

Introduction:

This document is intended to ensure that certified operators/clients include all necessary information in their labels as required by the applicable PNS, DC 01 series 2018 (of the Department of Agriculture) and OCCP ICSI certification requirements. There should be no confusion about the certification status of products being sold. Care must be taken not to mislead consumers. There should be clear distinction between certified and non-certified products on labels and advertising materials.

Only products that are produced, handled and processed according to OCCP ICSI and PNS organic standards may be labeled as "produce of organic agriculture" or similar. The labeling should also comply with other relevant product standards (latest version):

- Organic Crops and Processed Food- PNS 337
- Organic Seeds- PNS 337
- Organic Mushroom- PNS 337
- Organic Soil Amendments-PNS 183
- Organic Biocontrol Agents-PNS 182
- Organic Aquaculture Feeds- PNS 187
- For other organic products, please confirm with OCCP ICSI

Minimum Requirements

It is preferred that all certified products are labeled to ensure claims are correctly identified. Otherwise, the operator should justify why there is no need to label the certified product(s). All labels and packaging sizes must be submitted to OCCP ICSI for approval prior to printing and use. Any changes to the approved label must be submitted for verification of its compliance to the requirements

Indication of Conformity:

1. Certified Organic or Organic

This indication shall be used in labels for unprocessed agricultural products or agricultural inputs granted the "organic" certification status. Processed food products with single ingredients or with more than 95% of the ingredients (excluding water and salt) granted the "organic" certification status shall also be labeled as such. Labeling of certified organic products as "organic" or similar shall have the "Certified Organic" seal attached on the product

2. Organic In-Conversion or In-Conversion

This indication shall be used in labels for unprocessed agricultural products granted the "in-conversion" certification status. Use of this indication and the "In-conversion" seal is voluntary.

3. Made with Organic Ingredients

This indication shall be used in labels of processed food products with not less than 70% but not more than 95% of the ingredients (excluding water and salt) granted the "organic" certification status. The "made with organic ingredients" seal of OCCP ICSI may be used but cannot be labeled as "organic".

4. Organic (Ingredient) in the Ingredients List

The name and seal of OCCP ICSI shall not be used on processed food products with less than 70% of ingredients (excluding water and salt) granted the "organic" certification status. The ingredient(s)

certified by OCCP ICSI shall appear only in the ingredients list with an asterisk noting that the product has been certified by OCCP ICSI.

Product Information:

The type of product certified including lot or batch numbers shall be included in labels. For multi-ingredient products, all ingredients shall be listed on the product label following the relevant standards and regulatory requirements

Operator Information:

The labels of the organic products must comply with the relevant labeling laws of the Republic of the Philippines. The label must allow the identification of the entity responsible for placing the product (producer or trader) in the market and shall therefore include the name and address of the operator. When the name and address of the certified operator cannot be indicated in the label, the seal with unique producer number assigned by OCCP ICSI may be used to identify the responsible entity.

Certifier Information:

Statement "Certified by OCCP ICSI" and the accreditation number assigned by the Bureau of Agriculture and Fisheries Standards must be placed under producer, processor or distributor name IF the OCCP Seal and Philippine Organic Mark will not be used.

1. OCCP Seal

The OCCP seal represents the certification of organic products according to OCCP and applicable PNS organic standards. Its use is regulated to safeguard the credibility of OCCP ICSI and prevent misuse of certification marks to protect consumers.

All operators certified by OCCP ICSI according to OCCP and PNS organic standards have the right to use the seal. This right, however, is limited to the duration of the certification and its use shall expire when the certificate expires. Only organic products that comply with relevant part(s) of the standard may use the word "organic", "in conversion" or "made with organic ingredients" together with the appropriate seal of OCCP. The use of such seal on products depends on the certification status granted as stated in the organic certificate. The seal will be released to the client with their unique producer code and shall not be given to any other third party.

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|----------------------|--|---|---|
| Seal Design | The OCCP Seal of Excellence and Integrity has three basic components: the typographic signature, the OCCP core identity and the seal type. | | |
| Certification Status | In-conversion | Organic | Made with Organic Ingredient |
| Color Breakdown | Pantone P 45-16 C C0 M91 Y92 K11 R215 G56 B40 #D63727 | Pantone P 159-14 C C35 M0 Y74 K44 R107 G135 B69 #6B8745 | Pantone P 56-15 C C0 M83 Y61 K50 R141 G43 B46 #8C2A2E |

The Certification status of the product is easily distinguishable by its color and so the specified pantone shall be strictly followed. If there is in a different colour pantone on the packaging, the relevant seal may be used in that same colour, pending approval by OCCP ICSI.



