



Organic Food Federation

Explanatory Note 335

Instructions for use of Organic Recipe Calculation Sheet

(Excel Document on OFF website www.orgfoodfed.com)

There is no need to input any information into the shaded sections of the form; these contain the calculations that are automatically made when data is put into the usage column.

Use one sheet for each product

- 1 **Box 1** Write in company name.
- 2 **Box 2** Write in name of product.
- 3 **Boxes 3** If there is more than one recipe for the same product give a number or code to differentiate them.
- 4 **Box 4** Determine which ingredients of agricultural origin are organic. **Note these must be covered by a valid certificate of compliance issued by a recognised certification body.**
- 5 and list organic ingredients in column 1, of box 4a
- 6 list quantities of organic ingredients used per batch in column 2 of box 4a
- 7 **Box 4** Determine the non-organic agricultural ingredients. **Note that organic rules only allow non-organic agriculturals which have been specifically included in Annex VI or which have a currently valid derogation from Defra.**
- 8 Input the name of each non-organic agricultural in column 1 of box 4b
- 9 Input the quantity used of each non-organic agricultural in column 2 of box 4b
- 10 **Box 5.** Determine which ingredients are non-agricultural This will include water, salt and most additives. **Note that organic rules only allow additives which have been specifically included in Annex VI**
- 11 Input the name of each non-agricultural ingredient in column 1 of box 5
- 12 Input the quantity used of each non-agricultural column 2 of box 5.

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