

正 本

檔 號：
保存年限：

行政院農業委員會 函

10557

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受文者：財團法人和諧有機農業基金會

發文日期：中華民國106年01月23日

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速別：普通件

密等及解密條件或保密期限：

附件：如主旨

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	黃 筑 輝 行政組

主旨：修定「有機農產品驗證證書」之中、英文格式(如附件)，並自即日起生效，請查照。

說明：

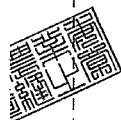
- 一、依據有機農產品及有機農產加工品驗證管理辦法第9條第3項規定暨本會農糧署105年11月11日農糧資字第1051070974號函辦理。
- 二、自即日起新申請有機轉型期驗證、有機驗證或申辦中之案件，請分別依旨揭證書格式核發。至已領有有機轉型期農產品證書之換證作業，請各有機農產品驗證機構於106年6月底前完成；有機農產品驗證證書則依既定換證時程逐步換發新證。
- 三、本會96年12月18日(農授糧字第0961062404號)函頒之有機農產品驗證證書格式自即日起停止適用。

正本：財團法人全國認證基金會、慈心有機驗證股份有限公司、國立成功大學、國立中興大學、朝陽科技大學、財團法人國際美育自然生態基金會、暉凱國際檢驗科技股份有限公司、環球國際驗證股份有限公司、台灣省有機農業生產協會、財團法人和諧有機農業基金會、采園生態驗證有限公司、中華驗證有限公司、臺灣寶島有機農業發展協會、臺北市政府產業發展局、新北市政府農業局、臺中市政府農業局、臺南市政府農業局、高雄市政府農業局、桃園市政府農

業局、新竹縣政府、苗栗縣政府、彰化縣政府、南投縣政府、雲林縣政府、嘉義縣政府、屏東縣政府、宜蘭縣政府、花蓮縣政府、臺東縣政府、澎湖縣政府、金門縣政府、連江縣政府、基隆市政府、新竹市政府、嘉義市政府
副本：國立宜蘭大學、本會畜牧處、本會漁業署、本會農糧署(北區分署、中區分署、南區分署、東區分署、農業資材組)(均含附件)

主任委員 曹啟鴻

本案授權農糧署決行



有機農產品驗證證書

證書字號：

(空一行)

茲據 ○○○○○○○○○○○ (農產品經營業者名稱)

申請有機農產品及有機農產加工品驗證，核與有機農產品及有機農產加工品驗證管理辦法規定相符，特此證明。

(空一行)

農產品經營業者地址：

負責人姓名：

驗證場所地址(地號)：○○縣市○○鄉鎮區○○段○○小段○○
地號等○筆土地(詳如附表)

驗證總面積：○○○公頃

驗證基準名稱：有機農產品及有機農產加工品驗證基準
第一部分及第○部分

驗證有效期間：至中華民國○○○年○○月○○日止

產品類別：有機○○產品(個別驗證/集團驗證)
(轉型期/有機)

產品品項：

(驗 證 機 構 全 銜)

(驗 證 機 構 地 址)

(驗證機構負責人稱謂) ○ ○ ○

(空一行)

中 華 民 國 年 月 日

附表

個別驗證附表格式

市 (縣)	鄉(鎮市 區)	地 段	小 段	地號	分管 序號	坵塊 序號	面積 (公頃)	產品 品項

附表

(農民姓名)

市 (縣)	鄉(鎮市 區)	地段	小段	地號	分管 序號	坵塊 序號	面積 (公頃)	產品品 項

(農民姓名)

市 (縣)	鄉(鎮市 區)	地段	小段	地號	分管 序號	坵塊 序號	面積 (公頃)	產品品 項

(農民姓名)

市 (縣)	鄉(鎮市 區)	地段	小段	地號	分管 序號	坵塊 序號	面積 (公頃)	產品品 項

一、證書第 1 頁格式及記載說明：

- (一) 有機農產品驗證證書以 A4 紙張採直式橫書方式製作，發證機構得自行於證書上加邊框，邊框距離上、下、左、右邊線均為 2 公分，樣式以簡單為宜。
- (二) 證書抬頭：標楷體，黑色 24 號粗體字，單行間距。
- (三) 證書字號：標楷體，黑色 14 號字，單行間距。
- (四) 內文部分：除驗證機構全銜、地址及驗證機構負責人稱謂外，餘為標楷體，黑色 14 號字，固定行高 25。
- (五) 驗證機構全銜、地址及驗證機構負責人稱謂：字型及顏色由發證機構自定，惟字體不得大於 24 號字。
- (六) 數字之記載：除驗證基準名稱以中文正體字為之外，餘以阿拉伯數字為之。
- (七) 各筆生產農地之資料應另以附表附之。
- (八) 農產品經營業者地址：申請者若為有機農戶請填寫戶籍地址；其餘有機農產品經營業者則依商業登記文件登載地址填寫。
- (九) 驗證場所地址：係指通過驗證之生產場所地址。如農戶農地為多筆地號，原則以面積最大之一筆為代表，另全數以附表詳列，面積以公頃至小數點後 4 位為單位。
- (十) 個別驗證係指由單一農產品經營業者向驗證機構申請

