

OF&G Quality Manual	RD202 Producer's Transfer Application Form
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Your OF&G Registration Number is:	UKF00
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### Applicant's Details

Contact Name and Position	
Company/Trading Name	
Address	
Post Code	
Telephone number	
Mobile	
E-mail	

Are any agents, managers, etc authorised to act on your behalf; If yes, give name(s) and contact details	
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If you are a member of the NFU please enter your NFU membership number here.	
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### Organic Standards and Certification Manual (OSCM)

The OF&G Organic Standards and Certification Manual (OSCM) gives details of the requirements for organic certification. Every applicant must have a copy and make it available to relevant staff.

It is available as a download from the OF&G website at [www.ofgorganic.org](http://www.ofgorganic.org). Alternatively, we can send you a copy by email. It is also available on CD ROM or paper. The CD ROM copy is free, but we have to make a charge of £12.00 + VAT for the paper copy to cover printing and postage costs. Please indicate your preference below.

Downloaded from website		OF&G Email	
CD ROM Version		Paper Version at £12.00 + VAT	

Please return the completed Transfer Application Form, signed RD90 Declaration and Licencing Agreement, enclosures, existing Certificate and Field Schedule to:

OF&G, Old Estate Yard, Shrewsbury Road, Albrighton, Shrewsbury, Shropshire. SY4 3AG

or by e-mail to: [info@ofgorganic.org](mailto:info@ofgorganic.org)

An invoice will be issued on receipt of the Application Form.

### Payment Methods. See RD16 for current certification fees

BACS	Triodos Bank, Deanery Road, Bristol. BS1 5AS. Account No. 20605153. Sort Code 16-58-10. Please reference the payment with your account number and inform OF&G when payment has been made.
Cheque	Cheques should be made payable to OF&G. Please write your invoice or account number on the back of the cheque.
Credit or Debit Card	We can also take payment by credit or debit card, please contact us to make a card payment.

## Farm Details

Details of all holdings (if more than 3 holdings please provide details on a separate sheet)

Main holding CPH No		LFA/Non LFA	
Name of Farm and Address		Soil type	

Second holding CPH No		LFA/Non LFA	
Name of Farm and Address		Soil type	

Third holding CPH No		LFA/Non LFA	
Name of Farm and Address		Soil type	

## Land Areas

Total area of the farm/nursery (hectares)	
Existing organic area (hectares)	
Existing area in conversion (hectares)	
Existing Non-organic area (hectares)	
Existing Non-agricultural area (hectares)	
<b>Is a copy of your current Certificate, Trading Schedule, Schedule of Fields, Crop Rotation Plan, Maps of the unit and last Compliance Notice enclosed.</b>	YES / NO

## Existing Control Body

Existing Control Body	
Please confirm that you have written to your existing Control Body requesting that they forward your file to OF&G.	YES / NO

## Legal Information

Are there any current, recent (within the last 12 months) or pending investigations or prosecutions which may have a bearing on the applicant's organic certification. Give brief details below:	YES / NO
Applicants and Licensees must agree to inform OF&G of any pending investigations or prosecutions which may have a bearing on their organic certification.	

## Production Enterprises

Tick all the production enterprises undertaken on the holding.

Production Enterprises	Organic	Conversion	Non-organic	Production Enterprises	Organic	Simultaneous-conversion	Non-organic
Cereals – Wheat & Spelt Wheat				Dairy Beef			
Cereals - Rye & Triticale				Dairy Cattle/Buffalo			
Cereals - Barley				Buffalo			
Cereals - Oats				Beef Suckler Cattle			
Oil Seeds				Beef Calves & Stores			
Potatoes				Beef Finished Cattle			
Legumes				Sheep			
Sugar Beet				Goats			
Permanent Pasture				Pigs			
Temporary Grass & Clover Ley				Poultry - Pullet Rearing			
Fodder Crops eg Rape, Turnips				Poultry - Layers			
Horticulture – Field Crops				Poultry - Table Birds			
Greenhouse Crops				Poultry - Turkeys			
Plant Raising				Poultry - Geese			
Flowers & Ornamental Plants				Poultry - Ducks			
Herbs				Poultry - Guinea Fowl			
Hops				Deer			
Top Fruit				Camelids			
Soft Fruit				Horses			
Bio Fuel Crops				Rabbits			
Other Crops				Other Livestock			

If there is processing or retailing on farm please give a description below:

## Current Numbers of Livestock

1. Column B – Record the total number of animals for each category.
2. Column C - Record the number of crops per year (poultry only).
3. Column D – Do not include non-organic stock grazing on non-organic land.
4. Column D - Multiply columns A x B x C to produce the total Kilograms Nitrogen produced and sum in 1. of the calculation box.
5. Enter the total number of certified hectares for the holding in 2. of the calculation box and complete the calculation in 3. of the calculation box.

