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| [OGP 1](#_top): Application USDA Organic Regulations §205.401 | | | | | | | | | | | |
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| All Organic System Plan changes must be notified to QCS *and approved* prior to implementation, including use of new lands, inputs, or facilities. Lands/facilities are not approved for use until added to Organic Certificate. | | | | | | | | | | | |
| Legal name of Entity: | | | Operation Name (dba): | | | | | QCS Entity No.: | | Date: | |
| Mailing Address: | | | | | Physical Address:  Same as physical address | | | | | | |
| City: | State: | | | Zip: | City: | | | | State: | | Zip: |
| Country (if not located in United States): | | | | | Country (if not located in United States): | | | | | | |
| Phone: | Fax: | | | | Phone: | | | | Fax: | | |
| Check each associated organic or other system plan application you are submitting for this entity that may be grouped for inspection  None  Grower (Crops)  Livestock  Processor/Handler  Wildharvest  Apiculture  Global GAP  Harmonized GAP  Other: | | | | | | | | | | | |
| **CERTIFICATION CONTACTS (Authorized Representative)**  Persons listed below are authorized to communicate with QCS on behalf of this operation. | | | | | | | | | | | |
| **Name** | **Role in Operation** (Owner, Manager, Billing, etc.) | | | | **Phone** | | | | **E-mail** | | |
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| **CONSULTANTS**  **Not Applicable (not using a consultant)**  (Please note that it is your responsibility to update QCS of any modifications to the consultant information). | | | | | | | | | | | |
| Name: | | Phone: | | | | E-mail: | | | | | |
| How would you like QCS to communicate with the consultant? | | | | | | | | | | | |
| No direct communication with the consultant | | | | | Copy the consultant on all communication | | | | | | |
| Communicate only with the consultant. Consultant is primary certification contact | | | | | | | | | | | |
| Send copies of all documents (certificates, applications, etc.) to the consultant | | | | | | | | | | | |
| Other (specify) | | | | | | | | | | | |
| **DRIVING DIRECTIONS**  Please provide directions to the main operation for the inspector: | | | | | | | | | | | |
| **A. OPERATION’S LEGAL DESCRIPTION**  Attachment  Please check the legal description that best fits your operation. Attach applicable documents showing legal description (e.g. incorporation, partnership agreement, registration, fictitious name filing) | | | | | | | | | | | |
| A Sole Proprietorship operating under an individual name or a fictitious name (dba)  A Corporation (For Profit, Not for Profit, or LLC) | | | | | | | A Partnership  Other unincorporated Association | | | | |
| **B. GENERAL DESCRIPTION**  1. Please provide a general description of your operation.  2. Does this operation (business entity) also produce non-organic crops, including on land that is in transition?  Yes  No  2a. If yes, briefly describe non-organic production (crops, acreage, location, etc.): | | | | | | | | | | | |
| **C. PREVIOUS ORGANIC/TRANSITIONAL CERTIFICATION**  **Not Applicable (Have never been certified organic or transitional and have never previously applied for certification)**  1. Have you ever applied for organic or transitional certification in the past?  Yes, organic  Yes, transitional  No  If yes, please specify the year(s) of application and the name of the certifier(s) applied to:  2. Is this operation currently certified?  Yes, organic  Yes, transitional  No  If certified by an accredited certification agency other than QCS, please attach a copy of your current organic/transitional certificate(s).  Attachment  3. Were you issued a Minor Noncompliance during the previous certification cycle?  Yes  No  If yes, attach documentation of corrective action.  Attachment  4. Have you ever applied for and been denied organic or transitional certification?  Organic certification denied  Transitional certification denied  No If yes, attach a copy of the denial from the certifier.  5. If you have been certified organic in the past, have you ever had your certificate suspended or revoked?  Yes  No If yes, attach a copy of the suspension/revocation from the certifier.  6. If you are currently certified by another certifier, were you issued a Noncompliance, Proposed Suspension or Proposed Revocation during the previous certification cycle?  Yes, Noncompliance     Yes, Proposed Suspension     Yes, Proposed Revocation  No  If yes, attach a copy of the applicable notification(s), documentation of corrective action, and other relevant documents. | | | | | | | | | | | |
| **D. EXEMPT/EXCLUDED**  Operations earning less than $5,000 in gross annual organic sales may be exempt from certification under 7 CFR 205.101(a).  1. Is the operation exempt from certification under 7 CFR 205.101(a)?  Yes  No  2. If yes, do you understand that certification of an exempt operation is considered a voluntary process?  Yes  No | | | | | | | | | | | |
| **E. EXPORT**  1. Will product(s) be exported?  Yes  No  2. If yes, please indicate the international certification that you are seeking in order to export your product?  US-EU Organic Equivalence Arrangement (complete OGP 17)  US-Canada Organic Equivalence Agreement (complete OGP 18)  US-Japan Organic Equivalence Arrangement (complete OGP 19)  US-Taiwan Organic Export Arrangement (complete OGP 20)  US-Switzerland Equivalency Arrangement (complete OGP 21)  European Union 834/2007 & 889/2008 Regulation Compliance **– final processing outside of the US and US products not covered under US-EU Equivalence** (complete OGP 22)  BioSuisse Switzerland Compliance **–final processing outside of the US** (complete OGP 23)  KRAV Sweden Extra Requirements **–final processing outside of the US** (complete OGP 24)  Other (please specify) | | | | | | | | | | | |
| **F. RECORDS**  Section 205.103 of the NOP Final Rule requires organic producers to maintain records concerning organic production that fully disclose all activities and transactions in sufficient detail to demonstrate compliance with the regulations. **Records must be maintained for 5 years and must be available to the inspector at the time of inspection.**  1. Which of the following records do you keep for organic production?  field activity logs  documentation of attempts to source organic seeds and/or planting stock  documentation that non-organic seeds/planting stock are untreated/non-GMO  documentation of sourcing organic seedlings  input records for soil amendments, seeds, manure, foliar sprays, and pest/weed/disease control products (label or MSDS and purchase records)  compost production records  monitoring records (soil tests, tissue tests, water tests, quality tests, observations)  equipment cleaning records  harvest records that show field numbers, date of harvest, and harvest amounts (including custom harvest records)  storage records that show storage location, storage identification, inventory, and cleaning activities  clean transport records  sales records  shipping records  transaction Certificates  audit control summary  conventional production records  other (please specify)  2. Briefly describe how records are maintained, or attach templates (i.e. notebook, calendar, computer etc.): | | | | | | | | | | | |

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| OGP 2: Organic Crop Production Summary USDA Organic Regulations §205.102; §205.200; §205.201 | | | | | | | | | | | | | | |
| **A. PRODUCTION DESCRIPTION** | | | | | | | | | | | | | | |
| **Types of production (check all that apply)**  Crop production (fruits, row crops, vegetables, nuts, pasture, etc.)  Pasture for organic livestock production  Fungi/Mushroom production  Sprout production | | | | | | | | **Structures used for organic production (check all that apply)**  Greenhouse – plants grown in containers, including hydroponics  High Tunnel – plants grown directly in the ground  Other indoor production (e.g. seed staring under lights): | | | | | | |
| **Post-harvest handling**  Do you conduct/plan to conduct any post-harvest handling of organic crops on this operation?  Yes  No  If yes, check all that apply, and complete OGP 13: On Farm Post Harvest Handling. | | | | | | | | | | | | | | |
| Washing/Sanitizing | | | | Sorting/Grading | | | | | Packing | | | | Curing | |
| Shelling/Hulling | | | | Drying | | | | | Oil-pressing | | | | Other: | |
| **B. CROPS REQUESTED FOR ORGANICCERTIFICATION** List all products intended to be sold, labeled or represented as ***organic***.  Additional pages attached. | | | | | | | | | | | | | | |
| 1. Crops  *(e.g. tomatoes, corn, hay. Variety names do not need to be listed.)* | | | | |  | | | | | | | | | |
| 2. Seedlings, transplants or other plants in containers:  Check if produced only for on-farm use  Check if seedlings are grown under contract. Who sources the seeds?  Self  Buyer | | | | |  | | | | | | | | | |
| 3. Seeds and planting stock  Check if produced only for on-farm use | | | | |  | | | | | | | | | |
| OGP 3: Parcel Information | | | | | | | | | USDA Organic Regulations §205.201; §205.202 | | | | | |
| **A. LIST of PARCELS REQUESTED FOR CERTIFICATION**  ***Please list all parcels to be used in organic production in the table below.*** A parcel is a single contiguous section of land that is owned or managed by the applicant. Parcels may consist of one or more fields.  All new parcels must be reviewed for compliance prior to inspection.  Additional pages attached. | | | | | | | | | | | | | | |
| **Parcel Name/Number** | | | | | | | **Current Status** | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
|  | | | | | | | Not currently certified  Currently certified as part of this operation  Currently certified as part of a different operation. Attach organic certificate. | | | | | | | |
| **OGP 3: Parcel Information** | | | | | | | | | | | | | | |
| 1. **PARCEL DESCRIPTION**   ***Instructions:*** Complete this page for ***each parcel*** requested for certification (make additional copies as needed). | | | | | | | | | | | | | | |
| **Parcel Name/Number** | | | | | | | | | | | | **Date this form completed:** | | |
| **Parcel Location** (complete physical address or GPS coordinates) | | | | | | | **Acreage requested for certification** | | | | | **List of structures on this parcel (e.g. hoop house, greenhouse, storage, etc.)** | | |
|  | | | | | | |  | | | | |  | | |
| **Driving Directions** – for parcels that do not have a street address or are inaccessible through on-line mapping | | | | | | | | | | | | | | |
| **Parcel Map**  Attached  Provide a map or sketch of the entire parcel showing the location of all fields, field boundaries, **adjoining land uses, buffer zones**, prominent natural features, water sources, greenhouses/ high tunnels, buildings, storage areas, washing area, processing areas and curing areas. | | | | | | | | | | | | | | |
| **Type(s) of Organic Certification Requested** | | | | | | | | | | | | | | |
|  | **USDA – National Organic Program (for US and international based operations)**  ***Eligibility.*** *Per 7 CFR 205.202, the land must be managed in accordance with the provisions of §§205.203 through 205.206 and have had not prohibited substances, as listed in §205.105 applied to it for a period of 3 years immediately preceding the harvest of the crop. Land must have distinct, defined boundaries and buffer zones such as runoff diversions to prevent the unintended application of a prohibited substance to the crop or contact with a prohibited substance applied to adjoining land that is not under organic management.* | | | | | | | | | | | | | |
|  | Organic Certification | | | | | Transitional (land in transition that does not yet meet the requirements of §205.202) | | | | | | | | |
|  | **EU Regulation 834/2007 and 889/2008 Compliance Verification** **(for operations located outside of the United States)**  ***Eligibility.*** *Under Article 36 of EC Regulation 889/2008, organic production rules must have been applied on a parcel during a conversion period of: at least two years before sowing an annual crop; at least two years before grassland or forage are used as feed in organic farming; or at least three years before the first harvest of a perennial crop.* | | | | | | | | | | | | | |
|  | Organic Certification | | | | | Conversion (land in conversion to organic production) | | | | | | | | |
| **Field Information.** List all fields that are part of this parcel certification request. Make additional copies if needed. Buffers must be described in table and on maps for all fields adjacent to conventional production or other potential sources of contamination. | | | | | | | | | | | | | | |
| **Field Name/#** | | |  | | | |  | | |  | | | |  |
| **Acreage** | | |  | | | |  | | |  | | | |  |
| **Crop(s)/Crop families – current year** | | |  | | | |  | | |  | | | |  |
| **Crop(s)/Crop families – previous year** | | |  | | | |  | | |  | | | |  |
| **Crop(s)/Crop families – 2 years prior** | | |  | | | |  | | |  | | | |  |
| **Adjoining land uses**  (Check all that apply and label on map) | | | organic production  conventional production  uncultivated/natural  other: | | | | organic production  conventional production  uncultivated/natural  other: | | | organic production  conventional production  uncultivated/natural  other: | | | | organic production  conventional production  uncultivated/natural  other: |
| **Buffer description** (e.g. cropland, trees, grass) | | |  | | | |  | | |  | | | |  |
| **Buffer width** | | |  | | | |  | | |  | | | |  |
| **Are crops harvested from buffer?** | | | Yes  No | | | | Yes  No | | | Yes  No | | | | Yes  No |
| **OGP 3: Parcel Information** | | | | | | | | | USDA Organic Regulations §§205.201-205.203 | | | | | |
| **C.** Land Use Affirmation | | | | | | | | | | | | | | |
| **INSTRUCTIONS:** Complete a separate Land Use Affirmation\* for each parcel (or acreage being added to an existing parcel) that is not already certified organic. If you have multiple parcels, make copies or request extra forms from QCS.  \****This form must be completed separately by each person who has had full management control of the parcel during the last 3 years/36 months for organic certification (1 year/12 months for transitional certification). Make copies as needed.*** | | | | | | | | | | | | | | |
| **Your Name** | |  | | | | | | | | | | | | |
| **Parcel Name** | |  | | | | | | | | | | | | |
| **I am the parcel’s**  (check one) | | Current Owner  Previous Owner  Lessee  Previous Lessee  Manager  Previous Manager  Other (describe): | | | | | | | | | | | | |
| I have/had **full management control** of this parcel during the time period from (date)  Until (date)   Present. (Use exact dates). | | | | | | | | | | | | | | |
| **Last known prohibited substance application.** To the best of my knowledge, (Check one): | | | | | | | | | | | | | | |
| No substances prohibited in organic production were applied to this parcel during my ownership/management. | | | | | | | | | | | | | | |
| One or more substance prohibited in organic production were applied during my ownership/management of the parcel. | | | | | | | | | | | | | | |
| Last prohibited substance (product name): | | | | | | | | | | | Last application date: | | | |
| Using the table below, list **ALL** inputs that have been applied to the land or crops during the time of your management, in the last three years/36 months, including fertilizers, soil amendments, pest/weed/disease control products, treated/pelleted seeds, inoculants, etc.  Additional pages attached **No inputs applied during my management in the last 3 years/36 months** | | | | | | | | | | | | | | |
| **Product Name as it Appears On Label** | | | | **Manufacturer** | | | | | **Last Application Date** | | | | **Fields where applied** | |
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| *I affirm that the answers given in this affirmation are true and correct and acknowledge that making a false statement in this affirmation is a violation of the NOP regulations and may lead to civil or criminal penalties.* | | | | | | | | | | | | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Signature) | | | | | | | | | | | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Date) | | |

