

Ministry for Primary Industries

Verification Services

17 Maurice Wilson Avenue, Mangere

PO Box 53030, Auckland

NEW ZEALAND

Ph: (09) 909 2701

[**www.mpi.govt.nz**](http://www.mpi.govt.nz)

**CERT7 Organic Exporter form for designating a person or persons to apply for official organic assurances under the MPI Official Organic Assurance Programme**

##### **Instructions:**

* Use this form to notify MPI (Verification Services) of persons you are designated by your business to apply for official organic assurances and organic export certificates, under [Organic Export Requirement: Organic Production Rules (OER: OPR)](https://www.mpi.govt.nz/dmsdocument/38735-Organic-Export-Requirement-Organic-Production-Rules-OER-OPR)[[1]](#footnote-1) clause 2.1(4)c)
* Scan and email the completed form to Organic.certification@mpi.govt.nz.
* Save a copy of the updated form in your records; be prepared to show a copy to your Recognised Agency.
* For more information about the OOAP, visit [Exporting organics | MPI | NZ Government](https://www.mpi.govt.nz/export/food/organics/) or email us at organics@mpi.govt.nz.

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| **Please update the list of designated persons for the following organic exporter:** |
| <*insert Organic Exporter name*>[[2]](#footnote-2)  | <*insert* *Organic Exporter ID*> |

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| 🞎 Please add the following designated person(s) to the list.These persons are authorised by the organic exporter business identified above to request official organic assurances and organic export consignment certificates on behalf of the business. |
| **Name:** |       |
| **Title:** |       |
| **Signature sample:** |       |
| **Does this person work on behalf of a freight forwarder?**  |  |
| **Name:** |       |
| **Title:** |       |
| **Signature sample:** |       |
| **Does this person work on behalf of a freight forwarder?**  |  |

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| 🞎 Please remove the following person(s) from the list:These persons are no longer authorised by the organic exporter business identified above to request official organic assurances or organic export consignment certificates on behalf of the business.  |
| **Name:** |       | **Name:** |       |
| **Title:** |       | **Title:** |       |

I am authorised to make this application as the Exporter, or a person with legal authority to act on behalf of the exporter identified above.

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| **Name** |       | **Job Title** |       |
| **Signature** |  | **Date** |  |

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| Collection of Information  |
| **Privacy Act 2020 – Collection of Personal Information**Your personal information is being collected to *enable your application to register for an organic export certificate* to be processed.* The agency collecting and holding this information is the Ministry for Primary Industries, PO Box 53030, Auckland.
* The provision of this information is necessary in order to process this application. Failure to provide this information will likely result in the decline of the application
* You are reminded that under Principles 6 and 7 of the Privacy Act 2020, you have the right of access to, and correction of, any personal information, which has been provided.
* Requests to access and correct any personal information should be emailed to privacyrequests@mpi.govt.nz.
* MPI’s overarching Privacy & Transparency Statement on our main website at <https://www.mpi.govt.nz/about-this-site/privacy-and-security/>

**Collection of Official Information*** All information provided to the Ministry for Primary Industries is official information and may be subject to a request made under the Official Information Act 1982.
* If a request is made under that Act for information you have provided in this form, the Ministry for Primary Industries will consider any such request, taking into account its obligations under the Official Information Act 1982 and any other applicable legislation.
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1. Or until 2 September 2021, under [OOAP Standard OP3 – Registration and Performance Measurement Criteria for Operators (2005)](https://www.mpi.govt.nz/dmsdocument/593-OOAP-Standard-OP3-Registration-and-Performance-Measurement-Criteria-for-Operators) [↑](#footnote-ref-1)
2. You can find your Organic Exporter business name and Organic Exporter ID number on the MPI register for [Organic Exporters](http://www.foodsafety.govt.nz/registers-lists/organic-exporters-register/index.htm) [↑](#footnote-ref-2)