

Agreement on subcontracting (Preparation, processing, storage, transport...)

Organic company/farm (customer, commissioning operation):

Last and first name / company name		If company: person in charge/contact person
Postal code	City, street, house number	If farm: national farm number

Subcontractor (contractor):

Last and first name / company name		If company: person in charge/contact person
Postal code	City, street, house number	if farm: national farm number
Phone number/s		Email

The customer commissions the subcontractor to prepare/process/store/transport the delivered organic raw materials or organic products according to his/her instructions:

Commissioned activities	Additional standard (besides „organic“ acc. to Reg. (EC) No 834/2007

General requirements:

The provisions of Regulation (EC) 834/2007, as amended, and the Guideline “Organic Production”, as amended, in terms of preparation, processing, storage and transport of organic products must be complied with. Additional standards under private law are to be entered in the box above and if necessary additionally complied with. The customer informs the contractor about these requirements.

This agreement shall apply from the date of signature and is concluded for an indefinite period of time. The termination of the agreement must be announced to the inspection body immediately.

A copy of the signed agreement must be available at both contracting parties as well as at Austria Bio Garantie GmbH.

Requirements for the subcontractor:

Only those agricultural raw materials/ingredients, processing aids and additives (excluding water and table salt) supplied by the customer may be used for processing.

The contractor will take measures to prevent any mixing with non-organic products and products and/or substances that do not comply with the requirements of the EU organic regulation (e.g. storage protection products), from the receipt of the goods to processing and delivery of the products to the customer.

The separation must be clearly identifiable by a third party at any time. The work steps must be done for the whole batch without interruptions and separately or at different times from non-organic products.

A production protocol with the following content is available at the subcontractor’s company to be reviewed at any time by the organic inspection body:

- supplier, type, quantity and date of the delivered agricultural raw materials/ingredients, processing aids and additives
- recipes
- type, quantity and date of the prepared, processed, stored organic raw materials/products (e. g. accompanying documents)

The inspection body Austria Bio Garantie GmbH, commissioned by the organic company/farm, has the right to check the above conditions with the contractor in the context of the inspection of the organic company/farm. The contractor undertakes to keep the respective records and make them available to the organic company/farm in the event of an organic inspection.

Requirements for the customer (organic company/farm):

The following records must be kept by the customer:

- origin, date, type, quantity and status (non-organic product, product in conversion, organic products) of agricultural raw materials/ingredients, processing aids and additives delivered by the customer to the subcontractor (e. g. delivery notes)
- date, type and quantity of the processed products (e. g. accompanying documents)
- recipes
- labels, if necessary

For any irregularities or deficiencies the organic company/farm is liable – in this case, the sanctions according to the sanction catalog of ABG apply. The cost of the inspection and of any additional inspections resulting from irregularities will be borne by the organic company/farm.

In the processing of personal data in the context of the contractual relationship the contracting parties and Austria Bio Garantie GmbH – without exception – undertake to comply with the Austrian Data Protection Act (DPA) and the General Data Protection Regulation (GDPR) as well as other data protection provisions in their current version.

Place, date	Signature customer (organic company/farm)	Signature subcontractor