural ingredients</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Organic herbs: 75 g</td>
<td>• Calcium sulphate carrier  2 g</td>
</tr>
<tr>
<td>• Non-organic herbs (non-organic agricultural ingredient for which derogation has been granted): 2 g</td>
<td></td>
</tr>
<tr>
<td>• Vegetarian capsule (permitted non-organic agricultural ingredient): 21 g</td>
<td></td>
</tr>
</tbody>
</table>

The organic percentage is the total organic agricultural ingredients divided by the total agricultural ingredients:

\[
\frac{75}{(75+2+21)} \times 100 = 76.5\%
\]
Therefore you can label this product as, for example ‘made with 76% organic agricultural ingredients’. Note – you can exclude the calcium sulphate carrier from the calculation.

**Labelling in-conversion products**

40.10.7 | Revised

To label your product as ‘in-conversion’, the product must:

- contain only one ingredient, which must be of plant origin, either processed or unprocessed, and
- have been grown on land that has gone through at least a 12 month conversion period before the crop was harvested.

The label must:

- **not** mislead the consumer that the product is organic
- **not** include the Soil Association symbol, and
- include the wording ‘product under conversion to organic farming’.

This must not be more prominent in colour, size and style of lettering than the sales description of the product. The words ‘organic farming’ must **not** be more prominent than the words ‘product under conversion to’.

Note – you may use the wording ‘Soil Association approved organic conversion’.

**Identifying organic ingredients**

40.10.8

Your labels must identify the organic and non-organic ingredients in the ingredient panel.
40.10.9

Your retail labels must include a reference to the method of agricultural production in addition to the term ‘organic’. This makes it clear that the term ‘organic’ relates to a method of agriculture.

Note – for example, you could use the phrases, ‘organically grown’, ‘product from an organic farm’, ‘produced under organic standards’ and for livestock products ‘organically reared’ or ‘organically farmed’.

Identifying the certifier

40.10.10

Your labels must include the code of the certifier who licenses the company that applies the labels. If that certifier is us, you must use our code, ‘organic certification UK5’.

40.10.11

If it is another certifier, then you must use their code, even if the label also has the Soil Association symbol. For example, if an Ecocert licensee in France labels a product with the Soil Association symbol, the product must have the Ecocert code ‘FR-AB-01’ and not ‘organic certification UK5’.

40.10.12

If the company applying the label is based outside the EU, even if we certify it, your labels must not use ‘organic certification UK5’. Only products we certify in the UK can use this code. However, your label must identify us as the certifier. This can be by using our symbol or listing our name, e.g. ‘certified by Soil Association Certification Limited’.

40.10.13

Labels of non-food products, such as textiles and health and beauty care, must not include the code of the certifier.
Identifying country of origin

40.10.14
For multi-ingredient products, you should declare the country of origin of the main ingredients.

Note – ‘country of origin’ is the country where the ingredient was grown.

40.10.15
For single ingredient products (such as fruit juice, oats, lamb), your labels must show the country of origin. If there is more than one country of origin the term ‘imported’ or ‘produce of more than one country’ may be used.

If the product is from your own farm and the label indicates this, then you do not have to add the country of origin separately.

Clear labelling

40.10.16
Your label should list:

• salt which contains anti-caking/free flow agent
• reconstituted ingredients, labelled as dried or reconstituted
• all processing aids that are used to produce the product
• the percentage of any water added, and
• processing methods that are not immediately obvious to the consumer, for example, homogenisation, standardisation, UHT, part-baked and electrically tenderised meat.

40.10.17
If your company trade name includes the word organic, you must not use that on labels of non-organic products. For example, you could not use the name ‘Brown Farm Organics’ on non-organic products.
40.10.18
If you produce organic and non-organic lines in the same range, you must ensure that the packaging is sufficiently distinguished (for example by colour, design or wording) to prevent confusion.

40.10.19
Your labels must list all ingredients, including ingredients of ingredients, in descending order by weight.

40.10.20
Your labels must list vegetable oils and starches individually, for example, rapeseed oil (to help consumers with allergies), and any additive used as an emulsifier or stabiliser.

Note – we recommend you list every single ingredient, even if labelling regulations state that it is not necessary.

40.10.21
If your product contains more than one ingredient, the ingredient panel must list all ingredients, unless legally exempt. For example, if herbs and spices make up less than 2% of the finished product, their ingredients do not have to be identified individually. However, you must still identify all non-organic ingredients.

40.10.22
Your labels/packaging must display a traceability code, such as batch or date code.

Labelling claims

40.10.23
If you make a claim on your label then you must be able to substantiate it.
40.10.24

Your sales description and product name must accurately describe the product.

Note – for example if:

• you label your product as ‘organic mint biscuits’, it must contain organic mint
• your product does not contain organic mint, you can only label it as ‘organic biscuits with mint’
• you label your product as ‘organic strawberry flavoured ice cream’ it must contain organic strawberry flavouring
• your product does not contain organic strawberry flavouring, it could only be labelled as ‘organic ice cream with strawberry flavour’.

40.10.25

If you want to label your product as ‘pure’ or ‘100% organic’, you can only do so if all the ingredients are organic. If you add water, salt or any other non-agricultural ingredients, you may not label it as ‘100% organic’.

Note – you could use the phrase, ‘100 per cent of the agricultural ingredients are organic’.

40.10.26

You must not use phrases such as ‘GMO free’ unless you can prove this, if challenged.

Note – we suggest you use:

• ‘organic standards prohibit the use of GM materials’, or
• ‘non-GM’.

40.10.27

You must not use phrases such as ‘pesticide free’ unless you can prove this, if challenged.
Note – we suggest you use:

- ‘organic agriculture aims to avoid the use of artificial pesticides and fertilisers’
- ‘organic standards restrict the use of artificial pesticides and fertilisers’, or
- ‘grown under organic standards which minimise the use of artificial pesticides and fertilisers’.

40.10.28

We do not endorse any particular product. You must **not** use phrases such as ‘endorsed by the Soil Association’ on labelling or other advertising material.

**Labelling vitamins and flavours**

40.10.29

If you claim that the product is fortified with vitamins or minerals, we may ask you to provide evidence that the vitamin or mineral is legally required in the product. See 40.8.3.

40.10.30

If you use E300 ascorbic acid as an additive (e.g. as an acidity regulator or antioxidant), you must label it as ‘E300 ascorbic acid’. You cannot label it as ‘vitamin C’.

40.10.31

Similarly, if you use E306 tocopherol as an additive (e.g. as an antioxidant), you must label it as ‘E306 tocopherol’. You cannot label it as ‘vitamin E’.

40.10.32

However, if fortification of your product is legally required, you can label the additives as, for example, ‘vitamin C’ or ‘vitamin E’.
If you use natural flavourings, you must label them as ‘natural flavourings’ in the ingredients panel.

**Labelling juices**

**40.10.34 | Revised**

You must **not** label juice made from concentrate as ‘pure’.

**40.10.35 | Revised**

If your juice is made from concentrate, you must include the phrase ‘juice from concentrate’, in the same visual field as the sales description.

**40.10.36 | Revised**

You must use the wording below on your labels where juice from concentrate is used as an ingredient in:

- any juice
- a multi ingredient product, if the ingredient is mentioned in the product title or product description.

‘This organic X juice has been made by squeezing fresh XX and removing some of the water to form concentrated juice prior to shipment. On arrival water is replaced to restore the juice to its original strength.’

If you use juice from concentrate as an ingredient you must label it ‘juice from concentrate’.

**Fish labelling**

**40.10.37**

You must describe organic fish as ‘organic farmed fish’ in the sales description and in any advertising literature.
40.10.38
For a multi-ingredient product you must refer to farmed fish somewhere on the label.

40.10.39
You must not label wild harvested fish and shellfish as ‘organic’.

Labelling for retailers, restaurants and farm shops

40.10.40
You must display your certificate of registration.

Note – provided you display your certificate, you do not need to label any loose produce with the certification code ‘organic certification UK5’. You also do not need to include a reference to the method of production.

40.10.41
If you sell loose organic products, you must label them clearly and separate them from any non-organic product to prevent confusion (or contamination).