Stock	Age range	Body weight Kg	(A) Kg N per animal	(B) Number of stock	(C) No. crops per year	(D) Kg N = A x B x C
<b>Dairy Cattle</b>						
Dairy cow		>9000 litres milk	115		1	
Dairy cow		6 - 9000 litres milk	101		1	
Dairy cow		<6000 litres milk	61		1	

Dairy heifer replacement	0 - 3 months		1.4		1	
Dairy heifer replacement	3 - <13 months		29		1	
Dairy heifer replacement	13 months to first calf		61		1	

Dairy beef	0 - 3 months		1.4		1	
Dairy beef	3 - <13 months		28		1	
Dairy beef	13 - 24 months		50		1	
Dairy beef	+2 years	500	50		1	

<b>Beef Cattle</b>						
Beef suckler cow	+2 years	<500	61		1	
Beef suckler cow	+2 years	>500	83		1	

Beef replacement	0 - 3 months		1.4			
Beef replacement	3 - 13 months		28			
Beef replacement	13 - 24 months		50			

Grower fattener	0 - 3 months	100	1.4			
Grower fattener	3 - 13 months	180	28			
Grower fattener	13 - 24 months	400	50			
Grower fattener	+2 years	500	50			

Bulls (non-breeding)	>3 months		54			
Bulls (breeding)	3 - 24 months		50			
Bulls (breeding)	+2 years		48			

<b>Buffalo</b>						
Buffalo calves	0 – 6 months		13.5			
Buffalo	+2 years	<500	61			
Buffalo	+2 years	>500	83			

Stock	Age range or average age	Body weight Kg	(A) Kg N per animal	(B) Number of stock	(C) No. crops per year	(D) Kg N = A x B x C
<b>Sheep</b>						
Adult ewes		<60	7.6			
Adult ewes		>60	11.9		1	
Lambs	0 - 6 months	4 - 40	N/A		1	
Lambs	6 - 9 months		N/A		1	
Lambs – fattener	9 months +	30 - 50	0.7		1	
Rams (breeding)			9		1	

<b>Pigs</b>						
Maiden gilts		66+	11.1		1	
Boars		150+	17.5		1	
Sow and litter - 2.3 lactations	Up to 7 piglets	130 - 225	18		1	
Weaners	3 - 7.5 weeks	7 - 13	1		1	
Growers	7.5 - 11 weeks	13 - 31	4.2		1	
Light cutters	11 - 20 weeks	31 - 66	7.7		1	
Baconers	11 - 23 weeks	66+	10.6		1	

<b>Poultry</b>						
Laying hen		2.2	0.53		1	
Pullet	17 weeks	1.6	0.21			
Table bird	73 days	2.2	0.077			
Turkey male	140 days	13.5	0.51			
Turkey female	120 days	6.5	0.34			
Duck	50 days	3.4	0.12			
Geese			0.65			
Guinea Fowl			0.65			

<b>Other Livestock</b>						
Deer hinds (breeding)			15.2		1	
Deer calves and finishers			12		1	
Goats	+6 months		15		1	
Kids	0 - 6 months	4 - 40	1.2		1	
Llama/Alpaca			11.0		1	
Rabbit - breeding			1.7		1	
Horse			21		1	

#### Calculation

1. Total Kg Nitrogen produced	(Sum of column D)	
2. Total number of hectares registered as O, C1, and C2 on holding		
3. Total Kg Nitrogen produced per hectare per year	(Divide 1. by 2.)	

## Plan of Farm Buildings

Please enclose a copy of your existing buildings plan or complete a new plan. The plan must show the crop and forage stores, pesticide and veterinary medicine stores, livestock buildings, greenhouses, manure stores and slurry lagoons, machinery stores, workshops, diesel tanks etc. These do not need to be to scale but should show the relative positions to one another. Please number the buildings and stores and describe them on the List of Farm Buildings.


## List of Farm Buildings

Please enclose a list of your existing buildings, or, list all the buildings and storage facilities numbered on the Plan of Farm Buildings on the list below and give the required information for each.

[illegible]

## Biodiversity and Care of the Environment

### Identify areas of existing habitats on the farm

For example, species rich grassland, woodland, wetland, ponds etc. Refer to the Biodiversity and Care of the Environment standards in Section 7.5 for more information. Link to online information – existing habitats <https://farmwildlife.info/how-to-do-it/existing-wildlife-habitats/>

Habitat type eg species rich grassland	Location and size		Management (state if part of a scheme/ conservation agreement)
	Field No	Area (ha)	

### Identify heritage and archaeological sites on the farm

For example: scheduled monuments, historic field systems (information available from local council).

Heritage site	Location Field No	Management (state if part of a scheme/ conservation agreement)

### Field boundaries

What management is being undertaken on Field Boundaries e.g. hedges, ditches, walls to help wildlife?  
<https://farmwildlife.info/how-to-do-it-5/field-boundaries/>

What practices have been incorporated into farming operations to benefit the environment  
<https://farmwildlife.info/how-to-do-it/farmed-area/>

Describe any other conservation work being undertaken on the farm towards the key elements below.

<p>Wet Features <a href="https://farmwildlife.info/how-to-do-it-5/wet-features/">https://farmwildlife.info/how-to-do-it-5/wet-features/</a></p>	
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## Biodiversity and Care of the Environment

Seed Rich Habitats  
<https://farmwildlife.info/how-to-do-it-5/seed-rich-habitats/>

Flower Rich Habitats  
<https://farmwildlife.info/how-to-do-it/flower-rich-habitats/>

Other  
e.g. nest boxes, work with  
conservation organisations  
etc.

Identify **species** seen or recorded on the farm and any conservation work targeted towards them

Signed:

Date: