



**Tamil Nadu Organic Certification Department
(TNOCD)
FORM -I F**

(INPUT APPROVAL SUPPLEMENT)

SECTION I

Company Details (Attach additional sheets wherever required)

1.1. Brief description about the company:

1.2. No. of production units for input manufacturing:

1.3. Location of the production units:

1.4. Annual turnover of the company

Section II:

Information on inputs

2.1. List the Products for approval and indicate where and when it is used?

Have you registered your products under government regulation?

Yes:

No:

If yes, please provide the registration number:

Sl. No.	Technical Name	Product Name	Annual Production	Annual Sales	Registration Number



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2.2. Do you have any subcontracted services: Yes: No:
If yes, please list all companies (along with contact details)

Sl. No.	Subcontractor	Subcontracted services

2.3. Give Process flow Chart for Individual Inputs?
Do you have ISO Certificate for your Company? Yes: No:
If Yes , Give Details.

Section III : Raw Material Management

3.0 Where do you get your raw materials?

3.1. How do you control the contamination of the raw materials during purchase?



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Section: IV Storage

4.1. Please list all storage facilities for raw material and finished products:

Location name & address	Type of storage	Materials stored	Responsible person

4.2. Method of cleaning the storage facilities:

4.3. Methods used for cleaning and sterilizing the processing unit:

4.4. How do you control pest problems in the processing unit or storage room?

Section V: Record Keeping

5.1. Do you have continuous record keeping? Yes: No:

5.2. In what way the purchase of goods is documented?

5.3. In what way the goods sold are documented (outward movement)

5.4. How do you achieve tractability of each lot processed?



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Enclose copy of following documents along with the application

1. Complete list of ingredients(including source)
2. Complete list of processes
3. Government registration documents
4. Chemical analysis report
5. Contract with subcontractor

During the inspection I will present following documents to TNOCD staff:

1. Site maps
2. Flow chart for processing
3. Receipt/invoice of all ingredients
4. Receipt of all sold products
5. Sample of all packaging materials
6. Import certificates for the imported products

Iresponsible person of the company declares that

- The information given in this application form is true, changes or deviations from the given information will be immediately communicated to TNOCD.
- I affirm that commitment and responsibility to know the NPOP Standards.

Place:

Signature of Responsible Person

Date:

.....
For Office Use Only

Date Of Receipt:

Fee Remittance Details

Date Of Verification:

Amount:

Person Verified:

Bill No. & Date

Inspection On:

Registration Number Allotted: TNO (I).....

OCI ALLOTTED:

**Signature of the
Quality Manager**