40.10.42
If you pack or re-label organic products you must comply with the labelling standards.

Labelling for box schemes

40.10.43
If you have a box scheme selling direct to the end consumer, you must:

- include your company name and address on the box, or on accompanying paperwork
• refer to Soil Association Certification Limited with our name or our symbol or use ‘organic certification UK5’
• **not** use our symbol on the box or paperwork if your boxes contain more than half in-conversion produce, and
• wrap and label in-conversion produce separately from organic and make sure that it is identified on paperwork. Please see 40.10.7.

**40.10.44**

If you sell boxes to another company you must label the box as organic and use our reference code ‘organic certification UK5’.

---

**Labelling of bulk and wholesale products**

**40.10.45**

If you are selling a bulk product, the ingredient information must be either on the label, or on a document with the product.

**40.10.46**

If you send an organic product to another company, including retailers, wholesalers and other licensees for further processing, packing or relabelling then you must label it with:

• your company name and address, and owner or seller of the product if different
• the name and organic status of the product
• the certifier code, and
• a traceability code.

**40.10.47**

For bulk transport you must include this information on separate documentation and include the name of the transporter. You must be able to link the documents with the container or vehicle.
Dispatch documentation

40.10.48

You must send delivery notes and/or invoices with goods out. They must include the word ‘organic’ in the product description. It must be clear which products are organic and which not.

Note – if your company name includes the word organic, this is not enough to indicate that the product is organic.
Manufacturing
41.0
Standards you must read with this chapter:

Chapter 1. The principles of organic production and processing
Chapter 2. The certification process
Chapter 40. Processes in the chain between farm and consumer

Manufacturing

41.1 General requirements
41.2 Processing
41.3 Plant and equipment
41.4 Incoming goods
41.5 Storage and warehousing
41.6 Packaging
41.7 Transport
41.8 Cleaning and hygiene
41.9 Pest control

Note – sections on record keeping and labelling are at 40.6 and 40.10
41.1 General requirements

Organic integrity

41.1.1
You must:

- have procedures to maintain the organic integrity of your products, from buying raw materials to goods out
- always work to good practice guidelines for your sector of the food industry
- operate high standards of hygiene in the premises
- make sure that staff operate high standards of personal hygiene, and
- make sure that organic food is not contaminated, for example with:
  
  i. non-organic foods
  ii. cleaning and pest control products
  iii. packaging materials and foreign bodies such as glass or metal, or
  iv. pests, pathogenic or spoilage micro-organisms.

41.1.2
You must only use agricultural ingredients that comply with these standards.

41.1.3
You should follow ISO 9000/BRC procedures or equivalent in your paperwork, quality control and work processes.

41.1.4
If you process organic products rarely you must tell us so that we can arrange an inspection that coincides with one of your production dates. You must inform us one month before any production date.

Note – ‘rarely’ means less frequently than every two months.
Training and staffing

41.1.5

You must ensure that those involved in processing organic food:

• are fully trained for the tasks they are carrying out
• are aware of the relevant standards, and
• understand the importance of maintaining organic integrity throughout the production cycle.

41.1.6

If you have 10 or more employees you must have a policy that ensures you comply with legal requirements for human rights and labour relations.

We may withdraw your certification if working conditions do not meet legal requirements or the Universal Declaration of Human Rights.

Note – in any case you should comply with the Universal Declaration of Human Rights (www.un.org/rights) and the core standards of the International Labour Organisation (www.ilo.org).

Complying with legislation

41.1.7

You must make sure your organic business meets all relevant statutory requirements. This includes requirements about:

• premises
• equipment
• staff facilities
• general hygiene, and
• protection of food from contamination or deterioration.
41.2 Processing

Processing methods

41.2.1 You should:

- minimise processing to preserve the vital quality of organic foods, and
- minimise energy use and waste.

41.2.2 When you make an organic product you must use only the following methods:

- mechanical, physical and biological methods of food processing
- washing as we allow in these standards
- cleaning as we allow in these standards, and
- heating and cooling.

41.2.3 You must **not** irradiate organic products or use products that have been irradiated.

Separation

41.2.4 You must keep organic products and non-organic products separate at all stages.

Note – in some cases, we may require that you produce organic foods on a site or in a building or with equipment that handles only organic food.
41.2.5
If you process organic and non-organic products at the same site you must minimise the risk of contamination.

You must:

• process organic products separately from non-organic products
• clean, only in ways we allow, the plant and equipment you use to make organic products before you start processing, and
• finish the whole run of organic products before you start to process non-organic products.

Fruit and vegetables

41.2.6
If you pack fruit and vegetables, you must use separate packing machinery and equipment only for organic produce.

If you do not have dedicated machinery we may allow you to use non-dedicated for up to a year. In this case you must send us a plan that explains when and how you will dedicate plant and equipment to organic production. We will also do at least one extra inspection each year to check that you are keeping the organic products separate from non-organic.

Note – this applies to trimming, washing and packing of fresh fruit, vegetables and herbs only. It does not apply to preparing fruit and vegetables for freezing, drying, canning or other processing.

Note – this standard is currently under review.

41.2.7
You may use ethylene only to ripen bananas.

Note – you should ripen fruit naturally.
41.2.8
You may wash fruit and vegetables in fresh water or natural acid washes but you must:

• only use products listed in standard 40.8.6
• only use products that are allowed by law, and
• submit details of the washes for our approval before use.

41.2.9
You must not:

• wash organic fruit and vegetables in water with more chlorine than allowed in drinking water (5ppm)
• use wax coatings directly onto fruit or vegetables.

41.2.10 | New
You may treat fruit and vegetable juice with ultra-violet (UV) light as an alternative to pasteurisation.

Honey

41.2.10
You must:

• use temperatures under 60°C to liquefy organic honey
• hold honey for less than six hours at this temperature, and
• have procedures in place to ensure that the honey does not remain above 50°C for more than eight hours.

41.2.11
You must not:

• pasteurise organic honey
• use heat exchangers or warm rooms operating over 65°C, or
• sell baker’s honey or filtered honey as organic.
Note – ‘baker’s honey’ and ‘filtered honey’ come from the Honey Regulation (2003). Baker’s honey is only fit for processing. Filtered honey refers to the use of fine filters that prolong shelf life.

**Dairy**

**41.2.12**

Ultra Heat Treated drinking milk (UHT): if you want to use UHT drinking milk as an ingredient in other products you must give us justification for this and clearly label its use.

**Baking**

**41.2.13**

If you use the same tins or prover pockets for organic and non-organic products, you must:

- check them, before use for organic products, and reject those which have residues of non-organic products
- record how many you reject during these checks and keep the records for us to inspect, and
- use organic dusting flours and releasing agents for organic and non-organic products.

Note – you should use clearly marked baking tins and trays that are dedicated to organic production.
Yeast for baking

41.2.14

Note – this is a standard for the production of organic yeast for baking. This is not a standard for the organic production of other products involving micro-organisms. However, we may consider these in future.

To produce organic yeast, you must culture it on a substrate of at least 95% certified organic origin. The remaining 5% may be of non-organic origin as defined in paragraphs 40.8.19.

If you use enzymes or other micro-organisms in the process of manufacturing the organic yeast, you must use them from a certified organic source, if that is available.

Note – all general standards governing food processing and packing (chapters 40 and 41) apply for producing organic yeast.

The seed yeast that you use may be non-organic, but it must not contain or be produced using genetically modified organisms.
41.3 Plant and equipment

41.3.1
You should use buildings and machinery for your organic processes that:

- process only organic products
- are energy efficient
- minimise waste, and
- are easy to clean and are hygienic.

41.3.2
Any material that will come into contact with organic food must be:

- made from non-porous food grade material, and
- smooth and free from cracks and crevices.

41.3.3
You must make sure that epoxy lined and non-stick vats and containers are not damaged or worn to the extent that they could contaminate the organic product.

41.3.4
You must not use aluminium equipment if the organic food or drink is:

- abrasive
- acidic (pH less than or equal to 4.5), or
- salty (more than 2% salt).

41.3.5
You must not use lead containers to store or process organic foods.
41.4 | Incoming goods

41.4.1 | Revised

You must:

• book all goods into storage
• check the organic status and make a record of this check, and
• check that the supplier is on the list of suppliers that we have approved.

41.4.2

If you find any problems with checks on incoming goods, such as missing or incorrect information, you must **not** sell the product as organic or use it as an ingredient in an organic product until you have made sure that the delivery is correct.