| OGP [4](#_top): Crop Rotation, Soil Fertility & Nutrient Management Practices USDA Organic Regulations §205.203; §205.205;§205.601 | |
| --- | --- |
| **A. CROP ROTATION**   1. Briefly describe your overall crop rotation plan, including what/how many crop families are included and how often they are rotated: 2. Which of these tools does your crop rotation utilize:  sod  cover crops  green manure crops  catch crops   other (specify): 3. Which of the following functions are achieved by your crop rotation? (Check all that apply)   maintain or increase soil organic matter  prevent weed, pest, and disease problems   manage deficient or excess plant nutrients  provide erosion control  other (specify): 4. Describe how you monitor the effectiveness of your crop rotation practices? | |
| **B. TILLAGE, CULTIVATION, and MANAGEMENT PRACTICES**  1. What tillage, cultivation, and management practices are used to improve the condition of soil and minimize erosion?  terraces  contour farming  strip cropping  cover crops  conservation tillage  undersowing/interplanting  permanent waterways  windbreaks  firebreaks  tree lines  retention ponds  riparian management  maintain wildlife habitat  other (specify):  2. Describe how you monitor the physical, chemical and biological effectiveness of your tillage, cultivation, and management practices:    3. Do you burn or plan to burn crop residue?  Yes  No  3a. If yes, what is the reason?  disease suppression  stimulate seed germination  other (specify): | |
| **C. SOIL QUALITY AND CROP NUTRIENT MANAGEMENT**  1. What are your general soil types?  2. What are your nutrient deficiencies?  No deficiencies  3. Do you apply synthetic micronutrients to your crops?  Yes  No  3a. If yes, attach soil or tissue test documenting applicable deficiencies where synthetic micronutrients are applied*.*  Attachment  4. What are the major components of your soil quality plan?  crop rotation  green manure (cover crop plowdown)  interplanting  incorporation of crop residues  soil surface mulching  fallow  compost  on-farm manure  off-farm manure  soil amendments  side dressing  biodynamic preparations  soil inoculants  other (specify):  5. How do you monitor the effectiveness of your soil quality plan?  soil testing  microbiological testing  tissue testing  observation of soil  observation of crop health  comparison of crop yields  crop quality testing  other (specify):  6. Describe efforts to minimize soil erosion problems.  7. Do you apply or plan to apply calcium chloride as a foliar spray to treat a physiological disorder associated with calcium uptake?  Yes  No  7a. If yes, to what crop(s)?  7b. How are physiological disorders identified?  8. Have you applied sewage sludge, including domestic septage to any field?  Yes  No  If yes, please list dates and fields: | |
| [OGP](#_top) 5: Water & Natural Resources USDA Organic Regulations §205.2; §205.200; §205.203 | |
| **A. WATER**  Water tests may be required to demonstrate compliance with the Safe Drinking Water Act if well water is used to wash organic crops. Irrigation water must not contaminate organic crops with prohibited materials.  1. How is water used?  irrigation  foliar sprays  washing crops  No water use  other (specify):  2. Source(s) of water:  on-site wells  river/creek/pond  spring  municipal/county  irrigation district  other (specify):  3. Type of irrigation system:  drip  flood  center pivot  overhead  none  other (specify):  4. List known contaminants in water supplies in your area.  None  5. If contaminants exist, submit water test results.  Attachment  6. Describe how you monitor water quality: | |
| **B. CONSERVATION OF NATURAL RESOURCES**  The USDA Organic Regulations requires that production practices maintain and improve natural resources and conserve biodiversity..   1. Describe the steps you take to maintain and improve natural resources on your farm: | |
| Use practices to increase soil biotic diversity  Retain/restore vegetated streamside areas and/or wetlands  Maintain hedgerows/windbreaks or other vegetative cover  Implement tillage practices to minimize soil erosion  Plant regionally appropriate crop varieties  Conserve water  Native vegetation interspersed throughout farm  Participate in NRCS conservation programs. Specify: | Ensure crop diversity  Preserve and/or restore wildlife corridors and habitat  Controlling invasive species before they spread  Provide habitat for predatory birds/mammals  Manage fallow fields for wildlife  Introduce/attract beneficial insects  Other, specify: |
| 1. Describe how you monitor conservation of natural resources on your operation? | |

| [OGP 6](#_top): Seeds/Planting Stock USDA Organic Regulations §205.2; §205.204 |
| --- |
| **A. SEEDS**  Not Applicable (not using/planning to use seeds)   1. Are all seeds, including cover crop seeds, certified organic unless an equivalent organic variety is not commercially available?   Yes  No 2. Do you check with at least 3 organic seed suppliers for availability of equivalent variety before purchasing non-organic seeds?   Yes  No  N/A If no, how do you determine the seeds are not commercially available in organic form? 3. Are all nonorganic seeds untreated and non-GMO?  Yes  No  N/A 4. If you produce organic sprouts, are all seeds used in sprout production certified organic?  Yes  No  N/A 5. Do you grow any crops under contract (seedlings/transplants or crops)  Yes  No    1. If yes, who is responsible for sourcing the seeds?  Self  Buyer    2. Does buyer determine variety?  Yes  No 6. Do you use any seeds that are coated with an inoculant, pellet coating or lubricant?  Yes  No  If yes, list coating material in OGP 10: Inputs, or attach documentation that coating is part of certified organic seed. 7. Do you use any treated seed for which the treatment is required by a state or federal phytosanitary regulation?  Yes  No   If yes, attach a description of the seed and treatment, and a copy of the phytosanitary regulation.  Attachment |
| **B. ANNUAL SEEDLINGS**  Not Applicable (not using/planning to use annual seedlings)  *An annual seedling is a plant that will complete its life cycle within the same crop year that it was planted. Annual crops grown from seed and onion/shallot/leek sets that are grown as annual crops are considered annual seedlings.*   1. List all source(s) of annual seedlings:  |  |  | | --- | --- | | Grown on-farm (complete OGP 7: Greenhouse, High Tunnel & Indoor Production) | | | Produced by a different certified organic operation. *Attach the organic certificate(s) for all annual seedlings grown off-farm.* | Crops: | | Source(s): |   2. Are any annual seedlings grown under contract by a certified organic greenhouse?  Yes  No  2a. If yes, do you purchase the seed?  Yes  No (If yes, describe in section A above) |
| **C. PLANTING STOCK**  Not Applicable (not using/planning to use planting stock)  *Planting stock is any plant material, other than seeds or annual seedlings, used in plant production. Annual planting stock includes seed potatoes, sweet potato slips, strawberries, garlic bulbs, tubers, and rhizomes from which a single crop is harvested in the same year of planting.*     1. What types of planting stock are used by this operation?  Annual  Perennial 2. Planting stock is (check all that apply):  purchased or  saved from organic crops grown on farm? 3. Is purchased planting stock certified organic unless an equivalent organic variety is not commercially available?   Yes  No   1. Does you check with at least 3 organic planting stock suppliers for availability of equivalent variety before purchasing non-organic planting stock?  Yes  No  N/A If no, how do you determine the planting stock is not commercially available in organic form? 2. Is nonorganic perennial planting stock used for any crop intended to be marketed as “planting stock?” (e.g. selling an organic blueberry plant, not the blueberries)  Yes  No If yes, is the planting stock managed organically for not less than one year before the planting stock is sold, labeled, or represented as organic?  Yes  No |

