

*AOA Membership #



**THE AUSTRALIAN OLIVE
ASSOCIATION LTD**

OliveCare®

(Code of Best Practice)

**Application Form, Binding
Agreement and Checklist**

(Incorporating Exporter Certification)

(Version 3.0 July 2017)



APPLICANT DETAILS:

(NAME)

(The Applicant) hereby applies to become a Signatory to the Australian Olive Association's **Code of Best Practice (OliveCare®)** administered by *Australian Food Integrity Certification Services Ltd t/a Au-thentic Services*.

This application form can be used to sign your company/brand up to The Code of Best Practice (OliveCare®) for olive products that are destined to be sold domestically and/or internationally.

Please indicate your preferences: (you may tick more than one box)

A: <u>Domestic Signatory</u> :	means that you intend to sell your certified olive products in Australia.
B: <u>Export Signatory</u> :	means that you intend to sell your certified olive products internationally.

Registered Name of Company:			
ABN/ACN:			
Trading as:			
Name of Contact Person:			
Postal Address:			
	City	State:	P/C
Email:			
Telephone / Mobile	()	/	
Website(s):	www.		
Grove Location(s)			

***Note:** ONLY AOA financial members are eligible to apply to become Signatories to (OliveCare®).

SIGNATORY UNDERTAKINGS:

Please note by signing the Code of Practice Application Form you are agreeing to:

- a) be bound by all the terms and conditions and obligations of The Code as specified in the CODE OF PRACTICE Application Form and Checklist Guidelines.
- b) to abide by any applicable rules and processes in relation to the use of trademarked logos, certification symbols or other insignia and devices used for Code purposes.
- c) acknowledge that rights under The Code apply only to the Signatory and not to any associated legal entity or business OR other brands owned by the applicant that are not listed below.
- d) not use The Code logos, certification symbols or other insignia and devices until advised by the Code Administrator.
- e) cease using The Code Certification Trade Mark (CTM) symbols or other proprietary insignias and devices immediately that you cease being eligible to do so.
- f) pay the annual COP and any other service fees by the due date on the invoice.
- g) have your (*the Signatories*) website and contact details linked to the AEV website and support the principals of quality, provenance and transparency.

PRODUCT/BRAND DETAILS:

OLIVE OIL			
Please declare your Total Olive Oil production for the most recently completed production period. PLUS list all of your (<i>the Signatories</i>) Olive Oil Brands you intend to use a CTM symbol on, (both domestic and export brands).		Estimate of Total Olive Oil production (litres) that the CTM symbols will be applied to, identifying domestic and export market volumes separately.	
Total Olive Oil Production (including branded and bulk Olive Oil): _____ Lit YEAR: _____			
Names of Brands (incl. EVOO, VOO and Flavoured Olive Oils)		Domestic litres	Export litres (if applicable)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
BULK OIL – EVOO and VOO destined for bulk sales			
Do you require a Bulk Olive Oil Compliance Certificate?		<input type="checkbox"/> YES	<input type="checkbox"/> NO

TABLE OLIVE PRODUCTS

Please list all your (the Signatories) **Table Olive Product Brands**, which you intend to use a CTM symbol on, (both domestic and export brands).

Estimate of **Total Table Olive Product** (kilograms) that a CTM will be applied to annually.

Total Table Olive Production (including bulk table olives): _____ kg YEAR _____

Names of Brands (incl. all table olive styles and tapenades)	Domestic kg's	Export kg's (if applicable)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
BULK TABLE OLIVES destined for bulk sales		
Do you require a Bulk Table Olive Compliance Certificate?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

OTHER OLIVE PRODUCTS

Please list all your **Other Olive Product Brands** (eg soaps, cosmetics, oil spreads), which you intend to use a CTM symbol on, (both domestic and export brands).

Estimate of **Other Olive Product** (kg's) that a CTM will be applied to annually.

Total Other Olive Product Production: _____ kg YEAR _____

Names of Brands	Domestic Kg's	Export Kg's (if applicable)
1.		
2.		
3.		
4.		
5.		
6.		
BULK OTHER OLIVE PRODUCTS destined for bulk sales		
Do you require a Bulk Other Olive Product Compliance Certificate?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

APPLICANT DECLARATION:

(Please tick each box as you read through):

	I have read and understood the CODE OF PRACTICE MANUAL and the PRODUCT GUIDE and understand the rights, responsibilities and obligations of being a Signatory.
	I have read and understood HOW TO COMPLETE THE APPLICATION FORM, BINDING AGREEMENT AND APPLICANT CHECKLIST
	I agree to have my Code of Practice compliant brands and information displayed on the AOA Australian Extra Virgin and / or AFICS Websites.
	I acknowledge that the results of testing of my products may also be displayed on the Australian Authentic and or other program websites, as required for product quality authentication.
	I have attached copies of my labels that I wish to apply the Australian Authentic and other relevant AOA Certification Trade Mark symbols to.
	I have attached copies of my latest product testing results. See QUALITY STANDARDS of the PRODUCT GUIDE for required olive product test results.

Signed:

Date:

<p>Accepted</p> <p><i>For and on behalf of the Australian Olive Association Ltd</i></p>	<p>Date</p>
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OLIVECARE® NEW APPLICANT CHECKLIST

PLEASE TICK THE RELEVANT OPTION BELOW: The following questions must be answered after reading “The Product Guide to Code of Practice Requirements (the Guide).

Note: It is not expected that new applicants will be able to tick YES to all elements, but please add comments to indicate current progress on implementing these requirements.

I have read and understood:

Section 1 PRODUCT STANDARDS and FAIR TRADING and agree to comply with the FSANZ Food Standards Code; the Australian Standard for olive oil and / or other relevant industry standards; Australian Consumer Law (ACL); State & Territory food, fair trading health and weights and measures laws.

Yes No Underway  Comments:

Section 2: FOOD SAFETY and agree to implement a FOOD SAFETY PLAN consistent with HACCP principles and abide by the Australia New Zealand Food Standards Code.

Yes No Underway  Comments:

Section 3: PRODUCT TRACEABILITY and agree to implement a traceable product batch codes system for domestic sales and to implement an export authenticity system for export sales.

Yes No Underway  Comments:

Section 4: QUALITY REQUIREMENTS and agree to undertake all measures to ensure your product meets the Australian Standard for Olive Oil and Olive Pomace Oil AS5264-2011, and/ or other relevant industry standards.

Yes No Underway  Comments:

Section 5: CORRECTIVE ACTION REQUEST and agree to implement a Corrective Action Request Procedure (CAR) system.

Yes No Underway  Comments:

Section 6: PACKAGING, LABELLING & PRODUCT DISTRIBUTION and agree to (a) label my products in accordance with The Code and (b) use The Code Symbols in accordance with the “conditions of use”.

Yes No Underway  Comments:

Section 7: BIOSECURITY & ENVIRONMENTAL STRATEGIES and agree to implement good on-farm biosecurity practice. Exporter Certification to adopt appropriate environmental targets, metrics and record keeping within a framework of continuous improvement.

Yes No Underway  Comments:

Signed: _____

Date: _____ / _____ / 20_____

Print name: _____

Please complete and sign this checklist, retain a copy for your records and return a completed copy along with the Membership Application Form:

To: The Australian Olive Association *OliveCare®* Administrator:
Address: 33 Phillipps St Somerton Park SA 5044, AUSTRALIA
P/F: 08 8376 2161
M: 0 418 839 836
E: peter@au-thentic.net peter@mc.com.au