41.4.3

If you cannot be sure about the organic status of the delivery you must either:

• get written confirmation from the supplier
• send it back
• sell it as non-organic, or
• use it in non-organic products.
41.5 | Storage and warehousing

41.5.1

You must:

• label the room, area, or racking with the word ‘organic’ to show that it is for storing organic products
• label all organic materials clearly to avoid accidental contamination
• have sufficient space or barriers around the organic storage area to stop accidental contamination
• only use stores, bins and containers that are made of materials suitable for contact with the food they are to store
• dedicate and label bins and containers as organic
• prevent contamination by birds, insects and vermin, and
• clean the stores regularly so that there are no residues which could contaminate organic products or encourage pests.

41.5.2

You should keep storage records including:

• stock records
• traceability records, and
• records showing that the store was cleaned regularly during use and before holding organic products.
41.6 Packaging

41.6.1
When selecting packaging, you will be taking into account factors such as: presenting your product in optimum condition, safety and hygiene, security and integrity, cost, production processes, and market requirements.

Packaging of organic products should also meet the best possible environmental practice; consumers expect this too. Therefore, you should consider the environmental impacts of your packaging alongside these factors.

41.6.2
You should refer to the Soil Association guidance document ‘Reduce, re-use, recycle: A guide to minimising the environmental impact of packaging’ to help you meet these standards. Please contact us for a copy.

41.6.3
These standards apply to packaging of products that you introduce into the supply chain.

41.6.4
We define packaging as all primary (retail), secondary (grouping, display) and tertiary (transport) materials used for:

• containing
• protecting
• preserving
• handling
• storage
• delivery
• labelling
• marketing, and
• presentation of your products.

Note – we include bulk bins but not transport pallets in this definition.
Note – for guidance, please refer to chapters 2 and 4 of the Soil Association packaging guide.

41.6.5

You must ensure that your packaging meets all relevant legislation relating to packaging, packaging waste, and materials in contact with food.

Note – for guidance, please refer to chapter 3 of the Soil Association packaging guide.

41.6.6

You must ensure that your packaging is fit for its intended use.

41.6.7

You must store packaging in clean, dry and hygienic conditions.

41.6.8

To minimise the direct and indirect environmental impacts of your packaging during its life cycle, you must:

• minimise the amount of material used
• maximise the amount of material that can be reused or recycled, and
• use materials with recycled content where possible.

You must be able to demonstrate, at your inspection, that you have done this for each packaging format you use. You may use a form from us to help you do this. Please contact us for copies and guidance.

Note – for guidance, please refer to chapter 6 of the Soil Association packaging guide.

41.6.9 | Revised

You must review your packaging against standard 41.6.8 at least every three years and be able to demonstrate that you have done this, for example by keeping minutes of review meetings, or having a formal policy requiring this.
41.6.10 | New

If you use renewable materials, they should be from sources with demonstrable controls over sustainability, e.g. FSC for timber products.

Note – for guidance, please refer to chapter 6 of the Soil Association packaging guide.

41.6.11 | New

If you use bleached paper or cardboard, it must be Totally Chlorine Free (TCF). Recycled paper must be Process Chlorine Free (PCF).

Note – for guidance, please refer to chapter 7 of the Soil Association packaging guide.

41.6.12 | New

You must **not** use these materials in your packaging:

- unlacquered aluminium foils if the food is acidic (with a pH less than or equal to 4.5) or salty (containing more than 2% salt)
- coatings, dyes or inks that contain phthalates if they will be in direct contact with foodstuffs
- polyvinyl chloride (PVC)

  Note – you may use other chlorinated plastics, such as PVdC

- materials or substances that contain, have been derived from, or manufactured using, genetically modified organisms or genetically engineered enzymes
- synthetic coatings for cheese if they contain fungicides
- wood that has been treated with preservatives

  Note – this includes bulk bins but not transport pallets.

You must be able to prove to us that you have not used these materials, for example by having written confirmation from your supplier.
41.6.13 | Revised

For packaging that you reuse, you must:

• make sure it is in good repair, clean and free of contamination, and
• if previously used for non-organic products, clean it so that no residues remain.

41.6.14 | Revised

If you use transparent synthetic coatings for cheese, you must explain that they are non-organic on the label.

41.6.15 | New

For any compostable or biodegradable primary packaging (other than paper, cardboard and wood) that you use, you must:

• ensure that it conforms with the European standard for compostable packaging (EN13432), and
• clearly label it to indicate the best means of disposal (see section 40.10 on labelling and approving your artwork).

Note – these materials are often derived from genetically modified organisms or use genetically engineered enzymes in their manufacture. Use of such materials is not permitted under standard 41.6.12.

Note – for guidance, please refer to chapter 7 of the Soil Association packaging guide.

41.6.16 | New

You must ensure that any environmental information, claims and symbols on your packaging are clear, truthful and accurate and conform to Defra’s Green Claims code (see section 40.10 on labelling and approving your artwork).

Note – for guidance, please refer to chapter 9 of the Soil Association packaging guide.
41.6.17 | New

You should provide consumers with information about your packaging, for example, about the materials you have selected, its purpose, and how they can minimise its environmental impact at disposal.

Note – for guidance, please refer to chapter 9 of the Soil Association packaging guide.

41.6.18 | New

If your packaging does not comply with these standards, we will ask you to revise it.
41.7 | Transport

41.7.1

Organic food should be produced locally. This can reduce energy use and the need to conserve freshness artificially. It may also promote greater contact and understanding between farmers and consumers.

41.7.2

You should:

• try to identify local suppliers and local markets for organic products
• avoid air freight where possible
• reduce the need for transport, and
• use, manage and maintain transport so that it uses as little energy as possible.

41.7.3 | Revised

To prevent contamination, mixing or substitution of organic with non-organic products you must:

• transport organic goods in closed packaging or containers
• transport organic goods in vehicles that are suitable for them, and
• make sure the loading equipment and the vehicles are clean and have been cleaned only in ways we allow in these standards
• record results of all the checks you make.

41.7.4 | Revised

You must only transport chilled or frozen organic goods in vehicles that have systems to ensure the temperature stays correct throughout the journey.

41.7.5

If you wish to mix milk from different farms in tankers, or to transfer milk from one tanker to another you must be licensed to do this.
41.8 | Cleaning and hygiene

41.8.1 | Revised

You must, as a priority, avoid the contamination of organic foods by pathogenic or spoilage micro-organisms.

41.8.2

You may use:

- all detergents, disinfectants, sterilants and terminal sanitisers allowed for use in the food industry, according to manufacturers’ instructions
- dry cleaning methods where they will not risk organic integrity, or
- ultra-violet radiation to prevent mould growth on the surface of dough and baked goods, but you must inform us before installing this equipment. You must make sure and show us that it complies with all relevant safety legislation.

41.8.3

You must:

- clean all surfaces that may be in contact with organic products before the start of production
- clean throughout the production process to prevent build up of residues or micro-organisms that could contaminate the product
- always rinse off remaining disinfectants and sanitisers with water (treated to drinking water standards) to prevent residues left on the surface contaminating the organic food, and
- only use alcohol wipes that do not leave any residue after the alcohol has evaporated.
41.8.4
You must not:

• leave sanitisers in contact with the equipment before you make organic products
• use substances on contact surfaces that could taint or contaminate organic products, or
• use ionising radiation on equipment for organic products.

41.8.5
You may use a cleaning in place (CIP) system for equipment that you cannot take apart.

Bleed runs

41.8.6
If you process organic product on equipment that you cannot fully clean by taking apart or CIP, you may, with our permission, use a bleed run or purge to remove residues of non-organic product.

41.8.7
Before you use bleed runs to clean equipment for an organic production run, you must:

• work out how much organic product you need to put through to remove all residue of non-organic product
• write a procedure for how you will do the purge, including how much organic product you will use and showing how this will remove all non-organic material
• show this at your inspection so that we can approve the procedure if we think the precautions are adequate, and
• keep full records of all your bleed runs, including the quantities of purge material you have used.

Note – you may only use the bleed/purge material for one bleed run/purge.
Storing cleaning materials

41.8.8
You must:

• label all detergents and sanitisers correctly with the name of the product and safety information
• store bulk stocks of detergents and sanitisers safely in a marked store to reduce the risk of contamination, and
• store stocks of detergents and sanitisers in closed containers.

Cleaning schedule

41.8.9
You must keep a cleaning schedule that includes:

• what will be cleaned
• how and how often
• what chemicals and equipment you will use, and
• the final rinse of food contact surfaces with drinking standard water before processing organic products.

41.8.10
You must keep records of cleaning which a responsible person must sign and which show that:

• you cleaned all equipment before organic production
• the clean was done according to the schedule, and
• you complete a final rinse of all surfaces rinsed with drinking standard water.
41.9 Pest control

41.9.1 Pest control in organic production areas should prevent birds, rodents, insects or other pests contaminating organic foods.

Pest control should aim to prevent infestation rather than treat it.

41.9.2 You should ensure that pest control substances:

- do not contaminate organic foods
- do not cause damage to the environment, and
- are used as little as possible

41.9.3 You must:

- design and operate your buildings and controls so that wild birds, rodents and insects cannot get in, and
- clean all areas often, carefully and thoroughly, especially those areas that are difficult to reach.

41.9.4 You must:

- only handle pest control chemicals according to the Control of Substances Hazardous to Health Regulations
- label pest control chemicals correctly, including the name of the chemical and health warnings
- store pest control chemicals, when they are not being used, in a locked store away from food, and
- allow only qualified operators to fumigate areas or equipment.
41.9.5

To stop birds, rodents and insects coming in to the buildings you should use barriers such as:

- mechanical screens, nets, doors and shutters
- sound barriers, and
- light barriers.

41.9.6

To prevent infestations in organic areas you may use:

- desiccant dusts such as diatomaceous earth and amorphous silica, preferably from naturally occurring sources
- electric flying insect control units, with shatterproof tubes that are changed at least annually
- tamper resistant bait stations that contain legally approved pesticides
- sticky boards for insects, and
- pheromone traps (monitoring only).

Infestations in organic products

41.9.7

If you find infestation in organic products, on sacks and containers or in areas handling organic products, the only control methods you may use are:

- carbon dioxide or nitrogen
- freezing and heating
- vacuum treatment, or
- desiccant dusts, such as diatomaceous earth or amorphous silica.
41.9.8
If you use desiccant dusts on organic products you must remove them by vacuuming or sieving.

41.9.9
If you use any other pest control method on organic products we will not certify them as organic – and you must not sell them as organic.

Infestations in areas used for organic products

41.9.10
You must not use organo-phosphorous, carbamate or organo-chlorine compounds anywhere on the site, unless we have approved the safeguards that you would take to prevent migration.

41.9.11
You may use natural insecticides that we have approved. You must check we have approved the product before use.

41.9.12 | Revised
You may use pyrethrum, that is, natural pyrethrins extracted from plants only, under the specific conditions below. They may be synergised only with piperonyl butoxide (PBO) from a natural source, such as oil of sassafras:

- you may use pyrethrum as a spray or fog only to control insects
- before using pyrethrum, you must remove all organic products from the area to be treated
- you must not put organic products back into the treated area for at least 24 hours after the treatment
- you must clean all product contact surfaces in the area, using methods that we allow, after the treatment and before you process or store organic product there again, and ▶
• You must contact us before you want to spray if you cannot remove organic products from the area. In some cases, we may allow you to cover organic products with impermeable sheeting to prevent contact with the spray.

41.9.13
With our permission, you may use synthetic pyrethroids, but only in sealed units such as electric motor housings, electronic panel cupboards, pipe ducts and ductwork.

41.9.14
Methyl bromide is to be phased out as it is an ozone-depleting chemical. You may not use it to treat organic products or to fumigate premises which will be used for organic products.

41.9.15
If you handle non-organic products that have been fumigated with methyl bromide you must ensure that any equipment which is used with this product is cleaned thoroughly before it is used for organic products.

41.9.16
With our permission, you may use glue boards for rodents. You must:
• provide evidence to show that other methods of trapping have failed or are not appropriate, before you use glue boards, and
• check rodent glue boards at least daily, as required by the British Pest Control Association code of practice.
**Infestations in areas not used for organic products**

### 41.9.17

You may use other insecticides and rodenticides in non-organic areas, providing they are **not** near an area where you process organic products. Many such products are volatile and may migrate. This includes areas such as:

- non-organic food preparation areas
- stores only used for non-organic food
- loading bays, and
- offices, toilets and canteens.

### Getting our permission

### 41.9.18

Where you require our permission to use a substance, you must contact us in writing, with the following information:

- the products you intend to use and the active ingredients of those products
- where the infestation is and where organic products and production areas are (preferably by marking the areas on a plan)
- how you will comply with the specific conditions that are shown for each of the chemicals
- why your existing precautions failed to prevent this infestation and what precautions you will take to stop the infestation coming back, and
- what precautions you will take to prevent contamination of organic products with the pest control product.

### 41.9.19

In emergencies, if you cannot contact us before the treatment, you must send us all the details above, within two working days.
41.9.20
You must keep copies of permissions so that our inspector can see them.

Keeping records

41.9.21
A nominated employee or registered contractor must do regular checks of hygiene, proofing and pest levels.

41.9.22
You must keep records of:

• what pests you have found
• what chemicals, methods and equipment you used on them
• who did the treatment, when and which area or equipment was treated, and
• what precautions you took to prevent contamination of organic products.
Health and beauty products
50.0

Standards you must read with this chapter:

Chapter 1. The principles of organic production and processing
Chapter 2. The certification process
Chapter 40. Processes in the chain between farm and consumer
Chapter 41. Manufacturing

Health and beauty products

50.1 What these standards apply to
50.2 Principles
50.3 Raw materials and ingredients
50.4 Extracting and preserving raw materials
50.5 Physical and chemical processing of ingredients
50.6 Labelling and composition
50.7 Inspection and certification

Glossary
50.1 What these standards apply to:

50.1.1

These standards cover health and beauty products that are made from organic ingredients, including:

- herbal products
- natural and herbal medicine-like products
- toiletries
- body care products, and
- cosmetics and perfumery.

Note – toiletries include:

- foaming products
- blended oils
- emulsified products
- pastes
- salves
- gels
- toilet soaps
- aqueous products, and
- fragrances.

Note – a ‘cosmetic product’ shall be defined as under article 1 of the EU Cosmetics Directive 76/768/EEC (as amended).

50.1.2

These standards define the criteria, treatments and practices of organic health and beauty products. They cover:

- processing of the raw materials
- manufacture
- labelling, and
- composition.
50.1.3

Health and beauty products are new areas for organic standards. These standards are evolutionary and may change as technology evolves, and more organic ingredients become available.

Currently, EU ‘organic’ regulation (no. 2092/91) does not include health and beauty products. This means there are no legal controls over the term organic for these products. However, if you wish to use the Soil Association symbol, then you must follow these standards.

50.1.4

These standards do not conflict with or attempt to replace the range of statutory requirements and industry codes of practice. We expect you to work to any other relevant codes as a matter of course. You must make sure your products meet all other relevant statutory regulations relating to:

- safety
- manufacturing and composition
- grade, quality and quantity
- product descriptions/labelling, and
- any other national, European and international legislation for food, medicines and/or cosmetics (as appropriate).
50.2 Principles

50.2.1
In addition to the principles for organic production and processing in chapter 1, here we have defined more detailed principles for organic health and beauty products.

50.2.2
Organic health and beauty products should:

• be fit for their purpose
• have as high as possible proportion of organic ingredients
• be clearly identified, traceable and separate from non-organic products at all stages of manufacturing
• not be tested on animals
• not be harmful to human health and the environment in manufacture and use
• be produced in line with our ethical trade standards (chapter 70), and
• be labelled to give clear and accurate information to the consumer.
50.3 | Raw materials and ingredients

### General

#### 50.3.1
You must only use ingredients, additives and processing aids that we allow in these standards.

#### 50.3.2
You must **not** use ingredients produced using nanoscale processes where:

- the mean particle size is 200nm or smaller, and
- the minimum particle size is 125nm or smaller.

Note – please see standards for nanotechnology 40.7.10 and 40.7.11.

#### 50.3.3
You must **not** test raw materials, ingredients or products on animals except where required by law.

### Agricultural ingredients

#### 50.3.4
You should use agricultural raw materials that are fresh or minimally processed.

#### 50.3.5
Your ingredients must be organic if available.
50.3.6
With our permission you may use non-organic agricultural ingredients that are not listed in standards 40.8.19, 40.8.22 and 40.8.24. You must show us that the ingredient is not available as organic in sufficient quantity or quality for your product.

50.3.7
You must not use any ingredient derived from a species identified on the IUCN red list as Critically Endangered, Endangered or Vulnerable (www.redlist.org).

Water

50.3.8
You must use water that is potable (fit for drinking). You must tell us:
• where the water comes from, and
• how you treat it.

Minerals

50.3.9
You may use these minerals:
• montmorillonite and kaolin clays
• chalks
• sand
• salt
• pumice, and
• diatomaceous earth.

Note – please see standard 51.2.1 for how you can label products containing minerals.
50.3.11
You should only use minerals from environmentally sound extraction processes.

50.3.12
The minerals may be treated by:

- washing
- steam cleaning
- ultra heat treatment
- other mechanical cleaning methods, and
- drying.

Viscosity modifiers, thickeners, anti-oxidants and other additives

50.3.13
You may use:

- viscosity modifiers, thickeners and anti-oxidants listed in standard 40.8.6
- processing aids listed in standard 40.8.17
- other plant gums
- other plant-derived anti-oxidants
- sodium hydroxide and potassium hydroxide as pH adjusters, and
- phytic acid as a chelating agent.

50.3.14
With our permission you may use other viscosity modifiers, thickeners and anti-oxidants, also fillers and binders not listed in standard 40.8.6. You must tell us why you need to use that particular ingredient and why those listed are not suitable for your product.

50.3.15
You must not use chelating agents based on ethylene diamine tetraacetic acid (EDTA) and its salts.
Anti-microbial agents

50.3.16
You may use the following anti-microbial agents:

- benzyl alcohol
- benzoic acid and its salts
- sorbic acid and its salts
- dehydroacetic acid
- sodium dehydro acetate
- agricultural raw materials or extracts, which may be modified by simple physical or chemical processes that do not change the active ingredients.

50.3.17
With our permission you may use:

- phenoxyethanol
- lactoperoxidase
- phenylethyl alcohol
- any other anti-microbial agent that meet the criteria in standard 50.5.8.

For us to give permission, you will need to show us why you need to use these anti-microbials instead of the ones we allow.

Note – we understand that cosmetic products may support the growth of micro-organisms. Anti-microbials can protect products from contamination, especially after purchase and during use. We also appreciate that using them in combination can be more effective due to them working synergistically.

We have considered issues such as toxicity, biodegradability, origin of source material and allergic potential when we developed these lists. We also incorporated some of the principles of ‘green chemistry’.

However, unlike surfactants, we found it very difficult to screen anti-microbials through any established and accepted criteria. We have therefore assessed them on the principles and criteria in these and other related standards.
50.4 Extracting and preserving raw materials

50.4.1
You should:

• extract as much of the herb as possible, and
• use extraction methods that extract the biologically active parts of the plant material while retaining maximum activity.

50.4.2
You must:

• use extraction ratios (solvent to plant) to recognised standards, where they exist
• tell us which standards you are using
• justify the extraction ratio you use, where there are no recognised standards.

50.4.3
You may only use the following substances for extraction:

• solvents of organic origin (for example, alcohol, glycerol, lactose, sugar, vinegar)
• potable (drinking) water (see standard 50.3.8)
• carbon dioxide, either as liquid CO\textsubscript{2} or in supercritical fluid extraction (SCFE).

50.4.4
For alcohol extraction you must:

• use denaturants for alcohol where they are legally required
• tell us which denaturant you are using.

50.4.5
For alcohol extraction you must **not** use denatured alcohol for tinctures.
50.4.6

With our permission you may use:

- non-organic glycerol providing it is not from animals and organic glycerol is not available
- non-organic herbs extracted in an organic solvent, if the herb is not available in organic form.

You must indicate that these are non-organic in the ingredients/INCI list.

50.4.7

To extract components from organic ingredients, you may use:

- maceration (hot or cold)
- expression
- percolation
- juicing
- solar extraction (for example of flower remedies)
- cold extraction
- pressing
- pressure
- vacuum
- distillation using water or steam at low pressure
- decoction
- infusion (hot or cold), and
- microbial digestion/fermentation.

Post-extraction

50.4.8

After extraction, you may use:

- filtration with non-bleached filtering papers
- micro filters
- depth filters
- concentration by evaporating, vacuum distilling or spray drying
• nitrogen flushing, and
• clarifying and precipitating agents listed in standard 40.8.17.

50.4.9

With our permission you may use:

• ultrasound
• rectification
• post packaging sterilisation (for example: UV irradiation)
• pasteurisation
• standardisation.

Note – we understand that it is important to guarantee the percentage of an active ingredient for the quality of a product. Plant chemistry is so complex that it may not always be best to standardise the concentration of one ingredient without considering the others. Therefore, you must justify why you need to standardise.

50.4.10

You may not use:

• aroma enhancers
• ionising radiation, or
• electron beaming.

Preserving

50.4.11

You may prepare and preserve ingredients by:

• air drying with natural hot air or heated air
• freezing/individually quick freezing, and
• storing with modified atmosphere (for example, using nitrogen).
50.4.12

With our permission you may use other ways to preserve ingredients, such as freeze-drying. You must send us an explanation of why you wish to use a particular method and how it will affect the product.
### 50.5 Physical and chemical processing of ingredients

#### 50.5.1

You should only process an organic ingredient if this is needed for it to work.

#### 50.5.2

For processing organic ingredients, you may use:

- physical methods (including heating and cooling)
- mechanical techniques
- biological processes, such as fermentation, but not using GMOs or their derivatives, and
- saponification of organic materials using sodium hydroxide or potassium hydroxide.

#### 50.5.3

You may chemically process agricultural ingredients using:

- the additives and processing aids listed in standards 40.8.6 and 40.8.17.
- petrochemical and synthesised chemicals as reagents, if the resulting substance complies with the toxicity and biodegradability criteria in standard 50.5.8.

Note – chemically processed ingredients that meet these criteria include:

<table>
<thead>
<tr>
<th>Ingredient</th>
<th>Examples</th>
</tr>
</thead>
</table>
| soaps      | sodium palm kernalate  
            | sodium olivate           |
| glycercyl esters of fatty acids | glycercyl mono stearate  
|                      | glycercyl mono stearate SE  
|                      | glycercyl di stearate   |
| alkylpolyglucosides | decyl glucoside  
                      | lauryl glucoside        |
| alkylglucosides   | sucrose cocoate  
                      | sucrose stearate ▶      |
• fatty acids and alcohols
cetyl alcohol
esters of fatty acids and alcohols
cetearyl olivate
alkylbetaines
coco betaine
cocamidopropyl betaine

Maximum levels for impurities in both organic and non-organic alkyl betaines are:

• monochloroacetic acid ≤ 5 ppm
dichloroacetic acid ≤ 10 ppm
free amidoamine ≤ 0.3%
3-aminopropyl dimethylamine (DMAPA) ≤ 15ppm

The levels must be measured in the betaine ingredient ‘as used’ to formulate the end product.

50.5.4
With our permission you may use processed ingredients other than those listed in standard 50.5.3. You must show us that:

• you need to use that ingredient in your product, and
• the ingredient meets our requirements for toxicity and biodegradability in standard 50.5.8.

Note – you must send us test results for the ingredient to prove that it meets these requirements.

50.5.5
You must ensure that side reactions do not cause unwanted by-products, such as nitrosamines, when you make ingredients from raw materials and reagents.

50.5.6
You must not use:

• sulphonation
• ethoxylation, or
• propoxylation.
50.5.7

You must **not** use:

<table>
<thead>
<tr>
<th>Ingredient</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>alkyl sulphates</td>
<td>sodium lauryl sulphate</td>
</tr>
<tr>
<td></td>
<td>sodium coco sulphate</td>
</tr>
<tr>
<td></td>
<td>ammonium lauryl sulphate</td>
</tr>
<tr>
<td>alkyl ether sulphates</td>
<td>sodium laureth sulphate</td>
</tr>
<tr>
<td></td>
<td>ammonium laureth sulphate</td>
</tr>
<tr>
<td>polsorbates</td>
<td>polysorbate 20</td>
</tr>
<tr>
<td>ethanolamides</td>
<td>cocamide DEA</td>
</tr>
<tr>
<td></td>
<td>cocamide MEA</td>
</tr>
</tbody>
</table>

Note – the scientific evidence for and against these substances is still not clear. As a precaution we do not allow them. We will continue to watch developments and may change standards if new evidence is available.

