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# Product Profile - Food

**Important:**

*In order for this form to properly import into the PCO certification system, please save a copy of this form to your desktop and fill out via Acrobat Reader or Preview (Mac).*

*Please DO NOT fill out this form in your internet browser (e.g. Internet Explorer, Firefox, Safari) as this will cause your data to be lost.*

*When sending to PCO, please DO NOT "Print to PDF" as this renders an unreadable form. Please simply "save" the PDF document and send this document to PCO.*

## SECTION 1 - General Information

Today's Date: \_\_\_\_\_

Last Revised Date \_\_\_\_\_

PCO Certified Company: \_\_\_\_\_

Food / Product Name: \_\_\_\_\_

Brands:

**1.1** Facility where product is Processed

Facility Certified by: \_\_\_\_\_

Facility Name: \_\_\_\_\_

Street: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

**\*Use a separate product profile for each organic food product for which you are requesting certification.**

Section numbers refer to National Organic Program regulations (7 CFR 205).

## SECTION 2 - Product Composition §205.301(e)

**2.1** This product will be sold, labeled or represented as (check one):

**"100% Organic"**—Must contain (by weight or fluid volume, excluding water and salt) 100% organically produced raw or processed agricultural product.

**"Organic"**—Must contain (by weight or fluid volume, excluding water and salt) not less than 95% organically produced raw or processed agricultural products. Any remaining ingredients must be organically produced, unless not commercially available in organic form, or must be non-agricultural substances or non-organically produced agricultural products that comply with section 205.600 of the National List. See commercial availability section below.

**"Made with organic ingredients"**—Must contain (by weight or fluid volume, excluding water and salt) at least 70% organically produced ingredients. Any remaining non-agricultural ingredients must be listed at 205.605 No ingredients may be produced using excluded methods (GMO's), sewage sludge or ionizing radiation.

**SECTION 3 - Ingredients**

Complete the information for ALL ingredients (organic, non-organic, water, salt) contained in this product.

- a) all agricultural ingredients in new products;
- b) new ingredients in previously certified products, and
- c) ingredients for which you have a new supplier.

**Table 3.1 Ingredients**

Ingredient	Supplier	% of All Ingredients (excluding water & salt)	Certified By	Regulatory Program Certified Under	For PCO use Only
				NOP    COR EU      Other Specify Other:	
				NOP    COR EU      Other Specify Other:	
				NOP    COR EU      Other Specify Other:	
				NOP    COR EU      Other Specify Other:	
				NOP    COR EU      Other Specify Other:	
				NOP    COR EU      Other Specify Other:	
				NOP    COR EU      Other Specify Other:	
				NOP    COR EU      Other Specify Other:	
				NOP    COR EU      Other Specify Other:	

Ingredient	Supplier	% of All Ingredients (excluding water & salt)	Certified By	Regulatory Program Certified Under	For PCO use Only
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	

Ingredient	Supplier	% of All Ingredients (excluding water & salt)	Certified By	Regulatory Program Certified Under	For PCO use Only
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	

Ingredient	Supplier	% of All Ingredients (excluding water & salt)	Certified By	Regulatory Program Certified Under	For PCO use Only
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	

Ingredient	Supplier	% of All Ingredients (excluding water & salt)	Certified By	Regulatory Program Certified Under	For PCO use Only
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	

Ingredient	Supplier	% of All Ingredients (excluding water & salt)	Certified By	Regulatory Program Certified Under	For PCO use Only
				NOP    COR EU    Other Specify Other:	
				NOP    COR EU    Other Specify Other:	

3.2 Type of Salt \_\_\_\_\_

3.3 Manufacturer \_\_\_\_\_

3.4 Water used?    Yes    No

3.5 List all processing aids (including packaging aides) used in the production of this product (e.g. carbon dioxide, chlorine in wash water). Do not include equipment.

3.6 Does your product contain any non-organic ingredients?    Yes    No  
If **yes**, you must verify that each ingredient is produced without the use of genetic modification, ionizing radiation, or sewage sludge. Verification of Ingredient Status form is available from PCO.

3.7 How are the percentages of ingredients determined? (See 205.302 for more information on calculating the percentage of ingredients)  
For solids  
For liquids  
For both solid and liquid forms

**SECTION 4 - Commercial Availability****§205.301(f)(6)**

Products sold, labeled or represented as “organic” must contain at least 95% organic ingredients (excluding water and salt). Any remaining agricultural product ingredients must be organically produced, unless not commercially available in organic form and must appear on the National List at §205.606. If non-organic agricultural ingredients are used, describe your efforts to procure certified organic ingredients for all ingredients that are not certified and/or provide documents that verify that you have searched for certified organic ingredients. Commercial availability searches must be documented annually. Products sold, labeled or represented as “made with organic ingredients” do not have to comply with this provision.

N/A

**SECTION 5 - Export Requirements****§205.300**

- |            |   |     |    |
|------------|---|-----|----|
| <b>5.1</b> | Do you intend to export any of your organic products to Japan?              | Yes | No |
| <b>5.2</b> | Do you intend to export any of your organic products to Taiwan?             | Yes | No |
| <b>5.3</b> | Do you intend to export any of your organic products to Canada?             | Yes | No |
| <b>5.4</b> | Do you intend to export any of your organic products to the European Union? | Yes | No |
| <b>5.5</b> | Do you intend to export any of your organic products to Korea?              | Yes | No |
| <b>5.6</b> | Do you intend to export any of your organic products to Switzerland?        | Yes | No |

If you answered **yes** to any of the above questions, your organic practices must be verified to additional standards or requirements (beyond USDA’s National Organic Standards). PCO will supply you with the required forms. Please note that for all trade arrangements, except for the US-Canada Equivalency Arrangement an export certificate is required. This export certificate must be issued by PCO and must accompany the exported products. To request an export certificate, contact your Certification Specialist.

Additional labeling requirements may also apply (see Section 6 below).

**SECTION 6 - Labeling****§§205.303, 205.304, 205.305, 205.307(c)**

**Include a copy of all labels used for this product with this form.**

Packaged products labeled “100% organic,” “organic,” or “made with organic (specific ingredient(s) or food group(s))” must identify the certifying agent directly above, below, or beside the information identifying the handler of the finished product.

- 6.1** Is this product produced for export?      Yes      No  
 If **yes**, are nonretail shipping containers and shipping documents accompanying this product clearly marked “For Export Only”?      Yes      No  
 If **yes**, do you maintain proof of such container marking and export?      Yes      No  
 If **yes**, list the country(s) to which the product is exported:



## SECTION 7 - Required Attachments

**Required attachments:** these records must be returned with your product profile or it may be returned to you resulting in a delay of the certification process.

All labels used for this product. Originals are preferred. Legible copies are acceptable.

Copies of current, valid certificates for all organic ingredients. Organic ingredients must be certified to the USDA National Organic Program regulations.

Verification that non-organic ingredients are produced without the use of genetic modification, ionizing radiation, or sewage sludge (if applicable). Verification of Ingredient Status form is available from PCO.

Verification that flavors are from non-synthetic sources only and must not be produced using synthetic solvents and carrier systems or any artificial preservative (if applicable). Verification of Natural flavors form is available from PCO.

Spec sheet or similar for any overall ingredient that will list sub-ingredients (e.g. in parentheses) on the final product label within the ingredient statement (if applicable). PCO must be able to verify that the final product label ingredient statement is accurate