



## Your 12 step guide to exporting organic products under the Official Organic Assurance Programme (OOAP)

### **Step 1**

Register with an OOAP Third Party Agency (TPA) (AsureQuality or BioGro).

### **Step 2**

Have an organic management plan which has been assessed, evaluated and verified by your TPA that it meets the OOAP Standards.

### **Step 3**

Ensure you are certified to the OOAP markets you export to.

### **Step 4**

Read and understand the requirements of the OOAP Standards: visit MPI's website: [www.mpi.govt.nz](http://www.mpi.govt.nz) (click on exporting, then organics, then requirements).

### **Step 5**

Register with MPI as an organic exporter: visit MPI's website: [www.mpi.govt.nz](http://www.mpi.govt.nz) (click on exporting, then organics, then forms and template).

### **Step 6**

Notify MPI of an accountable and designated person: visit MPI's website: [www.mpi.govt.nz](http://www.mpi.govt.nz) (click on exporting, then organics, then forms and template).

### **Step 7**

Follow the requirements set out in the Organic Overseas Market Access Requirement (OMAR) for the relevant export destination(s): visit MPI's website: [www.mpi.govt.nz](http://www.mpi.govt.nz) (click on exporting, then organics, then requirements).

### **Step 8**

Register all export consignments with MPI: visit MPI's website: [www.mpi.govt.nz](http://www.mpi.govt.nz) (click on exporting, then organics, then forms and templates).

### **Step 9**

Request the appropriate export certification (consignment documentation): visit MPI's website: [www.mpi.govt.nz](http://www.mpi.govt.nz) (click on exporting, then organics, then forms and templates).

### **Step 10**

Provide declarations of free on board (FOB) value when requested by MPI.

### **Step 11**

Pay all MPI fees under the OOAP by the 20th of the month following invoice.

### **Step 12**

Pay Third Party Agency (AsureQuality or BioGro) fees as required.

**What do I do when things go wrong?**

If you have a problem with a product or consignment call your Third Party Agency as soon as practical.

**Where can I get more information?**

The MPI website contain more information on the programme.

MPI staff can provide more information and answer any questions.

Call us on 0800 00 83 33 or email [organics@mpi.govt.nz](mailto:organics@mpi.govt.nz).

Your Third Party Agency (AsureQuality or BioGro) can advise you on the OOAP and exporting pathways to other markets.