50.5.8

You must be able to demonstrate that each chemically processed ingredient meets all of the following requirements:

- **aquatic toxicity** – the EC$_{50}$ and LC$_{50}$ for algae, crustaceans and fish must be at least 1mg/kg
- **aerobic bio-degradability** - must be ‘easily degradable’, as defined in OECD document 301A-F
- **anaerobic bio-degradability** – must be ‘easily degradable’ as defined in ISO 11734
- **bio-accumulation** – the log P$_{ow}$ value must be no more than 3.

Note – we have used information from the Nordic Ecolabeling Scheme for personal care products to draw up these requirements, primarily group C2.
50.6 | Labelling and composition

50.6.1
You should label your products:

• clearly and accurately to give information to the consumer so they can make informed buying decisions, and
• with a list of English, as well as International Nomenclature on Cosmetic Ingredients (INCI) names.

50.6.2
You may label your product as ‘organic’ if more than 95% of the ingredients are organically produced.

You must calculate the organic percentage as follows:

• the calculation is of the finished product
• you must exclude any added water from the calculation, including floral waters
• for an ingredient that itself includes water, you must exclude the water part from the calculation, and
• for an ingredient of mixed organic and non-organic origin, either as a mixture or arising from a chemical reaction, you must use the relative proportions in the calculation.

Example: soap

*Ingredients:* saponified organic oil 80%
organic herbs and essential oils 20%

Saponified oil = 94% organic oil and 6% NaOH

Organic percentage in product from saponified oil

\[
80 \times \frac{94}{100} = 75.2\%
\]

Organic percentage of final product

75.2% + 20% = 95.2%

Therefore, it may be labelled as ‘organic soap’.
50.6.3

You must label your products as ‘made with x% organic ingredients’ where at least 70% of the ingredients are organically produced.

This percentage must be calculated on the same basis for ‘organic’, above.

Example: shampoo

<table>
<thead>
<tr>
<th>Ingredients:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>water</td>
<td>50%</td>
</tr>
<tr>
<td>surfactant made with organic oil</td>
<td>47.5%</td>
</tr>
<tr>
<td>organic herbs and essential oils</td>
<td>2.5%</td>
</tr>
</tbody>
</table>

Percentages without water: surfactant 95%  
herbs and essential oils 5%

Surfactant: organic oil 75%  
NaOH 5%  
non-organic reagent 20%

Organic percentage in product from surfactant

\[
95 \times \frac{75}{100} = 71.25%
\]

Organic percentage of final product

71.25% + 5% = 76.25%

Therefore, it may be labelled as ‘made with 76% organic oil and herbs’.

50.6.4

Your labels must also show:

• the percentage of organic ingredients (which must be in the product title for a 70%+ product)

  Note – we interpret ‘in the product title’ to be within or right under the product name and in the same (or similar) size and style.

• full ingredient breakdown in descending order by weight – down to 1%

  Note – we may give you permission to use a reduced ingredient listing in the case of complex fragrances.


• processing aids
• percentage of added water including flower water/infusion/decoction, and
• percentage of all mineral components in the product.

**50.6.5**

You must label:

• ingredients as ‘organic’ only when the whole of that ingredient is of organic origin, and
• the organic ingredients transformed by chemical processes as ‘made with organic ingredient’ or similar. You may indicate this by using an asterisk or similar mark following the name of the ingredient which then refers to a statement elsewhere on the label.
50.7 | Inspection and certification

50.7.1
If you want to label the products that you produce, make or sell with our symbol, you must hold a valid certificate of registration from us for that product.

50.7.2 | Revised
You must allow us to:

- inspect your operation and premises (normally each year)
- carry out unannounced inspections, and
- take samples for residue testing if we or our inspector think there may be a risk of contamination or as a back up to the certification process.

Note – we will use laboratories that are qualified to carry out tests to these standards.

The organic ingredients you buy must be certified. However with our permission and until 1 January 2010, if you are a manufacturer of surfactants, you do not need inspection and certification. However, for the products concerned you must:

- meet all other relevant parts of these standards, and
- give us full details of:
  i. the proof of the status of the organic ingredients
  ii. the chemical processes involved
  iii. any other inputs you use
  iv. the waste products produced, and
  v. the organic percentage in the final substance.
Glossary

A

Active – the active ingredient or substance in a health and beauty or pharmaceutical product that produces or contributes to the effectiveness of a product.

Aerobic bio-degradability – how easily a substance is broken down by micro-organisms when oxygen is available.

Anaerobic bio-degradability – how easily a substance is broken down by micro-organisms when oxygen is not available, for example in sludge.

Anti-microbial agents – a material that will kill or inhibit the growth of microbes such as bacteria, yeasts and moulds. They are commonly used to extend the life span of a wide variety of consumer products.

Aroma enhancers – an aroma enhancer is a synthetic additive which improves or strengthens the smell of a product.

B

Binders – a material used to hold particles together to ensure uniform consistency or solidification; typical binders are resin, gum, silicate and casein.

Bio-accumulation – a substance’s ability to be accumulated in an organism.

C

Chelating agents – compounds able to bind metal ions and make them chemically inactive.

Chemically purified – the ingredients in the product are isolated or separated by various chemical reactions.

Clarifying agents – clarifying agents are natural or chemical substances that are used to remove suspended particles or sediments from liquids. This means that the final product has a translucent or clear appearance.

Precipitating agents – precipitating agents cause suspended solid particles in a liquid to drop out of suspension. These solids are then removed leaving behind the liquid.

Cold extraction – methods that include vacuum extraction or cold pressed extraction.
Decoction – a herbal preparation made by boiling a plant part in water to make an extract.

Dispersants – usually a detergent or surfactant that is used to produce a stable distribution of an oil or solid in a liquid.

EC\textsubscript{50} – measure of a substance’s toxicity to specific organisms. The effective concentration which affects or kills half of the population tested.

Electron beaming – subjecting a material or product to a beam of electrons to kill micro-organisms. This technology is used in food and medical sterilisation, packaging, and to increase the shelf life of products.

Essential oil – an aromatic volatile substance usually extracted by distillation or expression from a single botanical species. Once the primary process of distillation or expression has been completed, nothing further should be added.

Ethoxylation – a chemical process in which ethylene oxide is added to long chain molecules in order to make them more soluble in water. An example is the ethoxylation of sodium lauryl sulphate to form sodium laureth sulphate, which is used as a foaming agent in non-organic shampoos and toothpaste, and as an industrial detergent.

Excipients – substances added to formulas which have no activity and are used to deliver active ingredients at a desired level in an appropriate form.

Expression – the process of extracting an essential oil by mechanical methods.

Extraction – the process of separating the essential or active part of a plant into a solvent.

Fillers – ingredients that add bulk to a product.

Flower waters (hydrolats or hydrosols) – waters resulting from the steam distillation of aromatic plants. These waters may either be a by-product of the extraction process for essential oils (steam distillation) or
may be the primary objective of the distillation process. They are distillates and are not manufactured by the addition of any odorous material or a further solvent. These are sometimes known as hydrolats and hydrosols.

I

INCI – International Nomenclature on Cosmetic Ingredients.
Infusion (hot or cold) – tea made by steeping herb leaves, bark or flowers in hot (or cold) water.
Ionising radiation – radiation which has enough energy to cause atoms to lose or gain electrons and become ions. Alpha and beta particles, gamma and x-rays are all examples of ionising radiation.

J

Juicing – to extract the liquid from a fruit or vegetable by mechanical methods.

L

LC₅₀ – measure of a substance’s toxicity to specific organisms. The lethal concentration which affects or kills half of the population tested.
Liquid CO₂ extraction – otherwise known as supercritical CO₂ extraction. Extraction of plant material using liquid CO₂ under pressure.

M

Maceration (hot or cold) – the process of soaking.
Microbial digestion – the aerobic or anaerobic breakdown of a substance by micro-organisms.
Microbial fermentation – anaerobic growth of microorganisms to produce or break down ingredients.
Nitrogen flushing – packaging products using a nitrogen flush removes oxygen from inside the packaging.

