

OF&G Quality Manual	RD262 Compost Scheme Application/Renewal Application Form
Documents referred to	RD276, RD233

Operator Details:				
Company Name:				
PR Code (this is filled in by the certification body)				
Contact Name:	Title:	First name:	Surname:	
Job Title:				
Address:				
Tel No:				
Mobile No:				
E-mail:				

I/We have chosen to apply for: (Tick boxes that apply)	
Quality Assurance (PAS + Scheme Rules)	<input type="checkbox"/>
<i>End of Waste (PAS + Quality Protocol + Scheme Rules)</i>	<input type="checkbox"/>
End of Waste Scotland (PAS + SEPA's Regulatory Position Statement + Scheme Rules)	<input type="checkbox"/>

For a Certificate of Compliance in respect of:						
Organisation Name						
Composting Site Address						
Site contact numbers						
Input tonnage per annum (actual not site maximum capacity) This is used to calculate your annual fee.						
Main input types	Tick all that apply					
Process type	Open air, turned windrows	<input type="checkbox"/>				
	Aerated static piles	<input type="checkbox"/>				
	In-vessel composting	<input type="checkbox"/>				
	Turned continuous blocks	<input type="checkbox"/>				
	Eco-pods	<input type="checkbox"/>				
	Enclosed Composting	<input type="checkbox"/>				
	Other (please specify)	<input type="checkbox"/>				
Already certified (please tick)	By OF&G	<input type="checkbox"/>	Other CB	<input type="checkbox"/>	No	<input type="checkbox"/>

Product grade	Product type: e.g. soil conditioner, mulch...	Particle size grade	Approx tonnage produced in last 12 months	Bagged grade, tick if yes.	End market: land restoration and soft landscaping, horticulture (incl. domestic), agriculture and soil grown horticulture or forestry. PLEASE SPECIFY
Principal grade					
Add'l grade i					
Add'l grade ii					
Add'l grade iii					
Add'l grade iv					

If any inputs are taken for a non-PAS process, please give details or mark as N/A	Approx tonnes per annum
Input tonnage for PAS	
Input tonnage for non-PAS	
Waste output tonnage	

	Tick if yes.
Does the certified process accept compostable packaging?	
Does the certified process accept compostable liners?	
Do you wish these details to be entered onto the CCS website?	

Product grade	Additional criteria subscribed by compost producer for this compost grade e.g. QMS, SQC (please name).
Principal grade	
Add'l grade i	
Add'l grade ii	

Pre-requisites (clauses 5.1.2, 5.1.6, 5.1.7 and 5.1.8 of REAL Scheme Rules)				
Planning Consent Code and Date of Issue: Please specify if the planning consent is not required by the planning authority or if it is and consent has been obtained, write the code/unique reference code in the box, or enclose a copy with your application/renewal.				
Planning Authority contact details:				
Animal by-products: (please fill in this part only if your input types include animal by-products).	Approved under National ABP regs.			Tick all that apply
	Catering waste meat included			
	Catering waste meat excluded			
	Approved under EU ABP regs.			
	Category 3, specify types:			
	Category 2 rendered, specify types:			
Animal Health Officer's contact details:				
Please describe the type of authorisation to composting (authorisation name given by the regulator)	Authorisation type	Tick all that apply	Reference number	Issue date
	Bespoke permit for composting			
	Waste Management License			
	Other (please specify)			
Regulatory local officer's name and contact details				

Documents enclosed or otherwise supplied with this application/renewal form.	Tick all that apply.
Quality Policy and Management.	
Hazard Analysis and Critical Control Point Assessment.	
Standard Operating Procedures	
Copy of Pollution Prevention Control Permit / Waste Management Licence / Environmental Permit or Exemption (whichever is applicable)	
Copy of Animal Health approval in principle or full approval to process animal by-products / catering wastes.	
Compost test results (must demonstrate 3 passes in a row for each obligatory parameter, for batch samples taken at correct age).	
Compost Quality History Template.	

Mailing address (if different from applicant's name and contact details above)			
Contact Name:	Title:	First name:	Surname:
Job Title:			
Address:			
Tel No:			
E Mail:			

Sales Contact (if different from applicant's name and contact details above)			
Contact Name:	Title:	First name:	Surname:
Job Title:			
Address:			
Tel No:			
E Mail:			

By signing this form, I/we confirm that we have read and agree to all the terms and conditions and requirements specified in REAL's Compost Certification Scheme Rules.			
Applicants Name:		Signature:	
On behalf of:		Date:	

**Please return the completed Application/Renewal Form, signed RD276 Declaration and Licensing Agreement for Compost Certification Scheme and supporting documentation:
by e-mail to: info@ofgorganic.org**

Payment Methods. See RD233 for current certification fees.	
BACS	Account No. 20605153. Sort Code 16-58-10. Triodos Bank, Deanery Road, Bristol. BS1 5AS. Please inform OF&G when payment has been made.
Credit or Debit Card	We can also take payment by Credit or Debit Card, please contact us for further details.
Direct Debit	A Direct Debit scheme is available at an extra charge for amounts over £250. Please ask for further details.
Cheque	Cheques should be made payable to OF&G. Please write your account number and invoice number on the back of the cheque.

For office use only							
Date application received:	<table> <tr> <td>Fees due:</td> <td>£</td> </tr> <tr> <td>Fees paid:</td> <td>£</td> </tr> <tr> <td>Fees owing:</td> <td>£</td> </tr> </table>	Fees due:	£	Fees paid:	£	Fees owing:	£
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