

## Steps on the way towards using the Bio-Siegel

As soon as the control procedure has been successfully concluded by an authorized eco inspection body and the certificate according to Article 29 of Regulation (EC) 834/2007 (the Eco or Bio Certificate) has been submitted, any foodstuff may be labelled with the Bio-Siegel according to the rules of the Eco-Label Regulation. A bit of bureaucratic effort is required as, prior to the Bio-Siegel's first usage, the organic foods to be labelled need to be registered with the Bio-Siegel Information Service at the Federal Office for Agriculture and Food (BLE) in Bonn. During the process, the label design containing the Bio-Siegel (or sample menu lists in case of catering or gastronomic services) must also be submitted. Please note that a direct reference to organic production must always be made!

## Ways to register

## Online:

Register via the website www.biosiegel.de and the "Bio-Siegel data base" on its left. If your registration was successful, an administrative code number will be assigned automatically. Electronic versions of labels/ sample menu lists may be uploaded directly as pdf-files or may be e-mailed to bio-siegel@ble.de, indicating the administrative code number assigned. Data can be updated or corrected within the data base and users may register new products by logging in with their e-mail addresses and the assigned passwords. This is the easiest and fastest method to register products.

## In writing:

At www.biosiegel.de, you will find the form "Notification of products labelled with the Bio-Siegel". Required proofs illustrating the complete product label may be sent either electronically, by fax, or by surface mail.

As soon as the complete labels have been submitted, the Bio-Siegel Information Service will include the registered products in the data base. Irrespective of how a product was notified/registered, the Bio-Siegel user shall receive an automatically generated e-mail to confirm the successful registration or notification of the products concerned