有機農產品或有機農產加工品驗證。集團驗證係指由多數農產品經營業者為成員組成集團，向驗證機構申請有機農產品驗證。集團應具備負責業務之規劃及控制或管理功能之總部，所有成員均應與該總部有法律或合約之關係，並採行由總部所制定、建立一致之品質管理系統，且接受總部持續追蹤查驗及矯正之要求。

(十一) 產品類別：依實際驗證通過之類別填寫，如：有機農糧產品(個別驗證/集團驗證)(轉型期/有機)、有機畜產品(個別驗證/集團驗證)(轉型期/有機)、有機水產品(個別驗證/集團驗證)(轉型期/有機)等。

(十二) 產品品項：需填列所有產品品項。

(十三) 頁碼依實際核發證書頁數於右下角填寫，考量整體版面配置需求不盡相同，頁碼大小不作限制。

二、證書附表格式及記載說明：

(一) 單一地號內種植不同作物，以坵塊序號區分作物時，每坵塊面積最小規定 0.01 公頃。

(二) 申請地號面積以公頃登錄至小數點後 4 位。

(三) 分管序號與坵塊序號以二位阿拉伯數字表示，如 05、11 等，倘地籍資料非以數字表示，驗證機構得自行編碼。

(四)表格依實際需求增加或減少列數，至於無需填列之欄

位，留空即可。如：

市 (縣)	鄉(鎮 市區)	地 段	小 段	地號	分管 序號	坵塊 序號	面積 (公頃)	產品 品項
南投 縣	南投市	南 投		0010-1234			1.5200	茶

有機農產品驗證證書

證書字號：

(空一行)

茲據 ○○○○○○○○○○○○ (農產品經營業者名稱)

申請有機農產品及有機農產加工品驗證，核與有機農產品及有機農產加工品驗證管理辦法規定相符，特此證明。

(空一行)

農產品經營業者地址：

負責人姓名：

驗證場所地址(地號)：○○縣市○○鄉鎮區○○段○○小段○○
地號等○筆廠(場)所(詳如附表)

驗證基準名稱：有機農產品及有機農產加工品驗證基準
第一部分及第二部分

(加工分裝流通)

驗證有效期間：至中華民國○○○年○○月○○日止

產品類別：有機○○產品 有機○○加工品

產品品項：

(驗 證 機 構 全 銜)

(驗 證 機 構 地 址)

(驗證機構負責人稱謂) ○ ○ ○

(空一行)

中 華 民 國 年 月 日

附表

加工、分裝、流通驗證證書附表格式

(廠、場所名稱)

市 (縣)	鄉(鎮市 區)	地址或地段地號	加工/分裝 /流通驗證	產品品 項	備註

(廠、場所名稱)

市 (縣)	鄉(鎮市 區)	地址或地段地號	加工/分裝 /流通驗證	產品品 項	備註

一、格式及記載說明：

- (一) 有機農產品驗證證書以 A4 紙張採直式橫書方式製作，發證機構得自行於證書上加邊框，邊框距離上、下、左、右邊線均為 2 公分，樣式以簡單為宜。
- (二) 證書抬頭：標楷體，黑色 24 號粗體字，單行間距。
- (三) 證書字號：標楷體，黑色 14 號字，單行間距。
- (四) 內文部分：除驗證機構全銜、地址及驗證機構負責人稱謂外，餘為標楷體，黑色 14 號字，固定行高 25。
- (五) 驗證機構全銜、地址及驗證機構負責人稱謂：字型及顏色由發證機構自定，惟字體不得大於 24 號字。
- (六) 數字之記載：除驗證基準名稱以中文正體字為之外，餘以阿拉伯數字為之。
- (七) 各筆加工、分裝及流通業者各廠(場)所之資料應另以附表附之。
- (八) 農產品經營業者地址：申請者若為有機農戶請填寫戶籍地址；其餘有機農產品經營業者則依商業登記文件登載地址填寫。
- (九) 驗證場所地址：係指通過驗證之加工、分裝、流通廠(場)所地址。如業者場所為多筆地址，原則以面積最大之一筆為代表，另全數以附表詳列。

(十) 頁碼依實際核發證書頁數於右下角填寫，考量整體版面配置需求不盡相同，頁碼大小不作限制。

二、證書附表格式及記載說明：

(一) 廠(場)所優先填列地址，無地址者則填列地段地號。

(二) 表格依實際需求增加或減少列數，至於無需填列之欄位，留空即可。如：

南投分廠

市(縣)	鄉(鎮市區)	地址或地段地號	加工/分裝/流通驗證	產品品項	備註
南投縣	南投市	光華路○號2樓	加工驗證	穀物加工品、植物粉狀加工品	
南投縣	南投市	光華路○號2樓	分裝驗證	米、雜糧	

嘉義分廠

市(縣)	鄉(鎮市區)	地址或地段地號	加工/分裝/流通驗證	產品品項	備註
嘉義縣	大林鎮	八德街○號3樓	分裝、流通驗證	穀物加工品、植物粉狀加工品、飲品	

Certificate of Organic Agricultural Product Certification

Certificate No.