| OGP [7](#_top): Greenhouse, High Tunnel & Indoor Production USDA Organic Regulations §205.201 |
| --- |
| Complete this section if this operation uses a greenhouse, high tunnel or other structure to grow organic seedlings/transplants, crops, mushrooms, or sprouts.  **No organic greenhouse/high tunnel or indoor production** |
| **A. DESCRIPTION.** *Make copies of this section if more than three structures on the operation are used for organic production.*   |  |  |  |  | | --- | --- | --- | --- | | **Name of Structure** |  |  |  | | **Type of Structure** |  |  |  | | **Location/Parcel** |  |  |  | | **Land Use Affirmation**  Complete the Land Use Affirmation for each stand-alone structure not associated with an organic parcel. | Attached  Located on organic parcel. | Attached  Located on organic parcel. | Attached  Located on organic parcel. | | **Size** |  |  |  | | **Production Type** | Seedling trays  Pots or other containers  In ground  Float beds  Hydroponic  Other: | Seedling trays  Pots or other containers  In ground  Float beds  Hydroponic  Other: | Seedling trays  Pots or other containers  In ground  Float beds  Hydroponic  Other: | | **Crop Type(s)**  General description (e.g. vegetables, mushrooms) |  |  |  | | **Type of Irrigation System** |  |  |  | | **Maps.**  Attach a map showing the layout of each structure, including boundaries between organic and conventional production. | | | | | **Inputs.** List all growing/potting media used to produce seedlings/transplants/potted plants and/or high tunnel crops in OGP 10: Inputs. | | | | |
| **B. PREVENTION OF COMMINGLING AND CONTAMINATION**   1. Describe how seedling/transplant/potted plant containers and equipment are cleaned (and list cleaners/sanitizers in OGP 10: Inputs). 2. Do you produce conventional plants in the same structure as the organic plants?  Yes  No If yes, which structure(s)? 3. Do you produce conventional plants in a separate structure?  Yes  No   **If yes, to questions 2 or 3, complete the rest of this section:**   1. Describe how you prevent contamination of organic plants by conventional inputs. 2. Describe how you separate and identify organic and conventional growing areas. 3. Are the same crops produced both organically and conventionally?  Yes  No If yes, describe how you prevent commingling of organic and conventional crops? 4. How do you monitor the effectiveness of your practices to prevent commingling and contamination? |

| [OGP](#_top) 8: Mushroom Production USDA Organic Regulations §205.204 |
| --- |
| **A. MUSHROOM PRODUCTION**  **No organic mushroom production**   1. List organic mushroom varieties (e.g. shitake, white button, oyster, etc.). 2. Is organic spawn used unless an equivalent organic variety is not commercially available?  Yes  No 3. If non-organic mushroom spawn is used, how do you determine the spawn are not commercially available in organic form?   N/A only organic spawn is used.   1. If nonorganic spawn is used, is it untreated?  Yes  No 2. Do you grow your mushrooms:  outdoors  indoors  in a greenhouse or shade house  other (specify): 3. What media are used for mushroom production? 4. List all substances/ingredients/inputs used for mushroom growing media (e.g. stumps, logs, sawdust, straw, compost, etc.) in OGP 10: Inputs. 5. Is your growing medium certified organic?  Yes  No 6. List the type and source (manufacturer) of wax or other material that is used to cover the inoculation area?  None used      1. Do you use any inputs to control weeds or pests?  Yes  No If yes, list them on OGP 10: Inputs. 2. Do you also grow conventional mushrooms?  Yes  No If yes,    1. Describe measures to prevent commingling of organic and conventional mushrooms. Also, describe how you prevent contact of organic mushrooms with prohibited substances used in conventional mushroom production:    2. Describe how you monitor effectiveness of practices to prevent contamination and commingling? |

| [OGP](#_top) 9**: Pest, Weed and Disease Management** | USDA Organic Regulations 205.206 |
| --- | --- |
| Pest, weed and disease programs must start with preventative measures such as crop rotation, soil and crop nutrient management, sanitation, cultural practices, and physical/mechanical controls. Only when preventative measures are insufficient to prevent or control pests, may nonsynthetic biological, botanical and mineral inputs or synthetic substances listed on the National List (§205.601) be used. *Provided,* That, the conditions for using the substance are documented in the organic system plan. | |
| **A. PEST MANAGEMENT**  1. What are your problem pests?  No pest problems  insects (list):        rodents  gophers  birds  other animals (specify):  2. What preventative measures do you use to control pest damage to crops?  crop rotation  selection for plant species/varieties  development of habitat for natural enemies  timing of planting  companion planting  frog ponds  bat houses  bird houses  hand picking  monitoring  trap crops  physical barriers  physical removal  traps  lures  IPM  insect repellents  animal repellents  release of predators/parasites of pest species  none  other (specify): :  3. How do you monitor the effectiveness of preventative practices?   1. Have you used or do you plan to use any pest control input(s)?  Yes  No*.*   If yes, are inputs used only when preventive measures described above have proven insufficient?  Yes  No  ***List all inputs in the table on OGP 10: Inputs*** | |
| **B. WEED MANAGEMENT**  No weed problems  1. What are your problem weeds?  2. What preventative measures do you use to control weeds?  crop rotation  field preparation  prevention of weed seed set  mowing  delayed seeding  monitoring soil temperature  soil sterilization  use of fast emerging varieties  mechanical cultivation  use of hand tools  hand weeding  livestock grazing  flame weeding  steam weeding  electrical  smother crops  fallow  non-synthetic mulch  corn gluten  soap-based herbicides  other (specify):   1. How do you monitor the effectiveness of preventative practices? 2. If soap-based herbicides are used, are they used only for farmstead maintenance and/or ornamental (non-food) crops?   Yes  No   1. Do you use plastic or other synthetic mulches?  Yes  No    1. If yes, is the plastic or synthetic mulch removed at the end of the growing season?  Yes  No    2. If plastic mulch is used, list the product name and manufacturer on OGP 10: Inputs. Submit documentation that it does not contain polyvinyl chloride (PVC). 2. Have you used or do you plan to use any weed management input(s)?  Yes  No  If yes, are inputs used only when preventive measures described above have proven insufficient?  Yes  No     ***List all inputs in the table on OGP 10: Inputs*** | |
| **C. DISEASE MANAGEMENT**  No disease problems  1. What are your problem crop diseases?  2. What preventive measures do you use to control disease?  crop rotation  burning crop residue  field sanitation  plant spacing  selection of plant species/varieties for disease resistance  timing of planting/cultivating  vector management  soil balancing  soil solarization  companion planting  compost/tea use  other (specify):   1. How do you monitor the effectiveness of preventative practices? 2. Have you used or do you plan to use any disease control input(s)?  Yes  No   If yes, are inputs used only when preventive measures described above have proven insufficient?  Yes  No  ***List all inputs in the table on OGP 10: Inputs*** | |
| **D. TREATED LUMBER**  No treated lumber used  The producer must not use lumber treated with arsenate or other prohibited materials for new installations or replacement structures which come into contact with soil or livestock.  1. List all areas where treated lumber is used (e.g., parcel/field name, greenhouse number /name).    2. When was treated lumber installed?    3. If treated lumber has been used for new installations or replacement purposes, describe how contact of soil and crops with treated wood is prevented. | |

| [OGP 10](#_top): Inputs USDA Organic Regulations §205.105 §205.203(d)(1-5) & §205.203(e)(1-2) & §205.203(c)(1) | | | |
| --- | --- | --- | --- |
| **INPUTS**   1. What types of crop production inputs are used or are intended for use?  fertility  compost  manure  pesticide/insecticides  herbicides  fungicides  disease control   inoculants  potting soil or other growing media  equipment/irrigation system cleaners/sanitizers  others     1. Do you understand that all inputs used by your operation must be disclosed to QCS, and that additional/new inputs must be submitted to QCS for review and approval **prior to use,** to prevent unintended application of prohibited materials?   Yes  No 2. Do you authorize QCS to contact input manufacturers on your behalf to obtain information to determine if inputs meet the requirements for use in organic production?  Yes  No 3. Do you use newspaper or other recycled paper for mulch or as a compost feedstock?   No  Yes, newspaper  Yes, recycled paper   * 1. If yes, is paper free of glossy or colored inks?  Yes  No   2. How do you determine that recycled paper contains recycled content?   For a current list of synthetic substances allowed in organic crop production, go to: [National List at 7 CFR 205.601](https://www.ecfr.gov/cgi-bin/text-idx?c=ecfr&SID=9874504b6f1025eb0e6b67cadf9d3b40&rgn=div6&view=text&node=7:3.1.1.9.32.7&idno=7#se7.3.205_1601) | | | |
| **CROP FERTILITY. List all fertility inputs used or planned for use.  None** | | | |
| **Product Name as it Appears On Label** | **Manufacturer** | **Location(s) of Use** | **Reason for Use** |
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| **PEST CONTROL. List all pest control inputs used or planned for use (For insects or other animal pests)**.  **None** | | | |
| **Product Name as it Appears On Label** | **Manufacturer** | **Location(s) of Use** | **Reason for Use** |
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| **WEED CONTROL. List all weed control inputs/herbicides used or planned for use.**  **None** | | | |
| **Product Name as it Appears On Label** | **Manufacturer** | **Location(s) of Use** | **Reason for Use** |
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| **DISEASE CONTROL. List all disease control inputs (fungicides, bactericides, etc.) used or planned for use.**  **None** | | | |
| **Product Name as it Appears On Label** | **Manufacturer** | **Location(s) of Use** | **Reason for Use** |
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| **OTHER. List all other inputs used or planned for use (e.g. potting mixes, sucker control, inoculants, pheromone traps, equipment/irrigation system cleaners/sanitizers, seed coatings (inoculant, pelleting material, lubricant), etc.)**  **None** | | | |
| **Product Name as it Appears On Label** | **Manufacturer** | **Location(s) of Use** | **Reason for Use** |
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| [OGP 1](#_top)1: Compost and Animal Manure USDA Organic Regulations §205.203.d(1-5) & §205.203(e)(1-2) & §205.203(c)(1) |
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| **A. COMPOST AND VERMICOMPOST**   1. Do you produce your own compost/vermicompost on-farm?  No  Yes, compost  Yes, vermicompost   If yes, complete the tables below for each type of compost/vermicompost. List all ingredients and production aids that are or may be used to make compost/vermicompost.   |  |  |  | | --- | --- | --- | | **Name of Ingredient** | **Manufacturer (if applicable)/ Source** | **Function** | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  |  1. If manure is used as a feedstock, check the method of manure treatment and provide the applicable documentation.  |  |  |  | | --- | --- | --- | | **Manure Treatment** | | **Verification (**See [NOP Guidance 5021](https://www.ams.usda.gov/sites/default/files/media/5021.pdf) for requirements) | |  | Composted using windrow system | 1. Was the initial C:N ratio between 25:1 and 40:1?  Yes  No  2. Attach composting temperature AND turning records OR pathogenic organism test results | |  | Composted using in-vessel or static aerated pile system | 1. Was the initial C:N ratio between 25:1 and 40:1?  Yes  No  2. Description of compost aeration system:  3. Attach composting temperature records OR pathogenic organism test results | |  | Compost, alternate method | 1. Was the initial C:N ratio between 25:1 and 40:1?  Yes  No  2. Description of how the compost pile is mixed or managed to ensure that all material heats to the minimum of 131 °F for a minimum of three days. | |  | Vermicompost/ Worm castings | Describe how aerobic conditions and moisture are maintained and how completion is determined. | |
| **B. MANURE USE:**  Not applicable (No manure is used or planned for use in organic production)  Complete this section if your operation uses manure as a fertilizer/soil amendment or compost feedstock   1. Manure source(s): 2. List known potential contaminants (e.g., pit additives, feed additives, pesticides, antibiotics, heavy metals, etc.) that may affect your manure sources. 3. Do you use compost tea?  Yes  No If yes, is raw manure an ingredient?  Yes  No   4. If you apply raw/uncomposted manure to crops grown for human consumption, please complete the following Manure Use Chart. *Manure that is not fully composted must be incorporated into the soil 120 days prior to harvest of crops grown for human consumption whose edible portion may come into contact with the soil. Manure may be applied 90 days prior to harvest of crops whose edible portion does not have contact with soil particles, such as corn.*   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Parcel** | **Fields** | **Crop** | **Date of Manure Application** | **Rate of Application**  (lbs/acre/year) | **Date of Crop Harvest** | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |

| [OGP 1](#_top)2: Prevention of Commingling and Contamination USDA Organic Regulations §205.201(a)(5); §205.202(c) and §205.272 |
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| **A. PREVENTING CONTAMINATION FROM ADJOINING LAND USES**  USDA Organic Regulations §205.202(c) requires all fields and farm parcels to have “distinct, defined boundaries and buffer zones such as runoff diversions to prevent the unintended application of a prohibited substance to the crop or contact with a prohibited substance applied to adjoining land that is not under organic management.”   1. Are all adjoining land uses and buffers described at OGP 3, Section B. Parcel Description and identified on parcel maps?   Yes  No   1. Do you have special agreements with adjoining landowners, highway departments, electric companies, farm service office or other agencies regarding the management of buffers or right of ways?  Yes  No. If yes, submit a copy of the special agreements.  Attached 2. Have you posted "No Spray" signs along roadsides that adjoin organic fields?  Yes  No 3. What additional safeguards do you use to prevent accidental contamination from adjoining land uses? 4. Do any fields or portions of fields flood frequently? (more than once every ten years)  Yes  No   5a. If yes, list field numbers and describe potential contaminants. |
| **B. SPLIT OPERATION**  1. Does this operation grow conventional crops on this operation?  No yes, on same farm yes, on different farm  1a. If yes, do you grow the same crops organically and conventionally?  Yes  No  1b. If yes, list all crops that are grown as both organic and conventional (including crops from land that is transitioning to organic):    2. Does this operation also grow GMO crops?  No yes, on same farm yes, on different farm  2a. If yes, list all GMO crops: |
| **C. EQUIPMENT & TOOLS**   1. Are all equipment and tools maintained so that fuel, oil and hydraulic fluid do not leak?  Yes  No  Not applicable 2. Are any equipment or tools shared with conventional production (including land in transition/conversion to organic), such as plowing, planting, and harvesting tools; harvest containers; or custom harvest equipment?  Yes  No. If yes, please list all shared tools and equipment and describe cleaning below.  |  |  |  | | --- | --- | --- | | **Equipment/ Tool Name** | **Owned (O), Rented (R), or Custom (C)** | **How is equipment/ tool cleaned/purged prior to use in organic production?** | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  |   2b. How is equipment and tool cleaning/purging documented?  3. Is the irrigation system shared with non-organic production or cleaned with non-organic cleaners/sanitizers?  Yes  No  3a. If yes, please describe safeguards to prevent contamination of organic crops with conventional irrigation inputs and cleaning materials: |
| **D. HARVEST**  1. How are organic crops harvested?  mechanical  by hand  2. Are any organic crops custom harvested?  Yes  No  2a. If yes, list crop(s) and provide name of custom harvester:  3. Do you harvest crops from designated buffer zones?  Yes  No  3a. If yes, what safeguards do you use to prevent commingling of organic crops with crops harvested from buffer zone?    4. What containers are used for harvesting?  gravity wagons/boxes  truck boxes  cardboard/waxed boxes  wooden totes  plastic containers  other (specify):  5. Are all harvest containers, bins, and packaging materials free of synthetic fungicides, preservatives, or fumigants?   Yes  No |
| **E. CROP STORAGE  No organic crop storage**  1. Describe how crops are stored after harvest (including cooling and curing if applicable):     Please be sure to show all crop storage units on parcel maps.  2. List the name and location(s) of all off-site storage facilities, such as rented warehouse space or rented grain bins:  3. How are crop storage units cleaned? (include all cleaners/sanitizers in OGP 10: Inputs)  4. Are any fungicides, fumigants, or pest control products used in the storage area?  Yes  No  4a. If yes, list on OGP 10: Inputs  4b. If yes, describe how you protect organic crops from contact with fungicides, fumigants, or pest control substances:    5. Are any storage units/coolers used to store both organic and conventional/transitional crops?  Yes  No  5a. If yes, list them and describe how organic crops segregated to prevent commingling and contamination. |
| **F. TRANSPORTATION**   1. Who is responsible for arranging transportation of organic products?  self  buyer  other (specify): 2. Describe how organic products are transported. 3. Are organic crops ever transported in the same vehicle with conventional crops?  Yes  No   3a. If yes, are conventional and organic crops transported in the same vehicle at the same time?  Yes  No  3b. If yes, describe how you prevent commingling of organic and conventional crops during transport:   1. What additional steps are taken to protect the integrity of organic products during transport?   dedicated organic only  inspecting transport units prior to loading  cleaning transport units prior to loading  use of Clean Truck Affidavits  letter/contract with transport company stating organic requirements  other (specify): |
| **G. MONITORING**   1. How do you monitor for crop commingling and contamination?  visual observation  pesticide residue testing  GMO testing  photographs  wind direction/speed data  other (specify): 2. How often do you conduct crop contamination monitoring?  weekly  monthly  annually  as needed   other (specify): |

| OGP 13: On Farm Post-Harvest Handling |
| --- |
| Do you wash, sort, pack, cure, shell, or conduct other simple post-harvest handling of organic crops; or plan to conduct any of these activities on this operation, but do not have a separate Organic Handler Plan?  Yes  No  If yes, proceed with this section. If no, proceed to OGP 14. |
| 1. **Eligibility** 2. A separate handling plan is required if you answer “no” to any of the following questions.    1. Is post-harvest handing conducted by the same business entity and persons listed in OGP 1?  Yes  No    2. Does post-harvest handling occur on the same premises as this operation?  Yes  No If yes, on which parcel(s) does it occur?       Be sure to identify the handling area on the parcel map.    3. Is post-harvest handling conducted under the same management as the farm requesting organic certification?   Yes  No    4. Are all agricultural ingredients used in production of the final product(s) from this farming operation?  Yes  No    5. Did you answer “yes” to all questions above?  Yes  No  If yes, proceed. If no, you must submit a separate Organic Handler Plan for the handling portion of your operation. |
| 1. **Post-Harvest Activities** 2. List all organic crops that undergo (will undergo) post-harvest handling in the table below.  |  |  | | --- | --- | | **Crop** | **Description of post-harvest handling (e.g. washing, curing, drying, packing, etc.)** | |  |  | |  |  | |  |  | |  |  | |  |  |  1. List all inputs used post-harvest on the table below and attach the MSDS and/or product label.  None used  |  |  |  | | --- | --- | --- | | **Type of Input** | **Product name(s) and manufacturer** | **Additional Info** | | Cleaners and sanitizers for equipment and food contact surfaces |  | What equipment?  Is it followed by a rinse?  Yes  No | |  | What equipment?  Is it followed by a rinse?  Yes  No | |  | What equipment?  Is it followed by a rinse?  Yes  No | | Fruit/vegetable cleaners and sanitizers |  | What crop(s)?  Is it followed by a rinse?  Yes  No | |  | What crop(s)?  Is it followed by a rinse?  Yes  No | | Substances added to wash water or flume water |  | What crop(s)?  Is it followed by a rinse?  Yes  No | |  | What crop(s)?  Is it followed by a rinse?  Yes  No | | Waxes |  | What crop(s)? |  1. If crops are sanitized with chlorine, is the final rinse water monitored at the point where water last contacts the organic product to ensure the level of chlorine does not exceed 4 ppm as set forth by the Safe Drinking Water Act?  Yes  No  N/A      1. List all equipment used for simple post-harvest handling. 2. Is the equipment cleaned and/or purged prior to use for organic production?  Yes  No  If yes, please describe equipment cleaning and purging procedures. 3. Does your on-farm facility also process conventional crops?  Yes  No   If yes, describe how you prevent commingling and contamination of organic crops during post-harvest operations.   1. How do you monitor for commingling and contamination of organic crops during post-harvest activities? |
| 1. **Facility Pest Management** 2. Are any pest control products used in the post-harvest processing/handling area (materials applied to structure, but not applied to crops)?  Yes  No. If yes, please complete the remainder of this section. If no, proceed to OGP 14. 3. What are your problem pests in the post-harvest handling area? 4. Check all pest management practices used at your facility  |  |  |  |  | | --- | --- | --- | --- | | A. Preventive practices | good sanitation | mowing | monitoring | | exclusion (sealed/screened doors/windows; repairs of holes/cracks) | | | | other (specify) | | | | B. Physical/mechanical controls, lures and repellants | sticky traps | electrocutors | mechanical traps | | lures | repellents | release of beneficial insects | | other (specify) | | | | C. Nonsynthetic substances or synthetic substances consistent with the National List. | pheromones | vitamin baits | diatomaceous earth | | boric acid | pyrethrum | disodium octaborate tetrahydrate | | other (specify) | | | | D. Synthetic substances not on the National List | fumigation | fogging | crack and crevice spray | | other (specify) | | |  1. List all products that have been used or are intended for use to manage pests in the post-harvest area in OGP 10: Inputs. 2. USDA Organic Regulations §205.271(a-d) requires that facilities manage pests with a step wise procedure (per A-D in the table above). Each step must be implemented and deemed ineffective before progressing to the next level. How do you document your pest management practices to show that you follow the step wise procedure set forth in §205.271(a-d)? 3. How do you monitor for contamination of organic products from facility pest control products? |

| [OGP 14](#_top): Labeling USDA Organic Regulations §205.303-309 | |
| --- | --- |
| Labels and other marketing material used to represent products as organic must meet the requirements set forth in the USDA Organic Regulations §205.300-§205.311. Follow these links to guidance/policy from the National Organic Program to better understand labeling categories and requirements. Printed copies may be requested from the QCS office (administrative fees apply).   * [Labeling Organic Products Fact Sheet](https://www.ams.usda.gov/sites/default/files/media/Labeling%20Organic%20Products%20Fact%20Sheet.pdf) * [Labeling Packaged Products Under the National Organic Standards](https://www.ams.usda.gov/sites/default/files/media/NOP%20Labeling%20Packaged%20Products.pdf) * [Policy Memo 12-2: Placement of “Certified Organic by \*\*\*” Statement](https://www.ams.usda.gov/sites/default/files/media/NOP-PM-12-2-OrganicByStatement.pdf) | |
| **LABELING CATEGORIES PER §205.301** | |
| **100% ORGANIC**  This labeling category may be used on raw agricultural products that have not had contact with non-organic substances (e.g. sanitizers or waxes) post-harvest. | **ORGANIC** This labeling category may be used on all raw agricultural products, including those that have had contact with post-harvest substances (e.g. sanitizers and waxes) whose ingredients appear on the National List §205.605 and are used in accordance with specified restrictions. |
| **MARKETING MATERIALS**   * + 1. Describe all labels/marketing materials used to represent products as organic (Check all that apply), and attach all labels for review.  **Attachment**  |  |  | | --- | --- | | **Label Type** | **Crops/Products** | | Retail labels (used on packages for the final consumer) |  | | Non-retail labels (used on packages for shipping/storing, e.g. boxes/pallets) |  | | Website: | | | Other (e.g. CSA boxes, farmers market displays, etc.): | |  * + 1. How do or will you monitor outgoing products to ensure that all labels in use are consistent with labels approved by QCS? | |
| Prior to submission, please make sure your labels meet the following criteria:  **RETAIL LABELS.** QCS must review and approve all labels used on retail packaging prior to printing.  **100% Organic** §205.303   * The information panel displays the statement “Certified Organic by (Quality Certification Services/QCS)” below the information identifying the handler or distributor of the product, with no printed material or information in between. * All organic ingredients are identified in the ingredient statement with the term “organic” or with an asterisk or other mark. * The USDA Seal, if used, replicates the form and design as described in §205.311 and is printed legibly and conspicuously. * The QCS logo, if used, is not displayed more prominently than the USDA seal. **Organic** §205.303 * The information panel displays the statement “Certified Organic by (Quality Certification Services/QCS)” below the information identifying the handler or distributor of the product, with no printed material or information in between. * All organic ingredients are identified in the ingredient statement with the term “organic” or with an asterisk or other mark. * The USDA Seal, if used, replicates the form and design as described in §205.311 and is printed legibly and conspicuously. * The QCS logo, if used, is not displayed more prominently than the USDA seal.   **NON-RETAIL CONTAINERS USED FOR SHIPPING AND/OR STORAGE**  Non-retail containers used for transport or storage of organic product display the production lot number of the product**.** | |

