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Organic System Plan Template – Crop Production

Crop Production Overview

7 C.F.R. § 205.2-205.406

- List all crops (or types of crops if your operation is highly diversified) you grow or harvest for which you are seeking organic certification. Include food and feed crops, pasture/forage, and wild-crops.

- Check the box that describes your operation’s production systems:

- all organic production
 organic and non-organic production

- Do you grow crops in soil?

- No
 Yes; please submit the following Crop OSP forms: Crop Rotation and Soil Management; Pest, Disease and Weed Management; Prevention of Contamination and Commingling; Recordkeeping, Labeling and Audit Trail. Attached (4 forms)

- Do you plant seeds, seedlings, or planting stock of any kind?

- No
 Yes; please submit the Seeds and Planting Stock form. Attached

- Do you use any off-farm input materials?

- No
 Yes; please submit the Materials List form. Attached

- Do you produce seedlings or crops in containers with planting medium, or grow crops in a greenhouse, coldframe or hoophouse?

- No
 Yes; please submit the Greenhouse Crop form. Attached

- Do you produce compost or use purchased compost?

- No
 Yes

- Do you use manure?

- No
 Yes



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9. If Yes to either question 7 or 8, please submit a Compost and Manure form. Attached

10. Do you harvest any wild-crops for sale as organic?

No

Yes; please submit the Wild-crop Harvest OSP Attached

11. Do you do any post-harvest handling of your crop products?

No; skip to question 13.

Yes; check all that apply, or describe, as appropriate.

wash product with water

cool product

clean product

sort/size product

transport crops

bag or package crops

grade product

store product

dry grain

roast beans

clean seeds

other (describe):

12. If any of the above post-harvest activities are checked, please complete a Crop Post-Harvest Handling OSP to describe the post-harvest handling activities to be certified.

Attached

13. Do you perform complex handling of crop products (change their essential form, e.g., cut, cook, etc.)?

No

Yes; list handling/processing activities below, and complete the appropriate Handler OSP Forms to become certified as an Organic Handler. Attached

Please clarify the use of the Post-Harvest Handling OSP vs. Handler OSP forms with your certifier.

14. Do you produce livestock or livestock products for which you are seeking organic certification?

No; no organic livestock production

Yes; please complete a Livestock Production Overview and all applicable Livestock OSP forms. Attached

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Seed and Planting Stock	7 C.F.R. § 205.204
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Check all boxes that describe what you use or plan to use:

1. Seeds and Annual Planting Stock

- not applicable; no seeds or annual planting stock used or planned for use
- certified organic seed, purchased
- certified organic seed, saved on farm (requires records)
- certified organic planting stock (e.g., seed potatoes, sweet potato slips, garlic, strawberry crowns)
- non-organic, untreated seed
- non-organic, untreated planting stock for annual crops

If non-organic seed or planting stock is used, please complete question 2 below.

2. Seed or Planting Stock Treatments And Inoculants

- | | | |
|----------------------------------------------------|--------------------------------------------------|---------------------------------------------------|
| <input type="checkbox"/> not applicable; none used | <input type="checkbox"/> inoculant | <input type="checkbox"/> coating |
| <input type="checkbox"/> pelletization | <input type="checkbox"/> priming | <input type="checkbox"/> fungicide or insecticide |
| <input type="checkbox"/> disinfection | <input type="checkbox"/> other (describe): _____ | |

Please list specific treatments and inoculants:

3. Annual Seedlings

- not applicable; no annual seedlings grown or purchased
- seedlings or transplants grown on farm. Please complete the Greenhouse OSP.
 - Attached
- purchased certified organic seedlings. List supplier and attach organic certificate.
 - Attached
- other (describe): _____

4. Perennial Planting Stock (for crops grown as perennials, e.g., trees, shrubs, vines)

- not applicable; no perennial planting stock is used
- certified organic perennial planting stock is:
 - purchased
 - produced/propagated on farm
- non-organic stock (describe, include date planted or anticipated planting):
- other (describe): _____



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5. Commercial Availability

not applicable; all seed and planting stock is certified organic

NOTE—If you use seed or planting stock (annual and/or perennial) that is *not* certified organic, describe (in general terms) how you determine whether an equivalent organic variety is commercially available (appropriate form, quantity and quality), and describe any efforts you are making to source more organic seed/planting stock in the future.