It is hereby certified that the application from oooooooooo (name of the agricultural product operator) for Organic Agricultural Product and Organic Agricultural Processed Product Certification is verified to comply with the Organic Agricultural Product and Organic Agricultural Processed Product Certification Management Regulations.

Address of the agricultural product operator:

Name of the person responsible:

Address of the certified site (land number): o parcels at Land No. oo,
Sub-section oo, Section oo, oo Township (District), oo
City (County) (see appendix for details)

Total area certified: _____(hectare)

Certified under: Part I and Part o of Certification Criteria for organic
agricultural product and organic agricultural processed
product

Certificate valid until: _____(mm/dd/yyyy)

Product category: Organic oooo Product (Individual/Group
Certification)(In Transition/Organic)

Certified product items:

(Full name of the certification body)

(Full address of the certification body)

(Title of the person responsible of the certification body) o o o

Date:

For Individual Certification

Appendix Table

City (County)	Township (District, City)	Land Sec.	Sub- Sec.	Land No.	Covenant No.	Parcel No.	Area (ha.)	Product Items

Appendix Table

For Group Certification

(Farmer's name)

City (County)	Township (District, City)	Land Sec.	Sub- Sec.	Land No.	Covenant No.	Parcel No.	Area (ha.)	Product Items

(Farmer's name)

City (County)	Township (District, City)	Land Sec.	Sub- Sec.	Land No.	Covenant No.	Parcel No.	Area (ha.)	Product Items

(Farmer's name)

City (County)	Township (District, City)	Land Sec.	Sub- Sec.	Land No.	Covenant No.	Parcel No.	Area (ha.)	Product Items

1. Layout and Style Guidelines for Certificate Cover:

- I. Certificate of Certification for Organic Agricultural Products shall be laid out vertically on an A4-sized paper, with the text read horizontally from top to bottom. The certificate-issuing body may frame the certificate and leave a 2-centimeter margin on all four sides. Layout of the certificate should preferably be simple.
- II. Certificate Title: Printed in black, 24-point boldface, and single-spaced Calibri font.
- III. Certificate Serial Number: Printed in black, 14-point, and single-spaced Calibri font.
- IV. Body Text Except for Title and Address of the Certification Body and Title of its Head: Printed in black, 14-point, and 23-point spaced Calibri font
- V. Title and Address of the Certification Body and Title of its Head: Both the font and color are to be determined by the certificate-issuing body given that the font size be no larger than 24-point.
- VI. Numerical Expression: All numbers shall be expressed in Arabic numerals, except in the title of standards under which the certification is conducted, which shall be expressed in Roman numerals.
- VII. Information on each farmland entry shall be listed in Appendix table.
- VIII. Address of the Agricultural Product Operator: For individual organic farming households, the registered household address shall be filled; for other types of agricultural operators, the address of their business registration shall be filled instead.
- IX. Address of Certified Sites: The address where the actual production is performed shall be filled. On principle, if an individual farming household has multiple production sites with different land numbers, the one with the largest area shall be filled as an indication, while the remaining sites be thoroughly listed in Appendix. The size is expressed in hectares accurate to 4th decimal place.
- X. Individual Certification refers to the Organic Agricultural Product Certification or Organic Agricultural Processed Product Certification applied by individual agricultural product operators, while Group Certification targets at those operators who jointly apply for Organic Agricultural Product Certification as groups. In addition, such groups shall subject to one central administrative body responsible for planning and guiding or managing the entire group's operation. All of the group operators shall have a legal or contractual tie with their administrative body, so that the quality control scheme formulated and set forth by this administrative body can be uniformly carried out. These operators are also subjected to continuous audits and rectification by their administrative body.
- XI. Product Categories: Shall be filled according to the actual categories of the

products certified and their specifications, for example: Organic Agricultural Food Products (Individual/Group Certification) (In Transition/Organic) ; Organic Animal Products (Individual/Group Certification) (In Transition/Organic); Organic Aquatic Products (Individual/Group Certification) (In Transition/Organic).

XII. Product Items: All products shall be listed item by item.

XIII. Page numbers and the total number of pages shall be printed on the lower right corner of each page. As layout preferences for each certificate may vary, there is no restriction on the size of these numbers.

