

Slow Food Australia Limited
ACN 134 433 186

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FORM 1

Please read data collection instructions below before completing Form 1 or Form 2

PRODUCER INFORMATION

Convivium name			
___/___/___/___	___/___/___		
Producer Postcode	Producer No		
Name of person completing form			
Telephone		Email	

DATA ENTERED

Name of person entering data			
Telephone		Email	
Date data entered			

1. Name	
2. Trading name	
3. Address	
4. Geographical co-ordinates	
5. Web site	
6. Phone	
7. Email	



8. Product categories *please circle all which apply*

8.1. Dairy

milk cream butter yoghurt cheese icecream

8.2. Marine and riverine

freshwater fish freshwater crustaceans seawater fish seawater crustaceans shellfish
sea vegetables

8.3. Earth

fruit vegetables grains and pulses nuts coffee oils bush foods honey
salt spices

8.4. Paddock

beef lamb pork poultry game

8.5. Preserves and confectionery

jams preserves chocolate baked goods other please describe _____

8.6. Other *please detail*

9. Environmental and geological conditions

10. Is the producer a Slow Food member? If 'yes' please name convivium

11. Overall rating (scale of 1 = low, to 3 = high) of producer in terms of:

good
clean
fair



FORM 2

PRODUCTS

Convivium name	
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___/___/___/___	___/___/___	___/___/___/___
Producer Postcode	Producer No	Product Number
Name of person completing form		
Telephone		Email

DATA ENTERED

Name of person entering data		
Telephone		Email
Date data entered		

1. Producer name	
2. Product names <i>scientific and local names</i>	
3. Methods of production	
4. Food traditions and history of production	
5. Months of production	
6. Storage/preparation advice	

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7. Unique characteristics of the product	
8. Main markets for product	

INSTRUCTIONS FOR COLLECTING DATA - CONVIVIA

Purpose of the producer and produce database

The purpose of the database is to enable local convivia to identify -

1. small scale, quality artisan producers in their local communities; for example, small-scale farming, fisheries, baking and cooking carried out by people who rely food production to support their families and other local people. Artisan can also refer to products produced in traditional ways. Often hand-crafted by small, family-owned farms or entities.
2. producers that practice and propagate food cultures with their traditions;
3. producers that preserve or locally increase biodiversity;
4. groups of producers with potential to form Presidia; and
5. traditional products that may qualify for the Slow Food Australian Ark.

Eligibility

It is assumed that before producers and their products are included in the database, that the products and method of production will be consistent with Slow Food's approach to food production and gastronomy, based on the concept of food quality defined by three interconnected principles: good, clean and fair.

1. **Good** food is tasty and flavoursome, stimulating and satisfying for the senses.
2. **Clean** food is produced in a way that respects ecosystems, animals, biodiversity and the landscape; its consumption is not harmful to human health.
3. **Fair** food production is respectful of social justice, meaning fair pay and conditions for all involved; prices must be affordable for consumers and fair for producers.

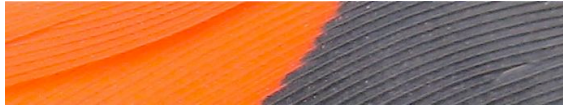
Identifying quality / artisan producers

There are many producers in any community; the challenge is to identify quality and artisan producers. This task is made more difficult because many people involved in artisan or quality production often have small markets and do not have the time for self promotion.

Sources for identifying local small scale quality or artisan producers include:

1. local chefs;
2. farmers' markets;
3. shops that sell local produce, including fruit and vegetable shops and deli's; and
4. local and state government agencies that regulate or promote local producers (e.g. Departments of Primary Industry).

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Local chefs and deli owners are great sources of quality and artisan producers. It is their business to know. However, a good supply of quality produce is also their livelihood. To ensure that this is acknowledged, those collecting information must respect the need for confidentiality. When asking people to disclose their suppliers, it is important to let them know how the information will be used and who will be able to access this information.

FORM 1. PRODUCER INFORMATION INSTRUCTIONS

The producer's information form provides a tool for gathering information on producers. It provides a template that will ensure that information collected is consistent and able to be used for the producer's database. However, as not all information can be included in a database, the producer's information form also provides a template for the documentation of qualitative information that provides detail about the producer, products and methods of production. It is proposed to enter data into a database which copes with text in addition to numerical codes.

For best results a personal visit is suggested. A visit provides an opportunity to meet the producer in person, see the production first hand and take photographs.

Producer info	Advice on documenting information
Form 1	

Each producer will be given an individual **identification number** comprising

- a. **The postcode** and
- b. **A unique number, from 001 to 999.**
- c. **Together these identify the producer and are part of the identification number of each product.**

The **person completing** the form is identified together with the **date**.

Data entry could be done by the convivium or by Slow Food Australia. In either case, the data are to be shared between the Convivium and Slow Food Australia because they relate to several distinct projects.

1. Name and role	The name of the person you are interviewing and their role in the business
2. Trading name	The business name
3. Address	The postal and physical address of the producer's business including place-name.
4. Geographical coordinates	The identification of the geographical coordinates will assist in mapping the location of the production facility in a geographical information system (GIS) or on Google Earth. Latitude and longitude can be obtained from Google Earth.

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5. Web site	Business web address
6. Phone	Business phone number
7. Email	Business e-mail
8. Product categories <i>circle all which apply</i>	<p>Circle the categories that would describe the producer's products. If there is not an appropriate category for a product, write the product in underneath the 'other' section.</p> <ol style="list-style-type: none"> 1. Dairy milk, cream, butter, yogurt cheese, ice cream 2. Marine and riverine freshwater fish, freshwater crustaceans, seawater fish, seawater crustaceans, shellfish, sea vegetables 3. Earth fruit, vegetables, grains and pulses, nuts, coffee, oils, bush foods, honey, salt, spices 4. Paddock beef, lamb, pork, poultry, game 5. Preserves and confectionery jams, preserves, chocolate, baked goods, other 6. Other
9. Environmental and geological conditions	<p>Document the environmental, location and geological characteristics of the site. Such as:</p> <ol style="list-style-type: none"> 1. location characteristics (e.g costal location or south facing slopes) 2. climate 3. soil type 4. any unique elements that affect production (e.g. early frosts)
10. Slow Food member	Identify if the producer or the business is a slow food member
11. Overall rating in terms of good, clean, and fair	<p>For each, use a three-point scale as follows:</p> <p>1. No 2. Uncertain or Unable to judge 3. Yes</p>

FORM 2 PRODUCT INFORMATION INSTRUCTIONS

A Product Information form is needed for each product produced. These supplement producer information and will enable more information about individual products to be documented.

<p>Product info</p> <p>Form 2</p>	<p>Advice on documenting information, with one form for each product</p>
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Each product will be identified –

- a. With the **ID of the producer plus a product number**, commencing with 001.

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- b. **Person who collected the information,**
- c. **Contact phone number** to assist data entry.
- d. **Data entry – date, by whom, contact phone.**

1. Producer name	Name of the business/producer.
2. Product names	List both the scientific and local names. Products will also have common codes throughout Australia.
3. Methods of production	Document the method of production and any special aspects e.g. <ul style="list-style-type: none">1. reflects traditional practices2. organic3. biodynamic4. uses or produces products indigenous to the locality5. nil or minimal chemicals6. preservative free (except for salt, sugar, vinegar)7. GM free, etc.
4. Food traditions and history of the production	Document food traditions or history related to the product. (Complete on additional pages if needed)
5. Months of production	Document the time of year the product is planted/born and harvested.
6. Advice on storage/preparation	List tips and advice on storage, preparation and any relevant food traditions in storage and preparation.
7. Unique characteristics of the product	Document any unique aspects of the product or its method of production that have not yet been identified
8. Main markets for product	Document the places the product is sold and the places the product may be purchased.