Natural Food Certifiers

NFC ORGANIC PRODUCT PROFILE FORM

Operation Name: _____ Date: _____

Product Formula: Complete this form with information for all ingredients contained in this multi-ingredient product. Please include the NFC master supplier list (NFC document number 47) with all supplier information for raw materials. **For single ingredient product this form is not required.**

Product Name:	

1: Ingredient Name (must match 4.71 NFC Master supplier list) (do not list salt or water)	2: Quantity	3: Weight (lb., oz etc.)	4: Organic content of ingredient	5: Contribution of organic content in final product (Multiply quantity by Organic content)

Instructions on how to fill out form:

1. Box 1: Fill in the raw material name as it is listed on the supplier certificate (e.g. Cane sugar). This box must match the master supplier list (NFC document number 47) and the supplier certificate.
2. Box 2: List quantity of raw material (e.g. if you use 5 lb of the raw material in each batch write "5"). If you have different batch sizes it doesn't matter which batch size you complete. NFC will be focusing on the percentages.
3. Box 3: List the type of weight we are measuring by (e.g. is it lb, oz, grams etc). Weights must be consistent for all raw materials. If you are measuring volume convert it into weight before filing the for.
4. Box 4: List percentage of the raw material is organic. If the raw material is a single ingredient (e.g. flour) you can list 100%. If the raw material is a multi-ingredient (e.g. chocolate) you will need to verify with the supplier the percentage of organic by either referring to the organic certificate or a statement from the supplier's certifier. If you are unsure of the percenatage you must round down to lowest percentage based on the organic category as follows:
    a. If raw material is certified 100% organic you would fill in "100% organic"
    b. If raw material is certified "organic" you would fill in "95% organic"
    c. If raw material is certified "made with organic" you would fill in "70% organic".
5. Box 5: Fill in how much of the raw material weight contributes to organic (e.g. if 100 grams of the raw material is used in each batch and it contains 95% organic you would list 95 grams).
6. Box 6: Calculate complete weight of all raw materials prior to salt and water. You will add up all the eight from the rows above.
7. Box 7: Fill in how much salt is used in the product (if applicable).
8. Box 8: fill in how much water is used in the product (if applicable).
9. Box 9: Add up all the ingredients including the salt and water and fill in the total weight.
10. Box 10: Add up all the weights from column 5 to give you the total eight of organic content from all the ingredients.
11. Box 11: Fill in the total organic percentage by dividing the total organic content (box 10) by the total ingredient content before salt and water (box 6). If percentage is not a whole number round down to the nearest whole number (e.g. 98.6% would be listed as 98%).
12. Box 12: list all processing aids used for this product which should be listed on the master supplier list (NFC document 47).