2. Layout and Style Guidelines for Appendix

- I. If multiple crops are planted at the same land number, and thus the crop plantation details can only be indicated by parcel, the minimum unit of measurement would be 0.01 hectares.
- II. The areas reported by land numbers shall be expressed in hectares accurate to 4th decimal place.
- III. Covenant Numbers and Parcel Numbers shall be expressed in two-digit codes, such as 05, 11. If somehow the land registries are not expressed in numbers, the certification body would have to assign its own codes.
- IV. Tables could be adjusted in their rows or columns if needed. As for those not applicable spaces, they are to be left blank as follows:

City (County)	Township (District, City)	Sec.	Sub- Sec.	Land No.	Covenant No.	Parcel No.	Area (ha.)	Product Item
Nantou County	Nantou City	Nantou		0010- 1234			1.5200	Tea

Certificate of Organic Agricultural Product Certification

Certificate No.

It is hereby certified that the application from oooooooooo (name of the agricultural product operator) for Organic Agricultural Product and Organic Agricultural Processed Product Certification is verified to comply with the Organic Agricultural Product and Organic Agricultural Processed Product Certification Management Regulations.

Address of the agricultural product operator:

Name of the person responsible:

Address of the certified site (land number): sites (facilities) at Land No.
oo, Sub-section oo, Section oo, oo Township (District),
oo City (County) (see appendix for details)

Total area certified: _____ (hectare)

Certified under: Part I and Part II of Certification Criteria for Organic
Agricultural Product and Organic Agricultural Processed
Product (Processing Packaging Distribution)

Certificate valid until: _____ (mm/dd/yyyy)

Product category: Organic oo Product Organic oo Processed Product

Certified product items:

(Full name of the certification body)

(Full address of the certification body)

(Title of the person responsible of the certification body) o o o

Date:

Appendix

(Name of the site or facility)

City (County)	Township (District, City)	Address or Land Sec. & Land No.	Certification Types	Product Items	Remarks

(Name of the site or facility)

City (County)	Township (District, City)	Address or Land Sec. & Land No.	Certification Types	Product Items	Remarks

1. Layout and Style Guidelines for Certificate Cover:

- I. Certificate of Certification for Organic Agricultural Products shall be laid out vertically on an A4-sized paper, with the text read horizontally from top to bottom. The certificate-issuing body may frame the certificate and leave a 2-centimeter margin on all four sides. Layout of the certificate should preferably be simple.
- II. Certificate Title: Printed in black, 24-point boldface, and single-spaced Calibri font.
- III. Certificate Serial Number: Printed in black, 14-point, and single-spaced Calibri font.
- IV. Body Text Except for Title and Address of the Certification Body and Title of its Head: Printed in black, 14-point, and 23-point spaced Calibri font
- V. Title and Address of the Certification Body and Title of its Head: Both the font and color are to be determined by the certificate-issuing body given that the font size be no larger than 24-point.
- VI. Numerical Expression: All numbers shall be expressed in Arabic numerals, except in the title of standards under which the certification is conducted, which shall be expressed in Roman numerals.
- VII. Information on each processing, packing, and distribution site (facility) shall be listed in Appendix table.
- VIII. Address of the Agricultural Product Operator: For individual organic farming households, the registered household address shall be filled; for other types of agricultural operators, the address of their business registration shall be filled instead.
- IX. Address of the Certified Sites: refer to addresses of the certified processing, packaging, and distribution sites (facilities). If an operator has multiple sites with different addresses, the one with the largest area shall be filled as an indication while the remaining sites be fully listed in Appendix.
- X. Page numbers and the total number of pages shall be printed on the lower right corner of each page. As layout preferences for each certificate may vary, there is no restriction on the size of these numbers.

2. Layout and Style Guidelines for Appendix

- I. Locations of sites (facilities) shall preferably be filled with addresses, whereas those with no addresses may substitute with land sections and numbers.
- II. Tables could be adjusted in their rows or columns if needed. As for those not applicable spaces, they are to be left blank as follows:

Nantou Branch Factory

City (County)	Township (District, City)	Address or Land Sec. & Land No.	Certification Types	Product Items	Remarks
Nantou County	Nantou City	2F, No.0, Guanghua Rd.	Processing	Processed Grain Products, Processed Plant Flour Products	
Nantou County	Nantou City	2F, No.0, Guanghua Rd.	Distribution	Rice, Coarse Grain	

Chiayi Branch Factory

City (County)	Township (District, City)	Address or Land Sec. & Land No.	Certification Types	Product Items	Remarks
Chiayi County	Dalin Township	3F, No.0, Bade St.	Packing, Distribution	Processed Grain Products, Processed Plant Flour Products, Beverage Products	