Please have documentation available for inspection that shows the source(s), quantity, variety(ies) and organic status of seed and/or planting stock used, whether purchased or produced on the farm. If non-organic seed or planting stock is used, provide documentation of your search for equivalent varieties of organic seed or planting stock and reasons for commercial non-availability (quantity, quality or form). If you grow any crops or use any inoculants that may be genetically modified (e.g., corn, soybean, canola, papaya, cotton, alfalfa, sugar beets, sugar cane, summer squash—zucchini and yellow crook-necked varieties, rice, or sweet peppers, or alfalfa inoculant) please be prepared to show documentation that the varieties you grow are not genetically modified.

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Soil Management and Crop Rotation **7 C.F.R. §§ 205.2, 205.203, 205.205**

1. What are the major practice components of your soil-building/crop nutrient management plan?

- | | | |
|--------------------------------------------------|---------------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> crop rotation | <input type="checkbox"/> incorporation of crop residue | <input type="checkbox"/> green manures |
| <input type="checkbox"/> cover crops | <input type="checkbox"/> compost | <input type="checkbox"/> manure |
| <input type="checkbox"/> mined lime | <input type="checkbox"/> mulch | <input type="checkbox"/> soil inoculants |
| <input type="checkbox"/> biodynamic preparations | <input type="checkbox"/> fertilizer materials or blends | <input type="checkbox"/> other (describe): |

2. List all materials used or planned for use on your Materials List.

- All materials used or planned for use are listed on my Materials List.
 No materials are used.

3. Describe your crop rotation plan(s), in general terms, including its main goals (soil organic matter; weed and pest management, nutrient management; erosion; biological diversity). List the sequence and frequency of crops/plant families, cover crops, green manures or sod. If you use more than one basic rotation sequence, please describe each rotation you use. For perennial crops, describe management of ground cover, alley cropping, intercropping or hedgerows. Attach additional pages if necessary.

- Rotation plans attached

NOTE—Records documenting crop rotation on each field will be verified at your inspection. Please be prepared to show documentation. Examples:

- Vegetable and small fruit rotation: Brassica family vegetables—fall-planted strawberries (1-2 year harvest, depending on weather and plant condition)—winter cover crop—warm season vegetables—winter cover crop—cut flowers—cover crop; break disease cycles of Phytophthora and Botrytus in strawberries.
- Spring grain—legume green manure—winter grain—oilseed; manage soil moisture, control weeds, cycle nutrients and provide nitrogen for grain crops.
- Apple orchard and vineyard—winter cover crops between rows; grass in apples; legume blend in vineyard, hedgerow of native shrubs along north farm roads; increase organic matter, prevent nutrient leaching, provide habitat for natural enemies of pests and songbirds.



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4. Describe, and indicate, as applicable, the issues/goals you address with your crop rotation and soil management practices.

- | | | |
|------------------------------------------------------|----------------------------------------------|------------------------------------------------------|
| <input type="checkbox"/> organic matter increase | <input type="checkbox"/> water availability | <input type="checkbox"/> water infiltration/drainage |
| <input type="checkbox"/> soil compaction or crusting | <input type="checkbox"/> soil structure | <input type="checkbox"/> water erosion |
| <input type="checkbox"/> wind erosion | <input type="checkbox"/> deficient nutrients | <input type="checkbox"/> excess nutrients |
| <input type="checkbox"/> salinity | <input type="checkbox"/> pH | <input type="checkbox"/> weed management |
| <input type="checkbox"/> pest management | <input type="checkbox"/> disease management | |
| <input type="checkbox"/> overall farm biodiversity | <input type="checkbox"/> other (describe): | |

5. Describe, and indicate, as applicable, how you monitor the effectiveness of your rotation and soil management plan?

- | | | |
|---------------------------------------------|------------------------------------------------|------------------------------------------------------|
| <input type="checkbox"/> soil observation | <input type="checkbox"/> soil (nutrient) tests | <input type="checkbox"/> soil organic matter content |
| <input type="checkbox"/> crop observation | <input type="checkbox"/> crop yield comparison | <input type="checkbox"/> crop quality tests |
| <input type="checkbox"/> plant tissue tests | <input type="checkbox"/> microbiological tests | <input type="checkbox"/> other: |

6. When and how often (i.e., daily, weekly, monthly, yearly, as needed) do you do each type of monitoring? What monitoring records do you keep?

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Pest, Disease and Weed Management & Monitoring	7 C.F.R. §§ 205.206, 202.600-602, 205.103
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1. Check the management practices you use to *prevent* crop pests, weeds, and diseases. Add the name of your significant (recurring or potentially problematic) diseases (fungus, bacteria, virus) and all pest types (insects, mites, birds, rodents, birds, deer, etc.). There is no need to name weeds individually.

Pest prevention practice	Weeds	Pest	Diseases
Crop rotation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Soil and crop nutrient management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cover crops/green manures/smother crops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Diversified plantings/planting arrangements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sanitation measures to remove disease vectors, weed seeds, and pest habitat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Selection of suitable species/growing location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disease/pest/weed resistant varieties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Timing of planting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water/irrigation management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mechanical or physical means (e.g., hoeing, pruning, picking, vacuuming, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Augment pest predators/parasites/beneficials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Develop habitat for natural enemies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Construct habitat for predators (e.g., raptor perches, owl or bat boxes, frog ponds, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nonsynthetic lures/traps/repellants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mechanical cultivation/tillage or handweeding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mulching with biodegradable materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mowing or livestock grazing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flaming, heat, steam, or electrical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plastic or synthetic mulch/solarization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Burning of crop residue (see questions below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Others (describe):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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2. Please list any pest, disease, or weed problems and practices not addressed in the table above.

Problem weed, disease or pest (e.g. insect, mite, nematode, rodent, deer, etc.)	Describe specific preventative practices (or materials) you use to control these pests.

3. If you use materials to manage pests (including natural botanical, mineral, or allowed synthetics), please list all of these on your Materials List. Listed No pest management materials used. Please describe the conditions under which you would use a material for pest management.

4. Describe how and when you monitor the effectiveness of your pest management program, and whether you keep any monitoring records. Please have any records available for inspection.

5. Do you burn crop residues? No Yes; describe the crop, purpose, location and timing of burning.

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Prevention of Commingling & Contamination 7 C.F.R. §§ 205.2, 205.201(a)(5), 205.202(c)

Describe the measures you take, including management practices and physical barriers, to minimize risks and prevent commingling or contact between organic and non-organic product, and contamination of organic product with substances prohibited in organic production and handling. Buffers must be “sufficient to prevent contamination.”

Irrigation Water

1. Do you irrigate? No; skip to next section, Materials Storage. Yes; describe your irrigation system type and water source(s) (e.g., onsite well, spring, creek, river, pond, or name of irrigation district (municipal/county/regional)):

If Yes, also describe how you assess and manage potential risks for contamination of irrigation water:

2. Do you obtain water from irrigation districts/public water sources? No Yes
3. If Yes, are you in contact with your irrigation district to ensure that no algaecides, fungicides or herbicides are entering your irrigation water source? No Yes
4. If you have a split operation, do you chemigate, or fertigate with prohibited substances during non-organic production? No Yes Not applicable; all organic operation.
5. If yes, how do you prevent the contamination of organic products?

Materials Storage

6. Do you store any prohibited materials on farm? Yes No; skip to question 8.
7. If Yes, how do you clearly identify and separate allowed and prohibited materials?



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Equipment and Containers: Production, Application and Harvest

8. Do you use (own/rent/contract) any equipment (seeders, fertilizer or pesticide applicators, harvest equipment or containers) that is also used for non-organic production?

- No; all equipment is dedicated to organic.
- Yes; please maintain cleaning records for equipment that is also used for non-organic production. These will be reviewed at inspection.

9. Describe your harvest practices and list the equipment and containers used:

10. Do you use the service of custom applicators (pesticides, fertilizers, other) or harvesters?

- No Yes; describe the service and how you monitor the prevention of contamination or commingling:

11. If any equipment or container is shared with non-organic products, describe how you prevent commingling and contamination.

- Not applicable; all equipment and containers are dedicated to organic product.

Transport

- Not applicable; crops/products are sold before transport

12. Please describe the containers, equipment and vehicles used to transport crops/products harvested from the field, and describe the destination:

13. If any vehicle is shared with non-organic products, describe how you prevent commingling and contamination. Not applicable; all vehicles are dedicated to organic product.



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Product Storage

14. Check your crop/product storage practices.

- no crop or product storage
- store own product onsite (farm or production facility)
- store product in a facility that is certified organic *Please keep a copy of the organic certificate.*
- store product in a facility that is excluded per § 205.101 of the regulations (i.e., product remains in the same package or container and is not otherwise processed)

15. Describe crop(s) and type(s) of storage:

16. Please list all onsite storage areas that you manage, or contracted facilities with stand-alone certification. Not applicable; no crops are stored

Type of storage	Size/Capacity	Location: onsite or other facility name	Crop(s) stored	Certifier (if contracted)

17. If any storage area is shared with non-organic crops/products, describe how you prevent commingling and contamination. Not applicable; all storage is dedicated organic.

Treated Wood

18. Is there any treated wood on the farm? Yes No; skip question 20.

If Yes, indicate the date of installation _____ (MM/DD/YY)

19. Describe how contact between treated wood and soil, crops, and livestock is avoided.

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Recordkeeping, Audit Trail and Labeling

7 C.F.R. §§ 205.103, 205.201, 205.205, 205.300- 311

RECORDS KEPT

Please note that if you produce both organic and non-organic crops, then you have a split operation. If you grow the same crops as both organic and non-organic, then you also have a parallel production. If you are a split operation of any type, please be prepared to show all production and sales records at your inspection that allow for tracking and production verification of both organic and non-organic crops (e.g., crop lists and acreages, input application records, equipment use and cleaning, harvest and sales records). Such records are necessary to facilitate production verification audits, and are especially important if the crops are visually indistinguishable, as in a parallel production.

1. What types of records do you keep?

Indicate all that apply. In order to document practices described in your OSP, you will need all records available for inspection. Some records must be documents from other businesses (such as seed and input purchase receipts, suppliers’ organic certificates, and soil or tissue test results). Others will be your own records of on-farm activities. You may design your own forms, or use/adapt templates or sample documentation forms available from the NOP, organic certifiers, or other sources, provided they include information needed to document compliant practices.

- Purchase or acquisition records for all inputs (e.g., receipts, delivery tags, custom applicator invoices)
- Input application records that show all materials applied to soil, water and crops (e.g., fertilizer and soil inputs, pest management materials and post-harvest handling), including product name/formulation and manufacturer, application date, rate or quantity, crop and location
- Seed, seedling, and planting stock, inoculant or seed treatments; seed-saving/propagation records; documentation of commercial non-availability of organic seed/non-GMO status of seed
- Copies of organic certificates from suppliers (i.e., organic seedling or transplant producers)
- Planting and/or field activity records that show crop rotation, including cover crops/green manures
- Activity and/or observation records (i.e., field log, notes on calendar or maps)
- Manure use records showing interval between date of application and harvest date of crops grown for human consumption
- Compost production records (e.g., composting system, ingredients, C:N ratio, temperature, turnings)
- Monitoring records (e.g., soil or tissue tests, water tests, pest observation logs)
- Cleaning records (required if application or harvest equipment is not dedicated to organic)



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- Harvest records (e.g., records showing location, crop, date harvested and transported from the field)
- Post-harvest activities (i.e., washing and grading product, bagging or boxing, etc.)
- Storage records (e.g., delivery/receiving tags showing facility location, crops, quantities, post-harvest activities and pest control)
- Shipping records (e.g., packing facility tags, delivery receipts, receiving documents, bills of lading)
- Sales records (e.g., invoices, purchase orders, grower statements, inventory lists)
- Others (describe):

2. The USDA organic regulations require that your recordkeeping system be adapted to your business, and fully disclose all activities and transactions of your operation. Please describe any plans you have to change or improve your recordkeeping system.

3. Do you keep production, harvesting and handling records pertaining to organic agricultural products for at least five years after their creation? Yes No

LABELING AND AUDIT TRAIL

4. Under what name(s), label(s) or brand(s) do you market your products?

5. What kinds of labeling do you use? Check all that apply:

- No product labels used
- Retail labels, such as printed boxes or bags, produce stickers, rubber bands or twist ties
- Signage and written materials (Farmers Markets or Farm Stands, Web site, brochure, CSA newsletter, or other promotional materials)
- Non-retail labeling for storage or shipping containers, such as bin or pallet tags. 7 C.F.R. § 205.307(b) states, “Nonretail containers used to ship or store raw or processed agricultural product labeled as containing organic ingredients must display the production lot number of the product if applicable.” If lot numbers are used, please complete question 6.



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6. Describe your lot numbering system for non-retail packaging.

Not applicable; no non-retail packaging used

7. If you use a label, please provide copies of all organic product labels used.

Not applicable; no labeling used

Current label previously submitted to my certifier

New label(s) attached for review (labels must be approved before use)

8. Describe how your records can track your organic production from source (farm, field or production location) to final sale. Be prepared to demonstrate your recordkeeping system at inspection.

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Greenhouse Crop Production	7 C.F.R. §§ 205.201, 205.201(a)(5), 205.202(c)
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Please complete this Greenhouse Crop Production OSP along with your other applicable Crop OSP forms if you produce organic seedlings, transplants, or crops in a greenhouse, hoophouse or coldframe.

1. Please indicate the scope of your greenhouse operations.
 - Greenhouse crop production is part of my farming operation and is located on certified organic land. Please show your greenhouse location and size on your farm map.
 - Shown on map
 - This operation consists primarily or exclusively of greenhouse production. Please submit a separate Land Requirements form for your greenhouse operation, with a map showing the production area, location and size of greenhouses, shade or lath houses, outdoor areas, material storage area, irrigation system, soil mixing and seeding equipment, product staging, packing, cooling, and loading areas, as applicable.
 - Land Requirements Form attached

2. Please describe your greenhouse structure type(s). Check all that apply.
 - Hoop house(s) Cold frame(s)
 - Greenhouse(s) Other (describe):

3. Please describe your greenhouse crops. (Check all that apply.)
 - Annual transplants or starts Perennials (planting or sale of whole plants as organic)
 - Harvested crops (e.g., fruits, vegetables, cut flowers, herbs) Other (describe):

4. Are greenhouse crops grown in soil? No Yes

5. Are crops grown in planting medium? No Yes; include all components of the potting soil or planting medium mixture on your Materials List.

6. (a) Do you produce both organic and non-organic greenhouse crops?
 - No, organic only Yes
 (b) Is your organic greenhouse adjacent to non-organic greenhouse production areas?
 - No Yes

7. If Yes to question 6(a) or (b), please address each potential risk listed below by describing the management practice(s) and physical barrier(s) you use to prevent commingling or contamination.
 - (a) Planting Medium (including soil mix materials, wetting agents, and fertilizer materials) storage areas, soil mixing, container/tray filling, and seeding equipment.



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(b) Production or Growing Areas—separation and identification.

(c) Plant and Container Identification—labels and tags.

(d) Irrigation system: Identify your water source. Describe your use of water with respect to fertilizer materials and equipment. If water lines are shared, attach a diagram of piping, pumps, valves and backflow preventers, as applicable.

Diagram attached Not applicable; separate equipment and water lines dedicated to organic.

(e) Ventilation system—prevention of drift of prohibited materials.

(f) Planting Containers—identification, cleaning, and cleaning materials.

Please be prepared to show documentation of all systems and practices described above.

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Compost and/or Manure Use and/or Production	7 C.F.R. § 205.203
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MANURE

1. Do you use uncomposted, raw or aged manure? Yes No; skip to question 4.
2. If yes, check or describe how your use of raw manure complies with the USDA organic standards. Manure is:
 - Applied to land producing a crop **not** intended for human consumption (e.g., pasture, hay, cover crops, etc.).
 - Incorporated at least **120 days** before harvest of a crop whose edible portion may contact the soil surface or soil particles.
 - Incorporated at least **90 days** before harvest of a crop whose edible portion does **not** directly contact the soil surface or soil particles.
 - A pelletized manure product listed or documented to meet NOP requirements of heating at 150° F for one hour or 165° F with <12% moisture content, or other procedure compliant with NOP 5006 Guidance on Processed Animal Manures in Organic Crop Production.

Please be prepared to show records of manure use (locations used, crops grown, application and harvest dates).
3. If you use *off-farm* manure, describe its source(s) and livestock type and production practices (e.g., from caged layers, dairy barn cleanout and bedding, etc.):

COMPOST

4. Do you purchase or produce compost? Yes No; skip to question 11.
5. Do you purchase compost? No Yes; include all composts on Materials List.
6. If yes, how do you document compliance?
 - Purchase records of brand name compost on a list of allowed materials (e.g., OMRI or WSDA).
 - Letter from the compost supplier that compost was produced in compliance with the USDA organic regulations.
 - Other (describe):

7. Do you produce compost?
 - No, no compost produced. Skip to question 10.



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- Yes, compost contains **only** plant materials (no manure or other animal materials).
- Yes, compost contains plant and animal materials.

8. If Yes, list all compost ingredients (including feedstocks, minerals, and inoculants, if applicable). List attached

9. If you produce compost that contains manure or other animal materials, describe your composting methods including temperatures reached, timelines for production, whether in-vessel, static pile, or windrow, and aeration methods.

10. Do you maintain records for your compost production? No Yes; attach a sample record. Sample record attached

If compost production that includes manure as an ingredient does not comply with § 205.203(c)(2) of the USDA organic regulations or NOP 5021 Guidance on Compost and Vermicompost in Organic Crop Production, it must be considered raw manure. Please complete the section below.

SOIL AND WATER QUALITY

11. Describe how you manage manure and compost production to protect crops, soil and water (wells, aquifer, ponds or reservoirs, lakes, streams, etc.) from contamination by plant nutrients, heavy metals or pathogenic organisms (i.e., use of feeding pads; frequent manure removal, application and incorporation; stockpile manure/produce and store compost away from water/drainage areas; manure “applied” by grazing livestock; manure storage/composting on impermeable pads, or covered to prevent leaching, etc.).

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Crop Post-Harvest Handling **7 C.F.R. §§ 205.2, 205.270(a), 205.271**

Use this Crop Post-Harvest Handling OSP to describe the activities to be included in your crop production certification. This form is intended for use by operations that handle only their own product and whose activities preserve the essential form of the product, such as washing, packing, cooling and storing produce, drying grain, and cleaning seed or preparing raw agricultural product for market or farm use.

Use Handler OSP forms if you handle crops or multiple-ingredient products not produced on your farm, or if your activities include complex handling activities, such as cooking, baking, curing, churning, separating, distilling, extracting, or manufacturing, canning, etc.

Please contact your certifier for clarity about which forms to use.

1. Describe the type(s) of post-harvest handling you do (e.g., grading, dry pack, wet packing line, flume washing of vegetables, grain cleaning, etc.).

2. What type(s) of crops are handled in your post-harvest handling facility?

CLEANING AND SANITATION

3. Describe how you clean your post-harvest handling area, including any food contact surfaces.

- (a) List all materials you use or plan to use in the Materials List below. Listed
- (b) If you have a Standard Sanitation Operating Procedure (SSOP), you may attach a copy of the portion that covers equipment and organic food contact surfaces.
 Attached

WATER USE

4. Do you use water to clean crops or food contact surfaces? Yes No; skip to question 9.



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5. If yes, identify the water source _____ and indicate how it is used:

- to clean facility to clean food contact surfaces
 to wash product other (describe):

6. Do you add chlorine to wash water, dump tank, flume or other water that has direct food contact? Yes No; skip to question 9

If yes, how do you provide for a potable water rinse after the agricultural crop has been in contact with water with added chlorine? Please describe what rate or concentration you use, your rinse procedures, and any testing or monitoring you do.

7. Do you add any other material(s) to the water? No Yes; list materials you use in the Materials List below. Listed

FACILITY PEST MANAGEMENT

8. List recurrent or potential pest problems, including flying or crawling insects, rodents, birds, etc.

9. Describe the strategies you use or plan to use to prevent, manage or minimize pest problems in your handling facilities (wherever washing, packing, grading, cleaning, cooling and/or storage occurs).

10. Indicate preventative (non-material) practices:

- sanitation measures elimination of pest habitat or breeding areas
 clean up spilled product temperature, humidity, and light control
 eliminate sources of food seal doors and windows
 screen windows and vents crack, crevice, and hole repair
 air curtains positive pressure
 inspect incoming product monitoring other (describe):



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11. Indicate mechanical or physical means of control, lures and repellants:

- mechanical traps sticky traps pheromone traps
 electrocuters/bug zappers freezing heat treatment
 other (describe):

12. When and how do you monitor for pests in storage areas?

13. What pest management and monitoring records do you keep?

MATERIALS

14. List all materials you use or plan to use in your post-harvest handling and facility pest management in the table below. Include cleaners, sanitizers, fumigants, rodenticides (e.g., Vitamin D3 bait), ripeners, sprout inhibitors, growth regulators, oils, coloring agents, waxes, boric acid, diatomaceous earth, gases, and soap products.

- No materials used List of materials attached

Substance or Product brand name	Manufacturer	Reason for use (specify pest and circumstances)	On National List? Y/N



Last Name(s)	First Name(s)	Farm/Ranch/Business Name	Date

Please be prepared to provide written justification at your inspection for the use of any materials that are not on the National List of Allowed Materials, and/or to document compliance with any annotations.

Update changes: Signature _____ Date _____



Last Name(s)	First Name(s)	Farm/Ranch/Business Name	Date

Wild Crop Harvest **7 C.F.R. § 205.207; NOP 5022 Wild Crop Harvesting**

If you harvest wild crops for sale as organic, please submit this form with all applicable Crop OSP sections, e.g., Recordkeeping, Labeling and Audit Trail, Crop Post-Harvest Handling, etc. (see Forms Checklist). OSP sections attached.

1. List the wild crops you harvest or plan to harvest.

2. Please complete a Land Requirements form for each wild crop harvest area, including map(s) and prior land use or materials use documentation.

- Designate on your map(s) the area to be harvested, boundaries, borders, buffer zones, point and non-point sources of contaminants and prohibited materials, and crops to be harvested.
- For land-based wild crop harvest areas, attach documentation that no prohibited materials have been applied to the land within the last three years.
- For aquatic-based wild crop harvest areas, attach documentation that no prohibited materials have been applied or contaminated the harvest area within the last three years.

Check one:

- All features listed above are included in the Crop OSP, map, and documentation of prior materials use.
- Attached is a Land Requirements form + map + documentation of prior materials use specific to the wild crop harvest area.

3. Please describe the natural environment of the harvest area (e.g., scrub steppe, oak woodland, etc.).

4. List any rare, endangered or threatened terrestrial or aquatic plants or animals that occur in the harvest area. Describe methods used to prevent negative impact, and monitoring procedures used to verify lack of impact.

5. Please describe your wild crop harvest plan for each wild crop.



Last Name(s)	First Name(s)	Farm/Ranch/Business Name	Date

6. How do your harvest practices ensure the health, sustained growth, and long-term viability of the wild crop(s), and protect the environment in which it grows? Describe your system (methods and frequency) of monitoring the health of the wild crop population and the condition of natural resources in the harvest environment, including soil and water quality.

7. Approximately what percentage of the wild crop is harvested at each harvest?

8. What procedures are followed to prevent contamination from adjoining land use or other sources of contamination?

9. Describe your recordkeeping system for wild crop area management, monitoring, harvest and sales. Attach a sample record form that, at a minimum, records all collectors, harvest dates, and quantity of wild harvest crops harvested and sold.

Sample record attached.

10. Describe training provided and the procedures employed to ensure that all collectors harvest crops sustainably and in a manner that does not damage the environment.



Last Name(s)	First Name(s)	Farm/Ranch/Business Name	Date

Please be prepared to show documentation of all practices and monitoring described above.

Update changes: Signature _____ Date _____