P

Pasteurisation – the reduction of micro-organisms using a carefully controlled heating process.
Percolation – the slow passage of a liquid through a medium for extraction or purification.

Petrochemicals – chemicals produced from fossil fuels.

Propoxylation – a chemical process in which propylene oxide is added to long chain molecules in order to make them more soluble in water.

$P_{ow}$ (Partition coefficient between octanol and water) – a measure of the distribution of a material between oil and water. This predicts the likelihood of a material building up in body fat. A technical measure which helps predict the degree which oil dissolves in water.

R

Raw material – the original plant (or animal or mineral) material.

Reagents – the starting materials in a chemical reaction.

Rectification – a process of re-distillation to remove or isolate particular constituents.

S

Saponification – the process of converting a fat into soap by treating it with an alkali.

Solvent – liquid substance able to dissolve other substances.

Standardise – a term used in the herbal trade to describe an extract that has been prepared to ensure that it contains set levels of specified plant compounds.

Sulphonation – the process of introducing one or more sulphonic acid groups into a compound to make them more water soluble.

Surfactants – the name is derived from the term surface active agent. It is a compound that reduces the surface tension of a liquid. Its primary functions are cleaning, emulsifying or creating foam.

Supercritical fluid extraction (SCFE) using CO$_2$ – see liquid CO$_2$ extraction – above.

T

Thickeners/thinners – ingredients used to make a substance more or less runny.
**U**

**Ultrasound** – a method in which high frequency sound waves are used to extract or mix ingredients.

**UV irradiation** – exposure to ultraviolet radiation to sterilise.

**V**

**Vacuum extraction** – extraction under reduced pressure.

**Viscosity modifiers** – thickeners or thinners to make a substance more or less runny.
Specific health and beauty products
51.0

Standards you must read with this chapter:

Chapter 1. The principles of organic production and processing
Chapter 2. The certification process
Chapter 40. Processes in the chain between farm and consumer
Chapter 41. Manufacturing
Chapter 50: Health and beauty products

Specific health and beauty product types

51.1 Capsules and tablets
51.2 Products with a mineral content above 30%
51.3 Propellant products
51.4 Skin creams
51.5 Wet wipes
51.6 Water based products
51.7 Household products and candles
Capsules and tablets containing organic herbs and other substances are foods and must therefore comply with our standards for processed foods (see chapters 40 and 41).

You may label homeopathic tablets or pillules as organic if:

- they are made from organic ingredients, and
- these have been extracted and diluted according to these standards.

You must use organic carriers such as lactose, sucrose and other excipients that comply with these standards.
51.2 | Products with a mineral content above 30%

51.2.1

Some products need a high proportion of minerals. With our permission, you may label these products in the same way as a product with 70-95% organic ingredients if:

- you can justify to us that the minerals are essential for the product,
  and
- your label states the organic percentage in the product title.

**Example: toothpaste**

<table>
<thead>
<tr>
<th>Ingredients:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>chalk</td>
<td>60%</td>
</tr>
<tr>
<td>organic glycerol</td>
<td>30%</td>
</tr>
<tr>
<td>surfactant made with organic oil</td>
<td>8%</td>
</tr>
<tr>
<td>organic essential oils</td>
<td>2%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Surfactant:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>organic oil</td>
<td>75%</td>
</tr>
<tr>
<td>NaOH</td>
<td>5%</td>
</tr>
<tr>
<td>non-organic reagent</td>
<td>20%</td>
</tr>
</tbody>
</table>

The organic percentage in product from surfactant

\[
8 \times \frac{75}{100} = 6\%
\]

Therefore, the organic percentage in the paste

\[
30\% + 6\% + 2\% = 38\%
\]

For instance, it may be labelled as ‘toothpaste made with 38% organic glycerol and herbs’.
51.3 Propellant products

51.3.1

You may use as propellants:

- carbon dioxide
- air, and
- nitrogen.
51.4 Skin creams

51.4.1 You may use:

• titanium dioxide
• zinc oxide
• silicon dioxide (as a surface treatment to aid dispersion)
• caprylic diglyceride (as a dispersant).

These ingredients may be chemically purified, others may not.

51.4.2 You must not use chemically synthesised sunscreens.
51.5 Wet wipes

51.5.1
You must use material and liquid components made from organic ingredients that comply with these standards.

51.5.2
You must calculate the percentage of organic ingredients based on the combined total weight of the tissue and liquid components (less any water).
51.6 Water based products

51.6.1
Where the product is over 90% water (for example toners, spritzers and flower waters), you may consider the water-based organic ingredients as organic in the percentage calculation.

Note – the standards requiring you to justify the ratio of plant material to water (standard 50.4.2).

51.6.2
You must not sell flower waters as organic unless they have been produced using distillation.

Water based products used as ingredients

51.6.3
You should use the following formulation to establish the percentage of organic ingredients in water extracts of herbs:

\[
\frac{\text{weight of herb}}{\text{weight of herb} + \text{weight of water}} \times 100
\]

Example:

\[
\frac{20 \text{ grams of herb}}{20 \text{ grams of herb} + 80 \text{ grams of water}} \times 100 = 0.2 \times 100 = 20
\]

This means that 20% of the extract, when used as an ingredient, can count towards the organic percentage of your product.
51.7 Household products and candles

51.7.1

We can certify household products and candles if they fully comply with these health and beauty product standards. Please contact us for more information.
Annex I

Exceptional permissions
Annex I

• Ferric phosphate (iron III phosphate) for slug control
• Brassicas in the rotation
• Poultry beak tipping
• Poultry breeder flock size
• Poultry range exceeding 100m
• Housing poultry for longer than twelve weeks
• Resting pasture for poultry
• Aquaculture – using all female stock
• Non-dedicated fresh produce packing
• Pest control
• Poultry neck pulling

Introduction

This annex explains when we may grant you an exceptional permission, if you fulfil certain conditions, to use a practice or substance that we do not normally allow.

In the text that follows, we:

• list the standards against which we may grant an exceptional permission
• explain when we might consider doing this, and
• explain what you have to do to apply for an exceptional permission.

Please contact your certification officer for more information.
Ferric phosphate (iron III phosphate) for slug control

4.11.14

You must not use pesticides or fungicides that we do not allow.

Rationale

Slugs are one of the biggest pests for growers and the numbers are dependent on many factors such as soil type and profile, temperature, rainfall and effectiveness of physical controls. Iron III phosphate is not listed in Soil Association standards but it is in the EU Regulation 2092/91. We may give you permission to use it if slugs are present in sufficient numbers to cause significant damage to your crop.

How you can apply for exceptional permission

You must demonstrate that you are:

• using cultural control techniques (please tell us how effective they are), and
• monitoring slug numbers. This may be in the form of a threshold of slug numbers per hectare, for example. The risk to the crop must have become significant.

Note – you must obtain our permission before each application.

Brassicas in the rotation

5.1.11

You must allow at least three seasons between returning the following outdoor crops to the same piece of land:

• alliums
• brassicas
• potatoes.

Note – you may grow successional crops of the same family in the same year.
5.1.12

We may give you permission to grow two crops of the same family in following seasons if there is a gap of six seasons before cropping with that family again.

Rationale

Rotations are essential within organic farming to break disease cycles. This is particularly important with the more persistent soil-borne diseases. It may be possible to achieve this, and balance fertility, through careful rotation design with more frequent brassica crops than the precautionary approach that this standard requires.

How you can apply for exceptional permission

For rotations containing more brassica crops than we allow in this standard, you must demonstrate that you are able to:

• control diseases effectively, and
• at least maintain fertility during the rotation, by means of nutrient budgets and soil analysis.

Our inspector will review your rotation and assess fertility levels at your annual inspection. If the rotation changes for any reason, for example crop failure, you must send us your new rotation plan for approval.

Poultry beak tipping

20.5.4

You must not:

• clip primary flight feathers
• beak clip or tip
• caponise
• carry out any other mutilations.

Rationale

Beak tipping may be requested by producers who have feather pecking and cannibalism within their layer flocks. A number of factors can lead to feather pecking and cannibalism, including:

- use of an aggressive strain of birds
- changes in feed or dietary deficiencies
- sudden stresses placed on the birds
- injury or bleeding in birds encouraging pecking from others in flock
- boredom or lack of exercise, and
- a problem within the housing (for example, bright sunlight coming through windows, crowding, inadequate ventilation, etc.)