The company logo is generally intended for internal use by OCCP ICSI and not for use by certified clients. Its use for any purpose shall be requested from and approved by OCCP ICSI

Conditions for Use:

- Under no circumstances should the components of the identity be separated, distorted, or altered. When enlarging or reducing the identity, all components should be re-sized proportionally.
- Preferred size is 1.25 inch by 1.15 inch at which letters are legible. However, this can be further reduced to 0.79 inches in height same as the Philippine Organic Mark.
- The OCCP seal must be included in the label printout to avoid misuse.
- OCCP seal Stickers are allowed only under certain conditions (e.g. based on stocks of old labels , for individual fruits) and only for a limited time period. The stickers must allow for complete traceability and there must be measures to avoid misuse (i.e. inventory monitoring and reporting, etc)
- The OCCP seal may be used on labels of retail or bulk packages only for products listed on the certificate and its attachments. The OCCP seal shall not be used for other products of the operator not covered by the certification
- The use of the OCCP seal in advertising materials, exhibitions and displays is permitted only for the certified products. For companies who also produce non-certified products, the layout and design shall make very clear which range of products is covered or not covered by the certification.-Approval of OCCP ICSI must be issued
- Using the seal of OCCP ICSI as product brand is prohibited.
- The OCCP seal shall not be used upon expiration, suspension, cancellation or withdrawal of certification
- The organic certificate must always be available for consumers to verify certified products and confusion regarding the non-certified products

Exceptions:

Using OCCP ICSI's certification status for the claim of GMO free or similar description is prohibited. Any reference to genetic engineering on product labels shall be limited to the production and processing in which GMO's are not used.

Unpackaged organic products (i.e. fresh vegetables for sale in retail or bulk) may not be labeled as long as

- adequate records are maintained
- commingling with non-organic products is prevented
- contact with prohibited substances is prevented

Violations

OCCP ICSI, through the Chief Executive Officer shall take suitable actions to deal with violations such as:

- incorrect references to the certification system or
- misleading use of certificates or marks, found in product labels, advertisements, catalogues, etc.
- continuous use of OCCP seal or logo by the client whose certification already terminated
- OCCP seal or logo is used to label products that have not been verified and certified by OCCP ICSI

Sanction measures shall be imposed and regulated by the CEO such as but not limited to:

- Notification of suspension of certification
- Imposition of fines
- Suspension of the right to use the seal
- Subjected to the sanctions and penalties provided in the Consumer Act of the Philippines

An appeal can be submitted by the producer/processor stating the reason behind the violation.

2. Philippine Organic Mark

- The Officially Accredited OCB should only use the official artwork of the 'Organic' Mark for management systems and/or the official inscription that corresponds with the scope to which the OCB is officially accredited.
- Always use the 'Organic' Mark with the Official Accreditation Number in conjunction with OCCP seal

Distance and Size of the Mark

- The certification mark may be enlarged or reduced maintaining its height-width proportion.
- The size of the certification mark should be in proportion to the size of the OCCP seal.
- The minimum reduced size is 20 mm (in height). This is the minimum size at which numbers and letters are legible.
- The certification mark may be used in such a way that:
 - It is the same height as the OCCP seal.
 - The space between the mark and the OCCP seal is the same height as the mark.
 - Even when the OCB logo is very small, the certification mark must be at least 20 mm high.
 - The maximum size of the mark should be such that it does not predominate over the size of the OCCP seal. It is recommended that the size of the certification mark should not exceed one-third or one-half the height of the surface to which it is affixed.

Conditions for Use

You may use the 'Organic' Mark on:

- Certified Products, including primary packaging or adhesive tape
- Product documentation (e.g. technical specifications and catalogue pages)

To avoid misinterpretation, the 'Organic' Mark is therefore not allowed to be used on:

- Certificates (except organic certificate), statements of conformity, reports etc. as an output from services provided (e.g. testing and calibration activities, inspections, assessments etc.)
- Marketing material of the OCB
- Corporate publications (e.g. annual reports)

- Business Cards of any of the personnel of the OCB
- Websites
- Tarpaulins
- Stands, buildings and signs
- Stationary: letterheads, envelopes, invoices and fax sheets
- Vehicles
- In addition, the Mark should not be used on letterheads.
- If in doubt regarding use of marks, you should contact the DA-BAFS.

Mark and inscription misuse

- The original artwork of the 'Organic' Mark should be used in a way that preserves the integrity of the mark. Therefore, the mark should not be altered or used in an improper way.
- Do not modify the color.
- Do not distort any part of the mark.
- Do not alter the relative size of any element of the mark. Do not position the mark on a visually distracting background or on pictures.
- Do not separate and modify any elements of the mark.
- Do not place the seal inside any kind of box or other shape that may mistakenly be considered part of the mark.
- Do not print at less than 100 percent ink density (opacity).
- Do not use the seal as a decorative element – for example, repeating it or portions of it like a wallpaper pattern.
- Do not modify the font of the inscription.
- Do not modify the color of the inscription.
- Do not separate and modify any elements of the inscription.
- Any uses not addressed in this guide are considered unacceptable unless approved by the DA-BAFS.

Important Reminder:

- When errors are discovered in labeling, certified operations are required to ensure that errors are corrected immediately and that any incorrect labels that have not entered the stream of commerce are not used.
- No use up of labels is permitted for serious errors relating to the product's certification status
- Previously approved labels for batches covered by the certification in the market must remove certification claims if changes in regulations and relevant standards already prohibits/excludes the product

Certification Documents

Certificates, Confirmation Documents, Approved Farmers List and Approved Products List form the certification documents that should be displayed in it's entirety with all information visible when used in advertising materials, exhibitions, displays and online platforms.