| [OGP 15](#_top)**: Attachments** | | |
| --- | --- | --- |
| **Attach the following documents to the Organic Grower Plan Application, as applicable.** | | |
| **Check if attached** | **Reference** | **Description** |
| Attached  N/A | OGP 1 | Operation Legal Description (Articles of Incorporation or Partnership/Unincorporated Association Agreement) |
| Attached  N/A | OGP 1 | Current organic certificate (if certified by a different certifier) |
| Attached  N/A | OGP 1 | Corrective action plan for all minor noncompliances not already resolved with QCS. |
| Attached  N/A | OGP 1 | Copy of Noncompliances and corrective action, Denial, Suspension or Revocation if issued by a different certifier |
| Attached  N/A | OGP 1 | Record-keeping templates |
| Attached  N/A | OGP 3A | Organic certificate for each parcel previously certified as part of a different operation. |
| Attached | OGP 3.B | OGP 3.B. Parcel Description for each parcel requested for certification |
| Attached | OGP 3.B | Parcel map for each sub-unit with all components described at OGP 3.B |
| Attached  N/A | OGP 3.C | Land Use Affirmation completed for each new parcel requested for certification |
| Attached  N/A | OGP 3.C | Additional pages listing inputs used in the last 36 months (for new parcels requesting organic certification for the first time) |
| Attached  N/A | OGP 4 | Soil or tissue tests documenting applicable deficiencies where synthetic micronutrients are used or planned for use |
| Attached  N/A | OGP 5 | Water test results |
| Attached  N/A | OGP 6 | State or federal phytosanitary regulation requiring seed treatment |
| Attached  N/A | OGP 6 | Current organic certificate for all purchased seedlings and organic planting stock |
| Attached  N/A | OGP 6 | Verification that non-organic annual planting stock was not treated after harvest |
| Attached  N/A | OGP 7 | Map of each structure used for organic production |
| Attached  N/A | OGP 7 | Land Use Affirmation (OGP 3.C) for each structure used for organic production that is not on an organic parcel. |
| Attached  N/A | OGP 11 | On-farm compost production records or pathogenic organism test results. |
| Attached  N/A | OGP 12 | Copy of special agreements with adjoining landowners, highway departments, electric companies, farm service office or other agencies regarding the management of buffers or right of ways |
| Attached  N/A | OGP 13 | Label or MSDS for cleaners/sanitizers used on crops or equipment post-harvest |
| Attached  N/A | OGP 14 | Labels (retail and non-retail) and signage used to represent products as organic (OGP 17-24) |
| Attached  N/A | OGP 22 | Documentation for each non-organic seed or propagation material used or planned for showing it was not treated with plant protection products not authorized under Art. 5(1) R. 889/2008. |
| Attached  N/A | OGP 22 | Documentation of participation in an official program (e.g. food safety certification) and/or records demonstrating that each new parcel was not treated with products prohibited for organic production, for a period of at least three years immediately preceding request for certification. |
| Attached  N/A | OGP 22 | Copper application records. Include current year for any copper application. Include current and previous 4 years if requesting derogation. |
| Attached  N/A | OGP 23 | As applicable: Sustainable Water Use Plan; Declaration of Compliance with the Prohibited GMOs; Residue Risk Analysis Production |

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| --- | --- | --- |
| [OGP 1](#_top)6: QCS Organic Mark Licensing Contract  USDA Organic Regulations §205.202 & §205.203(b)-(c) & ISO/IEC 17065 4.1.2 | | |
| Effective on the date which Florida Certified Organic Growers and Consumers, Inc., doing business as Quality Certification Services (QCS) issues a USDA National Organic Program certificate to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ (Client), QCS and Client enter into this contract and agree to be bound by its provisions regarding the certification services provided by QCS and the authorized uses of the QCS certification mark and its variants. By signing this contract, Client and QCS agree to be bound by the following provisions: | | |
| **1. Period of Performance:** This contract becomes effective on the date on which QCS issues a USDA National Organic Program and other applicable organic certificate to Client. The contract remains in effect until it is renewed through the execution of a new contract or is terminated or cancelled pursuant to the provisions of sections 6, 12, 13 and/or 14 of this contract. | | |
| **2. USDA National Organic Program Final Rule Incorporated by Reference:** The use of the term “organic” in the marketing or labeling of products in the United States is regulated by the United States Department of Agriculture (USDA) and governed by the provisions of the National Organic Program Final Rule (Rule) codified in 7 CFR Part 205 of the USDA Organic Regulations. This agreement incorporates the current USDA Organic Regulations and all future changes to the USDA Organic Regulations published in the Federal Register. Both QCS and Client have an independent responsibility to obtain a current copy of the USDA Organic Regulations, have a copy in their possession, and understand its provisions. QCS and Client agree to abide by the USDA Organic Regulations’ provisions and all amendments and legally binding interpretations issued by the federal courts or the USDA as they apply to the respective rights and duties of QCS and Client. | | |
| **3. Scope of NOP Certification by QCS:** The receipt of NOP Certification through QCS warrants only that client is in compliance with the USDA Organic Regulations as set forth in 7 CFR Part 205. NOP Certification through QCS does not warrant compliance with any other federal, state, local, or international law relating to the production, handling, processing, or marketing of agricultural products or the safety of Client’s practices and products. It is Client’s responsibility to identify and comply with all federal, state, and local laws, and obtain all required permits, applicable to Client’s operation. Client agrees to indemnify QCS and hold QCS harmless against any claims that may arise related to Client’s failure to comply with applicable federal, state, local, and international laws, permits, and food safety and handling regulations. | | |
| **4. Ownership of the QCS Mark and Variants:** QCS has sole ownership of the QCS logo displayed in the letterhead of this contract and all variants of that logo (Marks). QCS also has sole ownership of the name Quality Certification Services, the abbreviation QCS, and the phrases “Certified Organic by Quality Certification Services,” “Certified Organic by QCS,” “Certified by Quality Certification Services,” and “Certified by QCS,” (Mark Phrases) as these phrases relate to organic certification. QCS has the exclusive right to license the use of QCS Marks and Mark Phrases to entities who have received certification by QCS and for the purpose of marketing and labeling organic products. Client does not have the right to use any of the QCS Marks or Mark Phrases except as described in section 5 of this contract. Client understands that QCS Marks and Mark Phrases are distinctive in the organic market and may not be altered or challenged in any way. | | |
| **5. Use of QCS Marks and Mark Phrases:** Client may use QCS Marks and Mark Phrases in the promotion, labeling, and marketing of products listed on Client’s Product Verification Form (Verification) issued by QCS in conjunction with a USDA National Organic Program certificate (Certificate) and/or other organic program certificates. Client will not use QCS Marks or Mark Phrases in a confusing or misleading manner, or to market, label, or promote products that are not listed on Client’s current Verification. Client will not use QCS Marks or Mark Phrases to mislead or confuse consumers about Client’s identify, the relationship between Client and QCS, or in any manner that brings QCS into disrepute. Client will submit copies or illustrations of all labels, signs, advertisements, and other promotional materials bearing QCS Marks or Mark Phrases to QCS for approval prior to use. QCS will respond in a timely manner and will not unreasonably withhold approval if the use of the QCS Marks and Mark Phrases is consistent with the USDA Organic Regulations and/or other organic regulations and this contract. | | |
| **6. Compliance with Organic System Plan and Manuals:** This contract is effective after QCS has reviewed the Organic System Plan (OSP) submitted by Client for compliance with the USDA Organic Regulations and/or other organic regulations. Client warrants that the information submitted in the OSP is complete and accurate. Upon issuance of a Certificate, QCS has determined that Client complies with the USDA Organic Regulations and/or other organic regulations or will be compliant after addressing all minor noncompliances issued in conjunction with the Certificate. Client will address all minor noncompliances within the timeline provided by QCS and to QCS’s reasonable satisfaction. Client’s operations will at all times be compliant with the OSP approved by QCS and any noncompliance resolutions approved by QCS. Client will inform QCS of any proposed changes to the OSP and will not implement those changes until approved by QCS. If Client believes that immediate changes to the OSP are necessary for safety, health, or compelling financial reasons, reasonably believes that such changes are compliant with the USDA Organic Regulations and/or other organic regulations, and assumes all risk that such changes may not be found compliant with the USDA Organic Regulations and/or other organic regulations, Client may effect the necessary changes in the OSP and inform QCS of the changes within 30 days. QCS will review the changes for compliance with the USDA Organic Regulations  and/or other organic regulations. Client understands that, if said modifications to the OSP appear to violate the USDA Organic Regulations and/or other organic regulations, they will be handled in accordance with the noncompliance procedures in the USDA Organic Regulations and/or other organic regulations, including possible suspension, revocation and/or cancellation of Client’s Certificate and this contract. Client has an affirmative and ongoing duty to ensure that QCS has accurate, timely, and complete information about the OSP as well as any complaints or investigations which relate to the organic integrity of its operations. Providing false, misleading, or inaccurate information to QCS is a violation of this contract and the USDA Organic Regulations and/or other organic regulations, and may lead to the imposition of civil fines as described in the USDA Organic Regulations and/or other organic regulations. Client will review all Manuals and information available at [www.qcsinfo.org](http://www.qcsinfo.org) and agree to comply with all requirements. | | |
| **7. Fees:** Client has a duty to pay all applicable certification deposits and fees in a timely fashion and in accordance with QCS written policies and procedures and the applicable provisions of the USDA Organic Regulations and/or other organic regulations. The QCS fee structure in effect on the effective date of this contract governs the fees and deposits that must be paid to QCS for the services provided in this contract. The fee schedule may change during the course of this Agreement and any changes will be communicated on the website. | | |
| **8. Client’s Warranties and Indemnification:** Client warrants that, to the best of Client’s knowledge, the operations and products described in the OSP submitted and approved by QCS are compliant with all federal, state, and local regulations, laws, codes, and ordinances in the jurisdiction in which the OSP provides goods or services. Client acknowledges that QCS’s approval of its OSP is solely a determination of Client’s compliance with the USDA Organic Regulations and/or other organic regulations and is made solely for the purpose of marketing organic products or services. Client agrees to indemnify QCS, its employees, officers, owners, and subcontractors against third party claims arising from Client’s operations that do not involve the USDA Organic Regulations and/or other organic regulations or the scope of certification as described in section 3 of this contract. If any portion of the Client’s OSP includes areas open to the public in the normal course of business for the sale of produced, manufactured, or processed goods or food, and Client maintains a liability insurance policy, Client will name QCS as an additional insured on said policy. | | |
| **9. Confidentiality:** QCS, its agents, and its subcontractors will maintain the confidentiality of Client’s confidential business information and not disclose such information without the approval of Client, except that QCS may disclose information requested pursuant to the apparent authority of a government agency or subpoena. Client will identify with particularity what information is to be considered confidential business information. General information which appears on the Certificate and Verification, as well as contact information for Client, is not considered confidential business information. QCS and Client will maintain the confidentiality of all communications between Client and QCS and the contents of any inspection report written as a result of an onsite inspection. However, Client may disclose information to its agents, parent company, or subsidiaries and/or as requested pursuant to an apparent valid authority or government agency or subpoena. | | |
| **10. Subcontractors:** QCS reserves the right to use subcontractors for the performance of inspections, soil testing, product testing, and other work related to certification. All subcontractors performing inspections and other work on behalf of QCS are subject to the confidentiality provisions of section 9 of this contract. | | |
| **11. Accessibility:** Client will make all necessary arrangements for the conduct of the evaluations and surveillance (if required), including, provision for examining documentation and access to all areas, equipment, records (including internal audit reports) and personnel for the purpose of evaluation (e.g. testing, inspection, assessment, surveillance, reassessment) and the investigation and resolution of complaints. Client will also make all necessary arrangements for the participation of observers (e.g. certification body staff, accreditation body staff, regulatory officials, trainees). | | |
| **12. Certificate, Privileges, and Rights Not Assignable:** The Client’s Certificate, the consequent privilege to use the term “organic” under the USDA Organic Regulations and/or other organic regulations, and the rights granted to Client under this contract are not transferable or assignable. Any attempt by Client to assign the Certificate, its privileges, or its rights under this contract is void. | | |
| **13. Renewal by Execution of New Contract:** No less than 60 days prior to the annual anniversary date of the effective date of this contract, QCS will mail Client annual update forms. If Client wishes to commit to a new contract, Client will complete all of the annual update forms provided by QCS, and submit to the conditions of continuing certification described in the USDA Organic Regulations and/or other organic regulations, including a new compliance determination and onsite inspection. If a new contract is signed by both QCS and Client, the present contract is terminated on the effective date of the new contract. If Client does not deliver the annual update forms and applicable fees and deposits to QCS prior to the anniversary of the effective date of this contract, QCS may commence noncompliance procedures as described in the USDA Organic Regulations and/or other organic regulations. Such procedures may lead to the suspension or revocation of the Certificate and cancellation of this contract. | | |
| **14. Termination of Contract:** Client may request to terminate this contract at any time. Client may terminate this contract by mailing or faxing a written notice to QCS stating the following: 1) that Client wishes to surrender its Certificate; 2) that Client recognizes that it may no longer use the term “organic” in the marketing or labeling of products for sale (except that an exempt or excluded operation, as described in the USDA Organic Regulations and/or other organic regulations, need not provide this statement in the notice); 3) that Client will immediately cease using the QCS Mark and Mark Phrases. In addition, Client must return the original Certificate and Verification issued to Client by QCS. QCS accepts all requests to surrender certification. If QCS reasonably determines that Client has no unresolved material noncompliances or unpaid financial obligations, QCS terminate this contract, and notify Client in writing of the termination. | | |
| **15. Cancellation for Noncompliance:** QCS may cancel this contract if Client does not comply with the USDA Organic Regulations and/or other organic regulations or the terms of this contract. Prior to cancellation of this contract and revocation or suspension of the Certificate, QCS will follow the due process provisions in the USDA Organic Regulations and/or other organic regulations, including the provision of Client with notice and the opportunity to respond, rebut, and/or correct any noncompliances. If QCS suspends or revokes Client’s Certificate in accordance with the procedures provided in the USDA Organic Regulations and/or other organic regulations, this contract is cancelled on the effective date of the suspension or revocation of the Certificate. | | |
| **16. Severability:** The provisions of this contract are severable; should any provision be invalidated, the remaining provisions remain in effect. | | |
| **17. Governing Law and Venue:** This contract is governed by the laws of the State of Florida. Client and QCS will litigate any disputes which arise between them only in the courts of the Eighth Judicial Circuit Court of Florida located in Gainesville, Florida. | | |
| **18. Modification of Contract:** Any modification of this contract must be in writing and agreed to in writing by both Client and QCS. | | |
| **19. Scope of Provisions**. All provisions of this contract apply equally to clients who have requested one or more applications to QCS certification programs: certification programs: USDA NOP, QCS: EU 834/07 & 889/08 & Swiss Standards, Canadian Organic Regime (COR) and any international NOP export programs; including but not limited to: USDA NOP/Canadian Equivalency Agreement, USDA NOP/Japan Equivalency Arrangement, USDA NOP/European Equivalency Agreement, USDA /NOP Korea Equivalency Arrangement and USDA/NOP Switzerland Equivalency Arrangement and Taiwan Export Arrangement. This agreement incorporates by reference all applicable regulations and legally binding interpretations of those regulations. The receipt of any international certification through QCS warrants only that client is in compliance with the applicable equivalency or export agreement. Client agrees to indemnify QCS and hold QCS harmless against any claims that may arise related to Client’s failure to comply with international laws related to food production and handling. | | |
| Acknowledge and Agreed to by       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date |

| [OGP 17](#_top): US-EU Organic Equivalence Arrangement | | | | | |
| --- | --- | --- | --- | --- | --- |
| **Complete this section only if you are located in the United States*, or the final processing and packaging of your organic products occurs in the United States*, and intend to export USDA-NOP certified organic products to the European Union.** Follow this link to learn more about accessing the EU market: [International Trade Policies – European Union](https://www.ams.usda.gov/services/organic-certification/international-trade/European%20Union) | | | | | |
| **A. Product Verification**   1. List all the crops to be represented as organic in the European Union and production areas. | | | | | |
| **Crops** | **Parcels**  All parcels | **Fields**  All fields | **Projected Yield** | **Label(s) used on products intended for export** | |
|  |  |  |  | Retail  Non-retail | |
|  |  |  |  | Retail  Non-retail | |
|  |  |  |  | Retail  Non-retail | |
|  |  |  |  | Retail  Non-retail | |
| **B. Labeling Verification**  *ALL labels for products destined for the EU must be submitted to QCS for review and approval prior to market/export of product. Label requirements are specific and complex, and exported products must meet the labeling requirements in the destination country. If not labeled correctly, the product may be rejected for export.*  **LABELING REQUIREMENTS**   * **Overview:** Click here for an overview of rules for labeling USDA organic certified products for export to the EU: “[Accessing the European Union Organic Market](https://www.ams.usda.gov/sites/default/files/media/NOP%20Accessing%20EU%20Market.pdf).” * **Labeling Categories:** EU allows the retail product to be labelled as “organic” or “organically grown.” * **Organic Seal/Logo:** Labels and other marketing material used to represent retail products as organic may use the USDA Organic Seal as set forth in Organic Regulations §205.300 or the EU organic farming logo. Click here to download the [EU Organic Farming Logo](https://ec.europa.eu/agriculture/organic/downloads/logo_en) * **Country and Certifier Codes:** All labels placed on organic retail and non-retail containers that are packed by this operation must include the US country code and QCS certifier code “US-ORG-51” even if they are exported to the EU by a different operation. | | | | | |
| * + 1. Attach a copy of each retail and non-retail label to be used on products destined for the EU. All labels must be reviewed and approved by QCS prior to use.  Attached     2. Do all labels, retail and non-retail with an organic claim destined for the EU include the US country code and QCS Certifier Code: US-ORG-51?  Yes  No     3. Is the EU organic seal used on any product?  Yes  No   If the EU organic seal is used:   1. Is the Country and Certifier Code displayed below the EU organic seal?  Yes  No 2. Is the origin statement “Non-EU Agriculture” displayed below the Certifier Code?  Yes  No    * 1. How will you ensure that all non-retail packages (containers, cases) for export to EU will be labeled “for export only” and be accompanied by a Bill of Sale? | | | | | |
| **Affirmation.** I affirm that all statements made in this US-European Export Equivalence Arrangement application are true and correct. I agree to provide further information as required by QCS and authorized representatives of the USDA NOP. | | | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title | | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date |

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| OGP 18: US-Canada Organic Equivalence Arrangement | | | | | | | | | |
| **Complete this section if you are located outside of Canada and produce USDA-NOP certified organic products intended for export to Canada (direct export or stream of commerce)**. Follow this link to learn more about the [US-Canada Organic Equivalence Arrangement](https://www.ams.usda.gov/services/organic-certification/international-trade/Canada). | | | | | | | | | |
| **A. Product Verification**   1. How will you ensure that the statement “*Certified in compliance with the terms of the US-Canada Organic Equivalency Arrangement*.” accompanies all USDA-NOP certified organic products being exported to Canada? 2. List all the crops you wish to represent as organic in Canada. | | | | | | | | | |
| **Crops** | **Parcels**  All parcels | **Fields**  All fields | | | **Projected Yield** | | **Label(s) used on products intended for export** | | |
|  |  |  | | |  | | Retail  Non-retail | | |
|  |  |  | | |  | | Retail  Non-retail | | |
|  |  |  | | |  | | Retail  Non-retail | | |
|  |  |  | | |  | | Retail  Non-retail | | |
| **B. Substance & Production Verification.**  *If “yes” is marked to indicate use of substances listed below, export to Canada may be denied.*   1. Has sodium nitrate (Chilean nitrate) been applied to any fields producing crop for Canadian export?  Yes  No   If yes, which fields and crops?   1. Have any of the crops intended for export to Canada been produced in a hydroponic or aeroponic system?   Yes  No If yes, which products? | | | | | | | | | |
| 1. **Labeling**   *ALL labels for products destined for Canada must be submitted to QCS for review and approval prior to market/export of product.*  **LABELING REQUIREMENTS**   * See the Canadian Food Inspection Agency (CFIA) [Key Message to Industry](https://www.ams.usda.gov/sites/default/files/media/NOP%20US%20Canada%20Agreement.pdf) for guidance on labeling. * **Labeling Categories:** Canada permits the following labeling claims on organic products: “Organic,” “% organic ingredients” and “Declaration in the ingredient list.” * **Certifier on retail product:** Labels or stickers must state the name of the certifying agent * **Logos:** Logo use is voluntary. Retail labels may use the USDA Organic seal or the Canada Organic Biologique logo. * **Languages:** All product labels must be in English and French. * **Lot numbers on non-retail containers**: Wholesale products only require lot numbers. * **Products imported into Canada** must be identified as imported on the label.  1. Attach a copy of each retail and non-retail label to be used on products destined for Canada.  Attached | | | | | | | | | |
| **Affirmation**  I affirm that all statements made in this US-Canada Organic Equivalence Agreement Affirmation are true and correct. I agree to provide further information as required by QCS and authorized representatives of the USDA NOP and CFIA. | | | | | | | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature | | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title | | | | | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date |
| [OGP 1](#_top)9: US-Japan Organic Equivalence Arrangement | | | | | | | | | |
| Complete this section if you are located in the United States and plan to export USDA-NOP certified organic plants or fungi to Japan.  USDA certified organic plant and plant based products (including fungi) that are produced in the U.S. may be represented as organic in Japan under the US-Japan Organic Equivalence Arrangement. Follow this link to learn more about [Exporting Organic Products to Japan](https://www.ams.usda.gov/sites/default/files/media/NOP%20Exporting%20Organic%20Products%20to%20Japan.pdf). | | | | | | | | | |
| **A. Product Verification**  List all the crops you wish to represent as organic in Japan. | | | | | | | | | |
| **Crops** | **Parcels**  All parcels | | | **Fields**  All fields | | **Label(s) used on products intended for export** | | | |
|  |  | | |  | | Retail  Non-retail | | | |
|  |  | | |  | | Retail  Non-retail | | | |
|  |  | | |  | | Retail  Non-retail | | | |
|  |  | | |  | | Retail  Non-retail | | | |
|  |  | | |  | | Retail  Non-retail | | | |
| **B. Labeling**  *ALL labels your operation applies to products destined for Japan must be submitted to QCS for review and approval prior to market/export of product.*  **LABELING REQUIREMENTS**   * **Labeling Categories:** Japan does not have a “100% organic” labeling category. USDA organic products certified to the “100% organic” labeling category must be labeled “organic” in Japan. * **Seals:** All plant and fungi products must carry the Japanese Agricultural (JAS) seal. These products may also carry the USDA organic seal. * **Export Certificate:** All organic plant and fungi product exported from the US to Japan must be accompanied by an export certificate (TM-11)  1. Attach a copy of each retail and non-retail label to be used on products destined for Japan.  Attached 2. For organic plants, including fungi: How will the Japanese Agricultural Standards (JAS) seal be applied to product labels? (Check one) This operation is a U.S. exporter who has a contract with a JAS-certified importer. I apply the JAS logo to my products directly for sale in either Japan or the U.S. To view a list of JAS-certified importers, see http://bit.ly/importers-jas.   This operation does not have a contract with a JAS-certified importer. I do not apply the JAS logo to my products prior to export. The seal will be applied by a JAS-certified importer prior to sale within Japan. | | | | | | | | | |
| **Affirmation**  I affirm that all statements made in this US-Japan Organic Equivalence Arrangement Affirmation are true and correct. I agree to provide further information as required by QCS and authorized representatives of the USDA NOP. | | | | | | | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature | | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title | | | | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date | |

| [OGP 20](#_top): US-Taiwan Organic Export Arrangement | | | | | |
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| **Complete this section if you are located in the United States and plan to export USDA-NOP certified products to Taiwan.**  Follow this link to learn more about the US’ [export arrangement with Taiwan](https://www.ams.usda.gov/services/organic-certification/international-trade/Taiwan). | | | | | |
| **A. Product Verification**  List all the crops you wish to represent as organic in Taiwan. | | | | | |
| **Crops** | **Parcels**  All parcels | | **Fields**  All fields | **Label(s) used on products intended for export** | |
|  |  | |  | Retail  Non-retail | |
|  |  | |  | Retail  Non-retail | |
| **B. Export Documentation Verification**   1. Do you understand that, prior to shipping organic products to Taiwan, you must notify QCS and request a completed export certificate (TM-11) to be included with your shipment of organic products?  Yes  No | | | | | |
| **Affirmation**  I affirm that all statements made in this US-Taiwan Export Arrangement Affirmation are true and correct. I agree to provide further information as required by QCS and authorized representatives of the USDA NOP. | | | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title | | | \_\_\_\_\_\_\_\_\_\_\_\_\_  Date |

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| **OGP** [**21**](#_top)**: US-Switzerland Organic Equivalency Arrangement** | | | | | |
| USDA certified organic products produced in the United States can be represented as organic in Switzerland with appropriate documentation. **Complete this section if you are located in the United States and plan to export organic products to Switzerland.** Follow this link to learn more about [**Exporting Organic Products to Switzerland**](https://www.ams.usda.gov/sites/default/files/media/exporting%20organic%20products%20to%20switz.pdf). | | | | | |
| **A. Product Verification**  List all the crops you wish to represent as organic in Switzerland. | | | | | |
| **Crops** | **Parcels**  All parcels | | **Fields**  All fields | | **Label(s) used on products intended for export** |
|  |  | |  | | Retail  Non-retail |
|  |  | |  | | Retail  Non-retail |
|  |  | |  | | Retail  Non-retail |
| **B. Export Documentation Verification**   1. Do you understand that, prior to shipping products to Switzerland you must notify QCS and request a completed Switzerland import certificate to be included with your shipment of organic products? Yes  No | | | | | |
| 1. **Labeling**   The USDA organic seal may be used on products exported to Switzerland. However, Switzerland does not have a “100% organic” labeling category. USDA organic products certified to the “100% organic” labeling category must be labeled “organic” in Switzerland.   1. Attach a copy of each retail and non-retail label to be used on products destined for Switzerland.  Attached | | | | | |
| **Affirmation** I affirm that all statements made in this US-Switzerland Equivalency Arrangement Affirmation are true and correct. I agree to provide further information as required by QCS and authorized representatives of the USDA NOP. | | | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title | | \_\_\_\_\_\_\_\_\_\_\_\_\_  Date | |

| OGP 22: European Union (EC) 834/2007 & 889/2008 Regulation Compliance | | |
| --- | --- | --- |
| **Complete this form if your operation is located outside the US and Canada and final processing and packaging occurs outside the US or Canada, and you want to export products to the European Union; including Switzerland. US producers planning to export organic products not covered under US-EU Equivalence should also use this section.** | | |
| **A. Products requested for certification**   1. Complete the table below for all organic crops requesting organic certification for export to the European Union.  |  |  |  |  | | --- | --- | --- | --- | | **Crop** | **Total acreage in production eligible for EU organic certification** | **Expected annual yield**  (specify unit of measurement and acre or hectare) | **Label(s) used on products intended for export** | |  |  |  | Retail  Non-retail | |  |  |  | Retail  Non-retail | |  |  |  | Retail  Non-retail | |  |  |  | Retail  Non-retail | |  |  |  | Retail  Non-retail | |  |  |  | Retail  Non-retail | |  |  |  | Retail  Non-retail |  1. All products intended for export to the EU as organic must be produced on parcels that are eligible for organic certification in accordance with EU Regulations 834/2007 and 889/2008. Crops produced on parcels/fields in conversion to EU organic production are not eligible to be represented as organic in the EU. **OGP 3: Parcel Information** describes eligibility requirements and must be completed for each parcel requesting EU organic certification.    1. Does this operation include any parcels that are in conversion to EU organic production?  Yes  No    2. If yes, describe how you will prevent commingling of organic crops from crops produced on parcels in conversion to EU organic production? | | |
| **B. Manure Verification**   1. Are any crops intended for organic representation in the EU produced with the use of manure and/or compost?   Yes  No   If yes complete the following table and answer the remaining questions in this section. All manure and compost must be described at OGP 11: Compost & Animal Manure. Manufactured inputs containing manure or compost must be described at OGP 10: Inputs.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Input** | **Brand Name or Source** | **General Description** | **Parcels/Fields where applied** | **Annual Rate of Application** | |  |  | Composted  Dried manure  Dehydrated poultry litter |  |  | |  |  | Composted  Dried manure  Dehydrated poultry litter |  |  | |  |  | Composted  Dried manure  Dehydrated poultry litter |  |  |  1. For each source of manure used in the inputs listed above, submit the following documentation, depending on the source:  |  |  | | --- | --- | | Manure Source: | | | **Manure from an ORGANIC livestock operation** | **Manure from a CONVENTIONAL livestock operation** | | Organic certificate for the livestock operation | 1. Describe how you determined that manure from organic livestock production was not available, or attach a description from the input manufacturer. 2. Submit a signed declaration from the origin of the manure (farm) stating that: 3. Livestock are predominantly able to turn freely through 360°; and 4. Livestock are not predominantly kept in the dark; and 5. Livestock are predominantly kept with bedding;   OR   * 1. Livestock have access to grazing or open air areas. |  1. List parcels with manure storage areas, describe manure storage areas, and show them on the parcel map(s). | | |
| **C. Substance Verification**  Crops must be produced without the use of substances prohibited by the EC. If “yes” is marked to indicate use of substances listed below, organic certification under EC 834/2007 & 889/2008 may be denied.   |  |  | | --- | --- | | 1. Were any of the above crops produced with the use of Sodium nitrate? | Yes  No | | 1. Were any of the above crops produced with the use of Giberellic acid? | Yes  No | | 1. Were any of the above crops were produced with the use of hydrogen peroxide? | Yes  No | | 1. Were any of the above crops produced with the use of Vitamins B1, C, and E? | Yes  No | | 1. Were any of the above crops produced with the use of hydrated lime for disease control? | Yes  No | | 1. Were any of the above crops produced with the use of lignosulfonates | Yes  No | | 1. Were any of the above crops produced with the use of copper hydroxides, copper sulfate and cuprous oxide? *If yes, copper may be used a fungicide up to a maximum of 6 kg per hectare per year. Please submit documentation showing rate and location of copper application(s) (actual or planned) to demonstrate limit is not exceeded.*  Attached | Yes  No | | 1. Do you use boric acid to control pests? | Yes  No | | 1. Do you use ammonium soaps as animal repellant? | Yes  No | | 1. Do you use Vitamin D-3 and sulfur di-oxide for rodent control? | Yes  No | | 1. Are calcium hypochlorite, sodium hypochlorite, chlorine dioxide or any other chlorine material used to disinfect, clean, or process organic products? | Yes  No | | | |
| **D. Organic Integrity**  *Organic production must take place in a unit of which the production premises, land parcels, pasturage, open-air exercise areas, open air runs, and livestock buildings, and, where applicable, the premises for the storage of crops, crop products, livestock products, raw materials and inputs, are clearly separate from those of any other unit not producing in accordance with the rules laid down in this Regulation.*   1. Are any synthetic chemicals prohibited by EU 889/2008 stored on the same premises used for organic crop production, crop storage, or input storage?  Yes  No 2. Do you grow same crop both organic and conventional? Yes  No  If yes, describe how the requirements in Article 40 of EU 889/2008 and Article 22 of EU 834/2007 are fulfilled. | | |
| **E. Derogations**  Derogations are exceptions to the EU organic production rules that may be granted by the certification body when specific requirements are fulfilled. Please read this section carefully to determine if your operation is requesting a derogation, and what information is needed for QCS to evaluate the request.   1. ***Use of non-organic seed and/or vegetative propagating material.***   *Use of non-organic seed and/or vegetative propagating material must be approved prior to the planting/sowing of the crop.*  Does your operation plan to use any seed or propagating material/planting stock that is not certified organic. (Art. 45(1) R. 889/2008)  Yes  No. If yes, complete the table below.   |  |  |  | | --- | --- | --- | | **Crop/Variety** | **Seed or planting stock** | **Reason** | |  | Seed  Vegetative propagating material (planting stock) | Organic variety or equivalent variety not commercially available  No supplier able to deliver organic seed/ propagating material prior to sowing planning, and orders were placed in a reasonable time | |  | Seed  Vegetative propagating material (planting stock) | Organic variety or equivalent variety not commercially available  No supplier able to deliver organic seed/ propagating material prior to sowing planning, and orders were placed in a reasonable time | |  | Seed  Vegetative propagating material (planting stock) | Organic variety or equivalent variety not commercially available  No supplier able to deliver organic seed/ propagating material prior to sowing planning, and orders were placed in a reasonable time | | For each crop and variety listed above, attach documentation for each non-organic seed or propagation material used or planned for showing it was not treated with plant protection products not authorized under Art. 5(1) R. 889/2008.  Attached | | |  1. ***Retroactive recognition of a previous period as part of the conversion period (Art. 36(2) R. 889/2008)*** Land that is not certified organic must undergo a conversion period as defined in EC R. 889/2008 unless the operation requests, and QCS grants, a derogation to retroactively allow a previously documented period in which the facilities were not treated or exposed to products not authorized for organic production to count towards the all or part of the conversion period. The producer must provide satisfactory proof that the parcel was not treated with products not authorized for organic production for at least three years immediately prior to certification.   *Land that was previously a natural area:* The producer must submit evidence that the area was not used for agricultural production and confirm in writing that no prohibited substances were applied in the three year period.  *Land previously used for non-organic agriculture.* The producer must have participated in a program implemented pursuant to Regulations (EC) no. 1257/99, (EC) 1698/2005, or in another official program (e.g. food safety program, conservation program, etc.); and provide documentation from the program administrator and provide complete production records to demonstrate that products not authorized for organic production were not used in the three years immediately preceding certification.    Does this application include a request to certify new (uncertified) land as organic?  Yes  No  If yes, complete the questions in the tables below for each applicable parcel. Make copies if needed   |  |  |  | | --- | --- | --- | | **Parcel requesting retroactive recognition of previous period as part of conversion period.** | | | | 1. Previous Use: | Natural Area. Attach documentation – e.g. photos  Non-organic agriculture. List crops:  Other. Describe: | | | 1. Did the parcel participate in an official program (e.g. food safety certification) with records demonstrating that the parcel was not treated with products prohibited for organic production for a period of at least three years? | | Yes  No  What program(s):  Records attached | | 1. Describe any additional documentation attached to demonstrate that products prohibited for organic production were not applied for a period of at least three years. | | |  |  |  |  | | --- | --- | --- | | **Parcel requesting retroactive recognition of previous period as part of conversion period.** | | | | 1. Previous Use: | Natural Area. Attach documentation – e.g. photos  Non-organic agriculture. List crops:  Other. Describe: | | | 1. Did the parcel participate in an official program (e.g. food safety certification) with records demonstrating that the parcel was not treated with products prohibited for organic production for a period of at least three years? | | Yes  No  What program(s):  Records attached | | 1. Describe any additional documentation attached to demonstrate that products prohibited for organic production were not applied for a period of at least three years. | | |  1. ***Exceeding 6 kg/ha copper (fungicide) in a given year.***   An operation may be authorized to exceed 6 kg copper per hectare per year in a given year for a perennial crop, provided that the average quantity applied over a 5-year period consisting of that year and the preceding years does not exceed 6 kg. (Annex II EC R. 889/2008). Copper must be in the form of copper hydroxide, copper oxychloride, (tribasic) copper sulfate, cuprous oxide, or copper octanoate.  Is this operation requesting a derogation to exceed 6 kg copper per hectare application to a perennial crop?  Yes  No  If yes, complete the table below.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Instructions: Calculate average copper application rate in Kg/Hectare using the table below. Provide a copy of all copper application records for the current and previous 5 years showing the amount applied and parcels/hectares where applied.  Attached | | | | | | **Crop:** | | **Year of request:** | **Copper product (brand name):** | | | **Parcels:** (complete a separate form for parcels with different application rates) | | | | | | **Year** | | **Kg applied (total)** | **Hectares where applied** | **Application Rate (R)**  **Calculate Kg/Hectares** | | Current year: |  |  |  |  | | Previous year: |  |  |  |  | | 2 years prior: |  |  |  |  | | 3 years prior: |  |  |  |  | | 4 years prior: |  |  |  |  | | Sum of Application Rates (Sum:R) = Add the application rates for all years | | | | Sum:R | | Average application rate = (Sum:R)/5 | | | | (Sum:R)/5 | | | |
| **F. Labeling Verification**  *ALL labels for products destined for the EU must be submitted to QCS for review and approval prior to market/export of product. Label requirements are specific and complex, and exported products must meet the labeling requirements in the destination country.*  *If not labeled correctly, the product may be rejected for export.*  **LABELING REQUIREMENTS**   * **Labeling Categories:** EU allows raw agricultural products (crops) to be labelled as “organic” or “organically grown.” * **EU Organic Farming Logo:** The EU organic farming logo may be used on labels and other marketing material used to represent retail products exported into the EU as organic, but use is not compulsory. EU Organic seal formatting rules are located in [EEC 271/2010](http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2010:084:0019:0022:EN:PDF). Click here to download the [EU Organic Farming Logo](https://ec.europa.eu/agriculture/organic/downloads/logo_en) and here for [FAQs](https://ec.europa.eu/agriculture/organic/sites/orgfarming/files/docs/body/organic_logo-faq_en.pdf) about the logo. * **Country and Certifier Codes:** All labels (retail and non-retail) must include the alpha-2 (2 letter) country code for the country of origin and the QCS certifier code. Operations outside the US, use “Country Code-BIO-144.” Click here for a list of [country codes](https://www.iso.org/obp/ui/#search). US operations use “US-ORG-51.”  1. Attach a copy of each retail and non-retail label to be used on products destined for the EU. All labels must be reviewed and approved by QCS prior to use. This includes labels appearing on wholesale containers.  Attached 2. Do all labels, retail and non-retail with an organic claim destined for the EU include the country code and QCS Certifier Code: <COUNTRY CODE>-BIO-144?  Yes  No 3. Is the EU organic seal used on any labeling?  Yes  No   If the EU organic seal is used:   1. Is the Certifier Code displayed below the EU organic seal?  Yes  No 2. Is the origin statement “Non-EU Agriculture” displayed below the Certifier Code?  Yes  No 3. How will you ensure that all non-retail packages (containers, cases) for export to EU will be labeled “for export only” and be accompanied by a Bill of Sale? | | |
| **Affirmation**  I affirm that all statements made in this EU Regulation Compliance Plan are true and correct. Only materials listed in Council Regulation (EC) 834/2007 & 889/2008 for the purposes indicated have been used to produce the organic products listed here. I agree to provide further information as required by QCS. I agree to, in cases where my operation and/or the subcontractors of my operation are certified by different certification bodies to EU standards, the exchange of information between those authorities or bodies; I agree in cases where my operation and/or the subcontractors may operation change organic certification body, to the transmission of my OSP and related certification documents to the subsequent certification body; I understand that if this operation withdraws from certification to the European Union (EC) 834/2007 & 889/2008 Regulation Compliance Program QCs shall maintain the operation’s certification documents for a period of at least five years and inform, without delay, the relevant competent authority and control authority or control body; I agree to inform the QCS without delay of any irregularity or infringement affecting the organic status of this operation’s product or organic products received from other operators or subcontractors. | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date |

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| **OGP** [**23**](#_top)**: BIOSUISSE Switzerland Compliance** | | | | |
| Complete this section if you are located outside of the United States and plan to export organic products to Switzerland as recognized by BioSuisse. Please note, operations may also export to Switzerland that are certified to the QCS European Union (EC) 834/2007 & 889/2008 Certification Requirements (see OGP 22). | | | | |
| **Crops** | | **Parcel No.** | | **Field No.** |
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| **B. Farm Conversion**   1. Is the entire operation organic? Yes  No . If No, describe the plan for gradual conversion to full organic: | | | | |
| **C. Protection of Natural Areas with High Conservation Value**   1. Does the operation have cultivation or other enduring changes in areas with natural ecosystems with [High Conservation Value](https://www.hcvnetwork.org/about-hcvf) (HCV)?  Yes  No. If Yes, Please answer questions below:    1. Do you have local knowledge of areas with HCV; particularly any land used for growing the crop(s)?  Yes  No    2. Do you have maps of growing areas and areas around the growing area?  Yes  No. If yes, please provide.    3. Have you farmed the area for more than 5 years?  Yes  No. If yes, please provide field(s) history. | | | | |
| **D. Regions with Scarce Water Resources**   1. Are you located in desert or steppe climates (climates classified as BW or BS according to the Köppen-Geiger climate classification system via the [World map of the Köppen-Geiger classification](http://koeppen-geiger.vu-wien.ac.at/present.htm)?  Yes  No If yes, please download, complete and submit a Sustainable Water Usage Plan: <https://www.icbag.ch/downloads/downloads/checklistsforms.html>  Attached | | | | |
| **E. Microorganism free of GMO verification**   1. Does the operation use crop protectant product(s) containing microorganisms?  Yes  No  If Yes, complete and submit a [Declaration of Compliance with the Prohibition of Genetically Modified Organisms](https://www.bio-suisse.ch/media/VundH/formular/infoxgen_e.pdf) (InfoXgen).  Attached | | | | |
| **F. Residue Risk Analysis**   1. Download, complete and submit the Residue Risk Analysis Production form. <https://www.icbag.ch/downloads/downloads/checklistsforms.html>  Attached | | | | |
| **G. Social Responsibility**   1. Is the operation currently certified or audited in accordance to a Social Accountability Standard?  Yes  No   If yes, which standard?        Attached Certificate  If No, download, complete and submit a Self-Declaration Social Accountability form <https://www.icbag.ch/downloads/downloads/checklistsforms.html>  Attached | | | | |
| **H. Export Documentation Verification**   1. Do you understand that prior to shipping products to Switzerland you must notify QCS and request a completed Swiss import certificate to be included with your shipment of organic products? Yes  No | | | | |
| **Affirmation** I affirm that all statements made in this BIOSUISSE Switzerland Compliance Affirmation are true and correct. I agree to provide further information as required by QCS and authorized representatives of the BioSuisse. | | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title | | \_\_\_\_\_\_\_\_\_\_\_\_\_  Date | |

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| OGP 24: KRAV Sweden Extra Requirements | | |
| Complete this section if your operation is located outside of the United States, the European Union, EEA (EU & Iceland, Liechtenstein, Norway), Canada, Australia, New Zealand and Japan; and you plan to export organic products to Sweden in compliance with KRAV’s Extra Requirements. | | |
| **A. Product Verification**  List all the crops you wish to represent as certified to KRAV’s Extra Requirements in Sweden. | | |
| **Crops** | **Parcel No.** | **Field No.** |
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| **B. KRAV’s Checklist Verification**  Please review the “KRAV Extra Requirements” located at <http://www.krav.se/extra-requirements-all-products> and be prepared to demonstrate compliance during inspection. | | |
| **Affirmation** I affirm that all statements made in this KRAV Sweden Extra Requirements Affirmation are true and correct. I understand that a QCS inspector may interview any employee without a manager present to verify social responsibility requirements. I agree to provide further information as required by QCS and authorized representatives of the KRAV. | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title | \_\_\_\_\_\_\_\_\_\_\_\_\_  Date |