How you can apply for exceptional permission

You must:

- send us a revised management plan detailing the changes you will make to improve bird welfare and avoid these problems in the future, and
- send us a letter of recommendation from your vet that beak tipping is required.

Note – you must obtain our permission for each time you intend to beak tip your birds.

Poultry breeder flock size

21.1.18

The number of birds in each poultry house must not exceed 500 birds.

Rationale

The standard for breeder flock size requires lower bird numbers than that of commercial layers. This is because it is vitally important that bird health and welfare are kept to a consistently high standard to ensure the production of high quality, healthy chicks. Producers occasionally request to exceed the maximum flock size of 500 birds for operational reasons.
How you can apply for exceptional permission

You must send us a detailed and comprehensive livestock management plan that demonstrates how you will maintain:

• a consistently high level of bird health and welfare, and
• good environmental conditions, both inside the house and out on the range.

Note – we may give you permission on an on-going basis provided that you consistently fulfil the above criteria. If you do not keep welfare and environmental conditions within the flock at a consistently high standard we will ask you to reduce the flock size to 500 birds or less.

Poultry range exceeding 100m

20.7.16

With our permission, you may have more than the number of birds per poultry house in standard 20.7.15, if we have approved it as part of your poultry management plan. We will only give you permission if:

• you can show us that you can maintain a high level of bird health and welfare
• you can maintain good environmental conditions inside the house and out on the range, and
• you can provide your birds with the area of range they need (see section 20.8 for maximum stocking densities) within the maximum ranging distances from the house:
  i. layers, geese and guinea fowl: 100m
  ii. table chickens, turkeys and ducks: 50m.

Rationale

Fields are not uniform shapes and sizes, which may mean that some producers are not able to provide the correct amount of range within the maximum distance from the house.
How you can apply for exceptional permission

You must:

• be able to demonstrate that the birds will make full use of the whole range area supplied, and
• provide detailed plans of the range area, showing housing and range dimensions and how you will enhance the area to encourage the birds to range further.

Note – if we give you permission our inspector will monitor your range management at your annual inspections.

Housing poultry for longer than twelve weeks

20.8.3

Your poultry must have continuous and easy daytime access to pasture, except in adverse weather conditions, for:

• all the laying life of laying poultry
• at least two thirds of the life of table poultry.

Rationale

A producer may have to permanently house their poultry and restrict their range due to avian influenza restrictions imposed by Defra. Producers in close proximity to affected areas may also wish to house their poultry for an extended length of time.

Defra say that if poultry need to be isolated for a period longer than twelve weeks their organic status is maintained. This is provided they have access to an area of netted range no less than half the size of the poultry house. Please note that avian influenza information from Defra is subject to change.
How you can apply for exceptional permission

• If you are in a Defra designated avian influenza risk area you may permanently house and restrict your poultry’s range in line with Defra requirements.
• If you are outside a Defra designated avian influenza risk area you must:
  i. send us details and justification for your request to permanently house your poultry, and
  ii. send us an updated poultry management and health plan showing how you will provide the required netted range area (as specified by Defra) and the steps you will take to minimise any health and welfare implications.

Note – if we give you permission, it will be in conjunction with Defra imposed restrictions.

Resting pasture for poultry

20.8.4
You must rest your pasture from poultry production:
• to allow vegetation to grow back
• for health reasons, and
• to enable built-up fertility to be used.

20.8.5
For laying poultry you must rest your pasture for at least nine months between each batch, except if you have less than 50 birds which are not kept in runs but are free to roam.

20.8.6
For table poultry you must rest your pasture for two months per year plus one year in every three years, except:
• where the birds are on the land for less than one third of the year, or
• if you have less than 50 birds which are not kept in runs but are free to roam.

Rationale
New licensees with existing poultry houses unable to comply with range resting requirements may apply for permission to rest their pasture in line with the Defra Compendium.

How you can apply for exceptional permission
You must send us details of:
• your request to rest pasture less frequently, including range and housing dimensions
• how you will work towards complying with the resting periods in our standards, including a proposed timescale, and
• how you will monitor and maintain levels of health and welfare over a timescale that we agree with you.

Note – once you reach the date specified in your plan, you must comply with our pasture resting standards.

Aquaculture – using all female stock

30.4.4
You must not use:
• triploid stock
• genetically engineered stock, or
• all female stock.

Rationale
Organic fish farmers must use mixed-sex eggs/youngstock, ideally from an organic source, to produce an organic table fish.
Salmon do achieve very acceptable weights from mixed-sex stock, due to late maturing strains. Consequently, mixed-sex salmon eggs/youngstock are readily available non-organically.

The same cannot be said of trout. There has been no significant success to date in developing a late maturing strain. Any trout produced from mixed-sex eggs/youngstock have to be slaughtered early therefore only producing small trout. Mixed-sex trout stock is consequently much harder to get non-organically than for salmon.

Current availability of organic eggs/youngstock is very limited, and most non-organic trout producers use all female stock.

**How you can apply for exceptional permission**

You must:

- be able to demonstrate that organic or mixed-sex non-organic trout eggs/youngstock are unavailable, and
- provide a plan detailing how you intend sourcing/producing organic eggs/youngstock for future batches.

Note – you must obtain prior permission on each occasion you wish to use all female stock.

**Non-dedicated fresh produce packing**

41.2.6

If you pack fruit and vegetables, you must use separate packing machinery and equipment only for organic produce.

If you do not have dedicated machinery we may allow you to use non-dedicated for up to a year. In this case you must send us a plan that explains when and how you will dedicate plant and equipment to organic production. We will also do at least one extra inspection each year to check that you are keeping the organic products separate from non-organic.
Note – this applies to trimming, washing and packing of fresh fruit, vegetables and herbs only. It does **not** apply to preparing fruit and vegetables for freezing, drying, canning or other processing.

**Rationale**

Packing organic fresh produce on a non-dedicated line can present potential substitution and residual contamination risks to the product. However, we recognise that it may not be possible or practical to implement changes immediately. We may allow non-dedicated packing under the conditions we specify here.

**How you can apply for exceptional permission**

To use a non-dedicated line for more than a year, you must send us a plan that details:

- the cleandown procedures before handling organic produce on the non-dedicated line, and
- the time period or organic product volume (by percentage of total sales or actual sales value) after which you will dedicate a line.

We must have approved your plan before you use a non-dedicated packing line. Once you reach the point specified in your approved plan, you must dedicate a packing line to organic.

Our inspector will review this plan at your annual inspection.

**Pest control**

**41.9.13**

With our permission, you may use synthetic pyrethroids, but only in sealed units such as electric motor housings, electronic panel cupboards, pipe ducts and ductwork. ▶
Rationale

Pest control should aim to prevent infestation rather than treat it. You should ensure that pest control substances do not contaminate organic products or damage the environment and are used as little as possible. Under exceptional circumstances it may be necessary to use synthetic pyrethroids to control pests in areas other than in sealed units, where existing pest control strategies have been overwhelmed and synthetic pyrethroids are the least harmful option.

How you can apply for exceptional permission

To use synthetic pyrethroids to control pests, other than in sealed units, you must send us the following information:

• why your existing precautions failed to prevent this infestation
• where the infestation is and where organic products and production areas are (preferably by marking the areas on a plan)
• the product you intend to use and its active ingredients
• what precautions you will take to stop the infestation coming back, and
• what precautions you will take to prevent contamination of organic products with the pest control product.

Note – you must obtain permission on each occasion you wish to use a synthetic pyrethroid in this way.

Poultry neck pulling

42.8.14

You must only stun or kill poultry by the following methods:

• non-penetrative captive bolt, or
• electronarcosis:
  i. dry electrodes, or
  ii. waterbath stunner
42.8.15

You can only use neck dislocation to kill poultry in an emergency or as a back-up.

Rationale

Under normal circumstances poultry must be despatched using the methods described in standard 42.8.14 with neck dislocation being an emergency back up. We can only consider you despatching poultry solely using neck dislocation on a routine basis if you cannot source a suitable stunner.

How you can apply for exceptional permission

You must demonstrate that a suitable stunner is not available.

Note – the timescale for this permission will be limited. You will have to ensure a method of slaughter which complies with the standards is in place for when this permission expires.